Richland County Community Unit School District No.1
Board of Education

Regular Meeting
Thursday, January 20, 2022
Richland County High School
1200 E. Laurel St.
Olney, IL 62450
6:00 PM

I. Call to Order and Pledge of Allegiance
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3. Financial Update/Review 385

VI. Administrative Reports
A. Superintendent's Report
1. State of the District Report

2. Statements of Economic Interest
3. Bernardi Securities Presentation

B. Assistant Superintendent's Report

VII. Unfinished Business

VIII. New Business

A. Adopt a Resolution to Commend Doug Schneider

B. Approve Proposal for Audit and Professional Services with Kemper CPA Group 388

C. Approve Bus Bids 393

D. Approve RCMS Roof Bids

E. Approval of Athletic Trainer Agreement with Wabash General Hospital 397

IX. Enter Executive Session

A. To Consider Information Regarding Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Individual Employees

B. To Discuss Matters of Possible or Pending Litigation

C. To Discuss Matters of Closed Session Minutes

X. Exit Executive Session

XI. Resignation(s)

A. RCHS Custodian

XII. Employment

A. Paraprofessional

B. RCHS Secretary

XIII. Adjournment

ILLINOIS STUDENT ASSISTANCE COMMISSION
1755 Lake Cook Road, Deerfield, IL - 60015-5209
2022 - 2023 STATE SCHOLAR PROGRAM
FINALISTS ANNOUCEMENT ROSTER
143290-RICHLAND COUNTY HIGH SCHOOL, 1200 E LAUREL ST, OLNEY, IL-62450

State ID	Last Name	First Name	MI	RANK	GPA	Class Size	Standard Rank Score
591596551	CONN	ISABELLE	A	1	005.000	170	29
253003158	CRITES	KATHRYN	A	1	005.000	170	29
769207430	GREENWOOD	CARLEY	R	14	004.980	170	23
957623492	HARNESS	ALLISON	R	1	005.000	170	29
	HESS	KADEN	A	1		170	29
388938456	JULIAN	BROOKS	A	1	005.000	170	29
335979501	RANDALL	CASSARA	J	1	005.000	170	29
138230273	ROARK	SARA	J	1	005.000	170	29
382572207	RODRIGUEZ	GABRIEL	D	1	005.000	170	29
152618090	SMITH	REESE	A	1	005.000	170	29
431835971	SUMMERS	CONNOR	D	1	005.000	170	29
287129225	TRAVIS	CHASE	A	1	005.000	170	29
275367494	VAAL	SAMUEL	W	1	005.000	170	29

Number of Finalists : 13

I. Call to Order and Pledge of Allegiance

II. Roll Call

Dennis Anderson:	Present
Alex Cline:	Present
Norm Henderson:	Present
Marc Leist:	Present
Cindy Lockley:	Present
Jeff Wilson:	Present

Present: 6, Absent: 0.

III. Seat Newly Appointed Board Member - The board approved the appointment of Scott Snyder as board member at the December 8, 2021 special meeting. Mr. Wilson conducted the oath of office for newly appointed board member Scott Snyder. Mr. Snyder took his seat at the board table.

IV. Election of Board Secretary – Mrs. Cindy Lockley nominated Mr. Dennis Anderson for Secretary. Being no other nominations, the Chair declared the nominations closed. By show of hands, Mr. Anderson received seven votes. Having received the majority vote, the Chair declared Dennis Anderson as Secretary.

V. Recognition and Comments from Employees and Public – Recording Secretary Sonja Music read comments from Troy Reynolds and Matt Kocher. Mr. Reynolds asked the board to remove the policy regarding the new sex education law from the consent agenda and discuss in open session. Mr. Kocher applauded the presentation of the tax levy and asked if the same transparency would be used with the National Sex Education Standards curriculum.

VI. Consent Agenda

Motion to approve the consent agenda as presented. This motion, made by Dennis Anderson and seconded by Alex Cline, Passed.
Dennis Anderson: Yea, Alex Cline: Yea, Norm Henderson: Yea, Marc Leist: Yea, Cindy Lockley: Yea, Scott Snyder: Yea, Jeff Wilson: Yea
Yea: 7, Nay: 0

VI.A. * Minutes of Previous Meetings – the minutes of the regular meeting of November 16, 2021 and special meeting of December 8, 2021.

VI.B. * Closed Minutes - None

VI.C. * Communication

VI.C.1. Thank You from the Family of Steve Wilson

VI.D. * Policies for First Reading & Consideration - Mr. Simpson explained that the policies being presented in the consent agenda are for first reading and not being adopted at this time. In regards to the policy referencing sex education curriculum, Mr. Simpson stated that the district does not give up local control of curriculum by adopting the policy. ***Document Registry 21-12-01***

VI.D.1. * 2.20 School Board Powers and Duties

VI.D.2. * 2.110 Qualifications, Term, and Duties of Board Officers

VI.D.3. * 2.120 Board Member Development

VI.D.4. * 2.220 School Board Meeting Procedure

VI.D.5. * 2.260 Uniform Grievance Procedure

VI.D.6. * 3.40 Superintendent

VI.D.7. * 4.60 Purchases and Contracts

VI.D.8. * 4.110 Transportation

VI.D.9. * 4.160 Environmental Quality of Buildings & Grounds

VI.D.10. * 4.165 Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors

VI.D.11. * 4.170 Safety

VI.D.12. * 4.175 Convicted Child Sex Offender; Screening; Notifications

VI.D.13. * 5.10 Equal Employment Opportunity and Minority Recruitment

VI.D.14. * 5.20 Workplace Harassment Prohibited

VI.D.15. * 5.30 Hiring Process and Criteria

VI.D.16. * 5.50 Drug and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition

VI.D.17. * 5.90 Abused and Neglected Child Reporting

VI.D.18. * 5.100 Staff Development Program

VI.D.19. * 5.120 Employee Ethics; Conduct; and Conflict of Interest

VI.D.20. * 5.125 Personal Technology and Social Media; Usage and Conduct

VI.D.21. * 5.150 Personnel Records

VI.D.22. * 5.185 Family and Medical Leave

VI.D.23. * 5.200 Terms and Conditions of Employment and Dismissal

VI.D.24. * 5.220 Substitute Teachers

VI.D.25. * 5.250 Leaves of Absence

VI.D.26. * 5.330 Sick Days, Vacation, Holidays, and Leaves

VI.D.27. * 6.15 School Accountability

VI.D.28. * 6.20 School Year Calendar and Day

VI.D.29. * 6.50 School Wellness

VI.D.30. * 6.60 Curriculum Content

VI.D.31. * 6.120 Education of Children with Disabilities

VI.D.32. * 6.135 Accelerated Placement Program

VI.D.33. * 6.180 Extended Instructional Programs

VI.D.34. * 6.220 Bring Your Own Technology (BYOT) Program; Responsible Use and Conduct

VI.D.35. * 7.30 Student Assignment and Intra-District Transfer

VI.D.36. * 7.60 Residence

VI.D.37. * 7.70 Attendance and Truancy

VI.D.38. * 7.80 Release Time for Religious Instruction/Observance

VI.D.39. * 7.150 Agency and Policy Interviews

VI.D.40. * 7.160 Student Appearance

VI.D.41. * 7.180 Prevention of and Response to Bullying, Intimidation, and Harassment

VI.D.42. * 7.190 Student Behavior

VI.D.43. * 7.200 Suspension Procedures

VI.D.44. * 7.210 Expulsion Procedures

VI.D.45. * 7.240 Conduct Code for Participants in Extracurricular Activities

VI.D.46. * 7.250 Student Support Services

VI.D.47. * 7.260 Exemption from Physical Education

VI.D.48. * 7.290 Suicide and Depression Awareness and Prevention

VI.D.49. * 7.310 Restrictions on Publications; Elementary Schools

VI.D.50. * 7.315 Restrictions on Publications; High Schools

VI.D.51. * 7.340 Student Records

VI.E. * November FOIA Log – two FOIA requests from SmartProcure

VI.F. * Building & Discipline Reports – written reports were presented by Principals and Administrators – RCES, Cris Edwards; RCMS, Darrell Houchin; RCHS, Andy Julian; and Special Education, Mick Whittler.

VII. Financial Reports

Motion to approve financial reports as presented. This motion, made by Cindy Lockley and seconded by Norm Henderson, Passed.
Dennis Anderson: Yea, Alex Cline: Yea, Norm Henderson: Yea, Marc Leist: Yea, Cindy Lockley: Yea, Scott Snyder: Yea, Jeff Wilson: Yea
Yea: 7, Nay: 0

VII.A. Treasurer's Report – the monthly treasurer's report was presented.

VII.B. Balance Sheet – the monthly balance sheet was presented.

VII.C. Approval of Bills and Payroll - The listing of current bills, in the amount of $2,188,443.04 to date of listing, and district payroll for the month of November was presented for payment. Payroll for personnel on regular employment status for the month of December is the same as for the month of November 2021 with the following:

ADDITIONS:

Hanna Reeves – RCES Food Service
Tara Milburn – RCHS Custodian

DELETIONS:

Shirley Piton – Bus Driver
Kelli Urfer – RCMS Paraprofessional

CHANGES: None

VII.D. All Other Financial Reports

VII.D.1. Comparison of Funds - December 2020 with December 2021

VII.D.2. Monthly Financial Report – the monthly financial report was presented.

VII.D.3. Financial Update/Review – Mr. LeCrone reported that the State of Illinois has issued vouchers to the school district in the amount of $488,404.36.

VIII. Administrative Reports

VIII.A. Superintendent's Report

VIII.A.1. IASB Training – Mr. Simpson discussed scheduling board member training with an IASB representative on January 31st.

VIII.A.2. Update on Accreditation Process – Mr. Simpson explained that the district's accreditation process will be postponed until the Spring of 2023.

VIII.A.3. BLDD Presentation of Schematic Design for PreK Center – Mark Ritz of BLDD Architects and Ben Evelsizer of Poettker Construction joined the meeting via Zoom meeting to present the schematic design for the PreK Center project. ***Document Registry 21-12-02***

VIII.A.4. Review of COVID-19 Data for this School Year – Mr. Simpson reviewed the COVID-19 data for the school year.

VIII.A.5. 2020-2021 Annual 21st CCLC Evaluation – Mr. Simpson presented the 2020-2021 Annual 21st CCLC Evaluation. ***Document Registry 21-12-03***

VIII.B. Assistant Superintendent's Report

VIII.B.1. 2021 Tax Levy Presentation – Mr. LeCrone presented the 2021 Tax Levy. ***Document Registry 21-12-04***

VIII.B.2. RCMS Roof Project – Mr. LeCrone discussed the RCMS roof project.

IX. Unfinished Business

X. New Business

X.A. Addition of Athletic Programs at RCMS

Motion to approve the addition of Athletic Programs at RCMS beginning the fall of 2022. This motion, made by Dennis Anderson and seconded by Norm Henderson, Passed.
Dennis Anderson: Yea, Alex Cline: Yea, Norm Henderson: Yea, Marc Leist: Yea, Cindy Lockley: Yea, Scott Snyder: Yea, Jeff Wilson: Yea
Yea: 7, Nay: 0

X.B. Approve TRS Supplemental Savings Plan

Motion to approve the TRS Supplemental Savings Plan as presented. ***Document Registry 21-12-05***. This motion, made by Norm Henderson and seconded by Dennis Anderson, Passed.
Dennis Anderson: Yea, Alex Cline: Yea, Norm Henderson: Yea, Marc Leist: Yea, Cindy Lockley: Yea, Scott Snyder: Yea, Jeff Wilson: Yea
Yea: 7, Nay: 0

X.C. Approve FY21 Richland County CUSD #1 Audit ***Document Registry 21-12-06***

Motion to approve the FY21 Richland County CUSD #1 Audit as presented. This motion, made by Cindy Lockley and seconded by Scott Snyder, Passed.
Dennis Anderson: Yea, Alex Cline: Yea, Norm Henderson: Yea, Marc Leist: Yea, Cindy Lockley: Yea, Scott Snyder: Yea, Jeff Wilson: Yea
Yea: 7, Nay: 0

X.D. Approve 2021 Tax Levy

Motion to approve the 2021 Tax Levy as presented. ***Document Registry 21-12-07***
This motion, made by Alex Cline and seconded by Norm Henderson, Passed.
Dennis Anderson: Yea, Alex Cline: Yea, Norm Henderson: Yea, Marc Leist: Yea, Cindy Lockley: Yea, Scott Snyder: Yea, Jeff Wilson: Yea
Yea: 7, Nay: 0

X.E. Approve FY22 Risk Management Plan

Motion to approve the FY22 Risk Management Plan as presented. ***Document Registry 21-12-08***. This motion, made by Cindy Lockley and seconded by Norm Henderson, Passed.
Dennis Anderson: Yea, Alex Cline: Yea, Norm Henderson: Yea, Marc Leist: Yea, Cindy Lockley: Yea, Scott Snyder: Yea, Jeff Wilson: Yea
Yea: 7, Nay: 0

X.F. Approve Fuel Bid

Motion to award fuel bids for 2022 to Wabash Valley Service Company at the firm price of $2.739 per contracted gallon of diesel up to 10,000 gallons and $2.962 per contracted gallon of gasoline up to 20,000 gallons. ***Document Registry 21-12-09*** This motion, made by Norm Henderson and seconded by Dennis Anderson, Passed.
Dennis Anderson: Yea, Alex Cline: Yea, Norm Henderson: Yea, Marc Leist: Yea, Cindy Lockley: Yea, Scott Snyder: Yea, Jeff Wilson: Yea
Yea: 7, Nay: 0

X.G. Approve Bus Specifications

Motion to approve the bus specifications as presented. ***Document Registry 21-12-10***
This motion, made by Norm Henderson and seconded by Cindy Lockley, Passed.
Dennis Anderson: Yea, Alex Cline: Yea, Norm Henderson: Yea, Marc Leist: Yea, Cindy Lockley: Yea, Scott Snyder: Yea, Jeff Wilson: Yea
Yea: 7, Nay: 0

XI. Enter Executive Session

Motion to enter executive session at 8:56 p.m. This motion, made by Cindy Lockley and seconded by Norm Henderson, Passed.
Dennis Anderson: Yea, Alex Cline: Yea, Norm Henderson: Yea, Marc Leist: Yea, Cindy Lockley: Yea, Scott Snyder: Yea, Jeff Wilson: Yea
Yea: 7, Nay: 0

XI.A. To Consider Information Regarding Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Individual Employees

XI.B. To Discuss Matters of Possible or Pending Litigation

XI.C. To Discuss Matters of Closed Session Minutes

XII. Exit Executive Session

Motion to exit executive session at 10:26 p.m. This motion, made by Alex Cline and seconded by Cindy Lockley, Passed.
Scott Snyder: Absent, Dennis Anderson: Yea, Alex Cline: Yea, Norm Henderson: Yea, Marc Leist: Yea, Cindy Lockley: Yea, Jeff Wilson: Yea
Yea: 6, Nay: 0, Absent: 1

XIII. Leave(s) of Absence

XIII.A. RCMS Food Service Staff Member – the board acknowledged a family medical leave of absence for RCMS Food Service Staff Member Ruth Totten.

XIV. Reinstatement of Sick Days

XIV.A. RCES Food Service Staff Member

Motion to approve the reinstatement of 29 sick days for Food Service Staff Member Betty Meers. This motion, made by Dennis Anderson and seconded by Norm Henderson, Passed.
Scott Snyder: Absent, Dennis Anderson: Yea, Alex Cline: Yea, Norm Henderson: Yea, Marc Leist: Yea, Cindy Lockley: Yea, Jeff Wilson: Yea
Yea: 6, Nay: 0, Absent: 1

XV. Resignation(s)

Motion to approve the resignations of Amanda Zuber as RCHS Office Manager effective January 3, 2021 and Carmen Reza-Arias effective January 6, 2021. This motion, made by Cindy Lockley and seconded by Norm Henderson, Passed.
Scott Snyder: Absent, Dennis Anderson: Yea, Alex Cline: Yea, Norm Henderson: Yea, Marc Leist: Yea, Cindy Lockley: Yea, Jeff Wilson: Yea
Yea: 6, Nay: 0, Absent: 1

XVI. Employment

Motion to approve the transfer of Tracey Rodgers from RCHS Secretary to RCHS Co-Office Manager, Natalie Berry from RCHS Teacher Assistant to RCHS Co-Office Manager, and Tara Milburn from RCHS Custodian to RCHS Co-Head Custodian. This motion, made by Dennis Anderson and seconded by Norm Henderson, Passed.
Scott Snyder: Absent, Dennis Anderson: Yea, Alex Cline: Yea, Norm Henderson: Yea, Marc Leist: Yea, Cindy Lockley: Yea, Jeff Wilson: Yea
Yea: 6, Nay: 0, Absent: 1

XVII. Adjournment

Motion to adjourn the meeting at 10:29 p.m. This motion, made by Dennis Anderson and seconded by Cindy Lockley, Passed.
Scott Snyder: Absent, Dennis Anderson: Yea, Alex Cline: Yea, Norm Henderson: Yea, Marc Leist: Yea, Cindy Lockley: Yea, Jeff Wilson: Yea
Yea: 6, Nay: 0, Absent: 1

Yea: 7, Nay: 0

Approved:

President: _____

Secretary: _____

Have yourself a merry little Christmas

P067188

Original Art by Valerie Pfeiffer



May your Christmas be filled with joy
and special moments

Thank you I really
appreciated my time Back

Betty Mees

RCCU #1 Board + Administration,

We are absolutely touched by the beautiful floral arrangement. Thank you for your endless love, support, and prayers during this difficult time.

Love,
Sheri Gray + Girls

Thank you

Hallmark

MADE WITH PAPER FROM
WELL-MANAGED FORESTS

School Board

Powers and Duties of the School Board; Indemnification

The major powers and duties of the School Board include, but are not limited to:

1. Organizing the Board after each consolidated election by electing officers and establishing its regular meeting schedule and, thereafter, taking action during lawfully called meetings to faithfully fulfill the Board's responsibilities in accordance with State and federal law. [1]
2. Formulating, adopting, and modifying Board policies, at its sole discretion, subject only to mandatory collective bargaining agreements and State and federal law. [2]
3. Employing a Superintendent and other personnel, making employment decisions, dismissing personnel, including determining whether an employee has willfully or negligently failed to report an instance of suspected child abuse or neglect as required by 325 ILCS 5/,[3] and establishing an equal employment opportunity policy that prohibits unlawful discrimination. [4]
4. Directing, through policy, the Superintendent, in his or her charge of the District's administration. [5]
5. Approving the annual budget, tax levies, major expenditures, payment of obligations, annual audit, and other aspects of the District's financial operation; and making available a statement of financial affairs as provided in State law. [6]
6. Entering contracts using the public bidding procedure when required. [7]

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1 State law controls this policy's content. School board powers listed in the School Code are not exclusive, meaning that a board may exercise "all other powers not inconsistent with this Act that may be requisite or proper for the maintenance, operation, and development of any school or schools under the jurisdiction of the board." 105 ILCS 5/10-20. This policy's intent is to list the *major* statutory powers and duties – not all of them. See also 105 ILCS 5/10-20.5 and 5/10-21.

For power/duty #1, see 105 ILCS 5/10-16 and 5/10-16.5 and policies 2:80, *Board Member Oath and Conduct*, and 2:210, *Organizational School Board Meeting*. Boards that elect officers for one-year terms and/or hold organizational meetings yearly, replace the default text in number 1 with the following:

> Annually organizing the Board by electing officers and establishing its regular meeting schedule and, thereafter, taking action during lawfully called meetings to faithfully fulfill the Board's responsibilities in accordance with Board policy and State and federal law.

2 105 ILCS 5/10-20.5 and policy 2:240, *Board Policy Development*; 105 ILCS 5/10-21; and 115 ILCS 5/, Ill. Educational Labor Relations Act.

3 105 ILCS 5/10-23.12(c), added by P.A. 101-531; 105 ILCS 5/21B-75(b), amended by P.A.s 101-531 and 102-552. For further discussion see f/n 22 in policy 5:90, *Abused and Neglected Child Reporting*. **Note:** While 105 ILCS 5/10-23.12(c) permits boards to *immediately* dismiss certain employees upon the determination that he or she has willfully or negligently failed to report, this does not negate a board's responsibility to provide employees with due process required by the law and district policies and procedures. Consult the board attorney for further guidance.

4 105 ILCS 5/10-21.4 (employing superintendent); 5/10-20.7 and 5/10-21.1 (teachers); 5/10-21.9 (criminal history records checks); 5/10-22.34 (non-certificated personnel (this statute still uses *certificated* rather than *licensed*)); 5/10-22.4 (dismissing teachers for cause); and 5/10-23.5 and 5/24-12 (reduction in force). See policies in the **PRESS P**olicy **R**eference **M**anual Sections 3, General School Administration, and 5, Personnel.

5 105 ILCS 5/10-16.7.

6 105 ILCS 5/10-20.19 and 5/17-1 et seq. See policies in the **PRESS P**olicy **R**eference **M**anual Section 4, Operational Services.

7 105 ILCS 5/10-20.21. See policy 4:60, *Purchases and Contracts*.

7. Providing, constructing, controlling, and maintaining adequate physical facilities; making school buildings available for use as civil defense shelters; and establishing a resource conservation policy. [8]
8. Establishing an equal educational opportunities policy that prohibits unlawful discrimination. [9]
9. Approving the curriculum, textbooks, and educational services. [10]
10. Evaluating the educational program and approving School Improvement and District Improvement Plans. [11]
11. Presenting the District report card and School report card(s) to parents/guardians and the community; these documents report District, School, and student performance. [12]
12. Establishing and supporting student behavior policies designed to maintain an environment conducive to learning, including deciding individual student suspension or expulsion cases brought before it. [13]
13. Establishing attendance units within the District and assigning students to the schools. [14]
14. Establishing the school year. [15]
15. Requiring a moment of silence to recognize veterans during any type of school event held at a District school on November 11. [16]
16. Providing student transportation services pursuant to State law. [17]
17. Entering into joint agreements with other boards to establish cooperative educational programs or provide educational facilities. [18]
18. Complying with requirements in the Abused and Neglected Child Reporting Act (ANCRA). Specifically, each individual Board member must, if an allegation is raised to the member during an open or closed Board meeting that a student is an abused child as defined in ANCRA direct or cause the Board to direct the Superintendent or other equivalent school administrator to comply with ANCRA's requirements concerning the reporting of child abuse.

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8 For the first clause, see 105 ILCS 5/10-20.6, 5/10-20.12, 5/10-22.10, 5/10-22.35A, and 5/10-22.36; and policy 4:150, *Facility Management and Building Programs*. For the second clause, see 105 ILCS 5/10-22.35. For the third clause, see 105 ILCS 5/10-20.19c and policy 4:70, *Resource Conservation*.

9 Many civil rights laws guarantee equal educational opportunities; see policy 7:10, *Equal Educational Opportunities*.

10 105 ILCS 5/10-20.8. See policies in the **PRESS P**olicy **R**eference **M**anual Section 6, Instruction.

11 105 ILCS 5/2-3.25d, which addressed school and district improvement plans, was repealed by P.A. 100-1046. 105 ILCS 5/2-3.25f, and 105 ILCS 5/27-1. For more specific information about school and district improvement plans, see policy 6:10, *Educational Philosophy and Objectives*, and f/n 6 in policy 6:15, *School Accountability*.

12 105 ILCS 5/10-17a.~~amdended by P.A.s 100-364, 100-465, 100-807, 100-863, 100-1121, and 101-68~~. This statute details the requirements for *presenting* the district report card and school report card(s), including presenting them at a regular school board meeting and posting them on the district's website.

13 105 ILCS 5/10-20.14 and 5/10-22.6, ~~amended by P.A.s 100-105, 100-810, and 100-1035~~. See policies 7:190, *Student Behavior*; 7:200, *Suspension Procedures*; and 7:210, *Expulsion Procedures*.

14 105 ILCS 5/10-21.3 and 5/10-22.5. See policy 7:30, *Student Assignment and Intra-District Transfer*.

15 105 ILCS 5/10-19, amended by P.A.s ~~100-465~~ 101-12 and 101-643; 23 Ill.Admin.Code §1.420. See policy 6:20, *School Year Calendar and Day*.

16 Recognizing veterans on Nov. 11 is required by 105 ILCS 5/10-20.46.

17 105 ILCS 5/10-22.22. See policy 4:110, *Transportation*.

18 105 ILCS 5/10-22.31a. See policy 1:20, *District Organization, Operations, and Cooperative Agreements*.

19. Notifying the State Superintendent of Education promptly and in writing of the name of a licensed teacher who was convicted of a felony, along with the conviction and the name and location of the court where the conviction occurred. [19]
20. Notifying the Teachers' Retirement System (TRS) of the State of Ill. Board of Trustees promptly and in writing when it learns that a teacher as defined in the Ill. Pension Code was convicted of a felony, along with the name and location of the court where the conviction occurred, and the case number assigned by that court to the conviction. [20]
~~19,~~ 21. Communicating the schools' activities and operations to the community and representing the needs and desires of the community in educational matters. [21]

Indemnification [22]

To the extent allowed by law, the Board shall defend, indemnify, and hold harmless School Board members, employees, volunteer personnel (pursuant to 105 ILCS 5/10-22.34, 10-22.34a and 10-22.34b), mentors of certified staff (pursuant to 105 ILCS 5/2-3.53a, 2-3.53b, and 105 ILCS 5/21A-5 et seq.), and student teachers who, in the course of discharging their official duties imposed or authorized by law, are sued as parties in a legal proceeding. Nothing herein, however, shall be construed as obligating the Board to defend, indemnify, or hold harmless any person who engages in criminal activity, official misconduct, fraud, intentional or willful and wanton misconduct, or acts beyond the authority properly vested in the individual.

[19] 325 ILCS 5/4(d), amended by P.A. 101-564. *Abuse* and *neglect* are defined in 325 ILCS 5/3 or an ~~disabled~~ *adult student with a disability* see 20 ILCS 1305/1-17(b). While board members are not required to take mandated reporter training provided by the Ill. Dept. of Children and Family Services (DCFS), being familiar with ANCRA's definition of an abused child and how mandated reporting works enables board members to better meet their duty under 325 ILCS 5/4(d). Board members may learn about ANCRA by taking DCFS mandated reporter training (available to anyone online at: https://mr.dcfstraining.org) or IASB's ANCRA course (available in the Online Learning center at: www.iasb.com).

[20] 105 ILCS 5/21B-85(a).

[21] Id. at 5/21B-85(b), amended by P.A. 102-552.

[22] See policy 8:10, *Connection with the Community*.

[23] 105 ILCS 5/10-20.20 (duty to indemnify) and 5/10-22.3 (duty to insure against loss or liability). These statutes identify the same individuals for protection except that the indemnification statute includes mentors of certified staff members. See f/n 3 in policy 4:100, *Insurance Management.*

Public officials or employees who are sued or incur loss because of the performance of their duties imposed or authorized by law on behalf of the public entity are entitled to indemnification. McQuillan on Municipal Corporations §12.137 (3rd ed. 1973). Public employees who must defend themselves in actions based upon the performance of official duties are entitled to indemnification. Wayne Twp. Bd. of Auditors v. Ludwig, 154 Ill.App.3d 899 (2nd Dist. 1987). The public's interest is served by indemnifying public officials and employees in the performance of their official duties in order to recruit and retain qualified public employees and officials.

LEGAL REF.: 105 ILCS 5/10, 5/17-1, 5/21B-85, and 5/27-1.
115 ILCS 5/, Ill. Educational Labor Relations Act.
325 ILCS 5/, Abused and Neglected Child Reporting Act.

CROSS REF.: 1:10 (School District Legal Status), 1:20 (District Organization, Operations, and Cooperative Agreements), 2:10 (School District Governance), 2:80 (Board Member Oath and Conduct), 2:140 (Communications To and From the Board), 2:210 (Organizational School Board Meeting), 2:240 (Board Policy Development), 4:60 (Purchases and Contracts), 4:70 (Resource Conservation), 4:100 (Insurance Management), 4:110 (Transportation), 4:150 (Facility Management and Building Programs), 4:165 (Awareness and Prevention of Sexual Abuse and Grooming Behaviors), 4:175 (Convicted Child Sex Offender; Screening; Notifications), 5:10 (Equal Employment Opportunity and Minority Recruitment), 5:30 (Hiring Process and Criteria), 5:90 (Abused and Neglected Child Reporting), 5:120 (Employee Ethics; Conduct; and Conflict of Interest), 5:150 (Personnel Records), 5:210 (Resignations), 5:290 (Employment Termination and Suspensions), 6:10 (Educational Philosophy and Objectives), 6:15 (School Accountability), 6:20 (School Year Calendar and Day), 7:10 (Equal Educational Opportunities), 7:30 (Student Assignment and Intra-District Transfer), 7:190 (Student Behavior), 7:200 (Suspension Procedures), 7:210 (Expulsion Procedures), 8:10 (Connection with the Community), 8:30 (Visitors to and Conduct on School Property)

Qualifications, Term, and Duties of Board Officers [1]

The School Board officers are: President, Vice President, Secretary, and Treasurer.[2] These officers are elected or appointed by the Board at its organizational meeting.

President [3]

The Board elects a President from its members for a two-year term. The duties of the President are to:

1. Preside at all meetings;
2. Focus the Board meeting agendas on appropriate content;
3. Make all Board committee appointments, unless specifically stated otherwise; [4]
4. Attend and observe any Board committee meeting at his or her discretion; [5]
5. Represent the Board on other boards or agencies;
6. Sign official District documents requiring the President's signature, including Board minutes and Certificate of Tax Levy;
7. Call special meetings of the Board;
8. Serve as the head of the public body for purposes of the Open Meetings Act and Freedom of Information Act; [6]
9. Ensure that a quorum of the Board is physically present at all Board meetings, except as otherwise provided by the Open Meetings Act; [7]

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1 State law controls this policy's content. Selection of officers must be in open session. 5 ILCS 120/2. Board officer vacancies are discussed in *Answers to FAQs: Vacancies on the Board of Education*, Ill. Council of School Attorneys, www.iasb.com/law/vacancies.cfm.

2 Districts governed by a board of directors have three officers: a president, clerk, and treasurer. The president and clerk must be board members. 105 ILCS 5/10-5. While there is no prohibition on a board member simultaneously serving in two officer positions, doing so may create either the appearance of impropriety or a compliance issue for purposes of fraud protocols. Consult the board attorney for further guidance and/or request that the board member consult his or her own attorney.

3 105 ILCS 5/10-13. The board by resolution may decrease to one year the term of office for the president.

Of the listed duties, only the following are imposed by law: #1, preside at meetings (Id.); #6, sign minutes (105 ILCS 5/10-7) and sign certificate of tax levy (105 ILCS 5/17-11); #7, call special meetings (105 ILCS 5/10-16); and #8, serve as *head of the public body* for the Open Meetings Act (OMA) and the Freedom of Information Act (FOIA) purposes (5 ILCS 120(7)(e) and 140/2(e)). ~~140/7 (f), and 140/9.5)~~

4 Alternatively, strike the "unless" clause and substitute: "subject to Board approval." Be sure this treatment is consistent with policy 2:150, *Committees*.

5 Optional. A board that wants the president to participate in committee meetings may use the following alternative: "Be a member of all Board committees." Using this alternative, the president would be counted to determine the number of members that constitutes a quorum for each board committee meeting. If a board would like the superintendent to attend any or all meetings of a board committee, it should consider asking the superintendent to be a committee resource person (or other such title) rather than an ex-officio member of the board committee itself. That way, the superintendent will not count to determine the number of committee members that constitutes a quorum.

6 The *head of the public body* or its attorney may request an advisory opinion from the Ill. Attorney General Public Access Counselor (PAC) concerning compliance with OMA or FOIA. 5 ILCS 120/3.5(h) and 5 ILCS 140/9.5(h). FOIA defines *head of the public body* to mean *president* or "such person's duly authorized designee." 5 ILCS 140/2(e). Preliminary drafts, recommendations, and other records in which opinions are expressed, or policies are formulated, lose this exemption from disclosure if a relevant portion of a requested record is publicly cited and identified by the *head of the public body*. 5 ILCS 140/7(1)(f).

7 Optional. Requiring the president to monitor the presence of a quorum assists compliance with OMA's mandate that a quorum be physically present at all board meetings, except as otherwise provided by OMA. 5 ILCS 120/7, amended by P.A. 101-640.

10. Administer the oath of office to new Board members; [8]
11. Serve as or appoint the Board's official spokesperson to the media;
12. Except when the Board President is the subject of a complaint of sexual harassment, a witness, or otherwise conflicted, appoint a qualified outside investigator to conduct an independent review of allegations of sexual harassment made against a Board member by another Board member or elected official; and [9]
13. Ensure that the fingerprint-based criminal history records information checks and/or screenings required by State law and policy 5:30, *Hiring Process and Criteria*, are completed for the Superintendent. [10]

The President is permitted to participate in all Board meetings in a manner equal to all other Board members, including the ability to make and second motions.

The Vice President fills a vacancy in the Presidency. [11]

Vice President [12]

The Board elects a Vice President from its members for a two-year term. The Vice President performs the duties of the President if:

1. The office of President is vacant;
2. The President is absent; or
3. The President is unable to perform the office's duties.

A vacancy in the Vice Presidency is filled by a special Board election.

8 Optional. Omit this duty if policy 2:80, *Board Member Oath and Conduct*, provides that the board member oath is given by other means.

9 See policy 2:105, *Ethics and Gift Ban*, **Complaints of Sexual Harassment Made Against Board Members by Elected Officials** subhead. 5 ILCS 430/70-5, amended by P.A. 101-221, requires school districts to amend their sexual harassment policies "to provide for a mechanism for reporting and independent review of allegations of sexual harassment made against an elected official of the governmental unit by another elected official of a governmental unit." If the board has chosen to have the Superintendent appoint an outside investigator in these cases (see 2:105, *Ethics and Gift Ban*, at f/n 12), remove item 12 from the list of board president duties and delete the Cross Reference to 2:105, *Ethics and Gift Ban*.

10 See the subhead entitled **Screening** in sample policy 4:175, *Convicted Child Sex Offender; Screening; Notifications*, and f/n 12 of policy 5:30, *Hiring Process and Criteria*.

11 105 ILCS 5/10-13.1 states that the "vice-president shall perform the duties of the president if there is a vacancy in the office of president or in case of the president's absence or inability to act … ." However, an earlier enacted statute calls for the appointment of a *president pro tempore* if the president is absent from any meeting or refuses to perform his or her duties, and specifies that the "vice-president, if the board elects such officer, shall be appointed the president pro tempore." 105 ILCS 5/10-13. This policy resolves any confusion by implementing the latter enacted statute and stating that the vice president fills a vacancy in the presidency.

12 105 ILCS 5/10-13.1. The board by resolution may decrease to one year the term of office for the vice president.

Secretary [13]

The Board elects a Secretary for a two-year term. The Secretary may be, but is not required to be, a Board member. The Secretary may receive reasonable compensation as determined by the Board before appointment. However, if the Secretary is a Board member, the compensation shall not exceed $500 per year, as fixed by the Board at least 180 days before the beginning of the term.[14] The duties of the Secretary are to:

1. Keep minutes for all Board meetings, and keep the verbatim record for all closed Board meetings;
2. Mail meeting notification and agenda to news media who have officially requested copies;
3. Keep records of the Board's official acts, and sign them, along with the President, before submitting them to the Treasurer at such times as the Treasurer may require;
4. Report to the Treasurer on or before July 7, annually, such information as the Treasurer is required to include in the Treasurer's report to the Regional Superintendent;
5. Act as the local election official for the District;
6. Arrange public inspection of the budget before adoption;
7. Publish required notices;
8. Sign official District documents requiring the Secretary's signature; and
9. Maintain Board policy and such other official documents as directed by the Board.

The Secretary may delegate some or all of these duties, except when State law prohibits the delegation. The Board appoints a secretary pro tempore, who may or may not be a Board member, if the Secretary is absent from any meeting or refuses to perform the duties of the office. A permanent vacancy in the office of Secretary is filled by special Board election.

Recording Secretary [15]

The Board may appoint a Recording Secretary who is a staff member. The Recording Secretary shall:

1. Assist the Secretary by taking the minutes for all open Board meetings;
2. Assemble Board meeting material and provide it, along with prior meeting minutes, to Board members before the next meeting; and
3. Perform the Secretary's duties, as assigned, except when State law prohibits the delegation.

In addition, the Recording Secretary or Superintendent receives notification from Board members who desire to attend a Board meeting by video or audio means. [16]

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13 105 ILCS 5/10-14. The board by resolution may decrease to one year the term of office for the secretary. In districts governed by a board of directors, a clerk who is a board member performs these duties. 105 ILCS 5/10-5. The policy's provisions regarding compensation are required by 105 ILCS 5/10-14 (governs secretaries who are board members and non-board members) and by 50 ILCS 145/2 (governs secretaries who are board members).

Of the listed duties, only the following are imposed by law: #1, board meeting minutes (105 ILCS 5/10-7; see policy 2:220, *School Board Meeting Procedure*, for the requirements for minutes); #3, records board's official acts and submits them to the treasurer (105 ILCS 5/10-7); #4, treasurer's report (105 ILCS 5/10-8); #5, local election official (see f/ns 2 and 7 of policy 2:30, *School District Elections*); #6, public inspection of the budget (105 ILCS 5/17-1).

Use this alternative for districts in suburban Cook County: replace "Regional Superintendent" in item #4 with "appropriate Intermediate Service Center."

14 105 ILCS 5/10-14 and 50 ILCS 145/2.

15 This section is optional.

16 To allow attendance by video or audio means, a board must adopt policy language conforming to the restrictions in OMA. 5 ILCS 120/2.01 and 120/7, both amended by P.A. 101-640. See subhead **Quorum and Participation by Audio or Video Means** in policy 2:220, *School Board Meeting Procedure*, and its f/n 31.

Treasurer [17]

The Treasurer of the Board shall be either a member of the Board who serves a one-year term or a non-Board member who serves at the Board's pleasure.[18] A Treasurer who is a Board member may not be compensated.[19] A Treasurer who is not a Board member may be compensated provided it is established before the appointment.[20] The Treasurer must: [21]

1. Be at least 21 years old;
2. Not be a member of the County Board of School Trustees; and
3. Have a financial background or related experience, or 12 credit hours of college-level accounting.

The Treasurer shall: [22]

1. Furnish a bond, which shall be approved by a majority of the full Board;
2. Maintain custody of school funds;
3. Maintain records of school funds and balances;
4. Prepare a monthly reconciliation report for the Superintendent and Board; and
5. Receive, hold, and expend District funds only upon the order of the Board.

A vacancy in the Treasurer's office is filled by Board appointment

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17 This section is for: (1) districts in a Class I county (all counties except Cook Co.), or (2) a Class II county (Cook Co.) district that has withdrawn from the authority of the township treasurer or is located in a township in which the office of township treasurer was abolished. 105 ILCS 5/5-1 defines Class I county school units as districts in counties with less than 2,000,000 inhabitants. Those districts in Cook County (Class II county) under the authority of the trustees of schools of the township and the township treasurers should use this alternative: "Qualifications, appointment, and duties of the Treasurer for the School District shall be as provided in the School Code." See 105 ILCS 5/8-1(a) for how the township treasurer is appointed and the term of office; duties are found in 105 ILCS 5/8-2, 5/8-5, 5/8-6, 5/8-7, 5/8-16, and 5/8-17. For districts in a Class II county, in the Legal References insert "5/8-5" before "5/8-6" and insert "5/8-7" after "5/8-6."

18 105 ILCS 5/8-1(b). The treasurer's term of office is two years if the district is located in a Class II county (Cook Co.) that was under the jurisdiction and authority of the township treasurer and township trustees of schools at the time those offices were abolished. 105 ILCS 5/8-1(c). Those boards should use the following alternative:

The Treasurer of the Board shall serve a two-year term beginning and ending on the first day of July.

19 105 ILCS 5/8-1(b) and (c).

20 105 ILCS 5/8-3.

21 Qualification #1 is required for treasurers in a Class I county or Class II county (Cook Co.) that withdrew from the authority of the township treasurer and township trustees of schools. 105 ILCS 5/8-1(b). This sample policy makes it applicable to Class II county (Cook Co.) districts that were under the authority of the township treasurer and township trustees of schools at the time those offices were abolished.

Qualification #2 is required for treasurers in a Class I county or Class II county (Cook Co.) that withdrew from the authority of the township treasurer and township trustees of schools. 105 ILCS 5/8-1(b). Districts in a Class II county (Cook Co.) that were under the authority of the township treasurer and township trustees of schools at the time those offices were abolished should replace this qualification as follows: "2. Not be the District Superintendent." 105 ILCS 5/8-1(c).

Qualification #3 is required for treasurers in a Class I county. 105 ILCS 5/8-1(d). This qualification should be replaced by the following for districts in a Class II county (Cook Co.): "Upon being appointed for his or her first term, be a certified public accountant or a certified chief school business official as defined in the School Code; experience as a township treasurer in a Class II county school before July 1, 1989 is deemed equivalent." 105 ILCS 5/8-1(e).

22 105 ILCS 5/8-2, 5/8-6, 5/8-7, and 5/8-16.

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LEGAL REF.: 5 ILCS 120/7 and 420/4A-106.
105 ILCS 5/8-1, 5/8-2, 5/8-3, 5/8-6, 5/8-16, 5/8-17, 5/10-1, 5/10-5, 5/10-7, 5/10-8, 5/10-13, 5/10-13.1, 5/10-14, 5/10-16.5, 5/10-21.9, 5/17-1, and 5/21B-85.

CROSS REF.: 2:80 (Board Member Oath and Conduct), 2:105 (Ethics and Gift Ban), 2:150 (Committees), 2:210 (Organizational School Board Meeting), 2:220 (School Board Meeting Procedure)

School Board

Board Member Development [1]

The School Board desires that its individual members learn, understand, and practice effective governance principles.[2] The Board is responsible for Board member orientation and development. Board members have an equal opportunity to attend State and national meetings designed to familiarize members with public school issues, governance, and legislation.

The Board President and/or Superintendent shall provide all Board members with information regarding pertinent education materials, publications, and notices of training or development.

Mandatory Board Member Training [3]

Each Board member is responsible for his or her own compliance with the mandatory training laws that are described below:

1. Each Board member elected or appointed to fill a vacancy of at least one year's duration must complete at least four hours of professional development leadership training in education and labor law, financial oversight and accountability, ~~and~~ fiduciary responsibilities, and (beginning in the fall of 2023) trauma-informed practices for students and staff within the first year of his or her first term. [4]
2. Each Board member must complete training on the Open Meetings Act no later than 90 days after taking the oath of office for the first time. After completing the training, each Board member must file a copy of the certificate of completion with the Board. Training on the Open Meetings Act is only required once. [5]
3. Each Board member must complete a training program on evaluations under the Performance Evaluation Reform Act (PERA) before participating in a vote on a tenured teacher's dismissal using the optional alternative evaluation dismissal process. This dismissal process is available after the District's PERA implementation date. [6]

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[1] State law governs the mandatory board member training provisions in this sample policy.

[2] The IASB *Foundational Principles of Effective Governance* is available online at: www.iasb.com/principles.cfm.

[3] A board may omit the description of mandatory training requirements by deleting "~~that are described below~~" and deleting the numbered list.

[4] 105 ILCS 5/10-16a, amended by P.A. 102-638. See 105 ILCS 5/10-16a(b-5) for the required and recommended elements of the training regarding trauma-informed practices.

[5] 5 ILCS 120/1.05(b). IASB is an authorized provider of this training. 5 ILCS 120/1.05(c).

[6] 105 ILCS 5/24-16.5. This mandatory training requirement was phased-in as districts implemented evaluations that incorporate student growth as a significant factor, otherwise known as Performance Evaluation Reform Act (PERA) evaluations. The implementation timeline for PERA evaluations varied from district to district but all districts must implement PERA evaluations. After the implementation of PERA evaluations, a district may use an optional alternative evaluative dismissal process using the PERA evaluation. Before voting on a dismissal based upon an optional alternative evaluative dismissal process, a board member must complete a training program on PERA evaluations. IASB is an authorized provider of this training. For more information about PERA, see *PERA Overview for School Board Members*, iasb.com/law/pera.cfm.

The Superintendent or designee shall maintain on the District website a log identifying the complete training and development activities of each Board member, including both mandatory and non-mandatory training. [7]

Professional Development; Adverse Consequences of School Exclusion; Student Behavior [8]

The Board President or Superintendent, or their designees, will make reasonable efforts to provide ongoing professional development to Board members about the adverse consequences of school exclusion and justice-system involvement, effective classroom management strategies, culturally responsive discipline, appropriate and available supportive services for the promotion of student attendance and engagement, and developmentally appropriate disciplinary methods that promote positive and healthy school climates.

Board Self-Evaluation

The Board will conduct periodic self-evaluations with the goal of continuous improvement. [9]

New Board Member Orientation [10]

The orientation process for newly elected or appointed Board members includes:

1. The Board President or Superintendent, or their designees, shall give each new Board member a copy of or online access to the Board Policy Manual, the Board's regular meeting minutes for the past year, and other helpful information including material describing the District and explaining the Board's roles and responsibilities.
2. The Board President or designee shall schedule one or more special Board meetings, or schedule time during regular meetings, for Board members to become acquainted and to review Board processes and procedures.
3. The Board President may request a veteran Board member to mentor a new member. [11]
4. All new members are encouraged to attend workshops for new members conducted by the Illinois Association of School Boards.

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7 105 ILCS 5/10-16a requires each school district to post on its website, if any, the names of all board members who have completed the minimum of four hours of training described in #1. Recognizing that a board may want to highlight all training and development achievements, the sample policy extends this reporting requirement to all training and development activities. For a website reporting template, see 2:120-E2, *Website Listing of Development and Training Completed by Board Members*.

A board may choose to strictly follow the statute by using the following alternative: "The Superintendent or designee shall post on the District website the names of all Board members who have completed the professional development leadership training described in number 1, above."

8 Optional. 105 ILCS 5/10-22.6(c-5). ~~Amended by P.A. 100-810, eff. 1-1-19~~ Information about professional development opportunities is available through IASB's Online Learning Center (OLC). Inquire at: onlinelearning@iasb.com.

9 Boards are not required to conduct self-evaluations, but may hold a closed meeting with representatives of a State association authorized under Article 23 of the School Code for the purpose of discussing self-evaluation practices and procedures, or professional ethics. 5 ILCS 120/2(c)(16).

10 New board member orientation is a critical step in helping new board members become effective and in promoting a smooth functioning *new team*. The first paragraph should be customized to add references to the IASB policy services that the district receives, e.g., **PRESS**, **PRESS Online**, **S**chool **B**oard **P**olicies **O**nline, and **PRESS Plus**.

11 See 2:120-E1, *Guidelines for Serving as a Mentor to a New School Board Member*.

Candidates

The Superintendent or designee shall invite all current candidates for the office of Board member to attend: (1) Board meetings, except that this invitation shall not extend to any closed meetings, and (2) pre-election workshops for candidates

LEGAL REF.: 5 ILCS 120/1.05 and 120/2.
105 ILCS 5/10-16a and 5/24-16.5.

CROSS REF.: 2:80 (Board Member Oath and Conduct), 2:125 (Board Member Compensation; Expenses), 2:200 (Types of School Board Meetings)

School Board

School Board Meeting Procedure [1]

Agenda

The School Board President is responsible for focusing the Board meeting agendas on appropriate content.[2] The Superintendent shall prepare agendas in consultation with the Board President. The President shall designate a portion of the agenda as a consent agenda for those items that usually do not require extensive discussion before Board action. Upon the request of any Board member, an item will be withdrawn from the consent agenda and placed on the regular agenda for independent consideration. [3]

Each Board meeting agenda shall contain the general subject matter of any item that will be the subject of final action at the meeting.[4] Items submitted by Board members to the Superintendent or the President shall be placed on the agenda for an upcoming meeting.[5] District residents may suggest inclusions for the agenda.[6] The Board will take final action only on items contained in the posted agenda; items not on the agenda may still be discussed. [7]

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1 State law requires boards to have a policy concerning: (1) the public's right to record meetings (5 ILCS 120/2.05), and (2) if applicable, attendance by video or audio means (5 ILCS 120/7, amended by P.A. 101-640). Boards are not mandated to have a policy on the remaining topics covered in this policy. The following items are matters of local discretion: agenda preparation and contents, process for board members to have items placed on agenda, receipt and handling of residents' requests for agenda inclusions, and order of business.

2 Appropriate agenda content includes: establishing board processes, clarifying the district's purpose, delegating authority, defining operating limits, monitoring district progress, and taking legally required board action. See *IASB's Foundational Principles of Effective Governance* at: www.iasb.com/IASB/media/Documents/found_prin.pdf.

3 To comply with the Open Meetings Act's (OMA's) mandate that minutes contain a "summary of discussion on all matters proposed, deliberated, or decided," a board should include a list of consent items in the agenda. OMA also requires that any final action "be preceded by a public recital of the nature of the matter being considered and other information that will inform the public of the business being conducted." 5 ILCS 120/2(e). Some level of explanation of the consent agenda items must be verbally given before a board votes to approve a consent agenda. The Ill. Supreme Court has held that "the recital must announce the nature of the matter under consideration, with sufficient detail to identify the particular transaction or issue, but need not provide an explanation of its terms or its significance." Bd. of Educ.~~ation~~ of Springfield Sch. Dist. No. 186 v. Atty. Gen. of Ill., 77 N.E.3d 625 (Ill. 2017).

4 5 ILCS 120/2.02(c). The Ill. Appellate Court held that OMA prohibits a board from voting on a matter at a regular meeting that is not on the pre-meeting published agenda. Rice v. B~~oar~~d. of Trustees of Adams C~~ou~~nty., 326 Ill.App.3d 1120 (4th Dist. 2002).

5 An alternative follows:

> Any Board member may submit suggested agenda items to the Board President for his or her consideration.

6 See policy 2:230, *Public Participation at School Board Meetings and Petitions to the Board*. In districts governed by a board of school directors, an appointed board official must give a person requesting consideration of a matter by the board a formal written response no later than 60 days after receiving the request. The response must establish a meeting before the board or list the reasons for denying the request. 105 ILCS 5/10-6.

Options follow to restrict the addition of new agenda items; the phrases between [ ] may be used together, separately, or eliminated.

Discussion items may be added to the agenda [at the beginning of a regular meeting] [upon unanimous approval of those Board members present].

7 An opinion from the Ill. Public Access Counselor found no violation of the OMA when a board removed an item from the agenda within the 48-hour notice time period. PAO 14-3. Removals inform the public that the board does not plan to proceed on the topic.

The Superintendent shall provide a copy of the agenda, with adequate data and background information, to each Board member at least 48 hours before each meeting, except a meeting held in the event of an emergency.[8] The meeting agenda shall be posted in accordance with Board policy 2:200, *Types of School Board Meetings*.

The Board President shall determine the order of business at regular Board meetings. Upon consent of a majority of members present, the order of business at any meeting may be changed.

Voting Method

Unless otherwise provided by law, when a vote is taken upon any measure before the Board, with a quorum being present, a majority of the votes cast shall determine its outcome.[9] A vote of *abstain* or *present*, or a vote other than *yea* or *nay*, or a failure to vote, is counted for the purposes of determining whether a quorum is present. A vote of *abstain* or *present*, or a vote other than *yea* or

[8] State law does not require this, except that 105 ILCS 5/10-16 requires members to receive a written notice of a special meeting that includes the meeting's purpose.

[9] In most situations, the failure of a member to vote has the effect of acquiescence or concurrence with the majority of votes cast. Prosser v. Village of Fox Lake, 438 N.E.2d 134 (Ill. 1982); People v. Bertrand, 978 N.E.2d 681 (1st Dist. 2012). For example, a motion passes with a vote of two *yeas*, one *nay*, and four *abstentions*. A motion fails with a vote of two *yeas*, three *nays*, and two *abstentions*. A motion fails with a vote of three *yeas*, three *nays*, and one *abstain* because there is no majority. Exceptions include when a statute requires the *affirmative vote* of a majority or extra. Statutory exceptions include the following board actions:

1. Dismissing a teacher for any reason other than reduction of staff or elimination of that position requires approval by the majority of all members. 105 ILCS 5/24-12.
2. Directing the sale of district real property or buildings thereon must be approved by at least 2/3 of the board members (105 ILCS 5/5-22), unless the sale is residential property constructed or renovated by students as part of a curricular program, in which case, the board could engage the services of a licensed real estate broker to sell the property for a commission not to exceed 7%, contingent upon the public listing of the property on a multiple listing service for a minimum of 14 calendar days and a sale of the property happens within 120 days.
3. Making or renewing a lease of school property to another school district or municipality or body politic and corporate for a term longer than ten years, or to alter the terms of such a lease whose unexpired term exceeds 10 years, requires approval by at least 2/3 of the board's full membership. 105 ILCS 5/10-22.11.
4. Leasing any building, rooms, grounds, and appurtenances to be used by the district for school or administration purposes for a term longer than ten years, or to alter the terms of such a lease whose unexpired term exceeds ten years, requires approval by at least 2/3 of the board's full membership. 105 ILCS 5/10-22.12.
5. Obtaining personal property by lease or installment contract requires approval by an affirmative vote of at least 2/3 of the board members. *Personal property* includes computer hardware and software and all equipment, fixtures, and improvements to existing district facilities to accommodate computers. 105 ILCS 5/10-22.25a.
6. Adopting a supplemental budget after a successful referendum requires approval by a majority of the full board. 105 ILCS 5/17-3.2.
7. Petitioning the circuit court for an emergency election requires approval by a majority of the members. 10 ILCS 5/2A-1.4.
8. Expending funds in emergency situation in the absence of required bidding requires approval by at least 3/4 of the board. 105 ILCS 5/10-20.21.
9. Exchanging school building sites requires approval by at least a 2/3 majority of the board. 105 ILCS 5/5-23.
10. Waiving the administrative cost cap requires approval by an affirmative vote of at least 2/3 of the board. 105 ILCS 5/17-1.5.
11. Authorizing an advisory question of public policy to be placed on the ballot at the next regularly scheduled election requires approval by a majority of the board. 105 ILCS 5/9-1.5.

nay, or a failure to vote, however, is not counted in determining whether a measure has been passed by the Board, unless otherwise stated in law. The sequence for casting votes is rotated. **10**

On all questions involving the expenditure of money and on all questions involving the closing of a meeting to the public, a roll call vote shall be taken and entered in the Board's minutes. An individual Board member may request that a roll call vote be taken on any other matter; the President or other presiding officer may approve or deny the request but a denial is subject to being overturned by a majority vote of the members present. **11**

Minutes

The Board Secretary shall keep written minutes of all Board meetings (whether open or closed), which shall be signed by the President and the Secretary.**12** The minutes include: **13**

1. The meeting's date, time, and place;
2. Board members recorded as either present or absent;
3. A summary of the discussion on all matters proposed, deliberated, or decided, and a record of any votes taken;
4. On all matters requiring a roll call vote, a record of who voted *yea* and *nay*;
5. If the meeting is adjourned to another date, the time and place of the adjourned meeting;
6. The vote of each member present when a vote is taken to hold a closed meeting or portion of a meeting, and the reason for the closed meeting with a citation to the specific exception contained in the Open Meetings Act (OMA) authorizing the closed meeting;
7. A record of all motions, including individuals making and seconding motions;
8. Upon request by a Board member, a record of how he or she voted on a particular motion;**14** and
9. The type of meeting, including any notices and, if a reconvened meeting, the original meeting's date.

The minutes shall be submitted to the Board for approval or modification at its next regularly scheduled open meeting. Minutes for open meetings must be approved within 30 days after the meeting or at the second subsequent regular meeting, whichever is later. **15**

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10 Voting sequence is at the board's discretion. A board may indicate how frequently it changes the voting sequence by adding *after each vote*, *monthly*, or *annually* to the end of the sentence. All board members, including officers, may make motions and vote.

11 This paragraph's first sentence contains the requirements in 105 ILCS 5/10-7. The second sentence is optional and may be deleted or amended. Other optional provisions include:

> **Option 1:** Any Board member may include a written explanation of his or her vote in the District file containing individual Board member statements; the explanation will not be part of the minutes.
>
> **Option 2:** Any Board member may request that his or her vote be changed before the President announces the result.

12 105 ILCS 5/10-7 and 5 ILCS 120/2.06. The minutes are the only record showing that the board took official action, including necessary prerequisites to make such action legally sufficient. A non-member recording secretary or clerk may be given these responsibilities. 105 ILCS 5/10-14.

13 All items listed are required to be recorded in minutes **except** items 7-9; other items may be included at the board's discretion. 5 ILCS 120/2.06 and 120/2a; 105 ILCS 5/10-7. The Ill. Public Access Counselor (PAC) found a board's vague reference to a *personnel matter* insufficient to meet the requirements of #3. PAO 13-7.

14 The intent behind this optional item is to give an individual member a means of recording his or her support or opposition to a motion that was taken by oral vote; it will record that the individual took an alternative position to that of the majority without having the minutes recite unnecessary detail.

15 Required by 5 ILCS 120/2.06(b).

~~At least semi-annually~~ Every six months, or as soon after as is practicable, in an open meeting, the Board: (1) reviews minutes from all closed meetings that are currently unavailable for public release, and (2) ~~decides~~ determines which, if any, no longer require confidential treatment and are available for public inspection.**16** This is also referred to as a *semi-annual review*. The Board may meet in a prior closed session to review the minutes from closed meetings that are currently unavailable for public release, but it reports its determination in open session. **17**

The Board's meeting minutes must be submitted to the Board Treasurer at such times as the Treasurer may require. **18**

The official minutes are in the custody of the Board Secretary.**19** Open meeting minutes are available for inspection during regular office hours within 10 days after the Board's approval;**20** they may be inspected in the District's main office, in the presence of the Secretary, the Superintendent or designee, or any Board member.

Minutes from closed meetings are likewise available, but only if the Board has released them for public inspection, except that Board members may access closed session minutes not yet released for public inspection (1) in the District's administrative offices or their official storage location, and (2) in the presence of the Recording Secretary, the Superintendent or designated administrator, or any elected Board member.**21** The minutes, whether reviewed by members of the public or the Board, shall not be removed from the District's administrative offices or their official storage location except by vote of the Board or by court order. **22**

The Board's open meeting minutes shall be posted on the District website within ten days after the Board approves them; the minutes will remain posted for at least 60 days. **23**

Verbatim Record of Closed Meetings

The Superintendent, or the Board Secretary when the Superintendent is absent, shall audio record all closed meetings.**24** If neither is present, the Board President or presiding officer shall assume this

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16 Required by 5 ILCS 120/2.06(d), amended by P.A. 102-653. If a board is unable to conduct the review every six months, it must do so as soon after as is practicable, taking into account the nature and meeting schedule of the board. Id. A board may also conduct the review more frequently. For the sake of brevity and to align with the closed meeting exception in 5 ILCS 120/2(c)(21) that continues to refer to a public body's *semi-annual* review of its closed session minutes, this policy's exhibits use the term *semi-annual*, even though that term was removed from 5 ILCS 120/2.06(d).

While board notes from closed sessions may be confidential under the Freedom of Information Act (FOIA), they may be discoverable by the opposing party in a lawsuit. Bobkoski v. Cary Sch. Dist. 26, 141 F.R.D. 88 (N.D. Ill. 1992).

The failure to strictly comply with the semi-annual review does not cause the written minutes or related verbatim record to become public, provided that the board, within 60 days of discovering its failure to strictly comply, reviews the closed session minutes and reports the result of that review in open session. 5 ILCS 120/2.06(d), amended by P.A. 102-653.

17 5 ILCS 120/2(c)(21) allows boards to discuss the confidentiality needs of closed meeting minutes in closed meetings.

18 Required by 105 ILCS 5/10-7.

19 Optional provision: "A copy of the minutes is kept in a secure location appropriate for valuables."

20 Required by 5 ILCS 120/2.06(b).

21 5 ILCS 120/2.06(f). The listed individuals in the statute are matched to the titles in the IASB Policy Reference Manual. If the board wishes to mirror the statutory language, delete: ~~the Recording Secretary, the Superintendent or designated administrator, or any elected Board member~~ and replace with: "a records secretary, an administrative official of the public body, or any elected official of the public body."

See the discussion in paragraph two of f/n 27 below about what *in the presence of* means.

22 Id.

23 Posting on the website is required *only if* the district has a website that is maintained by a full-time staff member; if not, this sentence may be omitted. 5 ILCS 120/2.06(b).

24 Boards must keep a verbatim record of their closed meetings in the form of an audio or video recording. 5 ILCS 120/2.06(a). This sample policy uses audio recording only; a board that uses a video recording should amend this policy and exhibit 2:220-E1, *Board Treatment of Closed Meeting Verbatim Recordings and Minutes*.

responsibility. After the closed meeting, the person making the audio recording shall label the recording with the date and store it in a secure location. The Superintendent shall ensure that: (1) an audio recording device and all necessary accompanying items are available to the Board for every closed meeting, and (2) a secure location for storing closed meeting audio recordings is maintained close to the Board's regular meeting location. **25**

After 18 months have passed since being made, the audio recording of a closed meeting is destroyed provided the Board approved: (1) its destruction, and (2) minutes of the particular closed meeting. **26**

Individual Board members may access verbatim recordings in the presence of the Recording Secretary, the Superintendent or designated administrator, or any elected Board member.**27** Access to the verbatim recordings is available at the District's administrative offices or the verbatim recording's official storage location.**28** Requests shall be made to the Superintendent or Board President. While a Board member is listening to a verbatim recording, it shall not be re-recorded or removed from the District's main office or official storage location, except by vote of the Board or by court order. **29**

Before making such requests, Board members should consider whether such requests are germane to their responsibilities, service to District, and/or Oath of Office in policy 2:80, *Board Member Oath and Conduct*. In the interest of encouraging free and open expression by Board members during

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The interests of continuity, efficiency, and ease of holding someone accountable suggest that the superintendent be made responsible for making and storing the verbatim recordings. If the superintendent is not present, e.g., during discussions concerning the superintendent's contract, the tasks should be given to a board member.

25 Alternatively, use: "is maintained within the District's administrative offices or their official storage location."

26 This paragraph paraphrases 5 ILCS 120/2.06(c). No notification to, or the approval of, a records commission or the State Archivist is needed if a recording is destroyed under the conditions listed.

27 5 ILCS 120/2.06(e). The listed individuals align with the other titles used in the IASB Policy Reference Manual. If the board wishes to mirror the statute, delete: ~~the Recording Secretary, the Superintendent or designated administrator, or any elected Board member~~ and replace with: "a records secretary, an administrative official of the public body, or any elected official of the public body."

The intent of the *in the presence of* language is meant to protect both (1) the verbatim recordings/closed session minutes (see f/n 21 above), and (2) the board members requesting access to them. It ensures that a school district official is present at all times when a requesting board member accesses the verbatim recording/closed session minutes. The requirement is meant to prevent misuse and removal of the verbatim recording/closed session minutes from the district offices or official storage location. It is also meant to protect the board member who requests the access from being alone and in a situation where ~~he or she~~ the board member could potentially be accused of tampering with or taking the verbatim recording/closed session minutes.

Consult the board attorney about:

1. The practice of sending an *appointed* board member to be present with a board member who requests access to verbatim recordings/closed session minutes. 5 ILCS 120/2.06(e) states, "any *elected* member of the Board;" appointed is not listed but is mentioned elsewhere in the language of this section of the law;
2. Access to verbatim recordings/closed session minutes by other officials employed by the district, e.g., superintendent or other high-level administrators and even the board attorney; and
3. How this law affects the sharing of closed session minutes with board members prior to a meeting at which the closed session minutes will be approved.

The intent of P.A. 99-515, which amended 5 ILCS 120/2.06(e), was to manage a board member's *individual* request for access to these items in ~~his or her~~ the board member's individual capacity (see 2:80, *Board Member Oath and Conduct*), not change prior practices in regard to other officials and board attorneys or the required work of school boards under various laws. While many attorneys do not interpret the ~~new~~ law to restrict access or change procedures for these other high-level school officials and attorneys employed by the district, some attorneys do and it is important to obtain legal advice on this specific issue.

28 Id.

29 Id.

closed meetings, the recordings of closed meetings should not be used by Board members to confirm or dispute the accuracy of recollections. **30**

Quorum and Participation by Audio or Video Means **31**

A quorum of the Board must be physically present at all Board meetings. A majority of the full membership of the Board constitutes a quorum.

Provided a quorum is physically present, a Board member may attend a meeting by video or audio conference if he or she is prevented from physically attending because of: (1) personal illness or disability, (2) employment or District business, or (3) a family or other emergency. If a member wishes to attend a meeting by video or audio means, he or she must notify the recording secretary or Superintendent at least 24 hours before the meeting unless advance notice is impractical. The recording secretary or Superintendent will inform the Board President and make appropriate arrangements. A Board member who attends a meeting by audio or video means, as provided in this policy, may participate in all aspects of the Board meeting including voting on any item.

No Physical Presence of Quorum and Participation by Audio or Video; Disaster Declaration **32**

The ability of the Board to meet in person with a quorum physically present at its meeting location may be affected by the Governor or the Director of the Ill. Dept. of Public Health issuing a disaster

30 This paragraph is optional. It provides boards an opportunity to discuss and encourage each member to carefully think about purposes for their requests to listen to verbatim recordings, which historically has been and should continue to be to "access information relevant to the exercise of duties" for the public body. Intra-board conflicts may escalate if the recording is used to confirm or dispute who-said-what. Prior to P.A. 99-515, OMA did (and still does) allow boards to release these types of information. 5 ILCS 120/2.06(e). Further, Ill. Atty. Gen. Op. 32, 1996, opined that board members cannot be denied access to information relevant to the exercise of his or her duties. Board members should evaluate whether their requests under 5 ILCS 120/2.06(e) are "relevant to the exercise of their duties" before making such requests. Confirming or disputing who-said-what diverts resources away from operations of the district in educating its students. Additional considerations in listening to verbatim recordings may include personnel and student records confidentiality issues, which should be discussed with the board attorney.

31 5 ILCS 120/2.01 and 120/7, amended by P.A. 101-640. See also 105 ILCS 5/10-6 and 5/10-12. In order to allow attendance by video or audio means, a board must adopt a policy conforming to the restrictions in OMA. The statute requires the board member who wishes to attend remotely to notify the "recording secretary or clerk of the public body." The policy includes the superintendent as a possible person to receive the notice. Everything in this section is required aside from provisions on the length of notification that is given the secretary and the process for accommodating the request. Alternatively, a board may: (1) prohibit members from participating by video or audio means by omitting this section, (2) add other requirements, or (3) alter the 24 hour notification. Note that the statute does not contemplate someone either approving or denying a request, only that the request be accommodated if the notification is provided.

In a non-binding opinion, the PAC found a public body violated OMA when it allowed a board member to join a closed session meeting remotely without first taking action at that particular meeting in open session to approve the remote participation. 2019 PAC 57660. Therefore, even with the adoption of this policy to approve remote participation, best practice is to ensure the public is informed of any board members that are participating remotely for a particular board meeting. Consult the board attorney for advice on whether the board should take action every time it wishes to permit a member to participate remotely or in those instances where a board member objects to such participation.

32 5 ILCS 120/2.01and 120/7(e)(1)-(10), amended by P.A. 101-640. See also 105 ILCS 5/10-6 and 5/10-12. During the 2020 COVID-19 pandemic, Ill. Gov. Pritzker issued Executive Order (EO) 2020-07 pursuant to 20 ILCS 3305/7 (disaster proclamation due to public health emergency) that temporarily suspended OMA's physical quorum requirement. The Governor extended this OMA relief through subsequent Executive Orders as the crisis continued. ~~See Eos 2020-18, 2020-33, and 2020-39. During the period covered by EO 2020-39,~~ In June of 2020, 5 ILCS 120/120/7(e), amended by P.A. 101-640 was enacted, immediately requiring public bodies to meet a number of conditions before suspending the physical quorum requirement.

Boards must remember that public comment is still required when a quorum is not physically present at the meeting location. See Public Comment section of the Ill. Atty. Gen.'s guidance entitled *Guidance to Public Bodies on the Open Meetings Act and the Freedom of Information Act During the COVID-19 Pandemic* on p. 5 at: www.foia.ilattorneygeneral.net/pdf/OMA_FOIA_Guide.pdf.

declaration related to a public health emergency.[33] The Board President or, if the office is vacant or the President is absent or unable to perform the office's duties, the Vice President determines that an in-person meeting or a meeting conducted under the **Quorum and Participation by Audio or Video Means** subhead above, is not practical or prudent because of the disaster declaration; if neither the President nor Vice President are present or able to perform this determination, the Superintendent shall serve as the duly authorized designee for purposes of making this determination. [34]

The individual who makes this determination for the Board shall put it in writing, include it on the Board's published notice and agenda for the audio or video meeting and in the meeting minutes,[35] and ensure that the Board meets every OMA requirement for the Board to meet by video or audio conference without the physical presence of a quorum. [36]

Rules of Order

Unless State law or Board-adopted rules apply, the Board President, as the presiding officer, will use the most recent edition of Robert's Rules of Order Newly Revised, ~~(11th Edition~~), as a guide when a question arises concerning procedure. [37]

Broadcasting and Recording Board Meetings

Any person may record or broadcast an open Board meeting.[38] Special requests to facilitate recording or broadcasting an open Board meeting, such as seating, writing surfaces, lighting, and access to electrical power, should be directed to the Superintendent at least 24 hours before the meeting.

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33 The phrase "due to public health emergency" aligns with Ill. Emergency Act (IEMA), 20 ILCS 3305/4 and 7, which provides the governor with the power to declare a disaster. 5 ILCS 120/7(e)(1), amended by P.A. 101-640, uses the phrase "related to public health concerns because [the governor has declared] a disaster" and while not aligning with IEMA text, means "public health emergency." For ease of understanding and alignment with IEMA, this policy uses "public health emergency."

To avoid confusion, note that the triggers under 5 ILCS 120/7(e), amended by P.A. 101-640, for when a school board may conduct its meetings by audio or video conference without the physical presence of a quorum are a bit more broad than the School Code's triggers to implement remote and/or blended remote learning days (RLD/BRLDs). OMA states (1) the "governor **or the director of IDPH** has issued a disaster declaration of a disaster as defined in 20 ILCS 3305/ …." This means that it is possible for the board to meet remotely if the director of IDPH declares a disaster under OMA, but that may not mean a district must implement RLD/BLRDs because the School Code states that the governor must declare the disaster.

34 5 ILCS 120/7(e)(2), amended by P.A. 101-640 states "the head of the public body as defined in [the Freedom of Information Act (FOIA), 5 ILCS 140/2(e), FOIA]." FOIA defines *head of the public body* to mean the *president* or "such person's duly authorized designee." 5 ILCS 140/2(e). Policy 2:110, *Qualifications, Term, and Duties of Board Officers*, designates the vice president to perform the duties of the president if that office is vacant or he or she is absent or unable to perform the office's duties.

For practical purposes if a disaster is declared due to a public health concern, this policy designates the superintendent as "[the president or vice president's] duly authorized designee" pursuant to the authority of 5 ILCS 140/2(e) for the board to move forward with the required determination to meet by audio or video with no physical presence of a quorum.

35 While this phrase of the sentence is not required in OMA, many attorneys agree that transparency best practices in this situation include the individual making the determination to: (1) put it in writing referring to the specific disaster declaration applicable to the board's jurisdiction and the public health concern/public health emergency that applies to not having an in-person meeting; and (2) include that written determination (a) on the board's published notice and agenda for the audio or video meeting, and (b) in the meeting minutes.

36 See 2:220-E9, *Requirements for No Physical Presence of Quorum and Participation by Audio or Video During Disaster Declaration*.

37 Boards are not required to follow any particular rules of order. Rules, however, must be in writing and available for public inspection, in order to have any legal effect. 105 ILCS 5/10-20.5.

38 The public's right to record meetings must be addressed in board policy. 5 ILCS 120/2.05. However, a provision requiring advance notice to record a meeting is invalid. PAO 12-10.

Recording meetings shall not distract or disturb Board members, other meeting participants, or members of the public. The Board President may designate a location for recording equipment, may restrict the movements of individuals who are using recording equipment, or may take such other steps as are deemed necessary to preserve decorum and facilitate the meeting.

LEGAL REF.: 5 ILCS 120/2a, 120/2.02, 120/2.05, 120/2.06, and 120/7.
105 ILCS 5/10-6, 5/10-7, 5/10-12, and 5/10-16.

CROSS REF.: 2:80 (Board Member Oath and Conduct), 2:150 (Committees), 2:200 (Types of School Board Meetings), 2:210 (Organizational School Board Meeting), 2:230 (Public Participation at School Board Meetings and Petitions to the Board)

School Board

Uniform Grievance Procedure [1]

A student, parent/guardian, employee, or community member should notify any District Complaint Manager if he or she believes that the School Board, its employees, or its agents have violated his or her rights guaranteed by the State or federal Constitution, State or federal statute, or Board policy[2], or have a complaint regarding any one of the following: [3]

1. Title II of the Americans with Disabilities Act, 42 U.S.C. §12101 et seq. [4]

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1 State or federal law requires this subject matter be covered by policy and controls this policy's content. This policy contains an item on which collective bargaining may be required. Any policy that impacts upon wages, hours, and terms and conditions of employment is subject to collective bargaining upon request by the employee representative, even if the policy involves an inherent managerial right. Employee grievance procedures are a mandatory subject of bargaining and cannot be changed without the employee exclusive representative's consent. This policy and its companion sample policy 2:265, *Title IX Sexual Harassment Grievance Procedure*, are in addition to, and not a substitute for, the employee grievance procedure contained in a collective bargaining agreement.

A grievance procedure is required by many civil rights acts and implementing regulations, including those listed. For the sake of consistency and ease of administration, this policy consolidates all board grievance procedures, excluding Title IX sexual harassment complaints (see sample policy 2:265, *Title IX Sexual Harassment Grievance Procedure*) into one policy, except those contained in collective bargaining agreements. See the cross references for the policies referring to this uniform grievance procedure policy.

2 Including the phrase "guaranteed by the State or federal Constitution, State or federal statute, or Board policy" broadens the scope of this policy beyond the items listed. Consult the board attorney regarding whether to retain this phrase and/or to otherwise limit the scope of this policy.

3 The Individuals with Disabilities Education Act (IDEA) (20 U.S.C. §1400 et seq.) is not included in the list of statutes that may serve as the basis of a grievance, and attorneys disagree whether it should be. Many believe that IDEA provides the exclusive remedy; others believe that including IDEA allows parents an opportunity to get their position before the board. Unique and specific complaint resolution mechanisms are expressly provided under IDEA, Article 14 of the School Code, and their respective implementing regulations. These mechanisms follow: (1) IDEA at 20 U.S.C. §1415 (procedural safeguards-mediation and due process); (2) IDEA regulations at 34 C.F.R. §§300.151-300.153 (state complaints), 300.506 (mediation), and 300.507 et seq. (due process); (3) School Code at §§14/8.02a (mediation and due process) and 14/8.02b (expedited due process); and (4) special education regulations at 23 Ill.Admin.Code §§226.560 (Mediation), 226.570 (State Complaint Procedures), and Subpart G (due process). A board that would like to include IDEA should consult the board attorney.

4 The Americans with Disabilities Act Amendments Act (ADAAA) (Pub. L. 110-325), made significant changes to the Americans with Disabilities Act's definition of disability by broadening the scope of coverage. The ADAAA also overturned a series of U.S. Supreme Court decisions that interpreted the Americans with Disabilities Act of 1990 in a way that made it difficult to prove that impairments were a disability. The U.S. Equal Employment Opportunity Commission's (EEOC) regulations, 29 C.F.R. Part 1630, are at: www.eeoc.gov/laws/types/disability_regulations.cfm.

Boards should consult with their attorneys regarding how the ADAAA and its implementing regulations impact their districts.

Title II of the ADA of 1990 also includes website accessibility. Addressing website accessibility is complicated. Many entities addressing website accessibility use *Web Content Accessibility Guidelines* (WCAG) 2.0 or 2.1, a frequently cited accessibility standard that contains guidelines developed by a private group of accessibility experts. See www.w3.org/WAI/standards-guidelines/wcag/. ~~WCAG 2.0 is the standard the U.S. Dept. of Justice referenced in its recent Title II rulemaking; however, it is not adopted as the formal legal standard for public accommodation websites~~. While WCAG is not adopted as the formal federal legal standard for public accommodation websites, it has been used in many consent decrees and settlement agreements, and it is required by the School Code. See ~~www.w3.org/TR/WCAG20/~~, 105 ILCS 5/10-20.75 (final citation pending), added by P.A. 102-238, eff. 8-1-22, requires school districts to ensure their *Internet websites or web services* comply with Level AA of the WCAG 2.1 or any revised version of those guidelines. *Internet website or web service* means "any third party online curriculum that is made available to enrolled students or the public by a school district through the Internet." Id.

2. Title IX of the Education Amendments of 1972, 20 U.S.C. §1681 et seq., excluding Title IX sexual harassment complaints governed by policy 2:265, *Title IX Sexual Harassment Grievance Procedure*
3. Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. §791 et seq. [5]
4. Title VI of the Civil Rights Act, 42 U.S.C. §2000d et seq.
5. Equal Employment Opportunities Act (Title VII of the Civil Rights Act), 42 U.S.C. §2000e et seq.
6. Sexual harassment prohibited by the State Officials and Employees Ethics Act[6], 5 ILCS 430/70-5(a); Illinois Human Rights Act, 775 ILCS 5/; and Title VII of the Civil Rights Act of 1964, 42 U.S.C. §2000e et seq. (Title IX sexual harassment complaints are addressed under policy 2:265, *Title IX Sexual Harassment Grievance Procedure*) [7]

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5 See f/n 4's discussion of website accessibility above. ~~To avoid allegations that a district violated Section 504 of the Rehabilitation Act of 1973 and Title II of the ADA of 1990, many attorneys suggest that school districts' websites meet the WCAG 2.0 guidelines. But,~~ See also the discussion in f/n 2 of sample policy 8:70, *Accommodating Individuals with Disabilities*.

6 5 ILCS 430/70-5(a), amended by P.A.~~s 100-554 and~~ 101-221, requires governmental entities (including school districts) to adopt an ordinance or resolution establishing a policy to prohibit sexual harassment that contains certain prescribed elements. See sample policy 5:20, *Workplace Harassment Prohibited*, at f/n 3 and subhead **Complaints of Sexual Harassment Made Against Board Members by Elected Officials** in sample policy 2:105, *Ethics and Gift Ban*, for further detail. Complaints of sexual harassment made against board members by fellow board members or other elected officials of governmental units must undergo an *independent review*, which is not a term defined in the statute. Unlike the powers granted by the Ill. General Assembly to municipalities to pass ordinances, school boards govern by rules referred to as *policies*. 105 ILCS 5/10-20.5. Further, school boards may only exercise powers given to them that are consistent with the School Code that may be requisite or proper for the maintenance, operation, and development of any school or schools under the jurisdiction of the board. 105 ILCS 5/10-20. School districts are also required to create, maintain, and implement an age-appropriate sexual harassment policy. 105 ILCS 5/10-20.69, ~~(final citation pending~~)added by P.A. 101-418. See sample policy 7:20, *Harassment of Students Prohibited*, and its f/n ~~89~~ for further information.

~~A new publication law,~~ 50 ILCS 205/3c, ~~added by P.A. 100-1040~~ requires a school district to post on its website and make available to news media specific information about severance agreements that it enters into because an employee or contractor was "found to have engaged in sexual harassment or sexual discrimination, as defined by the Ill. Human Rights Act or Title VII of the Civil Rights Act of 1964." Consult the board attorney about the word *found*. It raises many practical application questions, e.g., when does the word *found* trigger a board's compliance responsibility pursuant to this law. Such questions include, but are not limited to:

1. Must a school board make a *finding* to trigger this requirement? If the severance agreement is entered into post-termination, a record of board *findings* rarely exists.
2. Are charges for termination *findings*? Often superintendents submit charges for termination, but these are not technically *findings*.
3. Are charges based on a complaint manager's report and determination(s) *findings* under the law when a board still has the ability to review and reject the complaint manager's determination(s)?

Next, contrast the above publication law with the Government Severance Pay Act (GSPA), 5 ILCS 415/10(a)(2).~~added by P.A. 100-895~~ GSPA prohibits an employee of a school district with contract provisions for severance pay from receiving any severance if he or she is fired for *misconduct* by the board. GSPA defines *misconduct* to include sexual harassment and/or discrimination. Id. at 415/5.

Consult the board attorney about how to reconcile whether sexual harassment and/or sexual discrimination is misconduct for which a severance would be prohibited under the GSPA, and therefore, not available to be published under 50 ILCS 205/3c.~~added by P.A. 100-1040~~ And for further discussion and other applicable transparency laws that apply to this issue, see also f/n 15 in sample policy 5:20, *Workplace Harassment Prohibited*.

7 Consult the board attorney regarding proper filing and storage of these investigation documents, including whether certain student-related investigation documents are *sole possession records*, a Family Policy Compliance Office (FPCO)-created an exemption to the Family Education Rights Privacy Act (FERPA) (20 U.S.C. §1232g). See *Letter to Ruscio*, 115 LRP 18601 (FPCO 12-17-14).

7. Breastfeeding accommodations for students, 105 ILCS 5/10-20.60 [8]
8. Bullying, 105 ILCS 5/27-23.7 [9]
9. Misuse of funds received for services to improve educational opportunities for educationally disadvantaged or deprived children [10]
10. Curriculum, instructional materials, and/or programs
11. Victims' Economic Security and Safety Act, 820 ILCS 180/
12. Illinois Equal Pay Act of 2003, 820 ILCS 112/
13. Provision of services to homeless students
14. Illinois Whistleblower Act, 740 ILCS 174/ [11]
15. Misuse of genetic information prohibited by the Illinois Genetic Information Privacy Act, 410 ILCS 513/; and Titles I and II of the Genetic Information Nondiscrimination Act, 42 U.S.C. §2000ff et seq. [12]

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8 105 ILCS 5/10-20.60 ~~added by P.A. 100-29~~, requires schools to implement the Ill. sex equity grievance procedures when processing student complaints about breastfeeding accommodations. Complainants must be informed that the board's decision may be appealed to the Regional Superintendent and, thereafter, to the State Superintendent. 23 Ill.Admin.Code §200.40. **Note:** Certain claims brought under Sec. 10-20.60 may also be covered by the anti-discrimination protections of Title IX; consult the board attorney for further advice. Guidance from U.S. Dept. of Education on Title IX requirements for pregnant and parenting students (June 2013) is available at: ~~www2.ed.gov/about/offices/list/ocr/docs/pregnancy.pd~~ www2.ed.gov/about/offices/list/ocr/frontpage/pro-students/issues/sex-issue03.html.

9 All districts must have a policy on bullying. 105 ILCS 5/27-23.7. See sample policy 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*. The inclusion of *bullying* in the list of topics that may serve as the basis of a grievance furthers the obligation to communicate this policy to students and their parents/guardians.

10 Parents/guardians of educationally disadvantaged children may sue a district for misuse of funds allocated by State law for the benefit of such children. Noyola v. Bd. of Educ., 1794 Ill.2d 121 (Ill. 1997) (affirming the appellate court's conclusion in Noyola v. Bd. of Educ., 284 Ill.App.3d 128 (1st Dist. 1996) that parents/guardians may pursue a claim to enforce the requirements of the School Code but holding that the proper action for enforcement is by means of mandamus not an implied right of action).

11 The ~~Ill.~~ Whistleblower Act (740 ILCS 174/) includes school districts in the definition of employer. It protects employees from employer retaliation for disclosing information to a government or law enforcement agency. Section 15 also contains language prohibiting employers from retaliating against employees who disclose information in a court, an administrative hearing, or before a legislative commission or committee, or in any other proceeding where the employee has reasonable cause to believe that the information reveals a violation of a State or federal law, rule or regulation. The Ill. ~~Whistleblower Reward and Protection~~ False Claims Act (740 ILCS 175~~174~~) includes school districts in its definition of *State*. A strict interpretation of this language appears to allow school boards to collect civil penalties and costs against someone making a false claim. Before disciplining any employee, boards should thoroughly investigate the ramifications of these acts in consultation with their attorney and liability insurance carriers.

12 The Genetic Information Nondiscrimination Act (GINA) (42 U.S.C. §2000ff et seq.) is a federal law. Title I addresses the use of genetic information pertaining to health insurance. Title II protects job applicants, current and former employees, labor union members, and apprentices and trainees from discrimination based on their genetic information. GINA covers employers with 15 or more employees.

GINA broadly defines genetic information to include information about an individual's genetic tests, their family members, and, among other things, the manifestation of a disease or disorder in the individual or the individual's family members. Information about an individual's or family member's age or gender is excluded from genetic information. Its remedies mirror those available under a Title VII of the Civil Rights Act claim: back pay, reinstatement, attorneys' fees and compensatory and punitive damages. Retaliation against an individual who brings a claim under GINA is also prohibited. Federal regulations are available at 29 C.F.R. Part 1635, and background information on these regulations is available at: ~~www.eeoc.gov/policy/docs/qanda_geneticinfo.html~~ www.eeoc.gov/regulations-related-genetic-discrimination. An FAQ entitled *FAQs on the Genetic Information Nondiscrimination Act* is available at: www.dol.gov/agencies/ebsa/laws-and-regulations/laws/gina.

16. Employee Credit Privacy Act, 820 ILCS 70/ [13]

The Complaint Manager will first attempt to resolve complaints without resorting to this grievance procedure. If a formal complaint is filed under this policy, the Complaint Manager will address the complaint promptly and equitably. A student and/or parent/guardian filing a complaint under this policy may forego any informal suggestions and/or attempts to resolve it and may proceed directly to this grievance procedure. The Complaint Manager will not require a student or parent/guardian complaining of any form of harassment to attempt to resolve allegations directly with the accused (or the accused's parents/guardians); this includes mediation.

Right to Pursue Other Remedies Not Impaired

The right of a person to prompt and equitable[14] resolution of a complaint filed under this policy shall not be impaired by the person's pursuit of other remedies, e.g., criminal complaints, civil actions, etc. Use of this grievance procedure is not a prerequisite to the pursuit of other remedies and use of this grievance procedure does not extend any filing deadline related to the pursuit of other remedies. If a person is pursuing another remedy subject to a complaint under this policy, the District will continue with a simultaneous investigation under this policy.

The Ill. Genetic Information Protection Act (GIPA) (410 ILCS 513/), ~~amended by P.A. 100-396~~ also prohibits employers from making employment decisions on the basis of any employee's genetic testing information and from penalizing employees who do not want to disclose their genetic information as part of a workplace wellness program. GIPA includes the federal GINA's definition of genetic information and creates more stringent obligations on Ill. employers. While the federal GINA exempts small employers (those with less than 15 employees), Illinois' GIPA covers all employers, even those with one employee. GIPA also provides penalties for negligent and intentional mishandling of genetic information. Note that Title II of GINA does not preempt GIPA's greater protections to Illinois employees.

Before using any sort of genetic information, consult the board attorney for guidance regarding GINA's and GIPA's specific applications to the district and how these laws integrate with other related federal laws, such as the Family and Medical Leave Act (29 U.S.C. §2612 et seq.) and the ADA, and State laws governing time off for sickness and workers' compensation.

13 820 ILCS 70/. Unless a satisfactory credit history is an *established bona fide occupational requirement* of a particular position, an employer may not: (1) refuse to hire, discharge, or otherwise discriminate against an individual with respect to employment because of the individual's credit history or credit report; (2) inquire about an applicant's or employee's credit history; or (3) order or obtain an applicant's or employee's credit report from a consumer reporting agency. The Act identifies circumstances that permit a satisfactory credit history to be a job requirement, such as, when the position's duties include custody of or unsupervised access to cash or marketable assets valued at $2,500 or more. 820 ILCS 70/10(b). A person who is injured by a violation of this Act may bring a civil action to obtain injunctive relief and/or damages. 820 ILCS 70/25. The court must award costs and reasonable attorneys' fees to a prevailing plaintiff. Id.

14 The phrase "prompt and equitable resolution" comes from Title IX implementing regulation 34 C.F.R. §106.8(c) which requires schools to "adopt and publish grievance procedures that provide for the prompt and equitable resolution of student and employee complaints" of sex discrimination.

Deadlines

All deadlines under this policy may be extended by the Complaint Manager as he or she deems appropriate. As used in this policy, *school business days* means days on which the District's main office is open.

Filing a Complaint

A person (hereinafter Complainant) who wishes to avail him or herself of this grievance procedure may do so by filing a complaint with any District Complaint Manager. The Complainant shall not be required to file a complaint with a particular Complaint Manager and may request a Complaint Manager of the same gender.[15] The Complaint Manager may request the Complainant to provide a written statement regarding the nature of the complaint or require a meeting with a student's parent(s)/guardian(s). The Complaint Manager shall assist the Complainant as needed.

For any complaint alleging bullying and/or cyberbullying of students, the Complaint Manager shall process and review the complaint according to Board policy 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*, in addition to any response required by this policy. For any complaint alleging sexual harassment or other violation of Board policy 5:20, *Workplace Harassment Prohibited*, the Complaint Manager shall process and review the complaint according to that policy, in addition to any response required by this policy.

Investigation Process

The Complaint Manager will investigate the complaint or appoint a qualified person to undertake the investigation on his or her behalf.[16] The Complaint Manager shall ensure both parties have an equal opportunity to present evidence during an investigation. If the Complainant is a student under 18 years of age, the Complaint Manager will notify his or her parents/guardians that they may attend any investigatory meetings in which their child is involved. The complaint and identity of the Complainant will not be disclosed except: (1) as required by law, ~~or~~ this policy, or any collective bargaining agreement, (2) as necessary to fully investigate the complaint, or (3) as authorized by the Complainant.

The identity of any student witnesses will not be disclosed except: (1) as required by law, this policy, or any collective bargaining agreement, (2) as necessary to fully investigate the complaint, or (3) as authorized by the parent/guardian of the student witness, or by the student if the student is 18 years of age or older.

The Complaint Manager will inform, at regular intervals, the person(s) filing a complaint under this policy about the status of the investigation. Within 30 school business days after the date the complaint was filed, the Complaint Manager shall file a written report of his or her findings with the Superintendent. The Complaint Manager may request an extension of time.

The Superintendent will keep the Board informed of all complaints.

If a complaint contains allegations involving the Superintendent or Board member(s), the written report shall be filed directly with the Board, which will make a decision in accordance with paragraph four of the following section of this policy.

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15 This is a best practice.

16 This policy gives complaint managers the flexibility to appoint another individual to conduct an investigation, which may be appropriate in cases where the neutrality or efficacy of the complaint manager is an issue, and/or where the district wishes to have the expertise and related attorney-client and work product privileges that an in-house or outside attorney may afford an investigation. Such alternative appointments are often made in consultation with the superintendent or other district-level administrator (except in cases involving complaints about those individuals).

Decision and Appeal

Within five school business days after receiving the Complaint Manager's report, the Superintendent shall mail his or her written decision to the Complainant and the accused ~~first class U.S. mail~~ by registered mail, return receipt requested, and/or personal delivery[17] as well as to the Complaint Manager. All decisions shall be based upon the *preponderance of evidence* standard. [18]

Within 10 school business days after receiving the Superintendent's decision, the Complainant or the accused may appeal the decision to the Board by making a written request to the Complaint Manager. The Complaint Manager shall promptly forward all materials relative to the complaint and appeal to the Board.

Within 30 school business days after an appeal of the Superintendent's decision, the Board shall affirm, reverse, or amend the Superintendent's decision or direct the Superintendent to gather additional information. Within five school business days after the Board's decision, the Superintendent shall inform the Complainant and the accused of the Board's action.

For complaints containing allegations involving the Superintendent or Board member(s), within 30 school business days after receiving the Complaint Manager's or outside investigator's report, the Board shall mail its written decision to the Complainant and the accused by ~~first class U.S. mail~~ registered mail, return receipt requested, and/or personal delivery[19] as well as to the Complaint Manager.

This policy shall not be construed to create an independent right to a hearing before the Superintendent or Board. The failure to strictly follow the timelines in this grievance procedure shall not prejudice any party. [20]

Appointing a Nondiscrimination Coordinator and Complaint Managers [21]

The Superintendent shall appoint a Nondiscrimination Coordinator to manage the District's efforts to provide equal opportunity employment and educational opportunities and prohibit the harassment of

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17 Optional; using a delivery method that allows the district to verify the date of receipt is a best practice.

18 *Preponderance of evidence* is a standard used in civil cases. It means "the greater weight of the evidence, not necessarily established by the greater number of witnesses testifying to a fact but by evidence that has the most convincing force." See *Black's Law Dictionary, 11th ed. 2019*.

19 See f/n 17, above.

20 The Ill. sex equity regulations require districts to have "specific timelines for completion of each step and rendering of a written decision, and shall provide for final appeal of grievance decisions made at the system level to the system's governing board." 23 Ill.Admin.Code §200.40(c)(1). To avoid arguments over these timelines, this sample policy provides that the failure to strictly follow the timelines does not prejudice any party. The grievance procedure is worthless if complaints are not thoroughly and promptly investigated.

21 Title IX regulations require districts to designate and authorize at least one employee to coordinate efforts to comply with Title IX and to refer to that employee as the *Title IX Coordinator*. 34 C.F.R. §106.8(a). Districts must identify the Title IX coordinator by name, office address, email address, and telephone number. Id.

A district must prominently display its Title IX non-discrimination policies (this policy 2:260, *Uniform Grievance Procedure*, and sample policy 2:265, *Title IX Sexual Harassment Grievance Procedure*) and contact information for its Title IX coordinator(s) on its website, if any, and in each handbook made available to students, applicants for employment, parents/guardians, employees, and collective bargaining units. 34 C.F.R. §106.8(a) and (b). Notifications must state that nondiscrimination extends to employment, and that inquiries about the application of Title IX and its regulations may be referred to the district's Title IX coordinator, to the U.S. Dept. of Education's Assistant Secretary of Education, or both. 34 C.F.R. §106.8(b). See sample exhibit 2:250-E2, *Immediately Available District Public Records and Web-Posted Reports and Records*.

While the names and contact information are required by law to be listed, they are not part of the adopted policy and do not require board action. This allows for additions and amendments to the names and contact information when necessary. It is important for updated names and contact information to be inserted into this policy and regularly monitored.

employees, students, and others. The Nondiscrimination Coordinator also serves as the District's Title IX Coordinator. [22]

The Superintendent shall appoint at least one Complaint Manager to administer this policy. If possible, the Superintendent will appoint two Complaint Managers, one of each gender. The District's Nondiscrimination Coordinator may be appointed as one of the Complaint Managers.

The Superintendent shall insert into this policy and keep current the names, office addresses, email addresses, and telephone numbers of the Nondiscrimination Coordinator and the Complaint Managers. [23]

Nondiscrimination Coordinator:

Name
Chris Simpson
Address
1100 E. Laurel St., Olney, IL
Email
csimpson@rccu1.net
Telephone
618-395-2324

Complaint Managers:

Name
Cris Edwards
Address
1001 N. Holly Rd., Olney, IL
Email
cedwards@rccu1.net
Telephone
618-395-8540

Name
Chad LeCrone
Address
1100 E. Laurel St., Olney, IL
Email
clecrone@rccu1.net
Telephone
618-395-2324

22 The Nondiscrimination and Title IX Coordinator(s) need not be the same person. If the district uses a separate Title IX Coordinator who does not also serve as the Nondiscrimination Coordinator, delete "~~The Nondiscrimination Coordinator also serves as the District's Title IX Coordinator.~~," insert a hard return to create a new paragraph, and insert "The Superintendent shall appoint a Title IX Coordinator to coordinate the District's efforts to comply with Title IX." Then, list the Title IX and Nondiscrimination Coordinators' names and contact information separately in this policy.

Best practice is that throughout the board policy manual, the same individual be named as Nondiscrimination Coordinator. In contrast, Complaint Managers identified in individual policies may vary depending upon local district needs.

23 The board may include the following option to address publication of such contact information:

"The Superintendent or designee shall ensure that students, parents/guardians, employees, and members of the community are informed of the contact information for the District's Nondiscrimination Coordinator and Complaint Managers on an annual basis."

Publicizing the contact information for the Nondiscrimination Coordinator and Complaint Managers through personnel handbooks, student handbooks, and/or on the district's website is a best practice. The Ill~~inois~~ Principals Association (IPA) maintains a handbook service that coordinates with **PRESS** material, *Online Model Student Handbook (MSH)*, at: www.ilprincipals.org/resources/model-student-handbook.

LEGAL REF.: LEGAL REF.: 8 U.S.C. §1324a et seq., Immigration Reform and Control Act.
20 U.S.C. §1232g, Family Education Rights Privacy Act.
20 U.S.C. §1400, The Individuals with Disabilities Education Act.
20 U.S.C. §1681 et seq., Title IX of the Education Amendments; 34 C.F.R. Part 106.
29 U.S.C. §206(d), Equal Pay Act.
29 U.S.C. §621 et seq., Age Discrimination in Employment Act.
29 U.S.C. §791 et seq., Rehabilitation Act of 1973.
29 U.S.C. §2612, Family and Medical Leave Act.
42 U.S.C. §2000d et seq., Title VI of the Civil Rights Act.
42 U.S.C. §2000e et seq., Equal Employment Opportunities Act (Title VII of the Civil Rights Act).
42 U.S.C. §2000ff et seq., Genetic Information Nondiscrimination Act.
42 U.S.C. §11431 et seq., McKinney-Vento Homeless Assistance Act.
42 U.S.C. §12101 et seq., Americans With Disabilities Act.
105 ILCS 5/2-3.8, 5/3-10, 5/10-20, 5/10-20.5, 5/10-20.7a, 5/10-20.60, 5/10-20.69 5/10-20.75 (final citation pending), 5/10-22.5, 5/22-19, 5/24-4, 5/27-1, 5/27-23.7, and 45/1-15.
5 ILCS 415/10(a)(2), Government Severance Pay Act.
5 ILCS 430/70-5(a), State Officials and Employees Ethics Act.
410 ILCS 513/, Ill. Genetic Information Privacy Act.
740 ILCS 174/, Whistleblower Act.
740 ILCS 175/, Ill. False Claims Act.
775 ILCS 5/, Ill. Human Rights Act.
820 ILCS 180/, Victims' Economic Security and Safety Act; 56 Ill.Admin.Code Part 280.
820 ILCS 112/, Equal Pay Act of 2003.
820 ILCS 70/, Employee Credit Privacy Act, 70/10(b), and 70/2523 Ill.Admin.Code §§1.240, 200.40, 226.50, and 226.570.

CROSS REF.: 2:105 (Ethics and Gift Ban), 2:265 (Title IX Sexual Harassment Grievance Procedure), 5:10 (Equal Employment Opportunity and Minority Recruitment), 5:20 (Workplace Harassment Prohibited), 5:30 (Hiring Process and Criteria), 5:90 (Abused and Neglected Child Reporting), 6:120 (Education of Children with Disabilities), 6:140 (Education of Homeless Children), 6:170 (Title I Programs), 6:260 (Complaints About Curriculum, Instructional Materials, and Programs), 7:10 (Equal Educational Opportunities), 7:15 (Student and Family Privacy Rights), 7:20 (Harassment of Students Prohibited), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:185 (Teen Dating Violence Prohibited), 7:310 (Restrictions on Publications; Elementary Schools), 7:315 (Restrictions on Publications; High Schools), 8:70 (Accommodating Individuals with Disabilities), 8:95 (Parental Involvement), 8:110 (Public Suggestions and Concerns)

General School Administration

Superintendent [1]

Duties and Authority

The Superintendent is the District's executive officer and is responsible for the administration and management of the District schools in accordance with School Board policies and directives, and State and federal law. District management duties include, without limitation, preparing, submitting, publishing, and posting reports and notifications as required by State and federal law,[2] including the special reporting responsibilities in policy 5:90, *Abused and Neglected Child Reporting*.[3] The Superintendent is authorized to develop administrative procedures and take other action as needed to implement Board policy and otherwise fulfill his or her responsibilities. The Superintendent may delegate to other District staff members the exercise of any powers and the discharge of any duties imposed upon the Superintendent by Board policies or by Board vote. The delegation of power or duty, however, shall not relieve the Superintendent of responsibility for the action that was delegated. [4]

Qualifications

The Superintendent must be of good character and of unquestionable morals and integrity. The Superintendent shall have the experience and the skills necessary to work effectively with the Board, District employees, students, and the community. The Superintendent must have and maintain a Professional Educator License with a superintendent endorsement issued by the Illinois State Educator Preparation and Licensure Board. [5]

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[1] State law controls this policy's content. Unless the district has only one school with fewer than four teachers, the board must employ a superintendent or a chief executive officer as allowed under specific circumstances. 105 ILCS 5/10-21.4. This statute assigns some specific duties to the superintendent including to: (1) make recommendations to the board concerning the budget, building plans, the locations of sites, the selection, retention, and dismissal of teachers and all other employees, the selection of textbooks, instructional material, and courses of study; (2) report to the board, Ill. State Board of Education (ISBE), and chief administrative official any employee named in an abused child report; and (3) keep or cause to be kept the records and accounts as directed and required by the board, aid in making reports required by the board, and perform such other duties as the board may delegate to him/her. 105 ILCS 5/10-16.7 requires boards to direct, through policy, the superintendent, in his or her charge of the district's administration.

ISBE is required, subject to an annual appropriation by the General Assembly, to establish a new superintendent mentoring program. With limited exceptions, any individual serving as a first-time superintendent in Illinois must participate in the mentoring program for two school years. 105 ILCS 5/2-3.53b. The ISBE-selected provider will assign a mentor to a new superintendent based on similarity of grade level or type of district, learning needs, and geographical proximity. The mentor must not be required to evaluate the new superintendent on the basis of the mentoring relationship.

[2] See 2:250-E2, *Immediately Available District Public Records and Web-Posted Reports and Records*, for an annotated list of documents and reports that must be posted on the district's website, if the district has a website. While not comprehensive, see the IASB's *Annual School Calendar* for the required reports that do not need web-posting, available on the IASB website at: www.iasb.com/pdf/schoolcal.pdf.

[3] 105 ILCS 5/10-21.9(e-5), amended by P.A.102-552. See the discussion in the f/ns tied to the text of the **Special Superintendent Responsibilities** subhead in policy 5:90, *Abused and Neglected Child Reporting*.

[4] This paragraph strengthens the policy's connection to the IASB's *Foundational Principles of Effective Governance*. See www.iasb.com/principles.cfm. It allows the superintendent broad delegation authority even when a policy fails to specifically provide for delegation.

[5] 105 ILCS 5/21B-20 and 5/21B-25 govern Professional Educator Licenses and superintendent endorsements. See also 23 Ill.Admin.Code §§25.355 (superintendent endorsement) and 29.100 (Ill. Professional School Leader Standards).

Evaluation

The Board will evaluate, at least annually, the Superintendent's performance and effectiveness, using standards and objectives developed by the Superintendent and Board that are consistent with State law, the Board's policies and the Superintendent's contract.[6] A specific time should be designated for a formal evaluation session with all Board members present. The evaluation should include a discussion of professional strengths as well as performance areas needing improvement.

The Superintendent shall annually present evidence of professional growth through attendance at educational conferences, in-service training, or similar continuing education pursuits. [7]

Compensation and Benefits [8]

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

[6] 105 ILCS 5/10-16.7 requires a board to evaluate the superintendent. See *The Superintendent Evaluation Process* at: www.iasb.com/training/superintendent-evaluation-process.pdf. While greater detail may be added to this paragraph (e.g., a timeline, self-evaluation provision, and discussion requirements), a board must be sure that the policy and the superintendent's contract are consistent.

[7] The reporting requirements in this paragraph are optional, but school boards must "require evaluators to participate in an in-service training on the evaluation of licensed personnel provided or approved by [ISBE] prior to undertaking any evaluation and at least once during each license renewal cycle." 105 ILCS 5/24A-3.

[8] According to 105 ILCS 5/10-23.8, a superintendent must be employed under either: (1) a one-year contract, in which case he or she gains and retains tenure rights; or (2) a multi-year performance-based contract, in which case he or she waives all tenure rights but does not lose any previously acquired tenure credit with the district. A multi-year performance-based contract must contain specific student performance and academic improvement goals and indicators; see 3:40-E, *Checklist for the Superintendent Employment Contract Negotiation Process*. Residency requirements, if desired, should be included in a superintendent's employment contract.

The employment contract should be *in writing* even though the School Code does not require it to be written. Contact the board attorney for assistance. An administrator who is not working under a written contract is presumed to have a contract of one year's duration. Bd. of Educ. of Schaumburg Cmty. Consol. Sch. Dist. No. 54 v. TRS, 368 Ill.Dec. 341 (4th Dist. 2013)(interpreting 105 ILCS 5/10-23.8a). The Ill. Statute of Frauds may make it impossible to execute an *oral* multi-year administrator contract or to *orally* extend a multi-year written contract. 740 ILCS 80/1.

The Open Meetings Act requires all Ill. Municipal Retirement Fund (IMRF) employers, which includes school boards, to: (1) within six business days after approving a budget, web-post each employee's total compensation package if it exceeds $75,000 per year; and (2) at least six days before approval, web-post an employee's total compensation package if it is $150,000 or more. 5 ILCS 120/7.3. Conflicting opinions concern whether school districts must comply with these posting requirements for their employees who do not participate in IMRF. Contact the board attorney for advice.

Annually by Oct. 1, each school board must report to ISBE the base salary and benefits of the superintendent, administrators, and teachers it employs. 105 ILCS 5/10-20.47. Before this annual reporting to ISBE, the information must be presented at a regular school board meeting and then posted on the district's website, if any.

LEGAL REF.: 105 ILCS 5/10-16.7, 5/10-20.47, 5/10-21.4, 5/10-21.9, 5/10-23.8, 5/21B-20, 5/21B-25, 5/24-11, and 5/24A-3. 5 ILCS 120/7.3, Open Meetings Act. 23 Ill.Admin.Code §§1.310, 1.705, and 25.355.

CROSS REF: 2:20 (Powers and Duties of the School Board; Indemnification), 2:130 (BoardSuperintendent Relationship), 2:240 (Board Policy Development), 3:10 (Goals and Objectives), 4:165 (Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors), 4:175 (Convicted Child Sex Offender; Screening; Notifications), 5:30 (Hiring Process and Criteria), 5:90 (Abused and Neglected Child Reporting), 5:120 (Employee Ethics; Conduct; and Conflict of Interest), 5:150 (Personnel Records), 5:210 (Resignations), 5:290 (Employment Termination and Suspensions)

Operational Services

Purchases and Contracts [1]

The Superintendent shall manage the District's purchases and contracts in accordance with State law, the standards set forth in this policy, and other applicable School Board policies.

Standards for Purchasing and Contracting

All purchases and contracts shall be entered into in accordance with applicable federal and State law. The Board Attorney shall be consulted as needed regarding the legal requirements for purchases or contracts. All contracts shall be approved or authorized by the Board.

All purchases and contracts should support a recognized District function or purpose as well as provide for good quality products and services at the lowest cost, with consideration for service, reliability, and delivery promptness, and in compliance with State law.[2] No purchase or contract shall be made or entered into as a result of favoritism, extravagance, fraud, or corruption.

Adoption of the annual budget authorizes the Superintendent or designee to purchase budgeted supplies, equipment, and services, provided that State law is followed. Purchases of items outside budget parameters require prior Board approval, except in an emergency. [3]

When presenting a contract or purchase for Board approval, the Superintendent or designee shall ensure that it complies with applicable federal and State law, including but not limited to, those specified below:

1. Supplies, materials, or work involving an expenditure in excess of $25,000 must comply with the State law bidding procedure, 105 ILCS 5/10-20.21, unless specifically exempted. [4]

2. Construction, lease, or purchase of school buildings must comply with State law and Board policy 4:150, *Facility Management and Building Programs*.

3. Guaranteed energy savings must comply with 105 ILCS 5/19b-1 et seq.

4. Third party non-instructional services must comply with 105 ILCS 5/10-22.34c. [5]

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1 State law controls this policy's content. 105 ILCS 5/10-20.21, amended by P.A. 101-570, contains bidding plus other requirements. Other laws also govern district contracts. For example, the Prevailing Wage Act requires, among other things, that a district specify in all contracts for public works that the prevailing wage rate must be paid. 820 ILCS 130/. When a district awards work to a contractor without a public bid, contract, or project specification, the district must provide the contractor with written notice on the purchase order or a separate document indicating that not less than the prevailing rate of wages shall be paid to all laborers, workers, and mechanics performing work on the project. In addition, the district must notify all contractors of any rate changes by the Ill. Dept. of Labor (IDOL). 820 ILCS 130/4(a-2). The law allows a district to discharge this duty by including the following language in all contracts: "Any prevailing rate of wages as they are revised by the Ill. Dept. of Labor (IDOL) shall apply to this contract. You are notified that any rate changes to the prevailing wage rate are available on IDOL's official website." 820 ILCS 130/4(l). See 4:60-E, *Notice to Contractors*, for sample language.

2 This end statement should be amended according to local board discretion.

3 An optional addition follows: "Notwithstanding the above, the Superintendent shall not commit to any single, non-customary purchase or expenditure, excluding personnel, of greater than $_____ without prior Board approval." This optional provision's intent is to provide an internal control as well as to keep the board involved when the district is making a large purchase or expenditure, e.g., copiers, computers, textbooks, or something that might not happen every year. It is intended to cover purchases/expenditures regardless of whether they were previously budgeted.

4 See 4:60-AP1, *Purchases*, for bidding exemptions and the requirements for electronic bid opening. A board may set a lower bidding threshold by policy but should first seek its attorney's advice because such action may expand a board's vulnerability to a bidding challenge.

5 Concerning collective bargaining requirements, see McLean Co. Unit Dist. 5 v. AFSCME & IELRB, 12 N.E.2d 120 (4th Dist. 2014) (good faith bargaining on the decision to subcontract requires notice of the consideration of the subcontract before it is finalized; meeting with the union to provide an opportunity to discuss and explain the decision; providing information to the union; and giving consideration to any counterproposal the union makes).

5. Goods and services that are intended to generate revenue and other remunerations for the District in excess of $1,000, including without limitation vending machine contracts, sports and other attire, class rings, and photographic services, must comply with 105 ILCS 5/10-20.21(b-5). The Superintendent or designee shall keep a record of: (1) each vendor, product, or service provided, (2) the actual net revenue and non-monetary remuneration from each contract or agreement, and (3) how the revenue was used and to whom the non-monetary remuneration was distributed. The Superintendent or designee shall report this information to the Board by completing the necessary forms that must be attached to the District's annual budget. **6**
6. Any contract to purchase food with a bidder or offeror must comply with 105 ILCS 5/10-20.21(b-10). **7**
7. The purchase of paper and paper products must comply with 105 ILCS 5/10-20.19c and Board policy 4:70, *Resource Conservation*. **8**
8. Each contractor with the District is bound by each of the following:
    a. In accordance with 105 ILCS 5/10-21.9(f): (1) prohibit any of its employees who is or was found guilty of a criminal offense listed in 105 ILCS 5/10-21.9(c) and 5/21B-80(c)**9** to have direct, daily contact at a District school or school-related activity with one or more student(s); (2) prohibits any of the contractor's employees from having direct, daily contact with one or more students if the employee was found guilty of any offense in 5/21B-80(b) (certain drug offenses) until seven years following the end of the employee's sentence for the criminal offense;**10** and (3) require each of its employees who will have direct, daily contact with student(s) to cooperate during the District's fingerprint-based criminal history records check on him or her. **11**
    b. In accordance with 105 ILCS 5/24-5: (1) concerning each new employee of a contractor that provides services to students or in schools, provide the District with evidence of physical fitness to perform the duties assigned and freedom from communicable disease if the employee will have direct, daily contact with one or more student(s); and (2) require any new or existing employee who has and will have direct, daily contact with one or more student(s) to complete additional health examinations as required by the District and be subject to additional health examinations, including tuberculosis. screening, as required by the Ill. Department of Public Health rules or order of a local health official. **12**

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6 105 ILCS 5/10-20.21(b-5).

7 105 ILCS 5/10-20.21(b-10).

8 105 ILCS 5/10-20.19c.

9 105 ILCS 5/10-21.9(c), amended by P.A. 101-531; 105 ILCS 5/21B-80(c), amended by P.A. 101-531.

10 Id.

11 The implementation process is in 4:60-AP3, *Criminal History Records Check of Contractor Employees*. See 5:30-AP2, *Investigations*, for a list of offenses which disqualify an individual from having direct, daily contact with one or more students until seven years following the end of the individual's sentence for the criminal offense.

12 105 ILCS 5/24-5, amended by P.A. 101-81. P.A. 98-716, ~~effective 7-16-14~~ ,expanded the scope of 105 ILCS 5/24-5 by adding a definition of *employee* that includes contractors' employees for whom a criminal history records check is required. Since Aug. 2014, the Ill. Dept. of Public Health (IDPH) has not required school employees to be screened for tuberculosis other than workers in child day care and preschool settings. 77 Ill.Admin.Code §696.140(a)(3). Before requesting a contractor's employee for a health examination, contact the board attorney concerning this action's legality under other personnel laws, including the Americans with Disabilities Act of 1990 (42 U.S.C. §12101 et seq.).

9. After 1-1-23, any pavement engineering project using a coal tar-based sealant product or high polycyclic aromatic hydrocarbon sealant product for pavement engineering-related use must comply with the Coal Tar Sealant Disclosure Act. [13]
10. Purchases made with federal or State awards must comply with 2 C.F.R. Part 200 and 30 ILCS 708/, as applicable, and any terms of the award. [14]

The Superintendent or designee shall: (1) execute the reporting and website posting mandates in State law concerning District contracts, and (2) monitor the discharge of contracts, contractors' performances, and the quality and value of services or products being provided. [15]

LEGAL REF.: 2 C.F.R. Part 200.
105 ILCS 5/10-20.19c, 5/10-20.21, 5/10-21.9, 5/10-22.34c, 5/19b-1 et seq., and 5/24-5.
30 ILCS 708/, Grant Accountability and Transparency Act.
410 ILCS 170/, Coal Tar Sealant Disclosure Act.
820 ILCS 130/, Prevailing Wage Act.

CROSS REF.: 2:100 (Board Member Conflict of Interest), 4:70 (Resource Conservation), 4:150 (Facility Management and Building Programs), 4:175 (Convicted Child Sex Offender; Screening; Notifications)

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13 410 ILCS 170/10(b), added by P.A. 102-242, eff. 1-1-23.

14 2 C.F.R. §§200.318-200.327; 30 ILCS 708/. The Grant Accountability and Transparency Act (GATA) adopts the federal uniform guidance for all grants, unless the Office of the Governor grants an exception. 30 ILCS 708/55; 44 Ill.Admin.Code §7000.60. For information about the scope of GATA as it pertains to grants administered by ISBE, see www.isbe.net/gata.

15 This is an optional provision. The numerous reporting and website posting mandates are in 2:250-E2, *Immediately Available District Public Records and Web-Posted Reports and Records.* As an alternative to the policy's default language, a board may insert the underscored:

> The Superintendent or designee shall: (1) execute the reporting and website posting mandates in State law concerning District contracts and maintain a status report for monthly presentation to the Board, and (2) monitor the discharge of contracts, contractors' performances, and the quality and value of services or products being provided.

Operational Services

Transportation [1]

The District shall provide free transportation for any student in the District who resides: (1) at a distance of one and one-half miles or more from his or her assigned school, unless the School Board has certified to the Illinois State Board of Education that adequate public transportation is available,[2] or (2) if adequate public transportation is not available, within one and one-half miles from his or her assigned school where walking to or from school or to or from a pick-up point or bus stop would constitute a *serious safety hazard* due to either (a) vehicular traffic or rail crossing or (b) *a course or pattern of criminal activity*, as defined in the Ill. Streetgang Terrorism Omnibus Prevention Act, 740 ILCS 147/.[3] A student's parent(s)/guardian(s) may file a petition with the Board requesting transportation due to the existence of a serious safety hazard.[4] Free transportation service and vehicle adaptation is provided for a special education student if included in

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1 State law controls this policy's content. 105 ILCS 5/29-1 et seq. and 23 Ill.Admin.Code Part 120. **Important: The board of a district that does *not* provide transportation must amend this policy.** F/n 2 discusses when districts must provide free transportation. Please contact an IASB Policy Consultant for *gratis* help customizing this policy. You may also need to consult the board attorney.

A district that chooses to consider locations other than individual students' residences as pick-up and drop-off locations must adopt a policy establishing this practice to receive State reimbursement. 23 Ill.Admin.Code §120.30(a)(1)(B).

Each district must have a pre-trip and post-trip inspection policy. 625 ILCS 5/12-816(a). An Ill. State Board of Education (ISBE) rule requires boards to "institute policies and practices that promote the safety and well-being of school bus passengers." 23 Ill.Admin.Code §1.510(g). To comply with these requirements, this policy lists relevant administrative procedures at the end.

The policy does not address an *automatic traffic enforcement* system which may be enacted by a municipality or county. An *automatic traffic law enforcement system* is a device that senses and records a motor vehicle that illegally fails to stop for a school bus. 625 ILCS 5/11-208.9. Each school board within that municipality or county's jurisdiction may approve the system's implementation. The board is then required to enter into an intergovernmental agreement with the municipality or county and contract with vendors for the system's installation, maintenance, and operation. Each applicable school bus must be posted with a sign indicating that it is being monitored by an automated traffic law enforcement system. The proceeds from a school district's automated traffic law enforcement system's fines shall be divided equally between the school district and the municipality or county administering the automated traffic law enforcement system.

2 The one and one-half miles distance is measured from the exit of the property where the student resides to the point where pupils are normally unloaded at the attendance center to which they are assigned. 105 ILCS 5/29-3; 23 Ill.Admin.Code §120.30(a)(1)(A). Only the following districts must provide free transportation as described in the sample policy: community consolidated districts, community unit districts, consolidated districts, consolidated high school districts, and combined school districts if the combined district includes any district that was previously required to provide transportation. 105 ILCS 5/29-3, ~~amended by P.A. 100-1142~~ and 23 Ill.Admin.Code §1.510(a). Districts that are not required to provide free transportation may do so. Id. To qualify for State reimbursement, districts electing to provide transportation when they are not required to do so must afford the same service to all students in that same situation. 23 Ill.Admin.Code §1.510(b). Districts may provide transportation within one and one-half miles and may charge for such transportation. 105 ILCS 5/29-2.

Optional provision: (105 ILCS 5/29-3.1)

The District may provide transportation to and from school-sponsored activities and may charge for such transportation.

3 105 ILCS 5/29-3, ~~amended by P.A. 100-1142~~ and 23 Ill.Admin.Code §1.510. The determination as to what constitutes a *serious safety hazard* regarding vehicular traffic or rail crossings is made by the board, in accordance with guidelines issued by the Ill. Dept. of Transportation, in consultation with the State Superintendent of Education. The Ill. Streetgang Terrorism Omnibus Prevention Act defines *course or pattern of criminal activity* as two or more gang-related criminal offenses committed in whole or in part within Illinois when: (1) one or more of the offenses was committed after 1-25-13, (2) both offenses were committed within five years of each other; and (3) at least one offense involved a felony or forcible felony under the Ill. Criminal Code of 1961 or 2012. 740 ILCS 147/10. It also includes criminal defacement of property that includes a streetgang sign or symbol. Id. The determination as to what constitutes a *serious safety hazard* due to a *course or pattern of criminal activity* under 105 ILCS 5/29-3 is made by the board, in accordance with guidelines determined by local law enforcement, in consultation with the State Superintendent of Education. ISBE guidance on safety hazards due to criminal gang activity is available at: www.isbe.net/transportation.

4 Required by 105 ILCS 5/29-3, ~~amended by P.A. 100-1142~~ Another statute provides a process for *qualifying students* to seek reimbursement from ISBE for *qualified transportation expenses*. 105 ILCS 5/29-5.2; 23 Ill.Admin.Code §120.240. 23 Ill.Admin.Code §120.230 requires, among other things, that each attendance center designate a representative to assist parents/guardians with this process. This process does not need to be in board policy and is not covered herein.

the student's individualized educational program.[5] Non-public school students shall be transported in accordance with State law.[6] Homeless students shall be transported in accordance with Section 45/1-15 of the Education for Homeless Children Act.[7] Foster care students shall be transported in accordance with Section 6312(c)(5)(B) of the Elementary and Secondary Education Act. [8]

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If a student is at a location within the District, other than his or her residence, for child care purposes at the time for transportation to and/or from school, that location may be considered for purposes of determining the one and one-half miles from the school attended. Unless the Superintendent or designee establishes new routes, pick-up and drop-off locations for students in day care must be along the District's regular routes. The District will not discriminate among types of locations where day care is provided, which may include the premises of licensed providers, relatives' homes, or neighbors' homes. [9]

Bus schedules and routes shall be determined by the Superintendent or designee and shall be altered only with the Superintendent or designee's approval and direction. In setting the routes, the pick-up and discharge points should be as safe for students as possible. [10]

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5 34 C.F.R. §300.34 and 23 Ill.Admin.Code §226.750.

6 105 ILCS 5/29-3.2 and 5/29-4.

7 105 ILCS 45/, Education for Homeless Children Act. State law implements the McKinney-Vento Homeless Assistance Act, 42 U.S.C. §11431 et seq.

~~P.A. 100-332 amended~~ The School Code and the Education for Homeless Children Act permit school districts to use their State transportation funds to provide financial assistance to children that are defined as homeless or *at risk of becoming homeless*, provided certain criteria are satisfied. 105 ILCS 5/29-5, amended by P.A. 102-539; 105 ILCS 45/1-17. Financial assistance may include: (1) mortgage or rental assistance that will allow a child to remain permanently in his/her living situation or obtain a new living situation; and/or (2) assistance with unpaid bills, loans, or other financial debts that result in housing being inadequate. 105 ILCS 45/1-17(a). For further detail see 6:140-AP, *Education of Homeless Children*.

8 Required if the district receives Title I funds. 20 U.S.C. §6312(c)(5)(B). The Elementary and Secondary Education Act (ESEA) requires the district to collaborate with the State or local child welfare agency to develop and implement clear written procedures governing how transportation to maintain children in foster care in the school of origin (when in their best interest) will be provided, arranged, and funded for the duration of their time in foster care. ISBE guidance on transportation procedures for students in foster care is available at: www.isbe.net/Documents/Guidance_on_Foster_Care_Transportation_Procedures.pdf#search=guidance%20on%20transportation%20procedures%20for%20students. The U.S. Depts. of Education and Health and Human Services, in *Non-Regulatory Guidance: Ensuring Educational Stability for Children in Foster Care* (6-23-16) at ~~www2.ed.gov/policy/elsec/leg/essa/edhhsfostercarenonregulatorguide.pdf:~~ www.acf.hhs.gov/cb/policy-guidance/non-regulatory-guidance-ensuring-educational-stability-children-foster-care, ~~www.acf.hhs.gov/sites/default/files/documents/cb/ed_hhs_foster_care_guidance.pdf~~, opine that ESEA requirements apply to students who meet the definition of *foster care* set forth at 45 C.F.R. §1355.20(a):

> *Foster care* means 24-hour substitute care for children placed away from their parents or guardians and for whom the title IV-E agency has placement and care responsibility. This includes, but is not limited to, placements in foster family homes, foster homes of relatives, group homes, emergency shelters, residential facilities, child care institutions, and pre-adoptive homes. A child is in foster care in accordance with this definition regardless of whether the foster care facility is licensed and payments are made by the State, Tribal or local agency for the care of the child, whether adoption subsidy payments are being made prior to the finalization of an adoption, or whether there is Federal matching of any payments that are made.

ESEA foster care transportation requirements also apply to students *awaiting* foster care placement.

105 ILCS 5/10-20.59, ~~added by, P.A. 100-201~~, amended by P.A. 102-199, requires ~~permits~~ school boards to, by the beginning of the 2022-2023 school year, appoint at least one employee to act as a liaison to facilitate the enrollment and transfer of records of students in the legal custody of the Ill. Dept. of Children and Family Services (DCFS) when enrolling in or changing schools. Liaison responsibilities may include, among other things, working with DCFS to help students maintain their school placement, if appropriate.

9 This paragraph should be deleted if a district will not seek State reimbursement for transportation to and from locations other than individual students' residences. As a condition for receiving State reimbursement, an ISBE rule requires boards to have a policy with the provisions in this paragraph. 23 Ill.Admin.Code §120.30(a)(1)(B). This rule also contains the non-discrimination language.

10 The paragraph is optional. As an alternative, a board may state that pick-up and discharge points "should be as safe and convenient as possible."

No school employee may transport students in school or private vehicles unless authorized by the administration. [11]

Every vehicle regularly used for the transportation of students must pass safety inspections in accordance with State law and Illinois Department of Transportation regulations.[12] The strobe light on a school bus may be illuminated only when the bus is actually being used as a school bus and (1) is stopping or stopped for loading or discharging students on a highway outside an urban area, or (2) is bearing one or more students.[13] The Superintendent shall implement procedures in accordance with State law for accepting comment calls about school bus driving. [14]

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All contracts for charter bus services must contain the clause prescribed by State law regarding criminal background checks for bus drivers. [15]

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11 Optional. This presents an opportunity for each board to discuss this issue with the superintendent and direct the superintendent to include it in the curriculum for the required in-service on educator ethics, teacher-student conduct, and school employee-student conduct for all personnel. 105 ILCS 5/10-22.39. See 5:100, *Staff Development Program* (f/n 3), and 5:120, *Employee Ethics; Conduct; and Conflict of Interest* (f/n 2), for more detailed discussions. Include policies 5:100, *Staff Development Program*, and 5:120, *Employee Ethics; Conduct; and Conflict of Interest*, in the Cross References when this sentence is used.

12 625 ILCS 5/13-109. The vehicle and other requirements for transporting students to and from interscholastic or school-sponsored activities, including curriculum-related activities, are found in 105 ILCS 5/29-6.3 and 625 ILCS 5/11-1414.1. These statutes also contain requirements for the use of multi-function school activity buses (defined at 625 ILCS 5/1-148.3a-5). The legislature frequently amends these statutes, along with many transportation laws; they should be double-checked before relying on them.

13 625 ILCS 5/12-815. The statute, like the policy, identifies the conditions in which illuminating the strobe light is permissible instead of mandating when they must be illuminated.

14 625 ILCS 5/12-821(b) requires districts that own school buses and multifunction school activity buses to establish procedures for accepting comment calls and responding to them. In accordance with good governance principles, this duty is delegated to the superintendent. For a sample procedure, see 4:110-AP2, *Bus Driver Communication Devices; Pre-Trip and Post-Trip Inspection; Bus Driving Comments*.

15 105 ILCS 5/10-20.21a, requires all contracts for providing charter bus services to transport students to or from interscholastic athletic or interscholastic or school sponsored activities to contain clause (A) except that a contract with an out-of-state company may contain clause (B) or clause (A). The clause must be set forth in the contract's body in at least 12- point typeface and all upper case letters:

> (A) "ALL OF THE CHARTER BUS DRIVERS WHO WILL BE PROVIDING SERVICES UNDER THIS CONTRACT HAVE, OR WILL HAVE BEFORE ANY SERVICES ARE PROVIDED:
>
> (1) SUBMITTED THEIR FINGERPRINTS TO THE DEPARTMENT OF STATE POLICE IN THE FORM AND MANNER PRESCRIBED BY THE DEPARTMENT OF STATE POLICE. THESE FINGERPRINTS SHALL BE CHECKED AGAINST THE FINGERPRINT RECORDS NOW AND HEREAFTER FILED IN THE DEPARTMENT OF STATE POLICE AND FEDERAL BUREAU OF INVESTIGATION CRIMINAL HISTORY RECORDS DATABASES. THE FINGERPRINTING CHECK HAS RESULTED IN A DETERMINATION THAT THEY HAVE NOT BEEN CONVICTED OF COMMITTING ANY OF THE OFFENSES SET FORTH IN SUBDIVISION (C-1)(4) OF SECTION 6-508 OF THE ILLINOIS VEHICLE CODE; AND
>
> (2) DEMONSTRATED PHYSICAL FITNESS TO OPERATE SCHOOL BUSES BY SUBMITTING THE RESULTS OF A MEDICAL EXAMINATION, INCLUDING TESTS FOR DRUG USE, TO A STATE REGULATORY AGENCY."
>
> (B) "NOT ALL OF THE CHARTER BUS DRIVERS WHO WILL BE PROVIDING SERVICES UNDER THIS CONTRACT HAVE, OR WILL HAVE BEFORE ANY SERVICES ARE PROVIDED:
>
> (1) SUBMITTED THEIR FINGERPRINTS TO THE DEPARTMENT OF STATE POLICE IN THE FORM AND MANNER PRESCRIBED BY THE DEPARTMENT OF STATE POLICE. THESE FINGERPRINTS SHALL BE CHECKED AGAINST THE FINGERPRINT RECORDS NOW AND HEREAFTER FILED IN THE DEPARTMENT OF STATE POLICE AND FEDERAL BUREAU OF INVESTIGATION CRIMINAL HISTORY RECORDS DATABASES. THE FINGERPRINTING CHECK HAS RESULTED IN A DETERMINATION THAT THEY HAVE NOT BEEN CONVICTED OF COMMITTING ANY OF THE OFFENSES SET FORTH IN SUBDIVISION (C-1)(4) OF SECTION 6-508 OF THE ILLINOIS VEHICLE CODE; AND

Pre-Trip and Post-Trip Vehicle Inspection [16]

The Superintendent or designee shall develop and implement a pre-trip and post-trip inspection procedure to ensure that the school bus driver: (1) tests the two-way radio or cellular radio telecommunication device and ensures that it is functioning properly before the bus is operated, and (2) walks to the rear of the bus before leaving the bus at the end of each route, work shift, or work day, to check the bus for children or other passengers in the bus.

LEGAL REF.: 20 U.S.C. §6312(c)(5)(B), Elementary and Secondary Education Act.
42 U.S.C. §11431 et seq., McKinney-Vento Homeless Assistance Act.
105 ILCS 5/10-22.22 and 5/29-1 et seq.
105 ILCS 45/1-15 and /1-17.
625 ILCS 5/1-148.3a-5, 5/1-182, 5/11-1414.1, 5/12-813.1, 5/12-815, 5/12-816, 5/12-821, and 5/13-109.
23 Ill.Admin.Code §§1.510 and 226.750; Part 120.
92 Ill.Admin.Code Part 440.

CROSS REF.: 4:170 (Safety), 5:100 (Staff Development Program), 5:120 (Employee Ethics; Conduct; and Conflict of Interest), 5:280 (Duties and Qualifications), 6:140 (Education of Homeless Children), 6:170 (Title I Programs), 7:220 (Bus Conduct)

ADMIN. PROC.: 4:110-AP2 (Bus Driver Communication Devices; Pre-Trip and Post-Trip Inspection; Bus Driving Comments), 4:110-AP3 (School Bus Safety Rules), 4:110-E (Emergency Medical Information for Students Having Special Needs or Medical Conditions Who Ride School Buses), 6:140-AP (Education of Homeless Children)

(2) DEMONSTRATED PHYSICAL FITNESS TO OPERATE SCHOOL BUSES BY SUBMITTING THE RESULTS OF A MEDICAL EXAMINATION, INCLUDING TESTS FOR DRUG USE, TO A STATE REGULATORY AGENCY."

16 625 ILCS 5/12-816(a) requires school districts to have a school bus pre- and post-trip inspection policy with the components as contained in this policy. See also 23 Ill.Admin.Code §1.510(i)(3) and 92 Ill.Admin.Code §458.1030. For a sample procedure, see 4:110-AP2, *Bus Driver Communication Devices; Pre-Trip and Post-Trip Inspection; Bus Driving Comments*. School districts that contract with a private sector school bus company must require the company to have a pre- and post-trip inspection policy that is equivalent to this section of the policy. 625 ILCS 5/12-816(b).

Each school bus must contain an operating two-way radio or cellular radio telecommunication device while the school bus driver is in possession of a school bus. 625 ILCS 5/12-813.1(e). "Cellular radio telecommunication device" means a device capable of sending or receiving telephone communications without an access line for service and which requires the operator to dial numbers manually; it does not include citizens band radios or citizens band radio hybrids. 625 ILCS 5/12-813.1(a). The two-way radio or cellular radio telecommunication device must be turned on and adjusted in a manner that would alert the driver of an incoming communication request. 625 ILCS 5/12-813.1(e). A school bus driver may not operate a school bus while using a cellular radio telecommunication device except in the following situations: (1) in an emergency situation to communicate with an emergency response operator; a hospital; a physician's office or health clinic; an ambulance service; a fire department, fire district, or fire company; or a police department; (2) in the event of a "mechanical breakdown or other mechanical problem;" (3) to communicate with school authorities about bus operation or the safety of a passenger on the bus; and (4) when the bus is parked. 625 ILCS 5/12-813.1(c). However under no circumstances may the cellular radio telecommunication device be used for anything else including personal use. 625 ILCS 5/12-813.1(c)(2).

Operational Services

Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors [1]

Child sexual abuse and grooming behaviors harm students, their parents/guardians, the District's environment, its school communities, and the community at large, while diminishing a student's ability to learn. The Board has a responsibility and obligation to increase awareness and knowledge of:[2] (1) issues regarding child sexual abuse, (2) likely warning signs that a child may be a victim of sexual abuse, (3) grooming behaviors related to child sexual abuse and grooming, (4) how to report child sexual abuse, (5) appropriate relationships between District employees and students based upon State law, and (6) how to prevent child sexual abuse.

To address the Board's obligation to increase awareness and knowledge of these issues, prevent sexual abuse of children,[3] and define prohibited grooming behaviors,[4] the Superintendent or designee shall implement an Awareness and Prevention of Sexual Abuse and Grooming Behaviors Program. The Program will:

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[1] Required by *Erin's Law*, 105 ILCS 5/10-23.13, amended by P.A. 102-610. Also infused into this policy are concepts from HB 1975 text, which did not pass in the first half of the 102nd Ill. General Assembly; however, its content (a) includes the results of collaboration to implement some of the recommendations of the *Make Sexual and Severe Physical Abuse Fully Extinct (Make S.A.F.E.) Taskforce* and was endorsed by Stop Educator Sexual Abuse Misconduct & Exploitation (S.E.S.A.M.E.), a national organization working to prevent sexual exploitation, abuse, and harassment of students by teachers and other school staff, and (b) provides helpful guidance for districts to implement P.A. 102-610 due to P.A. 102-610's vagueness. Three additional statutes address a district's responsibility to provide age-appropriate sexual abuse and assault awareness and prevention education programs:

1. 105 ILCS 110/3, Critical Health Problems and Comprehensive Health Education Act (requires districts to establish a Comprehensive Health Education Program that includes age-appropriate sexual abuse and assault awareness and prevention education in grades pre-K through 12) (see sample policy 6:60, *Curriculum Content*, and administrative procedure 6:60-AP1, *Comprehensive Health Education Program*);
2. 105 ILCS 5/27-9.1a(b), added by P.A. 102-552 (requires comprehensive personal health and safety and comprehensive sexual health education a/k/a National Sex Education Standards (NSES) to: (a) be age and developmentally appropriate, medically accurate, complete, culturally appropriate, inclusive, and trauma informed, (b) replicate evidence-based or evidence-informed programs or substantially incorporate elements of evidence-based programs or evidence-informed programs or characteristics of effective programs, (c) provide information about local resources where students can obtain additional information and confidential services related to sexual violence (including sexual abuse and assault), and (d) provide information about State laws related to mandated reporting of child abuse and neglect, and school policies addressing the prevention of and response to sexual violence) (see sample policy 6:60, *Curriculum Content*, and administrative procedure 6:60-AP2, *Comprehensive Personal Health and Safety and Sexual Health Education Program (National Sex Education Standards (NSES))*); and
3. 105 ILCS 5/27-13.2 (addresses (a) written objections to sexual abuse prevention instruction and notice provisions (minimum five days) for students in grades K through 8, and (b) distribution by the Ill. State Board of Education (ISBE) and Ill. Dept. of Children and Family Services (DCFS) of information for districts to provide to their communities about this instruction) (see sample policy 6:60, *Curriculum Content*, and administrative procedure exhibit 6:60-AP1, E1, *Notice to Parents/Guardians of Sexual Abuse and Assault Awareness and Prevention Education; Requests to Examine Materials; Written Objection(s) and/or Opt-outs*).

[2] 105 ILCS 5/10-23.13, amended by P.A. 102-610, at (b)(1).

[3] Id. at (b).

[4] Id. at (b).

1. Educate students with:

   a. An age-appropriate and evidence-informed health and safety education[5] curriculum that includes methods for how to report child sexual abuse and grooming behaviors to authorities,[6] through policy 6:60, *Curriculum Content*; [7]

   b. Information in policy 7:250, *Student Support Services*, about: (i) District counseling options, assistance, and intervention for students who are victims of or affected by sexual abuse,[8] and (ii) community-based Children's Advocacy Centers and sexual assault crisis centers and how to access those serving the District. [9]

2. Train District employees about child sexual abuse and grooming behaviors by January 31 of each school year with materials that include: [10]

   a. A definition of prohibited grooming behaviors and boundary violations pursuant to policy 5:120, *Employee Ethics; Conduct; and Conflict of Interest*;

   b. Evidence-informed[11] content on preventing, recognizing, reporting, and responding to child sexual abuse, grooming behaviors, and boundary violations pursuant to policies 2:260, *Uniform Grievance Procedure*; 2:265, *Title IX Sexual Harassment Grievance Procedure*; 5:90, *Abused and Neglected Child Reporting*; 5:100, *Staff Development Program*; and 5:120, *Employee Ethics; Conduct; and Conflict of Interest*;; and

   c. How to report child sexual abuse, grooming behaviors, and/or boundary violations pursuant to policies 2:260, *Uniform Grievance Procedure*; 2:265, *Title IX Sexual Harassment Grievance Procedure*; and 5:90, *Abused and Neglected Child Reporting*.

3. Provide information to parents/guardians in student handbooks about the warning signs[12] of child sexual abuse, grooming behaviors, and boundary violations with evidence-informed educational information that also includes: [13]

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[5] Id. at (b)(1).

[6] Id. at (b)(4).

[7] 105 ILCS 5/10-23.13(b). See policy 6:60, *Curriculum Content*, and administrative procedure 6:60-AP1, *Comprehensive Health Education Program*, for information on school board choices related to health and safety education, including sex education.

[8] Id. at (b)(2) and (3).

[9] Id. at (b)(5). See policy 5:90, *Abused and Neglected Child Reporting*, and administrative procedure 5:90-AP, *Coordination with Children's Advocacy Center*, for more information on Children's Advocacy Centers.

[10] Citations for each letter:
   a. 105 ILCS 5/10-23.13(b).
   b. Id. at (b), (b)(1.5), and (c).
   c. Id. at (b) and (b)(1.5).

[11] Two Illinois laws address "evidence-informed." *Evidence-informed* per *Erin's Law* means modalities that were created utilizing components of evidence-based treatments or curriculums. 105 ILCS 5/10-23.13(a), added by P.A. 102-610. Contrast with NSES at 105 ILCS 5/27-9.1a(a), added by P.A. 102-552, which defines an *evidence-informed program* as "a program that uses the best available research and practice knowledge to guide program design and implementation."

[12] 105 ILCS 5/10-23.13(b) and (b)(1); warning signs and *likely* warning signs are mentioned twice in the law. This policy uses likely in the purpose introduction. The Ill. Principals Association (IPA) maintains a handbook service that coordinates with **PRESS** material, Online Model Student Handbook (MSH), at: www.ilprincipals.org/resources/model-student-handbook.

[13] This information is listed in 7:190-E2, *Student Handbook Checklist*. Citations for each letter:
   a. 105 ILCS 5/10-23.13(b) and (b)(1).

a. Assistance, referral, or resource information, including how to recognize grooming behaviors,[14] appropriate relationships between District employees and students based upon policy 5:120, *Employee Ethics; Conduct; and Conflict of Interest*, and how to prevent child sexual abuse from happening;

b. Methods for how to report child sexual abuse, grooming behaviors, and/or boundary violations to authorities; and

c. Available counseling and resources for children who are affected by sexual abuse, including both emotional and educational support for students affected by sexual abuse, so that the student can continue to succeed in school pursuant to policy 7:250, *Student Support Services*.

4. Provide parents/guardians of students in any of grades K through 8 with not less than five days' written notice before commencing any class or course providing instruction in recognizing and avoiding sexual abuse, as well as the opportunity to object in writing. [15]

LEGAL REF.: 105 ILCS 5/10-23.13, 5/27-9.1a, and 5/27-13.2.
105 ILCS 110/3, Critical Health Problems and Comprehensive Health Education Act.
325 ILCS 5/, Abused and Neglected Child Reporting Act.
720 ILCS 5/11-25, Criminal Code of 2012.

CROSS REF.: 2:260 (Uniform Grievance Procedure), 2:265 (Title IX Sexual Harassment Grievance Procedure), 4:175 (Convicted Child Sex Offender; Screening; Notifications), 5:90 (Abused and Neglected Child Reporting), 5:100 (Staff Development Program), 5:120 (Employee Ethics; Conduct; and Conflict of Interest), 6:60 (Curriculum Content), 7:20 (Harassment of Students Prohibited), 7:250 (Student Support Services)

b. Id. at (b)(4) and (5).
c. Id. at (b).

[14] Providing information to parents/guardians about how to recognize grooming behaviors is not in *Erin's Law*; it only addresses informing parents/guardians about the methods for increasing their awareness and knowledge of grooming behaviors. 105 ILCS 5/10-23.13(b)(1). This policy requires the district to provide information to parents/guardians about how to recognize grooming behaviors to: (1) effect the purpose of *Erin's Law*, (2) align with the intent of the statutes cited in f/n 1, above (educating all students to recognize and avoid sexual abuse and assault), and (3) align with the notification requirements in 105 ILCS 5/27-13.2 (parents/guardians of K-8 students prior to commencing instruction in recognizing and avoiding sexual abuse (see f/n 15, below)).

[15] Required by 105 ILCS 5/27-13.2. See 6:60-AP1, E1, *Notice to Parents/Guardians of Sexual Abuse and Assault Awareness and Prevention Education; Requests to Examine Materials; Written Objection(s) and/or Opt-outs*. Delete for high school districts.

Operational Services

Safety [1]

Safety and Security

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.[2] The Superintendent or designee shall develop, implement, and maintain a comprehensive safety and security plan that includes, without limitation:

1. An emergency operations and crisis response plan(s) addressing prevention, preparation, response, and recovery for each school; [3]
2. Provisions for a coordinated effort with local law enforcement and fire officials, emergency medical services personnel, and the Board Attorney;
3. A school safety drill plan;
4. Instruction in safe bus riding practices;[4] and
5. A clear, rapid, factual, and coordinated system of internal and external communication.

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1 State law requires a policy on several topics in this policy and otherwise controls this policy's content. Topics previously assigned to this code number were moved in May 2014 and placed in 4:100, *Insurance Management* and 4:175, *Convicted Child Sex Offender; Screening; Notifications.*

Grants may be available from the Ill. State Board of Education (ISBE) to support school security improvements, including professional development, safety-related upgrades to school buildings, equipment, and facilities. 105 ILCS 5/2-3.180, 2-3.181 ~~76~~, added by P.A. 101-413, ~~eff 1-1-20~~

Based upon the recommendation of the Federal Commission on School Safety in 2018 (www2.ed.gov/documents/school-safety/school-safety-report.pdf), the U.S. Depts. of Homeland Security, Education, Justice, and Health and Human Services created a central school safety clearinghouse website at: www.schoolSafety.gov, to share actionable recommendations to help schools prevent, protect, mitigate, respond to, and recover from emergency situations. Topics include bullying/cyberbullying, student mental health, school climate, threat assessment, emergency planning, security, recovery, and drills.

2 This simple end statement should be discussed and altered accordingly before board adoption. Ask: what effect or impact will this statement have on the students and the community?

3 The term *emergency operations and crisis response plan* is used because federal agencies refer to school *emergency operations plans* and the School Safety Drill Act (105 ILCS 128/) refers to *emergency and crisis response plans*.

See administrative procedure 4:170-AP1, *Comprehensive Safety and Security Plan*. This procedure follows the recommendations in the *Guide for Developing High-Quality School Emergency Operations Plans*, produced by a collaboration of federal agencies in June 2013 at: www.rems.ed.gov/docs/REMS_K-12_Guide_508.pdf . The *Guide* informs schools what they *need* to do, not *what* to do. It recommends a process for developing, implementing, and continually refining a school emergency operations plan as well as a discussion of its form, function, and content. See also *The Role of Districts in Developing High-Quality School Emergency Operations Plans: A Companion to the School Guide*, at: https://rems.ed.gov/docs/District_Guide_508C.pdf.

ISBE maintains a comprehensive website on school emergency and crisis response planning in compliance with the School Safety Drill Act and Joint Rules of the Office of the State Fire Marshal and ISBE (29 Ill.Admin.Code Part 1500), at www.isbe.net/Pages/School-Emergency-and-Crisis-Response-Plan-Guide.aspx. ISBE's website includes a *Sample School Emergency Operations Plan* which aligns with the federal *Guide for Developing High-Quality School Emergency Operations Plans*.

105 ILCS 128/45, added by P.A. 101-455, requires~~ds~~ school districts to implement a threat assessment procedure by 12-6-19, and to establish a threat assessment team by 2-19-20. The threat assessment procedure may be part of a board policy on targeted school violence prevention that includes the creation of a threat assessment team. For more discussion, see policy 4:190, *Targeted School Violence Prevention Program*.

105 ILCS 5/10-20.72,~~69 (final citation pending)~~ added by P.A. 101-548, allows school districts to install a door security locking means on a door of a school building to prevent unwanted entry through the door only if the door security locking means is used: (1) by a trained school district employee; (2) during an emergency that threatens the health and safety of students and employees or during an active shooter drill; and (3) when local law enforcement officials and the local fire department have been notified of its installation prior to its use. Id.

4 Required by 105 ILCS 128/20(b) and 105 ILCS 5/10-20.14(c) for all students. See 4:110-AP3, *School Bus Safety Rules*.

In the event of an emergency that threatens the safety of any person or property, students and staff are encouraged to follow the best practices discussed for their building regarding the use of any available cellular telephones. [5]

School Safety Drill Plan [6]

During every academic year, each school building that houses school children shall conduct, at a minimum, each of the following in accordance with the School Safety Drill Act (105 ILCS 128/):

1. Three school evacuation drills to address and prepare students and school personnel for fire incidents. One of these three drills shall require the participation of the local fire department or district.
2. One bus evacuation drill.
3. One severe weather and shelter-in-place drill to address and prepare students and school personnel for possible tornado incidents.
4. One law enforcement lockdown drill to address a school shooting incident and to evaluate the preparedness of school personnel and students. This drill shall occur no later than 90 days after the first day of school of each year, and shall require the participation of all school personnel and students present at school at the time of the drill, except for those exempted by administrators, ~~or~~ school support personnel, or a parent/guardian. [7]

One law enforcement lockdown drill to address a school shooting incident and to evaluate the preparedness of school personnel and students. This drill shall occur no later than 90 days after the first day of school of each year, and shall require the participation of all school

Annual Review

The Board or its designee will annually review each school building's emergency operations and crisis response plan(s), protocols, and procedures, as well as each building's compliance with the school safety drill plan. This annual review shall be in accordance with the School Safety Drill Act (105 ILCS 128/) and

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5 105 ILCS 5/10-20.28. Consider discussing with local law enforcement what its preference would be and encourage staff and students to follow the recommendation. A wave of 911 cell phone calls can jam phone lines. Student use of cell phones is addressed in 7:190, *Student Behavior*.

625 ILCS 5/12-610.1(e) prohibits wireless telephone use at any time while operating a motor vehicle on a roadway in a school speed zone except for: (1) highway construction or maintenance workers within their work zones; (2) any use for emergency purposes; (3) law enforcement officers or emergency responders performing their duties; (4) a person using a wireless telephone in voice-operated mode with or without use of a headset; (5) a person with technology that uses a single button to initiate or terminate a voice communication, e.g., *HandsFreeLink*®; and (6) a person using an electronic communication device solely to report an emergency and for continued communication with emergency personnel. 625 ILCS 5/12-813.1 limits cell phone use by school bus drivers; see policy 4:110, *Transportation*.

6 Each of the listed drills is required by the School Safety Drill Act. Each drill's requirements are comprehensively covered in 4:170-AP1, *Comprehensive Safety and Security Plan*. For information about documenting minimum compliance with the School Safety Drill Act, see www.isbe.net/Pages/School-Emergency-and-Crisis-Response-Plan-Guide.aspx.

105 ILCS 5/2-3.12(f) authorizes the Ill. State Fire Marshal or a qualified fire official to whom the Ill. State Fire Marshal has delegated his or her authority to conduct an annual fire safety inspection of each school building, provided the inspection is coordinated with the regional superintendent. See also 105 ILCS 5/3-14.21(c) and 23 Ill.Admin.Code §180.300(b). To effectively implement this law and ensure the education of students in the district is not disturbed, school officials should discuss with the Ill. State Fire Marshal and regional superintendent whether written notice may be provided to the principal requesting to schedule a mutually agreed upon time.

7 105 ILCS 128/20(c), amended by P.A. 102-395. While 105 ILCS 128/20(c) uses both *lockdown drill* and *walk-through lockdown drill*, the terms are synonymous. For brevity, this material uses the term *lockdown drill*. Schools must (1) notify parents/guardians in advance of any lockdown drill that involves student participation, and (2) allow parents/guardians to exempt their child(ren) from participating for any reason. For students who do not participate in the lockdown drill, districts must provide alternative safety education and instruction related to an active threat or active shooter event. For students who do participate in the lockdown drill, districts must allow them to ask questions related to it.

Law enforcement may only run an active shooter simulation, including simulated gun fire drills, on school days when students are not present. 105 ILCS 128/20(c)(5)-(8), added by P.A. 102-395.

the Joint Rules of the Office of the State Fire Marshal and the Ill. State Board of Education (ISBE). 29 Ill.Admin.Code Part 1500.

Annual Review

The Board or its designee will annually review each school building's emergency operations and crisis response plan(s), protocols, and procedures, as well as each building's compliance with the school safety drill plan. This annual review shall be in accordance with the School Safety Drill Act (105 ILCS 128/) and the Joint Rules of the Office of the State Fire Marshal and the Ill. State Board of Education (ISBE). 29 Ill.Admin.Code Part 1500. [8]

Automated External Defibrillator (AED) [9]

The Superintendent or designee shall implement a written plan for responding to medical emergencies at the District's physical fitness facilities in accordance with the Fitness Facility Medical Emergency Preparedness Act and shall file a copy of the plan with the Ill. Dept. of Public Health (IDPH). The plan shall provide for at least one automated external defibrillator (AED) to be available at every physical fitness facility on the premises according to State law requirements.

The District shall have an AED on site as well as a trained AED user: (1) on staff during staffed business hours; and (2) available during activities or events sponsored and conducted or supervised by the District.[10] The Superintendent or designee shall ensure that every AED on the District's premises is properly tested and maintained in accordance with rules developed by the IDPH.[11] This policy does not create an obligation to use an AED.

Carbon Monoxide Alarms [12]

The Superintendent or designee shall implement a plan with the District's local fire officials to:

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8 The School Safety Drill Act requires each school board or its designee to conduct one annual meeting at which it reviews each building's emergency and crisis response plan, protocols, and procedures, including procedures regarding the school district's threat assessment team, the efficacy and effects of law enforcement drills, and each building's compliance with the school safety drill plan. 105 ILCS 128/25, amended by P.A. 102-395 ~~101-455~~, and 128/30; 29 Ill.Admin.Code Part 1500. If the board uses a designee, it should preferably be someone other than the District Safety Coordinator to assure an unbiased audit. The statute contains detailed requirements. The board or its designee must: (1) complete a one-page report certifying that the review took place, among other things; (2) send a copy of the report to each participating party; and (3) send a copy of the report to the appropriate Regional Superintendent. 105 ILCS 128/25(c), (d). ISBE's website contains a suggested annual review checklist and a report form to document compliance at: www.isbe.net/Pages/School-Emergency-and-Crisis-Response-Plan-Guide.aspx.

9 Each indoor and outdoor physical fitness facility serving at least 100 individuals must "adopt and implement a written plan for responding to medical emergencies that occur at the facility during the time that the facility is open for use by its members or by the public." 210 ILCS 74/10(a). The facility must file the plan with the Ill. Dept. of Public Health (IDPH). Id. In addition, each indoor facility must have at least one AED on the premises, and each outdoor facility must house an AED in a building, if any, that is within 300 feet of the outdoor facility. 210 ILCS 74/15. See the statute and administrative rules for the other numerous mandates: 210 ILCS 74/, Physical Fitness Facility Medical Emergency Preparedness Act; 77 Ill.Admin.Code Part 527. Also see 4:170-AP6, *Plan for Responding to a Medical Emergency at a Physical Fitness Facility with an AED*.

10 77 Ill.Admin.Code §527.600(d), (f).

11 210 ILCS 74/15(c); 77 Ill.Admin.Code §527.700.

12 105 ILCS 5/10-20.57. *Carbon monoxide detector* and *detector* mean a device having a sensor that responds to carbon monoxide gas and that is connected to an alarm control unit and approved in accordance with rules adopted by the Ill. State Fire Marshal. 105 ILCS 5/10-20.57(a). *Approved carbon monoxide alarm* or *alarm* means a carbon monoxide alarm that complies with all the requirements of the rules and regulations of the Ill. State Fire Marshal, bears the label of a nationally recognized testing laboratory, and complies with the most recent standards of the Underwriters Laboratories or the Canadian Standard Association. 430 ILCS 135/5.

Consult both the board attorney and the local fire officials about whether a school building is exempt from this law. Remove this subhead if the board attorney determines that every building across the entire school district is exempt. The law applies to school buildings that have or are close to any *sources of carbon monoxide*; however, it does not specifically define what that means. 430 ILCS 135/20 defines exemptions for residential units and may provide guidance on the exemption for schools. The law also fails to define *carbon monoxide emitting device*, which triggers the placement point in a school building for a carbon monoxide alarm or carbon monoxide detector.

1. Determine which school buildings to equip with approved *carbon monoxide alarms* or *carbon monoxide detectors*,
2. Locate the required carbon monoxide alarms or carbon monoxide detectors within 20 feet of a carbon monoxide emitting device, and
3. Incorporate carbon monoxide alarm or detector activation procedures into each school building that requires a carbon monoxide alarm or detector. The Superintendent or designee shall ensure each school building annually reviews these procedures.

Soccer Goal Safety [13]

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

Unsafe School Choice Option [14]

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

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

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

13 Include this section **only if** the school district owns and controls a movable soccer goal Movable Soccer Goal Safety Act, a/k/a *Zach's Law*, 430 ILCS 145/. The Act requires: (1) organizations that own and control a movable soccer goal to create a soccer goal safety and education policy that outlines how the organization will specifically address the safety issues associated with movable soccer goals; and (2) the IDPH to provide technical assistance materials. 430 ILCS 145/10, 20. See www.dph.illinois.gov/topics-services/prevention-wellness/injury-violence-prevention/soccer-goal-safety.

14 This topic must be covered in board policy. 105 ILCS 5/10-21.3a. See also 20 U.S.C. §7912. ISBE maintains a list of persistently dangerous schools. Districts having only one school may substitute the following for this paragraph:

> The unsafe school choice option provided in State law permits students to transfer to another school within the District in certain situations. This transfer option is unavailable in this District because the District has only one school or attendance center. A student, who would otherwise have qualified for the choice option, or such a student's parent/guardian, may request special accommodations from the Superintendent or designee.

Districts with each grade in only one attendance center may substitute the following for this paragraph:

> The unsafe school choice option provided in State law permits students to transfer to another school within the District in certain situations. This transfer option is unavailable in this District because each grade is in only one attendance center. A student, who would otherwise have qualified for the choice option, or such a student's parent/guardian, may request special accommodations from the Superintendent or designee.

Lead Testing in Water [15]

The Superintendent or designee shall implement testing for lead in each source of drinking water in school buildings in accordance with the Ill. Plumbing License Law and guidance published by the IDPH.[16] The Superintendent or designee shall notify parent(s)/guardian(s) about the sampling results from their children's respective school buildings. [17]

Emergency Closing

The Superintendent is authorized to close school(s) in the event of hazardous weather or other emergency that threatens the safety of students, staff members, or school property. [18]

LEGAL REF.: 105 ILCS 5/10-20.2, 5/10-20.57, 5/18-12, and 5/18-12.5.
105 ILCS 128/, School Safety Drill Act; ~~implemented by~~ 29 Ill.Admin.Code Part 1500.
210 ILCS 74/, Physical Fitness Facility Medical Emergency Preparedness Act.
225 ILCS 320/35.5, Ill. Plumbing License Law.

CROSS REF.: 4:110 (Transportation), 4:175 (Convicted Child Sex Offender; Screening; Notifications), 4:180 (Pandemic Preparedness; Management; and Recovery), 5:30 (Hiring Process and Criteria), 8:30 (Visitors to and Conduct on School Property), 8:100 (Relations with Other Organizations and Agencies)

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15 225 ILCS 320/35.5.~~amended by P.A. 100-103~~ Requires that each source of potable water in school buildings constructed on or before 1-1-00, which may be occupied by more than 10 children in grades pre-K through 5, be tested for lead. Testing for buildings constructed prior to 1-1-87 must have been conducted by 12-31-17. 225 ILCS 320/35.5(c)(4). Testing for buildings constructed between 1-2-87 and 1-1-00 must have been conducted by 12-31-18. Id. By 6-30-19, the IDPH was to determine whether it is necessary and appropriate to require testing for buildings constructed after 1-1-00. ~~however, no determination was made as of the publication of PRESS Issue 102 (Oct. 2019)~~. 225 ILCS 320/35.5(d). IDPH recommends that all schools constructed in whole or in part from 1-2-00 through 1-4-14 test all sources of potable water for lead. See IDPH's recommendations at: www.isbe.net/Documents/Improving-Water-Quality-Illinois-Schools.pdf. For high school districts, delete this subhead if no lead testing occurs.

Boards may, by resolution, use excess taxes levied for fire prevention, safety, energy conservation, and school security purposes for sampling lead in drinking water in schools and for repair and mitigation due to lead levels in the drinking water supply. 105 ILCS 5/17-2.11(j)(1).

16 225 ILCS 320/35.5(e) requires the IDPH to post on its website guidance on mitigation actions for lead in drinking water, and ongoing water management practices, in schools. On 5-9-17, the IDPH posted *Mitigation Strategies for Lead Found in School Drinking Water* at: www.dph.illinois.gov/sites/default/files/publications/school-lead-mitigation-strategies-050917.pdf. **Note:** Page 2 of *Mitigation Strategies* states "IDPH is requiring the mitigation strategies and requirements contained in this guidance document to be followed for all plumbing fixtures identified with any level of lead," however the statute does not authorize the IDPH to impose such additional requirements.

17 If any samples taken in the school exceed five parts per billion, a district must provide individual notification of sampling results, via written or electronic communication, to parents/guardians of all enrolled students that must include: (1) the corresponding sampling location within the school building; and (2) the U.S. Environmental Protection Agency's website for information about lead in drinking water at: www.epa.gov/ground-water-and-drinking-water/basic-information-about-lead-drinking-water. 225 ILCS 320/35.5(c)(3). If any samples taken in the school are at or below five parts per billion, notification may be made in the same manner or by posting on the school's website. Id.

18 When a school is closed or its starting time is delayed due to adverse weather conditions or a health or safety threat, the district may count a partial day of attendance as a full day for State aid purposes, provided: (1) at least one hour of instruction was provided or the normal start time was delayed; and (2) the superintendent provides the Regional Superintendent or the Suburban Cook County Intermediate Service Center, whichever is appropriate, with a written report in support of the partial day within 30 days. 105 ILCS 5/18-12.~~amended by P.A. 100-863~~

105 ILCS 5/18-12.5 governs claiming State aid if a district closes one or more schools, but not all schools, during the public health emergency, as determined by ISBE in consultation with the IDPH.

Operational Services

Convicted Child Sex Offender; Screening; Notifications [1]

Persons Prohibited on School Property without Prior Permission

State law prohibits a child sex offender from being present on school property or loitering within 500 feet of school property when persons under the age of 18 are present, unless the offender meets either of the following two exceptions: [2]

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

In all cases, the Superintendent or designee shall supervise a child sex offender whenever the offender is in a child's vicinity.[3] If a student is a sex offender, the Superintendent or designee shall develop guidelines for managing his or her presence in school. [4]

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1 The topic covered by this policy was previously a part of 4:170, *Safety*.

2 720 ILCS 5/11-9.3 contains these requirements concerning a child sex offender's presence on school property. An Illinois federal court denied a father's request to enjoin a school's policy that prohibited him, as a child sex offender, from attending his children's school activities in Doe v. Paris Union Sch. Dist., 2006 WL 44304 (C.D.Ill. 2006). See also 8:30, *Visitors to and Conduct on School Property*.

3 720 ILCS 5/11-9.3(a). The statute assigns the child sex offender the "duty to remain under the direct supervision of a school official." In order to ensure this happens and to protect students, the sample policy requires the superintendent or designee to supervise a child sex offender whenever the offender is in a child's vicinity. See also 8:30, *Visitors to and Conduct on School Property*.

4 Aside from rumor and notoriety, there are three ways that school officials may learn that an enrolled student is a sex offender or a violent offender against youth:

1. By being informed by the student or the student's parent/guardian.
2. Through the Ill. ~~Dept of~~ State Police (ISP) Sex Offender Registry, www.isp.state.il.us/sor. A juvenile sex offender is listed there after the juvenile becomes 17 years old and will be listed for the remaining registration period. 730 ILCS 150/2. The database is updated daily and allows searching by name, city, county, zip code, compliance status, or any combination thereof.
3. By receiving notification from a law enforcement agency that a juvenile sex offender or juvenile violent offender against youth is enrolled in a school. The law enforcement agency having jurisdiction to register the juvenile must provide a copy of the offender registration form to the building principal and ~~guidance~~ school counselor designated by the principal; the school must keep the registration form separately from the student's school records. 730 ILCS 152/121(b), amended by P.A. 102-197.

If a sex offender is enrolled in a school, guidelines for managing the sex offender's presence in school should be prepared. The components will depend on the situation but generally should include asking the parent/guardian of a sex offender below the age of 17 years for permission to share the information with certain staff for the protection of both the student and other students. In addition, the guidelines should include a supervision plan providing supervision for the student during all aspects of his or her school day. Finally, the guidelines must respect the privacy of juvenile records and comply with the Ill. School Student Records Act (105 ILCS 10/). The board attorney should be consulted.

Screening [5]

The Superintendent or designee shall perform fingerprint-based criminal history records information checks and/or screenings required by State law or Board policy for employees; student teachers; students doing field or clinical experience other than student teaching; contractors' employees who have direct, daily contact with one or more children; and resource persons and volunteers. The Board President shall ensure that these checks are completed for the Superintendent. He or she shall take appropriate action based on the result of any criminal background check and/or screen. [6]

5 The law is silent with regard to *screening* volunteers and individuals in the proximity of a school. Screening and *fingerprint-based criminal history records checks* are different. See procedure 4:175-AP1, *Criminal Offender Notification Laws; Screening*, for further distinctions.

The School Code requires school districts to perform a *fingerprint-based criminal history records check* through (a) the ISP for an individual's Criminal History Records Information (CHRI) and (b) the Federal Bureau of Investigation's national crime information databases. 105 ILCS 5/10-21.9(a), (a-5) and (a-6), amended by P.A. 101-531.

Screening only involves checking an individual's name and address against publicly-available databases and information provided for local law enforcement like the: (1) Illinois Sex Offender Registry, www.isp.state.il.us/sor/, and (2) the Violent Offender Against Youth Registry maintained by the ISP, www.isp.state.il.us/cmvo/. Screening must be done for employment applicants and repeatedly at least once every five years that an individual remains employed by the district. 105 ILCS 5/10-21.9(a-5) and (a-6), amended by P.A. 101-531. See policy 5:30, *Hiring Process and Criteria*; procedure 5:30-AP2, *Investigations*; policy 6:250, *Community Resource Persons and Volunteers*; and procedure 6:250-AP, *Resource Persons and/or School Volunteers; Screening*.

6 If permitted by federal or State law, when a fingerprint-based criminal history records check returns a *conviction* of a crime set forth in 105 ILCS 5/21B-80 or when a screening finds a *registration* for an individual licensed by the Ill. State Board of Education (ISBE), the superintendent or regional superintendent must notify the ISBE Superintendent in writing within 15 business days. 105 ILCS 5/10-21.9(e), amended by P.A.s 101-531 and 101-643. Contact the board attorney for guidance regarding disclosures permitted by federal or State law.

By comparison, when a fingerprint-based criminal history records check returns a *pending* criminal charge for an offense set forth in 105 ILCS 5/21B-80, the superintendent, regional office of education, or entity that provides background checks, must notify the ISBE Superintendent within 10 days. Id. 105 ILCS 5/10-21.9(e), amended by P.A. 101-643, does not state whether the notice requirement is *calendar* days or *business* days. Support for it being *business* days is found later in 105 ILCS 5/10-21.9(e), which requires that notice for *convictions* be provided within 15 business days. Additionally, while notice for *pending* criminal charges is not required to be "in writing," for ease of use, consistency in administration, alignment with the requirement to provide written notice for *convictions*, and best practices this sample text states the State Superintendent will also be notified of *pending* criminal charges in writing. Consult the board attorney for further guidance.

If an indicated report by the Ill. Dept. of Children and Family Services or by a child welfare agency of another jurisdiction is found, the board must consider the individual's status as a condition of student teaching or employment. 105 ILCS 5/10-21.9(c) and (g), amended by P.A. 101-531. The statute does bar an individual with an indicated finding from student teaching; however, that is the most logical interpretation.

When a criminal sexual offense is committed or alleged to have been committed by a district employee or contractor, law enforcement shall immediately transmit a copy of the criminal history record information relating to the investigation of the offense/alleged offense to the superintendent. This transmission will occur either upon the superintendent's request or, if the law enforcement agency knows the offender/alleged offender is employed by a district, automatically. 725 ILCS 191/15, added by P.A. 102-652. See 4:175-AP1, *Criminal Offender Notification Laws; Screening*.

Notification to Parents/Guardians

The Superintendent shall develop procedures for the distribution and use of information from law enforcement officials under the Sex Offender Community Notification Law and the Murderer and Violent Offender Against Youth Community Notification Law.[7] The Superintendent or designee shall serve as the District contact person for purposes of these laws. The Superintendent and Building Principal shall manage a process for schools to notify the parents/guardians during school registration that information about sex offenders is available to the public as provided in the Sex Offender Community Notification Law.[8] This notification must occur during school registration and at other times as the Superintendent or Building Principal determines advisable.

LEGAL REF.: 20 U.S.C. §7926, Elementary and Secondary Education Act.
20 ILCS 2635/, Uniform Conviction Information Act.
720 ILCS 5/11-9.3, Criminal Code of 2012.
730 ILCS 152/, Sex Offender Community Notification Law.
730 ILCS 154/75-105, Murderer and Violent Offender Against Youth Community Notification Law.

CROSS REF.: 2:110 (Qualifications, Term, and Duties of Board Officers), 3:40 (Superintendent), 3:50 (Administrative Personnel Other Than the Superintendent), 3:60 (Administrative Responsibility of the Building Principal), 4:165 (Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors), 5:30 (Hiring Process and Criteria), 5:260 (Student Teachers), 6:250 (Community Resource Persons and Volunteers), 8:30 (Visitors to and Conduct on School Property), 8:100 (Relations with Other Organizations and Agencies)

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7 Sex Offender Community Notification Law, 730 ILCS 152/; Murderer and Violent Offender Against Youth Community Notification Law, 730 ILCS 154/75-154/105. Law enforcement officials must notify school districts of the names, addresses, and offenses of registered offenders residing in their respective jurisdictions who have committed sex offenses and violent offenses against youth. 730 ILCS 152/120 and 154/95. These laws are silent with regard to what, if anything, districts do with the information. The Sex Offender Community Notification Law, however, provides immunity for "any person who provides or fails to provide information relevant to the procedures set forth in this Law." 730 ILCS 152/130.

Naming a contact person will facilitate communication and cooperation with local law enforcement agencies. Any school official may be used as the contact person, and boards may wish to have a contact person from each building. See administrative procedure 4:175-AP1, *Criminal Offender Notification Laws; Screening,* for implementing procedures.

Upon arrest after commencement of a prosecution for a sex offense against an individual known to be a school employee, the State's Attorney must provide the superintendent or school administrator of the employing school with a copy of the complaint, information, or indictment. 725 ILCS 5/111-1(e), added by P.A. 101-521.

8 730 ILCS 152/120(g) requires a principal or teacher to notify the parents/guardians during school registration or parent-teacher conferences that information about sex offenders is available to the public as provided in the Sex Offender Community Notification Law. In an effort to keep this policy aligned with good governance practices, the responsibility is given to the superintendent and building principal to manage. While State law allows the notification to be made during registration or parent-teacher conferences, the sample policy makes a notification mandatory just during registration to be sure that all parents/guardians are informed.

General Personnel

Equal Employment Opportunity and Minority Recruitment [1]

The School District shall provide equal employment opportunities[2] to all persons regardless of their race; color; creed; religion;[3] national origin; sex;[4] sexual orientation;[5] age;[6] ancestry; marital status;[7]

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1 Federal and State law (see the policy's Legal References) require that all districts have a policy on equal employment opportunities and control this policy's content. **This is a complex, confusing, and highly litigated area of the law; consult the board attorney for advice on the application of these laws to specific fact situations.**

2 *Equal employment opportunities* apply to virtually all terms and conditions of employment, e.g., discharge, hire, promotion, pay, demotion, and benefits (see the policy's Legal References). The Ill. Constitution protects the following categories from discrimination in employment: race, color, creed, national ancestry, sex, and handicap. Art. I, §§17, 18, and 19. The Ill. Human Rights Act (IHRA) protects the following categories from discrimination in employment, whether *actual* or *perceived*: race, color, religion, sex, national origin, ancestry, age, marital status, physical or mental disability, military status, order of protection status, sexual orientation, pregnancy, unfavorable discharge from military service, and citizenship status. 775 ILCS 5/1-102 and 5/1-103, amended by P.A. 101-221. The IHRA requires employers to annually disclose to the Ill. Dept. of Human Rights (IDHR) certain information about adverse judgments and administrative rulings where there was a finding of sexual harassment or unlawful discrimination under any federal, State, or local law, as well as data regarding settlement agreements, if requested by an IDHR investigator. 775 ILCS 5/2-108, added by P.A. 101-221, scheduled to be repealed on 1-1-30.

The Equal Employment Opportunities Act (EEOA, a/k/a Title VII of the Civil Rights Act of 1964) prohibits discrimination because of an individual's race, color, religion, sex, or national origin. 42 U.S.C. §2000e et seq., amended by The Lilly Ledbetter Fair Pay Act of 2009 (LLFPA), Pub.L. 111-2.

Under the Workplace Transparency Act (WTA) (820 ILCS 96/, added by P.A. 101-221), employers may not, as a condition of employment or continued employment, prevent prospective or current employees from making truthful statements or disclosures about alleged unlawful employment practices, including discrimination. Id. at 96/1-25.

The LLFPA clarifies that a discriminatory compensation decision or other practice occurs each time an employee is paid or receives a last benefits check pursuant to the discriminatory compensation decision as opposed to only from the time when the discriminatory compensation decision or other practice occurred. The Act has no legislative history available to define what the phrase *or other practice* might mean beyond a discriminatory compensation decision; however, in a guidance document, the U.S. Equal Employment Opportunity Commission (EEOC) states that practices "may include employer decisions about base pay or wages, job classifications, career ladder or other noncompetitive promotion denials, tenure denials, and failure to respond to requests for raises." See *Equal Pay Act of 1963 and Lilly Ledbetter Fair Pay Act of 2009* (2014), at: www.eeoc.gov/laws/guidance/equal-pay-act-1963-and-lilly-ledbetter-fair-pay-act-2009.

The Ill. Equal Pay Act of 2003 (EPA) offers additional protection by prohibiting the payment of wages to one sex less than the opposite sex or to an African-American less than a non-African-American *for the same or substantially similar work*. 820 ILCS 112/, amended by P.A.~~s 100-1140 and~~ 101-177. The Ill. Dept. of Labor (IDOL) enforces the EPA. The EPA also prohibits employers from requesting or requiring applicants to disclose wage or salary history as a condition of being considered for employment or as a condition of employment. Id. at 112/10(b-5), added by P.A. 101-177. If an applicant voluntarily offers such information without prompting, an employer still cannot use that information in making an offer or determining future pay. See administrative procedure 5:30-AP1, *Interview Questions*, for sample permissible inquiries on this topic. Employers may seek wage or salary history from an applicant's current or former employer if that information is a matter of public record under the Freedom of Information Act (FOIA); however, districts that wish to undertake such searches should exercise caution; the fact a district seeks out publicly available wage information could still be used against it in a pay discrimination claim. Id. at 112/10(b-10), added by P.A. 101-177. Consult the board attorney for further guidance.

While not exhaustive, other laws protecting these and additional classifications are named in subsequent footnotes.

3 775 ILCS 5/2-102 of the IHRA, amended by P.A.s ~~100-100~~, 100-588 and 101-221, contains a *religious discrimination* subsection. It expressly prohibits employers from requiring a person to violate a sincerely held religious belief to obtain or retain employment unless, after engaging in a bona fide effort, the employer demonstrates that it is unable to reasonably accommodate the employee's or prospective employee's sincerely held religious belief, practice, or observance without undue hardship on the conduct of the employer's business. Religious beliefs include, but are not limited to: the wearing of any attire, clothing, or facial hair in accordance with the requirements of his/her religion. 775 ILCS 5/2-102(E-5). Employers may, however, enact a dress code or grooming policy that restricts attire, clothing, or facial hair to maintain workplace safety or food sanitation. Id.

In addition to the IHRA and the federal EEOA (discussed in f/n 2), see 775 ILCS 35/, Religious Freedom Restoration Act.

arrest record;[8] military status; order of protection status;[9] unfavorable military discharge;[10] citizenship status provided the individual is authorized to work in the United States;[11] work

4 Discrimination on the basis of sex under the EEOA includes discrimination on the basis of sexual orientation or transgender status. Bostock v. Clayton Cnty., 140 S.Ct. 1731 (2020); Hively v. Ivy Tech, 853 F.3d 339 (7th Cir. 2017). In addition to the IHRA and the federal EEOA (discussed in f/n 2), see Title IX of the Education Amendments of 1972 (Title IX). 20 U.S.C. §1681 et seq.; 34 C.F.R. Part 106. See policy 2:265, *Title IX Sexual Harassment Grievance Procedure*. The federal Equal Pay Act prohibits an employer from paying persons of one sex less than the wage paid to persons of the opposite sex for equal work. 29 U.S.C. §206(d). See f/n 2 above for more information on State equal pay protections, including on the basis of sex. The LLFPA defines *date of underpayment* as each time wages are underpaid. Employees have one year from the time they become aware of the underpayment to file a complaint with the IDOL. 820 ILCS 112/15(b).

5 *Sexual orientation* means actual or perceived heterosexuality, homosexuality, bisexuality, or gender-related identity; it does not include a physical or sexual attraction to a minor by an adult. 775 ILCS 5/1-103(O-1).

6 Age Discrimination in Employment Act (ADEA) (29 U.S.C. §621 et seq.), amended by LLFPA (see f/n 2). 29 C.F.R. Part 1625, amended the EEOC regulations under ADEA to reflect the U.S. Supreme Court's decision in General Dynamic Systems, Inc. v. Cline, 540 U.S. 581 (2004), holding the ADEA to permit employers to favor older workers because of age. Thus, favoring an older person over a younger person is not unlawful discrimination, even when the younger person is at least 40 years old.

7 105 ILCS 5/10-22.4 and 775 ILCS 5/1-103(Q), amended by P.A. 101-221. The term *marital status* means an individual's legal status of being married, single, separated, divorced, or widowed. 775 ILCS 5/1-103(J). This statutory definition does not encompass the identity of one's spouse. Thus, school districts may adopt no-spouse policies. Boaden v. Dept. of Law Enforcement, 171 Ill.2d 230 (Ill. 1996).

8 Districts may not make employment decisions on the basis of arrest history, but may use job-disqualifying criminal convictions provided specific conditions are met. 775 ILCS 5/2-103 and 5/2-103.1, added by P.A. 101-656. See f/n 18, below. The Job Opportunities for Qualified Applicants Act prohibits an employer from asking about a criminal record until the employer determines that the applicant is qualified for the position; however, this does not apply when employers are required to exclude applicants with certain criminal convictions from employment. School employers should limit their requests for criminal convictions to *job-disqualifying* convictions, as permitted by the IHRA. 775 ILCS 5/2-103.1, added by P.A. 101-656; 820 ILCS 75/15. See also the IDHR's guidance, *Conviction Record Protection – Frequently Asked Questions*, at www2.illinois.gov/dhr/Pages/Conviction_Record_Protection_Frequently_Asked_Questions.aspx and the EEOC's guidance, *Consideration of Arrest and Conviction Records in Employment Decisions*, at: www.eeoc.gov/laws/guidance/arrest_conviction.cfm.

9 775 ILCS 5/1-103(Q), amended by P.A. 101-221. The term *order of protection status* means a person protected under an order of protection issued pursuant to the Ill. Domestic Violence Act of 1986, Article 112A of the Code of Criminal Procedure of 1963, the Stalking No Contact Order Act, the Civil No Contact Order Act, or an order of protection issued by a court of another state. 775 ILCS 5/1-103(K-5)., ~~amended by P.A. 100-714~~

10 *Military status* means a person's status on active duty or in status as a veteran in the U.S. Armed Forces, veteran of any reserve component of U.S. Armed Forces, or current member or veteran of the Ill. Army National Guard or Ill. Air National Guard. 775 ILCS 5/1-103(J-1). *Unfavorable military discharge* does not include those characterized as RE-4 or *dishonorable*. 775 ILCS 5/1-103(P). The Uniformed Services Employment and Reemployment Rights Act of 1994 prohibits employers from discriminating or retaliating against any person for reasons related to past, present, or future service in a *uniformed service*. 38 U.S.C. §4301 et seq.

11 775 ILCS 5/1-102(C). According to the Immigration Reform and Control Act of 1986, all employers must verify that employees are either U.S. citizens or authorized to work in the U.S. 8 U.S.C. §1324(a) et seq.

authorization status;[12] use of lawful products while not at work;[13] being a victim of domestic violence, sexual violence, ~~or~~ gender violence, or any other crime of violence;[14] genetic information;[15] physical or mental handicap or disability, if otherwise able to perform the essential functions of the job with reasonable accommodation;[16] pregnancy, childbirth, or related medical conditions;[17] credit history, unless a satisfactory credit history is an established bona fide occupational requirement of a

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12 775 ILCS 5/2-102(A), amended by P.A. 102-233. *Work authorization status* means the status of being a person born outside of the United States, and not a U.S. citizen, who is authorized by the federal government to work in the United States. 775 ILCS 5/2-101(L), added by P.A. 102-233. Under the IHRA, it is a civil rights violation for an employer to refuse to honor a legal work authorization; however, employers are not required to sponsor any applicant or employee to obtain or modify work authorization status, unless required by federal law. 775 ILCS 5/2-102(G), amended by P.A. 102-233; 775 ILCS 5/2-104(D), added by P.A. 102-233.

13 The Right to Privacy in the Workplace Act prohibits discrimination based on use of lawful products, e.g., alcohol, cannabis, and tobacco, off premises during non-working hours. 820 ILCS 55/5, amended by P.A. 101-27.

14 820 ILCS 180/30, amended by P.A.s 101-221 and 102-487, Victims' Economic Security and Safety Act. *Gender violence* means: (1) one or more acts of violence or aggression that are a criminal offense under State law committed, at least in part, on the basis of a person's actual or perceived sex or gender, (2) a physical intrusion or invasion of a sexual nature under coercive conditions that is a criminal offense under State law, or (3) a threat to commit one of these acts. 820 ILCS 180/10(12.5), added by P.A. 101-221. *Other crime of violence* means conduct prohibited by 720 ILCS 5/9 (homicide), 720 ILCS 5/11 (sex offenses), 720 ILCS 5/12 (bodily harm), 720 ILCS 5/26.5 (harassing and obscene communications), 720 ILCS 5/29D (terrorism), and 720 ILCS 5/33A (armed violence), or similar provision of the Criminal Code of 1961. 820 ILCS 180/10(2.5), added by P.A. 102-487.

An employer is prohibited from discriminating against any individual, e.g. an applicant for employment, because he or she "is an employee whose employer is subject to Section 21 of the Workplace Violence Prevention Act." The Workplace Violence Prevention Act allows an employer to seek a *workplace protection restraining order* when there is a credible threat of violence at the workplace. 820 ILCS 275/. Section 21 requires the employer seeking a *workplace protection restraining order* to notify the employee who is a victim of unlawful violence. 820 ILCS 275/21.

15 Illinois' Genetic Information Privacy Act (GIPA) (410 ILCS 513/25) and Title II of Genetic Information Nondiscrimination Act (GINA) (42 U.S.C. §2000ff et seq.). Both laws protect job applicants and current and former employees from discrimination based on their genetic information. Note that GIPA provides greater protections to Illinois employees than Title II of GINA. GIPA, ~~amended by P.A. 100-396~~, prohibits employers from penalizing employees who do not disclose genetic information or do not choose to participate in a program requiring disclosure of the employee's genetic information. See f/n 12 in policy 2:260, *Uniform Grievance Procedure*, for the definition of genetic information and a detailed description of both statutes, including of Title I of GINA affecting the use of genetic information in health insurance. The EEOC vacated certain 2016 ADA and GINA wellness program regulations following an adverse court ruling. 83 Fed. Reg. 65296. Those rules provided guidance to employers on the extent to which they could use incentives (such as discounted health plan costs) to encourage employees to participate in wellness programs that asked for employee and family health information. Consult the board attorney for guidance regarding specific application of ADA and GINA and how they integrate with other related laws, e.g., the Family Medical Leave Act and other State laws governing time off for sickness and workers' compensation.

16 Americans with Disabilities Act of 1990 (ADA) (42 U.S.C. §12101 et seq.), amended by the Americans with Disabilities Act Amendments Act of 2008 (ADAAA) (Pub. L. 110-325) and modified by the LLFPA; Rehabilitation Act of 1973 (29 U.S.C. §701 et seq.).

17 775 ILCS 5/2-102(I). Employers must provide reasonable accommodations to employees with conditions related to pregnancy, childbirth, or related conditions. 775 ILCS 5/2-102(J). Employers are required to post a notice summarizing the right to be free from unlawful discrimination and the right to certain reasonable accommodations. 775 ILCS 5/2-102(K). The IDOL is required to prepare such a notice, retrievable from its website, which employers may use.

Federal law also prohibits employers from discriminating against employees and applicants on the basis of pregnancy, childbirth, or related medical conditions. 42 U.S.C. §2000e(k). State law also prohibits the State, which includes school districts, from interfering with or discriminating against an individual's fundamental right to continue a pregnancy or to have an abortion. 775 ILCS 55/, added by P.A. 101-13. Pregnant workers with pregnancy-related impairments may have disabilities for which they may be entitled to reasonable accommodation under the ADA. Guidance from the EEOC (6-25-15) is available at: www.eeoc.gov/laws/guidance/pregnancy_qa.cfm.

particular position;[18] conviction record, unless authorized by law;[19] or other legally protected categories.[20] [21] [22] [23] No one will be penalized solely for his or her status as a registered qualifying patient or a registered designated caregiver for purposes of the Compassionate Use of Medical Cannabis Program Act, 410 ILCS 130/. [24]

Persons who believe they have not received equal employment opportunities should report their claims to the Nondiscrimination Coordinator and/or a Complaint Manager for the Uniform Grievance Procedure. These individuals are listed below. No employee or applicant will be discriminated or retaliated against because he or she: (1) requested, attempted to request, used, or attempted to use a reasonable accommodation as allowed by the Illinois Human Rights Act, or (2) initiated a complaint, was a witness, supplied information, or otherwise participated in an investigation or proceeding involving an alleged

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18 820 ILCS 70/, Employee Credit Privacy Act. Unless a satisfactory credit history is an *established bona fide occupational requirement* of a particular position, an employer may not: (1) refuse to hire, discharge, or otherwise discriminate against an individual with respect to employment because of the individual's credit history or credit report; (2) inquire about an applicant's or employee's credit history; or (3) order or obtain an applicant's or employee's credit report from a consumer reporting agency. The Act identifies circumstances that permit a satisfactory credit history to be a job requirement, such as, the position's duties include custody of or unsupervised access to cash or marketable assets valued at $2,500 or more.

19 775 ILCS 5/2-103.1(A), added by P.A. 101-656. The IHRA prohibits an employer from *disqualifying* or taking other *adverse action* against an applicant or employee based on a *conviction record* unless: (1) otherwise authorized by law; (2) there is a *substantial relationship* between the criminal offense and the employment sought; or (3) granting the employment would involve an unreasonable risk to property or to the safety or welfare of specific individuals or the general public. Id. Disqualification or adverse action includes refusal to hire, segregation, and actions with respect to recruitment, hiring, promotion, renewal of employment, selection for training or apprenticeship, discharge, discipline, tenure or terms, privileges, or conditions of employment. Id. If a board wants to terminate or take other adverse action against a *current* district employee based in whole or in part on a conviction record, it still must comply with all applicable statutory, policy, and bargaining agreement provisions. Boards should consult the board attorney to ensure all legal obligations are met.

Districts that wish to disqualify or take other adverse action against an applicant or employee based on a conviction record must first engage them in an *interactive assessment*, providing the individual with the opportunity to submit evidence in mitigation or to dispute the accuracy of the conviction record. See policy 5:30, *Hiring Process and Criteria*, at f/n 5, and administrative procedure 5:30-AP2, *Investigations*, for more information.

20 Insert the following optional sentence (775 ILCS 5/1-103(A) and 29 U.S.C. §631):

Age, as used in this policy, means the age of a person who is at least 40 years old.

21 Insert the following optional provision (29 U.S.C. §705(10)(A)-(B), (20)(C)(v), (20)(D) and 42 U.S.C. §12114):

Handicap and *disability*, as used in this policy, excludes persons:

1. Currently using illegal drugs;
2. Having a currently contagious disease or infection and who, by reason of such disease or infection, would constitute a direct threat to the health or safety of other individuals or who, by reason of the currently contagious disease or infection, are unable to perform the duties of the job; or
3. Whose current alcohol use prevents them from performing the job's duties or constitutes a direct threat to the property or safety of others.

Persons who have successfully completed or are participating in a drug rehabilitation program are considered *disabled*.

22 Districts may not make residency in the district a condition of employment for teachers or educational support personnel. 105 ILCS 5/24-4.1, 5/10-23.5. This ban on residency requirements for teachers applies only to instructional personnel, and not, for example, to assistant principals. Owen v. Kankakee Sch. Dist., 261 Ill.App.3d 298 (3rd Dist. 1994). Districts also may not ask an applicant, or the applicant's previous employer, whether the applicant ever received, or filed a claim for, benefits under the Workers' Compensation Act or Workers' Occupational Diseases Act. 820 ILCS 55/10(a). Districts are also prohibited from requiring, requesting, or coercing an employee or potential employee to provide a user name and password or any password or other related account information to gain or demand access to his or her personal online account. 820 ILCS 55/10(b). While the law does not prohibit employers from viewing public information, consult the board attorney before engaging in this practice.

23 School districts must accommodate mothers who choose to continue breastfeeding after returning to work. See 740 ILCS 137/, Right to Breastfeed Act; 820 ILCS 260/, ~~amended by P.A. 100-1003,~~ Nursing Mothers in the Workplace Act (NMWA); and 29 U.S.C. §207(r), Fair Labor Standards Act. At least one court has ruled an implied private right of action may exist under the NMWA. Spriesch v. City of Chicago, 2017 WL 4864913 (N.D.Ill. 2017). See sample language for a personnel handbook in 5:10-AP, *Workplace Accommodations for Nursing Mothers*.

violation of this policy or State or federal laws, rules or regulations, provided the employee or applicant did not make a knowingly false accusation nor provide knowingly false information. [25]

Administrative Implementation

The Superintendent shall appoint a Nondiscrimination Coordinator for personnel who shall be responsible for coordinating the District's nondiscrimination efforts. The Nondiscrimination Coordinator may be the Superintendent or a Complaint Manager for the Uniform Grievance Procedure. The Nondiscrimination Coordinator also serves as the District's Title IX Coordinator. [26]

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24 410 ILCS 130/40, amended by P.A. 101-363; 77 Ill.Admin.Code Part 946. To legally use medical cannabis, an individual must first become a *registered qualifying patient*. Their *use* of cannabis, e.g. permissible locations, is governed by the Compassionate Use of Medical Cannabis Program Act. 410 ILCS 130/, amended by P.A.s 100-660 and 101-363. There are many situations in which no one, even a registered qualifying patient, may possess or use cannabis except as provided under *Ashley's Law* (105 ILCS 5/22-33, added by P.A.s 100-660, and amended by P.A.s 101-363, and 101-370), including in a school bus or on the grounds of any preschool, or primary or secondary school. 410 ILCS 130/30(a)(2)(3), amended by P.A.~~'s 100-660 and~~ 101-363. See policy 5:50, *Drug- and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition*, at f/n 9 for further discussion.

25 775 ILCS 5/6-101. Discrimination on the basis of a request for or use of a reasonable accommodation is a civil rights violation under the IHRA. Id. Most discrimination laws prohibit retaliation against employees who oppose practices made unlawful by those laws, including, for example, the EEOA, Title IX, ADA, ADEA, Victims' Economic Security and Safety Act, the EPA, and the Ill. Whistleblower Act (IWA).

The IWA specifically prohibits employers from retaliating against employees for: (1) disclosing information to a government or law enforcement agency, where the employee has reasonable cause to believe that the information discloses a violation of a State or federal law, rule, or regulation (740 ILCS 174/15(b)); (2) disclosing information in a court, an administrative hearing, or before a legislative commission or committee, or in any other proceeding where the employee has reasonable cause to believe that the information reveals a violation of a State or federal law, rule or regulation (740 ILCS 174/15(a)); (3) refusing to participate in an activity that would result in a violation of a State or federal law, rule, or regulation, including, but not limited to, violations of FOIA (740 ILCS 174/20); and (4) disclosing or attempting to disclose public corruption or wrongdoing (740 ILCS 174/20.1). The definition of retaliation is expanded to include *other retaliation* and *threatening retaliation.* 740 ILCS 174/20.1, 20.2.

The Ill. False Claims Act defines *State* to include school districts. 740 ILCS 175/2(a). Thus, boards may seek a penalty from a person for making a false claim for money or property. 740 ILCS 175/4. For information regarding the IWA and the tort of retaliatory discharge, see Thomas v. Guardsmark, 487 F.3d 531 (7th Cir. 2007)(discussing the elements of retaliatory discharge and IWA); Sherman v. Kraft General Foods, Inc., 272 Ill.App.3d 833 (4th Dist. 1995)(finding employee who reported asbestos hazard had a cause of action for retaliatory discharge).

26 The Nondiscrimination and Title IX Coordinator(s) need not be the same person. If the district uses a separate Title IX Coordinator who does not also serve as the Nondiscrimination Coordinator, delete "~~The Nondiscrimination Coordinator also serves as the District's Title IX Coordinator.~~," insert a hard return to create a new paragraph, and insert "The Superintendent shall appoint a Title IX Coordinator to coordinate the District's efforts to comply with Title IX." Then, list the Title IX and Nondiscrimination Coordinators' names and contact information separately in this policy.

The Superintendent shall insert into this policy the names, office addresses, email addresses, and telephone numbers of the District's current Nondiscrimination Coordinator and Complaint Managers.[27]

Nondiscrimination Coordinator: [28]

Chris Simpson
Name
1100 E. Laurel St., Olney, IL 62450
Address
csimpson@rccu1.net
Email
618-395-2324
Telephone

Complaint Managers:

Cris Edwards	Chad LeCrone
Name	Name
1001 N. Holly Road, Olney, IL 62450	1100 E. Laurel St., Olney, IL 62450
Address	Address
cedwards@rccu1.net	clecrone@rccu1.net
Email	Email
618-395-8540	618-395-2324
Telephone	Telephone

The Superintendent shall also use reasonable measures to inform staff members and applicants that the District is an equal opportunity employer, such as, by posting required notices and including this policy in the appropriate handbooks. [29]

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27 Title IX regulations require districts to designate and authorize at least one employee to coordinate their efforts to comply with Title IX and to refer to that employee as the *Title IX Coordinator*. 34 C.F.R. §106.8(a). Districts must identify the Title IX Coordinator by name, office address, email address, and telephone number. Id. See f/n 19 in policy 2:260, *Uniform Grievance Procedure*.

While the names and contact information are required by law to be listed, they are not part of the adopted policy and do not require board action. This allows for additions and amendments to the names and contact information when necessary. It is important for updated names and contact information to be inserted into this policy and regularly monitored.

28 Best practice is that throughout the district's board policy manual, the same individual be named as Nondiscrimination Coordinator. In contrast, Complaint Managers identified in individual policies may vary depending upon local district needs.

29 In addition to notifying employees of the Uniform Grievance Procedure, a district must notify them of the person(s) designated to coordinate the district's compliance with Title IX and the Rehabilitation Act of 1973. 34 C.F.R. §§106.8(a), 104.8(a). The Nondiscrimination Coordinator may be the same individual for both this policy and policy 7:10, *Equal Educational Opportunities*, as well as a Complaint Manager for policy 2:260, *Uniform Grievance Procedure*. A comprehensive faculty handbook can provide required notices, along with other important information, to recipients. The handbook can be developed by the building principal, but should be reviewed and approved by the superintendent and school board. Any *working conditions* contained in the handbook may be subject to mandatory collective bargaining.

Minority Recruitment [30]

The District will attempt to recruit and hire minority employees. The implementation of this policy may include advertising openings in minority publications, participating in minority job fairs, and recruiting at colleges and universities with significant minority enrollments. This policy, however, does not require or permit the District to give preferential treatment or special rights based on a protected status without evidence of past discrimination.

LEGAL REF.:
8 U.S.C. §1324a et seq., Immigration Reform and Control Act.
20 U.S.C. §1681 et seq., Title IX of the Education Amendments of 1972; 34 C.F.R. Part 106.
29 U.S.C. §206(d), Equal Pay Act.
29 U.S.C. §621 et seq., Age Discrimination in Employment Act.
29 U.S.C. §701 et seq., Rehabilitation Act of 1973.
38 U.S.C. §4301 et seq., Uniformed Services Employment and Reemployment Rights Act (1994).
42 U.S.C. §1981 et seq., Civil Rights Act of 1991.
42 U.S.C. §2000e et seq., Title VII of the Civil Rights Act of 1964; 29 C.F.R. Part 1601.
42 U.S.C. §2000ff et seq., Genetic Information Nondiscrimination Act of 2008.
42 U.S.C. §2000d et seq., Title VI of the Civil Rights Act of 1964.
42 U.S.C. §2000e(k), Pregnancy Discrimination Act.
42 U.S.C. §12111 et seq., Americans with Disabilities Act, Title I.
Ill. Constitution, Art. I, §§17, 18, and 19.
105 ILCS 5/10-20.7, 5/10-20.7a, 5/10-21.1, 5/10-22.4, 5/10-23.5, 5/22-19, 5/24-4, 5/24-4.1, and 5/24-7.
410 ILCS 130/40, Compassionate Use of Medical Cannabis Program Act.
410 ILCS 513/25, Genetic Information Privacy Act.
740 ILCS 174/, Ill. Whistleblower Act.
775 ILCS 5/1-103, 5/2-101, 5/2-102, 5/2-103, 5/2-103.1, 5/2-104(D) and 5/6-101, Ill. Human Rights Act.
775 ILCS 35/, Religious Freedom Restoration Act.
820 ILCS 55/10, Right to Privacy in the Workplace Act.
820 ILCS 70/, Employee Credit Privacy Act.
820 ILCS 75/, Job Opportunities for Qualified Applicants Act.
820 ILCS 112/, Ill. Equal Pay Act of 2003.
820 ILCS 180/30, Victims' Economic Security and Safety Act.
820 ILCS 260/, Nursing Mothers in the Workplace Act.

30 All districts must have a policy on minority recruitment. 105 ILCS 5/10-20.7a. Unlike minority recruitment efforts, affirmative action plans are subject to significant scrutiny because of the potential for reverse discrimination. The U.S. Constitution's guarantee of equal protection prohibits school districts from using racial hiring quotas without evidence of past discrimination. See 29 C.F.R. §1608.1 et seq. (EEOC's guidelines for affirmative action plans); Wygant v. Jackson Bd. of Ed., 476 U.S. 267 (1986) (The goal of remedying societal discrimination does not justify race-based layoffs.); City of Richmond v. J.A. Croson Co., 488 U.S. 469 (1989) (Minority contractor quota struck; quotas must be narrowly tailored to remedy past discrimination and the city failed to identify the need for remedial action and whether race-neutral alternatives existed.).

The IHRA states that it shall not be construed as requiring any employer to give preferential treatment or special rights based on sexual orientation or to implement affirmative action policies or programs based on sexual orientation. 775 ILCS 5/1-101.1.

CROSS REF.: 2:260 (Uniform Grievance Procedure), 2:265 (Title IX Sexual Harassment Grievance Procedure), 5:20 (Workplace Harassment Prohibited), 5:30 (Hiring Process and Criteria), 5:40 (Communicable and Chronic Infectious Disease), 5:50 (Drug- and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition), 5:70 (Religious Holidays), 5:180 (Temporary Illness or Temporary Incapacity), 5:200 (Terms and Conditions of Employment and Dismissal), 5:250 (Leaves of Absence), 5:270 (Employment, At-Will, Compensation, and Assignment), 5:300 (Schedules and Employment Year), 5:330 (Sick Days, Vacation, Holidays, and Leaves), 7:10 (Equal Educational Opportunities), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 8:70 (Accommodating Individuals with Disabilities)

General Personnel

Workplace Harassment Prohibited [1]

The School District expects the workplace environment to be productive, respectful, and free of unlawful discrimination, including harassment. District employees shall not engage in harassment or abusive conduct on the basis of an individual's actual or perceived race, color, religion[2], national origin, ancestry, sex, sexual orientation, age, citizenship status, work authorization status, disability, pregnancy, marital status, order of protection status, military status, or unfavorable discharge from military service, nor shall they engage in harassment or abusive conduct on the basis of an individual's other protected status identified in Board policy 5:10, *Equal Employment Opportunity and Minority Recruitment*. Harassment of students, including, but not limited to, sexual harassment, is prohibited by Board policies 2:260, *Uniform Grievance Procedure;* 2:265, *Title IX Sexual Harassment Grievance Procedure;* 7:20, *Harassment of Students Prohibited*; 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*; and 7:185, *Teen Dating Violence Prohibited*.

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1 State or federal law controls this policy's content. Federal law requires districts to take action to prevent sexual harassment and to disseminate a policy regarding its prohibition of sex discrimination. 29 C.F.R. §1604.11(f); 34 C.F.R. §106.8(b). State law requires districts to establish a policy to prohibit sexual harassment. 5 ILCS 430/70-5(a), amended by P.A.s ~~100-554 and~~ 101-221. See f/n 3 below. Harassment based on a protected status is a form of discrimination that violates many State and federal laws (see the policy's Legal References).

Workplace harassment policies have typically focused on *sexual* harassment since it receives the most attention. However, the broad prohibitions against discrimination in State and federal civil rights laws will cover harassing conduct that is motivated by animus against any protected status. See Porter v. Erie Foods Int'l, Inc., 576 F.3d 629 (7th Cir. 2009) (recognizing a cause of action for race harassment). For a list of protected statuses, see sample policy 5:10, *Equal Employment Opportunity and Minority Recruitment*. This policy prohibiting harassment has a separate section on sexual harassment because of the extensive statutory and case law regarding it.

Under the Ill. Human Rights Act (IHRA), harassment is unlawful if it has the purpose or effect of substantially interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment. 775 ILCS 5/2-101(E-1), added by P.A. 101-221. *Working environment* is not limited to a physical location to which an employee is assigned. Id. Harassment is unlawful on the basis of the specifically-listed categories in this policy whether that status is *actual* or *perceived*. Id.

An employer is liable under Title VII of the Civil Rights Act of 1964 (Title VII) for an employee's harassment of a co-worker if the employer was negligent with respect to the offensive behavior by, for example, failing to take remedial action when it knew or should have known about the harassment. 42 U.S.C. §2000e et seq. An employer is liable under the IHRA for harassment by its nonmanagerial and nonsupervisory employees if it becomes aware of the conduct and fails to take reasonable corrective measures. 775 ILCS 5/2-102(A), amended by P.A. 101-221. However, when the perpetrator is the victim's supervisor, the employer will be vicariously liable for the supervisor's actions. Lack of knowledge of a supervisor's misconduct is no defense. Burlington Indus. v. Ellerth, 524 U.S. 742 (1998); Faragher v. City of Boca Raton, 524 U.S. 775 (1998). A *supervisor* is someone who has the authority to demote, discharge, or take other negative job action against the victim. Vance v. Ball State Univ., 133 S.Ct. 2434 (2013). Note that the IHRA (775 ILCS 5/2-102(D)) imposes strict liability on the employer when an employee has been sexually harassed by supervisory personnel regardless of whether the harasser has any authority over the complainant. Sangamon Cnty. Sheriff's Dept. v. Ill. Human Rights Com'n, 233 Ill.2d 125 (Ill. 2009). Additionally, under the IHRA, an employer is liable for the harassment of *nonemployees* by nonmanagerial and nonsupervisory employees if it becomes aware of the conduct and fails to take reasonable corrective measures. 775 ILCS 5/2-102(A-10) and (D-5), added by P.A. 101-221. Nonemployees are those who are directly performing services for an employer pursuant to a contract, such as contractors or consultants. Id.

Not all harassing conduct is unlawful discrimination, even if it is disruptive and hurtful. If a board wants to include language in this policy prohibiting employees from engaging in intimidating or offensive conduct that is *not* a civil rights violation, it should consult the board attorney.

2 Section 2-102 of the IHRA, ~~amended by P.A. 100-100,~~ contains a *religious discrimination* subsection. It expressly prohibits employers from requiring a person to violate a sincerely held religious belief to obtain or retain employment unless, after engaging in a bona fide effort, the employer demonstrates that it is unable to reasonably accommodate the employee's or prospective employee's sincerely held religious belief, practice, or observance without undue hardship on the conduct of the employer's business. Religious beliefs include, but are not limited to: the wearing of any attire, clothing, or facial hair in accordance with the requirements of his/her religion. 775 ILCS 5/2-102(E-5). Employers may, however, enact a dress code or grooming policy that restricts attire, clothing, or facial hair to maintain workplace safety or food sanitation. Id.

The District will take remedial and corrective action to address unlawful workplace harassment, including sexual harassment.

Sexual Harassment Prohibited [3]

The District shall provide a workplace 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. The District provides annual sexual harassment prevention training in accordance with State law. [4]

District employees shall not make unwelcome sexual advances or request sexual favors or engage in any unwelcome conduct of a sexual nature when: (1) submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment; (2) submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual; or (3) such conduct has the purpose or effect of substantially interfering with an individual's work performance or creating an

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3 The IHRA (775 ILCS 5/2-102(D)) provides that sexual harassment is a civil rights violation:

> For any employer, employee, agent of any employer, employment agency or labor organization to engage in sexual harassment; provided, that an employer shall be responsible for sexual harassment of the employer's employees by non-employees or non-managerial and non-supervisory employees only if the employer becomes aware of the conduct and fails to take reasonable corrective measures.

See sample policy 2:265, *Title IX Sexual Harassment Grievance Procedure*, for the definition of Title IX sexual harassment (20 U.S.C. §1681 et seq.), and see f/n 3 of it for examples of employee sexual harassment that may violate Title IX. Title IX's reach is broad because an alleged complainant or alleged respondent may be *anyone* in the district's educational program or activity. This includes applicants for employment, students, parents/guardians, any employee, and third parties. Districts are liable for Title IX sexual harassment when *any* district employee has *actual knowledge* of sexual harassment or allegations of sexual harassment against anyone in the district (except when the only employee with knowledge is the perpetrator of the alleged sexual harassment). 34 C.F.R. §106.30.

The State Officials and Employees Ethics Act (SOEEA) (5 ILCS 430/70-5(a), amended by ~~P.As 100-554 and,~~ . 101-221) requires governmental entities (including school districts) to adopt an ordinance or resolution establishing a policy to prohibit sexual harassment. Unlike the powers granted by the Ill. General Assembly to municipalities to pass ordinances, school boards govern by rules referred to as *policies*. 105 ILCS 5/10-20.5. Further, school boards may only exercise powers given to them that are consistent with the School Code that may be requisite or proper for the maintenance, operation, and development of any school or schools under the jurisdiction of the board. 105 ILCS 5/10-20.

The policy must include, at a minimum: (1) a prohibition on sexual harassment; (2) details on how an individual can report an allegation of sexual harassment, including options for making a confidential report to a supervisor, ethics officer, Inspector General, or the Ill. Dept. of Human Rights (IDHR); (3) a prohibition on retaliation for reporting sexual harassment allegations, including availability of whistleblower protections under the SOEEA, the Whistleblower Act (740 ILCS 174/), and the IHRA (775 ILCS 5/); (4) the consequences: (a) of a violation of the prohibition on sexual harassment and (b) for knowingly making a false report; and (5) a mechanism for reporting and independent review of allegations of sexual harassment made against an elected official of the governmental unit by another elected official of a governmental unit. 5 ILCS 430/70-5(a), amended by P.A.~~s 100-54 and~~ 101-221. Sample policy 2:105, *Ethics and Gift Ban*, covers item (5) of this list.

4 775 ILCS 5/2-109, added by P.A. 101-221. See sample policy 5:100, *Staff Development Program*, at f/n 4. Districts may use a free, online model program to be offered by the Ill. Dept. of Human Rights (IDHR), develop their own program, or utilize a combination of the two, as long as it includes the following, at a minimum: (1) an explanation of sexual harassment consistent with the IHRA, (2) examples of conduct that constitutes unlawful harassment, (3) a summary of relevant federal and State law concerning sexual harassment and remedies available to victims of sexual harassment, and (4) a summary of responsibilities of employers in the prevention, investigation, and corrective measures of sexual harassment. Id. at 5/2-109(B), added by P.A. 101-221. For IDHR's online model program, see its *Model Sexual Harassment Prevention Training Program* page at: https://www2.illinois.gov/dhr/Training/Pages/State-of-Illinois-Sexual-Harassment-Prevention-Training-Model.aspx. Employers that fail to comply with this training requirement may face financial penalties. Id. Training on other types of workplace harassment is not required by law; however it is best practice.

intimidating, hostile, or offensive working environment.[5] Sexual harassment prohibited by this policy includes, but is not limited to, verbal, physical, or other conduct. The terms intimidating, hostile, or offensive include, but are not limited to, conduct that has the effect of humiliation, embarrassment, or discomfort. Sexual harassment will be evaluated in light of all the circumstances.

Making a Report or Complaint

Employees and *nonemployees*[6] (persons who are not otherwise employees and are directly performing services for the District pursuant to a contract with the District, including contractors, and consultants) are encouraged to promptly report information regarding violations of this policy. Individuals may choose to report to a person of the individual's same gender. Every effort should be made to file such reports or complaints as soon as possible, while facts are known and potential witnesses are available.

Aggrieved individuals, if they feel comfortable doing so, should directly inform the person engaging in the harassing conduct or communication that such conduct or communication is offensive and must stop.

Whom to Contact with a Report or Complaint [7]

An employee should report claims of harassment, including making a confidential report, to any of the following: his/her immediate supervisor, the Building Principal, an administrator, the Nondiscrimination Coordinator, and/or a Complaint Manager. [8]

Employee may also report claims using Board policy 2:260, *Uniform Grievance Procedure.* If a claim is reported using Board policy 2:260, then the Complaint Manager shall process and review the claim according to that policy, in addition to any response required by this policy.

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5 This definition is from State and federal law. 775 ILCS 5/2-101(E) and 29 C.F.R. §1604.11. *Working environment* is not limited to a physical location to which an employee is assigned. 775 ILCS 5/2-101(E), amended by P.A. 101-221. The harassing conduct must be severe or pervasive so as to alter the conditions of the employee's work environment by creating a hostile or abusive situation. Williams v. Waste Mgmt., 361 F.3d 1021 (7th Cir. 2004). The surrounding circumstances, expectations, and relationships will distinguish between teasing or rough-housing and conduct that a reasonable person would find severely hostile or abusive. In addition, while same-sex gender harassment claims are actionable, the victim must show that s/he suffered disadvantageous employment conditions to which members of the other sex were not exposed. Oncale v. Sundowner Offshore Servs., 523 U.S. 75 (1998).

6 775 ILCS 5/2-102(A-10) and (D-5), added by P.A. 101-221. See also f/n 1, above, for discussion regarding nonemployees.

7 While the names and contact information are required by law to be listed, they are not part of the adopted policy and do not require board action. This allows for additions and amendments to the names and contact information when necessary. It is important for updated names and contact information to be inserted into this policy and regularly monitored.

8 5 ILCS 430/70-5(a) ~~amended by P.A. 100-554~~, requires that a school board policy prohibiting sexual harassment include details for reporting an allegation of sexual harassment, including options for making a confidential report to a supervisor and an ethics officer. 5 ILCS 430/20-23 defines ethics officers as being designated by State agencies under the jurisdiction of the Executive Ethics Commission. School districts are not State agencies (5 ILCS 430/1-5) and do not have ethics officers; thus, this sample policy substitutes Complaint Manager for ethics officer. Note also that the IDHR has established a Sexual Harassment Hotline Call Center and website to help the public find resources and assistance for the filing of sexual harassment complaints. The hotline can be reached Monday through Friday with the exception of State holidays, between the hours of 8:30 a.m. and 5:00 p.m., at 1-877-236-7703. See www2.illinois.gov/sites/sexualharassment/Pages/default.aspx. All communications received by the IDHR are exempt from disclosure under the Freedom of Information Act (FOIA).

The Superintendent shall insert into this policy the names, office addresses, email addresses, and telephone numbers of the District's current Nondiscrimination Coordinator and Complaint Managers. The Nondiscrimination Coordinator also serves as the District's Title IX Coordinator. [9]

Nondiscrimination Coordinator:

Name
Chad LeCrone
Address
1100 E. Laurel St., Olney, IL
Email
clecrone@rccu1.net
Telephone
618-395-2324

Complaint Managers:

Name Cris Edwards	Name Andy Julian	Name Darrell Houchin
Address 1001 N. Holly Rd., Olney, IL	Address 1200 E. Laurel St., Olney, IL	Address 1099 N. Van St., Olney, IL
Email cedwards@rccu1.net	Email ajulian@rccu1.net	Email dhouchin@rccu1.net
Telephone 618-395-8540	Telephone 618-393-2191	Telephone 618-395-4372

Investigation Process

Any District employee who receives a report or complaint of harassment must promptly forward the report or complaint to the Nondiscrimination Coordinator or a Complaint Manager.[10] Any employee who fails to promptly forward a report or complaint may be disciplined, up to and including discharge.

Reports and complaints of harassment will be confidential to the greatest extent practicable, subject to the District's duty to investigate and maintain a workplace environment that is productive, respectful, and free of unlawful discrimination, including harassment.

For any report or complaint alleging sexual harassment that, if true, would implicate Title IX of the Education Amendments of 1972 (20 U.S.C. §1681 et seq.), the Nondiscrimination Coordinator designee[11] shall

9 Title IX regulations require districts to identify the name, office address, email address, and telephone number of the person who is responsible for coordinating the district's compliance efforts. The Nondiscrimination and Title IX Coordinator(s) need not be the same person. If the district uses a separate Title IX Coordinator who does not also serve as the Nondiscrimination Coordinator, delete "~~The Nondiscrimination Coordinator also serves as the District's Title IX Coordinator.~~," and supplement the previous sentence to state "The Superintendent shall insert into this policy the names, office addresses, email addresses, and telephone numbers of the District's current Nondiscrimination Coordinator, Title IX Coordinator, and Complaint Managers." Then, list the Title IX and Nondiscrimination Coordinators' names and contact information separately in this policy.

10 If the district's Nondiscrimination Coordinator does not also serve as the Title IX Coordinator, supplement this sentence to state "Any District employee who receives a report or complaint of harassment must promptly forward the report or complaint to the Nondiscrimination Coordinator, Title IX Coordinator, or a Complaint Manager."

11 "Nondiscrimination Coordinator or designee" is used where Title IX is potentially implicated. In contrast, if Title IX is likely not implicated then "Nondiscrimination Coordinator or a Complaint Manager or designee" is used (see next paragraph in policy text). If the district's Nondiscrimination Coordinator does not also serve as the Title IX Coordinator, delete "~~Nondiscrimination~~" and insert "Title IX" in its place.

consider whether action under policy 2:265, *Title IX Sexual Harassment Grievance Procedure*, should be initiated.

For any other alleged workplace harassment that does not require action under policy 2:265, *Title IX Sexual Harassment Grievance Procedure*, the Nondiscrimination Coordinator or a Complaint Manager or designee shall consider whether an investigation under policy 2:260, *Uniform Grievance Procedure*, and/or 5:120, *Employee Ethics; Conduct, and Conflict of Interest*,[12] should be initiated, regardless of whether a written report or complaint is filed.

Reports That Involve Alleged Incidents of Sexual Abuse of a Child by School Personnel [13]

An *alleged incident of sexual abuse* is an incident of sexual abuse of a child, as defined in 720 ILCS 5/11-9.1A(b), that is alleged to have been perpetrated by school personnel, including a school vendor or volunteer, that occurred: on school grounds during a school activity; or outside of school grounds or not during a school activity.

Any complaint alleging an incident of sexual abuse shall be processed and reviewed according to policy 5:90, *Abused and Neglected Child Reporting*. In addition to reporting the suspected abuse, the complaint shall also be processed under policy 2:265, *Title IX Sexual Harassment Grievance Procedure*, or policy 2:260, *Uniform Grievance Procedure*.

Enforcement [14]

A violation of this policy by an employee may result in discipline, up to and including discharge.[15] A violation of this policy by a third party will be addressed in accordance with the authority of the Board in the context of the relationship of the third party to the District, e.g., vendor, parent, invitee, etc. Any person making a knowingly false accusation regarding harassment will likewise be subject to disciplinary action, which for an employee that may be up to and including discharge. [16]

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12 See administrative procedure 5:120-AP2, *Employee Conduct Standards* and its exhibit 5:120-AP2, E, *Expectations and Guidelines for Employee-Student Boundaries*.

13 Required for districts located within a county served by an accredited Children's Advocacy Center (CAC). Delete this subhead if your school district is within a county not served by an accredited CAC. 105 ILCS 5/22-85 ~~(final citation pending),~~ added by P.A. 101-531 (governing the investigation of an *alleged incident of sexual abuse* of any child within any Illinois counties served by a CAC). For further discussion see f/n 14 in sample policy 5:90, *Abused and Neglected Child Reporting*.

14 See Berry v. Delta Airlines, 260 F.3d 803, 811 (7th Cir. 2001) ("If an employer takes reasonable steps to discover and rectify the harassment of its employees ... it has discharged its legal duty.")

In addition to violating other civil rights laws, a school district violates the *public accommodations* article in the IHRA if it fails to take corrective action to stop severe or pervasive harassment. 775 ILCS 5/5-102 and 5/5-102.2.

15 5 ILCS 430/70-5(a), ~~amended by P.A. 100-554 (~~consequences of a violation of the prohibition on sexual harassment). When discharge is the penalty, examine 50 ILCS 205/3c, ~~added by P.A. 100-1040~~. It requires a school district to post on its website and make available to news media specific information about severance agreements that it enters into because an employee or contractor was found to have engaged in sexual harassment or sexual discrimination, as defined by the IHRA or Title VII. Id. Additionally, under the Workplace Transparency Act (WTA), employers may not require confidentiality clauses in settlement or termination agreements involving alleged unlawful employment practices under federal or State civil rights laws, except under specific conditions. 820 ILCS 96/1-30, added by P.A. 101-221.

Prior to the passage of 50 ILCS 205/3c, ~~added by P.A. 100-1040,~~ and the WTA, members of the public could already access copies of severance agreements between school districts and their former employees under FOIA. The Ill. Atty. Gen. Public Access Counselor (PAC) directed a public body to release a settlement agreement that arose out of claims of sexual harassment. PAO 14-4. The PAC noted that the public body could not withhold the entire settlement agreement under 5 ILCS 140/7(1)(c), which exempts personal information that would constitute a clearly unwarranted invasion of privacy. Instead, it could redact personal information from the agreement, such as the complainants' names in order to protect their privacy. Id. However, data regarding settlement agreements involving allegations of sexual harassment or other unlawful discrimination that an employer must report to IDHR under 775 ILCS 5/2-108 is categorically exempt from FOIA. 5 ILCS 140/7.5(oo), added by P.A. 101-221. See f/n 6 in sample policy 2:260, *Uniform Grievance Procedure*, for more discussion about reconciling 50 ILCS 205/3c, ~~added by P.A. 100-1040~~ with another new law, the Government Severance Pay Act (GSPA) (5 ILCS 415/10(a)(1), ~~added P.A. 100-895~~) which prohibits school district employees with contract provisions for severance pay to receive any severance pay if they are fired for *misconduct* by the board.

16 5 ILCS 430/70-5(a) ~~amended by P.A. 100-554 (~~consequences for knowingly making a false report of sexual harassment).

Retaliation Prohibited

An employee's employment, compensation, or work assignment shall not be adversely affected by complaining or providing information about harassment. Retaliation against employees for bringing complaints or providing information about harassment is prohibited (see Board policy 2:260, *Uniform Grievance Procedure*), and depending upon the law governing the complaint, whistleblower protection may be available under the State Officials and Employees Ethics Act (5 ILCS 430/), the Whistleblower Act (740 ILCS 174/), and the Ill. Human Rights Act (775 ILCS 5/). **17**

An employee should report allegations of retaliation to his/her immediate supervisor, the Building Principal, an administrator, the Nondiscrimination Coordinator, and/or a Complaint Manager.

Employees who retaliate against others for reporting or complaining of violations of this policy or for participating in the reporting or complaint process will be subject to disciplinary action, up to and including discharge.

Recourse to State and Federal Fair Employment Practice Agencies **18**

The District encourages all employees who have information regarding violations of this policy to report the information pursuant to this policy. The following government agencies are available to assist employees: the Ill. Dept. of Human Rights and the U.S. Equal Employment Opportunity Commission.

The Superintendent shall also use reasonable measures to inform staff members, applicants, and nonemployees of this policy, which shall include posting on the District website and/or making this policy available in the District's administrative office, and including this policy in the appropriate handbooks. **19**

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17 Id. (prohibition on retaliation for reporting sexual harassment allegations, including availability of whistleblower protections under the SOEEA, the Whistleblower Act (740 ILCS 174/), and the IHRA (775 ILCS 5/)).

Crawford v. Metro. Gov't of Nashville & Davidson Cnty., 555 U.S. 271 (2009) (holding the anti-retaliation provision in EEOA protects an employee who spoke out about harassment, not only on his or her own initiative, but also in answering questions during an employer's internal investigation).

18 5 ILCS 430/70-5(a) ~~amended by P.A. 100-554~~, (how an individual can report an allegation of sexual harassment, including options for making a confidential report to the Inspector General or the IDHR). This sample policy does not reference the Inspector General because the Inspector General does not have jurisdiction over public school districts. 5 ILCS 430/1. School districts must also annually disclose to IDHR certain data about *adverse judgment or administrative rulings* made against them where there was a finding of sexual harassment or unlawful discrimination under federal, State, or local laws. 775 ILCS 5/2-108, added by P.A. 101-221. See IDHR's *FAQ for Employers under Section 5/2-108* and *Form IDHR 2-108*, at: www2.illinois.gov/dhr/Pages/default.aspx.

19 A district must notify employees of the grievance procedure and the person(s) designated to coordinate the district's compliance with Title IX. 34 C.F.R. §106.8. The nondiscrimination coordinator can be the same individual for both this policy and policy 7:10, *Equal Educational Opportunities*, as well as the complaint manager in policy 2:260, *Uniform Grievance Procedure*. A comprehensive faculty handbook can provide required notices, along with other important information to recipients. The handbook can be developed by the building principal, but should be reviewed and approved by the superintendent and board. Any *working conditions* contained in the handbook may be subject to mandatory collective bargaining.

Informing nonemployees is not required by law. However, given the potential for employer liability under the IHRA for harassment of nonemployees, best practice is to publicize this policy to those individuals as well.

LEGAL REF.: ~~Title VII of the Civil Rights Act of 1964~~, 42 U.S.C. §2000e et seq., Title VII of the Civil Rights Act of 1964; 29 C.F.R. §1604.11.
~~Title IX of the Education Amendments of 1972~~,20 U.S.C. §1681 et seq., Title IX of the Education Amendments of 1972; 34 C.F.R. Part 106.
~~State Officials and Employees Ethics Act~~,5 ILCS 430/70-5(a), State Officials and Employees Ethics Act.
~~Ill. Human Rights Act~~ 775 ILCS 5/2-101(E) and (E-1), 5/2-102(A), (A-10), (D-5), 5/2-102(E-5), 5/2-109, 5/5-102, and 5/5-102.2, Ill. Human Rights Act.
56 Ill. Admin.Code Parts 2500, 2510, 5210, and 5220.
Burlington Indus. v. Ellerth, 524 U.S. 742 (1998).
Berry v. Delta Airlines, 260 F.3d 803 (7th Cir. 2001).
Crawford v. Metro. Gov't of Nashville & Davidson Cty., 555 U.S. 271 (2009).
Faragher v. City of Boca Raton, 524 U.S. 775 (1998).
Franklin v. Gwinnett Co. Public Schools, 503 U.S. 60 (1992).
Harris v. Forklift Systems, 510 U.S. 17 (1993).
Jackson v. Birmingham Bd. of Educ., 544 U.S. 167 (2005).
Meritor Savings Bank v. Vinson, 477 U.S. 57 (1986).
Oncale v. Sundowner Offshore Servs., 523 U.S. 75 (1998).
Porter v. Erie Foods Int, Inc., 576 F.3d 629 (7th Cir. 2009).
Sangamon Cnty. Sheriff's Dept. v. Ill. Human Rights Com'n, 233 Ill.2d 125 (Ill. 2009).
Vance v. Ball State Univ., 133 S. Ct. 2434 (2013).
Williams v. Waste Mgmt., 361 F.3d 1021 (7th Cir. 2004).

CROSS REF.: 2:260 (Uniform Grievance Procedure), 2:265 (Title IX Sexual Harassment Grievance Procedure), 4:60 (Purchases and Contracts), 5:10 (Equal Employment Opportunity and Minority Recruitment), 5:90 (Abused and Neglected Child Reporting), 5:120 (Employee Ethics; Conduct; and Conflict of Interest), 7:20 (Harassment of Students Prohibited), 8:30 (Visitors to and Conduct on School Property)

General Personnel

Hiring Process and Criteria [1]

The District hires the most qualified personnel consistent with budget and staffing requirements and in compliance with School Board policy on equal employment opportunity and minority recruitment.[2] The Superintendent is responsible for recruiting personnel and making hiring recommendations to the Board.[3] If the Superintendent's recommendation is rejected, the Superintendent must submit another.[4] No individual will be employed who has been convicted of a criminal offense listed in 105 ILCS 5/21B-80(c).[5]

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1 State or federal law controls this policy's content. This policy contains an item on which impact bargaining may be required. Any policy that impacts upon wages, hours, and terms and conditions of employment, is subject to collective bargaining upon request by the employee representative, even if the policy involves an inherent managerial right.

2 See policy 5:10, *Equal Employment Opportunity and Minority Recruitment*. Districts may not classify a job as either a *male* or *female* job. 29 C.F.R. §1604.5, 34 C.F.R. §106.55.

3 Boards must consider the superintendent's recommendations concerning, among other things, "the selection, retention, and dismissal of employees." 105 ILCS 5/10-16.7. The board may want to use this alternative sentence:

All personnel decisions are made by the Board, but only on the recommendation of the Superintendent.

Subject to an applicable collective bargaining agreement in effect on 6-13-11, a board that fills a "new or vacant teaching position" must select a candidate based on: (1) certifications, (2) qualifications, (3) merit and ability (including performance evaluation, if available), and (4) relevant experience, provided that the length of continuing service with the district must not be considered a factor, unless all other factors are determined by the school district to be equal. 105 ILCS 5/24-1.5. The statute does not define "new or vacant teaching positions." The requirement does not apply to filling vacant positions under 105 ILCS 5/24-12 (reduction in force and recall). Consult the board attorney about these issues.

4 An additional optional sentence follows:

The Superintendent may select personnel on a short-term basis for a specific project or emergency condition before the Board's approval.

5 775 ILCS 5/2-103.1, added by P.A. 101-656, prohibits employers from using conviction records as a basis to refuse to hire or to take any adverse action against an applicant or employee unless: (1) otherwise authorized by law; (2) there is a *substantial relationship* between the criminal offense and the employment sought; or (3) granting the employment would involve an unreasonable risk to property or to the safety or welfare of specific individuals or the general public. For the disqualifying offenses listed in 105 ILCS 5/21B-80, amended by P.A. 102-552, a district does not have to show a *substantial relationship* between the offense and the position or that hiring or continuing to employ the person would involve an unreasonable risk. However, the Ill. Dept. of Human Rights (IDHR) interprets the Ill. Human Rights Act (IHRA) to still require the employer to notify the applicant of the disqualification pursuant to law and to afford the applicant at least five business days to respond in case the applicant wants to dispute the accuracy of the conviction record. Id. at 5/2-103.1(C). See IDHR's *Conviction Record Protection – Frequently Asked Questions* (March 2021), at:

www2.illinois.gov/dhr/Pages/Conviction_Record_Protection_Frequently_Asked_Questions.aspx.

Attorneys have different opinions as to whether the IHRA requires the *interactive assessment* outlined in 775 ILCS 5/2-103.1(c), which includes preliminary and final notices, when a disqualifying offense listed in 105 ILCS 5/21B-80 is found in a conviction record; **consult the board attorney for guidance on this issue**. See administrative procedure 5:30-AP2, *Investigations*, and its footnotes for more detail regarding the IHRA notice ~~requirements~~ provisions and the need for districts to also comply with the seven-day notification requirement in the Ill. Uniform Conviction Information Act, 20 ILCS 2635/7. **Note:** The protections of 775 ILCS 5/2-103.1 do not cover *unpaid interns*, which may include student teachers in the K-12 context. The definition of *employee* in the IHRA only extends to include unpaid interns for civil rights violations involving sexual harassment. 775 ILCS 5/2-101(A)(1)(c) and 5/2-102(D).

105 ILCS 5/10-21.9(c), amended by P.A. 101-531; 105 ILCS 5/21B-80, amended by P.A.s 101-531 and 102-552, allows individuals with criminal histories involving certain drug convictions to apply for or to reinstate their educator licenses seven years after their sentence for the criminal offense is completed. Consult the board attorney about whether the board wants to continue prohibiting employment for any individual who has a criminal history involving these exempted drug offenses.

For more discussion regarding criminal history records checks and screenings required by 105 ILCS 5/10-21.9, amended by P.A.s 101-531, 101-643, and 102-552, see f/ns 5 and 6 in policy 4:175, *Convicted Child Sex Offender; Screening; Notifications*.

All applicants must complete a District application in order to be considered for employment. [6]

Job Descriptions

The Board maintains the Superintendent's job description and directs, through policy, the Superintendent, in his or her charge of the District's administration. [7]

The Superintendent shall develop and maintain a current comprehensive job description for each position or job category; however, a provision in a collective bargaining agreement or individual contract will control in the event of a conflict. [8]

Investigations

The Superintendent or designee shall ensure that a fingerprint-based criminal history records check and a check of the Statewide Sex Offender Database and Violent Offender Against Youth Database is performed

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6 Any person who applies for employment as a teacher, principal, superintendent, or other certificated employee who willfully makes a false statement on his or her application for employment, material to his or her qualifications for employment, which he or she does not believe to be true, is guilty of a Class A misdemeanor. 105 ILCS 5/22-6.5. District employment applications must contain a statement to this effect. Id. Each employment application for these positions must state the following (Id.):

> Failure to provide requested employment or employer history which is material to the applicant's qualifications for employment or the provision of statements which the applicant does not believe to be true may be a Class A misdemeanor.

Many districts ask applicants about disqualifying criminal convictions on their employment applications or at another point before a job offer is made. State law does not expressly prohibit this practice; however, guidance issued by IDHR regarding implementation of 775 ILCS 5/1-103(G-5) and 5/2-103.1, added by P.A. 101-656, states "[u]nless authorized by law, an employer is prohibited from inquiring about an applicant's conviction record prior to making a job offer to the applicant." See IDHR's *Conviction Record Protection – Frequently Asked Questions* guidance issued by IDHR (March 2021), at:

www2.illinois.gov/dhr/Pages/Conviction_Record_Protection_Frequently_Asked_Questions.aspx.

While the School Code and Job Opportunities for Qualified Applicant Act do not prohibit districts from asking about disqualifying convictions before a job offer is made, it is unclear whether they affirmatively *authorize* such inquiries. The IDHR's guidance does not carry the force of law, but may impact its handling of a discrimination charge based on a conviction record. It is also unclear if an applicant's mere disclosure of a disqualifying conviction on an application, absent results of a fingerprint-based criminal history records check, Ill. Sex Offender Registry check, or Violent Offender Against Youth Registry check, triggers the district's obligation to provide notice to the applicant under 775 ILCS 5/2-103.1(C); see also f/n 5, above. Consult the board attorney for advice on these issues and how they may affect application processes.

Any employer that asks applicants to record video interviews and uses an artificial intelligence analysis of the applicant-submitted videos must comply with the Artificial Intelligence Video Interview Act, 820 ILCS 42/, added by P.A. 101-260.

7 105 ILCS 5/10-16.7. The foundation for a productive employment relationship begins with a board's policy, a thoughtfully crafted employment contract and job description, and procedures for communications and ongoing assessment. See IASB's *Foundational Principles of Effective Governance*, **Principle 3. The board employs a superintendent**, at:

www.iasb.com/conference-training-and-events/training/training-resources/foundational-principles-of-effective-governance/.

See also 3:40-E, *Checklist for the Superintendent Employment Contract Negotiation Process*, for best practice discussions about establishing the board-superintendent employment relationship and contract.

8 Job descriptions will become the basis for categorizing a teacher into one or more positions that the teacher is qualified to hold for reduction in force (RIF) dismissal and recall purposes. 105 ILCS 5/24-12(b), amended by P.A. 101-643. A board should consult with its attorney to review its current list of job descriptions and discuss the district's specific responsibilities.

A job description is evidence of a position's *essential functions*. 29 C.F.R. §1630.2(n). The Americans with Disabilities Act (ADA) protects individuals who have a disability and are qualified, with reasonable accommodation, to perform the *essential functions* of the job. 42 U.S.C. §12101 et seq., amended by the ADA Amendments Act (ADAAA), Pub. L. 110-325. Determining which functions are essential may be critical to determining if an individual with a disability is qualified. An individual is qualified to perform a job even though he or she is unable, due to a disability, to perform tasks which are incidental to the job. Only when an individual is unable to perform the *essential functions* of a job may a district deny the individual employment opportunities. 29 C.F.R. §1630.2(m). For a definition of essential functions see Id. at 1630.2(n). Whether a particular function is essential is a factual determination.

Important: The ADAAA made significant changes to the ADA's definition of disability that broadened the scope of coverage and overturned a series of U.S. Supreme Court decisions that made it difficult to prove that an impairment was a qualifying disability. There is information about the regulations and a link to them at: www.eeoc.gov/laws/regulations/adaaa_fact_sheet.cfm. Consult the board attorney regarding how these amendments impact the district's hiring processes.

on each applicant as required by State law.**9** When the applicant is a successful superintendent candidate who has been offered employment by the Board, the Board President shall ensure that these checks are completed.**10** The Superintendent or designee, or if the applicant is a successful superintendent candidate, then the Board President shall notify an applicant if the applicant is identified in either database.**11** The School Code requires the Board President to keep a conviction record confidential and share it only with the Superintendent, Regional Superintendent, State Superintendent, State Educator Preparation and Licensure Board, any other person necessary to the hiring decision, ~~or for the purposes of clarifying the information~~, the Ill. Dept. of State Police and/or Statewide Sex Offender Database for purposes of clarifying the information, and/or the Teachers' Retirement System of the State of Illinois when required by law.**12** The Board reserves its right to authorize additional background inquiries beyond a fingerprint-based criminal history records check when it deems it appropriate to do so, in accordance with applicable laws.

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9 The policy's requirements on criminal records checks for applicants for employment are mandated by 105 ILCS 5/10-21.9, amended by P.A.s 101-72, 101-531, 101-643, and 102-552. See administrative procedure 5:30-AP2, *Investigations*, for the process, timing, and positions requiring criminal background investigation and what steps a district must take if it wants to disqualify an applicant based on a conviction record. The Statewide Sex Offender Database (a/k/a Sex Offender Registry) is available at: www.isp.state.il.us/sor. The Statewide Murderer and Violent Offender Against Youth Database is available at: www.isp.state.il.us/cmvo/. For more discussion regarding criminal history records checks and screenings required by 105 ILCS 5/10-21.9, amended by P.A.s 101-531 and 101-643, see f/n 5 in policy 4:175, *Convicted Child Sex Offender; Screening; Notifications*. See policy 4:60, *Purchases and Contracts*, for requirements concerning criminal background checks of employees of contractors who have *direct, daily contact* with students.

10 Id. If a board wants to require additional background inquiries beyond the fingerprint-based criminal history records information check required by 105 ILCS 5/10-21.9, amended by P.A.s 101-72, 101-531, 101-643, and 102-552, including the federal *Rap Back Service* (20 ILCS 2630/3.3~~, added by P.A. 100-718~~) and/or checks through consumer reporting agencies regulated by the Fair Credit Reporting Act (15 U.S.C. §1681 et seq.), consult the board attorney. For more detailed information, see the laws listed in sample exhibit 3:40-E, *Checklist for the Superintendent Employment Contract Negotiation Process*, under the checklist item entitled **Conditions of Employment**, in the **Other Background Check Laws** row.

11 105 ILCS 5/10-21.9(b), amended by P.A.s 101-72 and 101-531, and 105 ILCS 5/21B-10. The School Code requires the board president to keep a conviction record confidential. It is impossible to know whether a fingerprint-based criminal history records check and a check of the Statewide Sex Offender and Violent Offender Against Youth Databases on a successful superintendent candidate will come back with a conviction record.

Therefore, in accordance with best practice (ensuring compliance and aligning with good governance principles), this policy does not assign a designee for the board president to complete this task. However, to balance the requirement to keep conviction records confidential with the practical implementation of ensuring a fingerprint-based criminal history records check and a check of the Statewide Sex Offender and Violent Offender Against Youth Databases are performed on each successful superintendent applicant, a board president may want to designate the duty to order these checks to the individuals otherwise listed in 105 ILCS 5/10-21.9(b), amended by P.A.s 101-72 and 101-531. Those individuals include the board president, the superintendent or designee, regional superintendent (if the check was requested by the district), state superintendent of education, state Educator Preparation and Licensure Board, any other person necessary to the hiring decision, or for clarification purposes, the Ill. Dept. of State Police and/or Statewide Sex Offender Registry.

12 Id. at 5/10-21.9(b), amended by P.A.s 101-72 and 101-531, and 105 ILCS 5/21B-85, amended by P.A. 102-552. The School Code continues to define the board president's role in conducting criminal background investigations and receiving the results of these investigations, including the results for employees of district contractors. 105 ILCS 5/10-21.9. Many districts delegate this task in the hiring process to a human resources department.

105 ILCS 5/21B-85, amended by P.A. 102-552, requires a board to provide prompt written notice to the board of trustees of the Teachers' Retirement System of the State of Illinois (TRS) when it learns that any teacher has been convicted of a felony offense (which provides for a sentence of death or imprisonment for one year or more). The notice to TRS is limited to (1) the name of the license holder, (2) fact of conviction, (3) name and location of the court in which the conviction occurred, and (4) the assigned case number from the court. Id.

Use this alternative for districts in suburban Cook County: replace "Regional Superintendent" with "appropriate Intermediate Service Center."

For more discussion regarding responses to results obtained by criminal history records checks and screenings as required by 105 ILCS 5/10-21.9(e), amended by P.A.s 101-531 and 101-643, see f/n 6 in policy 4:175, *Convicted Child Sex Offender; Screening; Notifications*.

Each newly hired employee must complete a U.S. Citizenship and Immigration Services Form as required by federal law. **13**

The District retains the right to discharge any employee whose criminal background investigation reveals a conviction for committing or attempting to commit any of the offenses outlined in 105 ILCS 5/21B-80**14** or who falsifies, or omits facts from, his or her employment application or other employment documents. If an indicated finding of abuse or neglect of a child has been issued by the Ill. Department of Children and Family Services or by a child welfare agency of another jurisdiction for any applicant for student teaching, applicant for employment, or any District employee, then the Board must consider that person's status as a condition of employment. **15**

The Superintendent shall ensure that the District does not engage in any investigation or inquiry prohibited by law and complies with each of the following: **16**

1. The District uses an applicant's credit history or report from a consumer reporting agency only when a satisfactory credit history is an established bona fide occupational requirement of a particular position. **17**
2. The District does not screen applicants based on their current or prior wages or salary histories, including benefits or other compensation, by requiring that the wage or salary history satisfy minimum or maximum criteria. **18**
3. The District does not request or require a wage or salary history as a condition of being considered for employment, being interviewed, continuing to be considered for an offer of employment, an offer of employment, or an offer of compensation. **19**
4. The District does not request or require an applicant to disclose wage or salary history as a condition of employment. **20**

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13 Immigration Reform and Control Act, 8 U.S.C. §1324a et seq. Consult with the board attorney regarding the district's rights and responsibilities under all Illinois laws if the district uses any electronic employment verification system, including *E-Verify* and/or the Basic Pilot Program. 820 ILCS 55/12. This statute urges employers who voluntarily use *E-Verify* (formerly known as the Basic Pilot/Employment Eligibility Verification Program) to consult the Ill. Dept. of Labor's website for current information on the accuracy of *E-Verify* and to review and understand their legal responsibilities relating to the use of any electronic employment verification systems. See f/n 2 in 5:150-AP, *Personnel Records*, for a more detailed discussion of *E-Verify* issues.

14 See f/n 5, above.

15 105 ILCS 5/10-21.9(c) and (g), amended by P.A. 101-531. See f/n 6 in 4:175, *Convicted Child Sex Offender; Screening; Notifications*, for further discussion.

16 As an alternative to describing the prohibited investigations, a board may substitute this sentence:

The Superintendent shall ensure that the District does not engage in any investigation or inquiry prohibited by law, including without limitation, investigation into or inquiry concerning: (1) credit history or report unless a satisfactory credit history is an established bona fide occupational requirement of a particular position; (2) claim(s) made or benefit(s) received under Workers' Compensation Act; and (3) access to an employee's or applicant's social networking website, including a request for passwords to such sites.

The default policy provision and the alternative stated above – whichever is selected – may be made a prohibition rather than a duty of the superintendent; to do this, delete the stricken text as follows: "The ~~Superintendent shall ensure that the~~ District does not engage … ."

17 Employee Credit Privacy Act, 820 ILCS 70/10. This Act allows inquiries into an applicant's credit history or credit report or ordering or obtaining an applicant's credit report from a consumer reporting agency when a satisfactory credit history is an *established bona fide occupational requirement* of a particular position. The Act identifies circumstances that permit a satisfactory credit history to be a job requirement, such as, the position's duties include custody of or unsupervised access to cash or marketable assets valued at $2,500 or more.

18 820 ILCS 112/10(b-5), added by P.A. 101-177. If an employer violates this subsection, the employee may recover in a civil action any damages incurred, special damages up to $10,000, injunctive relief, and costs and reasonable attorney's fees. 820 ILCS 112/30(a-5), added by P.A. 101-177.

19 Id.

20 Id.

5. The District does not ask an applicant or applicant's current or previous employers about wage or salary history, including benefits or other compensation. **21**
6. The District does not ask an applicant or applicant's previous employers about claim(s) made or benefit(s) received under the Workers' Compensation Act. **22**
7. The District does not request of an applicant or employee access in any manner to his or her personal online account, such as social networking websites, including a request for passwords to such accounts. **23**
8. The District provides equal employment opportunities to all persons. See policy 5:10, *Equal Employment Opportunity and Minority Recruitment*.

Nepotism

Richland County CUSD #1 is committed to a policy of employment and advancement based on qualifications and merit. The school district does not discriminate in favor of or in opposition to the employment of relatives.

A person in an administrative or supervisory role within Richland County CUSD #1 (including district administrators, building administrators, school board members, head custodians, office managers, etc.) cannot use his/her authority or position with the district to benefit or to disadvantage another employee in a familial relationship. Although all such potential misuses of authority cannot be listed here, examples include an employee signing an evaluation for a family member, participating in a job interview with a family member, or signing/approving a check payable to a family member.

"Familial relationship" within the meaning of this policy means two employees (or an employee and a job applicant) in the relationship of husband, wife, father, mother, brother, sister, son, daughter, uncle, aunt, nephew, niece, grandfather, grandmother, grandson or granddaughter, or any of those relationships arising as a result of marriage (for example, brother-in-law, step child, etc.). The term also

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21 820 ILCS 112/10(b-10), added by P.A. 101-177. **Note:** Attorneys caution that using the exceptions in 820 ILCS 112/10(b-10)(1) and (2), added by P.A. 101-177, may trigger litigation. Violating this subsection entitles an employee to recover in a civil action any damages incurred, special damages up to $10,000, injunctive relief, and costs and reasonable attorney's fees. 820 ILCS 112/30(a-5), added by P.A. 101-177.

A school board that wishes to preserve these exceptions should consult its board attorney; then they may supplement number 5 by adding the following after "compensation":

unless the applicant's wage or salary history is a matter of public record, or is contained in a document completed by the applicant's current or former employer and then made available to the public by the employer, or then submitted or posted by the employer to comply with State or federal law; or the applicant is a current employee applying for a position with the same current employer.

22 Right to Privacy in the Workplace Act, 820 ILCS 55/10(a).

23 Id. at 55/10(b)(6)(B) (commonly known as the *Facebook Password Law*). A *personal online account* is defined as an online account used primarily by a person for personal purposes. *Personal online account* does not include an account created, maintained, used, or accessed for the business purpose of a person's employer or prospective employer. Id. at 55/10(b)(5). Bracketed explanations follow the statutory language:

"Nothing in this subsection shall prohibit or restrict an employer from complying with a duty to screen employees or applicants prior to hiring…provided that the password, account information, or access sought by the employer only relates to an online account that:

(A) an employer supplies or pays; or

(B) an employee creates or maintains on behalf of under the direction of an employer in connection with that employee's employment."

[Based on this explanation, it is implausible that an applicant would have an account, service, or profile for business purposes of a school employer.]

The statute specifically permits an employer to: (1) maintain workplace policies governing the use of the employer's electronic equipment, including policies regarding Internet use, social networking site use, and electronic mail use; and (2) monitor usage of the employer's (district's) electronic equipment and electronic mail. The statute also states that it does *not prohibit* an employer from obtaining information about an applicant or an employee that is in the public domain or that is otherwise obtained in compliance with the statute. Finally, the statute does not apply to all types of personal technology that employees may use to communicate with students or other individuals, such as text messages on a personal phone. Consult the board attorney about these issues.

includes domestic partners (a person with whom the employee's life is interdependent and who shares a common residence) and, a daughter or son of an employee's domestic partner.

In the course of employment, a person may rise to an administrative position and find himself/herself in a supervisory role of a family member. In this type of circumstance, the administrator must excuse himself/herself from performing an evaluation on a family member.

A school board member may be elected prior to the employment of a family member, or the family member may be hired prior to the board member being elected. In either circumstance, the board member should recuse himself/herself from any decision regarding the family member's employment, advancement, or individual benefits/compensation. A board decision about a group of employees is not considered a violation of this policy (for example, if a board member's family member is part of the education association, the approval of the teacher's contract is for the group, not the individual employee; another example is the approval of a salary increase for all non-certified employees of which a family member is part of the group).

A job applicant should disclose any familial relationship during the application process. Potential familial relationships are indicated on the application form.

Prior to any employment offer, the immediate supervisor must complete a signed statement disclosing any familial relationship with the job candidate. This disclosure is to be reviewed by the superintendent of schools prior to a candidate being recommended to the board of education for employment.

Physical Examinations [24]

Each new employee must furnish evidence of physical fitness to perform assigned duties and freedom from communicable disease. The physical fitness examination must be performed by a physician licensed in Illinois, or any other state, to practice medicine and surgery in any of its branches, a licensed advanced practice registered nurse, or a licensed physician assistant who has been delegated the authority by his or her supervising physician to perform health examinations. The employee must have the physical examination performed no more than 90 days before submitting evidence of it to the District.

Any employee may be required to have an additional examination by a physician who is licensed in Illinois to practice medicine and surgery in all its branches, a licensed advanced practice registered nurse, or a licensed physician assistant who has been delegated the authority by his or her supervising physician to perform health examinations, if the examination is job-related and consistent with business necessity.[25] The Board will pay the expenses of any such examination.

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24 105 ILCS 5/24-5, amended by P.A. ~~s 100-513, 100-855, and~~ 101-81. According to this statute, a new or existing employee or substitute teacher employee may be subject to additional health examinations, including tuberculosis screening, as required by rules adopted by the Ill. Dept. of Public Health (IDPH) or by order of a local public health official. The IDPH does not require school employees to be screened for tuberculosis other than workers in child day care and preschool settings. 77 Ill.Admin.Code §696.140(a)(3).

The last sentence of the first paragraph exceeds State law requirements and may be deleted.

Note that while examination by a spiritual leader/practitioner is sufficient for purposes of leaves, the statute does not permit an examination by a spiritual leader/practitioner for initial employment exams. This difference may present a constitutional issue; contact the board attorney for an opinion if an applicant wants to use an examination by a spiritual leader/practitioner.

Federal law limits pre-employment medical inquiries to whether the applicant is able to perform job-related functions; required medical examinations of applicants is forbidden. ~~American with Disabilities Act~~ ADA, 42 U.S.C. §12112(d)(2); see also f/n 8 for an explanation regarding the ADAAA. Districts may condition an employment offer on taking and passing medical inquiries or physical exams, provided that all entering employees in the same classification receive the same conditional offer.

25 The State law (105 ILCS 5/24-5, amended by P.A. ~~s 100-513, 100-855, and~~ 101-81) allowing boards to require physicals of current employees "from time to time," is been superseded by the ADA. 42 U.S.C. §12112(d)(4). The ADA allows medical inquiries of current employees only when they are job-related and consistent with business necessity or part of a voluntary employee wellness program. Id. Districts may deny jobs to individuals with disabilities who pose a direct threat to the health or safety of others in the workplace, provided that a reasonable accommodation would not either eliminate the risk or reduce it to an acceptable level. 42 U.S.C. §12113; 29 C.F.R. §1630.2(r). See f/n 8 for an explanation regarding the ADAAA.

See f/n 24 for a discussion of examinations by spiritual leaders/practitioners.

Orientation Program

The District's staff will provide an orientation program for new employees to acquaint them with the District's policies and procedures, the school's rules and regulations, and the responsibilities of their position. Before beginning employment, each employee must sign the *Acknowledgement of Mandated Reporter Status* form as provided in policy 5:90, *Abused and Neglected Child Reporting*.

LEGAL REF.:
42 U.S.C. §12112, Americans with Disabilities Act; 29 C.F.R. Part 1630.
15 U.S.C. § 1681 et seq., Fair Credit Reporting Act.
8 U.S.C. §1324a et seq., Immigration Reform and Control Act.
105 ILCS 5/10-16.7, 5/10-20.7, 5/10-21.4, 5/10-21.9, 5/10-22.34, 5/10-22.34b, 5/21B-10, 5/21B-80, 5/21B-85, ~~5/10-22.34, 5/10-22.34b~~, 5/22-6.5, and 5/24-5.
20 ILCS 2630/3.3, Criminal Identification Act.
820 ILCS 55/, Right to Privacy in the Workplace Act.
820 ILCS 70/, Employee Credit Privacy Act.
~~Americans with Disabilities Act, 42 U.S.C. §12112, and 29 C.F.R. Part 1630.~~
~~Fair Credit Reporting Act, 15 U.S.C. § 1681 et seq.~~
~~Immigration Reform and Control Act, 8 U.S.C. §1324a et seq.~~
Duldulao v. St. Mary of Nazareth Hospital, 136 Ill. App. 3d 763 (1st Dist. 1985), *aff'd in part and remanded* 115 Ill.2d 482 (Ill. 1987).
Kaiser v. Dixon, 127 Ill. App. 3d 251 (2nd Dist. 1984).
Molitor v. Chicago Title & Trust Co., 325 Ill. App. 124 (1st Dist. 1945).

CROSS REF.: 2:260 (Uniform Grievance Procedure), 3:50 (Administrative Personnel Other Than the Superintendent), 4:60 (Purchases and Contracts), 4:175 (Convicted Child Sex Offender; Screening; Notifications), 5:10 (Equal Employment Opportunity and Minority Recruitment), 5:40 (Communicable and Chronic Infectious Disease), 5:90 (Abused and Neglected Child Reporting), 5:125 (Personal Technology and Social Media; Usage and Conduct), 5:220 (Substitute Teachers), 5:280 (Duties and Qualifications)

Unique to our district – added section on Nepotism.

General Personnel

Drug- and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition **1**

All District workplaces are drug- and alcohol-free workplaces. **2**

1 State or federal law controls this policy's content. This policy contains an item on which collective bargaining may be required. Any policy that impacts upon wages, hours, and terms and conditions of employment, is subject to collective bargaining upon request by the employee representative, even if the policy involves an inherent managerial right. The Right to Privacy in the Workplace Act (RPWA) allows employers to regulate employees' use of lawful products that impair an employee's ability to perform his or her assigned duties. 820 ILCS 55/5(b), amended by P.A. 101-27. The Cannabis Regulation and Tax Act (CRTA), 410 ILCS 705/10-35(a)(8), amended by P.A. 101-593, allows penalties issued by employers of law enforcement officers for consumption, possession, sale, purchase, or delivery of cannabis or cannabis-infused substances while on or off-duty to be collectively bargained; districts that employ school resource officers should consult their board attorneys about this provision of the CRTA.

The federal Drug-Free Workplace Act applies only to the specific programs receiving federal funds. 41 U.S.C. §8101 et seq. For ease of administration, this policy makes its requirements applicable to all employees to avoid confusion during implementation and to avoid complications when obtaining and maintaining federal funds. The CRTA, 410 ILCS 705/, added by P.A. 101-27 and amended by P.A. 101-593, legalized cannabis, but it remains a *Schedule I* (c)(17) controlled substance under federal law, meaning that it has no currently accepted medical use in addition to a high potential for abuse. 21 U.S.C.A. §812 (exempting hemp as defined at 7 U.S.C.A.§1639o). 41 U.S.C. §§8101, 8102 and 8103. While not law, in June 2019, the U.S. House of Representatives, in a voice vote, voted in favor of an amendment to H.R. 3055, which was introduced by Reps. Earl Blumenauer (D-OR), Tom McClintock (R-CA), and Eleanor Holmes Norton (D-D.C.), prohibiting the U.S. Dept. of Justice (DOJ) from interfering with a state's decision to implement laws governing the legalization of cannabis (recreational and medicinal). This marked the first time that either branch of the U.S. Congress has voted to protect state recreational cannabis laws from federal enforcement actions. If the amendment becomes law, it would block the DOJ from using funds to intervene in state and territory cannabis legalization laws. This policy continues to prohibit employees from using cannabis as allowed by the CRTA. See f/n 9, below.

The federal Safe and Drug-Free Schools and Communities Act provides funds, upon application, for drug and violence prevention programs; it does not contain policy mandates. Illinois also has a Drug Free Workplace Act (30 ILCS 580/) that applies to districts with 25 or more employees working under a state contract or a grant of $5,000 or more.

2 Replace this sentence with the district's drug- and alcohol- free policy goal(s), if any.

With the passage of the CRTA, 410 ILCS 705/, added by P.A. 101-27 and amended by P.A. 101-593, each board and superintendent may wish to engage in a risk-management conversation about the district's drug- and alcohol-free policy enforcement and discipline goals. Enforcement and discipline goals depend upon a board's risk-level tolerance and community expectations. Risk-level-tolerance decisions will depend upon many factors, including, but not limited to: (1) the board attorney's recommendations, (2) the district's budget parameters, if any, for reasonable suspicion training on identification of symptoms of impairment and/or being under the influence, (3) drug testing, and (4) the community's expectations. Answers to the following questions might structure this risk-management conversation:

1. Does the board want to implement a reasonable suspicion program (or any other type of *just cause* provisions in an applicable collective bargaining agreement) to identify employees suspected of being impaired and/or under the influence to enhance its ability to discipline?
2. Does the board want the superintendent to secure training for designated district employees to educate them to identify symptoms of impairment or being under the influence of the substances prohibited in this policy?
3. How does the board want to address employees in positions of leadership, e.g., the superintendent and/or building principal(s), who are perpetually on call due to the nature of their positions and responsibilities (see f/n 3, below)?
4. How will the district manage its duty to educate students about the dangers of drugs and alcohol against the reality that employees are allowed to use lawful products off-duty and off the district's premises (820 ILCS 55/5(b), amended by P.A. 101-27)?
5. Will licensed educators be held to a higher standard than non-licensed employees due to their professional code of conduct expectations?
6. Will employees working directly with students be held to a higher standard than employees not working directly with students?

All employees are prohibited from engaging in any of the following activities while on District premises or while performing work or being *on call*[3] for the District: [4]

1. Unlawful manufacture, dispensing, distribution, possession, or use of an illegal or controlled substance. [5]
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. [6]

~~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.[7] The District considers employees impaired by or under the influence of cannabis when there is a good faith belief

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3 An employee is *on call* when the employer schedules him or her with at least 24 hours' notice to be on standby or otherwise responsible for performing employment-related tasks either at the employer's location or another previously-designated location. 820 ILCS 55/5, amended by P.A. 101-27. Consult the board attorney regarding how the board wants to treat employees who may be considered on call, e.g., superintendents, principals, coaches, and/or maintenance workers, etc.

For boards that do not want this text, delete ~~or being *on call*~~.

4 To align with best practices for identifying and subsequently initiating discipline of employees for violating this policy (especially with the passage of the CRTA) and any possible collective bargaining agreement provisions, the superintendent may want to convene the **Employee Substance Abuse Prevention Committee** (see 2:150-AP, *Superintendent Committees*).

5 These actions are prohibited by both federal (41 U.S.C.A. §§8101, 8102 and 8103) and State Workplace Acts. See f/n 13~~12~~, below. These laws do not address *under the influence* but a board may add: ", or being impaired by or under the influence of any illegal substance or any detectible use of any illegal substance regardless of when or where the use occurred." This option is limited to *illegal* substances to avoid prohibiting employees from using lawfully prescribed controlled substances. See f/n 13~~12~~ Contact the board attorney for advice concerning this provision and whenever the district wants to discipline or dismiss an employee using it. If a hearing is required before the district may discipline or discharge an employee under this provision, the district must put forth evidence that the employee violated it. A district would also have this burden if a grievance is filed under a *just cause* provision in a collective bargaining agreement. This policy's third paragraph addresses prescribed medications other than cannabis.

6 Optional; alcohol is not addressed in either the federal or State Drug-Free Workplace Acts. Contact the board attorney for advice concerning this provision and whenever the district wants to discipline or dismiss an employee using it. If a hearing is required before the district may discipline or discharge an employee under this provision, the district must put forth evidence that the employee violated it. A district would also have this burden if a grievance is filed under a *just cause* provision in a collective bargaining agreement. The Ill. Court of Appeals held that when the policy defines *under the influence* as any "mental, emotional, sensory or physical **impairment** due to the use of drugs or alcohol," the school district must prove that the teacher showed signs of impairment even though she registered 0.056 blood-alcohol level on a Breathalyzer. Kinsella v. Bd. of Ed. of the City of Chicago, 27 N.E.3d 226 (Ill.App.1st 2015).

7 "[R]egardless of when and/or where the use occurred" is intended to mean that an employer may reach an employee's conduct on or off-duty depending upon the facts of the disciplinary situation; however, the CRTA contains a specific requirement that law enforcement employers adopt a policy outlining penalties for discipline of law enforcement employees for their on or off-duty conduct involving consumption, possession, sale, purchase, or delivery of cannabis or cannabis-infused substances. Id. at 10-35(a)(8), amended by P.A. 101-593. See also f/ns 1, above, and 9, below. Consult the board attorney if the district employs a school resource officer(s) (SRO(s)) as opposed to contracting with a local law enforcement agency for SRO services.

410 ILCS 130/25(b) prohibits discipline or arrest of school nurses and/or administrators for acting in accordance with *Ashley's Law*, 105 ILCS 5/22-33, amended by P.A. 101-370. Employers may enforce drug-free workplace policies when they are applied in a nondiscriminatory manner. 410 ILCS 705/10-50(a), added by P.A. 101-27, includes disciplining employees – even those who are *registered qualifying patients* – for violating drug-free workplace policies (410 ILCS 130/50 and 705/10-35(a)(1), added by P.A. 101-27). Contact the board attorney for advice concerning the Compassionate Use of Medical Cannabis Program Act (Medical Cannabis Program Act (MCPA)).

that an employee manifests specific articulable symptoms[8] while working that decrease or lessen the employee's performance of the duties or tasks of the employee's job position ~~listed in the Cannabis Regulation and Tax Act (CRTA).~~[9]

Upon the Superintendent or designee's reasonable suspicion of an employee's violation of any of the prohibited activities stated above, the Superintendent or designee may direct the employee to undergo a drug and/or alcohol test to corroborate or refute the alleged violation. State law protects the District from liability when it takes actions pursuant to a reasonable workplace drug policy, including but not limited to subjecting an employee or applicant to reasonable drug and alcohol testing, reasonable and nondiscriminatory random drug testing, discipline, termination of employment, or withdrawal of a job offer due to a failure of a drug test. [10]

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

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8 Specific articulable symptoms listed in 410 ILCS 705/10-50(d), added by P.A. 101-27, include: the employee's speech, physical dexterity, agility, coordination, demeanor, irrational or unusual behavior, or negligence or carelessness in operating equipment or machinery; disregard for the safety of the employee or others, or involvement in any accident that results in serious damage to equipment or property; disruption of a production or manufacturing process; or carelessness that results in any injury to the employee or others. In contrast to the CRTA, the MCPA, while listing the same specific, articulable, symptoms, does not require an employer to have a *good faith belief* that a *registered qualifying patient* is under the influence of cannabis. 410 ILCS 130/50(f), and scheduled to be repealed on 7-1-20.

9 410 ILCS 705/10-35 and 10-50(a), added by P.A. 101-27 allows reasonable, nondiscriminatory, zero-tolerance policies. If the district seeks to discipline an employee on the basis that he or she is under the influence of or impaired by cannabis, it must afford the employee a reasonable opportunity to contest the basis of the determination. Id. at 10-50(d), added by P.A. 101-27. See also f/n 7, above. **Contact the board attorney for advice concerning this provision and whenever the district seeks disciplinary action or dismissal of an employee on the basis of the cannabis prohibitions in the policy**.

See also the Ill. Vehicle Code 625 ILCS 5/11-501.2(b-5) number one: when an individual's tetrahydrocannabinol concentration (THC) is five nanograms or more in whole blood or 10 nanograms or more in another bodily substance, e.g., saliva, urine, etc., as defined in 625 ILCS 5/11-501.2(a), a presumption under Illinois law exits that the individual is under the influence of cannabis. Under 625 ILCS 5/11-501.2(b-5) number two: when an individual's [THC] is less than five nanograms in whole blood or less than 10 nanograms or more in another bodily substance, e.g., saliva, urine, etc., as defined in 625 ILCS 5/11-501.2(a), the individual may still be considered impaired.

In addition to a zero-tolerance policy, the CRTA also allows civil, criminal, or other penalties for:

1. Engaging in tasks under the influence of cannabis when doing so would constitute negligence, professional malpractice, or professional misconduct (410 ILCS 705/10-35(a)(1));
2. Possessing cannabis on a school bus or on school grounds (Id. at 10-35(a)(2)(A)-(B) unless permitted under the MCPA);
3. Using cannabis on a school bus or on school grounds (Id. at 10-35(a)(3)(A)-(B) unless permitted under the MCPA);
4. [Using cannabis] in a public place [while impaired or under the influence of cannabis](Id. at 10-35(a)(3)(F));
5. Knowingly being [impaired by or under the influences of cannabis] in close physical proximity to anyone under 21 years of age who is not a registered medical cannabis patient under the MCPA (Id. at 10-35(a)(3)(G));
6. Smoking [and/or *vaping* (see f/n 19, below for a definition of vaping)] it in any place where smoking is prohibited under the Smoke Free Illinois Act (Id. at 10-35(a)(4));
7. Using [cannabis] as an on-duty law enforcement officer, corrections officer, probation officer, or firefighter (Id. at 10-35(a)(8)), or consuming, possessing, selling, purchasing, or delivering cannabis or a cannabis-infused substance(s) while on or off-duty [only if a policy has been adopted] Id. at 10-35(a)(8), amended by P.A. 101-593; or
8. [Using cannabis while [b]]eing on duty as an individual holding a school bus permit or Commercial Driver's License (Id. at 10-35(a)(9)).

10 410 ILCS 705/10-50(d). For boards that will not communicate to employees what will happen when reasonable suspicion exists, delete the first sentence of this paragraph: ~~Upon the Superintendent or designee's reasonable suspicion of an employee's violation of any of the prohibited activities stated above, the Superintendent or designee may direct the employee to undergo a drug and/or alcohol test to corroborate or refute the alleged violation.~~

410 ILCS 705/10-50(e)(1), amended by P.A. 101-593, protects the district from liability for actions described in the last sentence of this paragraph. Delete it if the board will not communicate this information to its employees.

4. Referenced in federal or State controlled substance acts.

For purposes of this policy, *District premises*[11] means workplace as defined in the Cannabis Regulation and Tax Act (CRTA) in addition to 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. *School grounds* means the real property comprising any school, any conveyance used to transport students to school or a school-related activity, and any public way within 1,000 feet of any school ground, designated school bus stops where students are waiting for the school bus, and school-sponsored or school-sanctioned events or activities. "Vehicles used for school purposes" means school buses or other school vehicles.

As a condition of employment, each employee shall: [12]

1. Abide by the terms of ~~the~~ this 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 five 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. [13]

To make employees aware of the dangers of drug and alcohol abuse, the Superintendent or designee shall perform each of the following: [14]

1. Provide each employee with a copy of this policy.
2. Post notice of this policy in a place where other information for employees is posted. [15]
3. Make available materials from local, State, and national anti-drug and alcohol-abuse organizations. [16]

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11 410 ILCS 705/10-35 and 10-50(a), added by P.A. 101-27 and amended by P.A. 101-593, allows employers to prohibit cannabis in the *workplace*. Many attorneys agree it is a best practice for employers to define workplace in policies that prohibit cannabis. 410 ILCS 705/10-50(h), added by P.A. 101-27, defines *workplace* as the employer's premises, including any building, real property, and parking area under the control of the employer or area used by an employee while in performance of the employee's job duties, and vehicles, whether leased, rented, or owned – and may be further defined by the employer's written policy when it is consistent with this definition.

This policy's definition of workplace expands the above CRTA definition to areas that board policy and/or the School Code impose duties upon districts to keep students safe, including:

1. The *school property* definition from policy 8:30, *Visitors to and Conduct on School Property*;
2. The *school grounds* definition at 105 ILCS 5/10-27.1A(d); and
3. Places that school districts must prevent and respond to bullying, including vehicles used for school purposes. 105 ILCS 5/27-23.7(a).

12 Required by the State and federal Drug-Free Workplace Acts.

13 This optional paragraph is not addressed in State or federal drug-free workplace acts. An employer should generally not ask an employee about his or her use of medication. See rules implementing the Americans with Disabilities Act, 29 C.F.R. §1630.14. Consult the board attorney if an employee is suspected of working while impaired or under the influence.

14 Numbers one through five in this paragraph are required by the State and federal Drug-Free Workplace Acts. 30 ILCS 580/3.

15 As an alternative, replace the phrase "in a place where other information for employees is posted" with the district's local method, e.g., staff intranet, Internet, etc.

16 Grants may be available from the Ill. State Board of Education for developing a drug-free awareness program. 105 ILCS 5/2-3.93. The drug-free awareness program requirement can be met by developing a brochure on drug abuse or by contacting local,

4. Enlist the aid of community and State agencies with drug and alcohol informational and rehabilitation programs to provide information to District employees.
5. Establish a drug-free awareness program to inform employees about:
   a. The dangers of drug abuse in the workplace,
   b. Available drug and alcohol counseling, rehabilitation, re-entry, and any employee assistance programs, and
   c. The penalties that the District may impose upon employees for violations of this policy.
6. Remind employees that policy 6:60, *Curriculum Content*, requires the District to educate students, depending upon their grade, about drug and substance abuse prevention and relationships between drugs, alcohol, and violence. **17**.

E-Cigarette, Tobacco, and Cannabis Prohibition **18**

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,**19** 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~~ has the meaning provided in 105 ILCS 5/10-20.5b.

Cannabis ~~shall have~~ has 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

State, or national anti-drug abuse organizations for materials. The materials should be distributed to employees along with a list of places employees may call for assistance.

17 Optional. This statement serves as a display of good judgement and a reminder to employees that 105 ILCS 5/27-13.2, amended by P.A. 102-195 and 23.4 (provided it can be funded by private grants or the federal government) require districts to educate students about the prevention and avoidance of drugs abuse and the dangers of opioid and substance abuse.

18 105 ILCS 5/10-20.5b, The Smoke Free Illinois Act, 410 ILCS 82/, and the CRTA, 410 ILCS 705/10-35(a)(4)(smoking anyplace where smoking is prohibited under the Smoke Free Illinois Act). Federal law prohibits smoking inside schools. 20 U.S.C. §6083(a).

The prohibition in 8:30, *Visitors to and Conduct on School Property*, referred to here, applies "on school property or at a school event." Here, "at a school event" is clarified with the phrase "while … performing work for the District" in order to align with this policy's other prohibitions.

19 While 720 ILCS 675, amended by P.A. 101-2, excludes e-cigarettes from its definition of tobacco, it does not address vaporization. Prohibiting *e-cigarettes* aligns with the district's obligation to maintain a safe, smoke-free environment and is logical extension of 105 ILCS 5/10-20.5b, The Smoke Free Illinois Act (410 ILCS 82/), and The Prevention of Tobacco Use by Minors and Sale and Distribution of Tobacco Products Act, 720 ILCS 675, amended by P.A. 101-2 (raising the legal age to buy tobacco and e-cigarette products to 21 years of age). In addition, the U.S. Food and Drug Administration now regulates e-cigarettes. 21 C.F.R. Parts 1100, 1140, and 1143, amended by 81 Fed.Reg. 28973.

E-Cigarettes may resemble cigarettes but contain a battery-operated heating element that turns a liquid into an aerosol (or vapor) that sometimes includes nicotine, flavorings, and other chemicals. The act of inhaling and exhaling the aerosol is known as *vaping*. See www.centeronaddiction.org/e-cigarettes/recreational-vaping/what-vaping. For ease of administration, this policy treats *vaping*, whether tobacco products or not, and smoking tobacco the same due to the outbreaks of lung disease associated with the use of e-cigarettes and vaping. Some e-cigarettes do not look like tobacco products; they are designed to resemble other objects, such as USB flash drives, to be more easily concealed. Like smoking tobacco, vaporization products may include nicotine, which is derived from and is the addictive drug in tobacco, and other potentially harmful chemicals. See *Tobacco/Nicotine and E-Cigs* at: www.drugabuse.gov/drugs-abuse/tobacconicotine-e-cigs. Unlike smoking tobacco, vaping does not produce smoke, but rather the aerosol, often mistaken for water vapor and consisting of fine particles. Many of these particles contain varying amounts of toxic chemicals, which have been linked to cancer and respiratory and heart disease. An outbreak of lung disease has been associated with e-cigarette use and vaping. See articles at:
www.cdc.gov/tobacco/basic_information/e-cigarettes/severe-lung-disease.html; and
www.cdc.gov/tobacco/basic_information/e-cigarettes/severe-lung-disease/health-departments/index.html.

hookah, vape pen, or similar product or device, and any components or parts that can be used to build the product or device. **20**

District Action Upon Violation of Policy

An employee who violates this policy may be subject to disciplinary action, including termination. **21** In addition or alternatively, the Board may require an employee to successfully complete an appropriate drug- or alcohol-abuse rehabilitation program.

The Board shall take disciplinary action with respect to an employee convicted of a drug offense in the workplace within 30 days after receiving notice of the conviction. **22**

Should District employees be engaged in the performance of work under a federal contract or grant, or under a State contract or grant of $5,000 or more, the Superintendent shall notify the appropriate State or federal agency from which the District receives contract or grant monies of the employee's conviction within 10 days after receiving notice of the conviction. **23**

Disclaimer **24**

The Board reserves the right to interpret, revise or discontinue any provision of this policy pursuant to the **Suspension of Policies** subhead in policy 2:240, *Board Policy Development*.

20 Optional. If a district does not want to include the statutory example that includes the term *vape pen*, which provides notice that vaping products are also prohibited through the term e-cigarette, replace ~~, 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~~ with "shall have the meaning provided in the Prevention of Tobacco Use by Minors and Sale and Distribution of Tobacco Products Act, 720 ILCS 675/1(a-9)."

21 An employee who currently uses *illegal* drugs is not protected under the Americans With Disabilities Act (ADA) when the district acts on the basis of such use. 42 U.S.C. §12114. Legal drug abusers and alcoholics may still be protected as *handicapped* under the Rehabilitation Act of 1973 (29 U.S.C. §706 et seq.) or the Ill. Human Rights Act (IHRA). 775 ILCS 5/1-101 et seq. and 56 Ill.Admin.Code §2500.20. The Rehabilitation Act, however, excludes from protection "an alcohol or drug abuser whose current use of alcohol or drugs prevents such individual from performing the duties of the job in question or whose employment …would constitute a direct threat to the property or the safety of others." 29 U.S.C. §706(7)(B).

The ADA neither authorizes nor prohibits drug testing; it allows the results of such tests to be used as the basis for disciplinary action. 42 U.S.C. §12114; 29 C.F.R. §1630.16 (c). Drug tests may still violate other laws, e.g., Title VI and the Rehabilitation Act. 42 U.S.C. §2000e et seq.; and 29 U.S.C. §706 et seq. Drug tests may also be a subject of collective bargaining. See paragraph one of f/n 1, above. Consult the board attorney before implementing a drug testing program to enforce this policy.

22 Required by both the federal and State Drug-Free Workplace Acts.

23 Id.

24 Optional best practice text.

LEGAL REF.: 42 U.S.C. §12114, Americans With Disabilities Act. ~~, 42 U.S.C. §12114~~.
21 U.S.C. §812; 21 C.F.R. §1308.11-1308.15, Controlled Substances Act~~, 21 U.S.C. §812; 21 C.F.R. §1308.11-1308.15.~~
41 U.S.C. §8101 et seq., Drug-Free Workplace Act of 1988. ~~41 U.S.C. §8101 et Seq.~~
20 U.S.C. §7101 et seq., Safe and Drug-Free School and Communities Act of 1994. ~~20 U.S.C. 7101 et seq.~~
30 ILCS 580/, Drug-Free Workplace Act.
105 ILCS 5/10-20.5b.
410 ILCS 82/, Smoke Free Illinois Act.
410 ILCS 130/, Compassionate Use of Medical Cannabis Program Act.
410 ILCS 705/1-1 et seq., Cannabis Regulation and Tax Act.
720 ILCS 675, Prevention of Tobacco Use by Persons under 21 Years of Age and Sale and Distribution of Tobacco Products Act.
820 ILCS 55/, Right to Privacy in the Workplace Act.
21 C.F.R. Parts 1100, 1140, and 1143.
23 Ill.Admin.Code §22.20.

CROSS REF.: 5:10 (Equal Employment Opportunity and Minority Recruitment), 5:120 (Employee Ethics; Conduct; and Conflict of Interest), 6:60 (Curriculum Content), 8:30 (Visitors to and Conduct on School Property)

General Personnel

Abused and Neglected Child Reporting [1]

Any District employee who suspects or receives knowledge that a student may be an abused or neglected child or, for a student aged 18 through 22 ~~21~~ an abused or neglected individual with a disability[2], shall: (1) immediately report or cause a report to be made to the Ill. Dept. of Children and Family Services (DCFS) on its Child Abuse Hotline 1-800-25-ABUSE (1-800-252-2873)(within Illinois); 1-217-524-2606 (outside of Illinois); or 1-800-358-5117 (TTY), and (2) follow directions given by DCFS concerning filing a written report within 48 hours with the nearest DCFS field office.[3] Any District employee who believes a student is in immediate danger of harm, shall first call 911. The employee shall also promptly notify the

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1 State or federal law controls this policy's content. The Abused and Neglected Child Reporting Act (ANCRA) (325 ILCS 5/) requires *education personnel* to immediately report or cause a report to be made to DCFS when they have reasonable cause to believe a child known to them in their professional or official capacities may be abused or neglected; *education personnel* includes school personnel (including administrators and certified and non-certified school employees) and educational advocates assigned to a child in accordance with the School Code. 325 ILCS 5/4(a)(4), added by P.A. 101-564, ~~eff. 1-1-20~~; ANCRA states that such personnel "may also notify the person in charge of [the] school[.]" 325 ILCS 5/4(e). If the report involves an ~~disabled~~ *adult student with a disability*, employees should expect DCFS to instruct them to call the Ill. Dept. of Human Services Office (DHS) office of the Inspector General's statewide 24 hour toll-free telephone number at 1-800-368-1463 ~~3843-6154 (within Illinois); 1-866-324-5553 (TTY/Nextalk); or 711 (Illinois Relay).~~ 325 ILCS 5/4.4a and 20 ILCS 1305/1-17(b). Reports involving an ~~disabled~~ adult student with a disability may be made directly to DHS; however, for simplicity, and to preserve a superintendent's duty to disclose certain reports involving an employee or former district employee (see discussion in f/n 18 below) and the immunity for such disclosures, the sample policy directs the initial phone call ~~involving a disabled adult student~~ to DCFS.

Abuse and neglect are defined in 325 ILCS 5/3 and, for ~~disabled~~ adult students with a disability in 20 ILCS 1305/1-17(b). Abuse may be generally understood as any physical or mental injury or sexual abuse inflicted on a child or ~~disabled~~ adult student with a disability other than by accidental means or creation of a risk of such injury or abuse by a person who is responsible for the welfare of a child or ~~disabled~~ adult student with a disability ~~welfare~~. Neglect may be generally understood as abandoning a child or ~~disabled~~ adult student with a disability or failing to provide the proper support, education, medical, or remedial care required by law by one who is responsible for the child's or ~~disabled~~ adult student with a disability's welfare.

Any person required by law to report abuse and neglect who willfully fails to report is guilty of a Class A misdemeanor. A teaching license may be suspended for willful or negligent failure to report suspected child abuse or neglect as required by law. 105 ILCS 5/21B-75, amended by P.A.s 101-531 and 102-552, and 20 ILCS 1305/1-17(k)(1). 20 ILCS 1305/1-17(k)(1) allows mandated reporters for ~~disabled~~ adults with disabilities four hours to report after the initial discovery of the incident, allegation, or suspicion of any one or more of the following: mental abuse, physical abuse, sexual abuse, neglect, or financial exploitation.

District employees who make a report in good faith receive immunity, except in cases of willful or wanton misconduct. See 325 ILCS 5/4 and 9. Further, for the purpose of any proceedings, civil or criminal, good faith of the person making the report is presumed. Id.

Every two years, each district within an Illinois county served by an accredited Children's Advocacy Center (CAC) must review its sexual abuse investigation policies and procedures to ensure consistency with 105 ILCS 5/22-85 ~~(final citation pending),~~ added by P.A. 101-531. 105 ILCS 5/10-20.71 ~~69 (final citation pending~~) added by P.A. 101-531. See sample policy 7:20, *Harassment of Students Prohibited*.

2 State child and disabled adult protection laws define the same class of individuals differently, but with the same goal: to protect an adult student with a disability, not living in a DCFS licensed facility, who is still finishing school with an Individual Education Plan (IEP). The Dept. of Human Services Act (DHS Act) defines "adult student with a disability" as an adult student, age 18 through 21, inclusive (through the day before the student's 22nd birthday), with an IEP other than a resident of a facility licensed by DCFS. 20 ILCS 1305/1-17(b). However 105 ILCS 5/14-1.02, amended by P.A. 102-172, provides that a student who turns 22 years old during the school year shall be eligible for IEP services through the end of the school year. This statutory definition is the basis for this sample policy's language. ~~For purposes of the discussions in f/ns 1 and 18, the term "adult student with a disability" is shortened to disabled adult student~~

For elementary districts, delete the following phrase from the first sentence: "or, for a student aged 18 through 22, an abused or neglected individual with a disability, ."

3 325 ILCS 5/7, amended by P.A. 101-583., ~~eff. 1-1-20~~. For a board that wants to include what a DCFS report should contain, an optional sentence follows:

> The report shall include, if known:
>
> 1. The name and address of the child, parent/guardian names, or other persons having custody;
> 2. The child's age;
> 3. The child's condition, including any evidence of previous injuries or disabilities; and
> 4. Any other information that the reporter believes may be helpful to DCFS for its investigation.

Superintendent or Building Principal that a report has been made.[4] The Superintendent or Building Principal shall immediately coordinate any necessary notifications to the student's parent(s)/guardian(s) with DCFS, the applicable school resource officer (SRO), and/or local law enforcement.[5] *Negligent failure to report* occurs when a District employee personally observes an instance of suspected child abuse or neglect and reasonably believes, in his or her professional or official capacity, that the instance constitutes an act of child abuse or neglect under the Abused and Neglected Child Reporting Act (ANCRA) and he or she, without willful intent, fails to immediately report or cause a report to be made of the suspected abuse or neglect to DCFS. [6]

Any District employee who discovers child pornography on electronic and information technology equipment shall immediately report it to local law enforcement, the National Center for Missing and Exploited Children's CyberTipline 1-800-THE-LOST (1-800-843-5678) or online at www.report.cybertip.org or www.missingkids.org. The Superintendent or Building Principal shall also be promptly notified of the discovery and that a report has been made. [7]

Any District employee who observes any act of hazing that does bodily harm to a student must report that act to the Building Principal, Superintendent, or designee who will investigate and take appropriate action. If the hazing results in death or great bodily harm, the employee must first make the report to law enforcement and then to the Superintendent or Building Principal. Hazing is defined as any intentional, knowing, or reckless act directed to or required of a student for the purpose of being initiated into, affiliating

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4 The sample policy makes the report to the superintendent or building principal mandatory to keep the administration informed. The administration may not force the staff member to change or modify his or her report.

5 Optional. The sample policy makes coordination with DCFS, the SRO, and local law enforcement a step in the process of reporting, so the local agencies and school district are better able to prevent and manage the risks school officials and parents/guardians face when a DCFS report has been made, e.g., situations where parents/guardians, upon learning a DCFS report has been made involving their child(ren), commit an act of self-harm in response to the information.

For school districts in DuPage County, the DuPage County State's Attorney (SAO), Regional Office of Education (ROE), Police Dept. (PD), and DCFS have created a *Model Policy Reporting Abuse and Neglect for School Officials in DuPage County*, at: www.dupageroe.org/wp-content/uploads/Mandated_Reporting.pdf. Consult the board attorney about this reporting policy – its intent is for school officials to immediately inform the SAO that a report to DCFS has been made to allow the SAO to investigate and prevent evidence spoliation. **Note:** The DuPage SAO, ROE, and PD lack authority under ANCRA over school officials to enforce compliance with this "model reporting policy;" only DCFS has the authority under ANCRA to enforce penalties under ANCRA, not the "model reporting policy." The DuPage SAO, ROE, and PD did not consult school officials in the creation of its "model reporting policy."

6 105 ILCS 5/10-23.12(c) (all district employees), added by P.A. 101-531; 105 ILCS 5/21B-75(b) (teachers), amended by P.A. 101-531.

7 ANCRA requires an electronic and information technology equipment worker or the worker's employer to report a discovery of child pornography depicted on an item of electronic and information technology equipment. 325 ILCS 5/4.5(b). Consult the board attorney to determine whether any district employees fit the definition of an *electronic and information technology worker*, i.e., are "persons who in the scope and course of their employment or business install, repair, or otherwise service electronic and information technology equipment for a fee."

The paragraph exceeds the State requirements by requiring *all* district employees to report a discovery of child pornography on electronic and information technology equipment. This furthers the National Center for Missing and Exploited Children's public policy goal of "empowering the public to take immediate and direct action to enforce a zero tolerance policy regarding child sexual exploitation."

Similar to school personnel who are mandated reporters, electronic and information technology equipment workers and their employers have broad immunities from criminal, civil, or administrative liabilities when they report a discovery of child pornography as required under 325 ILCS 5/4.5(b), except for willful or wanton misconduct, e.g., knowingly filing a false report. Failure to report a discovery of child pornography is a business offense subject to a fine of $1001. 325 ILCS 5/4.5(e).

with, holding office in, or maintaining membership in any group, organization, club, or athletic team whose members are or include other students. **8**

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Abused and Neglected Child Reporting Act (ANCRA), School Code, and *Erin's Law* Training

The Superintendent or designee shall provide staff development opportunities for District employees in the detection, reporting, and prevention of child abuse and neglect. **9**

All District employees shall:

1. Before beginning employment, sign the *Acknowledgement of Mandated Reporter Status* form provided by DCFS. The Superintendent or designee shall ensure that the signed forms are retained.
2. Complete mandated reporter training as required by law within three months of initial employment and at least every three years after that date. **10**
3. Complete an annual evidence-informed training related to child sexual abuse, grooming behaviors, and boundary violations as required by law and policy 5:100, *Staff Development Program*. ~~The Superintendent will encourage all District educators to complete continuing professional development that addresses the traits and identifiers that may be evident in students who are victims of child sexual abuse, including recognizing and reporting child sexual abuse and providing appropriate follow-up and care for abused students as they return to the classroom setting~~ **11 12**

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8 720 ILCS 5/12C-50.1(b) creates a duty for *school officials* to report hazing. The term *school official* includes all school employees and volunteer coaches. 720 ILCS 5/12C-50.1(a). The duty to report hazing is triggered only when the employee/volunteer is fulfilling his or her responsibilities as a school official and observes hazing which results in bodily harm. 720 ILCS 5/12C-50.1(b). A report must be made to *supervising educational authorities*, which is not defined in the Act. Id. Common sense, however, would require the individual witnessing hazing to report it to the building principal or superintendent. Failure to report hazing is a Class B misdemeanor. 720 ILCS 5/12C-50.1(c). Failure to report hazing that resulted in death or great bodily harm is a Class A misdemeanor. Id. 7:190-AP1, *Hazing Prohibited*, uses the same definition of *hazing*; this definition is based on 720 ILCS 5/12C-50.

9 While it is unclear whether this is a duty or power, 105 ILCS 5/10-23.12(a), amended by P.A. 100-413, authorizes boards "[t]o provide staff development for local school site personnel who work with pupils in grades kindergarten through 8, in the detection, reporting, and prevention of child abuse and neglect."

The drill during such training should be: "If in question, report."

10 ANCRA also requires staff members, within three months of employment, to complete mandated reporter training, including a section on implicit bias and racial and ethnic sensitivity. 325 ILCS 5/4(j), amended by P.A.s 101-564 and 102-604. This training must be completed again at least every three years. Id. The initial ANCRA three-month training requirement applies to the first time staff engage in their professional or official capacity. Id. While the law allows an extension to six months, it is unclear when such an extension is permissible. Consult the board attorney for guidance. As a best practice, to ensure compliance with the requirement in 105 ILCS 5/22-85(c), added by P.A. 101-531, that mandated reporters annually review ISBE materials regarding notification of DCFS (see f/n 15, below), and to ease the administrative burden to track employee training schedules, a district may consider requiring annual training for all employees.

To reduce liability and align with best practices, ANCRA training for existing district employees appears prudent; however, consult the board attorney about:

1. Whether mandating existing employees to participate in ANCRA training is an item on which collective bargaining may be required. Any policy that impacts upon wages hours, and terms and conditions of employment, is subject to collective bargaining upon request by the employee representative, even if the policy involves an inherent managerial right.
2. How to comply with both the new ANCRA training requirements and whether compliance with them would also satisfy the School Code's more limited district-provided training requirement discussed in f/n 9 above.

11 *Erin's Law*, ~~Taskforce Final Report (Report) at: www.isbe.net/Documents/erins-law-final0512.pdf. 105 ILCS 5/22-65 was repealed by P.A. 99-30 (eff. 7-10-15) upon submission of the Report~~ 105 ILCS 5/10-23.13, amended by P.A. 102-610. For additional *Erin's Law* requirements and definitions, see policies and the f/ns in 4:165, *Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors*; 5:100, *Staff Development Program*; 5:120, *Employee Ethics; Conduct; and Conflict of Interest*; and 6:60, *Curriculum Content*.

12 105 ILCS 5/10-23.12(b) ~~amended by P.A.s 100-413 and 100-468~~ permits DCFS to cooperate with school officials to distribute informational ANCRA materials in school buildings. The following optional sentence provides that information: "The Superintendent or designee will display DCFS-issued materials that list the DCFS toll-free telephone number and methods for making a report under ANCRA in a clearly visible location in each school building."

Alleged Incidents of Sexual Abuse; Investigations [13]

An *alleged incident of sexual abuse* is an incident of sexual abuse of a child, as defined in 720 ILCS 5/11-9.1A, that is alleged to have been perpetrated by school personnel, including a school vendor or volunteer, that occurred: on school grounds during a school activity; or outside of school grounds or not during a school activity. [14]

If a District employee reports an alleged incident of sexual abuse to DCFS[15] and DCFS accepts the report for investigation, DCFS will refer the matter to the local Children's Advocacy Center (CAC).[16] The Superintendent or designee will implement procedures to coordinate with the CAC.

DCFS and/or the appropriate law enforcement agency will inform the District when its investigation is complete or has been suspended, as well as the outcome of its investigation.[17] The existence of a DCFS and/or law enforcement investigation will not preclude the District from conducting its own parallel investigation into the alleged incident of sexual abuse in accordance with policy 7:20, *Harassment of Students Prohibited*.

Special Superintendent Responsibilities

The Superintendent shall execute the requirements in Board policy 5:150, *Personnel Records*, whenever another school district requests a reference concerning an applicant who is or was a District employee and was the subject of a report made by a District employee to DCFS. [18]

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13 Delete this subhead if your school district is not within a county served by an accredited CAC. 105 ILCS 5/22-85 ~~(final citation pending)~~, added by P.A. 101-531, governs the investigation of an *alleged incident of sexual abuse* of any child within any Illinois counties served by a CAC. For a map of accredited CACs, and to identify a CAC that may serve your district, see www.childrensadvocacycentersofillinois.org/about/map. The law is silent about investigations in counties without CACs.

14 Though 105 ILCS 5/22-85(b), ~~) (final citation pending),~~added by P.A. 101-531, defines *alleged incident of sexual abuse*, its definition is circular, using the term *sexual abuse* without defining what that means. To provide boards with clarity, the definition of *sexual abuse* used in the Ill. Criminal Code of 2012 is used.

15 105 ILCS 5/22-85(c),) (~~final citation pending),~~ added by P.A. 101-531, provides that if a mandated reporter within a school has knowledge of an alleged incident of sexual abuse, the reporter must call the DCFS hotline immediately after obtaining the minimal information necessary to make a report, including the names of the affected parties and the allegations. It further requires the Ill. State Board of Education (ISBE) to make available materials detailing the information necessary to enable notification to DCFS of an alleged incident of sexual abuse, and that all mandated reporters annually review ISBE's materials.

16 105 ILCS 5/22-85(d),) ~~(final citation pending~~), added by P.A. 101-531.

17 105 ILCS 5/22-85(j), (k) , ~~(final citation pending~~) added by P.A. 101-531.

18 ANCRA requires a superintendent, upon being requested for a reference concerning an employee or former employee, to disclose to the requesting school district the fact that a district employee has made a report involving the conduct of the applicant or caused a report to be made to DCFS. 325 ILCS 5/4(d). ~~amended by P.A. 101-564, eff. 1-1-20~~ When a report involves an adult student with a disability, DCFS must instruct mandated reporters making these reports to call the DHS' Office of the Inspector General's statewide 24 hour toll-free telephone number: 1-800-368-1463 (325 ILCS 5/4.4a) to make a report under the DHS Act.

The DHS Act (20 ILCS 1305/1-17(l)) then requires a determination of whether a report involving an adult student with a disability should be investigated under it or the Abuse of Adults with Disabilities Intervention Act (20 ILCS 2435), however that Act was repealed by P.A. 99-049 (eff. 7-1-13). The DHS Act does not outline a duty for the superintendent, upon being requested for a reference concerning an employee or former employee, to disclose to the requesting school district the fact that a district employee has made a report involving the conduct of the applicant or caused a report to be made to DHS involving an adult student with a disability.

Given the public policy behind the ~~recent~~ amendments to 325 ILCS 5/4, a reasonable interpretation of the law is that the superintendent's duty to disclose now involves DHS reports concerning adult students with disabilities. However, with no mechanism requiring DHS to report back to the superintendent a *non-substantiated report* (DHS version of a DCFS *unfounded* report), a superintendent's duty to disclose cannot end. Consult the board attorney about managing the duty to disclose reports that involve adult students with disabilities when DCFS redirects the reporter to DHS. For more information, see policy 5:150, *Personnel Records*.

See also f/n 4 of policy 5:150, *Personnel Records*, discussing the Elementary and Secondary Education Act's (ESEA) (20 U.S.C. §7926) requirement that school policies must explicitly prohibit school districts from providing a recommendation of employment for an employee, contractor, or agent that a district knows, or has probable cause to believe, has engaged in sexual misconduct with a student or minor in violation of the law.

~~The Superintendent shall notify the State Superintendent and the Regional Superintendent in writing~~

When the Superintendent has reasonable cause to believe that a license holder committed an intentional act of abuse or neglect with the result of making a child an abused child or a neglected child under ANCRA, and that act resulted in the license holder's dismissal or resignation from the District, he or she shall notify the State Superintendent and the Regional Superintendent in writing, providing the Ill. Educator Identification Number as well as a brief description of the misconduct alleged. ~~was dismissed or resigned from the District as a result of an act that made a child an abused or~~[19] The Superintendent must make the report within 30 days of the dismissal or resignation and mail a copy of the notification to the license holder. [20]

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Special School Board Member Responsibilities

Each individual Board member must, if an allegation is raised to the member during an open or closed Board meeting that a student is an abused child as defined in ANCRA, direct or cause the Board to direct the Superintendent or other equivalent school administrator to comply with ANCRA's requirements concerning the reporting of child abuse. [21]

If the Board determines that any District employee, other than an employee licensed under 105 ILCS 5/21B, has willfully or negligently failed to report an instance of suspected child abuse or neglect as required by ANCRA, the Board may dismiss that employee immediately. [22]

When the Board learns that a licensed teacher was convicted of any felony, it must promptly report it to the State agencies listed in policy 2:20, *Powers and Duties of the School Board; Indemnification*. [23]

19 Alternative for districts in suburban Cook County: replace "Regional Superintendent" with "appropriate Intermediate Educational Service Center."

20 105 ILCS 5/10-21.9(e-5), amended by P.A.s 101-531 and 102-552, requires these notifications and provides superintendents immunity from any liability, whether civil or criminal or that otherwise might result by complying with the statute.

21 325 ILCS 5/4(d) ~~amended by P.A. 101-564, eff. 1-1-20~~. This statute makes board members mandatory child abuse reporters "to the extent required in accordance with other provisions of this section expressly concerning the duty of school board members to report suspected child abuse." Thus, a board member's duty is "to direct the superintendent or other equivalent school administrator to comply with the Act's requirements concerning the reporting of child abuse" whenever an "allegation is raised to a school board member during the course of an open or closed school board meeting that a child who is enrolled in the school district of which he or she is a board member is an abused child." Of course, any board member with reason to doubt that a report was or will be made should directly contact DCFS.

22 105 ILCS 5/10-23.12(c), added by P.A. 101-531. See f/n 6, above, and f/n 3 in policy 2:20, *Powers and Duties of the School Board; Indemnification*.

23 105 ILCS 5/21B-85(a) and (b), amended by P.A. 102-552. Because felony charges often arise out of abuse and neglect investigation, this board duty is listed here for convenience. See the discussion in the f/ns tied to these duties in policy 2:20, *Powers and Duties of the School Board; Indemnification*.

LEGAL REF.: 20 U.S.C. §7926, Elementary and Secondary Education Act.
105 ILCS 5/10-21.9, 5/10-23.13, and 5/21B-85.
20 ILCS 1305/1-1 et seq., Department of Human Services Act.
325 ILCS 5/, Abused and Neglected Child Reporting Act.
720 ILCS 5/12C-50.1, Criminal Code of 2012.

CROSS REF.: 2:20 (Powers and Duties of the School Board; Indemnification), 3:40 (Superintendent), 3:50 (Administrative Personnel Other Than the Superintendent), 3:60 (Administrative Responsibility of the Building Principal), 4:165 (Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors), 5:20 (Workplace Harassment Prohibited), 5:30 (Hiring Process and Criteria), 5:100 (Staff Development Program), 5:120 (Employee Ethics; Conduct; and Conflict of Interest), 5:150 (Personnel Records), 5:200 (Terms and Conditions of Employment and Dismissal), 5:290 (Employment Termination and Suspensions), 6:120 (Education of Children with Disabilities), 6:250 (Community Resource Persons and Volunteers), 7:20 (Harassment of Students Prohibited), 7:150 (Agency and Police Interviews)

General Personnel

Staff Development Program [1]

The Superintendent or designee shall implement a staff development program. The goal of such program shall be to update and improve the skills and knowledge of staff members in order to achieve and maintain a high level of job performance and satisfaction. Additionally, the development program for licensed staff members shall be designed to effectuate the District and School Improvement Plans so that student learning objectives meet or exceed goals established by the District and State.

The staff development program shall include the Abused and Neglected Child Reporting Act (ANCRA), School Code, and awareness and prevention of child sexual abuse and grooming behaviors (*Erin's Law*) training as follows (see policies 4:165, *Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors*, and 5:90, *Abused and Neglected Child Reporting*): [2]

1. Staff development for local school site personnel who work with students in grades kindergarten through 8, in the detection, reporting, and prevention of child abuse and neglect.
2. Within three months of employment, each staff member must complete mandated reporter training from a provider or agency with expertise in recognizing and reporting child abuse. Mandated reporter training must be completed again at least every three years.
3. By January 31, 2023, and every year after, all school personnel must complete evidence-informed training on preventing, reporting, and responding to child sexual abuse, grooming behaviors, and boundary violations.

The staff development program shall provide, at a minimum, at least once every two years, the in-service training of licensed school personnel and administrators on current best practices regarding the identification and treatment of attention deficit disorder and attention deficit hyperactivity disorder, the application of non-aversive behavioral interventions in the school environment, and the use of psychotropic or psychostimulant medication for school-age children. [3]

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1 State law requires the subject matter in paragraph 2 to be covered by policy. State or federal law controls this policy's content. A school board may set and enforce professional growth requirements. 105 ILCS 5/24-5. Failure to meet professional growth requirements is considered remediable. Morris v. Ill. State Bd. of Educ., 198 Ill.App.3d 51 (3rd Dist. 1990).

105 ILCS 5/2-3.62 requires the Ill. State Board of Education (ISBE) to establish a regional network of educational service centers to coordinate and combine existing services in a manner that is practical and efficient for schools. Their purposes are to provide, among other things, continuing education, in-service training, and staff development services to all local school districts in Illinois.

2 105 ILCS 5/10-23.12, amended by P.A. 101-531; 325 ILCS 5/4(j), amended by P.A.s 101-564 and 102-604; and *Erin's Law*, 105 ILCS 5/10-23.13, amended by P.A. 102-610. Delete #1 for high school districts.

Mandated reporter training may be in-person or web-based and must include, at a minimum, information on the following topics: (1) indicators for recognizing child abuse and child neglect; (2) the process for reporting suspected child abuse and child neglect and the required documentation; (3) responding to a child in a trauma-informed manner; (4) understanding the response of child protective services and the role of the reporter after a call has been made; and (5) implicit bias. *Implicit bias* means the attitudes or internalized stereotypes that affect people's perceptions, actions, and decisions in an unconscious manner and that exist and often contribute to unequal treatment of people based on race, ethnicity, gender identity, sexual orientation, age, disability, and other characteristics. The implicit bias topic must include, at a minimum: (1) information on implicit bias; (2) information on racial and ethnic sensitivity; and (3) tools to adjust automatic patterns of thinking and ultimately eliminate discriminatory behaviors. 325 ILCS 5/4(j), amended by P.A.s 101-564 and 102-604. Districts must provide mandated reporter training through either DCFS, an entity authorized to provide continuing education through the Dept. of Financial and Professional Regulation, ISBE, the Ill. Law Enforcement Training Standards Board, the Ill. State Police, or an organization approved by DCFS to provide mandated reporter training. Id. *Child-serving organizations*, which are not defined in ANCRA, are "encouraged to provide in-person annual trainings." Id.

3 This paraphrases 105 ILCS 5/10-20.36(b). The topic covered in this paragraph must be in a board policy. Id. A school medical staff, an individualized educational program team, or a professional worker (as defined in ~~Section~~ 105 ILCS 5/14-1.10) may recommend that a student be evaluated by an appropriate medical practitioner. School personnel may consult with the practitioner, with the consent of the student's parent/guardian.

The staff development program shall provide, at a minimum, once every two years, the in-service training of all District staff on educator ethics, teacher-student conduct, and school employee-student conduct. **4 5 6**

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4 105 ILCS 5/10-22.39(f) requires boards to conduct this in-service. While the language of this paragraph is not required to be in board policy, including it provides a way for boards to monitor that it is being done. Including this language provides an opportunity for each board and the superintendent to examine all current policies, collective bargaining agreements, and administrative procedures on this subject. Each board may then want to have a conversation with the superintendent and direct him or her to develop a curriculum for the in-service that instructs all district staff to maintain boundaries and act appropriately, professionally, and ethically with students. See also sample policy 5:120, *Employee Ethics; Conduct; and Conflict of Interest*, and f/n 11 in sample policy 4:110, *Transportation*. These expectations will be most effective when they reflect local conditions and circumstances. Employee conduct issues may be subjects of mandatory collective bargaining, therefore consulting the board attorney should be a part of this process. A district would commit an unfair labor practice by implementing new employee conduct rules without first offering to negotiate them with the applicable exclusive bargaining representative.

5 Insert the following option if a board wants to list in-services and/or trainings that State and federal law require, but are not required to be specified in board policy. ~~If the board does not choose this option, delete 325 ILCS 5/4 from the Legal References~~. The only non-School Code State and/or federal law training requirements listed are from the Abused and Neglected Child Reporting Act, Ill. Human Rights Act, Seizure Smart School Act, and Title IX of the Education Amendments of 1972 (Title IX).

In addition, the staff development program shall include each of the following:

1. At least, once every two years, training of all District staff by a person with expertise on anaphylactic reactions and management.
2. At least every two years, an in-service to train school personnel, at a minimum, to understand, provide information and referrals, and address issues pertaining to youth who are parents, expectant parents, or victims of domestic or sexual violence.
3. Training that, at a minimum, provides District staff with a basic knowledge of matters relating to acquired immunodeficiency syndrome (AIDS) and the availability of appropriate sources of counseling and referral.
4. Training for licensed school personnel and administrators who work with students in grades kindergarten through 12 to identify the warning signs of mental illness and suicidal behavior in youth along with appropriate intervention and referral techniques.

   ~~5. Abused and Neglected Child Reporting Act (ANCRA), School Code, and Erin's Law Training as follows: a. Staff development for local school site personnel who work with students in grades kindergarten through 8, in the detection, reporting, and prevention of child abuse and neglect (see policy 5:90, Abused and Neglected Child Reporting). b. Within three months of employment, each staff member must complete mandated reporter training from a provider or agency with expertise in recognizing and reporting child abuse. Mandated reporter training must be completed again at least every three years (see policy 5:90, Abused and Neglected Child Reporting). c. Informing educators about the recommendation in the Erin's Law Taskforce Report requesting them to attend continuing professional development programs that address the prevention and identification of child sexual abuse (see policy 5:90, Abused and Neglected Child Reporting).~~
5. Education for staff instructing students in grades 7 through 12, concerning teen dating violence as recommended by the District's Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, Dean of Students or Complaint Manager.
6. Ongoing professional development for teachers, administrators, school resource officers, and staff regarding the adverse consequences of school exclusion and justice-system involvement, effective classroom management strategies, culturally responsive discipline, the appropriate and available supportive services for the promotion of student attendance and engagement, and developmentally appropriate disciplinary methods that promote positive and healthy school climates.
7. Annual continuing education and/or training opportunities (*professional standards*) for school nutrition program directors, managers, and staff. Each school food authority's director shall document compliance with this requirement by the end of each school year and maintain documentation for a three year period.
8. All high school coaching personnel, including the head and assistant coaches, and athletic directors must obtain online concussion certification by completing online concussion awareness training in accordance with 105 ILCS 25/1.15. Coaching personnel and athletic directors hired on or after 8-19-14 must be certified before their position's start date.

9. The following individuals must complete concussion training as specified in the Youth Sports Concussion Safety Act: coaches and assistant coaches (whether volunteer or employee) of an interscholastic athletic activity; nurses, licensed and/or non-licensed healthcare professionals serving on the Concussion Oversight Team; athletic trainers; game officials of an interscholastic athletic activity; and physicians serving on the Concussion Oversight Team.
10. Every two years, school personnel who work with students must complete an in-person or online training program on the management of asthma, the prevention of asthma symptoms, and emergency response in the school setting.
11. Training for school personnel to develop cultural competency, including understanding and reducing implicit racial bias.
12. For school personnel who work with hazardous or toxic materials on a regular basis, training on the safe handling and use of such materials.
13. For nurses, administrators, ~~guidance~~ school counselors, teachers, persons employed by a local health department and assigned to a school, and persons who contract with the District to perform services in connection with a student's seizure action plan, training in the basics of seizure recognition, first aid, and appropriate emergency protocols.
14. For all District staff, annual sexual harassment prevention training.
15. Title IX requirements for training as follows (see policy 2:265, *Title IX Sexual Harassment Grievance Procedure*):
    a. For all District staff, training on the definition of sexual harassment, the scope of the District's education program or activity, all relevant District policies and procedures, and the necessity to promptly forward all reports of sexual harassment to the Title IX Coordinator.
    b. For school personnel designated as Title IX coordinators, investigators, decision-makers, or informal resolution facilitators, training on the definition of sexual harassment, the scope of the District's education program or activity, how to conduct an investigation and grievance process (including hearings, appeals, and informal resolution processes, as applicable), and how to serve impartially.
    c. For school personnel designated as Title IX investigators, training on issues of relevance to create an investigative report that fairly summarizes relevant evidence.
    d. For school personnel designated as Title IX decision-makers, training on issues of relevance of questions and evidence, including when questions and evidence about a complainant's sexual predisposition or prior sexual behavior are not relevant.

Alternative to paragraph number 2:

2. At least every two years, an in-service to train school personnel who work with students on how to: (a) communicate with and listen to youth victims of domestic or sexual violence and expectant and parenting youth, (b) connect youth victims of domestic or sexual violence and expectant and parenting youth to appropriate in-school services and other agencies, programs and services as needed, and (c) implement the School District's policies, procedures, and protocols with regard to such youth, including confidentiality. The in-service shall be conducted by persons with expertise in domestic and sexual violence and the needs of expectant and parenting youth.

Citations for this option follow:

1. 105 ILCS 5/10-22.39(e) (refers to anaphylactic reactions/management).
2. 105 ILCS 5/10-22.39(d), amended by P.A. 102-197.
3. 105 ILCS 5/10-22.39(c), amended by P.A. 102-197.
4. 105 ILCS 5/10-22.39(b), amended by P.A.~~s 100-903 and~~ 101-350. The law allows districts to use the Ill. Mental Health First Aid training program to provide this training. If a licensed employee or an administrator obtains mental health first aid training outside of an in-service training program, he or she may present a certificate of successful completion of that training to the school district to satisfy the requirements of this law.

5. 105 ILCS 5/10-23.12, amended by P.A. 101-531; 325 ILCS 5/4(j), amended by P.A. 101-564; and Erin's Law Taskforce Final Report, authorized by 105 ILCS 5/22-65 and repealed by P.A. 99-30 because of submission of the Report at: www.isbe.net/Documents/erins-law-final0512.pdf and see also www.erinslawillinois.org/ for more resources based upon the report. Training may be in-person or web-based and must include, at a minimum, information on the following topics: (1) indicators for recognizing child abuse and child neglect; (2) the process for reporting suspected child abuse and child neglect and the required documentation; (3) responding to a child in a trauma-informed manner; and (4) understanding the response of child protective services and the role of the reporter after a call has been made. topic325 ILCS 5/4(j), amended by P.A. 101-564. Districts must provide training through either DCFS, an entity authorized to provide continuing education through the Dept. of Financial and Professional Regulation, the Ill. State Board of Education, the Ill. Law Enforcement Training Standards Board, the Ill. Dept. of State Police, or an organization approved by DCFS to provide mandated reporter training. Id. Child-serving organizations, which are not defined in ANCRA, are "encouraged to provide in-person annual trainings." Id.

5. 105 ILCS 110/3.10(b)(2).
6. 105 ILCS 5/10-22.6(c-5). Amended by P.A. 100-810. School board members are also included.
7. 7 C.F.R. Parts 210 and 235. Section 210.2 defines school nutrition program directors, managers and staff. 7 C.F.R. §§210.15(b)(8) (recordkeeping requirements) and 210.31(a), (c), (d), and (e) (professional standards requirements); 210.31(g)(requiring school food authority director to keep records). amended by Fed. Reg. Vol. 81, No. 146 at 50169 and finalized 7-29-16 Food service funds may be used for reasonable, allocable, and necessary training costs. 7 C.F.R. §210.31(f). The U.S. Dept. of Agriculture (USDA) has established implementation resources that contain training opportunities and resources covering the four core training areas: nutrition, operations, administration, and communications/marketing at : www.fns.usda.gov/schoolmeals/professional-standards :www.fns.usda.gov/cn/professional-standards.
8. 105 ILCS 25/1.15.
9. 105 ILCS 5/22-80(h). amended by P.A. 100-309
10. 105 ILCS 5/22-30(j-15). Consult the board attorney about whether:
    a. All asthma action plans should require immediate 911 calls based upon In re Estate of Stewart, 406 Ill.Dec. 345 (2nd Dist. 2016); In re Estate of Stewart, 412 Ill.Dec. 914 (Ill. 2017) (school district's appeal denied). The court held that a teacher's failure to dial 911 immediately upon a student's asthma attack was *willful and wanton* conduct, subjecting the school district to liability under the Local Governmental and Governmental Employees Tort Immunity Act.
    b. The duties and responsibilities of the district when it asks for, but does not receive an asthma action plan from a parent/guardian and the logistics of distributing any received plans to those employees who need to know based upon Stewart, above.
11. 105 ILCS 5/10-20.61. added by P.A. 100-14
12. 105 ILCS 5/10-20.17a; 23 Ill.Admin.Code §1.330.
13. 105 ILCS 150/25, added by P.A. 101-50.
14. 775 ILCS 5/2-109, added by P.A. 101-221.
15. 34 C.F.R. §106.45(b)(1)(iii).

Putting this optional list into the policy will help the board monitor that the required in-service and training topics are being covered. While it is possible to *pick and choose*, this practice is likely to add more confusion to an already confusing responsibility. Unless noted, the School Code does not mandate the frequency with which the training must occur. Several other trainings that are mentioned in laws other than the School Code are addressed in other policies. Many of those policies are listed in the cross-references to this policy, e.g., training requirements under the Care of Students with Diabetes Act. 105 ILCS 145/.

6 Different from the in-service training that school districts must provide to their staff, 105 ILCS 5/3-11, contains requirements that the regional superintendents must include during teachers institutes. Instruction on prevalent student chronic health conditions, as well as educator ethics and teacher-student conduct training is also required. See also f/n 3 above discussing the board's requirement in Section 10-22.39. Beginning with the 2016-17 school year, teachers' institutes must also include instruction on the Americans with Disabilities Act of 1990 (ADA) (42 U.S.C. §12101 et seq.) as it pertains to the school environment at least every two years. Contact the Regional Superintendent or the appropriate Intermediate Service Center with questions about online training for this component of a teachers' institute. Discuss with the board attorney the best practices of documenting trainings and evaluations of trainings; many attorneys in the field prefer documentation of ADA trainings to assist in their defense of any potential ADA claims against the district.

For districts that have a practice of providing instruction in life-saving techniques and first-aid in their staff development programs, insert the following optional paragraph that restates 105 ILCS 5/3-11, 105 ILCS 110/3, and 77 Ill.Admin.Code §527.800:

The Superintendent shall develop protocols for administering youth suicide awareness and prevention education to staff consistent with Board policy 7:290, *Suicide and Depression Awareness and Prevention*. **7**

An opportunity shall be provided for all staff members to acquire, develop, and maintain the knowledge and skills necessary to properly administer life-saving techniques and first aid, including the Heimlich maneuver, cardiopulmonary resuscitation, and the use of an automated external defibrillator, in accordance with a nationally recognized certifying organization. Physical fitness facilities' staff must be trained in cardiopulmonary resuscitation and use of an automated external defibrillator.

Persons performing CPR are generally exempt from civil liability if they are trained in CPR (745 ILCS 49/10); persons performing automated external defibrillation are generally exempt from civil liability if they were trained and acted according to the standards of the American Heart Association (745 ILCS 49/12).

The board may also want to address other staff development opportunities. While not required to be policy, 105 ILCS 5/27-23.10 requires a school board to collaborate with State and local law enforcement agencies on gang resistance education and training. It also states that ISBE may assist in the development of instructional materials and teacher training for gang resistance education and training, which may be helpful to include in the staff development program. Other mandated and recommended staff development opportunities that are not located in the School Code or ISBE rules are found in the Ill. Administrative Code or federal regulations. Many of them are cross referenced in this policy.

7 Required by 105 ILCS 5/2-3.166(c)(2).

LEGAL REF.: 20 U.S.C. §1681 et seq., Title IX of the Educational Amendments of 1972; 34 C.F.R. Part 106.
42 U.S.C. §1758b, Pub. L. 111-296, Healthy, Hunger-Free Kids Act of 2010; 7 C.F.R. Parts 210 and 235.
105 ILCS 5/2-3.62, 5/10-20.17a, 5/10-20.61, 5/10-22.6(c-5), 5/10-22.39, 5/10-23.12, 5/10-23.13, 5/22-80(h), and 5/24-5.
105 ILCS 25/1.15, Interscholastic Athletic Organization Act.
105 ILCS 150/25, Seizure Smart School Act.
105 ILCS 110/3, Critical Health Problems and Comprehensive Health Education Act.
325 ILCS 5/4, Abused and Neglected Child Reporting Act.
745 ILCS 49/, Good Samaritan Act.
775 ILCS 5/2-109, Ill. Human Rights Act.
23 Ill.Admin.Code §§ 22.20, 226.800, and Part 525.
77 Ill.Admin.Code §527.800.

CROSS REF.: 2:265 (Title IX Sexual Harassment Grievance Procedure), 3:40 (Superintendent), 3:50 (Administrative Personnel Other Than the Superintendent), 4:160 (Environmental Quality of Buildings and Grounds), 4:165 (Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors), 5:20 (Workplace Harassment Prohibited), 5:90 (Abused and Neglected Child Reporting), 5:120 (Employee Ethics; Conduct; and Conflict of Interest), 5:250 (Leaves of Absence), 6:15 (School Accountability), 6:20 (School Year Calendar and Day), 6:50 (School Wellness), 6:160 (English Learners), 7:10 (Equal Educational Opportunities), 7:20 (Harassment of Students Prohibited), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:185 (Teen Dating Violence Prohibited), 7:270 (Administering Medicines to Students), 7:285 (Food Allergy Management Program), 7:290 (Suicide and Depression Awareness and Prevention), 7:305 (Student Athlete Concussions and Head Injuries)

ADMIN. PROC.: 2:265-AP1 (Title IX Sexual Harassment Response), 2:265-AP2 (Formal Title IX Sexual Harassment Complaint Grievance Process), 4:160-AP (Environmental Quality of Buildings and Grounds), 4:170-AP6 (Plan for Responding to a Medical Emergency at ~~an Indoor~~ Physical Fitness Facility with an AED), 5:100-AP (Staff Development Program), 5:120-AP2 (Employee Conduct Standards), 5:150-AP (Personnel Records), 6:120-AP4 (Care of Students with Diabetes), 7:250-AP1 (Measures to Control the Spread of Head Lice at School)

General Personnel

Employee Ethics; Conduct; and Conflict of Interest [1]

Professional and Appropriate 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.[2] In addition, the *Code of Ethics for Illinois Educators*, adopted by the Illinois State Board of Education, is incorporated by reference into this policy.[3] 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/),[4] engages in *grooming* as defined in 720 ILCS 5/11-25, engages in grooming behaviors, violates boundaries for appropriate school employee-student conduct,[5] or otherwise violates an employee conduct standard will be subject to discipline up to and including dismissal.[6]

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1 The State Officials and Employees Ethics Act (SOEEA) (5 ILCS 430/), requires a policy on a subject-matter covered in this sample policy; State and federal law controls its content. This policy contains items on which collective bargaining may be required. Any policy that impacts upon wages, hours, and terms and conditions of employment, is subject to collective bargaining upon request by the employee representative, even if the policy involves an inherent managerial right.

2 105 ILCS 5/10-22.39 requires each board to conduct in-service training on educator ethics, teacher-student conduct, and school employee-student conduct for all personnel. These expectations will be most effective when the in-service curriculum reflects local conditions and circumstances. While the School Code only requires the in-service, the requirement presents an opportunity for each board and the superintendent to examine all current policies, collective bargaining agreements, and administrative procedures on this subject. Each board may then want to have a conversation with the superintendent and direct him or her to develop a curriculum for the in-service that instructs all district ~~staff~~ employees to maintain boundaries and act appropriately, professionally, and ethically with students. See discussion in ~~third opinion~~ f/n 3, 5:100, *Staff Development Program*. After its discussion of these issues, the board may have further expectations and may choose to reflect those expectations here.

775 ILCS 5/2-109, added by P.A. 101-221, ~~eff. 1-1-20~~, requires districts to provide annual workplace sexual harassment prevention training to all employees. See f/n 4 in policy 5:20, *Workplace Harassment Prohibited*, for further detail about the training requirements.

3 23 Ill.Admin.Code Part 22. Boards are not required to include ISBE's *Code of Ethics for Illinois Educators* in a board policy. Incorporating it by reference into a policy demonstrates a board's commitment to the *Code's* principles and may allow a board to enforce the *Code* independently from any action taken by the State Superintendent.

~~Use this optional sentence to establish a requirement that the board can monitor: "The Superintendent or designee shall identify appropriate employee conduct standards and provide them to staff members." Sample conduct standards are contained in administrative procedure 5:120-AP2, Employee Conduct Standards. Consult the board attorney for advice on whether the board must offer to negotiate employee conduct standards with the applicable exclusive bargaining representative before establishing them.~~

4 325 ILCS 5/4(a)(4), amended by P.A. 101-564, ~~eff. 1-1-20~~; 105 ILCS 5/10-23.12(c) (all district employees), added by P.A. 101-531; 105 ILCS 5/21B-75(b) (teachers), amended by P.A.s 101-531 and 102-552.

5 by P.A. 102-610. *Erin's Law*, 105 ILCS 5/10-23.13, amended

6 ~~This sentence is optional~~. The Ill. Human Rights Act makes it a civil rights violation to fail to take remedial action, or to fail to take appropriate disciplinary action, against any employee when the district knows that the employee committed or engaged in sexual harassment of a student. 775 ILCS 5/5A-102. Sexual harassment of a student is also prohibited by 2:265, *Title IX Sexual Harassment Grievance Procedure*, and 7:20, *Harassment of Students Prohibited*. Sexual harassment of an employee is also prohibited by policy 2:265, *Title IX Sexual Harassment Grievance Procedure*, and 5:20, *Workplace Harassment Prohibited*.

The Superintendent or designee shall identify appropriate employee conduct standards and provide them to all District employees.[7] Standards related to school employee-student conduct shall, at a minimum:

1. Incorporate the prohibitions noted in paragraph 1 of this policy;
2. Define prohibited grooming behaviors[8] to include, at a minimum, *sexual misconduct. Sexual misconduct*[9] is (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
3. Identify expectations for employees to maintain professional relationships with students, including expectations for employee-student boundaries based upon students' ages, grade levels, and developmental levels.[10] Such expectations shall establish guidelines for specific areas, including but not limited to:
    a. Transporting a student
    b. Taking or possessing a photo or video of a student
    c. Meeting with a student or contacting a student outside the employee's professional role
4. Reference employee 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. Outline how employees 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;*[11] and

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7 Sample conduct standards are contained in administrative procedure 5:120-AP2, *Employee Conduct Standards*. These items are subjects of mandatory collective bargaining. Consult the board attorney for advice before establishing them.

8 105 ILCS 5/10-23.13(b), amended by P.A. 102-610.

9 This definition of *sexual misconduct* is adapted from HB 1975, legislation that did not pass in the first half of the 102nd Ill. General Assembly; however, it includes the results of collaboration to implement some of the recommendations of the *Make Sexual and Severe Physical Abuse Fully Extinct (Make S.A.F.E.) Taskforce* and was endorsed by Stop Educator Sexual Abuse Misconduct & Exploitation (S.E.S.A.M.E.), a national organization working to prevent sexual exploitation, abuse, and harassment of students by teachers and other school staff. See www.sesamenet.org/ for further information.

As of **PRESS** Issue 108's publication, HB 1975 is still pending in the 102nd General Assembly and is expected to become law. Its enactment could close significant legal loopholes related to combating grooming by broadening the definition of grooming prohibited by the Criminal Code of 2012 and authorizing the Ill. Dept. of Children and Family Services to investigate grooming allegations under the Abused and Neglected Child Reporting Act.

10 105 ILCS 5/10-23.13(b), amended by P.A. 102-610. Sample expectations and guidelines are contained in administrative procedure 5:120-AP2, E, *Expectations and Guidelines for Employee-Student Boundaries*. Establishing guidelines specific to #3(a), (b), and (c) is not currently required but is a requirement in HB 1975 (see f/n 9, above).

11 105 ILCS 5/10-23.13(b), amended by P.A. 102-610.

6. Reference required employee 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*.

Statement of Economic Interests

The following employees must file a *Statement of Economic Interests* as required by the Ill. Governmental Ethics Act: **12**

1. Superintendent;
2. Building Principal;
3. Head of any department;
4. Any employee who, as the District's agent, is responsible for negotiating one or more contracts including collective bargaining agreement(s), in the amount of $1,000 or greater;
5. Hearing officer;
6. Any employee having supervisory authority for 20 or more employees; and
7. Any employee in a position that requires an administrative or a chief school business official endorsement.

Ethics and Gift Ban

School Board policy 2:105, *Ethics and Gift Ban***,** applies to all District employees.**13** Students shall not be used in any manner for promoting a political candidate or issue.

Prohibited Interests; Conflict of Interest; and Limitation of Authority

In accordance with Section 22-5 of the School Code, "no school officer or teacher shall be interested in the sale, proceeds, or profits of any book, apparatus, or furniture used or to be used in any school with which such officer or teacher may be connected," except when the employee is the author or developer of instructional materials listed with the Illinois State Board of Education and adopted for use by the Board.**14** An employee having an interest in instructional materials must file an annual statement with the Board Secretary. **15**

For the purpose of acquiring profit or personal gain, no employee shall act as an agent of the District nor shall an employee act as an agent of any business in any transaction with the District. This includes

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12 5 ILCS 420/4A-101.5, added by P.A. 101-221. See 5 ILCS 420/4A-102, amended by P.A. 101-221, for economic interests of an employee's spouse or any other party that is considered the employee's interests if the employee constructively controls them. Any county clerk may use a mandatory system of Internet-based filing of economic interest statements; if done, the clerk must post the statements, without the addresses, of the filers, on a publicly accessible website. 5 ILCS 420/4A-108, amended by P.A. 101-221.

13 The SOEEA ~~tate Officials and Employees Ethics Act~~ prohibits State employees from engaging in certain political activities and accepting certain gifts. 5 ILCS 430/. ~~The Act~~ It requires all school districts to adopt an *ordinance or resolution* "in a manner no less restrictive" than the Act's provisions. See policy 2:105, *Ethics and Gift Ban.*

Districts may not inhibit or prohibit employees from petitioning, making public speeches, campaigning for or against political candidates, speaking out on public policy questions, distributing political literature, making campaign contributions, and seeking public office. 50 ILCS 135/, Local Governmental Employees Political Rights Act. An employee may not use his/her position of employment to coerce or inhibit others in the free exercise of their political rights or engage in political activities at work. Id.

14 This sentence quotes 105 ILCS 5/22-5 because the statute does not define important terms making it difficult to paraphrase. No appellate decision defines *school officer* or *apparatus*, or what is meant by *connected*. The statute was enacted in 1961 but earlier versions were in the School Code much longer. A violation of this prohibition is a Class A misdemeanor.

15 Id.

participation in the selection, award or administration of a contract supported by a federal award or State award governed by the Grant Accountability and Transparency Act (GATA) (30 ILCS 708/) when the employee has a real or apparent conflict of interest.[16] A conflict of interest arises when an employee or any of the following individuals has a financial or other interest in the entity selected for the contract:

1. Any person that has a close personal relationship with an employee that may compromise or impair the employee's fairness and impartiality, including a member of the employee's immediate family or household;
2. An employee's business partner; or
3. An entity that employs or is about to employ the employee or one of the individuals listed in one or two above. [17]

Employees shall neither solicit nor accept gratuities, favors, or anything of monetary value from contractors, potential contractors, or parties to agreements or contracts.[18] Situations in which the interest is not substantial or the gift is an unsolicited item of nominal value must comply with State law and Board policy 2:105, *Ethics and Gift Ban*. [19]

Guidance Counselor Gift Ban [20]

Guidance counselors are prohibited from intentionally soliciting or accepting any gift from a *prohibited source* or any gift that would be in violation of any federal or State statute or rule. For guidance counselors, a *prohibited source* is any person who is (1) employed by an institution of higher education, or (2) an agent or spouse of or an immediate family member living with a person employed by an institution of higher education. This prohibition does not apply to:

1. Opportunities, benefits, and services available on the same conditions as for the general public.
2. Anything for which the guidance counselor pays market value.
3. A gift from a relative.
4. Anything provided by an individual on the basis of a personal friendship, unless the guidance counselor believes that it was provided due to the official position or employment of the guidance counselor and not due to the personal friendship. In determining whether a gift is provided on the basis of personal friendship, the guidance counselor must consider the circumstances in which the gift was offered, including any of the following:
    a. The history of the relationship between the individual giving the gift and the guidance counselor, including any previous exchange of gifts between those individuals.

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16 2 C.F.R. §200.318(c)(1) prohibits employees, officers, or agents of a school district from participating in the selection, award, or administration of a contract supported by a federal award if they have a real or apparent *conflict of interest*. The uniform federal rules on procurement standards in 2 C.F.R. Part 200 also apply to eligible State grants through the Grant Accountability and Transparency Act (GATA) (30 ILCS 708/). Authoritative sources and guidance regarding conflict of interest and financial disclosure are provided through the GATA Resource Library at www.grants.illinois.gov.See also the Ill. State Board of Education's *Procurement and Purchasing Checklist* at: www.isbe.net/Pages/Audit-and-Monitoring-Review-Requirements-and-Tools.aspx.

17 Id.

18 Id.

19 Id. The rule provides flexibility for school districts to "set standards for situations in which the financial interest is not substantial or the gift is an unsolicited item of nominal value," along with "disciplinary actions to be applied for violations." Referring to sample policy 2:105, *Ethics and Gift Ban*, for these standards provides clarity and consistency. Policy 2:105 ~~Ethics and Gift Ban~~ refers to **Limitations on Receiving Gifts** in the Ethics Act at 5 ILCS 430/10-10 – 10-30, along with discussion of the specific penalties available under the Ethics Act at 5 ILCS 430/50-5 in its **Enforcement** subhead.

20 This section is only for those districts with a high school. 105 ILCS 5/22-90 (final citation pending), added by P.A. 102-327, eff. 1-1-22. *Guidance counselor* means a person employed by a school district and working in a high school to offer students advice and assistance in making career or college plans. Id.

b. Whether, to the actual knowledge of the guidance counselor, the individual who gave the gift personally paid for the gift or sought a tax deduction or business reimbursement for the gift.

c. Whether, to the actual knowledge of the guidance counselor, the individual who gave the gift also, at the same time, gave the same or a similar gift to other school district employees.

5. Bequests, inheritances, or other transfers at death.
6. Any item(s) during any calendar year having a cumulative total value of less than $100.
7. Promotional materials, including, but not limited to, pens, pencils, banners, posters, and pennants.

A guidance counselor does not violate this prohibition if he or she promptly returns the gift to the prohibited source or donates the gift or an amount equal to its value to a tax exempt charity.

Outside Employment

Employees shall not engage in any other employment or in any private business during regular working hours or at such other times as are necessary to fulfill appropriate assigned duties.

Incorporated by reference: 5:120-E (Code of Ethics for Ill. Educators)

LEGAL REF.: U.S. Constitution, First Amendment.
2 C.F.R. §200.318(c)(1).
5 ILCS 420/4A-101, Ill. Governmental Ethics Act.
5 ILCS 430/, State Officials and Employee Ethics Act.
30 ILCS 708/, Grant Accountability and Transparency Act.
50 ILCS 135/, Local Governmental Employees Political Rights Act.
105 ILCS 5/10-22.39, 5/10-23.13, 5/22-5, and 5/22-90 (final citation pending).
325 ILCS 5/, Abused and Neglected Child Reporting Act.
775 ILCS 5/5A-102, Ill. Human Rights Act.
23 Ill.Admin.Code Part 22, Code of Ethics for Ill. Educators.
Pickering v. Board of Township H.S. Dist. 205, 391 U.S. 563 (1968).
Garcetti v. Ceballos, 547 U.S. 410 (2006).

CROSS REF.: 2:105 (Ethics and Gift Ban), 2:265 (Title IX Sexual Harassment Grievance Procedure), 4:60 (Purchases and Contracts), 4:165 (Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors), 5:90 (Abused and Neglected Child Reporting), 5:100 (Staff Development Program), 5:125 (Personal Technology and Social Media; Usage and Conduct), 7:20 (Harassment of Students Prohibited)

General Personnel

Personal Technology and Social Media; Usage and Conduct [1]

Definitions

Includes - Means "includes without limitation" or "includes, but is not limited to."

Social media - Media for social interaction, using highly accessible communication techniques through the use of web-based and mobile technologies to turn communication into interactive dialogue.[2] This includes, but is not limited to, services such as *Facebook*, *LinkedIn*, *Twitter*, *Instagram*, *Snapchat*, and *YouTube*. [3]

Personal technology - Any device that is not owned or leased by the District or otherwise authorized for District use and: (1) transmits sounds, images, text, messages, videos, or electronic information, (2) electronically records, plays, or stores information, or (3) accesses the Internet, or private communication or information networks.[4] This includes laptop computers (e.g., laptops, ultrabooks, and chromebooks), tablets (e.g., iPads®, Kindle®, Microsoft Surface®, and other Android® platform or Windows® devices), smartphones (e.g., iPhone®, BlackBerry®, Android® platform phones, and Windows Phone®), and other devices (e.g., iPod®). [5]

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1 This policy is optional. Consult the board attorney because personal technology, social media, and public employees' First Amendment rights involve unprecedented and ~~area of the law. Public employees' First Amendment rights involve an~~ unsettled areas of the law. In addition, personal technology and social media platforms change continually.

Therefore, instead of prohibiting specific actions, this sample policy focuses on what will not change - maintaining appropriate behavior as outlined in 5:120, *Employee Ethics; Conduct; and Conflict of Interest*, the Ill. Educators' Code of Ethics at 23 Ill.Admin.Code §22.20, and 105 ILCS 5/21B-75, amended by P.As. 101-531 and 102-552 (allows suspensions or revocations of licenses, endorsements, or approvals ~~certificates~~ for abuse or neglect of a child, willful or negligent failure to report suspected child abuse or neglect, *immorality*, and *unprofessional conduct*, among other things). *Immoral* has been defined by one court to mean "shameless conduct showing moral indifference to the opinions of the good and respectable members of the community." See Ahmad v. Bd. of Educ. of City of Chicago, 356 Ill.App.3d 155 (1st Dist. 2006).

Consult the board attorney when a board wants to prohibit more specific actions and/or specific speech, e.g., *friending* students on Facebook or similar social media, *tweeting* or otherwise communicating with students on Twitter or similar social media sites, and text messaging or emailing students. See also the discussion in f/ns 6 & 7 below.

This policy also contains an item on which collective bargaining may be required. Any policy that impacts upon wages, hours, and terms and conditions of employment, is subject to collective bargaining upon request by the employee representative, even if the policy involves an inherent managerial right. When a policy's subject matter is superseded by a bargaining agreement, the board policy can state, "Please refer to the applicable collective bargaining agreement."

2 Several definitions of social media exist, and a board may wish to use another definition or create its own with the board attorney. This sample policy's definition is very broad. It is adapted from a frequently cited Wikipedia definition at: www.en.wikipedia.org/wiki/Social_media.
Merriam-Webster's definition is at: www.merriam-webster.com/dictionary/social%20.

3 Optional. A board may want to add other sites. As of July 2021, the publication *eBizMBA Inc.* lists the top four social networking sites as Facebook, YouTube, ~~Twitter, and~~ Instagram, and Twitter respectively.

4 *Personal technology* is not yet defined. It is the title of a weekly column in *The Wall Street Journal*. The column was created and is authored by Walt Mossberg, who frequently directs readers to his review of new technologies on a website titled *All Things Digital* at to www.allthingsd.com/author/walt/. Many of the reviewed devices operate as described in this sample definition.

5 Optional.

Usage and Conduct [6]

All District employees who use personal technology and/or social media shall: [7]

1. Adhere to the high standards for **Professional and Appropriate Conduct** ~~appropriate school relationships~~ required by policy 5:120, *Employee Ethics; Conduct; and Conflict of Interest*, at all times, regardless of the ever-changing social media and personal technology platforms available. This includes District employees posting images or private information about themselves or others in a manner readily accessible to students and other employees that is inappropriate as defined by policy 5:20, *Workplace Harassment Prohibited*; 5:100, *Staff Development Program*; 5:120, *Employee Ethics; Conduct; and Conflict of Interest*; 6:235, *Access to Electronic Networks*; 7:20, *Harassment of Students Prohibited*; and the Ill. Code of Educator Ethics, 23 Ill.Admin.Code §22.20.
2. Choose a District-provided or supported method whenever possible to communicate with students and their parents/guardians.
3. Not interfere with or disrupt the educational or working environment, or the delivery of education or educational support services.
4. Inform their immediate supervisor if a student initiates inappropriate contact with them via any form of personal technology or social media.
5. Report instances of suspected abuse or neglect discovered through the use of social media or personal technology pursuant to a school employee's obligations under policy 5:90, *Abused and Neglected Child Reporting Child Reporting*.
6. Not disclose student record information, including student work, photographs of students, names of students, or any other personally identifiable information about students, in compliance with policy 5:130, *Responsibilities Concerning Internal Information*. ~~This means that personal technology and social media may not be used to share, publish, or transmit information about or images of students and/or District employees without proper approval.~~ For District employees, proper approval may include implied consent under the circumstances. [8]

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6 Whether to discipline an employee for his or her speech is always highly fact sensitive and should always occur after a consultation with the board attorney. See f/ns 1 and 7. The discipline will require careful balancing of the district's obligations to protect its students with employees' rights. Further, a board may not discipline its employees for discussing the terms and conditions of their employment with co-workers and others or otherwise interfere with their employees' efforts to work to improve the terms and conditions of their workplace. 29 U.S.C. §151 et seq.

7 The following list is optional and may contain items on which collective bargaining may be required. See f/n 1. To ensure that the listed expectations match local conditions, boards may want to initiate a conversation with the superintendent about these expectations. Expectations will be most effective when they reflect local conditions and circumstances. This conversation provides an additional opportunity for the board and superintendent to examine all current policies, collective bargaining agreements, and administrative procedures applicable to this subject. See f/n 2 of policy 5:120, *Employee Ethics; Conduct; and Conflict of Interest*, for more discussion about how to initiate this conversation, f/n 3 of policy 5:100, *Staff Development Program*, and the discussion in f/n 2 of sample policy 8:10, *Connection with the Community*, related to excluding followers and purging critics from social media accounts that are considered public forums (Knight First Amendment Inst. at Columbia Univ. v. Trump, 302 F.Supp.3d 541 (S.D.N.Y. 2018)). Employee conduct issues may be subjects of mandatory collective bargaining, therefore consulting the board attorney should be a part of this process. After discussing these issues, the board may have further expectations and may choose to reflect those expectations here.

8 Inherent dangers exist when district employees use personal technology and social media without understanding how the information is used within the chosen platform and what choices are available within the platform to control it. Some examples of laws that require the safekeeping of district and school records include: the Federal Educational Rights and Privacy Act, 20 U.S.C. §1232g, and the Ill. School Student Records Act, 105 ILCS 10/ (both prohibit the unauthorized disclosure of student school records); 5 ILCS 140/7 (exempts personnel information and other items such as school security and response plans and maps from disclosure); 45 C.F.R. §164.502 (protects the employees' health information); and 820 ILCS 40/ (governs the release of an employee's disciplinary action). For district employees, implied consent may be sufficient in some circumstances, e.g., teachers taking pictures of each other at a birthday party in the teachers' lounge or at a social event off school grounds and later posting those pictures on social media. ~~Facebook.~~

7. Refrain from using the District's logos without permission and follow Board policy 5:170, *Copyright*, and all District copyright compliance procedures. [9]
8. Use personal technology and social media for personal purposes only during non-work times or hours. Any duty-free use must occur during times and places that the use will not interfere with job duties or otherwise be disruptive to the school environment or its operation. [10]
9. Assume all risks associated with the use of personal technology and social media at school or school-sponsored activities, including students' viewing of inappropriate Internet materials through the District employee's personal technology or social media. The Board expressly disclaims any responsibility for imposing content filters, blocking lists, or monitoring of its employees' personal technology and social media. [11]
10. Be subject to remedial and any other appropriate disciplinary action for violations of this policy ranging from prohibiting the employee from possessing or using any personal technology or social media at school to dismissal and/or indemnification of 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 this policy. [12]

The Superintendent shall: [13]

1. Inform District employees about this policy during the in-service on educator ethics, teacher-student conduct, and school employee-student conduct required by Board policy 5:120, *Employee Ethics; Conduct; and Conflict of Interest*.
2. Direct Building Principals to annually:
   a. Provide their building staff with a copy of this policy.

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9 17 U.S.C. §101 et seq.

10 105 ILCS 5/24-9; Fair Labor Standards Act, 29 U.S.C. §201 et seq. See also f/ns 1 and 6 above.

11 The Children's Internet Protection Act (CIPA) (47 U.S.C. §254(l)) requires school districts to maintain a policy and provide Internet access that protects against access to websites containing material that is obscene, pornographic, or harmful to minors. See 6:235, *Access to Electronic Networks*. Because a district cannot subject its employees' usage of personal technology and social media to the same measures required under CIPA (i.e., content filters, blocking lists, or district monitoring of Internet website traffic for patterns of usage that could indicate inappropriate network usage), this statement seeks to balance the district's duty by shifting responsibility for inappropriate behavior to the individual employee.

12 The Ill. Human Rights Act makes it a civil rights violation to fail to take remedial action, or to fail to take appropriate disciplinary action against any employee, when the district knows that the employee committed or engaged in sexual harassment of a student. 775 ILCS 5/5A-102. Sexual harassment of a student is also prohibited by 7:20, *Harassment of Student Prohibited*, and of an employee by 5:20, *Workplace Harassment Prohibited*.

13 105 ILCS 5/10-16.7. The school board directs, through policy, the superintendent in his or her charge of the district's administration. One logical method for a board to address the issue of district employees' use of personal technology and social media is to include its expectations during its in-service trainings required by 105 ILCS 5/10-22.39. Many experts in social media risk management advocate training employees about the expectations concerning social media usage. For boards that do not want to include this as a part of the in-service, delete the phrase "during the in-service on educator ethics, teacher-student conduct, and school employee-student conduct required by Board policy 5:120, *Employee Ethics; Conduct; and Conflict of Interest*."

Public employee First Amendment issues involve the balance between the importance of the speech and the district's interest in maintaining order and effective school operations. The First Amendment "does not entitle primary and secondary teachers, when conducting the education of captive audiences, to cover topics, or advocate viewpoints, that depart from the curriculum adopted by the school system." See Mayer v. Monroe Cnty. Cmty. Sch. Corp., 474 F.3d 477 (7th Cir. 2007). Nor is the First Amendment likely to entitle a teacher to protection for purely personal speech that does not touch on a matter of public concern. See Pickering v. High Sch. Dist. 205, 391 U.S. 563 (1968). However, when public employees speak as private citizens on their own time about matters of public concern, they may face only those speech restrictions that are necessary for their employers to operate efficiently and effectively. Garcetti v. Ceballos, 547 U.S. 410 (2006).

b. Inform their building staff about the importance of maintaining high standards in their school relationships.

c. Remind their building staff that those who violate this policy will be subject to remedial and any other appropriate disciplinary action up to and including dismissal.

3. Build awareness of this policy with students, parents, and the community.
4. Ensure that ~~no one for~~ neither the District, nor anyone on its behalf, commits ~~request of~~ an act prohibited by the Right to Privacy in the Workplace Act, 820 ILCS 55/10; i.e., the *Facebook Password Law*~~employee or applicant access in any manner to his or her social networking website or requests passwords to such sites~~.[14]
5. Periodically review this policy and any procedures with District employee representatives and electronic network system administrator(s) and present proposed changes to the Board.

LEGAL REF.: 105 ILCS 5/21B-75 and 5/21B-80.
~~Ill. Human Rights Act,~~ 775 ILCS 5/5A-102, Ill. Human Rights Act.
820 ILCS 55/10, Right to Privacy in the Workplace Act.
~~Code of Ethics for Ill. Educators,~~ 23 Ill.Admin.Code §22.20, Code of Ethics for Ill. Educators.
Garcetti v. Ceballos, 547 U.S. 410 (2006).
Pickering v. High School Dist. 205, 391 U.S. 563 (1968).
Mayer v. Monroe County Community School Corp., 474 F.3d 477 (7th Cir. 2007).

CROSS REF.: 4:165 (Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors), 5:20 (Workplace Harassment Prohibited), 5:30 (Hiring Process and Criteria), 5:100 (Staff Development Program), 5:120 (Employee Ethics; Conduct; and Conflict of Interest), 5:130 (Responsibilities Concerning Internal Information), 5:150 (Personnel Records), 5:170 (Copyright), 5:200 (Terms and Conditions of Employment and Dismissal), 6:235 (Access to Electronic Networks), 7:20 (Harassment of Students Prohibited), 7:340 (Student Records)

14 Right to Privacy in the Workplace Act, 820 ILCS 55/10(b) (also known as the *Facebook Password Law*). The exception for *professional accounts* is unlikely to be available to school districts; see the explanation in f/n 19 in policy 5:30, *Hiring Process and Criteria*. The statute specifically permits an employer to: (1) maintain workplace policies governing the use of the employer's electronic equipment, including policies regarding Internet use, social networking site use, and electronic mail use; and (2) monitor usage of the employer's electronic equipment and electronic mail.

The statute does not prohibit an employer from (1) obtaining information about an applicant or an employee that is in the public domain or that is otherwise obtained in compliance with the statute, and (2) requesting or requiring an applicant or employee to share specific content that is reported to the employer to: (a) ensure compliance with laws and regulatory requirements, (b) investigate certain allegations as outlined in the law, and (c) prohibit certain outlined behaviors in the law. Finally, the statute does not apply to other types of personal technology that employees may use to communicate with students or other individuals, such as personal email or text messages on a personal phone. However, employers may access online accounts that the employer pays for or that an employee creates or maintains on behalf of the employer in connection with the employee's employment. Consult the board attorney about these issues.

General Personnel

Personnel Records 1

Maintenance and Access to Records

The Superintendent or designee shall manage the maintenance of personnel records in accordance with State and federal law and School Board policy. Records, as determined by the Superintendent, are retained for all employment applicants, employees, and former employees given the need for the District to document employment-related decisions, evaluate program and staff effectiveness, and comply with government recordkeeping and reporting requirements. Personnel records shall be maintained in the District's administrative office, under the Superintendent's direct supervision.

Access to personnel records is available as follows:

1. An employee will be given access to his or her personnel records according to State law and guidelines developed by the Superintendent. **2**
2. An employee's supervisor or other management employee who has an employment or business-related reason to inspect the record is authorized to have access.
3. Anyone having the respective employee's written consent may have access.
4. Access will be granted to anyone authorized by State or federal law to have access.
5. All other requests for access to personnel information are governed by Board policy 2:250, *Access to District Public Records*. **3**

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1 State or federal law controls this policy's content. This policy contains an item on which collective bargaining may be required. Any policy that impacts upon wages, hours, and terms and conditions of employment, is subject to collective bargaining upon request by the employee representative, even if the policy involves an inherent managerial right.

This policy is consistent with the minimum requirements of State law. The local collective bargaining agreement may contain provisions that exceed these requirements. When a policy's subject matter is superseded by a bargaining agreement, the board policy can state, "Please refer to the applicable collective bargaining agreement(s)."

2 An employee has the right to view his or her personnel file contents, with a few exceptions. Ill. Personnel Record Review Act (PRRA), 820 ILCS 40/. Thus, personnel files should contain only factual and accurate job-related information. In addition, the PRRA identifies records that may not be kept: a record of an employee's associations, political activities, publications, communications, or non-employment activities (820 ILCS 40/9, amended by P.A. 101-531) and records identifying an employee as the subject of an investigation by the Ill. Dept. of Children and Family Services (DCFS) if the investigation resulted in an unfounded report as specified in the Abused and Neglected Child Reporting Act (820 ILCS 40/13). See f/n 5.

3 Unless a specific exemption is available, personnel file information is available to anyone making a FOIA request. 5 ILCS 140/. Specific exemptions protect the following:

1. *Private information* meaning "unique identifiers, including a person's social security number, driver's license number, employee identification number, biometric identifiers, personal financial information, passwords or other access codes, medical records, home or personal telephone numbers, and personal email addresses. Private information also includes home address and personal license plates, except as otherwise provided by law or when compiled without possibility of attribution to any person." 5 ILCS 140/7(1)(b); 5 ILCS 140/2(c-5.
2. *Personal information* "the disclosure of which would constitute a clearly unwarranted invasion of personal privacy." 5 ILCS 140/7(1)(c).
3. *Information prohibited from being disclosed under the Illinois Educational Labor Relations Act* (IELRA). 5 ILCS 140/7.5(yy), added by P.A. 101-620 ~~(final citations pending);~~ 115 ILCS 5/3(d). The prohibitions in the IELRA overlap with some categories of private information identified in FOIA and include: (a) the employee's home address (including ZIP code and county); (b) the employee's date of birth; (c) the employee's home and personal phone number; (d) the employee's personal email address; (e) any information personally identifying employee membership or membership status in a labor organization or other voluntary association affiliated with a labor organization or a labor federation; and (f) e-mails or other communications between a labor organization and its members. Unless a specific exception in the IELRA applies, if a district receives a third party request for any of these six categories of information about an employee, the district must provide the union with a copy of the written request (or written summary of an oral request), as well as a copy of the district's response within five business days of sending the response. If the employee is not in a bargaining unit, then these notices must be given directly to the employee. 115 ILCS 5/3(d). **Note:** It is best practice to maintain union-related documents, such as grievances, separately from an employee's personnel file.

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Prospective Employer Inquiries Concerning a Current or Former Employee's Job Performance

The Superintendent or designee shall manage a process for responding to inquiries by a prospective employer concerning a current or former employee's job performance.[4] The Superintendent shall: [5]

1. Execute the requirements in the Abused and Neglected Child Reporting Act whenever another school district asks for a reference concerning an applicant who is or was a District employee and was the subject of a report made by a District employee to Ill. Dept. of Children and Family Services (DCFS); and
2. Comply with the federal law prohibiting the District from providing a recommendation of employment for an employee, contractor, or agent that District knows, or has probable cause to believe, has engaged in sexual misconduct with a student or minor in violation of the law,[6] but the Superintendent or designee may follow routine procedures regarding the transmission of administrative or personnel files for that employee.

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4. *Information* prohibited from being disclosed by the PRRA. 5 ILCS 140/7.5(q). The PRRA prohibits the disclosure of a performance evaluation under FOIA. 820 ILCS 40/11. The treatment of a request for a disciplinary report, letter of reprimand, or other disciplinary action depends on the age and nature of the responsive record. If the responsive record is more than four years old and is not related to an incident or attempted incident of sexual abuse or severe physical abuse, the request must be denied unless the disclosure is permitted by the Act. 5 ILCS 140/7.5(q); 820 ILCS 40/8, amended by P.A. 101-531. If the responsive record is more than four years old and is related to an incident or an attempted incident of sexual abuse or severe physical abuse, the request cannot be denied. 820 ILCS 40/8, amended by P.A. 101-531. If the responsive record is four years old or less (regardless of its nature), the district should provide the record and must notify the employee in written form or through email, if available. 820 ILCS 40/7 and 40/8, amended by P.A. 101-531.

The School Code prohibits the disclosure of school teacher, principal, and superintendent performance evaluations except as otherwise provided in the certified employee evaluation laws. 105 ILCS 5/24A-7.1.

The Health Insurance Portability and Accountability Act of 1996 (HIPAA) (Pub.L. 104-191) created national standards to protect individuals' medical records and other personal health information. If a district is a *covered entity* (i.e., offers a self-insured group health plan or flexible spending account), it must establish clear procedures to protect the employee's health information. 45 C.F.R. §164.502. Such districts should consult their attorneys and insurance provider for assistance.

4 The Employment Record Disclosure Act (745 ILCS 46/10) provides conditional immunity to employers responding to a reference request; it states: "Any employer or authorized employee or agent acting on behalf of an employer who, upon inquiry by a prospective employer, provides truthful written or verbal information, or information that it believes in good faith is truthful, about a current or former employee's job performance is presumed to be acting in good faith and is immune from civil liability for the disclosure and the consequences of the disclosure." This immunity statute does not, however, create an exemption to the requirements in the PRRA. The PRRA requires an employer to give an employee written notice before divulging a "disciplinary report, letter of reprimand, or other disciplinary action to a third party." 820 ILCS 40/7. An employment application may contain a waiver of this notice. Id.

5 325 ILCS 5/4(d), amended by P.A. 101-564, requires a superintendent, upon being asked for a reference concerning an employee or former employee, to disclose to the requesting school district the fact that a district employee has made a report involving the conduct of the applicant or caused a report to be made to DCFS. For more information, see 5:150-AP, *Personnel Records*.

Required by the Elementary and Secondary Education Act (ESEA) (20 U.S.C. §7926). On 6-27-2018, the U.S. Dept. of Education issued a *Dear Colleague Letter* stating that school policies must explicitly state this requirement. See the resources portion for the letter at: www2.ed.gov/policy/elsec/leg/essa/index.html.

Consult the board attorney about what "or has probable cause to believe, has engaged in sexual misconduct" means. For guidance, policy 5:90, *Abused and Neglected Child Reporting*, and its f/n 14 analysis define an "alleged incident of sexual abuse" as an incident of sexual abuse of a child, as defined in 720 ILCS 5/11-9.1A, that is alleged to have been perpetrated by school personnel, including a school vendor or volunteer, that occurred: on school grounds during a school activity; or outside of school grounds or not during a school activity.

6 Consult the board attorney in these situations for help about what the superintendent may or may not say. Questions exist whether the superintendent says nothing, provides a neutral reference, or whether a *recommendation* could mean positive or negative statements.

When requested for information about an employee by an entity other than a prospective employer, the District will only confirm position and employment dates unless the employee has submitted a written request to the Superintendent or designee.

LEGAL REF.: 20 U.S.C. §7926.
325 ILCS 5/4, Abused and Neglected Child Reporting Act.
745 ILCS 46/10, Employment Record Disclosure Act.
820 ILCS 40/, Personal Record Review Act.
23 Ill.Admin.Code §1.660.

CROSS REF.: 2:250 (Access to District Public Records), 5:90 (Abused and Neglected Child Reporting), 7:340 (Student Records)

General Personnel

Family and Medical Leave [1]

Leave Description

An eligible employee may use unpaid family and medical leave (FMLA leave), guaranteed by the federal Family and Medical Leave Act. The U.S. Department of Labor's rules (federal rules) implementing FMLA, as they may be amended from time to time, control FMLA leave.

An eligible employee may take FMLA leave for up to a combined total of 12 weeks each 12-month period, beginning September 1 and ending August 31 of the next year. [2]

During a single 12-month period, an eligible employee's FMLA leave entitlement may be extended to a total of 26 weeks of unpaid leave to care for a covered servicemember (defined in the federal rules) with a serious injury or illness. The "single 12-month period" is measured forward from the date the employee's first FMLA leave to care for the covered servicemember begins. [3]

While FMLA leave is normally unpaid, the District will substitute an employee's accrued compensatory time-off and/or paid leave for unpaid FMLA leave, provided such leave is available for use in accordance with Board policies and rules.[4] In addition, all policies and rules regarding the use of paid leave apply when

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1 State or federal law controls this policy's content. This policy contains an item on which collective bargaining may be required. Any policy that impacts upon wages, hours, and terms and conditions of employment, is subject to collective bargaining upon request by the employee representative, even if the policy involves an inherent managerial right. This policy implements the very complex Family and Medical Leave Act, 29 U.S.C. §2612, (FMLA) and a school board is urged to have its attorney review it before adoption. A provision in State law expands eligibility for FMLA leave to school district employees who have been employed by the district for at least 12 months and work 1,000 hours (rather than the federal FMLA's 1,250 hours) in the 12-month period immediately preceding the leave, which effectively makes more educational support personnel eligible for the leave. See f/n 9, below. 105 ILCS 5/24-6.4, added by P.A. 102-335.

All public (and private) school employers are covered by the FMLA without regard to their number of employees. 29 C.F.R. §§825.104 and 825.600. To be eligible for FMLA leave, however, an educational employee must be employed at a worksite where at least 50 employees are employed within 75 miles. 29 C.F.R. §825.600.

The U.S. Dept. of Labor (DOL), Wage & Hour Division, has a very helpful website containing forms, compliance guidance, posters, etc. (www.dol.gov/whd/fmla). It also contains a link to the complete FMLA rules, 29 C.F.R. Part 825.

2 29 C.F.R. §825.200 lists and explains the four methods boards may choose among for determining a 12-month period in which the 12-week entitlement occurs. While using a school year may be the easiest method to administer, **another method may be more suitable for the district**. Before changing to a different method of calculating the 12-month period, an employer must first give all employees at least 60-days' notice of the intended change; the transition must take place in such a way that the employees retain the full benefit of their leave entitlement under whichever method affords the greatest benefit to the employee. If the district fails to select an option, the one that provides the most beneficial outcome for employees will be used.

3 29 C.F.R. §825. Section 585 of the National Defense Authorization Act for FY 2008, Pub. L. 110-181, added two types of family military leave – qualifying exigency leave and servicemember family leave. The latter leave extends the possible FMLA leave to 26 weeks in a *single 12-month period*. For more information, see f/n 6.

4 This paragraph presents only one of many possible alternatives. The FMLA permits an employee to choose to substitute paid leave for FMLA leave, and an employer to require an employee to substitute paid leave for FMLA leave (29 C.F.R. §825.207). Substitution of paid leave for FMLA purposes means that the unpaid FMLA leave and the paid leave run concurrently. The sample policy, in the interests of clarity and limiting absences, requires this substitution. For boards that do not allow for compensatory time-off and have not adopted policy 5:310, *Compensatory Time-Off*, delete ~~compensatory time-off and/or~~ from this sentence.

In order to substitute paid leave for FMLA, it must be available for use under the employer's normal leave policies. For example, under 105 ILCS 5/24-6 and sample board policies 5:250, *Leaves of Absence*, and 5:330, *Sick Day, Vacation, Holidays, and Leaves*, an employee may only substitute 30 days of sick leave for birth without providing a medical certification, even if the employee has 100 sick days accrued; only 30 of those days are available for use.

paid leave is substituted for unpaid FMLA leave. Any substitution of paid leave for unpaid FMLA leave will count against the employee's FMLA leave entitlement. Use of FMLA leave shall not preclude the use of other applicable unpaid leave that will extend the employee's leave beyond 12 weeks, provided that the use of FMLA leave shall not serve to extend such other unpaid leave. Any full workweek period during which the employee would not have been required to work, including summer break, winter break and spring break, is not counted against the employee's FMLA leave entitlement. [5]

FMLA leave is available in one or more of the following instances: [6]

1. The birth and first-year care of a son or daughter.
2. The adoption or foster placement of a son or daughter, including absences from work that are necessary for the adoption or foster care to proceed and expiring at the end of the 12-month period beginning on the placement date.
3. The serious health condition of an employee's spouse, child, or parent.
4. The employee's own serious health condition that makes the employee unable to perform the functions of his or her job.
5. The existence of a qualifying exigency arising out of the fact that the employee's spouse, child, or parent is a military member on covered active duty or has been notified of an impending call or order to active duty, as provided by federal rules.
6. To care for the employee's spouse, child, parent, or next of kin who is a covered servicemember with a serious injury or illness, as provided by federal rules.

Once an eligible employee communicates a need to take leave for an FMLA-qualifying reason, a district may not delay designating the leave as FMLA leave, and neither the employee nor a district may decline FMLA protection for that leave, even when a collective bargaining agreement requires or allows for such a delay. Further, when a district requires employees to substitute accrued paid leave for FMLA leave, all the benefits and protections that would otherwise apply during the paid leave (such as accrual of seniority) must continue to apply when substituting for FMLA leave. See *DOL Wage and Hour Division Letter FMLA 2019-3-A* (9-10-19), at: www.dol.gov/sites/dolgov/files/WHD/legacy/files/2019_09_10_3A_FMLA.pdf. Likewise, an employer may require an employee to substitute accrued comp time against the employee's FMLA leave entitlement. 29 C.F.R. §825.207(f). Sample policy 5:310, *Compensatory Time-Off*, addresses the acquisition and use of comp time. The FMLA rules also describe the interaction between FMLA leave and leave taken pursuant to a disability plan and workers' compensation leave. 29 C.F.R. §825.207(d) and (e).

If employees have not previously been required to substitute accrued paid leave, this requirement's implementation may give rise to a duty to bargain because it affects the mandatory bargaining subject of employee paid leave.

5 29 C.F.R. §825.200(h). If a holiday occurs within the week taken as FMLA leave, the week is still counted as a week of FMLA leave. However, if an employee is using FMLA leave in increments of less than one week, the holiday will not count against the employee's FMLA entitlement.

6 29 C.F.R. §§825.112 and 825.200. See §§825.120 and 825.121 for birth or placement for adoption or foster care. *Spouse* includes an individual in a same-sex or common law marriage that either: (1) was entered into in a state that recognizes such marriages; or (2) if entered into outside of any state, is valid in the place where entered into and could have been entered into in at least one state (29 C.F.R. §§825.102 and 825.122(b)). See also Obergefell v. Hodges, ~~135 S.Ct.2584~~576 U.S. 644 (2015).

Leave for a qualifying exigency (reason number 5) is governed by 29 C.F.R. §§825.122 (definition) and 825.126.

Leave to care for a covered servicemember (reason number 6) is governed by 29 C.F.R. §§825.122 (definition) & 825.127. An eligible employee may take 26 weeks of leave in different ''single 12-month periods'' to care for multiple servicemembers or to care for the same servicemember with a subsequent serious injury or illness. 29 C.F.R. §825.127.

Attorneys disagree whether the Illinois Family Military Leave Act, 820 ILCS 151/, applies to schools because its definition of *employer* does not specify school districts. A covered employer must allow a spouse, parent, child, or grandparent of a person called to military service to take an unpaid leave of 15 or 30 days, depending on the number of individuals employed by the employer. Id. at 151/10(a)-(b). The length of leave provided to an employee under State law because his or her spouse or child is called to military service is reduced by the number of days of leave provided under 29 U.S.C. §2612(a)(1)(E) because of any qualifying exigency arising out of the fact that the employee's spouse or child is on covered active duty (or has been notified of an impending call or order to covered active duty) in the Armed Forces. 820 ILCS 151/10(b).

If spouses are employed by the District, they may together take only 12-weeks for FMLA leaves when the reason for the leave is 1 or 2, above, or to care for a parent with a serious health condition, or a combined total of 26 weeks for item 6 above. [7]

An employee may be permitted to work on an intermittent or reduced-leave schedule in accordance with federal rules. [8]

Eligibility [9]

To be eligible for FMLA leave, an employee must be employed at a worksite where at least 50 employees are employed within 75 miles. In addition, one of the following provisions must describe the employee:

1. The employee has been employed by the District for at least 12 months and has been employed for at least 1,000~~250~~ hours of service during the 12-month period immediately before the beginning of the leave. The 12 months an employee must have been employed by the District need not be consecutive. However, the District will not consider any period of previous employment that occurred more than seven years before the date of the most recent hiring, except when the service break is due to fulfillment of a covered service obligation under the employee's Uniformed Services Employment and Reemployment Rights Act (USERRA), 38 U.S.C. 4301, et seq., or when a written agreement exists concerning the District's intention to rehire the employee.
2. The employee is a full-time classroom teacher.

Requesting Leave [10]

If the need for the FMLA leave is foreseeable, an employee must provide the Superintendent or designee with at least 30 days' advance notice before the leave is to begin. If 30 days' advance notice is not practicable, the notice must be given as soon as practicable. The employee shall make a reasonable effort to schedule a planned medical treatment so as not to disrupt the District's operations, subject to the approval of the health care provider administering the treatment. The employee shall provide at least verbal notice sufficient to make the

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7 29 C.F.R. §§825.120(a)(3) (birth) and 825.121(a)(3) (adoption and foster care).

8 29 C.F.R. §§825.121(b), 825.202 - 825.205 and 825.601.

9 29 C.F.R. §§825.110, 825.111, and 825.600; 105 ILCS 5/24-6.4, added by P.A. 102-335. **The default policy language exceeds federal and State law requirements because it provides immediate eligibility to full-time classroom teachers.** A board may substitute the following to deny eligibility to classroom teachers who have not worked 12 months for the district, but it should first analyze collective bargaining consequences and seek its board attorney's advice:

> To be eligible for FMLA leave, both of the following provisions must describe the employee:
>
> 1. The employee is employed at a worksite where at least 50 employees are employed within 75 miles; and
> 2. The employee has been employed by the District for at least 12 months and has been employed for at least 1,000~~250~~ hours of service during the 12-month period immediately before the beginning of the leave. The 12 months an employee must have been employed by the District need not be consecutive. However, the District will not consider any period of previous employment that occurred more than 7 years before the date of the most recent hiring, except when the service break is due to fulfillment of a covered service obligation under the employee's Uniformed Services Employment and Reemployment Rights Act (USERRA), 38 U.S.C. 4301, et seq., or when a written agreement exists concerning the District's intention to rehire the employee.

A service break due to fulfillment of covered service obligation is found in the *Glossary of Terms Used in FMLA* available at: webapps.dol.gov/elaws/whd/fmla/3.aspx?Glossary_Word=ELIGIBLE.

An employee's eligibility requires analysis of the information available in each case using the guidance in §825.110. Any week during which an employee is maintained on the payroll, even if the employee does not work that week, is counted toward the 12-months' service requirement. Id. at 825.110(b)(3).

10 29 C.F.R. §§825.302-825.304 require an employee to notify the employer of the need for leave and to generally schedule leave for planned medical treatments in a way that the absences do not unduly disrupt the employer's operations. The policy's notice provisions are the shortest time frame allowable. 29 C.F.R. §825.302. The employee need not expressly request a leave under the FMLA. An employer may require that employees follow its usual and customary notice and procedural requirements for requesting leave.

Superintendent or designee aware that he or she needs FMLA leave, and the anticipated timing and duration of the leave. Failure to give the required notice for a foreseeable leave may result in a delay in granting the requested leave until at least 30 days after the date the employee provides notice.

Certification [11]

Within 15 calendar days after the Superintendent or designee makes a request for certification for a FMLA leave, an employee must provide one of the following:

1. When the leave is to care for the employee's covered family member with a serious health condition, the employee must provide a complete and sufficient certificate signed by the family member's health care provider.
2. When the leave is due to the employee's own serious health condition, the employee must provide a complete and sufficient certificate signed by the employee's health care provider.
3. When the leave is to care for a covered servicemember with a serious illness or injury, the employee must provide a complete and sufficient certificate signed by an authorized health care provider for the covered servicemember.
4. When the leave is because of a qualified exigency, the employee must provide: (a) a copy of the covered military member's active duty orders or other documentation issued by the military indicating that the military member is on active duty or call to active duty status, and the dates of the covered military member's active duty service, and (b) a statement or description, signed by the employee, of appropriate facts regarding the qualifying exigency for which FMLA leave is requested.

The District may require an employee to obtain a second and third opinion at its expense when it has reason to doubt the validity of a medical certification.

The District may require recertification at reasonable intervals, but not more often than once every 30 days. Regardless of the length of time since the last request, the District may request recertification when the, (1) employee requests a leave extension, (2) circumstances described by the original certification change significantly, or (3) District receives information that casts doubt upon the continuing validity of the original certification. Recertification is at the employee's expense and must be provided to the District within 15 calendar days after the request. The District may request recertification every six months in connection with any absence by an employee needing an intermittent or reduced schedule leave for conditions with a duration in excess of six months.

Failure to furnish a complete and sufficient certification on forms provided by the District may result in a denial of the leave request.

Continuation of Health Benefits [12]

During FMLA leave, employees are entitled to continuation of health benefits that would have been provided if they were working. Any share of health plan premiums being paid by the employee before

11 Requests for medical certification, 2nd and 3rd opinions, and recertification are governed by 29 C.F.R. §§825.305-825.310. The appropriate certification forms are available at www.dol.gov/agencies/whd/fmla/forms. ~~www.dol.gov/WHD/fmla/.~~ Districts must inform the employee of the medical certification requirement and of the consequences for failing to provide it.

12 Required by 29 C.F.R. §825.209. The same health benefits means, for example, that if family member coverage is provided to an employee, family member coverage must be maintained during FMLA leave. If an employer provides a new health plan or benefits or changes health benefits or plans while an employee is on FMLA leave, the employee is entitled to the new or changed plan or benefits to the same extent as if the employee were not on leave. *Health benefits* do not include individual policies paid exclusively by the employee. Districts must provide an advance written description of how premium payments must be made. 29 C.F.R. §825.210. See f/n 1, above. Consult the board attorney about whether any existing collective bargaining agreements alter a district's obligation to continue health benefits even after exhaustion of FMLA.

taking the leave, must continue to be paid by the employee during the FMLA leave. A District's obligation to maintain health insurance coverage ceases if an employee's premium payment is more than 30 days late and the District notifies the employee at least 15 days before coverage will cease.

Changed Circumstances and Intent to Return [13]

An employee must provide the Superintendent or designee reasonable notice of changed circumstances (i.e., within two business days if the changed circumstances are foreseeable) that will alter the duration of the FMLA leave. The Superintendent or designee, taking into consideration all of the relevant facts and circumstances related to an individual's leave situation, may ask an employee who has been on FMLA leave for eight consecutive weeks whether he or she intends to return to work.

Return to Work

If returning from FMLA leave occasioned by the employee's own serious health condition, the employee is required to obtain and present certification from the employee's health care provider that he or she is able to resume work. [14]

An employee returning from FMLA leave will be given an equivalent position to his or her position before the leave, subject to: (1) permissible limitations the District may impose as provided in the FMLA or implementing regulations, and (2) the District's reassignment policies and practices. [15]

Classroom teachers may be required to wait to return to work until the next semester in certain situations as provided by the FMLA regulations. [16]

Implementation

The Superintendent or designee shall ensure that: (1) all required notices and responses to leave requests are provided to employees in accordance with the FMLA;[17] and (2) this policy is implemented in accordance with the FMLA. In the event of a conflict between the policy and the FMLA or its regulations, the latter shall control. The terms used in this policy shall be defined as in the FMLA regulations. [18]

If coverage lapses because an employee has not made required premium payments, the employer must still restore the employee to coverage and benefits when the employee returns from leave. 29 C.F.R. §825.212. 29 C.F.R. §825.213 governs how districts may recover premium payments if the employee fails to return to work after the leave entitlement is exhausted or expires. The board attorney must be consulted for the appropriate premium recovery method.

13 This section is optional but allowed by 29 C.F.R. §825.311. Either or both sentences may be changed or omitted, provided the policy is applied uniformly.

14 Requiring *fitness for duty* certification is optional but allowed by 29 C.F.R. §825.312. This sentence may be deleted or changed in accordance with the rule.

15 29 C.F.R. §§825.214 - 825.216 & 825.604. An equivalent position must have the same pay (including any unconditional pay increases), benefits, and working conditions and involve the same or substantially similar duties. 29 C.F.R. §825.215. Determining how an employee will be restored to an *equivalent position* is made on the basis of "established policies and practices" and collective bargaining agreements. 29 C.F.R. §825.604.

16 Optional but allowed by 29 C.F.R. §825.602.

17 School districts must provide employees a general notice explaining the FMLA and the process for filing complaints. 29 C.F.R. §825.300(a). This notice must also be provided to FMLA-covered employees; distribution may be accomplished electronically. A poster is available at www.dol.gov/WHD/fmla, The Family and Medical Leave Act Poster.

When an employee requests FMLA leave or when the employer acquires knowledge that an employee's leave may be for a FMLA-qualifying reason, the employer must provide the employee with a notice of eligibility (within five business days absent extenuating circumstances). 29 C.F.R. §825.300(b). At the same time, the employer must provide the employee with a notice of rights and responsibilities. 29 C.F.R. §825.300(c). Finally, the employer must notify the employee whether it has designated the leave as FMLA-qualifying. 29 C.F.R. §825.300(d). The federal rules contain specific requirements for each of these notices. Fortunately, a prototype for each of these required notices is available at www.dol.gov/WHD/fmla (*WH-381 Notice of Eligibility and Rights & Responsibilities* and *WH-382 Designation Notice*). Willfully failing to provide the notices can subject an employer to a monetary penalty.

18 29 C.F.R. §825.102.

LEGAL REF.: ~~Family and Medical Leave Act~~ 29 U.S.C. §2601 et seq., Family and Medical Leave Act; 29 C.F.R. Part 825.
105 ILCS 5/24-6.4.

CROSS REF.: 5:180 (Temporary Illness or Temporary Incapacity), 5:250 (Leaves of Absence), 5:310 (Compensatory Time-Off), 5:330 (Sick Days, Vacation, Holidays, and Leaves)

Professional Personnel

Terms and Conditions of Employment and Dismissal [1]

The School Board delegates authority and responsibility to the Superintendent to manage the terms and conditions for the employment of professional personnel. The Superintendent shall act reasonably and comply with State and federal law as well as any applicable individual employment contract or collective bargaining agreement in effect. The Superintendent is responsible for making dismissal recommendations to the Board consistent with the Board's goal of having a highly qualified, high performing staff. [2]

School Year

Teachers shall work according to the school calendar adopted by the Board, which shall have a minimum of 176 student attendance days and a minimum of 180 teacher work days, including teacher institute days.[3] Teachers are not required to work on legal school holidays unless the District has followed applicable State law that allows it to hold school or schedule teachers' institutes, parent-teacher conferences, or staff development on the third Monday in January (the Birthday of Dr. Martin Luther King, Jr.); February 12 (the Birthday of President Abraham Lincoln); the first Monday in March (known as Casimir Pulaski's birthday); the second Monday in October (Columbus Day); and November 11 (Veterans Day). [4]

School Day

Teachers are required to work the school day adopted by the Board.[5] Teachers employed for at least four hours per day shall receive a duty-free lunch equivalent to the student lunch period, or 30 minutes, whichever is longer. [6]

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1 State or federal law controls this policy's content. This policy contains items on which collective bargaining may be required. Any policy that impacts upon wages, hours, and terms and conditions of employment, is subject to collective bargaining upon request by the employee representative, even if the policy involves an inherent managerial right. The local collective bargaining agreement may contain provisions that exceed these requirements. In such cases, the board policy should be amended to state, "Please refer to the applicable collective bargaining agreement."

Evaluation, tenure, and dismissals changed significantly from 2013 to 2016 as P.A.s 96-861, 97-8, and 98-513 were implemented. These public acts are referred to as *Education Reform* or *Education Reform Acts*.

2 This paragraph is consistent with the IASB's *Foundational Principles of Effective Governance*, at: www.iasb.com/IASB/media/Documents/found_prin.pdf. Boards have three options for using this paragraph: (1) use it as an introduction to the policy; (2) use it alone leaving the specific other topics for administrative implementation; or (3) do not use it.

3 105 ILCS 5/10-19, amended by P.A.s 101-12 and 101-643. See 6:20, *School Year Calendar and Day*.

4 105 ILCS 5/24-2(b). See 5:330, *Sick Days, Vacation, Holidays, and Leaves,* for a holiday listing as well as a discussion of the case finding the State-mandated school holiday on Good Friday unconstitutional. 105 ILCS 5/24-2, amended by P.A.s 101-642, 102-14, 102-15, and 102-334 prohibits districts from making a deduction "from the time or compensation of a school employee on account of any legal or special holiday."

10 ILCS 5/2B-10, added by P.A. 101-642, 10 ILCS 5/2A-1.1c, added by P.A. 102-15 and scheduled to be repealed on 1-1-23, and 105 ILCS 5/24-2(e), amended by P.A.s 101-642 and 102-15, designated 2020 Election Day on 11-3-2020 and 2022 Election Day on 11-8-22 as legal school holidays for purposes of 105 ILCS 5/24-2. ~~. It requires all government offices, with the exception of election authorities, to be closed unless authorized to be used as a location for Election Day services or as a polling place~~ 10 ILCS 5/2B-10, added by P.A. 101-642, and 10 ILCS 5/2A-1.1c, added by P.A. 102-15 and scheduled to be repealed on 1-1-23, requires any school closed on 2020 or 2022 Election Day to make itself available to an election authority as a polling place on those days. ~~s for 2020 General Election Day and comply with all safety and health practices established by the Ill. Department of Public Health (IDPH).~~

No waiver exists for 2022 Election Day. 105 ILCS 5/24-24(b) and (e), amended by P.A.s 101-642 and 102-15.

5 A school day is required to consist of a minimum of five clock hours under the direct supervision of a teacher or non-teaching personnel or volunteer personnel that provides non-teaching or supervisory duties as specified in 105 ILCS 5/10-22.34(a) in order to qualify as a full day of attendance. 105 ILCS 5/10-19.05(a) and (j-5), added by P.A. 101-12 and amended by P.A. 101-643. See www.isbe.net/school-calendar for ISBE's instructional day changes notice regarding this law. See 105 ILCS 5/10-19.05, added by P.A. 101-12 and amended by P.A. 101-643, for additional exceptions to the attendance calculation.

6 105 ILCS 5/24-9.

The District accommodates employees who are nursing mothers according to provisions in State and federal law. [7]

Salary

Teachers shall be paid according to the salaries fixed by the Board, but in no case less than the minimum salary provided by the School Code.[8] Teachers shall be paid at least monthly on a 10- or 12-month basis. [9]

Assignments and Transfers

The Superintendent is authorized to make teaching, study hall, extra class duty, and extracurricular assignments.[10] In order of priority, assignments shall be made based on the District's needs and best interests, employee qualifications, and employee desires.

School Social Worker Services Outside of District Employment

School social workers may not provide services outside of their District employment to any student(s) attending school in the District. *School social worker* has the meaning stated in 105 ILCS 5/14-1.09a. [11]

7 740 ILCS 137/; 820 ILCS 260/. Ill. law requires more of employers than federal law. Consult the board attorney to ensure the district is properly accommodating nursing mothers. See 5:10-AP, *Workplace Accommodations for Nursing Mothers*.

8 105 ILCS 5/10-20.7, 5/10-21.1, 5/24-1, and 5/24-8, amended by P.A. 101-443 (minimum salary). Salaries are a mandatory subject of collective bargaining. 115 ILCS 5/10. Annually, by Oct. 1, each district must: (1) during an open school board meeting, report salary and benefits information for the superintendent, administrators, and teachers; (2) publish that information on the district's website, if any; and (3) provide this information to ISBE. 105 ILCS 5/10-20.47. According to a Public Access Counselor (PAC) *Informal Mediation* letter interpreting 5 ILCS 120/7.3, an IMRF employer must post on its website the names of employees having a total compensation package that exceeds $75,000 per year. 2012 PAC 19808 (Informal Mediation by the Ill. Attorney General's Public Access Counselor (PAC)); see PAC Annual Report for 2012 at www.foia.ilattorneygeneral.net/pdf/Public_Access_Counselor_Annual_Report_2012.pdf).

9 105 ILCS 5/24-21.

10 Districts are required to have a policy on the distribution of the listed assignments. 23 Ill.Admin.Code §1.420(d).

Absent an individual or collective bargaining agreement, the board has unilateral discretion to assign or retain a teacher to or in an extracurricular duty. Betebenner v. Bd. of Educ., 336 Ill.App. 448 (4th Dist. 1949); Dist. 300 Educ. Assoc. v. Bd. of Educ., 31 Ill.App.3d 550 (2nd Dist. 1975); Lewis v. Bd. of Educ., 181 Ill.App.3d 689 (5th Dist. 1989).

11 Optional. This subhead provides information to district employees and the community that 105 ILCS 5/14-1.09a prohibits school social workers from moonlighting by providing services to students attending the districts in which they are employed. Delete "~~5/10-20.65, 5/14-1.09a,~~" from the Legal References if the board deletes this subhead.

Dismissal

The District will follow State law when dismissing a teacher. **12**

Evaluation

The District's teacher evaluation system will be conducted under the plan developed pursuant to State law. **13**

On an annual basis, the Superintendent will provide the Board with a written report which outlines the results of the District's teacher evaluation system.

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12 All dismissal laws in the chart below were amended by the *Education Reform Acts*. 105 ILCS 5/24A-5.5, added by P.A. 101-591, requires districts to develop and implement a local appeals process for unsatisfactory ratings issued to teachers under 105 ILCS 5/24A-5, amended by P.A.s 101-643 and 102-252. Districts must: (1) develop the process in cooperation with the bargaining unit or teachers, if applicable, and (2) include an assessment of the original rating by a panel of qualified evaluators agreed to by the PERA joint committee (105 ILCS 5/24A-4(b)).

Non-tenure Teacher Discharge	105 ILCS 5/24-11, amended by P.A.s 101-643 and 102-552
Tenured and Non-tenure Teachers Reduction in Force	105 ILCS 5/24-12(b), amended by P.A. 101-643, and (c)
Tenured Teacher Discharge Where Cause Remediable	105 ILCS 5/24-12(d) (prior reasonable warning required) 105 ILCS 5/24-12(d) (procedural mandates) 105 ILCS 5/10-22.4 (general authority)
Tenured Teacher Discharge Where Cause Irremediable	105 ILCS 5/24-12(d) (no prior warning required) 105 ILCS 5/24-12(d) (procedural mandates) 105 ILCS 5/10-22.4 (general authority)
Tenured Teacher Discharge Failure to complete remediation plan with a rating of *Proficient or Excellent*	105 ILCS 5/24A-5(m) (participation in remediation plan after unsatisfactory evaluation) 105 ILCS 5/24-12(d)(1), amended by P.A. 101-643 (no prior warning required if cause(s) were subject of remediation plan) 105 ILCS 5/24-12(d) (procedural mandates) 105 ILCS 5/10-22.4 (general authority)
Tenured Teacher Discharge - Optional Alternative Evaluative Dismissal Process for PERA Evaluation Failure to complete remediation plan with a *Proficient* or better rating 105 ILCS 5/24A-2.5	105 ILCS 5/24-16.5(d) (provide written notice) 105 ILCS 5/24-16.5 (pre-remediation and remediation procedural mandates) 105 ILCS 5/24-16.5(e) and (f) (school board makes final decision with only PERA-trained board members participating in vote)
Tenured Teacher Discharge *Unsatisfactory* PERA evaluation within 36 months of completing a remediation plan 105 ILCS 5/24A-2.5	105 ILCS 5/24A-5(n), amended by P.A. 102-252 (forego remediation and proceed to dismissal) 105 ILCS 5/24-12(d) (procedural mandates) 105 ILCS 5/10-22.4 (general authority)
Educational Support Personnel Employees (non-licensed)	105 ILCS 5/10-23.5, amended by PA. 101-46
Probationary Teacher (non-tenure teacher)	105 ILCS 5/24-11, amended by P.A. 101-643

Various components of a RIF (e.g., impact and decision to RIF) and an evaluation plan (e.g., development, implementation, and impact) may be subject to mandatory collective bargaining. Central City Educ. Assoc. v. IELRB, 149 Ill.2d 496 (Ill. 1992).

Teacher RIF procedures were changed by 105 ILCS 5/24-12, amended by P.A. 101-643. See *PERA Overview for School Board Members*, question 13, "What is the process for selecting teachers for a reduction in force/layoff (RIF)" at: www.iasb.com/law/PERAoverview.pdf.

According to a binding opinion from the Ill. Public Access Counselor, a board must identify an employee by name in a motion to dismiss him or her. PAO 13-16. As this may be a significant change in practice with possible other legal consequences, a board should consult with the board attorney on this issue before dismissing an employee.

13 105 ILCS 5/24A-5, amended by P.A. 102-252. Teacher evaluation plans are covered in *PERA Overview for School Board Members* at: www.iasb.com/law/PERAoverview.pdf.

LEGAL REF.: 105 ILCS 5/10-19, 5/10-19.05, 5/10-20.65, 5/14-1.09a, 5/22.4, 5/24-16.5, 5/24-2, 5/24-8, 5/24-9, 5/24-11, 5/24-12, 5/24-21, 5/24A-1 through 24A-20.
820 ILCS 260/, Nursing Mothers in the Workplace Act.
23 Ill.Admin.Code Parts 50 (Evaluation of Educator Licensed Employees) and 51 (Dismissal of Tenured Teachers).
Cleveland Bd. of Educ. v. Loudermill, 470 U.S. 532 (1985).

CROSS REF.: 5:290 (Employment Termination and Suspensions), 6:20 (School Year Calendar and Day)

Professional Personnel

Substitute Teachers [1]

The Superintendent may employ substitute teachers as necessary to replace teachers who are temporarily absent.

A substitute teacher must hold either a valid teaching or substitute license or short-term substitute license and may teach in the place of a licensed teacher who is under contract with the Board.[2] There is no limit on the number of days that a substitute teacher may teach in the District during the school year, except as follows: [3]

1. A substitute teacher holding a substitute license may teach for any one licensed teacher under contract with the District only for a period not to exceed 90 paid school days in any one school term.
2. A teacher holding a Professional Educator License[4] or Educator License with Stipulations[5] may teach for any one licensed teacher under contract with the District only for a period not to exceed 120 paid school days.
3. A short-term substitute teacher holding a short-term substitute teaching license may teach for any one licensed teacher under contract with the District only for a period not to exceed five consecutive school days. [6]

The Ill. Teachers' Retirement System (TRS) limits a substitute teacher who is a TRS annuitant to substitute teaching for a period not to exceed 120 paid days or 600 paid hours in each school year, but not more than 100 paid days in the same classroom. Beginning July 1, 2023~~1~~a substitute teacher who is a TRS annuitant may substitute teach for a period not to exceed 100 paid days or 500 paid hours in any school year, unless the subject area is one where the Regional Superintendent has certified that a personnel shortage exists. [7]

The School Board establishes a daily rate of pay for substitute teachers. Substitute teachers receive only monetary compensation for time worked and no other benefits. [8]

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1 State law controls this policy's content. Policy 5:30, *Hiring Process and Criteria*, contains the requirements for pre-employment investigations, e.g., a fingerprint based criminal history records check. See also 5:30-AP2, *Investigations*. Each board may require new substitute teacher employees to furnish evidence of physical fitness to perform duties assigned and must require new substitute teacher employees to furnish evidence of freedom from communicable disease. 105 ILCS 5/24-5(b-5~~). Added by P.A. 100-855~~ Evidence may consist of a physical examination, which must be performed within 90 days before the time it is presented to the board, and the substitute teacher bears the cost of the physical examination. Id. A new or existing substitute teacher may also be subject to additional health examinations as required by the Ill. Dept. of Public Health or by order of a local public health official. Id.

2 23 Ill.Admin.Code §1.790(a)(2), requires that any individual who serves as a substitute teacher for driver's education be endorsed for driver's education pursuant to 23 Ill.Admin.Code §25.100(k). 23 Ill.Admin.Code §25.100(k) has been renumbered as 23 Ill.Admin.Code §25.100(h), however §1.790(a)(2) still cites to §25.100(k).

3 Substitute teaching licenses are governed by 105 ILCS 5/21B-20(3);), ~~amended by P.A. 100-596~~ 23 Ill.Admin.Code §§1.790 and 25.520.

4 Professional educator licenses are governed by 105 ILCS 5/21B-20(1) and 23 Ill.Admin.Code Part 25.

5 Educator licenses with stipulations are governed by 105 ILCS 5/21B-20(2), amended by P.A. 101-594~~100-596~~, and 23 Ill.Admin.Code Part 25. 105 ILCS 5/21B-20(2)(E) ~~amended by P.A. 100-13~~ permits an individual who holds a valid career and technical educator endorsement on an Educator License with Stipulations but who does not hold a bachelor's degree to substitute teach in career and technical education classrooms. Similarly, 105 ILCS 5/21B-20(2)(F) , ~~amended by P.A. 100-13~~, permits an individual who holds a provisional or part-time provisional career and technical educator endorsement on an Educator License with Stipulations but who does not hold a bachelor's degree to substitute teach in career and technical education classrooms.

6 105 ILCS 5/21B-20(4) ~~added by P.A. 100-596.~~ Districts may not hire a short-term substitute teacher for teacher absences lasting six or more days. Id.

7 40 ILCS 5/16-118, amended by P.A.s ~~100-596 and~~ 101-645 (specifying permissible paid days and hours for TRS annuitants) and 102-537, and 16-150.1, amended by P.A.s 101-49 and 102-440 (TRS annuitants may return to teaching in a subject shortage area until 6-30-2~~41~~). Use this alternative for districts in suburban Cook County: replace "Regional Superintendent" with "appropriate Intermediate Service Center."

8 If a board provides substitute teachers other benefits, it may consider listing them here.

Short-Term Substitute Teachers [9]

A short-term substitute teacher must hold a valid short-term substitute teaching license and have completed the District's short-term substitute teacher training program.[10] Short-term substitutes may teach no more than five consecutive school days for each licensed teacher who is under contract with the Board. [11]

Emergency Situations [12]

A substitute teacher may teach when no licensed teacher is under contract with the Board if the District has an emergency situation as defined in State law. During an emergency situation, a substitute teacher is limited to 30 calendar days of employment per each vacant position. The Superintendent shall notify the appropriate Regional Office of Education within five business days after the employment of a substitute teacher in an emergency situation.

LEGAL REF.: 105 ILCS 5/10-20.68, 5/21B-20(2), 5/21B-20(3), and 5/21B-20(4).
23 Ill.Admin.Code §1.790 (Substitute Teacher) and §25.520 (Substitute Teaching License).

CROSS REF.: 5:30 (Hiring Process and Criteria)

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9 105 ILCS 5/21B-20(4) ~~added by P.A. 100-596~~,governs Short-Term Substitute Teaching Licenses, which may be issued from 7-1-18 until 6-30-23. Short-Term Substitute Teaching Licenses are not eligible for endorsements. Id. Applicants for a Short-Term Substitute Teaching License must hold an associate's degree or have completed at least 60 credit hours from a regionally accredited institution of higher education. Individuals who have had their Professional Educator License or Educator License with Stipulations suspended or revoked are not eligible to be short-term substitutes. Id. Short-term substitutes may not be hired for teacher absences lasting six or more days. Id. 105 ILCS 5/21B-20(4) repeals on 7-1-23.

10 105 ILCS 5/10-20.67 ~~78,~~ ~~added by P.A. 100-596~~ requires boards to conduct this training. This requirement provides an opportunity for each board and the superintendent to examine all current policies, collective bargaining agreements, and administrative procedures on this subject. Each board may then want to have a conversation with the superintendent and direct him or her to develop a curriculum for a short-term substitute teacher training program that provides individuals who hold a Short-Term Substitute Teaching License with information on curriculum, classroom management techniques, school safety, and district and building operations. See also 5:220-AP, *Substitute Teachers*, and f/n 3 in 5:220-AP. These expectations will be most effective when they reflect local conditions and circumstances. Training and curriculum for a short-term substitute teacher training program may be subjects of mandatory collective bargaining, therefore consulting with the board attorney should be a part of this process. A district would commit an unfair labor practice by implementing new programs for staff without first offering to negotiate them with the applicable exclusive bargaining representative.

School boards may choose to also offer this training program to individuals who hold a Substitute Teaching License and/or substitute teachers holding a Professional Educator License. This provision repeals on 7-1-23.

11 See f/n 6.

12 105 ILCS 5/21B-20(3). An *emergency situation* is defined as one where an unforeseen vacancy has occurred and (i) a teacher is unable to fulfill his or her contractual duties, or (ii) the district's teacher capacity needs exceed previous indications and the district is actively engaged in advertising to hire a fully licensed teacher for the vacant position. Id.

Use this alternative for districts in suburban Cook County: replace "Regional Office of Education" with "appropriate Intermediate Service Center."

Professional Personnel

Leaves of Absence [1]

Each of the provisions in this policy applies to all professional personnel to the extent that it does not conflict with an applicable collective bargaining agreement or individual employment contract or benefit plan; in the event of a conflict, such provision is severable and the applicable bargaining agreement or individual agreement will control.

Sick and Bereavement Leave [2]

Each full-time professional staff member is granted 10 days sick leave each school year at full pay. Unused days are allowed to accumulate to 180 days. Sick leave is defined in State law as personal illness, quarantine at home, serious illness or death in the immediate family or household, or birth, adoption, placement for adoption, or the acceptance of a child in need of foster care.

As a condition for paying sick leave after three days absence for personal illness or ~~30 days for birth~~ as the Board or Superintendent deem necessary in other cases, the Board or Superintendent may require that the staff member provide a certificate from: (1) a physician licensed in Illinois to practice medicine and surgery in all its branches, (2) a chiropractic physician licensed under the Medical Practice Act, (3) a licensed advanced practice registered nurse, (4) a licensed physician assistant who has been delegated the authority to perform health examinations by his or her supervising physician, or (5) if the treatment is by prayer or spiritual means, a spiritual adviser or practitioner of the employee's faith. If the Board or Superintendent

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1 State or federal law controls this policy's content. This policy contains an item on which collective bargaining may be required. Any policy that impacts upon wages, hours, and terms and conditions of employment, is subject to collective bargaining upon request by the employee representative, even if the policy involves an inherent managerial right.

This policy is consistent with the minimum requirements of State law. The local collective bargaining agreement may contain provisions that exceed these requirements. The introductory paragraph recognizes that an applicable collective bargaining agreement or individual employment contract will supersede a conflicting provision of the policy. It also provides policy coverage for those professional personnel who are not included in a bargaining unit or have employment contracts with conflicting provisions. Alternatively, if the policy's subject matter is superseded by a bargaining agreement, the board policy may state, "Please refer to the applicable collective bargaining agreement(s)."

Districts must coordinate leaves provided by State law and the local bargaining agreement with the leave granted by the Family and Medical Leave Act (FMLA) (29 U.S.C. §2612), amended by Sec. 565 of the National Defense Authorization Act for Fiscal Year 2010 (Pub. L. 111-84). The FMLA grants eligible employees 12 weeks unpaid leave each year for: (1) the birth and first-year care of a child; (2) the adoption or foster placement of a child; (3) the serious health condition of an employee's spouse, parent, or child; (4) the employee's own serious health condition; (5) the existence of any qualifying exigency arising out of the fact that the employee's spouse, son, daughter, or parent is on *covered active duty*; and (6) to care for the employee's spouse, child, parent, or next of kin who is a covered servicemember with a serious injury or illness. Districts are permitted to count paid leave (granted by State law or board policy) taken for an FMLA purpose against an employee's FMLA entitlement. 29 C.F.R. §825.207. See policy 5:185, *Family and Medical Leave*.

A plethora of State laws grant leaves to employees of the State and municipalities but are not applicable to school districts, including the Employee Blood Donation Leave Act (820 ILCS 149/), Local Government Disaster Service Volunteer Act (50 ILCS 122/), Organ Donor Leave Act (5 ILCS 327/), and Civil Air Patrol Leave Act (820 ILCS 148/).

2 The provisions in this section are required by 105 ILCS 5/24-6, amended by P.A. 102-275. Each specified number of days in this section is the statutory minimum. Before adopting this policy or applying its provisions, the district should examine any applicable bargaining agreements.

Consult the board attorney about the Employee Sick Leave Act (ESLA). 820 ILCS 191/, amended by P.A. 102-4. It prohibits employers from limiting the use of sick time to an employee's own illnesses and allows employees to use employer-provided sick leave ~~to care for~~ due to illness, injury, medical appointment or *personal care* of a *covered family member*. d ~~family member or to attend a medical appointment with a family member.~~ Id. at 191/10(a), amended by P.A. 102-4. *Personal care* means: (1) activities to ensure a covered family member's basic medical, hygiene, nutritional, or safety needs are met, or to provide transportation to medical appointments, for a covered family member unable to meet those needs himself or herself; and (2) being physically present to provide emotional support to a covered family member with a serious health condition who is receiving inpatient or home care. Id. at 191/5, amended by P.A. 102-4. The ~~law~~ ESLA defines *covered family members* as an employee's child, stepchild, spouse, domestic partner, sibling, parent, mother- or father-in-law, grandchild, grandparent, or stepparent. Id.at ~~191/10(b~~) Leave may be taken under the same terms for which the employee would be permitted to take leave for his or her own illness or injury.

requires a certificate during a leave of less than three days for personal illness, the District shall pay the expenses incurred by the employee.

Staff members are entitled to use up to 30 days of paid sick leave because of the birth of a child that is not dependent on the need to recover from childbirth. Such days may be used at any time within the 12-month period following the birth of the child. Intervening periods of nonworking days or school not being in session, such as breaks and holidays, do not count towards the 30 working school days. As a condition of paying sick leave beyond the 30 working school days, the Board or Superintendent may require medical certification. **3**

For purposes of adoption, placement for adoption, or acceptance of a child in need of foster care, paid sick leave may be used for reasons related to the formal adoption or the formal foster care process prior to taking custody of the child or accepting the child in need of foster care, and for taking custody of the child or accepting the child in need of foster care. Such leave is limited to 30 days, unless a longer leave is provided in an applicable collective bargaining agreement, and need not be used consecutively once the formal adoption or foster care process is underway. The Board or Superintendent may require that the employee provide evidence that the formal adoption or foster care process is underway. **4**

Child Bereavement Leave **5**

State law allows a maximum of 10 unpaid work days for eligible employees (Family and Medical Leave Act of 1993, 20 U.S.C. §2601 et seq.) to take child bereavement leave. The purpose, requirements, scheduling, and all other terms of the leave are governed by the Child Bereavement Leave Act. Child bereavement leave allows for: (1) attendance by the bereaved staff member at the funeral or alternative to a funeral of his or her child, (2) making arrangements necessitated by the death of the staff member's child, or (3) grieving the death of the staff member's child, without any adverse employment action.

The leave must be completed within 60 days after the date on which the employee received notice of the death of his or her child. However, in the event of the death of more than one child in a 12-month period, an employee is entitled to up to a total of six weeks of bereavement leave during the 12-month period, subject to certain restrictions under State and federal law. Other existing forms of leave may be substituted for the leave provided in the Child Bereavement Leave Act. This policy does not create any right for an employee to take child bereavement leave that is inconsistent with the Child Bereavement Leave Act.

Sabbatical Leave **6**

Sabbatical leave may be granted in accordance with the School Code.

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3 105 ILCS 5/24-6, amended by P.A. 102-275, overturned the Illinois Supreme Court's decision in Dynak v. Bd. of Educ. of Wood Dale Sch. Dist. 7, 164 N.E.3d 1226 (Ill. 2020) (finding that a teacher was not entitled to use 30 days of sick leave for birth consecutively before and after an intervening summer break). It is unclear from the language of the statute if an employee can be prohibited from *intermittent* use of 30 working sick days for birth, e.g., such as taking leave once a week. Consult the board attorney for guidance on this issue.

4 105 ILCS 5/24-6, amended by P.A. 102-275.

5 Child Bereavement Leave Act, 820 ILCS 154/; 56 Ill.Admin.Code Part 252. These paragraphs discuss child bereavement leave. 820 ILCS 154/5, defines an *eligible employee* under the same terms as an employee under FMLA (29 U.S.C. 2601 et seq.). See f/n 1 above.

The Act also provides that the leave must be completed within 60 days of the employee learning of the death of his or her *child*, as defined by 820 ILCS 154/5. However, that 60 day limitation does not apply where more than one child dies in a 12-month period. There may be times where an employer may want to grant more than 10 unpaid work days, e.g., when a deceased child lived in a foreign country, etc. Consult the board attorney to resolve the complexities of determining whether an employee is an eligible employee under the FMLA that would trigger this Act.

6 State law provides guidelines for sabbatical leaves but does not require boards to offer them. 105 ILCS 5/24-6.1.

Personal Leave [7]

Professional staff members are granted one personal leave day per year. A personal leave day is defined as a day to allow professional personnel time to conduct personal business (but not vacation, travel, or work stoppage), which is impossible to schedule at a time other than during a school day. Any unused personal leave day in a school year will be credited to the cumulative sick leave.

The use of a personal day is subject to the following conditions:

1. Except in cases of emergency or unavoidable situations, personal leave requests should be submitted to the Building Principal three days in advance of the requested date,
2. No personal leave days may be used immediately before or immediately after a holiday unless the Superintendent grants prior approval,
3. Personal leave may not be used in increments of less than one-half day,
4. Personal leave days are subject to a substitute's availability,
5. Personal leave days may not be used during the first and/or last five days of the school year,
6. Personal leave days may not be used on in-service and/or institute training days, and
7. Personal leave may not be used by more than 10% of the teaching staff in each building at the same time.

Leave of Absence Without Pay [8]

The Board may grant a leave of absence without pay to tenured professional staff members who have rendered satisfactory service and desire to return to employment in a similar capacity at a time determined by the Board.

Each leave of absence shall be of the shortest possible duration required to meet the leave's purpose consistent with a reasonable continuity of instruction for students.

Leave to Serve as an Election Judge [9]

Any staff member who was appointed to serve as an election judge under State law may, after giving at least 20-days' written notice to the District, be absent without pay for the purpose of serving as an election judge. The staff member is not required to use any form of paid leave to serve as an election judge. No more than 10% of the District's employees may be absent to serve as election judges on the same Election Day.

Child-Rearing Leave [10]

The Board shall grant a professional staff member's request for a non-paid, child-rearing leave, not to exceed the balance of the school year plus one additional school year (but in no event shall such leave

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7 State law does not address personal leave. It is not uncommon for professional staff to be granted more than one day of personal leave a year.

8 State law does not address leaves of absence without pay other than stating that a mutually agreed leave will not affect a teacher's contractual continued service. 105 ILCS 5/24-13.

9 This paragraph restates 10 ILCS 5/13-2.5. The statute does not state whether the notice requirement is *calendar* days or *business* days. Support for it being *calendar* days is found in 10 ILCS 5/1-6; support for it being *business* days is found in 10 ILCS 5/1-3.

Rather than duplicate the statute's requirements in separate policies, policy 5:330, *Sick Days, Vacation, Holidays, and Leaves*, grants the leave to support personnel on the terms applicable to professional staff.

10 The School Code does not address child-rearing. FMLA grants eligible employees a combined total of 12 weeks each year, with exceptions for teachers at the end of the school year, for, among other things, a child's: (1) birth and first-year care, and (2) adoption or foster placement (see policy 5:185, *Family and Medical Leave*). Districts not covered by the FMLA must treat a request for child-care leave to care for an adopted infant on terms comparable to those given biological mothers. McWright v. Alexander, 982 F.2d 222 (7th Cir. 1992).

exceed three semesters), provided the request complies with this policy. Nothing in this section shall prohibit a professional staff member from using paid sick days as provided in this policy. [11]

A teacher should request, if possible, a child-rearing leave by notifying the Superintendent in writing no later than 90 days before the requested leave's beginning date.[12] The request should include the proposed leave dates. The leave shall end before a new school year begins or before the first day of school after winter recess. [13]

Subject to the insurance carrier's approval, the teacher may maintain insurance benefits at his or her own expense during a child-rearing leave.

A professional staff member desiring to return before the leave's expiration will be assigned to an available vacancy for which the teacher is qualified, subject to scheduling efficiency and instruction continuity.

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Leaves for Service in the Military [14]

Leaves for service in the U.S. Armed Services or any of its reserve components and the National Guard, as well as re-employment rights, will be granted in accordance with State and federal law. A professional staff member hired to replace one in military service does not acquire tenure.

General Assembly Leave [15]

Leaves for service in the General Assembly, as well as re-employment rights, will be granted in accordance with State and federal law. A professional staff member hired to replace one in the General Assembly does not acquire tenure.

Leave for Employment in Department of Defense [16]

The Board may grant teachers a leave of absence to accept employment in a Dept. of Defense overseas school.

School Visitation Leave

An eligible professional staff member is entitled to eight hours during any school year, no more than four hours of which may be taken on any given day, to attend school conferences, behavioral meetings, or academic meetings related to the teacher's child, if the conference or meeting cannot be scheduled during non-work hours.[17] Professional staff members must first use all accrued vacation leave, personal leave,

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11 Districts offering a child-rearing or maternity leave must be very careful not to violate anti-discrimination laws. Districts can prohibit pregnant teachers from combining paid disability leave with an unpaid maternity leave, provided that non-pregnant teachers are likewise prohibited from combining a paid disability leave with an unpaid general leave of absence. Maganuco v. Leyden Comm. High Sch. Dist. 212, 939 F.2d 440 (7th Cir. 1991); U.S. v. Consol. High Sch. Dist. 230, 983 F.2d 790 (7th Cir. 1993); E.E.O.C. v. Elgin Teachers' Ass'n., 780 F.Supp. 1195 (N.D.Ill. 1991). A sick leave bank exclusion of maternity benefits violates Title VII. U.S. v. Consol. High Sch. Dist. 230, supra.

12 The length of the notice - here 90 days - is *not* covered by State or federal law. If an employee fails to provide this notice, the employee still has the right to request a family and medical leave which has a much shorter notice requirement (see policy 5:185, *Family and Medical Leave*), and could be followed by a child-rearing leave.

13 For a high school, omit "the first day of school after winter recess" and insert "at the semester break." Alternatively, the board may want to be more flexible by stating:

> Every effort shall be made to have the leave minimally interrupt instructional continuity by ending . . .

14 Required by the School Code (105 ILCS 5/10-20.7b, 5/24-13, and 5/24-13.1); the Service Member Employment and Reemployment Rights Act (330 ILCS 61/, ~~added by P.A. 100-1101,~~ s streamlining several job-related protection laws into one statute, mandating leave for *active service*, and requiring the public employer to make up the difference between military pay and regular compensation); and the Uniformed Services Employment and Reemployment Rights Act (38 U.S.C. §4301 et seq.).

15 Required by 105 ILCS 5/24-13.

16 State law provides guidelines for Dept. of Defense leaves but does not require boards to offer them. 105 ILCS 5/24-13.1.

17 820 ILCS 147/15, amended by P.A. 101-486. , ~~eff. 8-1-20~~

compensatory leave, and any other leave that may be granted to the professional staff member, except sick, and disability leave. [18]

The Superintendent shall develop administrative procedures implementing this policy consistent with the School Visitation Rights Act. [19]

Leaves for Victims of Domestic Violence, Sexual Violence, Gender Violence, or Other Crime of Violence [20]

An unpaid leave from work is available to any staff member who: (1) is a victim of domestic violence, sexual violence, gender violence, or any other crime of violence or (2) has a family or household member who is a victim of such violence whose interests are not adverse to the employee as it relates to the domestic violence, sexual violence, gender violence, or any other crime of violence. The unpaid leave allows the employee to seek medical help, legal assistance, counseling, safety planning, and other assistance without suffering adverse employment action.

The Victims' Economic Security and Safety Act governs the purpose, requirements, scheduling, and continuity of benefits, and all other terms of the leave. Accordingly, if the District employs at least 50 employees, an employee is entitled to a total of 12 work weeks of unpaid leave during any 12-month period.[21] Neither the law nor this policy creates a right for an employee to take unpaid leave that exceeds the unpaid leave time allowed under, or is in addition to the unpaid leave time permitted by, the federal Family and Medical Leave Act of 1993 (29 U.S.C. §2601 et seq.). [22]

Leaves to Serve as an Officer or Trustee of a Specific Organization

Upon request, the Board will grant: (1) an unpaid leave of absence to an elected officer of a State or national teacher organization that represents teachers in collective bargaining negotiations,[23] (2) twenty days of paid

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18 Id. The school visitation leave entitlement applies to both professional and educational support personnel. Rather than duplicate its requirements in separate policies, policy 5:330, *Sick Days, Vacation, Holidays, and Leaves*, grants the leave on the same terms applicable to professional staff.

19 820 ILCS 147/. Parents of children with *serious health conditions* may also be eligible to use FMLA leave for individualized education program (IEP) meetings. See U.S. Dept. of Labor *Wage and Hour Division Opinion Letter*, FMLA 2019-2-A (8-8-19), available : ~~www.dol.gov/whd/opinion/search/index.htm?FMLAat~~: www.dol.gov/agencies/whd/opinion-letters/search?FMLA.

20 Required by the Victims' Economic Security and Safety Act, (VESSA) (820 ILCS 180/, amended by P.A.s 101-221 and 102-487 and 56 Ill.Admin.Code §280). *Gender violence* means: (1) one or more acts of violence or aggression that is a criminal offense under State law committed, at least in part, on the basis of a person's actual or perceived sex or gender, (2) a physical intrusion or invasion of a sexual nature under coercive conditions that is a criminal offense under State law, or (3) a threat to commit one of these acts. 820 ILCS 180/10(12.5), added by P.A. 101-221. *Other crime of violence* means conduct prohibited by 720 ILCS 5/9 (homicide), 720 ILCS 5/11 (sex offenses), 720 ILCS 5/12 (bodily harm), 720 ILCS 5/26.5 (harassing and obscene communications), 720 ILCS 5/29D (terrorism), and 720 ILCS 5/33A (armed violence), or similar provisions of the Criminal Code of 1961. 820 ILCS 180/10(2.5), added by P.A. 102-487. *Sexual violence* is not specifically defined in VESSA. While the law applies to all school districts (820 ILCS 180/10(10)), the number of employees determines the number of total workweeks of leave available during any 12-month period (820 ILCS 180/20(a)(2)). The term *employee* includes part-time workers. The Ill. Dept. of Labor must furnish to all employers a notice summarizing the law's requirements (*Your Rights Under Illinois Employment Laws* at: www2.illinois.gov/idol/Documents/flsposter.pdf#search=Your%20Rights%20Under%20Illinois%20Employment%20Laws. All districts must post this notice in a conspicuous place where notices to employees are customarily posted.

21 If the district employs fewer than 50 employees, it may substitute the following sentence: "Accordingly, if the District employs at least 15 but not more than 49 employees, an employee is entitled to a total of eight work weeks of unpaid leave during any 12-month period." 820 ILCS 180/20(a)(2).

If the district employs at least one but not more than 14 employees, it may substitute the following sentence: "Accordingly, if the District employs at least one but not more than 14 employees, an employee is entitled to a total four (4) work weeks of leave during any 12-month period." 820 ILCS 180/20(a)(2).

22 VESSA states that an employee does not have a right to take unpaid leave that exceeds the unpaid leave time allowed under the FMLA. 820 ILCS 180/20(a)(2). Section 25 creates an ambiguity by stating, "[t]he employer may not require the employee to substitute available paid or unpaid leave for [leave available to victims of domestic violence, sexual violence, or gender violence]," 820 ILCS 180/25, amended by P.A.s 101-221 and 102-487, ~~eff. 1-1-20.~~ Contact the board attorney for advice resolving this ambiguity.

23 Required by 105 ILCS 5/24-13.

leave of absence per year to a trustee of the Teachers' Retirement System in accordance with 105 ILCS 5/24-6.3,[24] and (3) a paid leave of absence for the local association president of a State teacher association that is an exclusive bargaining agent in the District, or his or her designee, to attend meetings, workshops, or seminars as described in 105 ILCS 5/24-6.2. [25]

LEGAL REF.: 10 ILCS 5/13-2.5.
105 ILCS 5/24-6, 5/24-6.1, 5/24-6.2, 5/24-6.3, 5/24-13, and 5/24-13.1.
330 ILCS 61/, Service Member Employment and Reemployment Rights Act.
820 ILCS 147/, School Visitation Rights Act.
820 ILCS 154/, Child Bereavement Leave Act.
820 ILCS 180/, Victims' Economic Security and Safety Act.

CROSS REF.: 5:180 (Temporary Illness or Temporary Incapacity), 5:185 (Family and Medical Leave), 5:330 (Sick Days, Vacation, Holidays, and Leaves)

24 Required by 105 ILCS 5/24-6.3. See policy 5:330, *Sick Days, Vacation, Holidays, and Leaves*, for the leave for an elected trustee for the Ill. Municipal Retirement Fund.

25 Required by 105 ILCS 5/24-6.2.

Instruction

School Accountability [1]

According to the Illinois General Assembly, the primary purpose of schooling is the transmission of knowledge and culture through which students learn in areas necessary to their continuing development and entry into the world of work.[2] To fulfill that purpose, the Ill. State Board of Education (ISBE) prepared *State Goals for Learning* with accompanying *Illinois Learning Standards*. [3]

The School Board gives priority in the allocation of resources, including funds, time, personnel, and facilities, to fulfilling this purpose.

Quality Assurance

The Board continuously monitors student achievement and the quality of the District's work. The Superintendent shall supervise the following quality assurance components, in accordance with State law and ISBE rules, and continuously keep the Board informed:

1. Prepare each school's annual recognition application and quality assurance appraisal, whether internal or external, to assess each school's continuous school improvement. [4]
2. Continuously assess the District's and each school's overall performance in terms of both academic success and equity. This includes, without limitation, a thorough analysis of ISBE's balanced accountability measure and each school's *Multiple Measure Index* and corresponding *Annual Measurable Objective* provided by ISBE. [5]
3. If applicable, develop District and School Improvement Plans, present them for Board approval, and supervise their implementation. [6]
4. Prepare a school report card, present it at a regular Board meeting, and disseminate it as provided in State law. [7]

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1 State or federal law controls this policy's content.

2 105 ILCS 5/27-1.

3 23 Ill.Admin.Code §1, Appendix D.

4 105 ILCS 5/2-3.25 - 2-3.25b ~~amended by P.A. 100-1046~~; 23 Ill.Admin.Code §§1.10(a) and 1.20.

5 105 ILCS 5/2-3.25a ~~amended by P.A.s 99-193, 99-657, and 100-1046~~;5/2-3.64a-5, amended by P.A.~~s 100-1046~~ and 101-643. First, the General Assembly ~~105 ILCS 5/2-3.25a, amended by P.A. 99-193~~, significantly revised the system of standards for school districts and schools. Next, it ~~105 ILCS 5/2-3.25a, amended by P.A. 99-657~~ delayed certain implementation dates by one school year. Then, it ~~105 ILCS 5/2-3.25a, amended by P.A. 100-1046,~~ further revised the system of standards for school districts and schools. Annual state assessments required by 105 ILCS 5/2-3.64a-5(c), amended by P.A.~~s 100-1046 and~~ 101-643, are not required if ISBE receives a waiver from the administration of assessments from the U.S. Dept. of Education. 105 ILCS 5/2-3.64a-5(c), as amended by P.A. 101-643. ISBE must establish recognition standards for student performance and school improvement for all districts and their individual schools, and ~~ISBE must~~ outline accountability measures in its State plan that it submits to the U.S. Dept. of Education under the Every Student Succeeds Act (ESSA) (Pub. L. 114-95). If ESSA ceases to require a state plan, then ISBE must develop a written plan in consultation with the Ill. Balanced Accountability Measure (IBAM) Committee. 105 ILCS 5/2-3.25a. , ~~amended by P.A.s 99-193, 99-657, and 100-1046.~~

6 The requirements around district and school improvement plans are unknown until ISBE revises its rules at 23 Ill.Admin.Code Part 1, Subpart A: Recognition Requirements following P.A.s 99-193 and 100-1046. P.A. 99-193 deleted the requirements concerning improvement plans as well as the sanctions for failing to make adequate yearly progress contained in 105 ILCS 5/2-3.25d, but then P.A. 100-1046 repealed 105 ILCS 5/2-3.25d in its entirety. 105 ILCS 5/2-3.25f(a) continues to state that ISBE "shall provide technical assistance to assist with the development and implementation of School and District Improvement Plans" and that schools or districts "that fail to make reasonable efforts to implement an approved Improvement Plan may suffer loss of State funds by school district, attendance center, or program as the State Board of Education deems appropriate."

7 105 ILCS 5/10-17a, amended by P.A.s ~~100-807, 100-1121, and~~ 101-68, amended by P.A. 102-294, eff. 1-1-22 (data on the number of incidents of violence that occurred on school grounds or during school-related activities and that resulted in an out-of-school suspension, expulsion, or removal to an alternative setting), 102-594, eff. 7-1-22 (the number of teachers who are National Board Certified Teachers, disaggregated by race and ethnicity), and P.A. 102-539 (school report card deliveries delayed until 12-31 in years when the Governor declares a public health emergency).

5. In accordance with 105 ILCS 5/2-3.153, annually administer a climate survey on the instructional environment within the school to, at minimum, students in grades 4 through 12 and teachers. **8**

LEGAL REF.: 105 ILCS 5/2-3.25, 5/2-3.25a, 5/2-3.25b, 5/2-3.25c, 5/2-3.25d-5, 5/2-3.25e-5, 5/2-3.25f, 5/2-3.25f-5, 5/2-3.63, 5/2-3.64a-5, 5/2-3.153, 5/10-17a, 5/10-21.3a, and 5/27-1.
23 Ill.Admin.Code Part 1, Subpart A: Recognition Requirements.

CROSS REF.: 6:170 (Title I Programs), 6:340 (Student Testing and Assessment Program), 7:10 (Equal Educational Opportunities)

Districts must present the report card at a regular board meeting, post it on the district's website, make it available to newspapers of general circulation in the district, notify parents/guardians of its availability on the district's website, provide it to parents/guardians on request, submit it to the regional superintendent or appropriate Intermediate Service Center, and otherwise disseminate it as required by State law. See 2:250-E2, *Immediately Available District Public Records and Web-Posted Reports and Records*.

8 Required by 105 ILCS 5/2-3.153 ~~amended by P.A. 100-1046~~, and 23 Ill.Admin.Code §1.97. The State Superintendent must publicly report on the survey indicators of learning conditions resulting from the administration of the instrument at the individual school, district, and State levels. A district may use an alternate learning instrument approved by the State Superintendent at its own cost. These survey instruments are authorized by July 1 each year and posted at: www.isbe.net/Pages/5Essentials-Survey.aspx. 23 Ill.Admin.Code §1.97(g)(1)-(2). To use an alternate survey instrument, the district must submit a form developed for this purpose and posted at www.isbe.net/Pages/5Essentials-Survey.aspx to the State Superintendent on or before a date established by the State Superintendent each year. Id.

Insert the following sentence for districts that administer an alternate survey of learning conditions at their own cost: "The District has elected to use an alternate climate survey of learning conditions instrument."

Instruction

School Year Calendar and Day [1]

School Calendar

The School Board, upon the Superintendent's recommendation and subject to State regulations, annually establishes the dates for opening and closing classes, teacher institutes and in-services, the length and dates of vacations, and the days designated as legal school holidays.[2] The school calendar shall have a minimum of 185 days to ensure 176 days of actual student attendance. [3]

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[1] State or federal law controls this policy's content. This policy contains an item on which collective bargaining may be required. Any policy that impacts upon wages, hours, and terms and conditions of employment, is subject to collective bargaining upon request by the employee representative, even if the policy involves an inherent managerial right.

[2] State-mandated school holidays are found in 105 ILCS 5/24-2, amended by P.A.s 101-642 and 102-15. See policy 5:330, *Sick Days, Vacation, Holidays, and Leaves*, for a holiday listing. The law allows a school board to hold school or schedule teachers' institutes, parent-teacher conferences, or staff development on five identified school holidays if: (1) the school board first holds a public hearing on the proposal; and (2) the person or persons honored by the holiday are recognized through instructional activities conducted on the school holiday or on the first school day preceding or following the school holiday. Districts must redo the public hearing process in the event they change plans for use of holidays. See Ill. State Board of Education (ISBE) guidance at: www.isbe.net/Documents/district-holiday-plans13.pdf. This is an item on which collective bargaining may be required, and a board that wishes to implement this law should consult its attorney.

A State mandated school holiday on *Good Friday* is unconstitutional according to Metzl v. Leininger, 57 F.3d 618 (7th Cir. 1995). Closing school on religious holidays may still be permissible for those districts able to demonstrate, e.g., through surveys, that remaining open would be a waste of educational resources due to widespread absenteeism. Also, districts may be able to close school on Good Friday by adopting a *spring holiday* rationale or ensuring that it falls within spring break. School districts should discuss all of these options, and collective bargaining implications with their board attorneys.

If the county board or board of election commissioners chooses a school to be a polling place, the school district must make the school available. 10 ILCS 5/11-4.1. For the Election Day, the law encourages a school district to either: (1) close the school; or (2) hold a teachers' institute on that day with the students not in attendance. Id. ~~10 ILCS 5/2B-10~~. and 105 ILCS 5/24-2, amended by P.A.s 101-642 and 10 ILCS 5/2A-1.1c, added by P.A. 102-15 and repealing on 1-1-23, required all government offices, with the exception of election authorities, to be closed, unless authorized to be used as a location for election day services or as a polling place for *2020 General Election Day*, and it required schools to be available to an election authority as a polling place for *2020 General Election Day* and on 11-8-22 for *2022 General Election Day*. Id.

[3] The school calendar must have a minimum 185 days to ensure 176 days of actual pupil attendance that may include remote learning days, blended remote learning days, and up to five remote and blended remote learning planning days pursuant to 105 ILCS 5/10-30, added by P.A. 101-643. 105 ILCS 5/10-19, amended by P.A.s 101-12 and 101-643, and 5/24-1; 23 Ill.Admin.Code §1.420. See policy 4:180, *Pandemic Preparedness; Management; and Recovery*, for information about remote and/or blended remote learning day plans. Schools must be closed during county institute. 105 ILCS 5/24-3. The school calendar may be a mandatory subject of collective bargaining. The calendar for the school term and any changes must be submitted to and approved by the regional superintendent before the calendar or changes may take effect. 105 ILCS 5/10-19.

Commemorative Holidays

The teachers and students shall devote a portion of the school day on each commemorative holiday designated in the School Code to study and honor the commemorated person or occasion.[4] The Board may, from time to time, designate a regular school day as a commemorative holiday.

E-learning days allow a school district to provide instruction to students electronically while they are not physically present due to inclement weather and other unexpected events. 105 ILCS 5/10-20.56, added by P.A. 101-12 and amended by P.A.s 101-643 and 102-584 (e-learning days allowed when a school is selected as a polling place under the Election Code), opened the use of e-learning days from three pilot districts to all districts that meet the requirements of the statute. Before a school district can implement an e-learning program and use e-learning days it must, along with other requirements (1) hold a public hearing on the initial proposal for the e-learning program, (2) obtain verification from the Regional Office of Education (ROE) or Intermediate Service Center (ISC) for the school district that the initial proposal meets the requirements specified in the law, and (3) by resolution adopt a research-based program for district-wide e-learning days. Before implementing an e-learning program, boards must collectively bargain the impact of the program on the wages, hours, terms and conditions of employment with employee representative(s). More information about e-learning is available at: www.isbe.net/Pages/Electronic-Learning.aspx.

[4] 105 ILCS 5/24-2(c), amended by P.A. 102-411 lists the following as commemorative holidays: Jan. 17 (Muhammad Ali's birthday), Jan. 28 (Christa McAuliffe Day commemorating space exploration); Feb. 15 (Susan B. Anthony's birthday); Mar. 29 (Vietnam War Veterans' Day); Sept. 11 (Sept. 11th Day of Remembrance); the school day immediately preceding Veterans' Day (Korean War Veterans' Day); Oct. 1 (Recycling Day); Oct. 7 (Iraq and Afghanistan Veterans Remembrance Day); and Dec. 7 (Pearl Harbor Veterans' Day).

Other commemorative holidays include, but are not limited to: Arbor and Bird Day on the last Friday in April (105 ILCS 5/27-18); Leif Erickson Day on October 9 if a school day and otherwise on a school day nearest the date (105 ILCS 5/27-19); American Indian Day on the 4th Friday of September (105 ILCS 5/27-20); Ill. Law Week during the first full school week in May (105 ILCS 5/27-20.1); Just Say No Day on a school day in May designated by official proclamation of the Governor (105 ILCS 5/20.2); Ronald Reagan Day on Feb. 6 (5 ILCS 490/2); Barack Obama Day on August 4 (5 ILCS 490/3); Indigenous Peoples Day on the last Monday in September (5 ILCS 490/7); Lincoln's Birthday February 12 (5 ILCS 490/60); Juneteenth National Freedom Day on June 19 each year (5 ILCS 490/63, amended by P.A.s 102-14, eff. 1-1-22 (second to pass both houses and controlling (5 ILCS 70/6)) and 102-334 (first to pass both houses)) – potential conflicts related to celebrating Juneteenth when it falls on a Saturday or Sunday exist, e.g., P.A. 102-14 states "when June nineteenth falls on a Saturday or Sunday, neither the preceding Friday nor the following Monday shall be held or considered as a *paid* holiday" but contrast P.A. 102-334, stating "when June nineteenth falls on a Sunday, the following Monday shall be held and considered the holiday" – notice the word *paid* is missing; consult the board attorney about whether Juneteenth should be celebrated as an *unpaid holiday* on either the preceding Friday or the following Monday when it falls on a Saturday or Sunday, respectively, or not at all when it falls on a Saturday); Martin Luther King, Jr. Birthday the third Monday in January (5 ILCS 490/65); Prairie Week the third full week in September (5 ILCS 490/75); Retired Teachers' Week the fourth week in May (5 ILCS 490/80); Veterans Day November 11 (5 ILCS 490/90); Preventing Lost Potential Day September 19 (5 ILCS 490/141); Day of Remembrance of the Victims of Slavery and the Transatlantic Slave Trade on March 25 (5 ILCS 490/155); the first full week of January is Emancipation Proclamation Week (5 ILCS 490/160); Mother Mary Ann Bickerdyke Day on the second Wednesday in May (5 ILCS 490/175); April is Arab American Heritage Month (5 ILCS 490/6 ~~amended by P.A. 100-1150~~); and the first full week of April each year is Autism Acceptance Week (5 ILCS 490/137, added by P.A. 102-588).

School Day

The Board establishes the length of the school day with the recommendation of the Superintendent and subject to State law requirements.[5] The Superintendent or designee shall ensure that observances required by State law are followed during each day of school attendance. [6]

LEGAL REF.: 105 ILCS 5/10-19, 5/10-19.05, 5/10-20.56, 5/10-24.46, 5/10-30, 5/18-12, 5/18-12.5, 5/24-2, 5/27-3, 5/27-18, 5/27-19, 5/27-20, 5/27-20.1, 5/27-20.2, and 20/1.
10 ILCS 5/11-4.1.
5 ILCS 490/, State Commemorative Dates Act.
23 Ill.Admin.Code §1.420(f).
Metzl v. Leininger, 850 F.Supp. 740 (N.D. Ill. 1994), *aff'd by* 57 F.3d 618 (7th Cir. 1995).

CROSS REF.: 2:20 (Powers and Duties of the School Board; Indemnification), 4:180 (Pandemic Preparedness; Management; and Recovery), 5:200 (Terms and Conditions of Employment and Dismissal), 5:330 (Sick Days, Vacation, Holidays, and Leaves), 6:60 (Curriculum Content), 6:70 (Teaching About Religions), 7:90 (Release During School Hours)

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[5] A school day is required to consist of a minimum five clock-hours under the direct supervision of a teacher or non-teaching personnel or volunteer personnel that provides non-teaching or supervisory duties as specified in 105 ILCS 5/10-22.34(a), in order to qualify as a full day of attendance, unless (1) the Governor issues a disaster declaration due to a public health emergency pursuant 20 ILCS 3305/7, and (2) the State Superintendent of Education establishes minimum clock-hour requirements to align with the circumstances of the Governor's disaster declaration. 105 ILCS 5/10-19.05, added by P.A. 101-12 and amended by P.A. 101-643. See www.isbe.net/Documents/SB28Instructional-Day.pdf for ISBE's notice regarding this law. See 105 ILCS 5/10-19.05, added by P.A. 101-12, for additional exceptions to the attendance calculation.

Contrast 105 ILCS 5/18-1 2, ~~amended by P.A. 100-282~~. It allows a partial day of attendance to be counted as a full day due to an adverse weather condition, condition beyond the control of the school district that poses a health and safety threat, or use of school facilities by local or county authorities for holding a memorial or funeral service in remembrance of a community member (up to two school days per school year) provided one of following conditions is met: (1) the school district has provided at least one hour of instruction prior to the closure of the school district; (2) a school building has provided at least one hour of instruction prior to the closure of the school building; or (3) the normal start time of the school district is delayed. The law also outlines the process to claim attendance prior to providing any instruction when a school district must close a building or buildings, but not the entire district, after consultation with a local emergency response agency or due to a condition beyond the control of the district. Additionally, 105 ILCS 5/18-12.5 outlines the process for claiming attendance when a school district must close a building or buildings, but not the entire district, specifically because of a public health emergency. Attendance for such days may only be claimed if the school building(s) was scheduled to be in operation on those days.

Alternative education programs may provide fewer than five hours under certain circumstances. 105 ILCS 5/2-3.33a and 5/13B-50.

[6] 105 ILCS 5/27-3 requires the Pledge of Allegiance to be recited every day in elementary and secondary schools. Note that the Illinois statute does not require every student to recite the Pledge – that kind of mandatory participation would violate the U.S. Constitution. Schools may not coerce a student into saying the Pledge, nor may they punish students for refusing to participate in any aspect of the flag ritual, including standing, saluting the flag, and reciting the Pledge. West Virginia State Bd. of Educ. v. Barnette, 319 U.S. 624 (1943); Sherman v. Cmty. Consol. Sch. Dist. 21 of Wheeling Twp., 980 F.2d 437 (7th Cir. 1992). Consider using permissive rather than mandatory language to introduce the recitation of the Pledge, such as, "You may now stand to recite the Pledge." Schools may, of course, require that non-participants maintain order and decorum appropriate to the school environment.

The Silent Reflection and Student Prayer Act mandates a *brief period of silence* for all Illinois public school students at the opening of each school day. 105 ILCS 20/1. A student filed a federal lawsuit challenging the constitutionality of this law under the First Amendment, but the law was ultimately upheld by the Appeals Court. Sherman v. Koch, 623 F.3d 501 (7th Cir. 2010), *cert denied by* 565 U.S. 815 (2011). 105 ILCS 5/10-20.46 requires a moment of silence to recognize veterans during any type of event held at a district school on Nov. 11. See f/n 2 above for more discussion.

Instruction

School Wellness 1

Student wellness, including good nutrition and physical activity, shall be promoted in the District's educational program, school-based activities, and meal programs.[2] This policy shall be interpreted consistently with Section 204 of the Child Nutrition and WIC Reauthorization Act of 2004 and the Healthy Hunger-Free Kids Act of 2010 (HHFKA).[3] The Superintendent will ensure: [4]

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1 State or federal law requires this subject matter to be covered in policy and controls its content. The federal Child Nutrition and WIC Reauthorization Act of 2004 (Child Nutrition Act) requires school districts participating in a program authorized by the National School Lunch Act (NSLA) (42 U.S.C. §1751 et seq.) or the Child Nutrition Act to have a school wellness policy. Pub. L. 108-265, Sec. 204. State law required the Ill. State Board of Education (ISBE) to "establish a State goal that all school districts have a wellness policy." 105 ILCS 5/2-3.139. ISBE complied in October 2007 by "instruct[ing] all public school districts to establish a School Wellness Policy." The federal and State laws list mandatory topics for the policy. The second sentence of this policy should be deleted if the district does not participate in the NSLA or the Child Nutrition Act.

See ISBE's numerous resources at: www.isbe.net/Pages/Nutrition-and-Wellness.aspx. Action for Healthy Kids is a national organization dedicated to overcoming the "epidemic of overweight, undernourished and sedentary youth by focusing on changes in schools;" see its resources at: www.actionforhealthykids.org/index.php.

This sample policy seeks to be both legally compliant and consistent with good governance principles. Both federal and State laws allow each school district to determine how the required topics are addressed. Good governance principles suggest that the board should establish goals with community and stakeholder input. The administration should determine how to achieve the goals. The board should monitor this policy by requesting and reviewing periodic implementation data.

The Ill. Dept. of Agriculture and ISBE are directed to create the Farm Fresh Schools Program. 105 ILCS 124/, Farm Fresh Schools Program Act; 30 ILCS 105/5.728, Farm Fresh Schools Program Fund. They are also directed to administer a grant program to further the Program's intent of "reduc[ing] obesity and improve[ing] nutrition and public health, as well as strengthen[ing] local agricultural economies by increasing access to and promoting the consumption of locally grown fruits and vegetables in schools and increasing physical activities and programs that promote pupil wellness." 105 ILCS 124/10.

2 7 C.F.R. §210.31(a) and (c)(1). The law does not require *school-based activities* to be listed in policy – only that boards implement them. Federal law requires consideration of *evidence-based strategies and techniques* when implementing school-based activities. A board that chooses to list these activities must update them as they change by readopting the policy.

For boards that have developed and wish to list their chosen evidence-based school-based activities, add the following sentence to the paragraph as the second sentence: "The District's school-based activities include: [*list the chosen evidence-based school-based activities*]."

For boards that have not yet developed and implemented their evidence-based school-based activities and need technical assistance, see the websites for:

1. The U.S. Dept. of Agriculture (USDA) at: https://healthymeals.fns.usda.gov/local-wellness-policy-resources/wellness-policy-elements/other-school-based-activities; and
2. The Alliance for a Healthier Generation (AHG) at: https://www.healthiergeneration.org/.

3 Healthy Hunger-Free Kids Act of 2010 (HHFKA); 42 U.S.C. §1758b (Pub.L. 111-296); 7 C.F.R. §§210.10 and 210.31(a).

4 Id.; 7 C.F.R. §210.31(c)(4) (identification of school official responsible for implementation of the policy), §210.31 (d)(2) (informing the public about the policy and making it available on an annual basis), §210.31 (d)(3) (informing the public of the progress toward meeting the goals of the policy by making triennial assessments available), and §210.31(e) (policy implementation, assessments, and updates). See also f/n 20, below.

This sample policy identifies the superintendent as the school official responsible to ensure compliance and oversee the policy. When the rules require specific identification of a school official, the policy does not include the delegation language *or designee*. **[School boards] must identify the [school official(s)] responsible for oversight of [its wellness policy] to ensure compliance. [Boards] have discretion and are the most qualified to identify the best candidate for [their wellness] policy leadership as size, resources, and needs vary greatly among [school districts].** See Federal Register Vol. 81, No. 146 at 50155 at: www.gpo.gov/fdsys/pkg/FR-2016-07-29/pdf/2016-17230.pdf.

For boards that wish to identify a school official other than the superintendent, delete ~~Superintendent~~ and replace it with the responsible school official's title.

1. Each school building complies with this policy;
2. The policy is available to the community on an annual basis through copies of or online access to the Board Policy Manual[5]; and
3. The community is informed about the progress of this policy's implementation.

Goals for Nutrition Education and Nutrition Promotion [6]

The goals for addressing nutrition education and nutrition promotion include the following:

- Schools will support and promote sound nutrition for students.
- Schools will foster the positive relationship between sound nutrition, physical activity, and the capacity of students to develop and learn.
- Nutrition education will be part of the District's comprehensive health education curriculum. See Board policy 6:60, *Curriculum Content.* [7]
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Goals for Physical Activity [8]

The goals for addressing physical activity include the following:

* Schools will support and promote an active lifestyle for students.
* Physical education will be taught in all grades and shall include a developmentally planned and sequential curriculum that fosters the development of movement skills, enhances health-related fitness, increases students' knowledge, offers direct opportunities to learn how to work cooperatively in a group setting, and encourages healthy habits and attitudes

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The intent of the rule is that schools "notify households on an annual basis of the availability of the local school wellness policy information and provide information that would enable *interested households* to obtain additional details." Fed. Reg. Vol. 81, No. 146 at 50160. However, the rule states, "[i]nform the *public* about the content and implementation of the local school wellness policy, and make the policy and any updates to the policy available to the public on an annual basis."

To achieve the intent of this requirement, the regulations suggest several methods for districts, which include a common method many districts likely already use: post the policy on the websites for the *public*, and use the student handbook to distribute important information to *interested households*.

5 For boards that distribute their wellness policies via student handbooks and want to list that in the text of their policies, insert "and distributed to students and their parents/guardians through student handbooks". For sample handbook language, see the Illinois Principals Association *Online Model Student Handbook (MSH)* at: www.ilprincipals.org/resources/model-student-handbook.

6 Goals for nutrition education and nutrition promotion are required topics, but the local board may determine what goals are appropriate. Pub. L. 108-265, Sec. 204(a)(1) and Pub. L. 111-296; 105 ILCS 5/2-3.139(a)(2); and 7 C.F.R. §210.31(c)(1). Replace this policy's text with a board's own locally-developed nutritional education and promotion goals.

Nutrition promotion, required by Pub. L. 111-296, is not well-described or defined. The Food Nutrition Service (FNS) describes *nutrition promotion* more clearly in its technical assistance materials and the proposed 7 C.F.R. Part 210 rules (Fed. Reg. Vol. 79, No. 38 at 10695), dated Feb. 26, 2014, which state, "… evidence based techniques and scientifically-based nutrition messages targeted to a specific audience to inspire and motivate them to take action and use these techniques and messages to create environments and food service venues (classroom, cafeteria, a la carte, vending machines, school stores, snack bars, fundraisers, home, etc.) that encourage healthy nutrition choices, as well as enhance and encourage participation in school meal programs."

More specific materials about nutrition education and promotion, including songs, games, posters, videos, event-planning booklets, wellness communication toolkits, school garden activities, and a graphics library, have also been developed by the FNS' Team Nutrition at: www.fns.usda.gov/tn/resource-library.

Technical assistance for:

1. *Nutritional promotion* at: healthymeals.fns.usda.gov/local-wellness-policy-resources/wellness-policy-elements/nutrition-promotion.
2. Goals development for and implementation of nutrition education and promotion are available from AHG at: www.healthiergeneration.org/.

7 105 ILCS 110/3 and 23 Ill.Admin.Code §1.420(n).

8 This is a required topic, but the local board may determine what goals are appropriate. Pub.L. 108-265, Sec. 204(a)(1); 105 ILCS 5/2-3.139(a)(2); and 7 C.F.R. §210.31(a) and (c)(1).

for a healthy lifestyle. See ~~Board~~ policies~~y~~ 6:60, *Curriculum Content* and ~~Board Policy~~ 7:260, *Exemption from Physical Education*. **9**

* During the school day, all students will be required to engage in a daily physical education course, unless otherwise exempted. See ~~Board~~ policies~~y~~ 6:60, *Curriculum Content* and ~~Board Policy~~ 7:260, *Exemption from Physical Education*. **10**
* The curriculum will be consistent with and incorporate relevant *Illinois Learning Standards for Physical Development and Health* as established by the Ill. State Board of Education (ISBE). **11**

Nutrition Guidelines for Foods Available During the School Day; Marketing Prohibited **12**

Students will be offered and schools will promote nutritious food and beverage choices during the school day that are consistent with Board policy 4:120, *Food Services* (requiring compliance with the nutrition standards specified in the U.S. Dept. of Agriculture's (USDA) *Smart Snacks* rules). **13**

In addition, in order to promote student health and reduce childhood obesity,**14** the Superintendent or designee shall:

1. Restrict the sale of *competitive foods*, as defined by the USDA, in the food service areas during meal periods;
2. Comply with all ISBE rules; and

9 105 ILCS 5/27-5 and 27-6; 23 Ill.Admin.Code §1.425.~~amended at 42 Ill. Reg. 11540~~ See also f/n 29~~27~~ in policy 6:60, *Curriculum Content*. For standards-based lesson plans and curricula for pre-kindergarten through grade 8, classroom-based lesson plans, recipes, guidance to improve the quality of school meals, and other materials for nutrition education and promotion, including songs, games, posters, videos, event-planning booklets, wellness communication toolkits, school garden activities, and a graphics library, see the resources developed by the FNS' Team Nutrition at: www.fns.usda.gov/tn/resource-library.

10 Id. This policy's sample text is based upon federal and State *goals* while sample policy 6:60, *Curriculum Content*'s text is based only upon State curriculum requirements that require a minimum of three days of physical education per five-day week. Ensure the text in this policy's goal aligns with the district's practice stated in policy 6:60 for meeting the minimum requirements of 23 Ill.Admin.Code §1.425(b).

11 Schools must "set student learning objectives which meet or exceed goals established by the State." 105 ILCS 5/2-3.63. The *Learning Standards* can be found on ISBE's website at: www.isbe.net/Pages/Learning-Standards.aspx. See *State Goal 20: Achieve and maintain a health-enhancing level of physical fitness based upon continual self-assessment* at:https://www.isbe.net/Pages/Physical-Education-and-Health.aspx.

105 ILCS 5/27-6.5 describes physical fitness assessments required, beginning with the 2016-17 school year and every school year thereafter, for grades 3-12 in an effort to meet State Goal 20 of the *Illinois Learning Standards for Physical Development and Health*. See also 23 Ill.Admin.Code §1.425 (f) and (h); ISBE's *IL Fitness Assessments and Data Reporting Requirements Questions and Answers (Rev. 5-22-17)* at: https://www.isbe.net/documents/fitness-asmt-faq.pdf.

12 The policy must include the nutrition guidelines selected by the board for "all foods available during the school day with the objective of promoting student health and reducing childhood obesity." Pub. L. 108-265, Sec. 204(a)(2); 105 ILCS 5/2-3.139(a)(1); and 7 C.F.R. §210.10 and 210.31(a), (c)(2), and (c)(3)(i)-(iv). 42 U.S.C. 1758b(b)(2)(A) requires that each local school wellness policy include nutrition guidelines for all foods and beverages available for sale on the school campus during the school day to ensure they are consistent with the statutory and regulatory provisions governing school meals (7 C.F.R. §§210.10, 220.8 and 220.10) and competitive foods (7 C.F.R. §210.11) as applicable.

Prior to July 2016 when 7 C.F.R. § 210.10 and 7 C.F.R § 210.31(c) (respectively) became effective, the current *Dietary Guidelines for Americans* published jointly by the U.S. Depts. of Health and Human Services and Agriculture (USDA) were used as nutrition guidelines.

13 7 C.F.R. §§210.10 (meal requirements for lunches and after-school snacks); 210.11(c) (general nutrition standards for competitive food, i.e., *Smart Snacks*); and 210.31(a) and (c) (encompassing all other nutrition requirements, including foods not sold to students during the school day (classroom parties)).

14 7 C.F.R.§210.31(c)(3)(iv).

3. Prohibit marketing during the school day of foods and beverages that do not meet the standards listed in Board policy 4:120, *Food Services*, i.e., in-school marketing of food and beverage items must meet *competitive foods* standards. [15]

Competitive foods standards do not apply to foods and beverages available, but not sold in school during the school day; e.g., brown bag lunches, foods for classroom parties, school celebrations, and reward incentives. [16]

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Exempted Fundraising Day (EFD) Requests [17]

All food and beverages sold to students on the school campuses of participating schools during the school day must comply with the "general nutrition standards for competitive foods" specified in federal law.

ISBE rules prohibit EFDs for grades 8 and below in participating schools.

The Superintendent or designee in a participating school may grant an EFD for grades 9 through 12 in participating schools. To request an EFD and learn more about the District's related

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15 7 C.F.R. §§210.11(a)(2) and 210.31(c)(3)(iii); 23 Ill. Admin. Code §305.5. For a definition of *competitive foods*, see 4:120-AP, *Food Services; Competitive Foods; Exemptions*.

16 7 C.F.R. §210.31(c)(2). This sample policy does not apply competitive food standards to foods not sold in schools; i.e., foods that students bring into the school from home, etc.

The final [federal] rule does not require that local school wellness policy standards for *foods provided in schools during the school day but not available for sale* conform to the school meal requirements or the competitive foods standards. In fact, the preamble to the final rule reiterates this saying, "[a]gain, it should be noted that with regard to foods provided, but not sold, in schools, local jurisdictions have the discretion to adopt standards that conform to [the competitive food standards] or to adopt more or less stringent standards." Similarly, the preamble to the final rule clearly states the rule does not require school boards to address standards for food brought from home for individual consumption. See Federal Register Vol. 81, No. 146 at 50158 at: www.gpo.gov/fdsys/pkg/FR-2016-07-29/pdf/2016-17230.pdf. Emphasis added.

This sample policy adopts less stringent standards for foods not sold in schools. For boards that wish to adopt standards that conform to the competitive food standards or apply even more stringent standards to foods available, but not sold during the school day, delete the last sentence of this subhead: ~~*Competitive foods* standards do not apply to foods and beverages available, but not sold in school during the school day; e.g., foods for classroom parties, school celebrations, and reward incentives.~~ and choose one of the following sentences to replace it:

Option 1: The District applies *competitive foods* standards listed in Board policy 4:120, *Food Services*, to foods available, but not sold, in schools.

Option 2: The District applies more stringent standards than the *competitive foods* standards to foods available, but not sold, in schools. These include [*list the chosen standards to foods available, but not sold, in schools*].

The AHG encourages school officials to consider prohibiting foods as a reward and using the *Smart Snacks* standards for foods available, but not sold during the school day. However, enforcing such standards against students who are sent to school with snacks from their parents/guardians is difficult and may be considered overreach. Further, such a standard may open the district to challenges. Consult the board attorney about enforcement of standards that meet the *competitive foods* standards – or even more stringent standards – upon foods available, but not sold during the school day, i.e., choosing Options 1 or 2, above.

17 Required by 23 Ill.Admin.Code §305.15(c)(2), 7 C.F.R. §§210.11(b)(4), (c)(2) and 210.30(c)(2) for participating schools that want to grant EFDs.

For elementary districts, delete these sentences: ~~The Superintendent or designee in a participating school may grant an EFD for grades 9 through 12 in participating schools. To request an EFD and learn more about the District's related procedure(s), contact the Superintendent or designee. The District's procedures are subject to change. The number of EFDs for grades 9 through 12 in participating schools is set by ISBE rule.~~

For high school districts, delete this sentence: ~~EFDs are prohibited for grades eight and below in participating schools.~~

Detailed procedures are subject to change and are too complicated for policy text. This policy seeks to balance the requirement to include procedures in the policy for requesting an EFD by providing information about the initial steps and directing the superintendent or designee to inform the requestor of the current procedure. For a list of the number of available EFDs and a more detailed sample step-by-step procedure to request them, see 4:120-AP, *Food Services; Competitive Foods; Exemptions*.

procedure(s), contact the Superintendent or designee. The District's procedures are subject to change. The number of EFDs for grades 9 through 12 in participating schools is set by ISBE rule.

Guidelines for Reimbursable School Meals [18]

Reimbursable school meals served shall meet, at a minimum, the nutrition requirements and regulations for the National School Lunch Program and/or School Breakfast Program. [19]

Unused Food Sharing Plan [20]

In collaboration with the District's local health department, the Superintendent or designee will:

1. Develop and support a food sharing plan (Plan) for unused food that is focused on needy students. [21]
2. Implement the Plan throughout the District.
3. Ensure the Plan complies with the Richard B. Russell National School Lunch Act, as well as accompanying guidance from the U.S. Department of Agriculture on the Food Donation Program. [22]
4. Ensure that any leftover food items are properly donated to combat potential food insecurity in the District's community. *Properly* means in accordance with all federal regulations and State and local health and sanitation codes.

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Monitoring [23]

At least every three years, the Superintendent shall provide implementation data and/or reports to the Board concerning this policy's implementation sufficient to allow the Board to monitor and adjust the policy (a triennial report).[24] This triennial report must include without limitation each of the following:

* An assessment of the District's implementation of the policy
  * The extent to which schools in the District are in compliance with the policy
  * The extent to which the policy compares to model local school wellness policies

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18 Inclusion in the policy is required for only those districts that participate in a program authorized by the NSLA or the Child Nutrition Act.

19 Child Nutrition Act of 1966 (42 U.S.C. §1771 et seq.) and NSLA (42 U.S.C. §1758).

20 105 ILCS 5/2-3.182, added by P.A. 102-359.

21 *Needy students* is not defined by 105 ILCS 5/2-3.182, added by P.A. 102-359.

22 Required for districts that participate in child nutrition programs, the National School Lunch Program and National School Breakfast Program, the Child and Adult Care Food Program (CACFP), and the Summer Food Service Program (SFSP). See 105 ILCS 5/2-3.182, added by P.A. 102-359.

Delete number 3 *only if* the district participates in none of the programs listed.

Food sharing plans will depend on many local factors and require local health department involvement, so because of that, a sample **PRESS** administrative procedure is not practical and does not exist.

23 The policy must establish a plan for measuring implementation of the local wellness policy, including designation of one or more persons within the local educational agency at each school, as appropriate, charged with operational responsibility for ensuring that the school meets the local wellness policy. Pub. L. 108-265, Sec. 204(a)(4); 105 ILCS 5/2-3.139(a)(4); and 7 C.F.R. §210.31(c)(5), (6), and (e)(1). 105 ILCS 110/3.5(a) requires ISBE to develop and maintain a nutrition and physical activity best practices database. Materials may be found at: www.isbe.net/Pages/Nutrition-and-Wellness.aspx.

42 U.S.C. §1758b (Pub. L. 111-296) requires the public to receive periodic measures with the listed items. The accepted practice is annual reports. There is very little guidance to assist school districts in complying with this requirement, and school districts were expected to be working toward developing a reasonable method to implement this requirement by the end of the 2011-2012 school year. Without guidance, to ensure compliance, superintendents should contact their Regional Office of Education regarding their school districts' efforts to comply with this requirement. A guide to help school districts conduct an evaluation of local wellness policies is available, along with more guidance at: www.fns.usda.gov/tn/healthy/wellnesspolicy_tools.html.

24 7 C.F.R. §210.31(e)(2)(i)-(iii) and (3).

* A description of the progress made in attaining the goals of the policy
* How the District will make the results of the assessment available to the public
* Where the District will retain records of the assessment [25]

The Board will monitor and adjust the policy pursuant to policy 2:240, *Board Policy Development*.

Community Involvement [26]

The Board and Superintendent will actively invite suggestions and comments concerning the development, implementation, periodic reviews, and updates of the school wellness policy from parents, students, representatives of the school food authority, teachers of physical education, school health professionals, the school board, school administrators, and the community. Community involvement methods shall align their suggestions and comments to policy 2:140, *Communications To and From the Board* and/or the **Community Engagement** subhead in policy 8:10, *Connection with the Community*. [27]

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25 Id. and §210.31(f); see also the Local Records Act, 50 ILCS 205/. It governs retention of district records; its definition of *public record* is narrower than the definition in the Freedom of Information Act. These communications must be retained only when they contain: (1) evidence of the district's organization, function, policies, procedures, or activities, or (2) informational data appropriate for preservation. Consult the board attorney for a more thorough analysis and a legal opinion about how to meet both of the federal records retention requirements discussed in f/n 25, below, and the Local Records Act.

26 A board must establish a plan in its wellness policy for involving parents, students, and representatives of the school food authority, teachers of physical education, school health professionals, the school board, school administrators, and the public in the development of the school wellness policy. Pub.L. 108-265, Sec. 204(a)(5), amended by 42 U.S.C. §1758b (Pub.L. 111-296); 105 ILCS 5/2-3.139(a)(3); 7 C.F.R. §210.31(c)(5) (requirement to describe involvement plan in policy), and 7 C.F.R. §210.31(d)(1)(requirement to allow certain stakeholders to participate in policy development, etc.).

School districts have discretion in exactly how they implement this requirement, and [e]ach [school district] is best suited to determine the distinctive needs of the community it serves. See Federal Register Vol. 81, No. 146 at 50155 at: www.gpo.gov/fdsys/pkg/FR-2016-07-29/pdf/2016-17230.pdf.

This requirement's awkward wording notwithstanding, a board may take compliance steps by:

1. Seeking community input or involvement during this policy's adoption and monitoring phases, and inviting suggestions and comments during the public comment portion of board meetings from time to time. This method aligns with 2:140, *Communications To and From the Board* and 2:240, *Board Policy Development*.
2. Establishing a "local school wellness committee." This method is discussed in the preamble to 7 C.F.R. §210.31(d)(1), which suggests "identifying individuals" to serve on a "local school wellness policy committee." **However, the final text of 7 C.F.R. §210.31(d)(1) does not specifically require districts to establish a local school wellness policy committee – only that they "*permit* [groups listed in the policy above] *to participate* … ."** See also the citation to the Federal Register, in the second paragraph of this f/n, above, discussing policy implementation discretion.

The default text of this policy follows item #1 above and does not establish a local school wellness committee. For a district that wants to appoint or approve a local school wellness committee, add the following optional sentence as the last sentence of this subhead: "As necessary, the Superintendent or designee will convene a Wellness Committee with at least one representative from each of the listed groups." Also list the Wellness Committee in 2:150-AP, *Superintendent Committees*. As much of the work of developing a plan to involve local stakeholders is administrative/staff work rather than governance work, best practice is for a Wellness Committee be an administrative committee, but consult the board attorney for guidance. See f/n 3 in policy 2:150, *Committees*, for a discussion of Open Meetings Act implications of the Wellness Committee being a board committee.

If a board wants to comply with the USDA's *encouragement* to include Supplemental Nutrition Assistance Program Education (SNAP-ED) coordinators or educators in the group to provide input about the policy, add:

", Supplemental Nutrition Assistance Program Education (SNAP-ED) coordinators, educators" to the end of the first sentence in this subhead, immediately before: ", and community."

27 If a board has not adopted the **Community Engagement** subhead in policy 8:10, *Connection with the Community*, delete the phrase at the end of the second sentence: "Individuals shall align their suggestions and comments to policy 2:140, *Communications To and From the Board* ~~and/or the **Community Engagement** subhead in policy 8:10, *Connection with the Community*~~."

A board may also choose to post this policy on its website and include it in the student handbook.

Recordkeeping [28]

The Superintendent shall retain records to document compliance with this policy, the District's records retention protocols, and the Local Records Act.

LEGAL REF.: ~~Child Nutrition and WIC Reauthorization Act of 2004,~~ Pub. L. 108-265, Sec. 204, Child Nutrition and WIC Reauthorization Act of 2004.
~~Child Nutrition Act of 1966~~. 42 U.S.C. §1771 et seq., Child Nutrition Act of 1966.
~~National School Lunch Act~~ 42 U.S.C. §1751 et seq., National School Lunch Act.
~~Healthy, Hunger-Free Kids Act of 2010~~ 42 U.S.C. §1758b, Pub. L. 111-296, Healthy, Hunger-Free Kids Act of 2010.
42 U.S.C. §1779, as implemented by 7 C.F.R. §§210.11 and 210.31.
~~Local Records Act~~ 50 ILCS 205/ Local Records Act.
105 ILCS 5/2-3.139.
23 Ill.Admin.Code Part 305, Food Program.
ISBE's "*School Wellness Policy*" Goal, adopted Oct. 2007.

CROSS REF.: 2:140 (Communications To and From the Board), 2:150 (Committees), 2:240 (Board Policy Development), 4:120 (Food Services), 5:100 (Staff Development Program), 6:60 (Curriculum Content), 7:260 (Exemption from Physical Education), 8:10 (Connection with the Community)

28 7 C.F.R. §210.31(f). Records must include: (1) the policy; (2) documentation demonstrating compliance with community involvement requirements, including requirements to make the local school wellness policy and triennial assessments available to the public; and (3) documentation of the triennial assessment of the local school wellness policy for each school under its jurisdiction.

See f/n 22, above regarding the Local Records Act and 2:250-AP2, *Protocols for Record Preservation and Development of Retention Schedules*.

While 7 C.F.R. §210.31(f) does not require the policy text to state what records must be kept, a board that wants to include that information may insert the following text: "Records must include: (1) this policy; (2) documentation demonstrating compliance with community involvement, including requirements to make the policy and triennial assessments available to the public; and (3) documentation of the triennial assessment of this policy for each school under its jurisdiction."

Instruction

Curriculum Content 1

The curriculum shall contain instruction on subjects required by State statute or regulation as follows:

1. In kindergarten through grade 8, subjects include: (a) language arts, (b) reading, (c) other communication skills, (d) science, (e) mathematics,**2** (f) social studies, (g) art, (h) music,**3** and (i) drug and substance abuse prevention including the dangers of opioid abuse.**4** A reading opportunity of 60 minutes per day will be promoted for all students in kindergarten through grade 3 whose reading levels are one grade level or more lower than their current grade level.**5** Daily time of at least 30 minutes (with a minimum of at least 15 consecutive minutes if divided) will be provided for supervised, unstructured, child-directed play for all students in kindergarten through grade 5.**6** Before the completion of grade 5, students will be offered at least one unit of cursive instruction.**7** ~~Beginning with the 2020-2021 school year~~, in grades 6, 7, or 8, students must receive

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1 Districts must have a policy on physical education (23 Ill.Admin.Code §1.425 ~~amended by 42 Ill. Reg. 11540~~) and what grade level(s) students will be offered cursive writing instruction (105 ILCS 5/27-20.7, ~~added by P.A. 100-548~~). Policies on the remaining topics in this policy are optional. State or federal law controls this policy's content. 23 Ill.Admin.Code §1.420~~, amended at 42 Ill. Reg. 11527~~ recommends that activities, including student internships and observations of government in action, be a part of the instructional program where appropriate.

State law mandates certain courses of study but local school boards may set requirements exceeding State-law mandated courses of study. 105 ILCS 5/10-20.8 and 5/27-1 et seq.

2 105 ILCS 5/2-3.156 requires the Ill. State Board of Education (ISBE) to coordinate, adapt and develop middle and high school math curriculum models. There is no consistent definition for *middle school* or *high school* in either State or federal law. Districts are not required to use ISBE's models and may develop their own mathematics curricula.

The purpose of the math curriculum models will be to aid school districts and teachers in implementing the *Common Core Standards*. The ISBE has adopted new math and English language arts (ELA) standards for K-12 education referred to as the *New Ill. State Learning Standards Incorporating the Common Core*. The goal of incorporating the *Common Core Standards* into the *State Goals for Learning* is to better prepare Ill. students for success in college and the workforce in a competitive global economy. See www.isbe.net/Documents/ccs-faq-0813.pdf.

The terms *Common Core Standards* and the *New Ill. State Learning Standards Incorporating the Common Core* are synonymous. Referencing the *Ill. Learning Standards* includes them both. That is because they are incorporated by reference into ISBE's rules and *State Goals for Learning*. A district that wants to include the term *Common Core Standards* in its policy may do so; however, districts should understand that referring to the *Common Core Standards* only will cover only math and ELA learning standards and goals and not any other subject areas that the *Ill. Learning Standards* cover. The best practice is to continue using *Ill. Learning Standards*, which includes the *Common Core Standards*.

3 23 Ill.Admin.Code §1.430.

4 105 ILCS 5/27-13.2, amended by P.A. 102-195, requires that in addition to instruction, study, and discussion of effective methods for the prevention and avoidance of drugs and substance abuse, the subject must also cover the dangers of opioid abuse.

~~House Resolution 824 (98th General Assembly, 2014) urges all Illinois schools to educate youth about the dangers of using heroin and the rising numbers of accidental deaths from heroin overdoses through comprehensive drug education programs, including the Drug Abuse Resistance Education (DARE) program. No guidance on age appropriate instruction for heroin abuse is provided in the resolution.~~

5 105 ILCS 5/10-20.53.

6 105 ILCS 5/27-6.3, added by P.A. 102-357. Schools must provide at least 30 minutes of play time for any school day five clock hours or longer in length. For any school days less than that, the total time allotted during the school day must be at least one-tenth of a day of attendance for the student. Time spent dressing or undressing for outdoor play may not count towards the daily time allotment. Play time must be computer-, tablet-, phone-, and video-free. Play time may be withheld as a disciplinary or punitive action only if a student's participation poses an immediate threat to the safety of the student or others. Id.

7 105 ILCS 5/27-20.7 ~~added by P.A. 100-548~~ requires districts to offer students a unit of cursive instruction before they complete grade 5. Other than before completing grade 5, the law is silent about what grade level(s) in which students must receive their unit of cursive instruction. This provides an opportunity for a board to have a conversation with the superintendent about local community expectations and direct him or her to determine the appropriate grade level(s) in which students will be offered a unit of cursive instruction.

Use the following alternative if the board wants to specify grade level(s) before the end of grade 5 in which cursive instruction will be offered:

A unit of cursive instruction will be offered in grade(s) _____.

at least one semester of civics education in accordance with Illinois Learning Standards for social science. **8**

2. In grades 9 through 12, subjects include:**9** (a) language arts, (b) writing intensive courses, (c) science, (d) mathematics,**10** (e) social studies including U.S. history, American government and one semester of civics,**11** (f) foreign language,**12** (g) music, (h) art, (i) driver and safety education,**13** and (j) vocational education.

Students otherwise eligible to take a driver education course must receive a passing grade in at least eight courses during the previous two semesters before enrolling in the course. The Superintendent or designee may waive this requirement if he or she believes a waiver to be in the student's best interest.**14** The course shall include: (a) instruction necessary for the safe operation of motor vehicles, including motorcycles, to the extent that they can be taught in the classroom,**15** (b) classroom instruction on distracted driving as a major traffic safety issue,**16** (c) instruction on required safety and driving precautions that must be observed at emergency situations, highway construction and maintenance zones, and railroad crossings and their approaches,**17** and (d) instruction concerning law enforcement procedures for traffic stops, including a demonstration of the proper actions to be taken during a traffic stop and appropriate interactions with law enforcement.**18** Automobile safety instruction covering traffic regulations and highway safety must include instruction on the consequences of alcohol consumption and the operation of a motor

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8 105 ILCS 5/27-3.10, added by P.A. 101-254 ~~eff 7-1-20~~ The statute specifically states that school districts may utilize private funding available for offering civics education.

9 105 ILCS 5/27-22, amended by P.A.s 101-643 and 654; 23 Ill.Admin.Code §1.440. ISBE may adopt rules to modify these requirements for students in grades 9 through 12 if the Governor declares a disaster due to a public health emergency pursuant to 20 ILCS 3305/7. 105 ILCS 5/27-22(e)(3.5), amended by P.A. 101-654 requires "a year of a course that includes intensive instruction in computer literacy, which may be English, social studies, or any other subject." Because computer literacy may be included within another subject, it is not listed here, but in number 6 of this policy with f/n 25, below.

10 105 ILCS 5/2-3.156. See f/n 2.

105 ILCS 5/27-22(e)(3), amended by P.A. 101-464, ~~eff. 1-1-20~~, llows the substitution of an advanced placement computer science course for a year of mathematics. For specific requirements, see 6:300-E2, *State Law Graduation Requirements*, and 6:310, *High School Credit for Non-District Experiences; Course Substitutions; Re-entering Students*.

11 105 ILCS 5/27-22(e)(5). The statute specifically states that school districts may utilize private funding available for offering civics education.

12 The General Assembly encouraged school boards to implement American Sign Language courses into the school foreign language curriculum. 105 ILCS 5/10-20.52. Senate Joint Resolution 68 (96th General Assembly, 2010) encourages school districts to explore the introduction of Arabic as a foreign language in their curriculums.

13 The ISBE rule on driver education personnel is found at 23 Ill.Admin.Code §252.40 ~~amended at 42 Ill. Reg. 8957~~. School districts may contract with a commercial driver training school (CDTS) for driver education. 105 ILCS 5/27-24.2, amended by P.A. 101-450. To qualify to contract with a school district, a CDTS must: (a) hold a valid license issued by the Ill. Sec. of State; (b) provide teachers who meet the educator licensure and endorsement requirements under 105 ILCS 5/21B; and (c) follow the same evaluation and observation requirements that apply to non-tenured teachers under 105 ILCS 5 24-A. Id. A district contracting with a CDTS must provide a list to ISBE of the CDTS instructors. Id. The list must include the name, personal ISBE identification number, birth date and driver's license number of each instructor who will teach driver education. Id. Although a formal waiver for outsourcing of driver's education is no longer required, districts must consider their applicable collective bargaining agreement(s), board policy, and the reduction in force (RIF) provisions of the School Code as they relate to outsourcing of instructional staff. Consult the board attorney for guidance.

A school district may decide to allow a student to take a portion of the driver education course through a distance learning course. This is determined on a case-by-case basis and must be approved by the district's administration, the student's driver's education teacher, and the student's parent/guardian. 105 ILCS 5/27-24.2, amended by P.A. 101-183; ~~eff. 1-1-20~~, 23 Ill.Admin.Code §252.20(c)(2).

14 105 ILCS 5/27-24.1, amended by P.A. 102-455, eff. 1-1-22, and 5/27-24.2; ~~amended by P.A 100-465~~; 23 Ill.Admin.Code §252.20(c)(2).

15 Id.

16 Id.

17 Id.

18 Id.

vehicle.**19** The eligibility requirements contained in State law for the receipt of a certificate of completion from the Secretary of State shall be provided to students in writing at the time of their registration. **20**

3. In grades 7 through 12, as well as in interscholastic athletic programs, steroid abuse prevention must be taught. **21**

4. In kindergarten through grade 12, provided it can be funded by private grants or the federal government, violence prevention and conflict resolution must be stressed, including: (a) causes of conflict, (b) consequences of violent behavior, (c) non-violent resolution, and (d) relationships between drugs, alcohol, and violence.**22** In addition, anti-bias education and intergroup conflict resolution may be taught as an effective method for preventing violence and lessening tensions in schools; these prevention methods are most effective when they are respectful of individuals and their divergent viewpoints and religious beliefs, which are protected by the First Amendment to the Constitution of the United States. **23**

5. In grades kindergarten through 12, age-appropriate Internet safety must be taught, the scope of which shall be determined by the Superintendent or designee. The curriculum must incorporate policy 6:235, *Access to Electronic Networks*, and, at a minimum, include: (a) education about appropriate online behavior, (b) interacting with other individuals on social networking websites and in chat rooms, and (c) cyberbullying awareness and response. **24**

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19 105 ILCS 5/27-17.

20 The Ill. Vehicle Code, 625 ILCS 5/6-408.5, contains these requirements; they are paraphrased below and may be added to the policy or otherwise disseminated.

> Before a certificate of completion will be requested from the Secretary of State, a student must receive a passing grade in at least eight courses during the two semesters last ending before requesting the certificate. A certificate of completion will not be requested for any person less than 18 years of age who has dropped out of school unless the individual provides:
>
> 1. Written verification of his or her enrollment in a high school equivalency or alternative education program or a high school equivalency certificate (formerly GED certificate);
> 2. Written verification that before dropping out, the individual had received passing grades in at least eight courses during the two previous semesters last ending before requesting a certificate;
> 3. Written consent from the individual's parent/guardian and the Regional Superintendent; or
> 4. Written waiver from the Superintendent of the School District in which the individual resides or resided at the time he or she dropped out of school, or from the chief school administrator with respect to a dropout who attended a non-public high school. A waiver may be given if the Superintendent or chief administrator deems it to be in the individual's best interests.

21 105 ILCS 5/27-23.3.

22 105 ILCS 5/27-23.4.

23 Optional. 105 ILCS 5/27-23.6 entitled *Anti-bias education* allows districts to incorporate activities to address intergroup conflict, with the objectives of improving intergroup relations on and beyond the school campus, defusing intergroup tensions, and promoting peaceful resolution of conflict.

Boards that adopt a policy to incorporate activities to address intergroup conflict pursuant to this law must make information available to the public that describes the manner in which the district has implemented the activities. Methods for making this information available include: the district's website, if any, and in the district's offices upon request. See 2:250-E2, *Immediately Available District Public Records and Web-Posted Reports and Records*. Districts may also include the information in a student handbook and in district newsletters. The Ill. Principals Association (IPA) maintains a handbook service that coordinates with **PRESS** material, Online Model Student Handbook (MSH), at:

www.ilprincipals.org/resources/model-student-handbook.

See f/n 12 in sample policy 6:180, *Extended Instructional Programs*, and ensure that these policies align.

24 47 C.F.R. § 54.520 and 105 ILCS 5/27-13.3 control this section. "Grades kindergarten through 12" is used because federal law requires school districts that receive E-rate funding to certify that they have an Internet safety education policy for all minors. 47 C.F.R. §54.520(c)(1)(i). This federal law defines *minors* as any individual who has not attained the age of 17 years. 47 C.F.R. §54.520(a)(4)(i).

105 ILCS 5/27-13.3 only requires a unit on Internet safety for students in grades 3 or above. It recommends seven topics for the unit on Internet safety and required ISBE to "make available resource materials for educating children regarding child online safety." It also invites schools to "adopt an age-appropriate curriculum for Internet safety instruction of students in grades kindergarten through 12."

6. In all grades, students must receive developmentally appropriate opportunities to gain computer literacy skills that are embedded in the curriculum. **25**

7. ~~5~~. In all grades, character education must be taught including respect, responsibility, fairness, caring, trustworthiness, and citizenship in order to raise students' honesty, kindness, justice, discipline, respect for others, and moral courage.**26** Instruction in all grades will include examples of behaviors that violate policy 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment.* **27**

8. ~~6.~~ In all schools, citizenship values must be taught, including: (a) American patriotism, (b) ~~democratic~~ principles of representative government (the American Declaration of Independence, the Constitution of the United States of America and the Constitution of the State of Illinois)~~freedom, justice, and equality~~, (c) proper use and display of the American flag, (d) the Pledge of Allegiance, and (e) the voting process. **28**

9. ~~7~~. In all grades, physical education must be taught including a developmentally planned and sequential curriculum that fosters the development of movement skills, enhances health-related fitness, increases students' knowledge, offers direct opportunities to learn how to work cooperatively in a group setting, and encourages healthy habits and attitudes for a healthy lifestyle. Unless otherwise exempted, all students are required to engage in a physical education course with such frequency as determined by the Board after recommendation from the Superintendent,**29** but

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For boards that do not receive E-rate funds and do not want to exceed the requirements of the School Code, replace this section with the following sentence:

In grades 3 or above, the curriculum contains a unit on Internet safety, the scope of which shall be determined by the Superintendent or designee.

For boards that do not receive E-rate funds, but want to exceed the requirements of 105 ILCS 5/27-13.3 to include grades K-2, replace this section with the following sentences:

In grades 3 or above, the curriculum contains a unit on Internet safety, the scope of which shall be determined by the Superintendent or designee. In kindergarten through grade 2, age-appropriate Internet safety must be taught.

25 105 ILCS 5/10-20.73 (final citation pending), 5/10-20.74, and 5/27-22(e)(3.5), added by P.A. 101-654. 105 ILCS 5/10-20.74, added by P.A. 101-654, requires that districts submit an annual report to ISBE regarding educational technology capacities and policies. See the subhead **Educational Technology Committee** and f/n 20 in 2:150-AP, *Superintendent Committees*.

26 105 ILCS 5/27-12.

27 Required as part of a district's Bullying Prevention and Response Plan pursuant to 105 ILCS 5/27-23.7. Because of the negative outcomes associated with bullying in schools, the Ill. General Assembly has found "that [school districts] should educate students, parents, and [school district personnel] about what behaviors constitute prohibited bullying." 105 ILCS 5/27-23.7(a). This language aligns with policy 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*. ~~which requires bullying prevention instruction as part of a district's Bullying Prevention and Response Plan~~

The Ill. General Assembly invited boards to "make suitable provisions for instruction in gang resistance education and training in all grades and include such instruction in the courses of study regularly taught in those grades." See 105 ILCS 5/27-23.10(c). A board that shares this concern may add the following option: "In addition, in all grades gang resistance education and training must be taught."

28 105 ILCS 5/27-3 requires the Pledge of Allegiance to be recited every day in elementary and secondary schools. See also Palmer v. City of Chicago, 466 F. Supp. 600 (N.D. Ill. 1979) (teacher would not teach and direct the Pledge of Allegiance to the flag of the United States for religious reasons and was terminated for not doing so because it was part of the curriculum). Requirements for displaying a U.S. flag at each school and in each classroom are found in 5 ILCS 465/3 and 465/3a.

Note that the Illinois statute does not require every student to recite the *Pledge* – that kind of mandatory participation would violate the U.S. Constitution. Schools may not coerce a student into saying the *Pledge*, nor may they punish students for refusing to participate in any aspect of the flag ritual, including standing, saluting the flag, and reciting the *Pledge*. West Virginia State Bd. of Educ. v. Barnette, 319 U.S. 624 (1943); Sherman v. Cmty. Consol. Sch. Dist. 21 of Wheeling Twp., 980 F.2d 437 (7th Cir. 1992). Consider using permissive rather than mandatory language to introduce the recitation of the *Pledge*, such as, "You may now stand to recite the *Pledge*." Schools may, of course, require that non-participants maintain order and decorum appropriate to the school environment.

29 The phrase "after recommendation by the Superintendent" is optional. If a superintendent does not bring this topic to the board for discussion, the board may not have a trigger to make the determination.

at a minimum of three days per five-day week.**30** For exemptions and substitutions, see policies 6:310, *High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students* and 7:260, *Exemption from Physical Education*. **31**

10. ~~8~~. In all schools, health education must be stressed, including:**32** (a) proper nutrition, (b) physical fitness, (c) components necessary to develop a sound mind in a healthy body, (d) dangers and avoidance of abduction, and (e) age-appropriate and evidence-informed sexual abuse and assault awareness and prevention education in all grades.**33** The Superintendent shall implement a comprehensive health education program in accordance with State law. **34**

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30 23 Ill.Admin.Code §1.425(b). ~~amended at 42 Ill. Reg. 11540~~ Boards that want their daily physical education requirement to align with their goal in policy 6:50, *School Wellness*, may replace "minimum of three days per five-day week" with their local daily requirements. See f/n 10 in policy 6:50, *School Wellness*.

31 105 ILCS 5/27-5 requires school boards to provide for students' physical education and allows the P.E. course offered in grades 5 through 10 to include the health education courses required by State law. See also 23 Ill.Admin.Code §1.425. ~~added at 40 Ill. Reg. 2990.~~

105 ILCS 5/27-6, ~~amended by P.A. 100-465~~, describes when students may be excused from P.E. See also 23 Ill.Admin.Code §1.425(d), ~~amended at 42 Ill. Reg. 11540~~.

105 ILCS 5/27-6 ~~amended by P.A. 100-465,~~ contains an exception to the minimum of three days per five-day week P.E. requirement for schools engaged in block scheduling; if this is applicable, substitute this sentence for the second-to-last sentence in this paragraph:

> Unless otherwise exempted, all students are required to engage with such frequency as determined by the Board, but at a minimum of three days per five-day week, during the school day, except on block scheduled days, in a physical education course.

105 ILCS 5/27-6.5 describes physical fitness assessments required, beginning with the 2016-17 school year and every school year thereafter, for grades 3-12 in an effort to meet State Goal 20 of the Illinois Learning Standards for Physical Development and Health at: www.isbe.net/Pages/Physical-Education-and-Health.aspx. See also 23 Ill.Admin.Code §1.425 (f) and (h) amended at ~~42 Ill. Reg. 11540~~; ISBE's *IL Fitness Assessments and Data Reporting Requirements Questions and Answers (Rev. 2017)* at: . ~~20172-15-18) at: www.isbe.net/Documents/fitness-asmt-faq.pdf.~~ ~~www.isbe.net/Documents/Physical_Fitness_Assessment_FAQ.pdf#search=Fitness%20Assessments%20and%20Data%20Reporting%20Requirements%20Questions%20and%20Answerswww~~.isbe.net/Documents/Physical_Fitness_Assessment_FAQ.pdf#search=Fitness%20Assessments%20and%20Data%20Reporting%20Requirements%20Questions%20and%20Answers. www.isbe.net/Documents/Physical_Fitness_Assessment_FAQ.pdf#search=Fitness%20Assessments%20and%20Data%20Reporting%20Requirements%20Questions%20and%20Answers.

105 ILCS 5/27-7 describes the goals and requirements for P.E. courses; these are re-stated in this sample policy.

32 Citations for letters (a) - (e), required by the Comprehensive Health Education Program (105 ILCS 110/3) in this paragraph follow:

(a) 105 ILCS 5/2-3.139 and 105 ILCS 5/27-7 (proper nutrition) and see also policy 6:50, *School Wellness*.

(b) Id. (physical fitness) and see also policy 6:50, *School Wellness*.

(c) Id. (sound mind and healthy body).

(d) 105 ILCS 5/27-13.2 (dangers and avoidance of abduction). The Ill. State Police and ISBE must develop instruction on child abduction prevention. 20 ILCS 2605/2605-480.

(e) 105 ILCS 110/3 and 105 ILCS 5/10-23.13, amended by P.A. 102-610 a/k/a *Erin's Law* (child sexual abuse prevention). While 105 ILCS 5/10-23.13(b) states pre-K through 12th, this policy uses *all grades* for brevity and ease of administration. *Erin's Law* requires a policy addressing child sexual abuse prevention and curriculum content on that subject (see sample policy 4:165, *Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors*). A sentence in 6:60-AP1, *Comprehensive Health Education Program*, restates the basic recommendations ~~for a child sexual abuse prevention program~~ from page 16 of the *Erin's Law* Taskforce Final Report (Report) to Governor Quinn at: www.isbe.net/Documents/erins-law-final0512.pdf, which was the basis for HB 1975 text, which did not pass in the first half of the 102nd Ill. General Assembly but is used as the basis for sample content to implement P.A. 102-610 due to that Public Act's vagueness. The professional educator training component of *Erin's Law* is addressed in policies 5:90, *Abused and Neglected Child Reporting* and 5:100, *Staff Development Program*. The Report also encouraged parental involvement because parents play a key role in protecting children from child sexual abuse.

33 See f/n 11 in sample policy 4:165, *Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors*, for a definition of *evidence-informed*. 105 ILCS 5/10-23.13, amended by P.A. 102-610.

34 105 ILCS 110/3, amended by P.A.s 101-305 and P.A. 102-464;, ~~eff. 1-1-20,~~ and 23 Ill.Admin.Code §1.420(n). Each school system shall provide a program in compliance with the Critical Health Problems and Comprehensive Health Education Act, 105 ILCS 110/.

More detailed critical health problems and comprehensive health education program content is described in administrative procedure 6:60-AP1, *Comprehensive Health Education Program*. That procedure follows the Comprehensive Health Education Program law (CHEP), 105 ILCS 110/3, amended by P.A. 102-464, and it formerly included the requirements for the development of the now-repealed family life and sex education programs in 105 ILCS 5/27-9.1 and 9.2, amended by P.A.s 100-684, 101-579, 102-412 and repealed by P.A. 102-522.

The former family life and sex education programs were replaced with the National Sex Education Standards (NSES) (105 ILCS 5/27-9.1a, added by P.A. 102-522) and a developmentally appropriate consent education curriculum (105 ILCS 5/27-9.1b, added by P.A. 102-522). But at the time of **PRESS** Issue 108's publication, the term *family life*, "including evidence-based and medically accurate information regarding sexual abstinence," remained in the CHEP (105 ILCS 110/3, amended by P.A. 102-464). The CHEP also includes many other health education topics that all elementary and secondary schools in Illinois must provide, including *teen dating violence* (105 ILCS 110/3.10, see 7:185, *Teen Dating Violence Prohibited*, for the required "teen dating violence policy") and cardiopulmonary resuscitation and automated external defibrillator use. Id. For ease of administration, 6:60-AP1, *Comprehensive Health Education Program*, content includes reference to the new NSES curriculum that is outlined in more detail at 6:60-AP2, *Comprehensive Personal Health and Safety and Sexual Health Education Program (National Sex Education Standards (NSES))*. 105 ILCS 5/27-9.1a, added by P.A. 102-522. While the NSES law is effective immediately, ISBE has until 8-1-22 to develop its learning standards and resources, and at the time of **PRESS** Issue 108's publication, no guidance existed about whether districts that provide the now-repealed family life and sex education programs formerly in 105 ILCS 5/27-9.1 and 9.2, repealed by P.A. 102-522, could continue to do so for: (a) their 21-22 school years, and/or (b) continuing into the 22-23 school year and school years beyond that into the future. Consult the board attorney if the district offered the now-repealed family life and sex education program to assess whether that program may continue during the 21-22 school and/or school years beyond.

Two choices exist for school boards related to providing students with a sex education curriculum:

1. No sex education; or
2. NSES a/k/a Comprehensive Personal Health and Safety and Sexual Health Education Program (105 ILCS 5/27-9.1a, added by P.A. 102-522, and see 6:60-AP2, *Comprehensive Personal Health and Safety and Sexual Health Education Program (National Sex Education Standards (NSES))*).

While boards are not required to include sex education curriculum information in their policies, if they offer it, the new law requires them to identify the curriculum their districts use along with the name and contact information, including an email address, of a school staff member who can respond to inquiries about instruction and materials. 105 ILCS 5/27-9.1a(e), added by P.A. 102-522. Methods for making this information available include: the district's website, if any, and in the district's offices upon request. See 2:250-E2, *Immediately Available District Public Records and Web-Posted Reports and Records*.

For boards that do offer NSES but do not wish to communicate it in this policy, ensure that superintendents: (1) identify the curriculum along with the name and contact information, including an email address of the school staff member designated to respond to inquiries about instruction and materials (see 2:250-E2, *Immediately Available District Public Records and Web-Posted Reports and Records*); and (2) implement both 6:60-AP1, *Comprehensive Health Education Program*, and 6:60-AP2, *Comprehensive Personal Health and Safety and Sexual Health Education Program (National Sex Education Standards (NSES))*.

For boards that want to communicate to their communities in this policy that they offer NSES, insert the following text into the last sentence in number 10:

The Superintendent shall implement a comprehensive health education program in accordance with State law, including a personal health and safety and sexual health education program (National Sex Education Standards) pursuant to 105 ILCS 5/27-9.1a.

Legal Reference insertions are not necessary with the statute in the text of the policy. Ensure: (1) the implementation of both 6:60-AP1, *Comprehensive Health Education Program* and 6:60-AP2, *Comprehensive Personal Health and Safety and Sexual Health Education Program (National Sex Education Standards (NSES))*, align with this policy; and (2) that the superintendent identifies the curriculum along with the name and contact information, including an email address of the school staff member designated to respond to inquiries about instruction and materials (see 2:250-E2, *Immediately Available District Public Records and Web-Posted Reports and Records*).

For boards that communicated NSES in this policy and also want to communicate that they additionally offer developmentally appropriate consent education curriculum, insert the following sentence as the last sentence of the number 10 paragraph:

The Superintendent shall also implement a developmentally appropriate consent education curriculum pursuant to 105 ILCS 5/27-9.1b.

Legal Reference insertion is not necessary with the statute in the text of the policy. Ensure the implementation of 6:60-AP3, *Developmentally Appropriate Consent Education*, aligns with this policy.

For boards that do offer NSES and do not communicate that in policy AND/OR boards that do not offer NSES, but want to communicate that they offer developmentally appropriate consent education curriculum, insert the following text into the last sentence in number 10:

The Superintendent shall implement a comprehensive health education program in accordance with State law, including a developmentally appropriate consent education curriculum pursuant to 105 ILCS 5/27-9.1b.

Legal Reference insertion is not necessary with the statute in the text of the policy. Ensure that implementation of 6:60-AP3, *Developmentally Appropriate Consent Education*, aligns with this policy.

11. ~~9.~~ In all schools, career/vocational education must be taught, including: (a) the importance of work, (b) the development of basic skills to enter the world of work and/or continue formal education, (c) good work habits and values, (d) the relationship between learning and work, and (e) if possible, a student work program that provides the student with work experience as an extension of the regular classroom. A career awareness and exploration program must be available at all grade levels. **35**
12. In grades 9 through 12, consumer education must be taught, including: (a) financial literacy, including consumer debt and installment purchasing (including credit scoring, managing credit debt, and completing a loan application); budgeting; savings and investing; banking (including balancing a checkbook, opening a deposit account, and the use of interest rates); understanding simple contracts; State and federal income taxes; personal insurance policies; the comparison of prices; higher education student loans; identity-theft security; and homeownership (including the basic process of obtaining a mortgage and the concepts of fixed and adjustable rate mortgages, subprime loans, and predatory lending); and (b) the roles of consumers interacting with agriculture, business, labor unions and government in formulating and achieving the goals of the mixed free enterprise system. **36** **37**
13. Beginning in the fall of 2022, in grades 9 through 12, intensive instruction in computer literacy, which may be included as a part of English, social studies, or any other subject. **38**
14. Beginning in the fall of 2022, in grades 9 through 12, a unit of instruction on media literacy that includes, but is not limited to, all of the following topics: (a) accessing information to evaluate multiple media platforms and better understand the general landscape and economics of the platforms, and issues regarding the trustworthiness of the source of information; (b) analyzing and evaluating media messages to deconstruct media representations according to the authors, target audience, techniques, agenda setting, stereotypes, and authenticity to distinguish fact from opinion; (c) creating media to convey a coherent message using multimodal practices to a specific target audience that includes, but is not limited to, writing blogs, composing songs, designing video games, producing podcasts, making videos, or coding a mobile or software application; (d) reflecting on media consumption to assess how media affects the consumption of information and how it triggers emotions and behavior; and (e) social responsibility and civics to suggest a plan of action in the class, school, or community for engaging others in a respectful, thoughtful, and inclusive dialogue over a specific issue using facts and reason. **39**

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35 23 Ill.Admin.Code §1.420(i). See 105 ILCS 435/, Vocational Education Act.

A unit or high school district may offer workplace preparation instruction in grades 9 through 12 that covers legal protections in the workplace, including protection against sexual harassment and racial and other forms of discrimination and protections for employees. 105 ILCS 5/27-23.14, added by P.A. 101-347.

For high school and unit boards, insert "5/27-23.14," after 105 ILCS 5/27-23.11 in the Legal References or if a board offers a course on hunting safety as part of its curriculum during the school day (see the option in f/n 52 below), after its Legal Reference 105 ILCS 5/27-23.13, and the following text to the end of number 11 if the board wants to offer workplace preparation instruction:

In grades 9-12, workplace preparation instruction will be offered, covering legal protections in the workplace, including protection against sexual harassment and racial and other forms of discrimination and protections for employees.

36 105 ILCS 5/27-12.1; 23 Ill.Admin.Code §1.420(k). P.A. 99-284 added these subjects to the required consumer education course: consumer debt, higher education student loans, and identity-theft security.

37 For high school and unit boards that want to offer a unit of instruction about the process of naturalization pursuant to 105 ILCS 5/27-23.15, added by P.A. 102-472, insert an optional number 13, and amend numbers after it accordingly:

13. In grades 9 through 12, a unit of instruction about the process of naturalization by which a foreign citizen or foreign national becomes a U.S. citizen that includes content from the components of the naturalization test administered by the U.S. Citizenship and Immigration Services.

38 105 ILCS 5/27-22(e)(3.5), added by P.A. 101-654. At the time of **PRESS** Issue 108's publication, no definition or further information from ISBE existed about what *computer literacy* means. A common sense approach presumes the term includes those concepts carved out of computer science, such as everyday use of computers, keyboarding, accessing the Internet, etc.

39 105 ILCS 5/27-20.08, added by P.A. 102-55. *Media literacy* means the ability to access, analyze, evaluate, create, and communicate using a variety of objective forms, including, but not limited to, print, visual, audio, interactive, and digital texts.

15. ~~10.~~ Beginning in the fall of 2023, in grades 9 through 12, an opportunity for students to take at least one computer science course aligned to Illinois learning standards. *Computer science* means the study of computers and algorithms, including their principles, hardware and software designs, implementation, and impact on society. Computer science does not include the study of everyday uses of computers and computer applications; e.g., keyboarding or accessing the Internet. **40**
16. ~~11~~. In all schools, conservation of natural resources must be taught, including: (a) home ecology, (b) endangered species, (c) threats to the environment, and (d) the importance of the environment to life as we know it. **41**
17. ~~12.~~ In all schools, United States (U.S.) history must be taught, including: (a) the principles of representative government, (b) the Constitutions of the U.S. and Illinois, (c) the role of the U.S. in world affairs, (d) the role of labor unions, (e) the role and contributions of ethnic groups, including but not limited to, the African Americans, Albanians, Asian Americans, Bohemians, Czechs, French, Germans, Hispanics (including the events related to the forceful removal and illegal deportation of Mexican-American U.S. citizens during the Great Depression), Hungarians, Irish, Italians, Lithuanians, Polish, Russians, Scots, and Slovakians in the history of this country and State, (f) a study of the roles and contributions of lesbian, gay, bisexual, and transgender (LGBT) people in the history of the U.S. and Illinois, (g) Illinois history, and (h) the contributions made to society by Americans of different faith practices, including, but not limited to, Muslim Americans, Jewish Americans, Christian Americans, Hindu Americans, Sikh Americans, Buddhist Americans, and any other collective community of faith that has shaped America. **42**

    In addition, all schools shall hold an educational program on the United States Constitution on Constitution Day, each September 17, commemorating the September 17, 1787 signing of the Constitution. However, when September 17 falls on a Saturday, Sunday, or holiday, Constitution Day shall be held during the preceding or following week. **43**
18. ~~13~~. In grade 7 and all high school courses concerning U.S. history or a combination of U.S. history and American government, students must view a Congressional Medal of Honor film made by the Congressional Medal of Honor Foundation, provided there is no cost for the film. **44**
19. ~~14~~. In all schools, the curriculum includes instruction as determined by the Superintendent or designee on the Holocaust and crimes of genocide, including Nazi atrocities of 1933-1945,

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40 Optional until fall 2023; 105 ILCS 5/27-23.15(b), added by P.A. 101-654.

41 105 ILCS 5/27-13.1; 23 Ill.Admin.Code §1.420(l). ~~amended at 42 Ill. Reg. 11535~~

42 105 ILCS 5/27-21, amended by P.A.s 101-227 (adding the roles and contributions of LGBT people in U.S. and Illinois), 101-341 ~~eff. 1-1-20 (beginning with the 2020-2021 school year~~, adding (Illinois history), 101-643 (during a public health emergency, allowing schools to obtain demonstrated evidence from students remotely that they have comprehensive knowledge of United States history), and 102-411 (adding contributions made to society by Americans of different faith practices); 23 Ill.Admin.Code §1.420(r). "[O]btain demonstrated evidence from students remotely" is not clear. The practical reading is that it refers to teachers collecting evidence through remote assessments when students are engaged in a remote learning program during a disaster declaration due to a public health emergency.

105 ILCS 5/27-21, amended by P.A. 101-643, does not specify at what grade level districts must cover these topics as part of U.S. history instruction; however, no student may graduate from grade 8 unless the student has received instruction in U.S. history and demonstrated comprehensive knowledge of the subject matter.

For guidance about the requirements of adding the roles and contributions of LGBT people in U.S. and Illinois, see:

1. *Inclusive Curriculum Law Frequently Asked Questions (FAQs)* at: www.phimc.org/wp-content/uploads/2020/05/Inclusive-Curriculum-FAQs.pdf;
2. Inclusive Curriculum Law Overview at: www.phimc.org/wp-content/uploads/2020/05/Inclusive-Curriculum-One-Pager.pdf; and
3. Inclusive Curriculum Implementation Guidance (Condensed Edition) at: www.isbe.net/Documents/Support-Students-Implementation-Guidance.pdf.

43 Section 111 of Division J of Pub. L. 108-447, the Consolidated Appropriations Act, 2005, 12-8-04; 118 Stat. 2809, 3344-45 (Section 111). Section 111(b) states: "[e]ach educational institution that receives Federal funds for a fiscal year shall hold an educational program on the U.S. Constitution on September 17 of such year for the student served by the educational institution."

44 105 ILCS 5/27-3.5. The Congressional Medal of Honor film is available on ISBE's website for no cost at: www.isbe.net/Pages/Medal-of-Honor.aspx.

Armenian Genocide, the Famine-Genocide in Ukraine, and more recent atrocities in Cambodia, Bosnia, Rwanda, and Sudan. **45**

20. ~~15.~~ In all schools, the curriculum includes instruction as determined by the Superintendent or designee on the history, struggles, and contributions of women. **46**
21. ~~16.~~ In all schools, the curriculum includes instruction as determined by the Superintendent or designee on Black History, including the history of the pre-enslavement of Black people from 3,000 BCE to AD 1619, the African slave trade, slavery in America, the study of the reasons why Black people came to be enslaved, the vestiges of slavery in this country, the study of the American civil rights renaissance, as well as the struggles and contributions of African-Americans. **47**
22. ~~17~~. In all schools offering a secondary agricultural education program, the curriculum includes courses as required by 105 ILCS 5/2-3.80. **48**
23. In all schools, instruction during courses as determined by the Superintendent or designee on disability history, awareness, and the disability rights movement. **49**
24. ~~18~~. Beginning in the fall of 2022, in all schools, instruction as determined by the Superintendent or designee on the events of Asian American history, including the history of Asian Americans in Illinois and the Midwest, as well as the contributions of Asian Americans toward advancing civil rights from the 19th century onward, which must include the contributions made by individual Asian Americans in government and the arts, humanities, and sciences, as well as the contributions of Asian American communities to the economic, cultural, social, and political development of the United States. **50**
25. ~~19.~~ In kindergarten through grade 8, education must be available to students concerning effective methods of preventing and avoiding traffic injuries related to walking and bicycling. **51** **52**

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45 105 ILCS 5/27-20.3. The statute requires the school board to determine the minimum amount of instructional time. The sample policy complies by delegating this responsibility to the superintendent or designee.

46 105 ILCS 5/27-20.5. The statute requires the school board to determine the minimum amount of instructional time. The sample policy complies by delegating this responsibility to the superintendent or designee. House Resolution 365 (98th General Assembly, 2013) and Senate Resolution 1073 (98th General Assembly, 2014) both urge all Illinois educators to share with students of an appropriate age the story of *comfort women* when discussing the history of Asia or World War II, or the issue of human trafficking.

47 105 ILCS 5/27-20.4, amended by P.A. 101-654. The statute requires the school board to determine the minimum amount of instructional time. The sample policy complies by delegating this responsibility to the superintendent or designee. A school may meet this curriculum requirement through an online program or course. Id. ~~as amended by P.A. 100-634~~

48 105 ILCS 5/2-3.80(e) or (f), as applicable.

49 105 ILCS 5/27-23.8. The statute requires the school board to determine the minimum amount of instructional time. The sample policy complies by delegating this responsibility to the superintendent or designee. The statute requires that the instruction be founded on the principle that all students, including students with disabilities, have the right to exercise self-determination. It urges districts to request individuals with disabilities to assist with the development and delivery of this instruction and allows instruction to be supplemented by knowledgeable guest speakers.

50 105 ILCS 5/27-20.8, added by P.A. 102-44. Id. at (c) states that the regional superintendent of schools [or Intermediate Service Center Executive Director, whichever is appropriate] will monitor districts' compliance with this law during the annual compliance review visits. Districts may meet this law's requirements through online programs or courses. Id. at (d). 105 ILCS 5/3-0.01 states any reference to "regional superintendent" include the chief administrative officer of Intermediate Service Centers established under 105 ILCS 5/2-3.62.

51 105 ILCS 5/27-23.11 1, ~~added by P.A. 100-1056~~ requires districts that maintain any of the grades kindergarten through 8 to adopt a policy. The law is silent about how to educate students on this topic. See 6:60-AP1, E2, *Resources for Biking and Walking Safety Education*, for additional information.

52 A school district may offer a course on hunting safety as part of its curriculum during the school day. 105 ILCS 5/27-23.13, (~~final citation pending~~) added by P.A. 101-152. No grade levels are specified in the statute. Insert "5/27-23.13," ~~(final citation pending)~~ after 105 ILCS 5/27-23.11 in the Legal References, and an optional number 26, if the board wants to offer a course on hunting safety as part of its curriculum:

In grade(s) [*insert grade level(s)*], a course on hunting safety will be offered during the school day.

LEGAL REF.: Pub. L. No. 108-447, Section 111 of Division J, Consolidated Appropriations Act of 2005.
Pub. L. No. 110-385, Title II, 122 stat. 4096 (2008), Protecting Children in the 21st Century Act.
47 C.F.R. §54.520.
5 ILCS 465/3 and 465/3a.
20 ILCS 2605/2605-480.
105 ILCS 5/2-3.80(e) and (f), 5/10-20.73 (final citation pending), 5/10-23.13, 5/27-3, 5/27-3.5, 5/27-5, 5/27-6, 5/27-6.5, 5/27-7, 5/27-12, 5/27-12.1, 5/27-13.1, 5/27-13.2, 5/27-20.08, 5/27-20.3, 5/27-20.4, 5/27-20.5, 5/27-20.7, 5/27-20.8, 5/27-21, 5/27-22, 5/27-23.3, 5/27-23.4, 5/27-23.7, 5/27-23.8, 5/27-23.10, 5/27-23.11, 5/27-23.15, 5/27-24.1, and 5/27-24.2.
105 ILCS 110/3, Comprehensive Health Education Program.
105 ILCS 435/, Vocational Education Act.
625 ILCS 5/6-408.5, Ill. Vehicle Code.
23 Ill.Admin.Code §§1.420, 1.425, 1.430, and 1.440.

CROSS REF.: 4:165 (Awareness and Prevention of Child Sex Abuse and Grooming Behaviors), 6:20 (School Year Calendar and Day), 6:40 (Curriculum Development), 6:70 (Teaching About Religions), 6:235 (Access to Electronic Networks), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:185 (Teen Dating Violence Prohibited), 7:190 (Student Behavior), 7:260 (Exemption from Physical Education)

Instruction

Education of Children with Disabilities [1]

The School District shall provide a free appropriate public education in the least restrictive environment and necessary related services to all children with disabilities enrolled in the District, as required by the Individuals With Disabilities Education Act (IDEA) and implementing provisions of the School Code, Section 504 of the Rehabilitation Act of 1973, and the Americans With Disabilities Act.[2] The term *children with disabilities*, as used in this policy, means children between ages 3 and 21 (inclusive)[3] for whom it is determined, through definitions and procedures described in the Ill. State Board of Education (ISBE) *Special Education* rules, that special education services are needed. Children with disabilities who turn 22 years old during the school year are eligible for such services through the end of the school year. [4]

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 are identified, evaluated, and provided with appropriate educational services. Students may be disabled within the meaning of Section 504 of the Rehabilitation Act even though they do not require services pursuant to IDEA.

For students eligible for services under IDEA, the District shall follow procedures for identification, evaluation, placement, and delivery of services to children with disabilities provided in the ISBE *Special Education* rules. For those students who are not eligible for services under IDEA, but, because of disability as defined by Section 504 of the Rehabilitation Act of 1973, need or are believed to need special instruction or related services, the District shall establish and implement a system of procedural safeguards. The safeguards shall cover students' identification, evaluation, and educational placement. This system shall include notice, an opportunity for the student's

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1 State or federal law controls this policy's content. Each school district and special education cooperative must develop written special education policies and procedures in conformance with ISBE rules. 23 Ill.Admin.Code §226.710. In its continuing commitment to help school districts and special education cooperatives comply with ISBE requirements for policy and procedure, the Ill. Council of School Attorneys, special education committee, reviewed this policy and prepared extensive procedures, *Special Education Procedures Assuring the Implementation of Comprehensive Programming for Children with Disabilities*, at: www.iasb.com/law/.

2 Opinions vary regarding the extent of a district's responsibility for providing FAPE to dually enrolled students, i.e., whether the responsibility is limited to the extent necessary to access the public portion of their education. Contact the board attorney for advice.

3 105 ILCS 5/14-6.01 states that high school districts are financially responsible for the education of children with disabilities who reside in their districts when such children reach age 15, but they may admit children with disabilities into special education facilities without regard to graduation from the eighth grade after they reach age 14 ½. When a child with a disability turns 14 ½ years old, it is the elementary school district's responsibility to notify the high school district of the child's current eligibility, program, and evaluation data upon which the current program is based. Id.
For elementary districts, edit ages as follows: ages 3 and 15~~21 (inclusive)~~.
For high school districts, edit ages as follows: ages ~~3~~14 (or has graduated from 8th grade) and 21 (inclusive).

4 105 ILCS 5/14-1.02, amended by P.A. 102-172. Delete this sentence for elementary school districts. IDEA funds cannot be used to provide services for students beyond the age of 21. See ISBE's *Frequently Asked Questions: Public Act 102-0172 and Public Act 102-0173* (July 2021), at www.isbe.net/Documents/FAQ-HB-40-HB-2748.pdf. **Consult the board attorney for further guidance**.

parent(s)/guardian(s) to examine relevant records, an impartial hearing with opportunity for participation by the student's parent(s)/guardian(s), representation by counsel, and a review procedure. [5]

The District may maintain membership in one or more cooperative associations of school districts that shall assist the District in fulfilling its obligations to the District's ~~disabled~~ students with disabilities.

If necessary, students may also be placed in nonpublic special education programs or education facilities. [6]

LEGAL REF.: 20 U.S.C. §1400 et seq., Individuals With Disabilities Education Improvement Act of 2004.
29 U.S.C. §794, Rehabilitation Act of 1973, Section 504.
42 U.S.C. §12101 et seq., Americans With Disabilities Act.
34 C.F.R. Part 106.
34 C.F.R. Part 300.
105 ILCS 5/14-1.01 et seq., 5/14-7.02, and 5/14-7.02b.
23 Ill.Admin.Code Part 226.

CROSS REF.: 2:150 (Committees), 7:230 (Misconduct by Students with Disabilities)

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5 Districts must use ISBE's procedural safeguards for students who qualify for services under IDEA. For students who qualify for services exclusively under Section 504, the district must establish a system of procedural safeguards or use the ones provided by ISBE *Special Education* rules. 23 Ill.Admin.Code §§226.500-570. ISBE rules are more extensive than is required by Section 504 and districts may, as the policy provides, develop their own procedures. See 6:120-AP1, E1, *Notice to Parents/Guardians Regarding Section 504 Rights*.

6 The district may be eligible to receive reimbursement from the State for the student's expenses. 105 ILCS 5/14-7.02.

Instruction

Accelerated Placement Program [1]

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.[2] 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.[3] 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.[4] 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.[5] Eligibility to participate in the District's APP shall not be conditioned upon the protected classifications identified in School Board policy 7:10, *Equal Educational Opportunities*, or any factor other than the student's identification as an accelerated learner. [6]

The Superintendent or designee shall implement an APP that includes:

1. Decision-making processes that are fair, equitable, and involve multiple individuals, e.g. District administrators, teachers, and school support personnel, and a student's parent(s)/guardian(s); [7]
2. Notification processes that notify a student's parent(s)/guardian(s) of a decision affecting a student's participation in the APP; [8]
3. Assessment processes that include multiple valid, reliable indicators; and [9]

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1 State law requires this subject matter be covered by policy and controls its content. 105 ILCS 5/14A ~~amended by P.A. 100-421~~ (the Accelerated Placement Act (APA)); 23 Ill.Admin.Code Part 227. Ill. State Board of Education (ISBE) rules require this policy to be posted on the district website, if available. 23 Ill.Admin.Code §227.60(a). ISBE rules also require districts to annually report, by July 31, demographic information regarding students participating in accelerated placement. 23 Ill.Admin.Code §227.60(c).

2 Optional. Ensure this statement matches the board's current educational philosophy and objectives. See policy 6:10, *Educational Philosophy and Objectives.*

3 105 ILCS 5/14A-17 ~~added by P.A. 100-421~~; 23 Ill.Admin.Code §227.5.

4 Id. For high school districts, delete "~~; and (c) early entrance to kindergarten or first grade~~" and insert the word "and" between (a) and (b).

Attorneys disagree whether the APA conflicts with 105 ILCS 5/10-20.12 (*School year – School age.)*. The APA requires accelerated placement to include "early entrance to kindergarten or first grade." 105 ILCS 5/14A-17. 105 ILCS 5/10-20.12 *permits* districts to offer early entrance to kindergarten or first grade "based upon an assessment of the student's readiness to attend school." 105 ILCS 5/10-20.12 also states that students may enter first grade early when they: (1) are assessed for readiness; (2) have attended a non-public preschool and continued their education at that school through kindergarten; (3) were taught in kindergarten by an appropriately certified teacher; and (4) will attain the age of 6 years on or before December 31. Id. See sample policy 7:50, *School Admissions and Student Transfers To and From Non-District Schools.* **Consult the board attorney for guidance**.

5 105 ILCS 5/14A-32(a)(1)), ~~added by P.A. 100-42~~; 23 Ill.Admin.Code §227.5.

6 105 ILCS 5/14A-25. , ~~amended by P.A. 100-421.~~

7 105 ILCS 5/14A-32(a)(2) , ~~added by P.A. 100-421~~ requires that the accelerated placement policy include "a fair and equitable decision-making process that involves multiple persons and includes a student's parents or guardians" but does not specify what individuals are to be involved or limit those individuals to district employees. Amend this listing to align with the local board's preference.

8. ~~105 ILCS 5/14A-32~~Id. at (a)(3~~), added by P.A. 100-42~~

9 ~~105 ILCS 5/14A-32~~Id. at (a)(3~~), added by P.A. 100-42~~

4. By the fall of 2023, the automatic enrollment, in the following school term, of a student into the next most rigorous level of advanced coursework offered by the high school if the student meets or exceeds State standards in English language arts, mathematics, or science on a State assessment administered under 105 ILCS 5/2-3.64a-5, as follows: [10]

   a. A student who meets or exceeds State standards in English language arts shall be automatically enrolled into the next most rigorous level of advanced coursework in English, social studies, humanities, or related subjects.

   b. A student who meets or exceeds State standards in mathematics shall be automatically enrolled into the next most rigorous level of advanced coursework in mathematics.

   c. A student who meets or exceeds State standards in science shall be automatically enrolled into the next most rigorous level of advanced coursework in science.

The Superintendent or designee shall annually notify the community, parent(s)/guardian(s), students, and school personnel about the APP, the process for referring a student for possible evaluation for accelerated placement, and the methods used to determine whether a student is eligible for accelerated placement, including strategies to reach groups of students and families who have been historically underrepresented in accelerated placement programs and advanced coursework.[11] Notification may: (a) include varied communication methods, such as student handbooks and District or school websites; and (b) be provided in multiple languages, as appropriate. [12]

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10 Required by 105 ILCS 5/14A-32(a-5), added by P.A. 101-654 and amended by P.A. 102-209, for all districts, including elementary-only districts. Though not explained in the statute, this is likely because State assessments in English language arts, mathematics, and science are required in grades 3 through 8 (105 ILCS 5/2-3.64a-5) and a student's State assessment results may place the student in high school courses. Consult the board attorney about practical implementation issues for an elementary school district, e.g., what to do if the elementary school district does not have a program for students to enroll in high school courses (see sample policy 6:315, *High School Credit for Students in Grade 7 or 8*), or if the elementary school district would like to offer advanced coursework not offered by the high school.

A district must provide the parents/guardians of a student eligible for automatic enrollment with the option to instead enroll in alternative coursework that better aligns with the student's postsecondary education or career goals. For a student entering grade 12, the next most rigorous level of advanced coursework in English language arts or mathematics must be a *dual credit course* (as defined in the Dual Credit Quality Act, 110 ILCS 27/5), an *Advanced Placement course* (as defined in the College and Career Success for All Students Act, 105 ILCS 302/10), or an International Baccalaureate course. The same is true for all other subjects, except that the next most rigorous level of advanced coursework may also include an honors class, an enrichment opportunity, a gifted program, or another program offered by the district. 105 ILCS 5/14A-32(a-5), added by P.A. 101-654 and amended by P.A. 102-209. See 6:135-AP, *Accelerated Placement Program Procedures*.

11 Optional. 105 ILCS 5/14A-32(b)(1), amended by P.A. 101-654, permits, but does not require "procedures for annually informing the community at-large, including parents or guardians, community-based organizations, and providers of out-of-school programs, about the accelerated placement program and the methods used for the identification of children eligible for accelerated placement, including strategies to reach groups of students and families who have been historically underrepresented in accelerated placement programs and advanced coursework[.]"

12 Optional. 105 ILCS 5/14A does not require this but it is a recommended best practice and aligns with sample policy 7:10, *Equal Educational Opportunities*.

LEGAL REF.: 105 ILCS 5/14A.
23 Ill.Admin.Code Part 227, Gifted Education.

CROSS REF.: 6:10 (Educational Philosophy and Objectives), 6:130 (Program for the Gifted), 7:10 (Equal Educational Opportunities), 7:50 (School Admissions and Student Transfers To and From Non-District Schools)

Instruction

Extended Instructional Programs [1]

The District may offer the following programs in accordance with State law and the District's educational philosophy:

1. Nursery schools for children between the ages of 2 and 6 years. [2]
2. Before-and after-school programs for students in grades K-6. [3]
3. Child care and training center for pre-school children and for students whose parents work. [4]
4. Model day care services program in cooperation with the State Board of Education. [5]
5. Tutorial program. [6]
6. Adult education program. [7]
7. Outdoor education program. [8]
8. Summer school, whether for credit or not. [9]
9. Independent study, whether for credit or not. [10]
10. Support services and instruction for students who are, or whose parents/guardians are, chemically dependent. [11]

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1 State or federal law controls this policy's content. However, all programs listed in this policy are optional. The district may charge a fee for programs numbered 1-4, 6, 8, 9, and 14. Delete the sentences that the board does not offer.

2 105 ILCS 5/10-23.2. ~~A school district may offer a course on hunting safety as part of its curriculum during the school day or as part of an after-school program. 105 ILCS 5/27-23.13 (final citation pending), added by P.A. 101-152. Unlike the before-and-after-school programs authorized by 105 ILCS 5/10-23.2, no grade levels are specified for the hunting safety course or the after-school program in which it may be offered. 105 ILCS 5/27-23.13 (final citation pending).~~

3 105 ILCS 5/10-22.18b. A school district may offer a course on hunting safety as part of its curriculum during the school day or as part of an *after-school program*. 105 ILCS 5/27-23.14, added by P.A. 101-152 and renumbered by P.A. 102-558. Unlike the before-and-after-school programs authorized by 105 ILCS 5/10-23.2, no grade levels are specified for the hunting safety course or the after-school program in which it may be offered. Id.

4 105 ILCS 5/10-22.18a.

5 105 ILCS 5/10-22.18c. Student parents cannot be charged a fee for such day care services, however school personnel who use the services may be charged a fee. Id.

6 105 ILCS 5/10-22.20c.

7 105 ILCS 5/10-22.20, amended by P.A. 101-289. A school board may appoint a director of adult education. 105 ILCS 5/10-22.20b.

8 105 ILCS 5/10-22.29.

9 105 ILCS 5/10-22.33A and 5/10-22.33B. Each course offered for high school graduation must provide at least 60 hours of classroom instruction for the equivalent of one semester of high school course credit. 105 ILCS 5/27-22.1. 105 ILCS 5/10-22.33B authorizes districts to conduct a *high-quality* summer school program. Students at risk in language arts or mathematics may be required to attend such programs. Section 10-22.33A permits districts "to fix and collect a charge for attendance at such courses in an amount not to exceed the per capita cost of the operation" or to waive such charges if the family of a pupil is indigent or if the pupil is required to attend such courses.

10 Independent study allows students to expand their knowledge in curricular areas not offered as part of the district's basic program.

11 105 ILCS 110/3. Such services and instruction may be offered as part of existing curricula during the school day or as part of an after school program. Id.

11. Anti-bias education and activities to address intergroup conflict resolution. [12]
12. Volunteer service credit program. [13]
13. Vocational academy. [14]
14. Advanced vocational training and/or career education program. [15]

LEGAL REF.: 105 ILCS 5/10-22.18a, 5/10-22.18b, 5/10-22.18c, 5/10-22.20, 5/10-22.20a, 5/10-22.20b, 5/10-22.20c, 5/10-22.29, 5/10-22.33A, 5/10-22.33B, 5/10-23.2, 5/27-22.1, 5/27-22.3, 5/27-23.6.
105 ILCS 110/3, Comprehensive Health Education Program.
105 ILCS 433/, Vocational Academies Act.

CROSS REF.: 6:310 (High School Credit for Non-District Experiences; Course Substitutions; Re-Entering

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12 105 ILCS 5/27-23.6. The statutory objectives of such a program are to "improve intergroup relations on and beyond the school campus, defusing intergroup tensions, and promoting peaceful resolution of conflict." A board that adopts a policy to incorporate activities to address anti-bias education and intergroup conflict resolution shall make certain information available to the public ~~and shall disseminate it as specified in the statute~~ include it on the district's website, if any, and make it available in the district's offices upon request. See 2:250-E2, *Immediately Available District Public Records and Web-Posted Reports and Records*. Districts may also include the information in a student handbook and in district newsletters. The Ill. Principals Association (IPA) maintains a handbook service that coordinates with **PRESS** material, Online Model Student Handbook (MSH), at: www.ilprincipals.org/resources/model-student-handbook.

See also f/n 23 in sample policy 6:60, *Curriculum Content*, and ensure that these policies align. Consult the board attorney if the district wishes to offer intergroup conflict resolution separately from anti-bias education; it is unclear whether these topics may be offered separately because the law lists them together.

13 105 ILCS 5/27-22.3. For secondary school students only. Id.

14 Vocational Academies Act. 105 ILCS 433/. The Act's purpose is to "integrate workplace competencies and career and technical education with core academic subjects." School districts are permitted to partner with community colleges, local employers, and community-based organizations to establish a vocational academy that functions as a 2-year school within a school for grades 10 through 12. Grant funds may be available from ISBE at: www.isbe.net/Pages/Grants.aspx.

15 105 ILCS 5/10-22.20a, permits districts to enter joint agreements with community college districts and other school districts to provide career education or advanced vocational training to students in grade 11 and higher to prepare for a trade. The duration of such program may not exceed two years for any district pupil. Participating community colleges may bill participating districts, but payments may not exceed actual operating costs. Participating high schools may use State aid monies to pay the charges. Id.

Instruction

Bring Your Own Technology (BYOT) Program; Responsible Use and Conduct [1]

The Superintendent or designee shall establish a *Bring Your Own Technology* (BYOT) *Program*. The program will: [2]

1. Promote educational excellence by facilitating resource sharing, innovation, and communication to enhance (a) technology use skills; (b) web-literacy and critical thinking skills about Internet resources and materials, including making wise choices; and (c) habits for responsible digital citizenship required in the 21st century. [3]
2. Provide sufficient wireless infrastructure within budget parameters. [4]
3. Provide access to the Internet only through the District's electronic networks. [5]
4. Identify approved BYOT devices and what District-owned technology devices may be available; e.g., laptops, tablet devices, E-readers, and/or smartphones.
5. Align with Board policies 4:140, *Waiver of Student Fees*; 5:120, *Employee Ethics; Conduct; and Conflict of Interest*; 5:125, *Personal Technology and Social Media; Usage and Conduct*; 5:170, *Copyright*; 6:120, *Education of Children with Disabilities*; 6:235, *Access to Electronic Networks*; 7:140, *Search and Seizure*; 7:180, *Prevention of and Response to Bullying, Intimidation, and*

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

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

[3] 105 ILCS 5/27-13.3 and 47 C.F.R. §54.520(c)(1)(i) require Internet safety instruction. See f/n 24~~16~~ in 6:60, *Curriculum Content* for more discussion.

[4] Districts may want to consider a *guest network*, similar to what hotels and other service industry hosts provide to their customers. This can protect a district's network from malicious software, which is discussed in f/n 5 below.

[5] Care must be taken to comply with the Children's Internet Protection Act (CIPA) (47 U.S.C. §254). CIPA requires the district to provide content filters, blocking lists, or district monitoring of Internet website traffic for patterns of usage that could indicate inappropriate network usage. While a program using district-owned technology devices is always subject to the district's electronic network rules, a BYOT program creates the possibility for students to bypass the district's electronic network and access the Internet through their own wireless providers' signals. This *bypass* complicates a district's duty under CIPA because it cannot guarantee students use its electronic network; preventing bypassing is hard for school officials to control.

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

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

Harassment; 7:190, *Student Behavior*; 7:340, *Student Records*; and 7:345, *Use of Educational Technologies; Student Data Privacy and Security*. **6**

6. Provide relevant staff members with BYOT professional development opportunities, including the provision of: **7**
   a. Classroom management information about issues associated with the program, e.g., technical support, responsible use, etc.;
   b. A copy of or access to this policy and any building-specific rules for the program;
   c. Additional training, if necessary, about 5:170, *Copyright*; and
   d. Information concerning appropriate behavior of staff members as required by State law and policy 5:120, *Employee Ethics; Conduct; and Conflict of Interest*. **8**
7. Provide a method to inform parents/guardians and students about this policy.

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

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

1. 4:140, *Waiver of Student Fees*, needs examination because most BYOT programs require parents/guardians to spend funds to participate. 105 ILCS 5/10-20.13 requires districts, at a minimum, to waive charges for textbooks and other fees for children whose families are unable to afford them. See also policy 6:210, *Instructional Materials*, stating that district classrooms and learning centers should be equipped with an evenly-proportioned, wide assortment of instructional materials, including textbooks, workbooks, audio-visual materials, and electronic materials.
2. Management issues concerning 5:125, *Personal Technology and Social Media; Usage and Conduct*, and 5:170, *Copyright* are discussed in f/ns 7 and 8 below.
3. 6:120, *Education of Children with Disabilities*, requires consideration for students with disabilities when integrating any technology programs into the educational environment. As with district-provided devices (often referred to as *1:1 technology programs*), devices must be accessible to students with disabilities, including those who are blind, have low vision or have a disability that affects their ability to access print information. The use of mobile devices that do not allow a student with a disability to access the instructional materials would be a violation of the student's right under the Individuals With Disabilities Education Act (IDEA) (20 U.S.C. §1400 et seq.).
4. 6:235, *Access to Electronic Networks*, is discussed in f/n 5 above.
5. 7:140, *Search and Seizure*, still applies in a BYOT program. The Fourth Amendment protects individuals from searches only when the person has a legitimate expectation of privacy. However, 105 ILCS 5/10-22.6(e) allows school officials to inspect the personal effects left by a student on property owned or controlled by the school, e.g., lockers, desks, and parking lots. Many cases suggest that to search a student's possessions left in the locker, school officials need individualized suspicion of wrongdoing. Many of the issues re: the search of electronic devices that are discussed in 7:190-AP6, *Guidelines for Investigating Sexting Allegations*, will apply to investigations involving BYOT devices. To minimize mediating with law enforcement for parents/guardians about confiscated devices, districts should distinguish whether they are acting upon their own initiative or need to contact law enforcement. See f/ns in policy 7:140, *Search and Seizure*, and the policy's **Seizure of Property** subhead.
6. 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*, and 7:190, *Student Behavior*, present similar issues to #3 and #4 above. Students must be aware that traditional expectations for appropriate behavior, and the consequences for inappropriate behavior, apply to a BYOT program.
7. See 7:340, *Student Records*. The law is not clear whether materials created by students participating in a BYOT program through a district's network access are *school student records*.
8. 7:345, *Use of Educational Technologies; Student Data Privacy and Security*, requires districts to comply with the Student Online Personal Protection Act (SOPPA), 105 ILCS 85/, amended by P.A. 101-516; see also 23 Ill.Admin.Code Part 380. Implementation of a BYOT program does not exempt a district from complying with SOPPA's contractual and security mandates, including implementation and maintenance of reasonable security procedures and practices designed to protect student's *covered information.* Reasonable security practice guidance adopted by ISBE recommends, in part, that districts create a separate wireless network for personal or untrusted devices. See 7:345 at f/n 11 for more information.

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

8 23 Ill.Admin.Code §22.20 and 105 ILCS 5/21B-75, amended by P.A. 102-552~~99-456.~~

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

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

Responsible Use [9]

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

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

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

LEGAL REF.: 15 U.S.C. §§6501-6508, Children's Online Privacy Protection Act, implemented by 16 C.F.R. Part 312, Children's Online Privacy Protection Rule.
20 U.S.C §6751 et seq., Enhancing Education Through Technology Act.
47 U.S.C. §254(h) and (l), Children's Internet Protection Act.
47 C.F.R. Part 54, Subpart F, Universal Service Support for Schools and Libraries.
105 ILCS 5/10-20.28.

CROSS REF.: 1:30 (School District Philosophy), 4:140 (Waiver of Student Fees), 5:120 (Employee Ethics; Conduct; and Conflict of Interest), 5:125 (Personal Technology and Social Media; Usage and Conduct), 5:170 (Copyright), 6:10 (Educational Philosophy and Objectives), 6:40 (Curriculum Development), 6:120 (Education of Children with Disabilities), 6:210 (Instructional Materials), 6:235 (Access to Electronic Networks), 7:140 (Search and Seizure), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:190 (Student Behavior), 7:340 (Student Records)

Students

Student Assignment and Intra-District Transfer [1]

Attendance Areas

The School District is divided into school attendance areas. The Superintendent will:

1. Review the boundary lines annually and recommend to the School Board any changes or revisions for existing units; or
2. Create new units using a lens that considers preventing segregation and the elimination of separating students in the District's schools because of color, race, or nationality. [2]

The Superintendent or designee shall maintain a map of the District showing current school attendance areas. All records pertaining to the creation, alteration, or revision of attendance units are open to the public.[3] Students living in a given school attendance area will be assigned to that school.[4] Homeless children shall be assigned according to ~~Board~~ policy 6:140, *Education of Homeless Children*.

Transfers Within the District [5]

A student's parent(s)/guardian(s) may request a transfer for their child to a District school other than the one assigned. A request should be directed to the Superintendent, who, at his or her sole discretion, may grant the request when the parent(s)/guardian(s) demonstrate that the student could be better accommodated at another school, provided space is available. If a request is granted, the parent/guardian shall be responsible for transportation.[6] The provisions in this section have no applicability to transfers pursuant to the Unsafe School Choice Option covered in Board policy 4:170, *Safety*.

Class Assignments

The Superintendent or designee shall assign students to classes.

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1 105 ILCS 5/10-21.3a ~~State Law~~ requires that intra-district transfers be covered by policy and controls this policy's content. ~~(105 ILCS 5/10-21.3a).~~

2 105 ILCS 5/10-21.3 requires school attendance areas to be periodically revised, if necessary, to prevent or eliminate segregation by color, race, or nationality ~~(105 ILCS 5/10-21.3)~~ .Note that the law uses the term units, but that these are often referred to as attendance areas; this policy uses both terms.

3 Id.

4 105 ILCS 5/10-22.5~~State Law~~ grants boards broad authority concerning assignment of students to schools. ~~(105 ILCS~~ ~~5/10-22.5)~~ A child is presumed to be a resident of the district in which the child's legal custodian resides. 105 ILCS 5/10-20.12b. The facts surrounding a transfer of custody will determine whether residency for school attendance purposes has changed. Turner v. Bd. of Educ. North Chicago Cmty. High Sch. Dist. 123, 294 N.E.2d 264 (Ill. 1973).

5 The details for intra-district transfers are determined locally; State law does not address when, or even if, intra-district transfers should be granted. For districts that maintain one attendance center, delete this subhead.

6 To limit the acceptable reasons supporting a transfer request, a board should consider this alternative: "…when the parent(s)/guardian(s) demonstrate that the student could be better accommodated by the educational program at another school … ."

LEGAL REF.: 105 ILCS 5/10-21.3, 5/10-21.3a, and 5/10-22.5.

CROSS REF.: 4:170 (Safety), 6:30 (Organization of Instruction), 6:140 (Education of Homeless Children)

Students

Residence [1]

Resident Students

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.[2] A student's residence is the same as the person who has legal custody of the student. [3]

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 ~~Power of Attorney~~ 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. [4]

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. [5]

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. [6]

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 ~~60 days~~

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[1] State or federal law controls this policy's content. For a resource, see the Ill. State Board of Education's non-regulatory guidance, *Residency & Enrollment, Immigrant Pupils, Homeless Pupils and School Fees & Waivers* at www.isbe.net/Pages/Student-Registration-and-Enrollment-Guidance.aspx.

[2] In certain cases, no tuition may be charged for nonresident children placed: (1) by the Ill. Dept. of Children and Family Services ~~DCFS~~ with a foster parent or childcare facility (105 ILCS 5/10-20.12b); or (2) with a person who (i) has temporary custody of a child of a person who is on active military duty, and (ii) is responsible for making decisions for that child (105 ILCS 70/). When special education services are provided, *resident district* is determined by 105 ILCS 5/14-1.11 and 14-1.11a, amended by P.A. 102-514.

[3] In the case of divorced or divorcing parents, the Ill. Marriage and Dissolution of Marriage Act (IMDMA), 750 ILCS 5/, ~~amended by P.A. 99-90~~ provides that "for purposes of Section 10-20.12b of the School Code only, the parent with the majority of parenting time is considered to have legal custody." See 750 ILCS 5/606.10. . ~~P.A. 99-90~~ The IMDMA also requires a *parenting plan* that sets forth a child's residential address for school enrollment purposes. 750 ILCS 5/602.10(f)(6). **Consult the board attorney when the residential address set forth in a parenting plan is not the address of the parent with the majority of parenting time.**

[4] 105 ILCS 5/10-20.12b. In order to establish residence, a school district may not require a parent to transfer custody/guardianship to the person with whom the child is living. Israel S. by Owens v. Bd. of Educ. of Oak Park and River Forest High Sch. Dist. 200, 235 Ill.App.3d 652 (5th Dist. 1992). See also Joel R. v. Bd. of Educ. of Manheim Sch. Dist. 83, 292 Ill.App.3d 607 (1st Dist. 1997).

[5] 105 ILCS 5/10-20.12a.

[6] 105 ILCS 5/10-20.12b(a-5).

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. [7]

Requests for Nonresident Student Admission [8]

Nonresident students may attend District schools upon the approval of a request submitted by the student's parent(s)/guardian(s) for nonresident admission. The Superintendent may approve the request subject to the following: [9]

1. The student will attend on a year-to-year basis. Approval for any one year is not authorization to attend a following year.
2. The student will be accepted only if there is sufficient room.
3. The student's parent(s)/guardian(s) will be charged the maximum amount of tuition as allowed by State law. [10]
4. The student's parent(s)/guardian(s) will be responsible for transporting the student to and from school.

Admission of Nonresident Students Pursuant to an Agreement or Order [11]

Nonresident students may attend District schools tuition-free pursuant to:

1. A written agreement with an adjacent school district to provide for tuition-free attendance by a student of that district, provided both the Superintendent or designee and the adjacent district determine that the student's health and safety will be served by such attendance.
2. A written agreement with cultural exchange organizations and institutions supported by charity to provide for tuition-free attendance by foreign exchange students and nonresident pupils of charitable institutions.
3. According to an intergovernmental agreement.
4. Whenever any State or federal law or a court order mandates the acceptance of a nonresident student.

Homeless Children

Any homeless child shall be immediately admitted, even if the child or child's parent/guardian is unable to produce records normally required to establish residency.[12]

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7 105 ILCS 5/10-22.5a(a-5), amended by P.A. 102-126. Military personnel must provide proof that the child will be living within the district within ~~60~~ six months ~~days~~ after the date of initial enrollment. Proof of residency may include postmarked mail addressed to the military personnel and sent to an address located within the district, a lease agreement for occupancy of a residence located within the district, or proof of ownership of a residence located within the district.

8 Optional. A district that wants to include this subhead should specify and customize the listed criteria to match local conditions.

9 State law is silent regarding nonresident student enrollment except to require the parent(s)/guardian(s) to pay tuition. 105 ILCS 5/10-20.12a and 5/10-20.12b.

10 105 ILCS 5/10-20.12a specifies a formula for calculating the maximum amount a district can charge nonresident students.

11 The agreement described in #1 is optional (105 ILCS 5/10-22.5a(a)) and districts are not required to enter into such agreements nor to alter existing transportation services due to the attendance of such nonresident students. The agreement described in #2 is optional (105 ILCS 5/10-22.5a(a)); districts should be sure it is consistent with sample policy 7:50, *School Admissions and Student Transfers To and From Non-District Schools*. An example of an agreement described in #3 is one to accept nonresident students; entering into such an agreement is optional.

12 Required by 105 ILCS 45~~/1-1 et seq.~~ and the McKinney-Vento Homeless Assistance Act, 42 U.S.C. §11431 et seq. See §11432 (g)(3)(C)(i).

School Board policy 6:140, *Education of Homeless Children*, and its implementing administrative procedure, govern the enrollment of homeless children.

Challenging a Student's Residence Status [13]

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 detail the specific reasons why the Board believes that the student is a nonresident of the District[14] and 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.

LEGAL REF.: ~~McKinney-Vento Homeless Assistance~~ Act 42 U.S.C. §11431 et seq., McKinney-Vento Homeless Assistance Act.
105 ILCS 5/10-20.12a, 5/10-20.12b, 5/10-22.5, and 5/10-22.5a.
105 ILCS 45/, Education for Homeless Children Act ~~and 70/.~~
105 ILCS 70/, Educational Opportunity for Military Children Act.
23 Ill.Admin.Code §1.240.
Israel S. by Owens v. Bd. of Educ. of Oak Park and River Forest High Sch. Dist. 200, 235 Ill.App.3d 652 (5th Dist. 1992).
Joel R. v. Board of Education of Manheim School District 83, 292 Ill.App.3d 607 (1st Dist. 1997).
Kraut v. Rachford, 51 Ill.App.3d 206 (1st Dist. 1977).

CROSS REF.: 6:140 (Education of Homeless Children), 7:50 (School Admissions and Student Transfers To and From Non-District Schools), 7:70 (Attendance and Truancy)

13 Id. See administrative procedure 7:60-AP1, *Challenging a Student's Residence Status,* for sample procedures implementing this paragraph.

14 105 ILCS 5/10-20.12b. , ~~as amended by P.A. 99-670, eff. 1-1-17~~

Students

Attendance and Truancy [1]

Compulsory School Attendance [2]

This policy applies to individuals who have custody or control of a child: (a) between the ages of six (on or before September 1) and 17 years (unless the child has graduated from high school), or (b) who is enrolled in any of grades kindergarten through 12 in the public school regardless of age.

Subject to specific requirements in State law, the following children are not required to attend public school: (1) any child attending a private school (including a home school) or parochial school, (2) any child who is physically or mentally unable to attend school (including a pregnant student suffering medical complications as certified by her physician), (3) any child lawfully and necessarily employed, (4) any child over 12 and under 14 years of age while in confirmation classes, (5) any child absent because of religious reasons, including to observe a religious holiday, for religious instruction, or because his or her religion forbids secular activity on a particular day(s) or time of day, and (6) any child 16 years of age or older who is employed and is enrolled in a graduation incentives program.

The parent/guardian of a student who is enrolled must authorize all absences from school and notify the school in advance or at the time of the student's absence. A valid cause for absence includes illness (including mental or behavioral health of the student),[3] observance of a religious holiday, death in the immediate family, family emergency, other situations beyond the control of the student as determined by the Board, voting pursuant to policy 7:90, *Release During School Hours* (10 ILCS 5/7-42 and 5/17-15), other circumstances

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1 State law requires boards to adopt a policy covering some of the topics herein and controls this policy's content. 105 ILCS 5/22-90 (final citation pending), added by P.A. 102-157, requires any school receiving public funds to develop and annually communicate to its students and their parents/guardians an absenteeism and truancy policy. This policy must be updated every two years and filed with the Ill. State Board of Education (ISBE) and the regional superintendent of schools [or Intermediate Service Center Executive Director, whichever is appropriate]. Id. 105 ILCS 5/3-0.01 states that any references to "regional superintendent" include the chief administrative officer of Intermediate Service Centers established under 105 ILCS 5/2-3.62. ~~105 ILCS 5/26-13 requires a policy identifying supportive services and available resources for truants and chronic truants (defined in 105 ILCS 5/26-2a, amended by P.A. 100-918). 23 Ill.Admin.Code §1.290 requires the same plus that the policy contain a definition of valid cause for absence in accordance with 105 ILCS 5/26-2a and a description of diagnostic procedures to identify the cause(s) of unexcused student absenteeism.~~

2 105 ILCS 5/26-2, , ~~amended by P.A. 100-825~~,addresses enrolled students below or over set compulsory attendance ages. The law also requires any persons having custody or control of a child who is enrolled in grades kindergarten through 12 in the public school to cause the child to attend school.

105 ILCS 5/26-1, amended by P.A.s 102-406, 102-266 and 102-321, contains the compulsory school age exemptions. Each listed exception is specifically included in the statute, except the reference to *home school*. See 7:40, *Nonpublic School Students, Including Parochial and Home-Schooled Students*, regarding assigning students who enroll from a non-public school. See 6:150, *Home and Hospital Instruction*, regarding providing instruction to a pregnant student or other student who is medically unable to attend school.

3 105 ILCS 5/26-1 and 5/26-2a, amended by P.A.s. 102-266 and 102-321. A student may be absent for mental or behavioral health for up to five days without providing a medical note, and the student must be given an opportunity to make up any missed school work. *Medical note* is not defined, but the same portion of the statute discusses a student's inability to attend school due to a disability being certified by an Illinois licensed physician, chiropractic physician, advanced practice registered nurse, or physician assistant; presumably any of these individuals could provide a *medical note*. After the second mental health day used, the student may be referred to the appropriate school support personnel. Id. See policy 7:250, *Student Support Services*.

that cause reasonable concern to the parent/guardian for the student's mental, emotional, or physical health or safety, or other reason as approved by the Superintendent or designee.[4] Students absent for a valid cause may make up missed homework and classwork assignments in a reasonable timeframe. [5]

Absenteeism and Truancy Program

The Superintendent or designee shall manage an absenteeism and truancy program in accordance with the School Code and School Board policy. The program shall include but not be limited to:

1. A protocol for excusing a student from attendance who is necessarily and lawfully employed. The Superintendent or designee is authorized to determine when the student's absence is justified. [6]
2. A protocol for excusing a student in grades 6 through 12 from attendance to sound *Taps* at a military honors funeral held in Illinois for a deceased veteran. [7]
3. A protocol for excusing a student from attendance on a particular day(s) or at a particular time of day when his/her parent/guardian is an active duty member of the uniformed

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4 105 ILCS 5/22-90(a)(1) (final citation pending), added by P.A. 102-157, requires a policy with a definition of valid cause for absence in accordance with 105 ILCS 5/26-2a. These reasons are in 105 ILCS 5/26-2a amended by P.A. 100-810 except that (1) "other reason as approved by the Superintendent," and (2) absences for students to vote authorized by 10 ILCS 5/7-42 and 5/17-15, amended by P.A. 101-624, ~~eff. 6-1-20~~ were added. An ISBE rule requires that the absenteeism and truancy policy defines valid causes for absence. 23 Ill.Admin.Code §1.290.

For elementary districts, delete the following phrase from the second sentence of this paragraph: "~~voting pursuant to policy 7:90, *Release During School Hours* (10 ILCS 5/7-42 and 5/17-15),~~" and delete 7:90, *Release During School Hours*, from the Cross References.

For high school and unit districts that do not wish to include the **Voting** subhead in policy 7:90, *Release During School Hours*, amend the second sentence of this paragraph as follows: "~~policy 7:90, Release During School Hours (~~the Election Code, 10 ILCS 5/7-42 and 5/17-15~~,~~)"and delete 7:90, *Release During School Hours* from the Cross References.

5 See f/n 3. In addition, 105 ILCS 5/10-20.73 (final citation pending), added by P.A. 102-471, requires a written policy related to absences and missed homework or classwork assignments as a result of or related to a student's pregnancy. It makes sense to apply such a policy to all students who are absent for a valid cause.

6 Any child "necessarily and lawfully employed" may be exempted from attendance by the superintendent "on certification of the facts by and the recommendation of the school board." 105 ILCS 5/26-1. The policy's language serves to delegate this "certification of the facts" to the superintendent or designee. The following option allows a board to consider and include specific criteria in the policy:

> A student may be excused, at the Superintendent's discretion, when: (1) the student has a last period study hall, (2) the parent/guardian provides written permission, (3) the student's employer provides written verification of employment, (4) the student provides evidence of a valid work permit, or (5) other reason deemed justifiable by the Superintendent.

Child Labor laws include: 29 C.F.R. Part 570 (minimum age standards, occupations, conditions, etc.); 820 ILCS 205/, amended by P.A. 102-32 (child labor laws); 56 Ill.Admin.Code Part 250 (child labor regulations).

7 105 ILCS 5/26-1. A student must notify the building principal or other administrator at least two days prior to the absence providing the date, time, and location of the military honors funeral. This requirement may be waived if the student did not receive notice at least two days in advance, but the student shall notify the administration as soon as possible of the absence.

A student whose absence is excused to sound *Taps* shall be counted in attendance for purposes of calculating the average daily attendance of students in the district. The district must allow the student reasonable time to make up school work and if school work is satisfactorily completed, the day of absence is counted as an attendance day for the student.

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. **8**

4. A process to telephone, within two hours after the first class, the parents/guardians of students in grade 8 or below who are absent without prior parent/guardian notification. **9**
5. A process to identify and track students who are truants, chronic or habitual truants, or truant minors as defined in 105 ILCS 5/26-2a.
6. A description of diagnostic procedures for identifying the cause(s) of a student's unexcused absenteeism, including interviews with the student, his or her parent(s)/guardian(s), and staff members or other people who may have information about the reasons for the student's attendance problem. **10**
7. The identification of supportive services that may be offered to truant, chronically truant, or chronically absent students, including parent-teacher conferences, student and/or family counseling, or information about community agency services.**11** See Board policy 6:110, *Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program*.
8. A process for the collection and review of chronic absence data and to:
    a. Determine what systems of support and resources are needed to engage chronically absent students and their families, and
    b. Encourage the habit of daily attendance and promote success. **12**
9. ~~8.~~ Reasonable efforts to provide ongoing professional development to teachers, administrators, Board members, school resource officers, and staff on the appropriate and available supportive services for the promotion of student attendance and engagement. **13**

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8 105 ILCS 5/26-1., ~~amended by P.A. 100-185~~ Such a student must be granted five days of excused absences in any school year and, at the board's discretion, may be granted additional excused absences to visit the student's parent/guardian. The student and his/her parent/guardian are responsible for obtaining assignments from the student's teacher prior to any period of excused absence and for ensuring that such assignments are completed by the student prior to his/her return to school from the excused absence period. Id.

9 This notification is required by 105 ILCS 5/26-3b.

10 105 ILCS 5/22-90(a)(2) (final citation pending), added by P.A. 102-157; 23 Ill.Admin.Code §1.290(b)(2).

11 Id. at (3) (final citation pending), added by P.A. 102-157; 23 Ill.Admin.Code §1.290(b)(3). The School Code references to dropout prevention include: 105 ILCS 5/26-3a (regional superintendent activities and annual report); 105 ILCS 5/10-20.25a (annual report by boards); and 105 ILCS 5/1A-4(E) (ISBE report).

12 105 ILCS 5/22-90(a)(4) (final citation pending), added by P.A. 102-157, requires the incorporation of provisions relating to chronic absenteeism in accordance with 105 ILCS 5/26-18. 105 ILCS 5/26-18 requires districts to collect and review chronic absence data and determine what systems of support and resources are needed to engage chronically absent students and their families to encourage the habit of daily attendance and promote success. 105 ILCS 5/26-18(c). The review must include an analysis of chronic absence data from each attendance center. Id. Districts are also encouraged to: (1) provide a system of support to students at risk of reaching or exceeding chronic absence levels, i.e., those available through the Illinois Multi-tiered Systems of Support Network; and (2) make resources available to families, i.e., those available through ISBE's Family Engagement Framework, to support and engage students and their families. 105 ILCS 5/26-18(d). *Chronic absence* means "absences that total 10% or more of school days of the most recent school year, including absences with and without valid cause, as defined in Section 26-2a of this Code, and out-of-school suspensions for an enrolled student." 105 ILCS 5/26-18(a). In contrast, a *chronic or habitual truant* is "a child who is subject to compulsory school attendance and who is absent without valid cause from such attendance for 5% or more of the previous 180 regular attendance days." 105 ILCS 5/26-2a.

13 105 ILCS 5/10-22.6(c-5). ~~amended by P.A. 100-810~~

10. ~~9~~.A process to request the assistance and resources of outside agencies, such as, the juvenile officer of the local police department or the truant office of the appropriate Regional Office of Education, if truancy continues after supportive services have been offered. **14**
11. ~~10.~~ A protocol for cooperating with non-District agencies including County or municipal authorities, the Regional Superintendent, truant officers, the Community Truancy Review Board, and a comprehensive community based youth service agency. Any disclosure of school student records must be consistent with Board policy 7:340, *Student Records*, as well as State and federal law concerning school student records. **15**
12. ~~11.~~ An acknowledgement that no punitive action, including out-of-school suspensions, expulsions, or court action, shall be taken against a truant minor for his or her truancy unless available supportive services and other school resources have been provided to the student. **16**
13. ~~12.~~ The criteria to determine whether a student's non-attendance is due to extraordinary circumstances shall include economic or medical necessity or family hardship and such other criteria that the Superintendent believes qualifies. **17**

[*For high school and unit districts only*]

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14 Use this alternative for districts in suburban Cook County: replace "Regional Office of Education" with "appropriate Intermediate Service Center."

15 105 ILCS 5/26-9 requires school officers and superintendents to assist truant officers. A minor who is reported by the regional superintendent as a chronic truant may be adjudicated a "truant minor in need of supervision" if the minor declines or refuses to fully participate in truancy intervention services. 705 ILCS 405/3-33.5.

Counties may regulate truants by ordinance and impose fines and/or community services on truants or, if the truant is under 10 years of age, on the parent or custodian. 55 ILCS 5/5-1078.2. Municipalities may regulate truants by ordinance and impose fines and/or community services on truants or, if the truant is under 13 years of age, on the parent or custodian. 65 ILCS 5/11-5-9. Local officials or authorities that enforce, prosecute, or adjudicate municipal ordinances adopted under 65 ILCS 5/11-5-9, or that work with school districts to address truancy problems, are designated as: (a) part of the juvenile justice system, established by the Juvenile Court Act of 1987, and (b) *juvenile authorities* within the definition set forth in subsection (a)(6.5) of Section 10-6 of the Ill. School Student Records Act. 105 ILCS 10/6(a)(6.5). Id. **A superintendent should consult with the board attorney before disclosing school student records to non-district entities.** See 7:340-AP1, *School Student Records*, for a sample procedure for release of such records to juvenile authorities.

16 105 ILCS 5/26-12 ~~amended by P.A. 100-825~~, prohibits punitive action "unless available supportive services and other school resources have been provided to the student." In addition, "a truant minor may not be expelled for nonattendance unless he or she has accrued 15 consecutive days of absences without valid cause and the student cannot be located by the school district or the school district has located the student but cannot, after exhausting all available support services, compel the student to return to school." Id.

17 105 ILCS 5/26-3a requires the district to "establish, in writing, a set of criteria for use by the local superintendent of schools in determining whether a pupil's failure to attend school is the result of extraordinary circumstances, including but not limited to economic or medical necessity or family hardship."

This statute also requires the "clerk or secretary" of the board to quarterly report to the regional superintendent and Secretary of State the identity of students who were removed from the regular attendance roll, exclusive of transferees, because they were expelled; have withdrawn; left school; withdrew due to extraordinary circumstances; have re-enrolled in school since their names were removed from the attendance rolls; were certified to be chronic or habitual truants; or were previously certified as chronic or habitual truants who have resumed regular school attendance. The statute provides that the status of a driver's license or instructional permit will be jeopardized for a student who is the subject of this notification because of non-attendance unless the non-attendance is due to extraordinary circumstances as determined by the local district. State Superintendent Koch announced in his *Weekly Message*, 8-28-07, see **Funding & Disbursements** subhead, p.2, at: www.isbe.net/Documents_Superintendent_Weekly_Message/message_082807.pdf, that ISBE is delaying implementing this statute based upon legal guidance from the U.S. Dept. of Education's Family Policy Compliance Office that its implementation would violate the federal Family Educational Rights and Privacy Act.

14. ~~13~~. A process for a 17-year-old resident to participate in the District's various programs and resources for truants.**18** The student must provide documentation of his/her dropout status for the previous six months. A request from an individual 19 years of age or older to re-enroll after having dropped out of school is handled according to provisions in 7:50, *School Admissions and Student Transfers To and From Non-District Schools*.
15. ~~14~~. A process for the temporary exclusion of a student 17 years of age or older for failing to meet minimum attendance standards according to provisions in State law. A parent/guardian has the right to appeal a decision to exclude a student. **19**

LEGAL REF.: 105 ILCS 5/26-1 through 18 ~~6~~.
705 ILCS 405/3-33.5, Juvenile Court Act of 1987.
23 Ill.Admin.Code §§1.242 and 1.290.

CROSS REF.: 5:100 (Staff Development Program), 6:110 (Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program), 6:150 (Home and Hospital Instruction), 7:10 (Equal Educational Opportunities), 7:50 (School Admissions and Student Transfers To and From Non-District Schools), 7:60 (Residence), 7:80 (Release Time for Religious Instruction/Observance), 7:90 (Release During School Hours), 7:190 (Student Behavior), 7:340 (Student Records)

18 A district must allow this participation; the length of the drop-out period and the documentation requirement contained in the next sentence are permissive. 105 ILCS 5/26-14.

19 Optional, but provided in 105 ILCS 5/26-2(c)(3); , ~~amended by P.A. 100-825~~ ISBE's rule controls the appeal process, 23 Ill.Admin.Code §1.242.

Students

Release Time for Religious Instruction/Observance [1]

A student shall be released from school, as an excused absence, because of religious reasons, including to observe a religious holiday, for religious instruction, or because the student's religion forbids secular activity on a particular day(s) or time of day. The student's parent/guardian must give written notice to the Building Principal at least five calendar days before the student's anticipated absence(s).[2] ~~This notice shall satisfy the District's requirement for a written excuse when the student returns to school~~.

The Superintendent or designee shall develop and distribute to teachers appropriate procedures regarding student absences for religious reasons ~~and include a list of religious holidays on which a student shall be excused from school attendance~~, including how teachers are notified of a student's impending absence, and the State law requirement that teachers provide the student with an equivalent opportunity to make up any examination, study, or work requirement. [3]

LEGAL REF.: ~~Religious Freedom Restoration Act, 775 ILCS 35~~ 105 ILCS 5/26-1 and 5/26-2b.
775 ILCS 35/, Religious Freedom Restoration Act.

CROSS REF.: 7:70 (Attendance and Truancy)

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[1] State and federal laws control this policy's content. 105 ILCS 5/26-1(5), amended by P.A. 102-406, requires school boards to adopt a policy on student absences for religious holidays. See also 105 ILCS 5/26-2b, amended by P.A. 102-406. 105 ILCS 5/26-1(4) allows a child over 12 and less than 14 years of age to be absent from school while in attendance at confirmation classes. The sample policy does not contain these age or specific religious rite limitations in order to be consistent with First Amendment jurisprudence. According to the U. S. Supreme Court, a release time policy does not violate the Establishment Clause; it only accommodates a program of outside religious instruction. Zorach v. Clauson, ~~72 S.Ct. 679~~ 343 U.S. 306 (1952).

[2] Five days is the most prior notice that can be required. 105 ILCS 5/26-1(5). Schools cannot require students who are excused for religious reasons to submit a written excuse after returning to school. 105 ILCS 5/26-1, amended by P.A. 102-406.

[3] 105 ILCS 5/26-1b and 26-2b, amended by P.A. 102-406.

Students

Agency and Police Interviews [1]

The Superintendent shall develop procedures to manage requests by agency officials or police officers to interview students at school. Procedures will:

1. Recognize individual student rights and privacy,
2. Recognize the potential impact an interview may have on an individual student,
3. Minimize potential disruption,
4. Foster a cooperative relationship with public agencies and law enforcement, and
5. Comply with State law including, but not limited to, ensuring that 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 Superintendent or designee will: [2]

    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 school employees (including, but not limited to, a school social worker, psychologist, nurse, ~~guidance~~ counselor, or any other mental health professional) are present during the questioning; and

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1 State or federal law controls this policy's content. The listed standards for procedures, other than compliance with State law, are at the local school board's discretion and may be omitted altogether. The Illinois TRUST Act, 5 ILCS 805/, ~~added by P. A. 100-463~~ prohibits law enforcement agencies and officials from enforcing federal civil immigration laws. Under Section 15(b), law enforcement cannot stop, arrest, search, detain, or continue to detain a person solely based on an individual's citizenship or immigration status.

An excellent resource is the *Guidelines for Interviews of Students*, published by the Ill. Council of School Attorneys (ICSA) at: www.iasb.com/law/ICSAGuidelinesforInterviewsofStudents.pdf. The publication, *Policing in Schools, Developing a Governance Document for School Resource Officers in K-12 Schools*, was developed by the American Civil Liberties Union, and is available at: www.aclu.org/racial-justice/policing-schools-developing-governance-document-school-resource-officers-k-12-schools. It, like the ICSA *Guidelines*, highlights the need for collaboration between law enforcement and school officials. It recommends that school officials provide law enforcement agencies with information about the school's mission to ensure a safe school environment while respecting student rights. To accomplish this, the white paper recommends that school officials create a *model governance document*, e.g., 7:150-AP, *Agency and Police Interviews*, and provide it to the law enforcement authorities with whom they work.

Another helpful resource is *School Resource Officers, School Law Enforcement Units, and the Family Educational Rights and Privacy Act (FERPA)*, published by PTAC (2019), at: www.studentprivacy.ed.gov/resources/school-resource-officers-school-law-enforcement-units-and-ferpa. 105 ILCS 5/10-20.64 ~~added by P.A. 100-204~~ prohibits *student booking stations* from being established or maintained on school grounds. A *student booking station* is "a building, office, room, or any indefinitely established space or site, mobile or fixed, which operates concurrently as: (1) predominantly or regularly a place of operation for a municipal police department, county sheriff department, or other law enforcement agency, or under the primary control thereof, and (2) a site at which students are detained in connection with criminal charges or allegations against those students, taken into custody, or engaged with law enforcement personnel in any process that creates a law enforcement record of that contact with law enforcement personnel or processes." 105 ILCS 5/10-20.64(d).

2 105 ILCS 5/22-8 ~~85 (final citation pending),~~ added by P.A. 101-478 and amended by P.A.s 102-197 and 102-558, ~~eff. 1-1-20~~. The statute does not specifically assign these duties to a school official, but instead states that "a law enforcement officer, school resource officer, or other school security personnel" must ensure these conditions are met before detaining and questioning a student on school grounds. For ease of implementation, this policy assigns these duties to a school official as they routinely contact parents/guardians and can arrange for the presence of school personnel during an interview. See the ICSA *Guidelines* for further discussion of school officials' responsibilities when law enforcement authorities interview students at school.

c. If practicable, make reasonable efforts to ensure a trained law enforcement officer to promote safe interactions and communications with the student is present during questioning. [3]

LEGAL REF.: 105 ILCS 5/10-20.64, 5/22-88. ~~5 (final citation pending)~~
55 ILCS 80/, Children's Advocacy Center Act.
325 ILCS 5/, Abused and Neglected Child Reporting Act.
720 ILCS 5/31-1 et seq., Interference with Public Officers Act.
725 ILCS 120/, Rights of Crime Victims and Witnesses Act.

CROSS REF.: 5:90 (Abused and Neglected Child Reporting), 7:130 (Student Rights and Responsibilities), 7:140 (Search and Seizure), 7:190 (Student Behavior)

[3] 105 ILCS 5/22-88(b)(4) (final citation pending), added by P.A. 101-478. A trained law enforcement officer is someone who: (1) received training in youth investigations approved or is certified by his/her law enforcement agency as a school resource officer per 50 ILCS 705/10.22, or (2) is a juvenile police officer per 705 ILCS 405/1-3(17).

Students

Student Appearance [1]

A student's appearance, including dress and hygiene ~~grooming,~~ must not disrupt the educational process ~~interfere with the maintenance of a positive teaching/learning climate~~ or compromise ~~reasonable~~ standards of health and safety ~~and decency~~. The District 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.[2] Students who disrupt the educational process or compromise standards of health and safety must modify their appearance. Procedures for guiding student appearance, ~~handling students who dress or groom inappropriately~~ will be developed by the Superintendent or designee and included in the *Student Handbook(s)*. [3]

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1 Required by 105 ILCS 5/10-22.25b, amended by P.A. 102-360, eff. 1-1-22, for recognition under 105 ILCS 5/2-3.25 (*Jett Hawkins Law*). For districts to receive recognition from the Ill. State Board of Education (ISBE), they must provide assurances of compliance with the *Jett Hawkins Law*, this policy's second sentence does that. ISBE will have resource materials on its website by 7-1-22. State or federal law also controls this policy's content.

105 ILCS 5/10-22.25b, amended by P.A. 102-360, eff. 1-1-22, specifically authorizes a school board to adopt a school uniform or dress code policy. **There are hundreds of decisions on dress codes and uniform policies, making it imperative that a board contact its attorney for assistance in applying the law to specific fact situations.**

Generally, if a student's dress has sufficient communicative content, it will warrant First Amendment protection. If protected, a school's ability to regulate the dress will be analyzed according to Tinker v. Des Moines Indep. Sch. Dist., 89 S.Ct. 733 (1969) – it may be regulated only if it would substantially disrupt school operations or interfere with the right of others. In Brandt v. Bd. of Educ. of City of Chicago, 2006 WL 623651 (N.D.Ill. 2006), *earlier decision*, 326 F.Supp.2d 916 (N.D.Ill., 2004), an Illinois federal court upheld a school's authority to punish students for wearing t-shirts portraying a one-handed boy; the court said: "A school need not tolerate student speech that is inconsistent with the school's basic educational mission even though the First Amendment would protect similar speech or expressive conduct outside of the school setting. This holding is suspect after the Seventh Circuit decision in Zamecnik v. Indian Prairie Sch. Dist. #204, 636 F.3d 874 (7th Cir. 2011). There the court held that the school district violated students' free speech rights by forbidding them from wearing during school hours a T-shirt saying "Be Happy, Not Gay."

A school may regulate student dress that does not have sufficient communicative content to receive free speech protection, provided the regulation is not arbitrary or excessive. Although many courts have ruled similarly with respect to grooming, e.g., hair length, and non-earring piercings, the Seventh Circuit, the federal appellate court that governs Illinois, has struck down school regulations governing hair length and earrings (See Breen v. Kahl, 419 F.2d 1034 (7th Cir. 1969); Crews v. Cloncs, 432 F.2d 1259 (7th Cir. 1970) (exclusion of long-haired student from class constituted denial of equal protection to male students); Arnold v. Carpenter, 459 F.2d 939 (7th Cir. 1972); Holsapple v. Woods, 500 F.2d 49 (7th Cir. 1974) (limitation of ruling recognized by Hayden ex rel. v. Greensburg Cmty. Sch. Corp., 743 F.3d 569 (7th Cir. 2014) (recognizing school's right to set policy); Olesen by Olesen v. Bd. of Educ. Dist. 228, 676 F.Supp. 820, 822 (N.D.Ill.1987) (male students have a liberty interest in wearing an earring to school). But see Blau v. Fort Thomas Public Sch. Dist., 401 F.3d 381 (6th Cir. 2005) (upheld a Kentucky middle school's student dress code that prohibited visible body piercing other than ears). A school's uniform policy was upheld in Alwood v. Clark and Belleville Twp. High Sch. Dist. 201, 2005 WL 2001317 (S.D.Ill. 2005).

2 For boards that want to expand upon the law's requirement of race, ethnicity, or hair texture, amend this sentence as follows:

"The District does not prohibit hairstyles or hair textures historically associated with historically associated with race, ethnicity, ~~or~~ hair texture, or any other protected classes under Board policy 7:10, *Equal Educational Opportunities*, including, but not limited to, protective hairstyles such as braids, locks, and twists."

If the board chooses this expansion and also uses policy 7:165, *School Uniforms*, ensure that this option aligns with the option in 7:165's f/n 10.

3 A comprehensive Student Handbook can provide notice to parents and students of the school's conduct rules, extracurricular and athletic participation requirements, and other important information. The Handbook can be developed by the building principal, but should be reviewed and approved by the superintendent and board.

Members of the Ill. Principals Assoc. may subscribe to the IPA's Model Student Handbook Service. While this service is not a handbook *per se*, it provides principals with quick, user-friendly access to model student handbook provisions that are attorney drafted and fully aligned with IASB's policy services. For more information, see:

www.ilprincipals.org/resources/model-student-handbook. See also 7:190-E2, *Student Handbook Checklist*.

LEGAL REF.: 105 ILCS 5/2-3.25 and 5/10-22.25b.
Tinker v. Des Moines Indep. Sch. Dist., ~~89 S.Ct. 733~~393 U.S. 503 (1969).

CROSS REF.: 7:10 (Equal Educational Opportunities), 7:130 (Student Rights and Responsibilities), 7:165 (School Uniforms), 7:190 (Student Behavior)

Students

Prevention of and Response to Bullying, Intimidation, and Harassment [1]

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

Bullying on the basis of actual or perceived race, color, national origin, military status, unfavorable discharge status from the military service, sex, sexual orientation, gender identity, gender-related identity or expression, ancestry, age, religion, physical or mental disability, order of protection status, status of being homeless, or actual or potential marital or parental status, including pregnancy, association with a person or group with one or more of the aforementioned actual or perceived characteristics, or any other distinguishing characteristic **is prohibited** in each of the following situations: [2]

1. During any school-sponsored education program or activity.
2. While in school, on school property, on school buses or other school vehicles, at designated school bus stops waiting for the school bus, or at school-sponsored or school-sanctioned events or activities.
3. Through the transmission of information from a school computer, a school computer network, or other similar electronic school equipment.
4. Through the transmission of information from a computer that is accessed at a nonschool-related location, activity, function, or program or from the use of technology or an electronic device that is not owned, leased, or used by the School District or school if the bullying causes a substantial disruption to the educational process or orderly operation of a school. This paragraph (item #4) applies only when a school administrator or teacher receives a report that bullying through this means has occurred; it does not require staff members to monitor any nonschool-related activity, function, or program.

Definitions from 105 ILCS 5/27-23.7 [3]

Bullying includes *cyberbullying* 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;

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1 All districts must have a policy on bullying, monitor it, review and re-evaluate it, and file it with the Ill. State Board of Education (ISBE) every two years (see f/n 16, below). 105 ILCS 5/27-23.7. ~~amended by P.A. 100-137. Every two years, each district must review and re-evaluate this policy, make necessary and appropriate revisions, and file the updated policy with the Ill. State Board of Education (ISBE).~~ This sample policy's first paragraph allows a school board to consider its goals for preventing bullying and remedying its consequences; it may be amended.

In addition to a bullying prevention policy, all districts must have a policy on student behavior. 105 ILCS 5/10-20.14; 23 Ill.Admin.Code §1.280. Boards must, in consultation with their parent-teacher advisory committees and other community-based organizations, address aggressive behavior, including bullying, in their student behavior policy. See 7:190, *Student Behavior*; 7:190-E1, *Aggressive Behavior Reporting Letter and Form.*

This policy contains an item on which collective bargaining may be required. Any policy that impacts upon wages, hours, and terms and conditions of employment is subject to collective bargaining upon request by the employee representative, even if the policy involves an inherent managerial right. See f/n 10, below.

2 This paragraph and its subparts 1-4 are from the bullying prevention statute. 105 ILCS 5/27-23.7(a); see also 775 ILCS 5/1-103 and 23 Ill.Admin.Code §1.240. The protected statuses are mandated by the bullying prevention statute; the list of protected statuses is identical to the list in 7:20, *Harassment of Students Prohibited*.

3 All definitions are directly from 105 ILCS 5/27-23.7. ~~amended by P.A. 100-137~~. See also resources from Cyberbullying Research Center, available at: cyberbullying.org/, and the U.S. School Safety Clearinghouse website at www.SchoolSafety.gov, discussed in f/n 1, para. 3 of policy 4:170, *Safety*.

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.

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.

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. *Cyberbullying* 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*. *Cyberbullying* 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*.

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 Ill. Human Rights Act. **4**

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 ~~guidance~~ counselors, school social workers, school counselors, school psychologists, school nurses, cafeteria workers, custodians, bus drivers, school resource officers, and security guards. **5**

Bullying Prevention and Response Plan

The Superintendent or designee shall develop and maintain a bullying prevention and response plan that advances the District's goal of providing all students with a safe learning environment free of bullying and harassment. This plan must be consistent with the requirements listed below; each numbered requirement, 1-12, corresponds with the same number in the list of required policy components in 105 ILCS 5/27-23.7(b) 1-12. **6**

1. The District uses the definition of *bullying* as provided in this policy. **7**

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4 105 ILCS 5/27-23.7(b), amended by P.A. 102-241.

5 105 ILCS 5/27-23.7(b), amended by P.A. 102-197.

6 As each numbered requirement, 1-12, corresponds with the same number in 5/27-23.7(b)1-12, there are no reference citations in footnotes. All non-statutory requirements, plus alternatives and optional provisions, are described in footnotes.

7 105 ILCS 5/27-23.7(b), para. 3(1). See f/n 4, above and ISBE's *School Policies for Bullying Prevention* at: www.isbe.net/Documents/Bullying-Prev-Policy-Req.pdf.

A board may augment the School Code requirement by using this alternative:

> Using the definition of *bullying* as provided in this policy, the Superintendent or designee shall emphasize to the school community that: (a) the District prohibits bullying, and (b) all students should conduct themselves with a proper regard for the rights and welfare of other students. This may include a process for commending or acknowledging students for demonstrating appropriate behavior.

2. 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.
3. Students are encouraged to immediately report bullying. A report may be made orally or in writing to the Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, Dean of Students, a Complaint Manager, or any staff member with whom the student is comfortable speaking.[8] 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 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.[9] Anonymous reports are also accepted; however, this shall not be construed to permit formal disciplinary action solely on the basis of an anonymous report.

Nondiscrimination Coordinator: [10]

Name
Chris Simpson
Address
1100 E. Laurel St., Olney, IL
Email
csimpson@rccu1.net
Telephone
618-395-2324

Complaint Managers:

Name Cris Edwards	Name Chad LeCrone
Address 1001 N. Holly Rd., Olney, IL	Address 1100 E. Laurel St., Olney, IL
Email cedwards@rccu1.net	Email clecrone@rccu1.net
Telephone 618-395-8540	Telephone 618-395-2324

4. 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

8 The statute requires that the policy contain the email address and telephone number for the staff person(s) responsible for receiving bullying reports. Using the district Nondiscrimination Coordinator and Complaint Managers is consistent with 2:260, *Uniform Grievance Procedure*. While the names and contact information are required by law to be listed, they are not part of the adopted policy and do not require board action. This allows for additions and amendments to the names and contact information when necessary. It is important for updated names and contact information to be inserted into this policy and regularly monitored. A telephone number for making anonymous reports may also be added.

9 105 ILCS 5/27-23.7(d) ~~amended by P.A. 100-137~~, requires that "[s]chool personnel available for help with a bully or to make a report about bullying" be made known to parents/guardians, students, and school personnel.

10 Sample policy 2:260, *Uniform Grievance Procedure*, states that a district's Nondiscrimination Coordinator also serves as its Title IX Coordinator. If the district uses a separate Title IX Coordinator who does not also serve as the Nondiscrimination Coordinator, list the Title IX and Nondiscrimination Coordinators' names separately in this policy. Best practice is that throughout the district's board policy manual, the same individual be named as Nondiscrimination Coordinator. In contrast, Complaint Managers identified in individual policies may vary depending upon local district needs.

work services, counseling, school psychological services, other interventions, and restorative measures. **11**

5. The Superintendent or designee shall promptly investigate and address reports of bullying, by, among other things:

   a. 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.

   b. Involving appropriate school support personnel and other staff persons with knowledge, experience, and training on bullying prevention, as deemed appropriate, in the investigation process.

   c. Notifying the Building Principal or school administrator or designee of the reported incident of bullying as soon as possible after the report is received.

   d. 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.

   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. **12**

6. The Superintendent or designee shall 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. **13**

~~7.~~ A reprisal or retaliation against any person who reports an act of bullying **is prohibited**. Any person ~~student~~'s act of reprisal or retaliation will be subject to disciplinary action, up to and including discharge with regard to employees, or suspension and/or expulsion**14** with regard to students ~~treated as bullying for purposes of determining any consequences or other appropriate remedial actions.~~

8. A student will not be punished for reporting bullying or supplying information, even if the District's investigation concludes that no bullying occurred. However, a person who is found to have ~~knowingly making a~~ falsely accused another of bullying, as a means of retaliation, as a means of bullying, or provided~~ing knowingly~~ false information will be treated as either: (a) *bullying*, (b) student discipline up to and including suspension and/or expulsion, and/or (c) both (a) and (b) for purposes of determining any consequences or other appropriate remedial actions.

9. The District's bullying prevention and response plan is ~~must be~~ based on the engagement of a range of school stakeholders, including students and parents/guardians.

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11 105 ILCS 5/10-20.14 contains a similar requirement. See 7:190-E1, *Aggressive Behavior Reporting Letter and Form.*

12 This sentence contains requirements found in 105 ILCS 5/27-23.7(d).

13 A grant may be available from ISBE for the promotion of a safe and healthy learning environment. 105 ILCS 5/2-3.180 and 3.181, added by P.A. 101-438 and renumbered by P.A. 102-558. A list of grant funding opportunities is available at: www.isbe.net/Pages/Grants.aspx.

14 Consult the board attorney about the potential conflict of 105 ILCS 5/27-23.7(b)(7) (allowance of suspension and/or expulsion of students for reprisal/retaliation against reports of bullying) with 105 ILCS 5/10-22.6(b-20) (districts must resolve threats, address disruptions, and minimize the length (and implementation of) suspensions and expulsions to the greatest extent practicable). See 7:200, *Suspension Procedures*, at f/n 8 and policy 7:210, *Expulsion Procedures*, at f/ns 11 and 13.

10. The Superintendent or designee shall post this policy on the District's 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 policy must 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. **15**
11. Pursuant to State law and policy 2:240, *Board Policy Development*, the Board monitors this policy every two years by conducting a review and re-evaluation of this policy to make any necessary and appropriate revisions. The Superintendent or designee shall assist the Board with its re-evaluation and assessment of this policy's outcomes and effectiveness. Updates to this policy will reflect any necessary and appropriate revisions. This process shall include, without limitation: **16**

    a. The frequency of victimization;

    b. Student, staff, and family observations of safety at a school;

    c. Identification of areas of a school where bullying occurs;

    d. The types of bullying utilized; and

    e. Bystander intervention or participation.

    The evaluation process may use relevant data and information that the District already collects for other purposes. Acceptable documentation to satisfy the re-evaluated policy submission include one of the following:

    1) An updated version of the policy with the amendment/modification date included in the reference portion of the policy;
    2) If no revisions are deemed necessary, a copy of board minutes indicating that the policy was re-evaluated and no changes were deemed to be necessary, or a signed statement from the board; or
    3) A signed statement from the Board President indicating that the Board re-evaluated the policy and no changes to it were necessary.

    The Superintendent or designee must post the information developed as a result of the policy re-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. Reviews and re-evaluations in years they are due must be submitted to ISBE by September 30.
12. The Superintendent or designee shall fully implement the Board policies, including without limitation, the following: **17**

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15 105 ILCS 5/27-23.7(b)(10).

16 105 ILCS 5/27-23.7. See the ISBE guidance document that is cited in f/n 7, above. In 2020, ISBE extended submission to 12-30 in 2020.

17 The statute requires that the bullying policy *be consistent with* other board policies. The list of policies may be deleted and the following alternative used: "12. The District's bullying prevention plan must be consistent with other Board policies." If a policy list is included, be sure the referenced policies were adopted locally and amend the list accordingly.

The bullying statute does not identify staff member duties regarding the prevention of or response to student bullying. The following optional provision addresses staff member responsibilities and may be added as a new paragraph 13:

13. The Superintendent or designee shall fully inform staff members of the District's goal to prevent students from engaging in bullying and the measures being used to accomplish it. This includes each of the following:
    a. Communicating the District's expectation and State law requirement that teachers and other certificated or licensed employees maintain discipline.

a. 2:260, *Uniform Grievance Procedure*. A student may use this policy to complain about bullying.

b. 2:265, *Title IX Sexual Harassment Grievance Procedure*. Any person may use this policy to complain about sexual harassment in violation of Title IX of the Education Amendments of 1972.

c. 6:60, *Curriculum Content*. Bullying prevention and character instruction is provided in all grades in accordance with State law.

d. 6:65, *Student Social and Emotional Development*. Student social and emotional development is incorporated into the District's educational program as required by State law.

e. 6:235, *Access to Electronic Networks*. This policy states that the use of the District's electronic networks is limited to: (1) support of education and/or research, or (2) a legitimate business use.

f. 7:20, *Harassment of Students Prohibited*. This policy prohibits any person from harassing, intimidating, or bullying a student based on an identified actual or perceived characteristic (the list of characteristics in 7:20 is the same as the list in this policy).

g. 7:185, *Teen Dating Violence Prohibited*. This policy prohibits teen dating violence on school property, at school sponsored activities, and in vehicles used for school-provided transportation.

h. 7:190, *Student Behavior*. This policy prohibits, and provides consequences for, hazing, bullying, or other aggressive behaviors, or urging other students to engage in such conduct.

i. 7:310, *Restrictions on Publications; Elementary Schools*, and 7:315, *Restrictions on Publications; High Schools*. These policies prohibit students from and provide consequences for: (1) accessing and/or distributing at school any written, printed, or electronic material, including material from the Internet, that will cause substantial disruption of the proper and orderly operation and discipline of the school or school activities, and (2) creating and/or distributing written, printed, or electronic material, including photographic material and blogs, that causes substantial disruption to school operations or interferes with the rights of other students or staff members. **18**

b. Establishing the expectation that staff members: (1) intervene immediately to stop a bullying incident that they witness or immediately contact building security and/or law enforcement if the incident involves a weapon or other illegal activity, (2) report bullying, whether they witness it or not, to an administrator, and (3) inform the administration of locations on school grounds where additional supervision or monitoring may be needed to prevent bullying.

c. Where appropriate in the staff development program, providing strategies to staff members to effectively prevent bullying and intervene when it occurs.

d. Establishing a process for staff members to fulfill their obligation to report alleged acts of bullying.

18 For elementary districts, delete: ~~and 7:315, *Restrictions on Publications; High Schools*~~ and delete the Cross Reference to 7:315, *Restrictions on Publications; High Schools*. For high school districts, delete ~~7:310, *Restrictions on Publications; Elementary Schools*, and~~ and delete the Cross Reference to 7:310, *Restrictions on Publications; Elementary Schools*. In both cases, revise the beginning of the sentence to read: "This~~e~~ policy~~ies~~ prohibits students from and provides."

LEGAL REF.: 105 ILCS 5/10-20.14, 5/10-22.6(b-20), 5/24-24, and 5/27-23.7.
405 ILCS 49/, Children's Mental Health Act.
775 ILCS 5/1-103, Ill. Human Rights Act.
~~105 ILCS 5/10-20.14, 5/24-24, and 5/27-23.7.~~
23 Ill.Admin.Code §1.240 and §1.280.

CROSS REF.: 2:240 (Board Policy Development), 2:260 (Uniform Grievance Procedure), 2:265 (Title IX Sexual Harassment Grievance Procedure), 4:170 (Safety), 5:230 (Maintaining Student Discipline), 6:60 (Curriculum Content), 6:65 (Student Social and Emotional Development), 6:235 (Access to Electronic Networks), 7:20 (Harassment of Students Prohibited), 7:185 (Teen Dating Violence Prohibited), 7:190 (Student Behavior), 7:220 (Bus Conduct), 7:230 (Misconduct by Students with Disabilities), 7:240 (Conduct Code for Participants in Extracurricular Activities), 7:285 (Food Allergy Management Program), 7:310 (Restrictions on Publications; Elementary Schools), 7:315 (Restrictions on Publications; High Schools)

Students

Student Behavior [1]

The goals and objectives of this policy are to provide effective discipline practices that: (1) ensure the safety and dignity of students and staff; (2) maintain a positive, weapons-free, and drug-free learning environment; (3) keep school property and the property of others secure; (4) address the causes of a student's misbehavior and provide opportunities for all individuals involved in an incident to participate in its resolution; and (5) teach students positive behavioral skills to become independent, self-disciplined citizens in the school community and society. [2]

When and *Where* Conduct Rules Apply [3]

A student is subject to disciplinary action for engaging in prohibited student conduct, as described in the section with that name below, whenever the student's conduct is reasonably related to school or school activities, including, but not limited to:

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1 All districts must have a policy on student discipline, including school searches and bullying prevention (105 ILCS 5/10-20.14); re-engagement of students returning from an exclusionary discipline or an alternative school (105 ILCS 5/10-22.6(b-25)); and corporal punishment (105 ILCS 5/24-24). See also 23 Ill.Admin.Code §1.280. See the Cross References for policies on searches and bullying. Each district must furnish a copy of the discipline policy to parents/guardians within 15 days after the beginning of the school year, or within 15 days after starting classes for a student who transfers into the district. 105 ILCS 5/10-20.14(a). The school board must require that each school inform its pupils of the discipline policy's contents. Id.

School boards, along with the parent-teacher advisory committee, must annually review their pupil discipline policies, those policies' implementation, and any other factors related to the safety of their schools, students, and staff. Id. For more information about the parent-teacher advisory committee, see 2:150, *Committees*. The parent-teacher advisory committee, in cooperation with local law enforcement agencies, must develop, with the school board, a reciprocal reporting system. 105 ILCS 5/10-20.14(b). See 7:190-AP3, *Guidelines for Reciprocal Reporting of Criminal Offenses Committed by Students*. School districts are encouraged to create memoranda of understanding that define law enforcement's role in schools. See 7:190-E3, *Memorandum of Understanding*.

Given the unique concerns facing school officials, school disciplinary codes are not required to be drafted as narrowly or with the same precision as criminal statutes. Bethel Sch. Dist. v. Fraser, 478 U.S. 675 (1986).

2 The goals and objectives in this policy give the board a focus for monitoring it. This list can be deleted, replaced, or modified by the board. Data on student discipline is available at: www.isbe.net/Pages/Expulsions-Suspensions-and-Truants-by-District.aspx.

See f/n 1 in policy 4:170, *Safety*, for information on the U.S. School Safety Clearinghouse website at: www.SchoolSafety.gov.

3 Board policy should provide a jurisdictional statement telling students and staff the circumstances under which the district will take disciplinary action. Jurisdictional rules in board policy should generally be as broad as possible to give staff members authority to respond to unforeseen situations. Taking jurisdiction over off-campus misconduct generally survives the test of reasonableness when the misconduct has a direct nexus to the school. A countervailing interest concerns liability for off-campus student injuries, i.e., the greater the jurisdiction a district is willing to impose, the greater the scope of liability it may be assuming. Ultimately, a decision whether to discipline for off-campus misconduct requires a thorough factual inquiry to determine the degree of nexus and impact on the school. Consult the board attorney in these situations.

A U.S. Supreme Court decision and many lower court decisions address disciplining a student for off-campus misconduct. See Mahanoy Area Sch. Dist. v. B.L., 141 S.Ct. 2038 (2021), discussed in f/n 3 of sample policy 7:240, *Conduct Code for Participants in Extracurricular Activities*; and J.S. v. Blue Mountain Sch. Dist., 650 F.3d 915 (3rd Cir. 2011), combined with Layshock v. Hermitage Sch. Dist., 650 F.3d 205 (3d Cir. 2011), cert. denied 565 U.S. 1156 (2012)(absent evidence that parodies of school personnel caused, or could cause, substantial disruption, school districts may not punish out-of-school expressive conduct, even if it is lewd, indecent, or offensive speech).

In contrast, the 7th Circuit Court of Appeals upheld a student's expulsion for an article in an underground newspaper titled "So You Want to be a Hacker." The article's instructions for hacking into the school's computers clearly interfered with the school's operations. Boucher v. Sch. Bd. of the Sch. Dist. of Greenfield, 134 F.3d 821 (7th Cir. 1998). See also Wisniewski v. Bd. of Educ. of the Weedsport Central Sch. Dist., 494 F.3d 34 (2nd Cir. 2007), cert. denied 552 U.S. 1296 (2008), (holding a student's transmission of an icon of a pistol with blood splattering and the words "Kill Mr. VanDer Molen" crossed the boundary of protected speech and posed a reasonably foreseeable risk that the icon would come to the attention of school authorities and materially and substantially disrupt the school).

~~Note that the~~ Historically, schools have had more leeway in disciplining ~~law is different regarding~~ participants in athletics and extracurricular activities; however, the Mahanoy decision raises unresolved questions about the degree of leeway now afforded to school officials. See policy 7:240, *Conduct Code for Participants in Extracurricular Activities* at f/n 3 for further discussion.

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. **4**

Prohibited Student Conduct **5**

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

1. Using, possessing, distributing, purchasing, or selling tobacco or nicotine materials, including without limitation, electronic cigarettes. **6**
2. Using, possessing, distributing, purchasing, or selling alcoholic beverages.**7** Students who are under the influence of an alcoholic beverage are not permitted to attend school or school functions and are treated as though they had alcohol in their possession.
3. Using, possessing, distributing, purchasing, selling, or offering for sale:
   a. Any illegal drug or controlled substance, or cannabis (including marijuana, hashish, and medical cannabis unless the student is authorized to be administered a medical cannabis infused product under *Ashley's Law*). **8**

A judge may transfer a student to another school for committing stalking or non-consensual sexual contact against another student, or for aiding and abetting such an act; the parents/guardians are responsible for transportation and other costs associated with the transfer. Stalking No Contact Order Act and the Civil No Contact Order Act, 740 ILCS 21/80 and 22/213. A school district is seldom notified when a transfer order is requested. When notified, school officials should immediately seek the board attorney's advice concerning available options.

4 The factual context will determine the appropriateness of taking jurisdiction. Contact the board attorney before disciplining a student for off-campus conduct. See Doe v. Superintendent of Schs. of Stoughton, 767 N.E.2d 1054 (Mass. 2002)(suspension for off-campus commission of a felony was upheld).

5 Consult the board attorney for advice on deleting or modifying any of the items in this section on prohibited student conduct.

6 105 ILCS 5/10-20.5b prohibits use of tobacco on school property. Federal law prohibits smoking within schools by anyone. Pro-Children Act of 1994, 20 U.S.C. §6081 et seq. Districts that fail to comply risk a civil penalty of up to $1,000 per violation per day. 20 U.S.C. §6083(f)(1). See 8:30, *Visitors to and Conduct on School Property*, for more information.

The U.S. Food and Drug Administration now regulates electronic cigarettes. 21 C.F.R. Parts 1100, 1140, and 1143, amended by 81 Fed.Reg. 28973. An electronic or e-cigarette resembles a regular cigarette and contains a battery-operated heating element that turns a liquid into a mist for inhaling. The liquid may contain nicotine. E-cigarettes are sometimes referred to as e-cigs, vapes, e-hookahs, vape pens, and electronic nicotine delivery systems (ENDS), and they are generally involved in *vaping*. Vaping is the act of inhaling and exhaling the aerosol, often referred to as vapor that is produced by an e-cigarette or similar device. An e-cigarette resembles a cigarette and contains a battery-operated heating element that turns a liquid into a mist for inhaling. Some e-cigarettes do not look like tobacco products and are shaped like other objects, such as USB flash drives, and are more easily concealed.

Information and resources are available at:

www.isbe.net/Pages/School-Health-Issues.aspx
www.fda.gov/tobaccoproducts/default.htm
www.cdc.gov/tobacco/basic_information/e-cigarettes/index.htm
www.dph.illinois.gov/topics-services/prevention-wellness/tobacco/e-cigarettes-and-vapes
www.drugabuse.gov/drugs-abuse/tobacconicotine-vaping

7 *Alcoholic beverages* are defined in 235 ILCS 5/1-3.01 to 3.05.

8 *Controlled substance* is defined in 720 ILCS 570/102(f); *cannabis* is defined in 720 ILCS 550/3(a) and in 410 ILCS 705/1-10, added by P.A. 101-27. Either spelling, *marihuana* or *marijuana*, is correct; however, *marijuana* is more common. See f/n 11 for a discussion of medical cannabis and *Ashley's Law*.

b. Any anabolic steroid unless it is being administered in accordance with a physician's or licensed practitioner's prescription. **9**

c. Any performance-enhancing substance on the Illinois High School Association's most current banned substance list unless administered in accordance with a physician's or licensed practitioner's prescription. **10**

d. Any prescription drug when not prescribed for the student by a physician or licensed practitioner, or when used in a manner inconsistent with the prescription or prescribing physician's or licensed practitioner's instructions. The use or possession of medical cannabis, even by a student for whom medical cannabis has been prescribed, is prohibited unless the student is authorized to be administered a medical cannabis infused product under *Ashley's Law*. **11**

e. Any inhalant, regardless of whether it contains an illegal drug or controlled substance: (a) that a student believes is, or represents to be capable of, causing intoxication, hallucination, excitement, or dulling of the brain or nervous system; or (b) about which the student engaged in behavior that would lead a reasonable person to believe that the student intended the inhalant to cause intoxication, hallucination, excitement, or dulling of the brain or nervous system. The prohibition in this section does not apply to a student's use of asthma or other legally prescribed inhalant medications.

f. 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 tablet or powdered form. **12**

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9 *Anabolic steroid* is defined in 720 ILCS 570/102(c-1).

10 See policies 7:240, *Conduct Code for Participants in Extracurricular Activities*, and 7:300, *Extracurricular Athletics*.

11 To legally use medical cannabis, an individual must first become a *registered qualifying patient*. The use of cannabis by a *registered qualifying patient* is permitted only in accordance with the Compassionate Use of Medical Cannabis Program. 410 ILCS 130/, amended by P.A~~.s 100-660 and~~ 101-363, scheduled to be repealed on 7-1-20. There are many situations in which no one, even a *registered qualifying patient*, may possess or use cannabis. This includes in a school bus or on the grounds of any preschool, or primary or secondary school unless the student meets the requirements of 105 ILCS 5/22-33, a/k/a *Ashley's Law*. 410 ILCS 130/30(a)(2) and (3), amended by P.A~~.s 100-660 and~~. 101-363, scheduled to be repealed on 7-1-20. *Ashley's Law* provides that school districts "shall authorize a parent or guardian or any other individual registered with the Department of Public Health as a designated caregiver of a student who is a registered qualifying patient to administer a medical cannabis infused product to the student on the premises of the child's school or on the child's school bus if both the student (as a registered qualifying patient) and the parent or guardian or other individual (as a registered designated caregiver) have been issued registry identification cards under the Compassionate Use of Medical Cannabis Program Act." 105 ILCS 5/22-33(b), ~~added by P.A. 100-660 and~~ amended by P.A. 101-363. Once the product is administered, the designated caregiver must remove the product from the school premises/bus. Id. 105 ILCS 5/22-33(b-5), added by 101-370, allows a properly trained school nurse or administrator to administer medical cannabis infused products to a student while at school, 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. The product may not be administered in a manner that would (in the school or district's opinion) create a disruption or expose other students to the product, and schools are not required to authorize use of the product if the school or district would lose federal funding as a result. 105 ILCS 5/22-33(c) ~~), added by P.A. 100-660~~. For more discussion, see f/n 25 in 7:270, *Administering Medicines to Students*. Contact the board attorney for advice concerning medical cannabis, including whether a federal or State law requires the district to accommodate a student who is a *registered qualifying patient*. See Americans with Disabilities Act of 1990, 42 U.S.C. §12101 et seq.; Individuals with Disabilities Education Improvement Act of 2004, 20 U.S.C. §1400 et seq.; Rehabilitation Act of 1973, Section 504, 29 U.S.C. §794; 105 ILCS 5/14-1.01 et seq., 5/14-7.02, and 5/14-7.02b; and 23 Ill.Admin.Code Part 226.

12 The Powdered Caffeine Control and Education Act states: "No person may sell, offer for sale, give away, or provide free samples of powdered pure caffeine to any person under age 18 located within the State or to any person under age 18 making the purchase from within the State." A limited exception to this prohibition exists for "the sale of any powdered pure caffeine product that receives explicit approval as safe and effective for its intended use under the federal Food, Drug, and Cosmetic Act or is lawfully marketed under an over-the-counter monograph issued by the United States Food and Drug Administration." 410 ILCS 647/20.

g. *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. **13**

h. 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. **14**

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

4. Using, possessing, controlling, or transferring a *weapon* as that term is defined in the **Weapons** section of this policy, or violating the **Weapons** section of this policy. **15**
5. Using or possessing an electronic paging device. Using a cellular telephone, video recording device, personal digital assistant (PDA), or other electronic device in any manner that disrupts the educational environment or violates the rights of others, including using the device to take photographs in locker rooms or bathrooms, cheat, or otherwise violate student conduct rules. Prohibited conduct specifically includes, without limitation, creating, sending, sharing, viewing, receiving, or possessing an indecent visual depiction of oneself or another person through the use of a computer, electronic communication device, or cellular phone. Unless otherwise banned under this policy or by the Building Principal, all electronic devices must be kept powered-off or silenced and out-of-sight**16** during the regular school day unless: (a) the supervising teacher grants permission; (b) use of the device is provided in a student's individualized education program (IEP); (c) it is used during the student's lunch period, or (d) it is needed in an emergency that threatens the safety of students, staff, or other individuals. **17**
6. Using or possessing a laser pointer unless under a staff member's direct supervision and in the context of instruction.

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13 *Counterfeit* and *look-alike substances* are defined in 720 ILCS 570/102(g) and (y). This provision is broader because it would apply, for example, if a student represents a powdered vitamin to be pure caffeine – pure caffeine is prohibited on campus even though it is a legal substance. Look-alike drugs should be defined; an unpublished Ill. appellate decision in 2000 found a policy prohibiting possession of *look-alikes* had vagueness problems.

14 *Drug paraphernalia* is defined in 720 ILCS 600/2(d). Contact the board attorney for advice concerning a student who is a *registered qualifying patient*, as explained in f/n 11.

15 This language is broader than the **Weapons** section of this policy. The **Weapons** section contains the statutorily required punishment for "a student who is determined to have brought" a weapon to school along with the statutory definition of *weapon*. 105 ILCS 5/10-22.6(d). The language in item #4 is broader because it prohibits "using, possessing, controlling, or transferring" a weapon in addition to violating the **Weapons** section. See the footnotes in the **Weapons** section for a discussion of the Firearm Concealed Carry Act's provisions.

16 Delete "and out-of-sight" if the district wants to provide greater flexibility.

17 105 ILCS 5/10-21.10 prohibits student possession of electronic paging devices, but State law leaves to local boards the discretion whether to prohibit student possession of cellular phones. 105 ILCS 5/10-20.28. The misuse of camera phones can seriously invade a student's privacy. A board wanting a sweeping prohibition may use the following alternative for item #5:

> Using or possessing a cellular telephone, electronic signaling device, two-way radio, video recording device, and/or other telecommunication device, unless authorized and approved by the Building Principal.

Operating transmitters designed to jam or block wireless communications violates the federal Communications Act of 1934. 47 U.S.C. §§301, 302a, and 333. Fines are as high as $10,000 for each violation and/or imprisonment, and the device may also be seized. 47 U.S.C. §§501-510.

Making a video recording or live video transmission of another person without their consent in a restroom, locker room, or changing room is a Class 4 felony. 720 ILCS 5/26-4. A minor who distributes or disseminates an indecent visual depiction of another minor through the use of a computer or electronic communication device may be subject to adjudication as a minor in need of supervision. 705 ILCS 405/3-40.

7. Disobeying rules of student conduct or directives from staff members or school officials. Examples of disobeying staff directives include refusing a District staff member's request to stop, present school identification, or submit to a search.
8. Engaging in 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.
9. Engaging in hazing or any kind of bullying or aggressive behavior that does physical or psychological harm to a staff person or another student, or urging other students to engage in such conduct. Prohibited conduct specifically includes, without limitation, any use of violence, intimidation, force, noise, coercion, threats, stalking, harassment, sexual harassment, public humiliation, theft or destruction of property, retaliation, hazing, bullying, bullying using a school computer or a school computer network, or other comparable conduct. **18**
10. Engaging in any sexual activity, including without limitation, offensive touching, sexual harassment, indecent exposure (including mooning), and sexual assault. This does not include the non-disruptive: (a) expression of gender or sexual orientation or preference, or (b) display of affection during non-instructional time.
11. Teen dating violence, as described in Board policy 7:185, *Teen Dating Violence Prohibited*. **19**
12. Causing or attempting to cause damage to, or stealing or attempting to steal, school property or another person's personal property. **20**
13. Entering school property or a school facility without proper authorization.
14. In the absence of a reasonable belief that an emergency exists, calling emergency responders (such as 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.

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18 All districts must have a policy on bullying. 105 ILCS 5/27-23.7(d). Policy 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*, contains the statutory definition of bullying. Districts must also have an age-appropriate policy on sexual harassment. 105 ILCS 5/10-20.69 ~~(final citation pending~~) , added by P.A. 101-418. See policy 7:20, *Harassment of Students Prohibited*, and its f/n 7 for further detail.

105 ILCS 5/10-20.14 requires boards, in consultation with their parent-teacher advisory committees and other community-based organizations, to include provisions in their student discipline policy to address aggressive behavior, including bullying. These provisions must include procedures for notifying a student's parents/guardians about his/her aggressive behavior and early intervention procedures based upon available community-based and district resources. See 7:190-E1, *Aggressive Behavior Reporting Letter and Form*.

Suspending students for hazing was upheld in Gendelman v. Glenbrook North High Sch. and Northfield Twp. Sch. Dist. 225, 2003 WL 21209880 (N.D.Ill. 2003). This decision may have been legislatively overturned by amending 105 ILCS 5/10-20.14.

The failure of a school official (including any administrator, teacher, counselor, support staff, or coach) to report hazing is a Class B misdemeanor. 720 ILCS 5/12C-50.1.

A person commits a felony hate crime when, by reason of the actual or perceived race, color, creed, religion, ancestry, gender, sexual orientation, physical or mental disability, or national origin of another individual or group of individuals, regardless of the existence of any other motivating factor or factors, he or she commits assault, battery, aggravated assault, intimidation, stalking, cyberstalking, misdemeanor theft, criminal trespass to residence, misdemeanor criminal damage to property, criminal trespass to vehicle, criminal trespass to real property, mob action, disorderly conduct, transmission of obscene message, harassment by telephone, or harassment through electronic communications as these crimes are defined in the Criminal Code. 720 ILCS 5/12-7.1. The penalty is heightened when the offense is committed in a school or administrative facility.

720 ILCS 5/26-1(a)(3.5) and (b) make transmitting a threat of violence, death, or bodily harm directed against persons at a school, school function, or school event, whether or not school is in session, or causing such a threat to be transmitted, a Class 4 felony.

19 All school boards must have a policy on prohibited teen dating violence. 105 ILCS 110/3.10. Verify that the board adopted the policy listed and amend its title in this policy, if necessary.

20 720 ILCS 5/26-1(a)(3.5) and (b) make threatening to destroy a school building or school property, whether or not school is in session, or causing such a threat to be transmitted, a Class 4 felony.

15. Being absent without a recognized excuse; State law and School Board policy regarding truancy control will be used with chronic and habitual truants. **21**
16. Being involved with any public school fraternity, sorority, or secret society, by: (a) being a member; (b) promising to join; (c) pledging to become a member; or (d) soliciting any other person to join, promise to join, or be pledged to become a member. **22**
17. Being involved in gangs or gang-related activities, including displaying gang symbols or paraphernalia. **23**
18. Violating any criminal law, including but not limited to, assault, battery, arson, theft, gambling, eavesdropping, vandalism, and hazing.
19. Making an explicit threat on an Internet website against a school employee, a student, or any school-related personnel if the Internet website through which the threat was made is a site that was accessible within the school at the time the threat was made or was available to third parties who worked or studied within the school grounds at the time the threat was made, and the threat could be reasonably interpreted as threatening to the safety and security of the threatened individual because of his or her duties or employment status or status as a student inside the school. **24**
20. Operating an unmanned aircraft system (UAS) or drone for any purpose on school grounds or at any school event unless granted permission by the Superintendent or designee. **25**
21. 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: (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. **26**

For purposes of this policy, 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; or (d) at any location on school property or at a school-sponsored event. **27**

Efforts, including the use of positive interventions and supports, shall be made to deter students, while at school or a school-related event, from engaging in aggressive behavior that may reasonably produce physical or psychological harm to someone else. The Superintendent or designee shall ensure that the parent/guardian of a student who engages in aggressive behavior is notified of the incident.**28** The failure

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21 105 ILCS 5/26-2a, amended by P.A.s 102-406, 102-266, and 102-321 ~~100-918 and 100-810;~~ 5/26-9; and 5/26-12, amended by P.A. ~~s 100-810 and~~ 101-81. See policy 6:110, *Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program*, and 7:70, *Attendance and Truancy*.

22 State law requires schools to suspend or expel any student who engages in this activity. 105 ILCS 5/31-3.

23 See Kelly v. Bd. of Educ. of McHenry Cmty. High Sch. Dist. 156, 2007 WL 114300 (N.D.Ill. 2007)(upheld student's expulsion for drawing gang symbols while at school; testimony that the danger posed by gang signs and the presence of gangs at school supported the board's insistence on strict enforcement of board policy prohibiting gang related behavior and made expulsion a proper remedy).

740 ILCS 147/15 et seq. allows a school district to bring a civil suit against a gang, gang officers, or gang members for losses it suffers due to their criminal activity.

24This statement of misconduct restates 105 ILCS 5/10-22.6(d-5) ~~amended by P.A. 100-810~~. The following alternative provides a shorter statement but will require the administrator to check the statute before imposing discipline based on it:

> Making an explicit threat on an Internet website against a school, employee, or any school-related personnel under circumstances described in 105 ILCS 5/10-22.6(d-5).

25 For more information regarding unmanned aircraft systems, see www.faa.gov/uas/.

26 A catchall provision, e.g., this one, gives staff members authority to respond to unforeseen situations.

If the board adopts a mandatory uniform policy (see 7:165, *School Uniforms*), add the following item to the list as number 22: "Failing to comply with the mandatory uniform policy, but only after repeated attempts to secure compliance, such as conferences with parents/guardians, have been unsuccessful."

27 *Possession* should be defined to avoid vagueness problems.

28 See f/n 18.

to provide such notification does not limit the Board's authority to impose discipline, including suspension or expulsion, for such behavior.

No disciplinary action shall be taken against any student that is based totally or in part on the refusal of the student's parent/guardian to administer or consent to the administration of psychotropic or psychostimulant medication to the student. **29**

Disciplinary Measures **30**

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.**31** School personnel shall not advise or encourage students to drop out voluntarily due to behavioral or academic difficulties.**32** Potential disciplinary measures include, without limitation, any of the following: **33**

1. Notifying parent(s)/guardian(s).
2. Disciplinary conference.
3. Withholding of privileges.
4. Temporary removal from the classroom.
5. Return of property or restitution for lost, stolen, or damaged property. **34**

29 Mandated by 105 ILCS 5/10-20.36.

30 **IMPORTANT**: The practice of suspending or expelling a student based on the number of accumulated disciplinary infractions is illegal under 105 ILCS 5/10-22.6. This includes a system of assigning points to specific infractions and then tallying the points a student receives over a period of time to determine a disciplinary exclusion from school.

Before amendments to 105 ILCS 5/10-22.6, courts used the following factors to determine if a board abused its discretion when it expelled a student: (1) the egregiousness of the student's conduct; (2) the record of the student's past conduct; (3) the likelihood that such conduct will affect the delivery of educational services to other students; (4) the severity of the punishment; and (5) the intent of the child. Robinson v. Oak Park, 213 Ill.App.3d 77 (1st Dist. 1991); Wilson ex rel. Geiger v. Hinsdale Elementary Dist., 349 Ill.App.3d 243 (2nd Dist. 2004). Whether courts will continue to use these factors is yet to be determined. The amendments to 105 ILCS 5/10-22 call into question the validity of relying on past misconduct in suspension or expulsion decisions.

Aside from procedural due process protection, students have a constitutional substantive due process right. This right protects them from an abuse of government power which "shocks the conscience." While the scope of substantive due process is very limited, it is available to students who believe they were subject to arbitrary and excessive discipline. Generally, however, school officials need not fear being found guilty of a substantive due process violation. Federal courts are loath to second-guess school officials. See Tun v. Whitticker, 398 F.3d 899 (7th Cir. 2005)(expulsion did not amount to a substantive due process violation because it fell short of the required *shocks the conscience* standard).

31 105 ILCS 5/10-22.6(b-5). In addition, subsection c-5 states, "[s]chool districts must make reasonable efforts to provide ongoing professional development to teachers, administrators, school board members, school resource officers, and staff on the adverse consequences of school exclusion and justice-system involvement, effective classroom management strategies, culturally responsive discipline, the appropriate and available supportive services for the promotion of student attendance and engagement, and developmentally appropriate disciplinary methods that promote positive and healthy school climates." 105 ILCS 5/10-22.6(c-5). , ~~amended by P.A. 100-810.~~

32 105 ILCS 5/10-22.6(h).

33 Most school attorneys advise against using a grade reduction as a disciplinary measure. A decision upholding such a policy is Knight v. Bd. of Educ., 38 Ill.App.3d 603 (4th Dist. 1976). A decision striking one is Smith v. Sch. City of Hobart, 811 F.Supp. 391 (N.D.Ind. 1993)(grade reduction policy requiring 9-week grades to be reduced 4% for each day of a suspension was found unconstitutional).

34 While restitution is permitted, issuing a fine or fee as a disciplinary consequence is not permitted. 105 ILCS 5/10-22.6(i). Possible parental liability for damages under the Parental Responsibility Law (740 ILCS 115/5) is discussed in a footnote in sample policy 7:170, *Vandalism*.

6. In-school suspension. The Building Principal or designee shall ensure that the student is properly supervised. **35**
7. After-school study or Saturday study**36** provided the student's parent/guardian has been notified. If transportation arrangements cannot be agreed upon, an alternative disciplinary measure must be used. The student must be supervised by the detaining teacher or the Building Principal or designee.
8. Community service with local public and nonprofit agencies that enhances community efforts to meet human, educational, environmental, or public safety needs.**37** The District will not provide transportation. School administration shall use this option only as an alternative to another disciplinary measure, giving the student and/or parent/guardian the choice.
9. Seizure of contraband; confiscation and temporary retention of personal property that was used to violate this policy or school disciplinary rules. **38**
10. Suspension of bus riding privileges in accordance with Board policy 7:220, *Bus Conduct*. **39**
11. Out-of-school suspension from school and all school activities in accordance with Board policy 7:200, *Suspension Procedures*.**40** A student who has been suspended may also be restricted from being on school grounds and at school activities. **41**
12. Expulsion from school and all school activities for a definite time period not to exceed ~~2~~two calendar years in accordance with Board policy 7:210, *Expulsion Procedures*.**42** A student who has been expelled may also be restricted from being on school grounds and at school activities. **43**
13. Transfer to an alternative program if the student is expelled or otherwise qualifies for the transfer under State law. The transfer shall be in the manner provided in Article 13A or 13B of the School Code. **44**

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35 An in-school suspension program may focus on promoting non-violent conflict resolution and positive interaction with other students and school personnel, and districts may employ a school social worker or a licensed mental health professional to oversee in-school suspension programs. 105 ILCS 5/10-22.6(l) ~~added by P.A. 100-1035~~ Providing programming during in-school suspensions is not required, however providing such programming will help distinguish them from exclusionary suspensions. See f/n 3 in policy 5:230, *Maintaining Student Discipline*, for further discussion of in-school suspension programs.

36 Teachers may not be required to teach on Saturdays. 105 ILCS 5/24-2.

37 See Herndon v. Chapel Hill-Carrboro City Bd., 89 F.3d 174 (4th Cir. 1996)(upheld policy requiring students to complete community service in order to graduate).

38 Consult the board attorney for advice concerning confiscated devices. There is no binding Ill. court decision regarding school personnel seizing and retaining a student's property. The Supreme Court of Arkansas held that a teacher and principal did not violate a student's state or federal rights when they confiscated and retained a student's cell phone for two weeks for violating school rules on cell phones. Koch v. Adams, 361 S.W.3d 817 (Ark. 2010).

39 105 ILCS 5/10-22.6(b) and (b-30).

40 A suspension may be imposed in only limited situations that vary according to the suspension's length. 105 ILCS 5/10-22.6(b-15). This is explained in sample board policy 7:200, *Suspension Procedures*, and its footnotes.

41 This sentence is optional. A board may make this mandatory by replacing "may also be" with "shall also be."

42 An expulsion may be imposed in only limited situations. 105 ILCS 5/10-22.6(b-20). This is explained in sample policy 7:210, *Expulsion Procedures*, and its footnotes.

105 ILCS 5/10-22.6(d) permits expulsion for a definite period of time not to exceed two calendar years. School officials must document whether other interventions were attempted or whether it was determined that there were no other appropriate and available interventions.

43 This sentence is optional. A board may make this mandatory by replacing "may also be" with "shall also be."

44 105 ILCS 5/10-22.6(a) and (b). Subsection 10-22.6(b) uses the phrase "is suspended in excess of 20 school days" even though a 20-consecutive day suspension should be treated as an expulsion. Goss v. Lopez, 419 U.S. 565 (1975). An alternative program is probably available to a student who is suspended for 11 to 20 consecutive days because that student is technically expelled and, as such, qualifies under subsection (a) of Section 10-22.6. Contact the board attorney if the district wants to interpret the statute as referring to *cumulative* school days so that it can transfer a student to an alternative program upon his or her suspension in excess of 20 *cumulative* school days.

14. Notifying juvenile authorities or other law enforcement whenever the conduct involves criminal activity, including but not limited to, illegal drugs (controlled substances), *look-alikes*, alcohol, or weapons or in other circumstances as authorized by the reciprocal reporting agreement between the District and local law enforcement agencies. **45**

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 and 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. **46**

Corporal punishment is prohibited. *Corporal punishment* is defined as slapping, paddling, or prolonged maintenance of students in 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. **47**

Contact the board attorney regarding the necessary due process procedures before imposing a disciplinary transfer to an alternative school. The court in Leak v. Rich Twp. High Sch. Dist. 227 (397 Ill.Dec. 90 (1st Dist. 2015)), held that placement in an alternative school is tantamount to an expulsion. Thus, according to dicta in this decision, districts must follow expulsion procedures before a student is transferred to an alternative school. Schools may still reach agreements with parents/guardians to transfer students to such schools without completing the expulsion procedures.

The alternative program may not deny the transfer on the basis of the suspension or expulsion, except in cases in which the transfer is deemed to cause a threat to the safety of students or staff in the alternative program.

45 105 ILCS 5/22-885 ~~(final citation pending),~~ added by P.A. 101-478 and amended by P.A.s 102-197 and 102-558. See policy 7:150, *Agency and Police Interviews*.

46 **Note:** Districts that receive early childhood block grant funding (authorized by 105 ILCS 5/1C-2 of the School Code) are prohibited from expelling children from their early childhood programs. 105 ILCS 5/2-3.71(a)(7) and 105 ILCS 5/10-22.6(k) ~~amended by P.A. 100-105~~. A district may, however, transition a child to a new program if: (1) it has documented evidence that all available interventions and supports recommended by a qualified professional have been exhausted; (2) the program determines that transitioning a child is necessary for the well-being of the child or his or her peers and staff; and (3) the current and pending programs create a transition plan for the child with parent or legal guardian permission. 105 ILCS 5/2-3.71(a)(7)(C). A district may temporarily remove a child from attendance in the group setting in the case of a serious safety threat to a child or others, or in the case of possession of a weapon as described in 105 ILCS 5/10-22.6(d), but it must then begin the process of documenting interventions and supports as outlined in the law. 105 ILCS 5/2-3.71(a)(7)(E). Ill. State Board of Education (ISBE) rules implementing these new requirements are at 23 Ill.Admin.Code §§ 235.300-235.340. As of **PRESS** Issue 104 (June 2020), the ISBE forms required to document steps taken in accordance with these rules were being developed and projected to be available in late summer 2020 at: www.isbe.net/Pages/Early-Childhood.aspx. **Consult the board attorney for advice to ensure compliance with ISBE rules.** Compliance with this law does not relieve a district of its obligations to also comply with the Individuals with Disabilities Education Improvement Act of 2004 when disciplining students with disabilities. For further information, see sample policy 7:230, *Misconduct by Students with Disabilities*. For districts that receive early childhood block grant funding, add the following:

Students enrolled in the District's State-funded preschool program(s) may be temporarily removed or transitioned to a new program in accordance with federal and State law. State law prohibits the expulsion of students from the program(s).

If this language is inserted, add 105 ILCS 5/2-3.71(a)(7) to the Legal References for this policy.

47 This paragraph paraphrases 105 ILCS 5/24-24.

Isolated Time Out, Time Out, and Physical Restraint **48**

Neither isolated time out, time out, nor physical restraint shall be used to discipline or punish a student. These methods are only authorized for use as permitted in 105 ILCS 5/10-20.33, State Board of Education rules (23 Ill.Admin.Code §§ 1.280, 1.285), and the District's procedure(s).

Weapons **49**

A student who is determined to have brought one of the following objects to school, any school-sponsored activity or event, or any activity or event that bears a reasonable relationship to school shall be expelled for a period of at least one calendar year but not more than two calendar years:

1. A *firearm*, meaning any gun, rifle, shotgun, or weapon as defined by Section 921 of Title 18 of the United States Code (18 U.S.C. § 921), firearm as defined in Section 1.1 of the Firearm Owners Identification Card Act (430 ILCS 65/), or firearm as defined in Section 24-1 of the Criminal Code of 1961 (720 ILCS 5/24-1).
2. A knife, brass knuckles, 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, including *look-alikes* of any *firearm* as defined above.

The expulsion requirement under either paragraph one or two above may be modified by the Superintendent, and the Superintendent's determination may be modified by the Board on a case-by-case basis. 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. **50**

This policy's prohibitions concerning weapons apply regardless of whether: (1) a student is licensed to carry a concealed firearm, or (2) the Board permits visitors, who are licensed to carry a concealed firearm, to store a firearm in a locked vehicle in a school parking area. **51**

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48 Isolated time out, time out, or physical restraint may be used by staff members **only if** their use is authorized by policy and administrative procedure. 105 ILCS 5/2-3.130, 5/10-20.33, and 5/24-24; 23 Ill.Admin.Code §§1.280(c) and 1.285. See 7:190-AP4, *Use of Isolated Time Out, Time Out, and Physical Restraint*. **The sample policy allows the use of isolated time out, time out, and physical restraint pursuant *only* to the conditions allowed in the School Code and ISBE rules.** State statute and ISBE rules contain complex restrictions on the use of isolated time out, time out, and physical restraint. 105 ILCS 5/2-3.130 and 5/10-20.33, amended by P.A. 102-339; 105 ILCS 5/24-24; 23 Ill.Admin.Code §§1.280(c) and 1.285. According to the ISBE rule, isolated time out, time out, and physical restraints are allowed only if a board authorizes their use in a policy containing the numerous components identified in the rule. To comply with ISBE's rule, a board must also incorporate by reference the district's procedure, i.e., 7:190-AP4, *Use of Isolated Time Out, Time Out, and Physical Restraint*. By doing this, the policy includes the district's procedure. **For a board that wants to prohibit the use of isolated time out, time out, and physical restraint** (1) delete this subhead and its contents; (2) amend the Legal References as follows "23 Ill.Admin.Code §~~§~~ 1.280~~, 1.285~~," and (3) delete "Incorporated by Reference: 7:190-AP4 (Use of Isolated Time Out, Time Out, and Physical Restraint)".

49 This section paraphrases 105 ILCS 5/10-22.6(d) and contains the statutorily required punishment for bringing a weapon to school along with the statutory definition of *weapon*. When preparing for a due process hearing, a principal needs to use the applicable State and federal law definitions of *firearm* – not just the School Code.

While subsection 105 ILCS 5/10-22.6(b-10) explicitly forbids zero tolerance policies, it provides an exception for those zero tolerance policies established by State or federal law, which includes weapons in school. Section 10-22.6(d) provides that a student who brings a weapon to school, as defined in the section, "shall be expelled for a period not less than one year," unless modified by the superintendent or board. The federal Gun-Free Schools Act (20 U.S.C. §7961 et seq.) provides for at least a one year expulsion for students who bring firearms to school. As directed by 20 U.S.C. §7961(b)(1), 105 ILCS 5/10-22.6(d), the superintendent and the board may modify that consequence; however, the superintendent/board may decline to exercise that discretion and instead impose the maximum penalty authorized by law. Analyzing the student's circumstances on a case-by-case basis may avoid a judicial finding that an expulsion is too severe. See Washington v. Smith, 248 Ill.App.3d 534 (1st Dist. 1993).

Item #4 in the **Prohibited Student Conduct** section is broader because it prohibits "using, possessing, controlling, or transferring" a weapon in addition to violating the **Weapons** section.

50 Optional.

51 The Firearm Concealed Carry Act permits a properly licensed individual to carry a concealed firearm within a vehicle into a school parking area and store it a locked vehicle out of plain view. 430 ILCS 66/65(b). The federal Gun-Free Schools Act has a similar provision. 20 U.S.C. §7961(g). The School Code, however, contains no similar exception to the ban on firearms at schools. Contact the board attorney before permitting students to store their firearms in their vehicle's trunk while parked at school.

Re-Engagement of Returning Students [52]

The Superintendent or designee shall maintain a process to facilitate the re-engagement of students who are returning from an out-of-school suspension, expulsion, or an alternative school setting. The goal of re-engagement shall be to support the student's ability to be successful in school following a period of exclusionary discipline and shall include the opportunity for students who have been suspended to complete or make up work for equivalent academic credit. [53]

Required Notices

A school staff member shall immediately notify the office of the Building Principal in the event that he or she: (1) observes any person in possession of a firearm on or around school grounds; however, such action may be delayed if immediate notice would endanger students under his or her supervision, (2) observes or has reason to suspect that any person on school grounds is or was involved in a drug-related incident, or (3) observes a battery committed against any staff member.[54] Upon receiving such a report, the Building Principal or designee shall immediately notify the local law enforcement agency, Ill. Dept. of State Police (ISP), and any involved student's parent/guardian.[55] *School grounds* includes modes of transportation to school activities and any public way within 1000 feet of the school, as well as school property itself.

Delegation of Authority

Each teacher, and any other school personnel when students are under his or her charge, is authorized to impose any disciplinary measure, other than suspension, expulsion, corporal punishment, or in-school suspension, that is appropriate and in accordance with the policies and rules on student discipline. Teachers, other certificated [licensed] educational employees, and other persons providing a related service for or with respect to a student, may use reasonable force as needed to maintain safety for other students, school personnel, or other persons, or for the purpose of self-defense or defense of property. Teachers may temporarily remove students from a classroom for disruptive behavior. [56]

The Superintendent, Building Principal, Assistant Building Principal, or Dean of Students is authorized to impose the same disciplinary measures as teachers and may suspend students guilty of gross disobedience or misconduct from school (including all school functions) and from riding the school bus, up to ten

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52 Required by 105 ILCS 5/10-22.6(b-25). See 7:190-AP8, *Student Re-Engagement Guidelines*.

53 A goal for re-engagement is optional. Schools must permit students who were suspended to make-up work for equivalent academic credit. 105 ILCS 5/10-22.6(b-30).

54 105 ILCS 5/10-27.1A, 5/10-27.1B, and 5/10-21.7. *School grounds* includes the real property comprising any school, any conveyance used to transport students to school or a school-related activity, and any public way within 1,000 feet of any school ground. To satisfy the reporting requirement, ISBE created the School Incident Reporting System (SIRS), a web-based application on IWAS for schools to report incidents electronically. Reporting on SIRS does not satisfy the requirement to report incidents to local law enforcement authorities.

55 Id. State law imposes this duty to report firearm possession only on school officials; this duty may be also imposed on volunteers and community members. Only staff members, however, are vulnerable to committing a petty offense for their failure to report, and only staff members are protected from civil or criminal liability that might arise as a result of making a report (although the liability potential for anyone making a report is remote).

The building principal must notify the student's parents/guardians only when the alleged offense is firearm possession. The policy expands this notification duty; a board disinclined to do this should substitute the following sentence:

> Upon receiving such a report, the Building Principal or designee shall immediately notify the applicable local law enforcement agency, Ill. Dept. of State Police (ISP), and, if a student is reportedly in possession of a firearm, also the student's parents/guardians.

56 105 ILCS 5/24-24 and 23 Ill.Admin.Code §1.280 require: (1) teachers and other certificated [licensed] employees (except for individuals employed as paraprofessionals) to maintain discipline, and (2) the district to have a policy on discipline that provides that:

[A] teacher, other certificated employee, and any other person, whether or not a certificated employee, providing a related service for or with respect to a student may use reasonable force as needed to maintain safety for the other students, school personnel or persons or for the purpose of self-defense or the defense of property, shall provide that a teacher may remove a student from the classroom for disruptive behavior, and shall include provisions which provide due process to students. The policy shall not include slapping, paddling or prolonged maintenance of students in physically painful positions nor shall it include the intentional infliction of bodily harm. 105 ILCS 5/24-24.

consecutive school days, provided the appropriate procedures are followed.[57] The Board may suspend a student from riding the bus in excess of ten school days for safety reasons. [58]

Student Handbook

The Superintendent, with input from the parent-teacher advisory committee,[59] shall prepare disciplinary rules implementing the District's disciplinary policies. These disciplinary rules shall be presented annually to the Board for its review and approval.

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

Incorporated by Reference: 7:190-AP4 (Use of Isolated Time Out, Time Out, and Physical Restraint)

LEGAL REF.: 20 U.S.C. §6081, Pro-Children Act of 1994.
20 U.S.C. §7961 et seq., Gun Free Schools Act.
105 ILCS 5/10-20.5b, 5/10-20.14, 5/10-20.28, 5/10-20.36, 5/10-21.7, 5/10-21.10, 5/10-22.6, 5/10-27.1A, 5/10-27.1B, 5/22-33, 5/24-24, 5/26-12, 5/27-23.7, and 5/31-3. ~~and 110/3.10~~
105 ILCS 110/3.10, Critical Health Problems and Comprehensive Health Education Act.
410 ILCS 130/, Compassionate Use of Medical Cannabis Pilot Program.
410 ILCS 647/, Powdered Caffeine Control and Education Act.
430 ILCS 66/, Firearm Concealed Carry Act.
23 Ill.Admin.Code §§ 1.280, 1.285.

CROSS REF.: 2:150 (Committees), 2:240 (Board Policy Development), 5:230 (Maintaining Student Discipline), 6:110 (Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program), 7:70 (Attendance and Truancy), 7:130 (Student Rights and Responsibilities), 7:140 (Search and Seizure), 7:150 (Agency and Police Interviews), 7:160 (Student Appearance), 7:170 (Vandalism), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:185 (Teen Dating Violence Prohibited), 7:200 (Suspension Procedures), 7:210 (Expulsion Procedures), 7:220 (Bus Conduct), 7:230 (Misconduct by Students with Disabilities), 7:240 (Conduct Code for Participants in Extracurricular Activities), 7:270 (Administering Medicines to Students), 7:310 (Restrictions on Publications; Elementary Schools), 7:315 (Restrictions on Publications; High Schools), 8:30 (Visitors to and Conduct on School Property)

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57 Required by 105 ILCS 5/10-22.6(b).

58 Id.

59 The board must establish and maintain a parent-teacher advisory committee to develop guidelines on student discipline. See 2:150, *Committees.* This policy's dissemination requirements are from 105 ILCS 5/10-20.14.

A comprehensive student handbook can provide notice of the school's conduct rules, extracurricular and athletic participation requirements, and other important information. The handbook can be developed by the building principal, but should be reviewed and approved by the superintendent and board. The Illinois Principals Association maintains a handbook service that coordinates with **PRESS** material, *Online Model Student Handbook (MSH)*, at: www.ilprincipals.org/resources/model-student-handbook.

Students

Suspension Procedures [1]

In-School Suspension [2]

The Superintendent or designee is authorized to maintain an in-school suspension program. The program shall include, at a minimum, each of the following:

1. Before assigning a student to in-school suspension, the charges will be explained and the student will be given an opportunity to respond to the charges.
2. Students are supervised by licensed school personnel.
3. Students are given the opportunity to complete classroom work during the in-school suspension for equivalent academic credit.

Out-of-School Suspension

The Superintendent or designee shall implement suspension procedures that provide, at a minimum, for each of the following: [3]

1. A conference during which the charges will be explained and the student will be given an opportunity to respond to the charges before he or she may be suspended.
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. An attempted phone call to the student's parent(s)/guardian(s).

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1 State law requires districts to have a policy on student discipline. 105 ILCS 5/10-20.14; 23 Ill.Admin.Code §1.280. State or federal law controls this policy's content. ~~In 2014 the U.S. Dept. of Education (DOE) and the U.S. Dept. of Justice DOJ) jointly released a school discipline package, Guiding Principles: A Resource Guide for Improving School Climate and Discipline, at: www2.ed.gov/policy/gen/guid/school-discipline/guiding-principles.pdf. However, Guiding Principles was among six student discipline guidance documents rescinded by a joint DOE and DOJ Dear Colleague letter dated 12-21-18, at: www2.ed.gov/about/offices/list/ocr/letters/ colleague-201812.pdf~~.

Boards may authorize *by policy* the superintendent, building principal, assistant building principal, or dean of students to suspend students guilty of gross disobedience or misconduct from school, including all school functions. 105 ILCS 5/10-22.6(b). See 7:190, *Student Behavior*, for such an authorization.

2 An in-school suspension program may focus on promoting non-violent conflict resolution and positive interaction with other students and school personnel, and districts may employ a school social worker or a licensed mental health professional to oversee in-school suspension programs. 105 ILCS 5/10-22.6(l) ~~added by P.A. 100-1035~~ Providing programming during in-school suspensions is not required; however providing educational programs during in-school suspensions will help distinguish them from exclusionary suspensions. See f/n 3 in policy 5:230, *Maintaining Student Discipline*, for further discussion of in-school suspension programs. Contact the board attorney for advice concerning amending this section.

20 ILCS 1705/76, added by P.A. 101-45, requires the Ill. Dept. of Public Health to create and maintain an online database and resource page on its website that contains mental health resources specifically geared toward school social workers, school counselors, parents, teachers, and school support personnel. See the database at: www.dhs.state.il.us.

3 Suspension procedures are required by State law. 105 ILCS 5/10-22.6. The right to attend school is a property right protected by the due process clause of the U.S. Constitution. Goss v. Lopez, 419 U.S. 565 (1975). Imposing a short deprivation of this property right by suspending a student for 10 or fewer days requires only minimal due process. The student must be generally informed of the reasons for the possible suspension, and be permitted to tell his/her version of the story. Making a decision to suspend before the hearing violates the basic due process requirement that the hearing be meaningful. Sieck v. Oak Park-River Forest High Sch., 807 F.Supp. 73 (N.D. Ill. 1992).

105 ILCS 5/10-22.6(b) allows a student who is suspended in excess of 20 school days to be immediately transferred to an alternative program in the manner provided in Article 13A or 13B of the School Code. A student cannot be denied transfer because of the suspension, except in cases in which such transfer is deemed to cause a threat to the safety of students or staff in the alternative program.

Consult the board attorney for assistance if a suspension will exceed 10 consecutive school days. Subsection 10-22.6(b) uses the phrase "is suspended in excess of 20 school days" even though a 20-consecutive day suspension should be treated as an expulsion. Goss v. Lopez, 419 U.S. 565 (1975). For further discussion, see f/n 43 in policy 7:190, *Student Behavior*.

4. A written notice of the suspension to the parent(s)/guardian(s) and the student, which shall: **4**
   a. Provide notice to the parent(s)/guardian(s) of their child's right to a review of the suspension;
   b. Include information about an opportunity to make up work missed during the suspension for equivalent academic credit; **5**
   c. Detail the specific act of gross disobedience or misconduct resulting in the decision to suspend;
   d. Provide rationale or an explanation of how the chosen number of suspension days will address the threat or disruption posed by the student or his or her act of gross disobedience or misconduct; and
   e. Depending upon the length of the out-of-school suspension, include the following applicable information:
      i. For a suspension of 3 school days or less, an explanation that the student's continuing presence in school would either pose: **6**
         a) A threat to school safety, or
         b) A disruption to other students' learning opportunities.
      ii. For a suspension of 4 or more school days, an explanation: **7**
         a) That other appropriate and available behavioral and disciplinary interventions have been exhausted,
         b) As to whether school officials attempted other interventions or determined that no other interventions were available for the student,**8** and
         c) That the student's continuing presence in school would either:
            i) Pose a threat to the safety of other students, staff, or members of the school community, or
            ii) Substantially disrupt, impede, or interfere with the operation of the school.
      iii. For a suspension of 5 or more school days, the information listed in section 4.e.ii., above, along with documentation by the Superintendent or designee determining what, if any, appropriate and available support services will be provided to the student during the length of his or her suspension. **9**

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4 105 ILCS 5/10-22.6.

Consult the board attorney (1) about the specific documentation required in this portion of the notice, and (2) to ensure that 7:200-E1, *Short Term Out-of-School Suspension (1-3 Days) Reporting Form* and 7:200-E2, *Long Term Out-of-School Suspension (4-10 Days) Reporting Form* reflect the exact practices that the district will use to implement this requirement.

5 Required by 105 ILCS 5/10-22.6(b-30).

6 105 ILCS 5/10-22.6(b-15) explains that "threat to school safety or a disruption to other students' learning opportunities" shall be determined by the school board or its designee on a case-by-case basis. **Consult the board attorney for specific advice regarding the application of these statutory terms in this context (see f/n 8, below).**

7 105 ILCS 5/10-22.6(b-20). School officials are granted the sole authority to determine on a case-by-case basis: (1) whether "appropriate and available behavioral and disciplinary interventions have been exhausted;" and (2) whether "the student's continuing presence in school would either (i) pose a threat to the safety of other students, staff, or members of the school community, or (ii) substantially disrupt, impede, or interfere with the operation of the school." Consult the board attorney to request specific training for school officials to apply these statutory terms in this context.

8 While school officials have discretion to determine the length of suspensions, they must resolve threats, address disruptions, and minimize the length of student exclusions to the greatest extent practicable. 105 ILCS 5/10-22.6(b-20). **Consult the board attorney about the practical implementation of documenting other appropriate and available interventions for the student.**

Last, the law also requires school districts to make reasonable efforts to provide ongoing professional development to teachers, administrators, school board members, school resource officers, and staff on the adverse consequences of school exclusion and justice-system involvement, effective classroom management strategies, culturally responsive discipline, the appropriate and available supportive services for the promotion of student attendance and engagement, and developmentally appropriate disciplinary methods that promote positive and healthy school climates. 105 ILCS 5/10-22.6(c-5). ~~amended by P.A. 100-810~~.

9 105 ILCS 5/10-22.6(b-25).

5. A summary of the notice, including the reason for the suspension and the suspension length, must be given to the Board by the Superintendent or designee.
6. Upon request of the parent(s)/guardian(s), a review of the suspension shall be conducted by the Board or a hearing officer appointed by the Board.[10] At the review, the student's parent(s)/guardian(s) may appear and discuss the suspension with the Board or its hearing officer and may be represented by counsel. Whenever there is evidence that mental illness may be the cause for the suspension, the Superintendent or designee shall invite a representative from ~~the Department of Human Services~~ a local mental health agency to consult with the Board.[11] After presentation of the evidence or receipt of the hearing officer's report, the Board shall take such action as it finds appropriate. If the suspension is upheld, the Board's written suspension decision shall specifically detail items (a) and (e) in number 4, above. [12]

LEGAL REF.: ~~105 ILCS 5/10-22.6.~~
Goss v. Lopez, ~~95 S.Ct. 7294~~ 19 U.S. 565 (1975).
~~Sieck v. Oak Park River Forest High School, 807 F.Supp. 73 (N.D. Ill., E.D., 1992).~~
105 ILCS 5/10-20.14, 5/10-22.6.
23 Ill.Admin.Code §1.280.

CROSS REF.: 5:100 (Staff Development Program), 7:130 (Student Rights and Responsibilities), 7:190 (Student Behavior), 7:220 (Bus Conduct)

[10] A board may hear student disciplinary cases in a meeting closed to the public. 5 ILCS 120/2(c)(9).
[11] 105 ILCS 5/10-22.6(c), amended by P.A. 102-539.
[12] 105 ILCS 5/10-22.6(b).

Students

Expulsion Procedures [1]

The Superintendent or designee shall implement expulsion procedures that provide, at a minimum, for the following: [2]

1. Before a student may be expelled, the student and his or her parent(s)/guardian(s) shall be provided a written request to appear at a hearing to determine whether the student should be expelled. The request shall be sent by registered or certified mail, return receipt requested. [3] The request shall: [4]
   a. Include the time, date, and place for the hearing.
   b. Briefly describe what will happen during the hearing.
   c. Detail the specific act of gross disobedience or misconduct resulting in the decision to recommend expulsion.
   d. List the student's prior suspension(s).
   e. State that the School Code allows the School Board to expel a student for a definite period of time not to exceed 2 calendar years, as determined on a case-by-case basis.
   f. Ask that the student or parent(s)/guardian(s) or attorney inform the Superintendent or Board Attorney if the student will be represented by an attorney and, if so, the attorney's name and contact information.
2. Unless the student and parent(s)/guardian(s) indicate that they do not want a hearing or fail to appear at the designated time and place, the hearing will proceed. It shall be conducted by the Board or a hearing officer appointed by it. [5] If a hearing officer is appointed, 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. Whenever there is evidence that mental illness may be the cause for the recommended expulsion, the Superintendent or designee shall invite a representative from ~~the Dept. of Human Services~~ a local mental health agency to consult with the Board. [6]

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[1] State or federal law requires districts to have a policy on student discipline. 105 ILCS 5/10-20.14; 23 Ill.Admin.Code §1.280. State or federal law controls this policy's content. The discipline of special education students must comply with the Individuals With Disabilities Education Improvement Act of 2004 and the Illinois State Board of Education's Special Education rules. See 7:230, *Misconduct by Students with Disabilities*.

[2] Expulsion procedures are required by State law. 105 ILCS 5/10-22.6(a). The right to attend school is a property right protected by the due process clause of the U.S. Constitution. Goss v. Lopez, ~~95 S.Ct. 7294~~ 19 U.S. 565 (1975). Thus, an expulsion of more than 10 days requires due process including, but not limited to, notice of the charges, an opportunity to hear the evidence in support of the charges, an opportunity to refute them, and a decision by an impartial decision maker based on the evidence presented. The adequacy of an expulsion hearing is frequently challenged; the board attorney should be consulted as every due process analysis will be highly fact specific. See f/n 9, *infra*.

[3] 105 ILCS 5/10-22.6(a). Whenever the term "registered mail" is used in the School Code, it shall be deemed to authorize the use of either registered mail or certified mail, return receipt requested. 105 ILCS 5/1-3.5.

[4] Id. Items a and b address due process, which includes the right to receive a notice with enough detail and with enough time to prepare a defense. Item c details the requirements pertaining to expulsions throughout 105 ILCS 5/10-22.6. ~~amended by P.A. 99-456, eff. 9-15-2016~~. Items d through f are optional best practice inclusions. **Consult the board attorney about the specific documentation required in this portion of the notice to ensure the district's practice matches the policy language.**

[5] A board may hear student disciplinary cases in a meeting closed to the public. 5 ILCS 120/2(c)(9).

[6] 105 ILCS 5/10-22.6(c), amended by P.A. 102-539.

3. During the expulsion hearing, the Board or hearing officer shall hear evidence concerning whether the student is guilty of the gross disobedience or misconduct as charged. School officials must provide: (1) testimony of any other interventions attempted and exhausted or of their determination that no other appropriate and available interventions were available for the student, and (2) evidence of the threat or disruption posed by the student. The student and his or her parent(s)/guardian(s) may be represented by counsel, offer evidence, present witnesses, cross-examine witnesses who testified, and otherwise present reasons why the student should not be expelled. [7] 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.
4. If the Board acts to expel the student, its written expulsion decision shall: [8]
   a. Detail the specific reason why removing the student from his or her learning environment is in the best interest of the school. [9]
   b. Provide a rationale for the specific duration of the recommended expulsion. [10]
   c. Document how school officials determined that all behavioral and disciplinary interventions have been exhausted by specifying which interventions were attempted or whether school officials determined that no other appropriate and available interventions existed for the student. [11]
   d. Document how the student's continuing presence in school would (1) pose a threat to the safety of other students, staff, or members of the school community, or (2) substantially disrupt, impede, or interfere with the operation of the school. [12]

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[7] A student's opportunity to offer evidence, present witnesses, cross-examine witnesses, and otherwise present reasons why the student should not be expelled generally outweighs a district's interest in not providing the student these opportunities. See, Camlin v. Beecher Comm. Sch. Dist., ~~791 N.E.2d 127~~ 339 Ill.App.3d 1013 (Ill.App 3rd Dist. 2003) and Colquitt v. Rich Tsp H. S. Dist., ~~699 N.E.2d 1109~~ 298 Ill.App.3d 856 (~~Ill. App~~.1st Dist. 1998). Determining whether denying these opportunities would violate a student's right to due process requires a careful analysis of the facts and federal case law. See Brown v. Plainfield Dist., 500 F. Supp.2d 996 (N.D. Il. 2007) and Coronado v. Valleyview Sch. Dist., ~~2008 WL 3316022~~ 537 F.3d 791 (7th Cir. 2008).

[8] **Consult the board attorney to request specific training for school officials to apply these statutory terms in the context of expulsions**. See 7:210-E1, *Notice of Expulsion Hearing*. The law gives school officials discretion while also requiring them to resolve threats, address disruptions, and minimize the length of student exclusions to the greatest extent practicable. ~~(~~105 ILCS 5/10-22.6(b-20) amended by P.A. 99-456, eff. 9-15-2016).Yet, the law also requires school districts to make reasonable efforts to provide ongoing professional development to teachers, administrators, school board members, school resources offices, and staff on the adverse consequences of school exclusion and justice-system involvement, effective classroom management strategies, culturally responsive discipline, and developmentally appropriate disciplinary methods that promote positive and healthy school climates. 105 ILCS 5/10-22.6(c-5~~) amended by P.A. 99-456, eff. 9-15-2016).~~

[9] 105 ILCS 5/10-22.6(a).

[10] Id.

[11] 105 ILCS 5/10-22.6(b-20) ~~amended by P.A. 99-456, eff. 9-15-2016~~ requires and grants school officials the sole authority to determine on a case-by-case basis: (1) whether "appropriate and available behavioral and disciplinary interventions have been exhausted," and (2) whether "the student's continuing presence in school would either (i) pose a threat to the safety of other students, staff, or members of the school community or (ii) substantially disrupt, impede, or interfere with the operation of the school."

[12] Id.

5. Upon expulsion, the District may refer the student to appropriate and available support services. [13]

LEGAL REF.: ~~105 ILCS 5/10-22.6(a).~~
Goss v. Lopez, ~~95 S.Ct. 729419 U.S. 565~~ (1975).
105 ILCS 5/10-20.14, 5/10-22.6.

CROSS REF.: 5:100 (Staff Development Program), 7:130 (Student Rights and Responsibilities), 7:190 (Student Behavior), 7:200 (Suspension Procedures), 7:230 (Misconduct by Students with Disabilities)

[13] 105 ILCS 5/10-22.6(b-25). **Consult the board attorney about transfers to an alternative program pursuant to Article 13A of the School Code.** See Leak v. Bd. of Educ. of Rich Twp. High Sch. Dist. 227, 2015 IL App (1st) 143202, requiring *obiter dictum* that before school officials transfer students to alternative schools for extended periods of time, they must provide students with a meaningful opportunity to be heard.

Students

Conduct Code for Participants in Extracurricular Activities [1]

The Superintendent or designee, using input from coaches and sponsors of extracurricular activities, shall develop a conduct code for all participants in extracurricular activities consistent with School Board policy.[2] The conduct code shall: (1) require participants in extracurricular activities to conduct themselves as good citizens and exemplars of their school at all times, including after school, on days when school is not in session, and whether on or off school property; (2) emphasize that hazing and bullying activities are strictly prohibited; and (3) notify participants that failure to abide by it could result in discipline, up to and including removal from the activity. Participants who violate the conduct code will be allowed to give an explanation before being progressively disciplined.[3] The conduct code shall be reviewed by the Building Principal periodically at his or her discretion and presented to the Board.

Participants in extracurricular activities must abide by the conduct code for the activity and Board policy 7:190, *Student Behavior*. All coaches and sponsors of extracurricular activities shall annually review the conduct code with participants and provide participants with a copy. In addition, coaches and sponsors of interscholastic athletic programs shall provide instruction on steroid abuse prevention to students in grades 7 through 12 participating in these programs. [4]

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[1] State or federal law controls this policy's content.

[2] Optional:

> ...and the rules adopted by any association in which the School District maintains a membership.

[3] In most cases involving a student's removal from an extracurricular activity, courts have ruled that participation in extracurricular programs is a privilege rather than a right. Clements v. Bd. of Educ. of Decatur Public Sch. Dist. No. 61, 133 Ill.App.3d 531 (4th Dist. 1985)~~478 N.E.2d 1209 (Ill.App.4, 1985~~). The deprivation of a privilege does not trigger the Constitution's due process provision. Consequently, unlike school attendance, students generally have no constitutional right to participate in extracurricular programs. See also Kevin Jordan v. O'Fallon THSD 203, 302 Ill.App.3d 1070 (5th Dist. 1999)~~706 N.E.2d 137 (Ill.App.5, 1999)..~~ This case involved a type of *"good citizen"* rule in which all student-participants in extracurricular activities agreed to abide by the school's ban on alcohol and drug use. Pursuant to this rule, the school suspended a star football player who police had found intoxicated at a convenience store around 3:00 A.M. The suspension was upheld.

Compare with Mahanoy Area Sch. Dist. v. B.L., 141 S.Ct. 2038 (2021), which involved a student suspended from the cheerleading squad for one year after she posted two vulgar *snaps* on Snapchat while off campus during the weekend. The U.S. Supreme Court held that while schools may have a special interest in regulating some off-campus student speech, e.g., teaching good manners and preventing disruption, here the school's interests were insufficient to overcome the student's interest in free expression, and the one-year suspension violated the student's First Amendment rights. The Court noted that the school's interest in regulation was diminished by the fact that the student's speech did not identify the school, did not target any member of the school community, and was transmitted through a personal cell phone to an audience consisting of her private circle of Snapchat friends. Comments during oral argument suggest the Court was particularly struck by the severity of the discipline issued as well. Careful factual analysis, in consultation with the board attorney, should occur when considering discipline of participants for off-campus ~~activity Nevertheless, participants who violate the conduct code should be allowed to give an explanation before being removed from the activity.~~ See 7:240-AP1, *Code of Conduct for Extracurricular Activities*.

[4] 105 ILCS 5/27-23.3.

Extracurricular Drug and Alcohol Testing Program [5]

The District maintains an extracurricular drug and alcohol testing program in order to foster the health, safety, and welfare of its students. Participation in extracurricular activities is a privilege and participants need to be exemplars. The program promotes healthy and drug-free participation.

Each student and his or her parents/guardians must consent to having the student submit to random drug and alcohol testing in order to participate in any extracurricular activity. Failure to sign the District's ~~"Random Drug and Alcohol Testing Consent"~~ *Consent to Participate in Extracurricular Drug and Alcohol Testing Program* form will result in non-participation.

If a test is *positive*, the student will not participate in extracurricular activities until after a *follow-up* test is requested by the Building Principal or designee and the results are reported. The Building Principal or designee will request a *follow-up* test after such an interval of time that the substance previously found would normally be eliminated from the body. If this *follow-up* test is negative, the student will be allowed to resume extracurricular activities. If a *positive* result is obtained from the *follow-up* test, or any later test, the same previous procedure shall be followed.

The Superintendent or designee shall develop procedures to implement this policy. No student shall be expelled or suspended from school as a result of any verified positive test conducted under this program other than when independent reasonable suspicion of drug and/or alcohol usage exists. This program does not affect the District policies, practices, or rights to search or test any student who at the time exhibits cause for reasonable suspicion of drug and/or alcohol use.

Performance Enhancing Drug Testing of High School Student Athletes [6]

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. IHSA administers a performance-enhancing substance testing program. Under this program, student athletes are subject to random drug testing for the presence in their bodies of performance-enhancing substances on the IHSA's banned substance list. In addition to being penalized by IHSA, a student may be disciplined according to Board policy 7:190, *Student Behavior*.

[5] This program is optional. The U.S. Supreme Court upheld the constitutionality of a student activities drug testing policy that required all middle and high school students to consent to random urinalysis testing for drugs in order to participate in any extracurricular activity. Bd. of Educ. of Independent Sch. Dist. No. 92 v. Earls et al., 536 U.S. 822 ~~122 S.Ct. 2559~~ (2002). This sample policy, as well as the procedures and forms implementing it, are based on the policy approved by the Seventh Circuit in Todd v. Rush County Schs., 133 F.3d 984 (7th Cir. 1998). Alternatively, this program may be limited to extracurricular athletic participants; if so, add the Drug and Alcohol Testing Program to policy 7:300, *Extracurricular Athletics*, and delete it from here.

[6] For a list of banned substances, the testing program, and other related resources, see the IHSA Sports Medicine website, www.ihsa.org/Resources/Sports-Medicine/Performance-Enhancing-Drugs-Steroid-Education. ~~Educationwww.ihsa.org/Resources/SportsMedicine/PerformanceEnhancingDrugsSteroidEducation.aspx.~~

LEGAL REF.: Mahanoy Area Sch. Dist. v. B.L., 141 S.Ct. 2038 (2021).
Bd. of Educ. of Independent Sch. Dist. No. 92 v. Earls, 536 U.S. 822 ~~122 S.Ct. 2559~~ (2002).
Vernonia Sch. Dist. 475 v. Acton, 515 U.S. 646 (1995).
Clements v. Bd. of Educ. of Decatur, 133 Ill.App.3d 531 (4th Dist. 1985). ~~478 N.E.2d 1209 (Ill.App.4, 1985).~~
Kevin Jordan v. O'Fallon THSD 203, 302 Ill.App.3d 1070 (5th Dist. 1999). ~~706 N.E.2d 137 (Ill.App.5, 1999).~~
Todd v. Rush County Schs., 133 F.3d 984 (7th Cir. 1998) ~~Veronia School Dist. 475 v. Acton, 515 U.S. 646 (1995)~~
105 ILCS 5/24-24, 5/27-23.3, and 25/2.

CROSS REF.: 5:280 (Duties and Qualifications), 6:190 (Extracurricular and Co-Curricular Activities), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:190 (Student Behavior), 7:300 (Extracurricular Athletics)

Students

Student Support Services [1]

The following student support services may be provided by the School District: [2]

1. Health services supervised by a qualified school nurse.[3] The Superintendent or designee may implement procedures to further a healthy school environment and prevent or reduce the spread of disease.
2. Educational and psychological testing services and the services of a school psychologist[4] as needed. In all cases, written permission to administer a psychological examination must be obtained from a student's parent(s)/guardian(s). The results will be given to the parent(s)/guardian(s), with interpretation, as well as to the appropriate professional staff.

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1 State or federal law controls this policy's content.

2 All districts are required to conduct a comprehensive needs assessment to determine the scope of student personnel services needs in the areas of: (1) guidance and counseling needs; (2) psychological needs; (3) social work needs; and (4) health needs. 23 Ill.Admin.Code §1.420(q). Endorsement requirements for various types of school support personnel are referenced in f/ns 3 through 6 below, and further information is available at www.isbe.net/Pages/PEL-School-Support-Ed-Lic.aspx. Until June 20, 2023, an individual who fails to meet the necessary qualifications for a specific school support personnel endorsement, but holds another professional license or certification approved by ISBE, may seek short-term approval for assignment to a position in situations where an unforeseen vacancy occurs. Short-term approvals are valid for three full fiscal years. 23 Ill.Admin.Code §25.432.

P.A. 95-558 created the Ensuring Success in School Task Force. This task force developed recommendations for policies, procedures, and protocols for school boards to adopt to address the education and related needs of students who are parents, expectant parents, or victims of domestic or sexual violence. The intent of the recommendations is to ensure these student populations' ability to: (1) stay in school; (2) stay safe at school; and (3) successfully complete their education. A copy of this report is at: www.isbe.net/Documents/ess-task-force-final-report0610.pdf#search=%22ensuring%20success%20in%20school%20task%20force%22. ~~http://povertylaw.org/advocacy/women/pubs/essa-task-force-report.~~ School boards and superintendents may want to create their own study groups to discuss implementation of the task force's recommendations for policies, procedures and protocols.

3 School districts may employ noncertificated/non-professional-educator-licensed *registered professional nurse*s to perform professional nursing services. 105 ILCS 5/10-22.23; 23 Ill.Admin.Code §1.760(c). A *registered professional nurse* means any nurse who is licensed to practice professional nursing in Illinois under the Nurse Practice Act (225 ILCS 65/) and whose license is active and in good standing with the Ill. Dept. of Financial and Professional Regulation. 23 Ill.Admin.Code §1.760(b).

A *school nurse* means any registered professional nurse who also holds a professional educator license endorsed for school support services in school nursing, or any registered professional nurse who does not hold the professional educator license but was employed in the school district of current employment before 7-1-76. 23 Ill.Admin.Code §1.760(c).

105 ILCS 5/10-22.23 provides that any nurse first employed on or after 7-1-76, whose duties require teaching or the exercise of instructional judgment or educational evaluation of students, must be licensed under 105 ILCS 5/21-25. However, that licensure Section 21-25 was repealed by P.A. 98-413, eff. 8-16-13.

A school nurse may hold a Professional Educator License with a school support personnel endorsement. 105 ILCS 5/21B-25(2)(G); 23 Ill.Admin.Code §§1.760(c), 23.120, 25.245 ~~amended at 42 Ill. Reg. 8901. An individual who fails to meet one or more requirements for this endorsement may seek an educator license with stipulations endorsed for provisional educator. 105 ILCS 5/21B-20; 23 Ill.Admin.Code §25.245, amended at 42 Ill. Reg. 8901~~

4 A *school psychologist* means a psychologist who holds a Professional Educator License with a school psychologist endorsement per 105 ILCS 5/21B-25 and either: (1) has graduated with a master's degree or higher degree in psychology or educational psychology from an institution of higher education that maintains equipment, courses of study, and standards of scholarship approved by the Ill. State Board of Education (ISBE), has had at least one school year of full-time supervised experience in the delivery of school psychological service approved by the State Superintendent of Education, and has such additional qualifications as may be required by ISBE; or (2) holds a valid Nationally Certified School Psychologist credential. 105 ILCS 5/14-1.09. ~~amended by P.A. 100-750~~ School psychologists hold a Professional Educator License with a school support personnel endorsement. 105 ILCS 5/21B-25(2)(G); 23 Ill.Admin.Code §§1.760(a), 23.130, 25.235. ~~amended at 42 Ill. Reg. 8900. An individual who fails to meet one or more requirements for this endorsement may seek an educator license with stipulations endorsed for provisional educator. 105 ILCS 5/21B-20; 23 Ill.Admin.Code §25.235, amended at 42 Ill. Reg. 8900~~

3. The services of a school social worker.[5] A student's parent/guardian must consent to regular or continuing services from a social worker.
4. Guidance and school counseling[6] services.
5. A liaison to facilitate the enrollment and transfer of records of students in the legal custody of the Illinois Department of Children and Family Services when enrolling in or changing schools.[7]

The Superintendent or designee shall develop protocols for responding to students with social, emotional, or mental health needs that impact learning ability.[8] The District, however, assumes no liability for preventing, identifying, or treating such needs.

Erin's Law Counseling Options, Assistance, and Intervention [9]

The Superintendent or designee will ensure that each school building's Student Support Committee identifies counseling options for students who are affected by sexual abuse, along with District and community-based options for victims of sexual abuse to obtain assistance and intervention. Community-based options must include a Children's Advocacy Center and sexual assault crisis center(s) that serve the District, if any.

This policy 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.

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5 A *school social worker* means a social worker who has graduated from an accredited graduate school of social work and has such additional qualifications as may be required by ISBE and who holds a Professional Educator License with a school support personnel endorsement for school social work per 105 ILCS 5/21B-25. 105 ILCS 5/14-1.09a. See 105 ILCS 5/21B-25(2)(G); 23 Ill.Admin.Code §§1.760(a), 23.140, 25.215. ~~amended at 42 Ill. Reg. 8896. An individual who fails to meet one or more requirements for this endorsement may seek an educator license with stipulations endorsed for provisional educator. 105 ILCS 5/21B-20; 23 Ill.Admin.Code §25.215~~. School social workers may not provide services outside of their district employment to any student(s) attending school in the district. 23 Ill.Admin.Code §25.215. *School marriage and family therapists* are another type of school support personnel; they hold a Professional Educator License with a school support personnel endorsement. 105 ILCS 5/21B-25(2)(G); 23 Ill.Admin.Code §§23.150, 25.260.

6 *School counselors* hold a Professional Educator License with a school support personnel endorsement. 105 ILCS 5/21B-25(2)(G); 23 Ill.Admin.Code §§1.760(a), 23.110, 25.225. ~~An individual who fails to meet one or more requirements for this endorsement may seek an educator license with stipulations endorsed for provisional educator. 105 ILCS 5/21B-20; 23 Ill.Admin.Code §25.225, amended at 42 Ill. Reg. 8897~~ *School guidance counselors* refers to district employees that work in high schools to offer students advice and assistance in making career or college plans; no specific school support personnel endorsement exists for school guidance counselors. 105 ILCS 5/22-90 (final citation pending), added by P.A. 102-327.

In contrast, *professional counselors* and professional counseling practice in Illinois are governed by the Professional Counselor and Clinical Professional Counselor Licensing and Practice Act and its implementing regulations. 225 ILCS 107/; 68 Ill.Admin.Code Part 1375. The Mental Health and Developmental Disabilities Code, 405 ILCS 5/, ~~amended by P.A.s 100-196 and 100-614~~, provides that minors 12 years of age or older may request and receive up to eight 90-minute sessions (previously five 45-minute sessions) of professional counseling services or psychotherapy (provided by a clinical psychologist) without the consent of the minor's parent, guardian, or person in loco parentis. 405 ILCS 5/3-5A-105 ~~added by P.A. 100-614~~. Most school districts do not regularly provide *professional* counseling or *clinical* psychological services to students. Instead, most districts provide *school counseling* or *school psychological* services to students, and Illinois law does not specify any limits on the number of school counseling or school psychological sessions which a minor may have before obtaining parent/guardian permission. If your district seeks to regularly provide *professional counseling* or *clinical psychological* services to students, consult with your board attorney about potential changes to board policies and administrative procedures, as well as collective bargaining issues.

7 Optional. 105 ILCS 5/10-20.59 ~~added by P.A. 99-781 and amended by P.A. 100-201,~~ allows a liaison. Be sure this policy is consistent with policy 7:50, *School Admissions and Student Transfers To and From Non-District Schools*. See f/n 13 in 7:50, *School Admissions and Student Transfers To and From Non-District Schools*, for liaison responsibilities and requirements.

8 Required by the Children's Mental Health Act of 2003, 405 ILCS 49/15(b).

9 Required by *Erin's Law,* 105 ILCS 5/10-23.13(b)(2), (3), and (5), amended by P.A. 102-610. See sample policy 5:90, *Abused and Neglected Child Reporting*, and administrative procedure 5:90-AP, *Coordination with Children's Advocacy Center*, for more information on Children's Advocacy Centers.

LEGAL REF.: 105 ILCS 5/10-23.13(b) and 5/21B-25(G).
405 ILCS 49/, Children's Mental Health Act of 2003.
740 ILCS 110/, Mental Health and Developmental Disabilities Confidentiality Act.
~~105 ILCS 5/10-20.58~~

CROSS REF.: 6:65 (Student Social and Emotional Development), 6:270 (Guidance and Counseling Program), 7:100 (Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students), 7:280 (Communicable and Chronic Infectious Disease), 7:340 (Student Records)

Students

Exemption from Physical Education [1]

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.[2] 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.[3] 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. [4]

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 Practice Act, prevents his or her participation in the physical education course. [5]

State law prohibits the Board from honoring parental excuses based upon a student's participation in athletic training, activities, or competitions conducted outside the auspices of the School District. [6]

A student who is eligible for special education may be excused from physical education courses in either of the following situations: [7]

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 must receive that service in accordance with his or her Individualized Educational Program/Plan (IEP). [8]

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1 An ISBE rule requires boards to have a policy defining the types of parental excuses that will be accepted in order for a student to be exempted from P.E. 23 Ill.Admin.Code §1.425(e), amended at 42 Ill.Reg. 11542-43. State or federal law controls this policy's content.

For elementary districts, delete ~~6:310, *High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students*~~ from the cross references of this policy.

2 Medical Practice Act is found in 225 ILCS 60/.

3 Required by 23 Ill.Admin.Code §1.425(d)(1) and (2), ~~amended at 42 Ill.Reg. 11541~~ School boards must identify any evidence/support they will require for excuses they will deem *appropriate*. Before the board adopts this policy, it should have a conversation with the superintendent to discuss and review and/or amend the sample reasons for excusal offered in this policy. Topics for discussion include determining whether (a) the sample reasons are sufficient, (b) more reasons are needed, and/or (c) the sample reasons should be amended. These conversations should be based upon the community's needs.

4 105 ILCS 5/27-6(b-5), added by P.A. 102-405. A note from clergy or a religious leader is unnecessary and should not be requested by a district.

5 Required by 105 ILCS 5/27-6 ~~amended by P.A. 100-465~~, and 23 Ill.Admin.Code §1.425(d)(3).~~amended at 42 Ill.Reg. 11541-42~~

6 105 ILCS 5/27-6(b); 23 Ill.Admin.Code §1.425(e)(6).~~amended at 42 Ill.Reg.11543~~. See 6:310, *High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students*, for a list of categories of students in grades 9-12 who may be excused from P.E. due to participation in school district athletic training, activities, or competitions.

7 105 ILCS 5/27-6(b) and 23 Ill.Admin.Code §1.425(e)(5)(A) and (B). ~~amended at 42 Ill.Reg. 11543~~

8 105 ILCS 5/27-6(b).

A student in grades 9-12, unless otherwise stated, may submit a written request to the Building Principal to be excused from physical education courses for the reasons stated in 6:310, *High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students*. **9**

Students in grades 7 and 8 may submit a written request to the Building Principal to be excused from physical education courses because of his or her ongoing participation in an interscholastic or extracurricular athletic program.**10** The Building Principal will evaluate requests on a case-by-case basis.

The Superintendent or designee shall maintain records showing that the criteria set forth in this policy were applied to the student's individual circumstances, as appropriate. **11**

Students who have been excused from physical education shall return to the course as soon as practical.**12** The following considerations will be used to determine when a student shall return to a physical education course:**13**

1. The time of year when the student's participation ceases;
2. The student's class schedule; and
3. The student's future or planned additional participation in activities qualifying for substitutions for physical education as outlined in policy 6:310, *High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students*.**14**

LEGAL REF.: 105 ILCS 5/27-6.
225 ILCS 60/, Medical Practice Act.
23 Ill.Admin.Code §1.420(p) and §1.425(d), (e).

CROSS REF.: 6:60 (Curriculum Content), 6:310 (High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students)

9 105 ILCS 5/27-6; ~~amended by P.A. 100-465~~ 23 Ill.Admin.Code §1.425(e). ~~added at 42 Ill.Reg. 11542 43~~ Delete this sentence for elementary school districts.

10 Optional. Id. See f/n 19 in 6:310, *High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students*, for discussion of what constitutes an *interscholastic* or *extracurricular athletic program*. Delete this paragraph for high school districts.

For elementary or unit school boards that want to explain the meaning of *interscholastic or extracurricular athletic program*, insert the following option:

Interscholastic or extracurricular athletic programs are organized school-sponsored or school-sanctioned activities for students that are not part of the curriculum, not graded, not for credit, generally take place outside of school instructional hours, and under the direction of a coach, athletic director, or band leader.

11 23 Ill.Admin.Code §1.425(e). , ~~amended at 42 Ill.Reg. 11542~~ Districts must maintain records showing that the criteria set forth in 105 ILCS 5/27-6, amended by P.A. 100-465, was applied to the student's individual circumstances.

12 23 Ill.Admin.Code §1.425(e)(1)(A)-(C~~). added at 42 Ill.Reg. 11542.~~

13 Insert any additional criteria the board may want to use.

14 Delete item #3 for elementary districts, move "and" to the end of sentence number 1, delete the semicolon at the end of number 2 and insert a period.

Students

Suicide and Depression Awareness and Prevention [1]

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 Board goals.

Suicide and Depression Awareness and Prevention Program

The Superintendent or designee shall develop, implement, and maintain a suicide and depression awareness and prevention program (Program) that advances the Board's goals of increasing awareness and prevention of depression and suicide. This program must be consistent with the requirements of *Ann Marie's Law* listed below; each listed requirement, 1-6, corresponds with the list of required policy components in the School Code Section 5/2-3.166(c)(2)-(7). The Program shall include:

1. Protocols for administering youth suicide awareness and prevention education to students and staff. [2]
   a. For students, implementation will incorporate Board policy 6:60, *Curriculum Content*, which implements 105 ILCS 5/2-3.139 and 105 ILCS 5/27-7 (requiring education for students to develop a sound mind and a healthy body).
   b. For staff, implementation will incorporate Board policy 5:100, *Staff Development Program*, and teacher's institutes under 105 ILCS 5/3-14.8 (requiring coverage of the warning signs of suicidal behavior).
2. Procedures for methods of suicide prevention with the goal of early identification and referral of students possibly at risk of suicide.[3] Implementation will incorporate:
   a. The training required by 105 ILCS 5/10-22.39 for licensed school personnel and administrators who work with students to identify the warning signs of suicidal behavior in youth along with appropriate intervention and referral techniques, including methods of prevention, procedures for early identification, and referral of students at risk of suicide; and

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1 A suicide awareness and prevention policy is required by 105 ILCS 5/2-3.166(c). The first sentence of this policy is required by 105 ILCS 5/2-3.166(c)(1).

This policy contains an item on which collective bargaining may be required. See 105 ILCS 5/10-22.24b. Any policy that impacts upon wages, hours, and terms and conditions of employment, is subject to collective bargaining upon request by the employee representative, even if the policy involves an inherent managerial right.

2 Required by 105 ILCS 5/2-3.166(c)(2). While this law is titled Youth Suicide Awareness and Prevention, it requires the policy to include protocols for administering youth suicide awareness and prevention education to *staff* and students.

For student protocols, see 105 ILCS 5/2-3.139 and 105 ILCS 5/27-7.

For staff protocols, see 105 ILCS 5/3-14.8, which requires the regional superintendents to cover the warning signs of suicidal behavior in teacher's institutes. In suburban Cook County, an Intermediate Service Center will perform the responsibilities that are performed in other locations by the regional superintendent. ~~P.A. 96-893.~~

3 Required by 105 ILCS 5/2-3.166(c)(3). This policy adds *with the goal of* and *possibly* to modify the statute's use of "at risk of suicide." *With the goal of* acknowledges that identifying every student at risk of suicide is impossible. *Possibly* is added to inform the public that these identifications are not definitive. School staff members are not licensed medical professionals who are fully trained to make definitive determinations about whether a student is at risk of suicide, and parents/guardians should not take any referral under this requirement as such.

105 ILCS 5/10-22.39, amended by P.A. ~~s 100-903 and~~ 101-350, requires licensed school personnel and administrators who work with students in kindergarten through grade 12 to be trained to identify the warning signs of suicidal behavior in youth along with appropriate intervention and referral techniques. While very little guidance is available for students in grades 6 and below, *Ann Marie's Law* directs the Ill. State Board of Education (ISBE) to compile, develop and post these items on its website. Districts may use the Ill. Mental Health training program, established under the Ill. Mental Health First Aid Training Act, to provide the training for this in-service requirement. See f/n 4 in policy 5:100, *Staff Development Program*, for further discussion of this training requirement.

Ann Marie's Law requires ISBE to develop and recommend materials. See the discussion in f/n 7, below, on ISBE-recommended materials.

b. Ill. State Board of Education (ISBE)-recommended guidelines and educational materials for staff training and professional development, along with ISBE-recommended resources for students containing age-appropriate educational materials on youth suicide and awareness, if available pursuant to *Ann Marie's Law* on ISBE's website.

3. Methods of intervention, including procedures that address an emotional or mental health safety plan for use during the school day and at school-sponsored events for a student identified as being at increased risk of suicide including those students who: (A) suffer from a mental health disorder; (B) suffer from a substance abuse disorder; (C) engage in self-harm or have previously attempted suicide; (D) reside in an out-of-home placement; (E) are experiencing homelessness; (F) are lesbian, gay, bisexual, transgender, or questioning (LGBTQ); (G) are bereaved by suicide; or (H) have a medical condition or certain types of disabilities. Implementation will incorporate paragraph number 2, above, along with Board policies: **4**

   a. ~~Board policy~~ 6:65, *Student Social and Emotional Development*, implementing the goals and benchmarks of the Ill. Learning Standards and 405 ILCS 49/15(b) (requiring student social and emotional development in the District's educational program);

   b. 6:120, *Education of Children with Disabilities*, implementing special education requirements for the District;

   c. 6:140, *Education of Homeless Children*, implementing provision of District services to students who are homeless;

   d. ~~Board policy~~ 6:270, *Guidance and Counseling Program*, implementing guidance and counseling program(s) for students, and 105 ILCS 5/10-22.24a and 22.24b, which allow a qualified guidance specialist or any licensed staff member to provide school counseling services;

   e. 7:10, *Equal Educational Opportunities*, and its implementing administrative procedure and exhibit, implementing supports for equal educational opportunities for students who are LGBTQ;

   f. 7:50, *School Admissions and Student Transfers To and From Non-District Schools*, implementing State law requirements related to students who are in foster care;

   g. ~~Board policy~~ 7:250, *Student Support Services*, implementing the Children's Mental Health Act of 2003, 405 ILCS 49/ (requiring protocols for responding to students with social, emotional, or mental health issues that impact learning ability); and

   h. State and/or federal resources that address emotional or mental health safety plans for students who are possibly at an increased risk for suicide, if available on the ISBE's website pursuant to *Ann Marie's Law*.

4. Methods of responding to a student or staff suicide or suicide attempt. Implementation of this requirement shall incorporate building-level Student Support Committee(s) established through Board policy 7:250, *Student Support Services*. **5**

5. Reporting procedures. Implementation of this requirement shall incorporate Board policy 6:270, *Guidance and Counseling Program*, and Board policy 7:250, *Student Support Services*, in addition to other State and/or federal resources that address reporting procedures.**6**

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4 Required by 105 ILCS 5/2-3.166(c)(4), amended by P.A. 102-267, eff. 7-1-22. For further discussion of 105 ILCS 5/10-22.24b, see f/n 2 in policy 6:270, *Guidance and Counseling Program*. This policy adds "for use during the school day and at school-sponsored events" to inform the public about the limitations concerning what schools can realistically provide students and their parent(s)/guardian(s). See the discussion in f/n 3 regarding the addition of the word *possibly*.

5 Required by 105 ILCS 5/2-3.166(c)(5). See 7:250-AP2, *Protocol for Responding to Students with Social, Emotional, or Mental Health Needs* for information about building-level Student Support Committees. When sharing information from therapists and counselors, these committees are required to follow the Mental Health and Developmental Disabilities Confidentiality Act, 740 ILCS 110/, and the Children's Mental Health Act of 2003, 405 ILCS 49/.

6 Required by 105 ILCS 5/2-3.166(c)(6).

6. A process to incorporate ISBE-recommended resources[7] on youth suicide awareness and prevention programs, including current contact information for such programs in the District's Suicide and Depression Awareness and Prevention Program. [8]

Illinois Suicide Prevention Strategic Planning Committee

The Superintendent or designee shall attempt to develop a relationship between the District and the Illinois Suicide Prevention Strategic Planning Committee, the Illinois Suicide Prevention Coalition Alliance, and/or a community mental health agency. The purpose of the relationship is to discuss how to incorporate the goals and objectives of the Illinois Suicide Prevention Strategic Plan into the District's Suicide Prevention and Depression Awareness Program. [9]

Monitoring [10]

The Board will review and update this policy pursuant to *Ann Marie's Law* and Board policy 2:240, *Board Policy Development*.

Information to Staff, Parents/Guardians, and Students

The Superintendent shall inform each school district employee about this policy and ensure its posting on the District's website.[11] The Superintendent or designee shall provide a copy of this policy to the parent or legal guardian of each student enrolled in the District.[12] Student identification (ID) cards, the District's website, and student handbooks and planners will contain the support information as required by State law. [13]

Implementation

This policy shall be implemented in a manner consistent with State and federal laws, including the Children's Mental Health Act of 2003, 405 ILCS 49/, Mental Health and Developmental Disabilities

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[7] 105 ILCS 5/2-3.166(b)(2)(B), directs ISBE to "compile, develop, and post on its publicly accessible Internet website both of the following, which may include materials already publicly available: (A) [r]ecommended guidelines and educational materials for training and professional development, and (B) [r]ecommended resources and age-appropriate educational materials on youth suicide awareness and prevention."

ISBE has created the *Illinois Youth Suicide Prevention Toolkit: A Reference for Administrators, Counselors, Teachers, and Staff*, at: www.isbe.net/Documents/Suicide-Prevention-Procedures.pdf, as well as listing other resources at: www.isbe.net/Pages/Suicide-Prevention.aspx.

[8] Required by 105 ILCS 5/2-3.166(c)(7).

[9] Optional. The ~~status of the~~ *Illinois Suicide Prevention Strategic Plan* ~~is unclear in light of Ann Marie's Law. However, the plan~~ may be found at: www.dph.illinois.gov/sites/default/files/publications/011519ohpm-suicide-prevention-plan-2018-2021.pdf ~~www.idph.state.il.us/about/chronic/Suicide_Prevention_Plan_Jan-08.pdf.~~ Its goals and objectives reflect the input of public and private organizations and stakeholders that are concerned with mental health. It is designed to reduce suicide through a positive public health approach. ~~The target dates for implementing these goals and objectives started in 2010 with target dates of completion in 2012~~ See also the Suicide Prevention Resource Center and its Illinois page at www.sprc.org/states/illinois for more information on which goals in the Illinois Suicide Prevention Strategic Plan have been implemented. The Suicide Prevention Resource Center also had an awareness public prevention pilot program titled "It Only Takes One," available at: www.itonlytakesone.org/.

[10] Required by 105 ILCS 5/2-3.166(d).

[11] Id. See 2:250-E2, *Immediately Available District Public Records and Web-Posted Reports and Records*. Consult the board attorney about whether a signature is required to prove compliance with the law's specific requirement that *each school district employee* and *each student enrolled in the District* are informed of and/or provided a copy of the policy.

[12] Id. Consult the board attorney about placing the policy in the student handbook instead of and/or in addition to providing a hard copy to each student's parent/guardian. Members of the Ill. Principals Assoc. (IPA) may subscribe to the IPA's Model Student Handbook Service, which are aligned with IASB's policy services. For more information, see: www.ilprincipals.org/resources/model-student-handbook.

[13] 105 ILCS 5/10-20.73 (final citation pending), added by P.A. 102-134 (district-issued ID cards for students, and information on districts' websites); 105 ILCS 5/10-20.75 (final citation pending), added by P.A. 102-416 (districts must insert either the Safe2Help Illinois helpline or a local suicide prevention hotline on ID card, contact to identify each helpline that may be contacted through text messaging, and include the same in student handbooks and planners (if a student planner is custom printed by a district or its schools for distribution to students in any of grades 6 through 12)).

Confidentiality Act, 740 ILCS 110/, and the Individuals with Disabilities Education Act, 42 U.S.C. §12101 et seq.

The District, Board, and its staff are protected from liability by the Local Governmental and Governmental Employees Tort Immunity Act. Services provided pursuant to this policy: (1) do not replace the care of a physician licensed to practice medicine in all of its branches or a licensed medical practitioner or professional trained in suicide prevention, assessments and counseling services, (2) are strictly limited to the available resources within the District, (3) do not extend beyond the school day and/or school-sponsored events, and (4) cannot guarantee or ensure the safety of a student or the student body. **14**

14 Consult the board attorney for guidance concerning liability in this area. Except for cases of willful and wanton conduct, the Local Governmental and Governmental Employees Tort Immunity Act, 745 ILCS 10/, likely protects districts from liability for failure to properly identify and/or respond to a student's mental health issue that results in suicide. See 745 ILCS 10/3-108 and Grant v. Bd. of Trustees of Valley View Sch. Dist. No. 365-U, 286 Ill.App.3d. 642 (3rd Dist. 1997). However, attorneys have concerns that failing to inform parents/guardians that services required under *Ann Marie's Law* are limited may open districts to potential litigation if services provided under the policy fail or are deemed inadequate. Every situation is fact specific and the issues require careful evaluation. A disclaimer, such as the one presented here, may not be sufficient. A district may take several actions, after discussion with its board attorney, to minimize liability, such as adding limiting phrases (see discussions in f/ns 3 & 4) and ensuring other policies are followed. Ultimately, the best way to minimize liability is to be sure that the district's insurance policies cover the training and other requirements under *Ann Marie's Law*.

In addition to the Tort Immunity Act, school officials and districts may also be entitled to qualified immunity in civil rights lawsuits that seek to hold them liable for a suicide. See Sanford v. Stiles, 456 F.3d 298 (3d Cir. 2006); Martin v. Shawano-Gresham Sch. Dist., 295 F.3d 701 (7th Cir. 2002); Armijo v. Wagon Mount Pub. Schs, 159 F.3d 1253 (10th Cir. 1998). Yet, recent trends in student-on-student harassment cases are emerging where parents whose children die of suicide allege that a school's failure to properly identify or respond to the child's mental health issues was a contributing cause for the suicide.

In these cases, the parents ask courts to apply Davis v. Monroe Cnty. Bd. of Educ., 526 U.S. 629 (1999), to *Section 504* cases. Under the *Davis standard*, parents must prove that: (1) their child was an individual with a disability; (2) their child was harassed based upon his or her disability; (3) the harassment was sufficiently severe or pervasive that it altered the condition of the child's education and created an abusive educational environment; (4) the school district knew about the harassment; and (5) the school district was deliberately indifferent to the harassment.

While not precedential in Illinois, several cases illustrate the uncertainty of a school district's liability in the emerging area of suicide prevention liability and/or failure to properly respond to a student's mental health issues and may indicate a trend toward courts allowing juries to determine a district's liability: Armijo v. Wagon Mount Pub. Schs, 159 F.3d 1253 (10th Cir. 1998) (denying summary judgment to two individual defendant district employees based on a state-created danger theory and as to all defendant employees based on a special relationship theory); Estate of Barnwell ex rel. Barnwell v. Watson, 44 Supp.3d 859 (E.D. Ark. 2014) (allowing plaintiff parents to move forward in litigation alleging that school district's *Section 504* failures contributed to their son's suicide, but summary judgment in favor of school district eventually granted); and Walsh v. Tehachapi Unified Sch. Dist., 997 F.Supp.2d 1071 (E.D. Ca. 2014) (denying summary judgment because the school district's conduct may have been the proximate cause of the student suffering an uncontrollable impulse to commit suicide). But see Estate of Lance v. Lewisville Indep. Sch. Dist., 743 F.3d 982 (5th Cir. 2014) (finding in favor of the school district because the claimed special relationship theory and state-created danger theories were not actionable).

LEGAL REF.: 42 U.S.C. § 1201 et seq. Individuals with Disabilities Education Act.
105 ILCS 5/2-3.166, 105 ILCS 5/2-3.139, 5/3-14.8, 5/10-20.73 (final citation pending), 5/10-22.24a, 5/10-22.24b, 5/10-22.39, 5/10-20.75 (final citation pending), 5/14-1.01 et seq., 5/14-7.02, and 5/14-7.02b, 5/27-7.
405 ILCS 49, Children's Mental Health Act of 2003.
740 ILCS 110/, Mental Health and Developmental Disabilities Confidentiality Act.
745 ILCS 10/, Local Governmental and Governmental Tort Immunity Act.

CROSS REF.: 2:240 (Board Policy Development), 5:100 (Staff Development Program), 6:60 (Curriculum Content), 6:65 (Student Social and Emotional Development), 6:120 (Education of Children with Disabilities), 6:270 (Guidance and Counseling Program), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:250 (Student Support Services)

Students

Restrictions on Publications; Elementary Schools [1]

[*For elementary or unit districts only*]

School-Sponsored Publications and Web Sites

School-sponsored publications, productions, and web sites are part of the curriculum and are not a public forum for general student use.[2] School authorities may edit or delete material that is inconsistent with the District's educational mission.

All school-sponsored communications shall comply with the ethics and rules of responsible journalism. Text that is libelous, obscene, vulgar, lewd, invades the privacy of others, conflicts with the basic educational mission of the school, is socially inappropriate, is inappropriate due to the maturity of the students, or is materially disruptive to the educational process will not be tolerated.

The author's name will accompany personal opinions and editorial statements. An opportunity for the expression of differing opinions from those published/produced will be provided within the same media.

Non-School Sponsored Publications Accessed or Distributed On-Campus [3]

For purposes of this section and the following section, a *publication* includes, without limitation: (1) written or electronic print material, (2) audio-visual material on any medium including electromagnetic media (e.g., images, digital files~~MP3 files~~, flash memory, etc.), or combinations of these whether off-line (e.g., a printed book, digital files~~CD-ROM~~, etc.) or online (e.g., any website, social networking site, database for information retrieval, etc.), or (3) information or

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1 State or federal law controls this policy's content. This policy concerns an area in which the law is unsettled. It applies to only to elementary or unit districts (both elementary and high school students). Unit districts should adopt this policy and policy 7:315, *Restrictions on Publications; High Schools*. The Speech Rights of Student Journalists Act, 105 ILCS 80/5, ~~added by P.A. 99-678~~ applies to high school and unit districts.

2 School authorities may reasonably regulate student expression in school-sponsored publications for education-related reasons. Hazelwood Sch. Dist. v. Kuhlmeier~~, 108 S.Ct. 562~~484 U.S. 260 (1988). This policy allows such control by clearly stating that school-sponsored publications are not a "public forum" open for general student use but are, instead, part of the curriculum.

A school board that does not retain control of student publications can anticipate at least two problems: (1) how to keep content consistent with the district's mission, and (2) how to ensure that the Constitutional rights of third parties are not violated by student journalists. Concerning the second problem, a third party may seek to hold the district responsible for the student journalists' acts. See Yeo v. Town of Lexington, 131 F.3d 241 (1st Cir. 1997), *cert. denied* (1998).

3 Non-school sponsored publications, like underground newspapers, cannot be subject to the same degree of regulation by school authorities as school-sponsored publications. Absent a showing of material and substantial interference with the requirements of good discipline, students retain their First Amendment free speech rights. The federal circuits disagree on whether school authorities may require prior approval before a student is allowed to distribute non-school-sponsored publications. The Seventh Circuit, which covers Illinois, refused to approve prior approval regulations. Fujishima v. Bd. of Ed., 460 F.2d 1355 (7th Cir. 1972), but see Baughman v. Freienmuth, 478 F.2d 1345 (4th Cir. 1973). Non-school sponsored web sites should be regulated in the same manner as non-school sponsored publications.

A school policy prohibiting junior high students from distributing written material at school that is prepared by non-students was upheld in Hedges v. Wauconda Cmty. Unit Sch. Dist. No. 118, 9 F.3d 1295 (7th Cir. 1993).

material on electronic devices (e.g., text~~data~~ or voice messages delivered by cell phones, tablets, and other hand-held devices). [4]

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 substantial disruption of the proper and orderly operation and discipline of the school or school activities; [5]
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; [6]
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 Student Handbooks; [7]
4. Is reasonably viewed as promoting illegal drug use;[8] or
5. Is distributed in kindergarten through eighth grade and is primarily prepared by non-students, unless it is being used for school purposes. Nothing herein shall be interpreted to

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4 The definition of *publication* is optional and may be amended. This sample definition uses broad and generally understood terms to keep the policy current with rapid technology changes.

5 For example, a school district may discipline a student for writing an underground newspaper, and distributing it at school, that contained an article on how to hack into the school's computer. School authorities could reasonably believe the article would be disruptive. Boucher v. Sch. Bd. of the Sch. Dist. of Greenfield, 134 F.3d 821 (7th Cir. 1998).

6 School officials may not regulate student speech based upon their fear or apprehension of disturbance. Many decisions address the tension between students' right to free speech and restrictions of it on campus. See, for example:

Brandt v. Bd. of Educ. of City of Chicago, 480 F.3d 460 (7th Cir. 2007), *cert. denied* (2007) (school did not violate students' First Amendment rights when it disciplined students for wearing T-shirts with a "talentless infantile drawing" that school officials reasonably found to undermine the educational atmosphere).

Nuxoll v. Indian Prairie Sch. Dist. #204, 523 F.3d 668 (7th Cir. 2008) (holding that the student was likely to succeed on merits of his claim that the school would violate his speech rights by preventing him from wearing T-shirt with slogan "Be Happy, Not Gay").

J.C. v. Beverly Hills Unified Sch. Dist., 711 F.Supp.2d 1094 ~~593 F.3d 249~~ (3rd Cir. 2010) (discussed the "rights of others to be secure and let alone" argument from Tinker, but found that the school district violated a student's First Amendment rights for disciplining her when she posted a video clip on a website).

B.H. v. Easton Area Sch. Dist., 725 F.3d 293 (3rd Cir. 2013), *cert. denied* (2014) (school violated students' free speech rights by banning the wearing of cancer awareness bracelets containing the caption *I ♥boobies*).

7 Be sure that the board's definitions for *sexting* in this policy align with other definitions used thought the board's policy manual. For example, see the discussion within sample administrative procedure 7:190-AP5, *Student Handbook-Electronic Devices*. There, *sexting* encompasses the term *indecent visual depiction* as defined by 705 ILCS 405/3-40 (Juvenile Court Act purposes), and *non-consensual dissemination of private sexual images* as defined by 720 ILCS 5/11-23.5 (Criminal Code of 2012 purposes). It defines indecent visual depiction as a depiction or portrayal in any pose, posture, or setting involving a lewd exhibition of the buttocks, or if such person is a female, a fully or partially developed breast of the person. However, a district may create or have another definition of sexting that may or may not encompass these statutory terms and definitions ~~indecent visual depiction~~.

8 Morse v. Frederick, 551 U.S. 393 (2007).

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. [9]

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. [10]

Non-School Sponsored Publications Accessed or Distributed Off-Campus [11]

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.

Bullying and Cyberbullying [12]

The Superintendent or designee shall treat behavior that is *bullying* and/or *cyberbullying* according to Board policy 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*, in addition to any response required by this policy.

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9 Optional. The rationale for this section is that prior to high school, students have not developed sufficient experience and education in critical review of external resource materials. Accordingly, in order to accomplish the district's educational mission, yet allow students the opportunity to communicate with their fellow students, widespread student distribution of written material in elementary and middle school may be limited to material primarily prepared by the students themselves. Hedges v. Wauconda Cmty. Unit Sch. Dist. No. 118, 9 F.3rd 1295 (7th Cir. 1993); Leal v. Everett Public Schs., 88 F.Supp.3d 1220 (W.D.Wa. 2015).

10 For example, a school district may discipline a student for writing an underground newspaper, and distributing it at school, that contained an article on how to hack into the school's computer. School authorities could reasonably believe the article would be disruptive. Boucher v. Sch. Bd. of the School Dist. of Greenfield, 134 F.3d 821 (7th Cir. 1998).

11 Optional. School officials must proceed carefully before disciplining a student for out-of-school conduct. A school's authority over off-campus expression is much more limited than expression on school grounds. Many decisions address the tension between public schools' authority to discipline students for off-campus speech and students' right to free speech. However, school officials may generally: (1) remove a student from extracurricular activities ~~when the conduct code for participation requires students to conduct themselves at all times as good citizens and exemplars of the school~~ for failure to follow an extracurricular conduct code (see 7:240, *Conduct Code for Participants in Extracurricular Activities*); and (2) suspend or expel a student from school attendance when the student's expression causes substantial disruption to school operations, as provided in this policy (see also 7:190, *Student Behavior*). For example, see:

J.S. v. Blue Mountain Sch. Dist., 650 F.3d 915 (3rd Cir. 2011), combined with Layshock v. Hermitage Sch. Dist., 650 F.3d 205 (3d Cir. 2011), *cert. denied* (2012) (schools may not punish students for their off-campus indecent and offensive parodies of their principals, absent a showing that the parodies caused, or could cause, substantial disruption in the schools).

Kowalski v. Berkeley Cnty. Sch., 652 F.3d 565 (4th Cir. 2011), *cert. denied* (2012) (upheld a student's suspension for off-campus posts to a social network site that defamed a classmate because it was foreseeable that the expression would reach the school and the student's conduct involved substantial disruption and interference with the work and discipline of the school).

The statutory definition of *bullying* includes *cyberbullying* (105 ILCS 5/27-23.7); these terms are defined in 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*. See also f/n 6 and 7:190-AP6, *Guidelines for Investigating Sexting Allegations*.

Consult the board attorney for guidance concerning off-campus speech. Every situation is fact specific and the issues require careful evaluation.

12 105 ILCS 5/27-23.7.

LEGAL REF.: 105 ILCS 5/27-23.7.
Hazelwood v. Kuhlmeier, ~~108 S.Ct. 562~~ 484 U.S. 260 (1988).
~~Hedges v. Wauconda Cmty.ommunity Unit Sch.ool Dist. No. 118, 9 F.3d 1295 (7th Cir. 1993)~~
Tinker v. Des Moines Indep. Cmty. Sch. Dist., ~~89 S.Ct. 733~~393 U.S. 503 (1969).
Hedges v. Wauconda Cmty. Unit Sch. Dist. No. 118, 9 F.3d 1295 (7th Cir. 1993).

CROSS REF.: 6:235 (Access to Electronic Networks), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 8:25 (Advertising and Distributing Materials in School Provided by Non-School Related Entities)

Students

Restrictions on Publications; High Schools [1]

[*For high school or unit districts only*]

Definitions [2]

Libel means the willful or negligent publication of provably false and unprivileged statements of fact that do demonstrable harm to a living person's reputation.

Obscene means lewd; impure; indecent; calculated to shock the moral sense of humans by a disregard of chastity or modesty. Objectionable or offensive to accepted standards of decency.

School official means a Building Principal or designee.

School-sponsored media means any material that is prepared, substantially written, published, or broadcast by a student journalist, distributed or generally made available to members of the student body, and prepared under the direction of a student media advisor. It does not include media intended for distribution or transmission solely in the classroom in which the media is produced.

Slander means the speaking of false statements of fact that seriously harm a living person's reputation.

Student journalist means a public high school student who gathers, compiles, writes, edits, photographs, records, or prepares information for dissemination in school-sponsored media.

Student media adviser[3] means an individual employed, appointed, or designated by the District to supervise or provide instruction relating to school-sponsored media.

School-Sponsored Media

School-sponsored publications, productions, and websites are governed by the Speech Rights of Student Journalists Act and School Board policies, and student journalists are responsible for determining the news, opinion, feature, and advertising content of those publications, productions, and websites. [4]

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[1] State or federal law controls this policy's content. This policy concerns an area in which the law is unsettled.

[2] Speech Rights of Student Journalists Act, 105 ILCS 80/5. ~~added by P.A. 99-678~~. See also *Black's Law Dictionary*, 11th ed. 2019.

[3] Id. uses *adviser*, not advisor. Adviser is used throughout this policy for consistency with the statute.

[4] Id. With some exceptions, the Act effectively restricts school authorities' power to reasonably regulate student expression in high school-sponsored publications for education-related reasons under Hazelwood Sch. Dist. v. Kuhlmeier, 484 U.S. 260 ~~108 S.Ct. 562~~ (1988). See the last sentence in f/n 6, below.

Student journalists must: [5]

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 in 105 ILCS 5/27-20.08; 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: [6]

1. Is libelous, slanderous, or obscene;
2. Constitutes an unwarranted invasion of privacy;
3. Violates federal or State law, including the Constitutional rights of third parties;[7] or
4. Incites students to: [8]

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5 Consult the board attorney about text that balances the student journalists' rights to have control of their media publications with the board's interests in (a) ensuring differing opinions are published, (b) this Act, and (c) providing student journalists opportunities to apply the upcoming Illinois media literacy curriculum mandates.

Number 5 in the list is intended to align with the *media literacy* curriculum mandate for students in grades 9 through 12 that starts in the fall of 2022 and is listed at 105 ILCS 5/27-20.08, added by P.A. 102-55, and sample policy 6:60, *Curriculum Content*. *Media literacy* means the ability to access, analyze, evaluate, create, and communicate using a variety of objective forms, including, but not limited to, print, visual, audio, interactive, and digital texts. Id. Media literacy instruction must include a component on social responsibility and civics that includes "[s]uggesting a plan of action in the class, school, or community to engage others in a respectful, thoughtful, and inclusive dialogue over a specific issue using facts and reason." Providing opportunity and space for expression of differing opinions in media aligns with and promotes this inclusive dialog.

For boards that provide student journalists more flexibility, make the following three edits: (1) replace "must" with: "shall strive to," (2) amend number 5 to read: "In the use of personal opinions, editorial statements, and/or letters to the editor, determine the need to provide opportunity and space for the expression of differing opinions within the same media to align with the District's media literacy curriculum mandate in in 105 ILCS 5/27-20.08", and (3) delete number 6.

6 105 ILCS 80/15 ~~added by P.A. 99-678.~~A school board may retain control of material in student publications that falls within the listed exceptions. Consult the board attorney about how much control of high school student publications school officials may retain in the context of the Speech Rights of Student Journalists Act.

7 105 ILCS 80/15. ~~added by P.A. 99-678.~~

Delete "~~, including Constitutional rights of third parties~~" if the board wants only the word-for-word statutory language in its policy. Because the Constitutional rights of third parties are common controversies within the context of student-sponsored publications, the purpose of this additional text is to underscore that Constitutional rights of third parties are included under the exception of State and federal law.

While 105 ILCS 80/20 limits liability of school districts for a student journalist's expression, except in cases of willful or wanton misconduct, some attorneys believe it may still be possible that a third party may seek to hold the district responsible for the student journalists' acts. See Yeo v. Town of Lexington, 131 F.3d 241 (1st Cir. 1997), *cert. denied* (1998). See the second sentence in f/n 1, above.

8 105 ILCS 80/15 broadly allows school boards to limit speech that would incite violation of any policy. This policy language follows the statute. Policies most often needing assessment are those that involve a district's educational mission and philosophy and social appropriateness language for student body's age(s)/maturity. School officials must be careful to understand that that law is written that student journalists using media to *incite* other students to act a certain way is the exception. Additional text may be added to (1) underscore that 105 ILCS 80/15 does not authorize or protect expression that *incites* students to violate board policies, and (2) reminds students and the community that school officials have many legal obligations to implement and enforce specific board policies and ensure school environments are safe and conducive to learning. See the second sentence in f/n 1, above.

While 105 ILCS 80/~~Section~~ 20 ~~of the Act~~ limits liability of school districts for a student journalist's expression, except in cases of willful or wanton misconduct, discuss with the board attorney how to balance the rights of student journalists under this law and the other policy implementation duties that face school officials with board policies and laws.

For boards that want to provide additional text to the word-for-word statutory language in their policies, add to item 4.b:

a. Commit an unlawful act;

b. Violate any of the District's policies; ~~including but not limited to (1) its educational mission in policies 1:30, School District Philosophy and 6:10, Educational Philosophy and Objectives, and (2) speech that is socially inappropriate or inappropriate due to the maturity of the students pursuant to policies 6:65, Student Social and Emotional Development, and 7:180, Prevention of and Response to Bullying, Intimidation, and Harassment,~~ or

c. Materially and substantially disrupt the orderly operation of the school.

~~All school-sponsored media shall comply with the ethics and rules of responsible journalism~~

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 Superintendent or designee and/or student media adviser may review, edit, and delete such media material before publication or distribution of the media. **9**

~~The author's name will accompany personal opinions and editorial statements. An opportunity for the expression of differing opinions from those published/produced will be provided within the same 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 District or an expression of Board policy.**10**

Non-School Sponsored Publications Accessed or Distributed On Campus **11**

For purposes of this section and the following section, a *publication* includes, without limitation: (1) written or electronic print material, (2) audio-visual material on any medium including electromagnetic media (e.g., images, digital files~~MP3 files~~, flash memory, etc.), or combinations of these whether off-line (e.g., a printed book, digital files~~CD-ROM~~, etc.) or online (e.g., any website, social networking site, database for information retrieval, etc.), or (3) information or material on electronic devices (e.g., text~~data~~ or voice messages delivered by cell phones, tablets, and other hand-held devices). **12**

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:

, including but not limited to (1) its educational mission in policies 1:30, *School District Philosophy* and 6:10, *Educational Philosophy and Objectives*, and (2) speech that is socially inappropriate or inappropriate due to the maturity of the students pursuant to policies 6:65, *Student Social and Emotional Development* and 7:180 *Prevention of and Response to Bullying, Intimidation, and Harassment*.

9 105 ILCS 80/10 requires school officials to show justification without undue delay before limiting student expression. For boards that want the student media advisor to provide student journalists with written justification prior to limiting materials, insert the following sentence to end the paragraph:

In such cases, the student media adviser will promptly provide the student journalist with a written justification prior to limiting the material.

10 105 ILCS 80/20. ~~added by P.A. 99-678~~

11 Non-school sponsored publications, like underground newspapers, cannot be subject to the same degree of regulation by school authorities as school-sponsored publications. Absent a showing of material and substantial interference with the requirements of good discipline, students retain their First Amendment free speech rights. The federal circuits disagree on whether school authorities may require prior approval before a student is allowed to distribute non-school-sponsored publications. The Seventh Circuit, which covers Illinois, refused to approve prior approval regulations. Fujishima v. Bd. of Ed., 460 F.2d 1355 (7th Cir. 1972), but see Baughman v. Freienmuth, 478 F.2d 1345 (4th Cir. 1973). Non-school sponsored web sites should be regulated in the same manner as non-school sponsored publications.

A school policy prohibiting junior high students from distributing written material at school that is prepared by non-students was upheld in Hedges v. Wauconda Cmty. Unit Sch. Dist. No. 118, 9 F.3d 1295 (7th Cir. 1993).

12 The definition of *publication* is optional and may be amended. This sample definition uses broad and generally understood terms to keep the policy current with rapid technology changes.

1. Will cause a material and substantial disruption of the proper and orderly operation and discipline of the school or school activities; **13**
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; **14**
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 Student Handbooks; **15**
4. Is reasonably viewed as promoting illegal drug use; **16**
5. Is distributed in kindergarten through eighth grade and is primarily prepared by non-students, unless it is being used for school purposes. However, material from outside sources or the citation to such sources may be allowed, as long as the material to be distributed or accessed is primarily prepared by students; **17** 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. **18**

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13 For example, a school district may discipline a student for writing an underground newspaper, and distributing it at school, that contained an article on how to hack into the school's computer. School authorities could reasonably believe the article would be disruptive. Boucher v. Sch. Bd. of the Sch. Dist. of Greenfield, 134 F.3d 821 (7th Cir. 1998).

14 School officials may not regulate student speech based upon their fear or apprehension of disturbance. Many decisions address the tension between students' right to free speech and restrictions of it on campus. See, for example:

Brandt v. Bd. of Educ. of City of Chicago, 480 F.3d 460 (7th Cir. 2007), *cert. denied* (2007) (school did not violate students' First Amendment rights when it disciplined students for wearing T-shirts with a "talentless infantile drawing" that school officials reasonably found to undermine the educational atmosphere).

Nuxoll v. Indian Prairie Sch. Dist. #204, 523 F.3d 668 (7th Cir. 2008) (holding that the student was likely to succeed on merits of his claim that the school would violate his speech rights by preventing him from wearing T-shirt with slogan "Be Happy, Not Gay").

J.C. v. Beverly Hills Unified Sch. Dist., 593 F.3d 249 (3rd Cir. 2010) (discussed the "rights of others to be secure and let alone" argument from Tinker, but found that the school district violated a student's First Amendment rights for disciplining her when she posted a video clip on a website).

B.H. v. Easton Area Sch. Dist., 725 F.3d 293 (3rd Cir 2013), *cert. denied* (2014) (school violated students' free speech rights by banning the wearing of cancer awareness bracelets containing the caption *I ♥boobies*).

15 Be sure that the board's definitions for *sexting* in this policy aligns with other definitions used throughout the board's policy manual. For example, see the discussion within sample administrative procedure 7:190-AP5, *Student Handbook-Electronic Devices*. There, sexting encompasses the term *indecent visual depiction* as defined by 705 ILCS 405/3-40 (Juvenile Court Act purposes), and *non-consensual dissemination of private sexual images* as defined by 720 ILCS 5/11-23.5 (Criminal Code of 2012 purposes). It defines indecent visual depiction as a depiction or portrayal in any pose, posture, or setting involving a lewd exhibition of the buttocks, or if such person is a female, a fully or partially developed breast of the person. However, a district may create or have another definition of sexting that may or may not encompass these statutory terms and definitions.

16 Morse v. Frederick, 551 U.S. 393 (2007).

17 Optional. The rationale for this section is that prior to high school, students have not developed sufficient experience and education in critical review of external resource materials. Accordingly, in order to accomplish the district's educational mission, yet allow students the opportunity to communicate with their fellow students, widespread student distribution of written material in elementary and middle school may be limited to material primarily prepared by the students themselves. Hedges v. Wauconda Cmty. Unit Sch. Dist. No. 118, 9 F.3rd 1295 (7th Cir. 1993); Leal v. Everett Pub. Schs., 88 F.Supp.3d 1220 (W.D.Wa. 2015).

18 For example, a school district may discipline a student for writing an underground newspaper, and distributing it at school, that contained an article on how to hack into the school's computer. School authorities could reasonably believe the article would be disruptive. Boucher v. Sch. Bd. of the Sch. Dist. of Greenfield, 134 F.3d 821 (7th Cir. 1998).

Non-School Sponsored Publications Accessed or Distributed Off-Campus [19]

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.

Bullying and Cyberbullying [20]

The Superintendent or designee shall treat behavior that is *bullying* and/or *cyberbullying* according to Board policy 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*, in addition to any response required by this policy.

LEGAL REF.: 105 ILCS 5/27-20.08 and 5/27-23.7.
~~Speech Rights of Student Journalists Act~~ 105 ILCS 80/, Speech Rights of Student Journalists Act.
Tinker v. Des Moines Indep. Cmty. Sch. Dist., 393 U.S. 503 (1969).
Hazelwood v. Kuhlmeier, ~~108 S.Ct. 562~~ 484 U.S. 260 (1988).
Morse v. Frederick, 551 U.S. 393 (2007).
Hedges v. Wauconda Cmty. Unit Sch. Dist. No. 118, 9 F.3d 1295 (7th Cir. 1993).

~~Tinker v. Des Moines Indep. Cmty. Sch. Dist., 89 S.Ct. 733 (1969) Morse v. Frederick, 551 U.S. 393 (2007)~~

CROSS REF.: 1:30 (School District Philosophy), 6:10 (Educational Philosophy and Objectives), 6:65 (Student Social and Emotional Development), 6:235 (Access to Electronic Networks), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 8:25 (Advertising and Distributing Materials in Schools Provided by Non-School Related Entities)

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19 Optional. School officials must proceed carefully before disciplining a student for out-of-school conduct. A school's authority over off-campus expression is much more limited than expression on school grounds. Many decisions address the tension between public schools' authority to discipline students for off-campus speech and students' right to free speech. However, school officials may generally: (1) remove a student from extracurricular activities when the conduct code for participation requires students to conduct themselves at all times as good citizens and exemplars of the school (see 7:240, *Conduct Code for Participants in Extracurricular Activities*); and (2) suspend or expel a student from school attendance when the student's expression causes substantial disruption to school operations, as provided in this policy (see also 7:190, *Student Behavior*). For example, see:

J.S. v. Blue Mountain Sch. Dist., 650 F.3d 915 (3rd Cir. 2011), combined with Layshock v. Hermitage Sch. Dist., 650 F.3d 205 (3rd Cir. 2011), cert. denied)(2012) (schools may not punish students for their off-campus indecent and offensive parodies of their principals, absent a showing that the parodies caused, or could cause, substantial disruption in the schools).

Kowalski v. Berkeley Cnty. Sch., 652 F.3d 565 (4th Cir. 2011), *cert. denied* (2012) (upheld a student's suspension for off-campus posts to a social network site that defamed a classmate because it was foreseeable that the expression would reach the school and the student's conduct involved substantial disruption and interference with the work and discipline of the school).

The statutory definition of *bullying* includes *cyberbullying* (105 ILCS 5/27-23.7); these terms are defined in 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment* (see also f/n 6 and 7:190-AP6, *Guidelines for Investigating Sexting Allegations*).

Consult the board attorney for guidance concerning off-campus speech. Every situation is fact specific and the issues require careful evaluation.

20 105 ILCS 5/27-23.7.

Students

Student Records [1]

School student records are confidential. Information from them shall not be released other than as provided by law.[2] A school student record is any writing or other recorded information concerning a student and by

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1 State law requires school boards to adopt a policy and procedures implementing the Illinois School Student Records Act (ISSRA) and specifying the content of school student records. 23 Ill.Admin.Code §§375.100 and 226.740. Both State and federal law address school student records. See the federal Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. §1232g) implemented by federal rules at 34 C.F.R. Part 99) and ISSRA (105 ILCS 10/, amended by P.A.s 102-557 and 101-515 ~~and 100-532~~ , implemented by ISBE rules at 23 Ill.Admin.Code Part 375).

In addition, the U.S. Dept. of Education's (DOE) *Protecting Student Privacy* webpage, a service of the Privacy Technical Assistance Center (PTAC) and the Student Privacy Policy Office, is a *one-stop* resource for education stakeholders to learn about student privacy and confidentiality, including data privacy and security practices related to student-level longitudinal data systems, at: www.studentprivacy.ed.gov/. PTAC published a guide for school officials titled *Protecting Student Privacy While Using Online Educational Services: Requirements and Best Practices* (2014), at: www.studentprivacy.ed.gov/resources/protecting-student-privacy-while-using-online-educational-services-requirements-and-best.

The DOE also issued a summary of resources on FERPA and virtual learning (2020) at: www.studentprivacy.ed.gov/resources/ferpa-and-virtual-learning. **Boards that wish to enter into cloud computing and other operator contracts must comply with the Student Online Personal Protection Act (SOPPA), 105 ILCS 85/, amended by P.A. 101-516 ~~eff. 7-1-21~~, and should contact the board attorney for implementation guidance.** See also f/n 2, item #7, below.

Confusion persists regarding the interplay between the FERPA and the Health Insurance Portability and Accountability Act of 1996 (HIPAA) (Pub. L. 104-191). The Privacy Rule implementing HIPAA, issued by the U.S. Dept. of Health and Human Services (DHS), addresses the disclosure of individuals' health information by *covered entities*. 45 C.F.R. Parts 160 and 164, Subparts A and E. Generally speaking, a school district becomes a *covered entity*, and must comply with applicable sections in the Privacy Rule, if it provides health care and transmits health information in electronic form in connection with transactions. However, *educational records* as defined by FERPA are excluded from HIPAA's definition of *protected health information.* 45 C.F.R. §160.103. In most cases this exception relieves school districts of complying with burdensome privacy notices and authorization forms. In December 2019, DHS and DOE issued an update to its *Joint Guidance on the Application of FERPA and HIPAA to Student Health* Records, at: ~~https://studentprivacy.ed.gov/resources/joint-guidance-application-ferpa-and-hipaa-student-healthrecordswww.studentprivacy.ed.gov/sites/default/files/resource_document/file/2019%20HIPAA%20FERPA%20Joint%20Guidance%20508.pdf.~~

www.studentprivacy.ed.gov/resources/joint-guidance-application-ferpa-and-hipaa-student-health-records.

The board attorney should be consulted on all HIPAA-related questions.

2 A plethora of statutory and decisional law protects student records. Aside from the laws identified in f/n 1, other laws protecting student records include:

1. Schools may not provide a student's *personal information* to a business organization or financial institution that issues credit or debit cards. 105 ILCS 5/10-20.38.
2. Schools may not sell personal information concerning a child under the age of 16, with a few exceptions, unless a parent has consented. Children's Privacy Protection and Parental Empowerment Act, 325 ILCS 17/.
3. The release of confidential information given by a student to a therapist, e.g., school counselor or psychologist, is governed by the Mental Health and Developmental Disabilities Confidentiality Act. 740 ILCS 110/.
4. Schools must keep a sex offender registration form received from law enforcement separately from school student records maintained on behalf of the juvenile sex offender. 730 ILCS 152/121.
5. Divorced or separated parents/guardians with and without *parental responsibility* (formerly custody) are both permitted to inspect and copy the student's school student records. The Ill. Marriage and Dissolution of Marriage Act (IMDMA), 750 ILCS 5/602.11.
6. Schools may not provide a parent/guardian access to his or her child's school records if the parent is prohibited by an order of protection from inspecting or obtaining such records pursuant to the Domestic Violence Act of 1986 or the Code of Criminal Procedure of 1963. Id.
7. SOPPA (105 ILCS 85/, amended by P.A. 101-516, ~~eff. 7-1-21~~ addresses a school district's obligations related to *covered information* of students and contracts with educational technology *operators*. In some instances, covered information as defined under SOPPA may also qualify as education records under FERPA and school student records under ISSRA. See policy 7:345, *Use of Educational Technologies; Student Data Privacy and Security*, and administrative procedure 7:345-AP, *Use of Educational Technologies; Student Data Privacy and Security*, for a description of SOPPA obligations.

Note: Nos. 5 and 6 above may conflict with FERPA in that they restrict a parent/guardian's right to access his or her child's school records more than is expressly permitted by FERPA. 20 U.S.C. §1232g(a)(1)(A), (B); 34 C.F.R. §99.10(a). **Consult the board attorney for guidance.**

which a student may be identified individually that is maintained by a school or at its direction by a school employee, regardless of how or where the information is stored, except as provided in State or federal law as summarized below: **3**

1. Records kept in a staff member's sole possession.
2. Records maintained by law enforcement officers working in the school. **4**
3. Video and other electronic recordings (including without limitation, electronic recordings made on school buses**5**) that are created in part for law enforcement, security, or safety reasons or purposes. The content of these recordings may become part of a school student record to the extent school officials create, use, and maintain this content, or it becomes available to them by law enforcement officials, for disciplinary or special education purposes regarding a particular student.
4. Any information, either written or oral, received from law enforcement officials concerning a student less than the age of 18 ~~17~~ years who has been arrested or taken into custody. **6**

State and federal law grants students and parents/guardians certain rights, including the right to inspect, copy**7**, and challenge school student records.**8** The information contained in school student records shall be kept current, accurate, clear, and relevant. All information maintained concerning a student receiving

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Allowing students to grade each other's papers does not violate FERPA; such student work is not a *school record* until it is recorded by the teacher. Owasso I.S.D. No. I-011 v. Falvo, 534 U.S. 426 (2002). School student records are *per se* prohibited from disclosure; a district is under no obligation to redact them. Chicago Tribune Co. v. Chicago Bd. of Educ., 332 Ill.App.3d 60 (1st Dist. 2002).

3 20 U.S.C. §1232g(a)(4); 34 C.F.R. §99.3; 105 ILCS 10/2(d); 705 ILCS 405/1-7 and 5-905; 23 Ill.Admin.Code §375.10. Rather than listing the exceptions in the policy, a school board may choose to end the sentence after the proviso "except as provided in State or federal law."

4 For a helpful resource, see f/n 1 in policy 7:150, *Agency and Police Interviews*.

5 For an explanation, see footnotes in policy 7:220, *Bus Conduct*.

6 Many lawyers believe that once these records are received by a school, they are protected as *education records* under FERPA. Consult the board attorney for advice.

7 105 ILCS 10/5(a).

105 ILCS 10/5(c) ~~amended by P.A. 100-532~~ requires that a parent's or student's request to inspect and copy records be granted no later than 10 business days (previously 15 school days) after the date of receipt of such a request by the official records custodian.

105 ILCS 10/5(c-5) , ~~added by P.A. 100-532,~~ outlines how a school district may extend the 10 business day timeline for response by not more than five business days from the original due date if one or more of these six reasons applies:

1. The requested records are stored in whole or in part at other locations than the office having charge of the requested records;
2. The request required the collection of a substantial number of specified records;
3. The request is couched in categorical terms and requires an extensive search for the records responsive to it;
4. The requested records have not been located in the course of routine search and additional efforts are being made to locate them;
5. The request for records cannot be complied with by the school district within the time limits prescribed by subsection (c) without unduly burdening or interfering with the operations of the school district; or
6. There is a need for consultation, which shall be conducted with all practicable speed, with another public body or school district among two or more components of a public body or school district having a substantial interest in the determination or in the subject matter of the request.

The person making the request and the school district may also agree in writing to extend the timeline for compliance for a period to be determined by the parties. Id.

8 23 Ill.Admin.Code §375.10 provides that districts may, through board policy, allow scores received on college entrance examinations to be included on a student's academic transcript if that inclusion is requested in writing by a student, parent or person who enrolled the student. If the board of a unit or high school district wants to allow this, insert:

> A student or the student's parent/guardian may request, in writing, that scores received on college entrance examinations be included on the student's academic transcript.

Note: Though 23 Ill.Admin.Code §375.10 uses the phrase "student, parent or person who enrolled the student," student records rights under ISSRA and FERPA attach to *eligible students* and their parents/guardians, not to "a person who enrolled the student" (though that person is typically a parent or guardian).

If a board allows for the inclusion of college entrance examination scores on academic transcripts, amend the district's notification to parents/guardians and students of their school student records rights with the process for requesting the inclusion. 23 Ill.Admin.Code §375.30(d)(5). See 7:340-AP1, E1, *Notice to Parents/Guardians and Students of Their Rights Concerning a Student's School Records*, for an example.

special education services shall be directly related to the provision of services to that child.[9] The District may release directory information as permitted by law, but a parent/guardian shall have the right to opt-out of the release of directory information regarding his or her child.[10] The District will comply with State or federal law with regard to release of ~~an ex parte court order requiring it to permit the U.S. Attorney General or designee to have access to~~ a student's school records, including, where applicable, without notice to, or the consent of, the student's parent/guardian or eligible student.[11] Upon request, the District discloses school student records without parent consent to the official records custodian of another school in which a student has enrolled or intends to enroll, as well as to any other person as specifically required or permitted by State or federal law. [12]

The Superintendent shall fully implement this policy and designate an *official records custodian* for each school who shall maintain and protect the confidentiality of school student records, inform staff members of this policy, and inform students and their parents/guardians of their rights regarding school student records. [13]

Student Biometric Information Collection [14]

The Superintendent or designee may recommend a student biometric information collection system solely for the purposes of identification and fraud prevention.[15] Such recommendation shall be consistent with

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9 23 Ill.Admin.Code §226.740(a).

10 This sentence is required if the board allows schools to release student directory information. 20 U.S.C. §1232g; 23 Ill.Admin.Code §375.80; 34 C.F.R. §99.37. There is at least one instance in Illinois in which parents were upset that their school district released students' names and addresses pursuant to a Freedom of Information Act (FOIA) request. FOIA contains an exemption for home addresses. Many lawyers, however, say that a district must release student information pursuant to a FOIA request when each of the following has occurred: the FOIA request seeks information that is included in the district's definition of student directory information, the district notified parents that it releases directory information, and the parents did not opt out of allowing directory information to be released concerning their child. An opinion from the Ill. Public Access Counselor supports that a district may not rely on the FOIA exemption for home addresses. PAO 12-3.

The **PRESS** policy does not identify the components of *directory information*, leaving that task to implementing material. Boards may want to discuss this quagmire with the superintendent knowing that there are good reasons to release directory information, e.g., to allow the district to publish information about specific students, and good reasons to not release directory information, e.g., to avoid releasing names and addresses pursuant to a FOIA request.

23 Ill.Admin.Code §375.80(a)(1) no longer includes *gender* as information which may be designated as directory information. This is consistent with attorneys' views that Illinois' past practice of including *gender* within directory information may have violated FERPA. FERPA regulations provide that directory information "means information contained in an education record of a student that would not generally be considered harmful or an invasion of privacy if disclosed" and it "includes, but is not limited to, the student's name; address; telephone listing; electronic mail address; photograph; date and place of birth; major field of study; grade level; enrollment status (e.g., undergraduate or graduate, full-time or part-time); dates of attendance; participation in officially recognized activities and sports; weight and height of members of athletic teams; degrees, honors, and awards received; and the most recent educational agency or institution attended." 34 C.F.R. §99.3. Though FERPA regulations do not explicitly preclude the designation of *gender* as directory information, DOE guidance has consistently advised schools not to disclose a student's sex as directory information because it would be considered harmful or an invasion of privacy. See *Letter to Institutions of Postsecondary Education*, DOE Family Policy Compliance Office (September 2009). Consult the board attorney about the practical implementation of this issue. Some attorneys, for example, believe photos of the "Girls Volleyball Team" may contradict DOE guidance.

11 20 U.S.C. §1232g(j), as added by Sec. 507 of the U.S.A. Patriot Act of 2001.

12 34 C.F.R. §99.31; 105 ILCS 10/6, amended by P.A. 102-557.

13 Each school must have an *official records custodian.* 105 ILCS 10/4(a). Districts must notify students and parents/guardians of their rights concerning school student records. 105 ILCS 10/3; 105 ILCS 10/4, amended by P.A. 101-161; 23 Ill.Admin.Code §375.30; 34 C.F.R. §99.7. Comprehensive faculty and student handbooks can provide required notices, along with other important information, to recipients. Handbooks can be developed by the building principal, but should be reviewed and approved by the superintendent and board. See 7:340-AP1, E1, *Notice to Parents/Guardians and Students of Their Rights Concerning a Student's School Records*, and 7:340-AP1, *School Student Records*.

14 This program is optional; however, districts either wishing to implement such a program or districts that have already engaged in the collection of student biometric information must have a policy consistent with the requirements of 105 ILCS 5/10-20.40. This section restates the School Code's requirements for a student biometric information policy.

15 For districts already collecting biometric information, the following is an alternative:

> The Superintendent or designee shall maintain a biometric screening program that is consistent with budget requirements and in compliance with State law.

budget requirements and in compliance with State law. Biometric information means any information that is collected through an identification process for individuals based on their unique behavioral or physiological characteristics, including fingerprint, hand geometry, voice, or facial recognition or iris or retinal scans.

Before collecting student biometric information, the District shall obtain written permission from the person having legal custody/parental responsibility**16** or the student (if over the age of 18).**17** Upon a student's 18th birthday, the District shall obtain written permission from the student to collect student biometric information.**18** Failure to provide written consent to collect biometric information shall not be the basis for refusal of any services otherwise available to a student.

All collected biometric information shall be stored and transmitted in a manner that protects it from disclosure. Sale, lease, or other disclosure of biometric information to another person or entity is strictly prohibited. **19**

The District will discontinue use of a student's biometric information and destroy all collected biometric information within 30 days after: (1) the student graduates or withdraws from the School District, or (2) the District receives a written request to discontinue use of biometric information from the person having legal custody/parental responsibility of the student or the student (if over the age of 18).**20** Requests to discontinue using a student's biometric information shall be forwarded to the Superintendent or designee.

The Superintendent or designee shall develop procedures to implement this policy consistent with State and federal law. **21**

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16 Several statutes define legal custody and when a court may grant it; the term requires statutory construction/interpretation and school boards should discuss this issue with their attorney prior to adopting a policy on collection of student biometric information.

105 ILCS 5/10-20.40(b)(1) states the definition of legal custody is the same as the definition of legal custody for purposes of residency, payment of tuition, hearings, and criminal penalties at 105 ILCS 5/10-20.12b(2)(i)-(v).

The IMDMA, 750 ILCS 5/, changed the terms *custody* and *visitation* to *parental responsibility* and *parenting time*, respectively. It also requires a *parenting plan* that allocates: (1) significant decision-making responsibilities; and (2) each parent's right to access his or her child's school records. The IMDMA does not amend ISSRA or the School Code.

17 Based upon 105 ILCS 5/10-20.40, written permission is not required annually; it is valid until a request for discontinuation of the use of biometric information is received or until the student reaches the age of 18. See 7:340-AP1, E5, *Biometric Information Collection Authorization*.

18 Districts must reissue 7:340-AP1, E5, *Biometric Information Collection Authorization* to students turning 18 years of age during the school year. This is because all rights and privileges accorded to a parent under ISSRA become exclusively those of the student upon his or her 18th birthday, graduation from secondary school, marriage, or entry into military service, whichever comes first. 105 ILCS 10/2(g).

19 State law contains two exceptions: (1) the individual who has legal custody/parental responsibility of the student or the student (if over the age of 18) consents to the disclosure; and (2) the disclosure is required by court order. 105 ILCS 10-20.40(b)(5).

20 105 ILCS 5/10-20.40(d). No notification to or approval from the district's local records commission, pursuant to the Local Records Act, is required to destroy student biometric information. See f/n 15 for a discussion about the terms *custody* and *parental responsibility*.

21 Whether the student biometric information is an education record under FERPA or falls under an exception to an education record under FERPA is an issue about which school boards should consult their board attorney. Protected Health Information under the DHS's interpretations of HIPAA excludes education records covered by FERPA, and thus HIPAA requirements are not expected to be triggered by districts collecting student biometric information. However, before implementing policies and procedures to collect student biometric information, a board should discuss these issues with the board attorney.

LEGAL REF.: 20 U.S.C. §1232g, Family Educational Rights and Privacy Act, implemented by 34 C.F.R. Part 99.
50 ILCS 205/7, Local Records Act.
105 ILCS 5/10-20.12~~21~~b,~~5/20.37~~, 5/10-20.40, and 5/14-1.01 et seq.
105 ILCS 10/, Ill. School Student Records Act.
105 ILCS 85/, Student Online Personal Protection Act.
325 ILCS 17/, Children's Privacy Protection and Parental Empowerment Act.
750 ILCS 5/602.11, Ill. Marriage and Dissolution of Marriage Act.
23 Ill.Admin.Code Parts 226 and 375.
Owasso I.S.D. No. I-011 v. Falvo, 534 U.S. 426 (2002).
Chicago Tribune Co. v. Chicago Bd. of Ed., 332 Ill.App.3d 60 (1st Dist. 2002).

CROSS REF.: 5:100 (Staff Development Program), 5:130 (Responsibilities Concerning Internal Information), 7:15 (Student and Family Privacy Rights), 7:220 (Bus Conduct), 7:345 (Use of Educational Technologies; Student Data Privacy and Security)

ADMIN. PROC.: 7:15-E (Notification to Parents of Family Privacy Rights), 7:340-AP1 (School Student Records), 7:340-AP1, E1 (Notice to Parents/Guardians and Students of Their Rights Concerning a Student's School Records), 7:340-AP1, E3 (Letter to Parents and Eligible Students Concerning Military Recruiters and Postsecondary Institutions Receiving Student Directory Information), 7:340-AP1, E4 (Frequently Asked Questions Regarding Military Recruiter Access to Students and Student Information, 7:340-AP1, E5 (Biometric Information Collection Authorization), 7:340-AP2 (Storage and Destruction of School Student Records), 7:340-AP2, E1 (Letter Containing Schedule for Destruction of School Student Records)

RCES Building Report - January 2022

Enrollment Figures by Grade Level at the beginning of December 2021:											Totals
Pre-K	40	37	34	35	34						**180**
Kg	20	20	20	22	22	21	21	21			**167**
1st	21	21	20	22	19	20	19				**142**
2nd	22	22	22	21	21	19	23				**150**
Pri LD/MMI	6										**6**
3rd	25	25	23	25	25	25					**148**
4th	25	24	24	24	24	26					**147**
5th	24	23	23	22	23						**115**
Int LD/MMI	5										**5**
										Total	**1060**

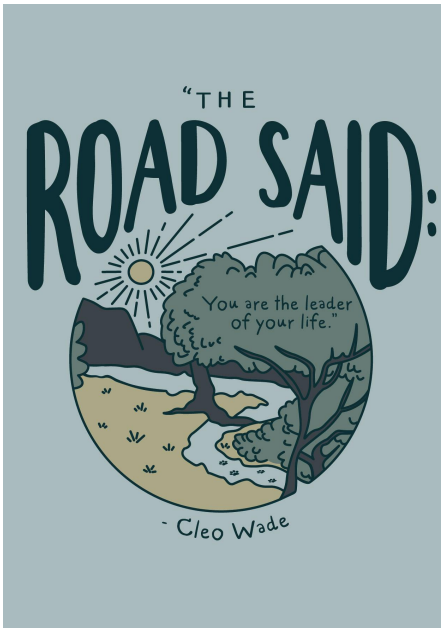
SESE Classes	
ECE	12
Off Site Location	12
Homebound	1
RCES/SESE Total	**25**

December Attendance Percentage:	
Kindergarten	93.09
1st Grade	92.17
2nd Grade	92.15
3rd Grade	94.40
4th Grade	94.00
5th Grade	93.54

December Discipline Report:	
Bus Suspension	0
In School Suspension	0
Out of School Suspension	0

RCES News and Events:

December 23 - January 2 - Christmas Break
January 3 - Teacher Institute Day (Chuck Farnsworth presentation)
January 4 - School Resumes for students “Waking up the Habits” (wore pajamas)
January 14 - 2nd Trimester mid-term
January 17 - No School - Martin Luther King, Jr. Birthday
January 18 - Wearing Leadership T-shirts or school shirts



Richland County Middle School - January 2022

Enrollment:	6th grade ~	158
	7th grade ~	149
	8th grade ~	158
	Offsite	12

Attendance Percentage for November:

6th Grade	93.11%
7th Grade	93.23%
8th Grade	93.13%

Discipline	In School Suspensions	5
	Out of School Suspensions	1

Monthly Activities:	January	3	No Student Attendance - Teacher Institute Day
	January	3	Girls Basketball @ Vincennes Clark - 5:30 PM
	January	4	Girls Basketball v Fairfield - 6:00 PM
	January	4	Boys Basketball @ Charleston - 5:00 PM
	January	6	Boys Basketball @ Waltonville - 6:00 PM Start
	January	6	Girls Basketball v Mt. Vernon, IL - 6:00 PM Start
	January	7	School Resource Officer Day - Celebrate Mr. Ameter!
	January	7	Girls Basketball v Flora - 6:00 PM Start
	January	8	Boys Basketball @ Mt. Zion - 10:30 AM Start
	January	8	7th Grade Girls Basketball @ Flora Tournament
	January	10	Girls Basketball v Mt. Vernon, IL - 5:30 PM Start (8th Grade Night)
	January	11	ERFAE - Noon in RCHS Library
	January	11	Boys Basketball v Vincennes - 5:30 PM Start
	January	13	Girls Basketball Regional - 1st Round @ Flora
	January	13	Boys Basketball v Fairfield - 6:00 PM Start
	January	15	Girls Basketball Regional Final - @ Flora
	January	18	Boys Basketball v North Knox, IN - 5:30 PM Start
	January	20	Boys Basketball @ Red Hill - 6:00 PM Start
	January	25	Boys Basketball v Mt. Vernon, IL - 5:30 PM Start
	January	27	Boys Basketball v Mt Carmel - 6:00 PM Start

Birthdays:	January	3	Comelia Henderson
	January	20	Christy Travis
	January	21	Holly O'Brien

RCHS Building Report

December 2021

Enrollment

Attendance %

per Grade Level for previous month:	Totals		*by Grade Level for previous month*
Freshman	182		88
Sophomore	156		88
Junior	188		89
Senior	158		88
Total	**684**		

Discipline Report

per Grade Level for previous month:	OSS	ISS	*Detention*	*Saturday School*
Freshman	1		9	-
Sophomore	2		6	-
Junior	3		4	3
Senior	-		5	-
Total	**6**		**24**	**3**

Upcoming RCHS News & Events

January	3	No School - Teacher Institute Day
January	3	Boys Varsity Wrestling (Home) vs. Fairfield @ 6-8pm
January	5	Boys Varsity Wrestling (Home) vs. Charleston & Effingham @ 6-8pm
January	6	Boys F/S Basketball (Home) vs. Flora @ 6:15-7:15pm
January	8	Youth Basketball Camp in Auxiliary Gym @ 9-11am
January	8	Little Tigers Soccer Camp in RH & Aux Gym @ 12:30-4:30pm
January	10	Girls JV/Varsity Basketball (Home) vs. Casey-Westfield @ 6:15-9:15pm
January	10	LIC Scholastic Bowl @ 5pm
January	11	Boys F/S Basketball (Home) vs. Fairfield @ 5:15-6:15pm
January	12	Freshmen Orientation in RCPAC
January	13	LIC Scholastic Bowl @ 5pm
January	14	Department Collaboration Day - Student Dismissal @ 2pm
January	15	FFA Sausage Pancake Breakfast in Student Commons @ 6:30am to 12 p.m
January	17	No School - Martin Luther King, Jr Birthday
January	18	Boys Varsity Basketball (Home) vs. Casey-Westfield @ 7:45pm
January	22	Boys Varsity Wrestling (Home) Olney Duals @ 9am
January	24	Girls Varsity Basketball (Home) vs. Lawrenceville @ 7:45
January	25	Girls F/S Basketball (Home) vs. Fairfield @ 6:15pm
January	27	Boys F/S Basketball (Home) vs. Newton @ 6:15
January	29	Girls Varsity Basketball (Home) vs. Edwards Co @ 2:30
January	31	Boys F/S Basketball (Home) vs. Salem @ 6:15

RCHS Accomplishments

Adopt-a-Student Results	Grand total of **$2003.80** raised for FBLA Adopt-a-Student
2021-22 Voice of Democracy	Audio Essay Winners: Carley Greenwood (1st), Reese Smith (2nd), Sarah Ingram (3rd)
13 IL State Scholars:	Isabelle Conn, Katie Crites, Carley Greenwood, Allison Harness, Kaden Hess, Brooks Julian, Cassara Randall, Sara Roark, Gabriel Rodriguez, Reese Smith, Connor Summers, Chase Travis, Sam Vaal.

RCCU#1 Monthly Board Meeting

January 2022 —

Special Needs Coordinator

Mick Whittler

Special Needs Student Data

358 - Total number of students with Individual Education Plans (IEPs)
0 - Total number of students with IEPs/504s attending Optional Education
0 - Total number of students with IEPs/504s attending Safe School
8 - Homebound students (4 which are IEP/504 students)
45 - Number of students attending SESE classrooms or out of district
SESE MSI I and II - North Clay Elementary (3)
SESE MSI IV - North Clay Junior/High (2)
SESE MSI IV - Richland County High (2)
SESE ECE - Richland County Elementary (13)
SESE ED I & II - Clay City Elementary (0)
SESE ED III - Clay City Junior High (1)
SESE ED III - Oblong Elementary (1)
SESE ED IV - Oblong High (5)
SESE ED IV - North Clay High (1)
SESE Autism I, II, & III - Clay City Elementary/Junior High (10)
SESE Autism III & IV - Clay City High (3)
Fresh Start ED - TLC in Effingham (3)
Illinois School for the Visually Impaired - Jacksonville (1)
59 - Total number of students with Section 504 accommodation plans
9 - Total number of pending re-evaluations
1 - Total number of pending initial evaluations
2 - Total number of move in students
4 - Total number of students who left district
61 - Total number of meetings held in December

MSI - Moderate to Severely Impaired
ED - Emotional Disability
ECE - Early Childhood Education
SESE - Southeastern Special Education Cooperative
TLC - Treatment and Learning Center

RICHLAND COUNTY COMMUNITY UNIT SCHOOL DISTRICT NO. 1
OLNEY, ILLINOIS

TREASURER'S REPORT

	Beginning Cash Balance	Cash Receipts/Adjusting Entries Month Ended	Cash Disbursements/ Adjusting Entries Month Ended	Investments Cashed(+) or Invested(-)	Cash Balance	Certificate of Deposit Investments	CD and Cash Total
Fund	11/30/21	12/31/21	12/31/21	12/31/21	12/31/21	12/31/21	12/31/21
Education	$ 4,822,887.91	$ 1,828,464.29	$ 1,889,351.14	$ 1,700,000.00	6,462,001.06	7,450,000.00	13,912,001.06
Building and Grounds	$ 1,917,631.55	$ 2,298.39	$ 56,022.03		1,863,907.91	1,700,000.00	3,563,907.91
Debt Service	$ 1,083,725.88	$ 143,160.46	$ -		1,226,886.34		1,226,886.34
Transportation	$ 945,876.39	$ 1,074.16	$ 89,616.10		857,334.45	500,000.00	1,357,334.45
IMRF/Social Security	$ 637,667.84	$ 1,392.07	$ 1,073,282.90	$ 1,000,000.00	565,777.01	500,000.00	1,065,777.01
Capital Projects	$ 263,367.15	$ 92.72	$ -		263,459.87		263,459.87
Working Cash	$ 862,081.91	$ 464.55	$ -		862,546.46	-	862,546.46
Tort	$ 1,214,574.32	$ 2,397.41	$ 1,121.50		1,215,850.23		1,215,850.23
Life Safety	$ 301,922.86	$ 267.34	$ 537.50		301,652.70		301,652.70
Total	**12,049,735.81**	**1,979,611.39**	**3,109,931.17**	**2,700,000.00**	**13,619,416.03**	**10,150,000.00**	**23,769,416.03**
Add CD's	12,850,000.00						
Total with CD's	**24,899,735.81**	**1,979,611.39**	**3,109,931.17**		**23,769,416.03**		
Assets							
Health Fund Checking	135,050.62				149,531.96		
IHI Reserve Checking	13,048.75				13,053.19		
Building Trades	$ -				-		
Revolving Funds	$ 8,000.00				8,000.00		
Total Assets	**156,099.37**				**170,585.15**		
Total with Assets	**25,055,835.18**				**23,940,001.18**		

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FDTLOC FUNC OBJ SJ	Account Level Description	Beginning Balance	December 2021-22 Beginning Balance	December 2021-22 Monthly Activity	Ending Balance	2021-22 FYTD Activity
10A010 1052 0000 00 000000	RCHS Revolving Fund	6,000.00	6,000.00	0.00	6,000.00	0.00
10A010 1053 0000 00 000000	RCMS Revolving Fund	2,000.00	2,000.00	0.00	2,000.00	0.00
10A010 1120 0000 00 000000	ED Cash On Hand	6,916,942.99	4,822,887.91	1,636,607.27	6,459,495.18	-457,447.81
10A010 1125 0000 00 000000	IHI Reserve MMCH	11,818.89	11,840.74	4.44	11,845.18	26.29
10A010 1126 0000 00 000000	RCCU Health Ins CH	153,604.39	135,505.62	14,026.34	149,531.96	-4,072.43
10A010 1210 0000 00 000000	ED CD	5,500,000.00	9,150,000.00	-1,700,000.00	7,450,000.00	1,950,000.00
10A010 1721 0000 00 000000	Building Trades 1403 Heather L	0.00	0.00	0.00	0.00	0.00
10A010 1722 0000 00 000000		0.00	0.00	0.00	0.00	0.00
10A010 1723 0000 00 000000	1311 Heather Lane	0.00	0.00	0.00	0.00	0.00
10A999 1260 0000 00 000000	Studnt Activ Fnd Cash/Invest	0.00	0.00	0.00	0.00	0.00
10A--- ---- ---- -- ------		12,590,366.27	14,128,234.27	-49,361.95	14,078,872.32	1,488,506.05
10L010 4310 0000 00 000000	Accounts Payable	0.00	0.00	0.00	0.00	0.00
10L010 4811 0000 00 000000	TRS (Teacher Retire System)	0.00	0.00	0.00	0.00	0.00
10L010 4812 0000 00 000000	FIT (Federal Income Tax)	0.00	0.00	-21.43	-21.43	-21.43
10L010 4813 0000 00 000000	SIT (State Income Tax)	0.00	0.00	1,880.58	1,880.58	1,880.58
10L010 4814 0000 00 000000	IMRF(IL Municipal Retire Fund)	0.00	0.00	-86.38	-86.38	-86.38
10L010 4815 0000 00 000000	Annuities Payable	0.00	0.00	0.00	0.00	0.00
10L010 4816 0000 00 000000	Employee Ins Payable	-150,898.31	-132,821.39	-13,419.78	-146,241.17	4,657.14
10L010 4817 0000 00 000000	FICA (Fed Ins Contrib Act)	0.00	0.00	-507.10	-507.10	-507.10
10L010 4817 0000 10 000000	Medicare - N/C	0.00	0.00	0.00	0.00	0.00
10L010 4818 0000 00 000000	Medicare Cert	0.00	0.00	-5.89	-5.89	-5.89
10L010 4819 0000 00 000000	Other P/R Deduction	-7,679.80	-7,679.80	635.10	-7,044.70	635.10
10L010 4990 0000 00 000000	Misc Liab Direct Deposit	0.00	0.00	0.00	0.00	0.00
10L100 9235 0000 00 000000	Future Tigers	0.00	0.00	0.00	0.00	0.00
10L--- ---- ---- -- ------		-158,578.11	-140,501.19	-11,524.90	-152,026.09	6,552.02
10Q010 7300 0000 00 000000	ED Fund Balance	-1,810,053.98	-1,810,053.98	0.00	-1,810,053.98	0.00
10Q010 7310 0000 00 000000	ED Rev/Exp Summary	-9,508,901.74	-11,064,846.66	60,886.85	-11,003,959.81	-1,495,058.07
10Q010 7320 0000 00 000000	Emcumbrance	0.00	0.00	0.00	0.00	0.00
10Q010 7330 0000 00 000000	Excess/Difference	-1,112,832.44	-1,112,832.44	0.00	-1,112,832.44	0.00
10Q999 7150 0000 00 000000	Reserved StudentActiv Fund Bal	0.00	0.00	0.00	0.00	0.00
10Q--- ---- ---- -- ------		-12,431,788.16	-13,987,733.08	60,886.85	-13,926,846.23	-1,495,058.07
10---- ---- ---- -- ------		0.00	0.00	0.00	0.00	0.00
20A010 1120 0000 00 000000	BLDG CASH ON HAND	598,491.15	1,917,631.55	-53,723.64	1,863,907.91	1,265,416.76
20A010 1210 0000 00 000000	BLDG CD	2,000,000.00	1,700,000.00	0.00	1,700,000.00	-300,000.00
20A010 1310 0000 00 000000	DUE FROM BLDG FUND	0.00	0.00	0.00	0.00	0.00
20A--- ---- ---- -- ------		2,598,491.15	3,617,631.55	-53,723.64	3,563,907.91	965,416.76

FDTLOC FUNC OBJ SJ	Account Level Description	Beginning Balance	December 2021-22 Beginning Balance	December 2021-22 Monthly Activity	Ending Balance	2021-22 FYTD Activity
20L010 4310 0000 00 000000	Accounts Payable	0.00	0.00	0.00	0.00	0.00
20L010 4812 0000 00 000000	FIT	0.00	0.00	0.00	0.00	0.00
20L010 4813 0000 00 000000	SIT	0.00	0.00	0.00	0.00	0.00
20L010 4814 0000 00 000000	IMRF	0.00	0.00	0.00	0.00	0.00
20L010 4815 0000 00 000000	ANNUITIES PAYABLE	0.00	0.00	0.00	0.00	0.00
20L010 4816 0000 00 000000	EMPLOYEE INS PAYABLE	0.00	0.00	0.00	0.00	0.00
20L010 4817 0000 00 000000	FICA	0.00	0.00	0.00	0.00	0.00
20L010 4817 0000 10 000000	MEDICARE N/C	0.00	0.00	0.00	0.00	0.00
20L010 4818 0000 00 000000	MEDICARE CERT	0.00	0.00	0.00	0.00	0.00
20L010 4819 0000 00 000000	OTHER P/R DEDUCTIONS	0.00	0.00	0.00	0.00	0.00
20L010 4990 0000 00 000000	MISC LIAB DIRECT DEP	0.00	0.00	0.00	0.00	0.00
20L--- ---- ---- -- ------		0.00	0.00	0.00	0.00	0.00
20Q010 7300 0000 00 000000	BLDG FUND BALANCE	-120,593.72	-120,593.72	0.00	-120,593.72	0.00
20Q010 7310 0000 00 000000	BLDG REV/EXP SUMMARY	-2,170,237.54	-3,189,377.94	53,723.64	-3,135,654.30	-965,416.76
20Q010 7320 0000 00 000000	Emcumbrance	0.00	0.00	0.00	0.00	0.00
20Q010 7330 0000 00 000000	EXCESS/DIFFERENCE	-307,659.89	-307,659.89	0.00	-307,659.89	0.00
20Q--- ---- ---- -- ------		-2,598,491.15	-3,617,631.55	53,723.64	-3,563,907.91	-965,416.76
20---- ---- ---- -- ------		0.00	0.00	0.00	0.00	0.00
30A010 1120 0000 00 000000	DEBT SERVICES CASH ON HAND	575,276.57	1,083,725.88	143,160.46	1,226,886.34	651,609.77
30A010 1210 0000 00 000000	DEBT SERVICES CD	0.00	0.00	0.00	0.00	0.00
30A--- ---- ---- -- ------		575,276.57	1,083,725.88	143,160.46	1,226,886.34	651,609.77
30L010 4310 0000 00 000000	Accounts Payable	0.00	0.00	0.00	0.00	0.00
30L--- ---- ---- -- ------		0.00	0.00	0.00	0.00	0.00
30Q010 7300 0000 00 000000	DEBT SERVICES FUND BALANCE	-282,524.23	-282,524.23	0.00	-282,524.23	0.00
30Q010 7310 0000 00 000000	BOND REV/EXP SUMMARY	221,681.16	-286,768.15	-143,160.46	-429,928.61	-651,609.77
30Q010 7320 0000 00 000000	BOND AND INTEREST	0.00	0.00	0.00	0.00	0.00
30Q010 7330 0000 00 000000	EXCESS/DIFFERENCE	-514,433.50	-514,433.50	0.00	-514,433.50	0.00
30Q--- ---- ---- -- ------		-575,276.57	-1,083,725.88	-143,160.46	-1,226,886.34	-651,609.77
30---- ---- ---- -- ------		0.00	0.00	0.00	0.00	0.00
40A010 1120 0000 00 000000	TRANS CASH ON HAND	602,696.84	945,876.39	-88,541.94	857,334.45	254,637.61
40A010 1125 0000 00 000000	TRANS IHI RESERVE	1,208.01	1,208.01	0.00	1,208.01	0.00
40A010 1210 0000 00 000000	TRANS CD	500,000.00	500,000.00	0.00	500,000.00	0.00
40A--- ---- ---- -- ------		1,103,904.85	1,447,084.40	-88,541.94	1,358,542.46	254,637.61

FDTLOC FUNC OBJ SJ	Account Level Description	Beginning Balance	December 2021-22 Beginning Balance	December 2021-22 Monthly Activity	Ending Balance	2021-22 FYTD Activity
40L010 4310 0000 00 000000	Accounts Payable	0.00	0.00	0.00	0.00	0.00
40L010 4811 0000 00 000000	TRS	0.00	0.00	0.00	0.00	0.00
40L010 4812 0000 00 000000	FIT	0.00	0.00	0.00	0.00	0.00
40L010 4813 0000 00 000000	SIT	0.00	0.00	0.00	0.00	0.00
40L010 4814 0000 00 000000	IMRF	0.00	0.00	0.00	0.00	0.00
40L010 4815 0000 00 000000	ANNUITIES PAYABLE	0.00	0.00	0.00	0.00	0.00
40L010 4816 0000 00 000000	EMPLOYEE INS PAYABLE	0.00	0.00	0.00	0.00	0.00
40L010 4817 0000 00 000000	FICA	0.00	0.00	0.00	0.00	0.00
40L010 4817 0000 10 000000	MEDICARE N/C	0.00	0.00	0.00	0.00	0.00
40L010 4818 0000 00 000000	MEDICARE CERT	0.00	0.00	0.00	0.00	0.00
40L010 4819 0000 00 000000	OTHER P/R DEDUCTIONS	-130.14	-130.14	0.00	-130.14	0.00
40L010 4990 0000 00 000000	MISC LIAB DIRECT DEPOSIT	0.00	0.00	0.00	0.00	0.00
40L--- ---- ---- -- ------		-130.14	-130.14	0.00	-130.14	0.00
40Q010 7300 0000 00 000000	TRANS FUND BALANCE	-125,788.52	-125,788.52	0.00	-125,788.52	0.00
40Q010 7310 0000 00 000000	TRAN REV/EXP SUMMARY	-861,639.09	-1,204,818.64	88,541.94	-1,116,276.70	-254,637.61
40Q010 7320 0000 00 000000	Emcumbrance	0.00	0.00	0.00	0.00	0.00
40Q010 7330 0000 00 000000	EXCESS/DIFFERENCE	-116,347.10	-116,347.10	0.00	-116,347.10	0.00
40Q--- ---- ---- -- ------		-1,103,774.71	-1,446,954.26	88,541.94	-1,358,412.32	-254,637.61
40---- ---- ---- -- ------		0.00	0.00	0.00	0.00	0.00
50A010 1120 0000 00 000000	IMRF CASH ON HAND	289,259.84	637,667.84	-70,250.97	567,416.87	278,157.03
50A010 1210 0000 00 000000	IMRF CD	1,200,000.00	1,500,000.00	-1,000,000.00	500,000.00	-700,000.00
50A--- ---- ---- -- ------		1,489,259.84	2,137,667.84	-1,070,250.97	1,067,416.87	-421,842.97
50L010 4310 0000 00 000000	Accounts Payable	0.00	0.00	0.00	0.00	0.00
50L010 4814 0000 00 000000	IMRF	0.00	0.00	-1,126.87	-1,126.87	-1,126.87
50L010 4817 0000 00 000000	FICA	0.00	0.00	-507.10	-507.10	-507.10
50L010 4818 0000 00 000000	MEDICARE	0.00	0.00	-5.89	-5.89	-5.89
50L010 4990 0000 00 000000	MISC LIAB DD	0.00	0.00	0.00	0.00	0.00
50L--- ---- ---- -- ------		0.00	0.00	-1,639.86	-1,639.86	-1,639.86
50Q010 7300 0000 00 000000	IMRF FUND BALANCE	-151,984.58	-151,984.58	0.00	-151,984.58	0.00
50Q010 7310 0000 00 000000	IMRF/SS REV/EXP SUMMARY	-1,135,928.82	-1,784,336.82	1,071,890.83	-712,445.99	423,482.83
50Q010 7330 0000 00 000000	EXCESS/DIFFERENCE	-201,346.44	-201,346.44	0.00	-201,346.44	0.00
50Q--- ---- ---- -- ------		-1,489,259.84	-2,137,667.84	1,071,890.83	-1,065,777.01	423,482.83
50---- ---- ---- -- ------		0.00	0.00	0.00	0.00	0.00

FDTLOC FUNC OBJ SJ	Account Level Description	Beginning Balance	December 2021-22 Beginning Balance	December 2021-22 Monthly Activity	Ending Balance	2021-22 FYTD Activity
60A010 1120 0000 00 000000	Site & Construction Cash in on	270,787.45	263,367.15	92.72	263,459.87	-7,327.58
60A010 1210 0000 00 000000	Site CD	0.00	0.00	0.00	0.00	0.00
60A--- ---- ---- -- ------		270,787.45	263,367.15	92.72	263,459.87	-7,327.58
60L010 4310 0000 00 000000	Accounts Payable	0.00	0.00	0.00	0.00	0.00
60L--- ---- ---- -- ------		0.00	0.00	0.00	0.00	0.00
60Q010 7300 0000 00 000000	SITE & CONST FUND BALANCE	0.00	0.00	0.00	0.00	0.00
60Q010 7310 0000 00 000000	SITE/CONSTRUCTION REV/EXP SUM	-270,787.45	-263,367.15	-92.72	-263,459.87	7,327.58
60Q010 7320 0000 00 000000	Emcumbrance	0.00	0.00	0.00	0.00	0.00
60Q010 7330 0000 00 000000	EXCESS/DIFFERENCE	0.00	0.00	0.00	0.00	0.00
60Q--- ---- ---- -- ------		-270,787.45	-263,367.15	-92.72	-263,459.87	7,327.58
60---- ---- ---- -- ------		0.00	0.00	0.00	0.00	0.00
70A010 1120 0000 00 000000	WORKING CASH - CASH ON HAND	735,898.55	862,081.91	464.55	862,546.46	126,647.91
70A010 1210 0000 00 000000	WORKING CASH CD	0.00	0.00	0.00	0.00	0.00
70A--- ---- ---- -- ------		735,898.55	862,081.91	464.55	862,546.46	126,647.91
70Q010 7300 0000 00 000000	WORKING CASH FUND BALANCE	-1,482,040.21	-1,482,040.21	0.00	-1,482,040.21	0.00
70Q010 7310 0000 00 000000	WORKING CASH REV/EXP SUMMARY	860,644.12	734,460.76	-464.55	733,996.21	-126,647.91
70Q010 7330 0000 00 000000	EXCESS/DIFFERENCE	-114,502.46	-114,502.46	0.00	-114,502.46	0.00
70Q--- ---- ---- -- ------		-735,898.55	-862,081.91	-464.55	-862,546.46	-126,647.91
70---- ---- ---- -- ------		0.00	0.00	0.00	0.00	0.00
80A010 1120 0000 00 000000	Tort Cash on Hand	0.00	1,214,574.32	1,275.91	1,215,850.23	1,215,850.23
80A--- ---- ---- -- ------		0.00	1,214,574.32	1,275.91	1,215,850.23	1,215,850.23
80L010 4310 0000 00 000000	Accounts Payable	0.00	0.00	0.00	0.00	0.00
80L--- ---- ---- -- ------		0.00	0.00	0.00	0.00	0.00
80Q010 7300 0000 00 000000	Tort Fund Balance	0.00	0.00	0.00	0.00	0.00
80Q010 7310 0000 00 000000	TORT REV/EXP SUMMARY	227,330.44	-987,243.88	-1,275.91	-988,519.79	-1,215,850.23
80Q010 7320 0000 00 000000	Tort Encumbrance	0.00	0.00	0.00	0.00	0.00
80Q010 7330 0000 00 000000	EXCESS/DIFFERENCE	-227,330.44	-227,330.44	0.00	-227,330.44	0.00
80Q--- ---- ---- -- ------		0.00	-1,214,574.32	-1,275.91	-1,215,850.23	-1,215,850.23
80---- ---- ---- -- ------		0.00	0.00	0.00	0.00	0.00

FDTLOC FUNC OBJ SJ	Account Level Description	Beginning Balance	December 2021-22 Beginning Balance	December 2021-22 Monthly Activity	Ending Balance	2021-22 FYTD Activity
90A010 1120 0000 00 000000	LIFE SAFETY CASH ON HAND	269,471.04	301,922.86	-270.16	301,652.70	32,181.66
90A010 1210 0000 00 000000	LIFE SAFETY CD	0.00	0.00	0.00	0.00	0.00
90A--- ---- ---- -- ------		269,471.04	301,922.86	-270.16	301,652.70	32,181.66
90L010 4310 0000 00 000000	Accounts Payable	0.00	0.00	0.00	0.00	0.00
90L010 4812 0000 00 000000	L/S FIT	0.00	0.00	0.00	0.00	0.00
90L010 4813 0000 00 000000	L/S SIT	0.00	0.00	0.00	0.00	0.00
90L010 4817 0000 00 000000	L/S FICA	0.00	0.00	0.00	0.00	0.00
90L010 4817 0000 10 000000	L/S Medicare NC	0.00	0.00	0.00	0.00	0.00
90L--- ---- ---- -- ------		0.00	0.00	0.00	0.00	0.00
90Q010 7300 0000 00 000000	LIFE SAFETY FUND BALANCE	-1,128,737.03	-1,128,737.03	0.00	-1,128,737.03	0.00
90Q010 7310 0000 00 000000	LIFE SAFETY REV/EXP SUMMARY	148,663.65	116,211.83	270.16	116,481.99	-32,181.66
90Q010 7320 0000 00 000000	Emcumbrance	0.00	0.00	0.00	0.00	0.00
90Q010 7330 0000 00 000000	EXCESS/DIFFERENCE	710,602.34	710,602.34	0.00	710,602.34	0.00
90Q--- ---- ---- -- ------		-269,471.04	-301,922.86	270.16	-301,652.70	-32,181.66
90---- ---- ---- -- ------		0.00	0.00	0.00	0.00	0.00

Grand Asset Totals	19,633,455.72	25,056,290.18	-1,117,155.02	23,939,135.16	4,305,679.44
Grand Liability Totals	-158,708.25	-140,631.33	-13,164.76	-153,796.09	4,912.16
Grand Equity Totals	-19,474,747.47	-24,915,658.85	1,130,319.78	-23,785,339.07	-4,310,591.60
Grand Totals	0.00	0.00	0.00	0.00	0.00

Number of Accounts: 111

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

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
31277	AIRGAS USA, LLC, A	01/13/2022	COMPRESSED GAS N.O.S.	52.25	52.25
31278	AMERICAN SCHOOL COUNS	01/13/2022	ASCA membership	258.00	258.00
31279	AMETER, REAGEN LEE	01/13/2022	TUTORING 8.25 HOURS	99.00	99.00
31280	APPLE, INC	01/13/2022	iMac JFF	1,879.00	1,879.00
31281	AUTO WHEEL AND RIM SE	01/13/2022	Supplies for the School Year 2021-2022	161.31	326.77
			Supplies for the School Year 2021-2022	129.49	
			Supplies for the School Year 2021-2022	35.97	
31282	BISHOP, SUSAN L	01/13/2022	SUPPLIES AND CONSULTING	289.31	289.31
31283	BOLDT, SIDNEE ELIZABE	01/13/2022	TUTORING 3.5 HOURS	42.00	42.00
31284	BROWN, BRAELYNN ELLA	01/13/2022	TUTORING 7 HOURS	84.00	84.00
31285	BUSHUE BACKGROUND SCR	01/13/2022	BACKGROUND SCREENING	378.00	378.00
31286	CARLE	01/13/2022	MENTAL HEALTH FIRST AID CLASSES	1,118.75	1,156.75
	voided + reissued as seperate checks		Drug test for bus drivers	38.00	
31287	CRAIG, RYLAN JARRETT	01/13/2022	TUTORING 3.5 HOURS	42.00	42.00
31288	CRAWFORD, COURTNEY NI	01/13/2022	TUTORING 12.5 HOURS	150.00	150.00
31289	DATA MANAGEMENT SHRED	01/13/2022	SHREDDING	45.00	45.00
31290	DECKER EQUIPMENT	01/13/2022	SINGLE BELT SYSTEM	616.00	616.00

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			W/STAINLESS STEEL POST AND 13 LB BASE		
31291	ELLISON, NATALIE ELAI	01/13/2022	TUTORING 12.5 HOURS	150.00	150.00
31292	FISHER AUTO PARTS	01/13/2022	STATEMENT	106.14	106.14
31293	FLANAGAN, KAITLYN NIC	01/13/2022	TUTORING 3.5 HOURS	42.00	42.00
31294	FOLLETT SCHOOL SOLUTI	01/13/2022	3rd and 4th Quarter books, 2021-22	494.77	494.77
31295	GRAINGER	01/13/2022	THREADED STEM CASTE	105.46	261.08
			ELECTRIC CHARGES	115.65	
			PORTABLE CORD	39.97	
31296	HAHN, TYLER MARIE	01/13/2022	TUTORING 12 HOURS	192.00	192.00
31297	HEINEMANN	01/13/2022	Math by the Book Resource 2nd Grade Set	66.00	66.00
31298	HINTERSCHER, DAVID	01/13/2022	December Mileage	304.19	304.19
31299	ITSAVVY LLC	01/13/2022	Digital Equity - Chromebook Carts	43,225.00	43,225.00
31300	JASPER COUNTY HEALTH	01/13/2022	Vision/Hearing Screenings	2,585.70	2,585.70
31301	KEYS, JOY L	01/13/2022	FOOD SERVICE REFUND	31.35	31.35
31302	LEARNING WITHOUT TEAR	01/13/2022	Classroom supplies for Megan Hagan	689.17	689.17
31303	MAYS, ALYVIA GRACE	01/13/2022	TUTORING 8.75 HOURS	105.00	105.00
31304	Vendor Continued Void	01/13/2022			0.00
31305	MILLER OFFICE EQUIPME	01/13/2022	Ink for copiers	244.00	2,892.80

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			(Workrooms, Color Copiers, Fax Machine)		
			Ink for copiers (Workrooms, Color Copiers, Fax Machine)	884.00	
			Ink for copiers (Workrooms, Color Copiers, Fax Machine)	330.00	
			Labor for Copiers (Workrooms, Color Copiers, Fax Machine)	68.00	
			Parts for Copies (Workrooms, Color Copiers, Fax Machine)	513.00	
			Labor for Copiers (Workrooms, Color Copiers, Fax Machine)	68.00	
			Parts for Copies (Workrooms, Color Copiers, Fax Machine)	350.00	
			Copier Supplies	98.00	
			Supplies on copier/printer in teacher workroom	337.80	
31306	MILLER, TRACY, BRAUN	01/13/2022	PROFESSIONAL SERVICES	925.00	925.00

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
31307	MISSOURI COMMUNITY AC	01/13/2022	McKinney Vento-Improvement of Instruction Poverty Simulation Kit	2,625.00	2,625.00
31308	NAVIGATE360, LLC	01/13/2022	Navigate 360 143113	5,167.51	5,167.51
31309	PARIS MACHINE	01/13/2022	MEYER SNOW PLOW	7,060.00	7,060.00
31310	PARRENT, TREVOR JACOB	01/13/2022	TUTORING 7 HOURS	112.00	112.00
31311	PIZZA FAST / SUB FAST	01/13/2022	Prevention Initiative family/group encounter	84.18	84.18
31312	PRAIRIE FARMS DAIRY,	01/13/2022	458 459 462	9,573.34	9,573.34
31313	PRINTFORCE, INC	01/13/2022	Envelopes and passes	171.25	327.91
			Printing for the School Year 2021-2022	156.66	
31314	READ'S INC.	01/13/2022	MIDDLE SCHOOL	732.20	732.20
31315	RENAISSANCE LEARNING,	01/13/2022	VLEARN 90 MINUTE REMOTE SESSION	450.00	450.00
31316	SCHOOL HEALTH CORP	01/13/2022	School Heatlh Corporation-- $2500 - To be used by nurses thru year for supplies and to replenish teacher first aid boxes.	250.84	250.84
31317	SCHOOL SPECIALTY LLC	01/13/2022	SUPPLIES PE	33.52	33.52
31318	SEALS, MARLA LOUISE	01/13/2022	MEDICAL REIMBURSEMENT	200.00	200.00

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
31319	SECURITY ALARM CORP	01/13/2022	VIDEO REMOTE VIEWING SERVICE	540.00	4,400.00
			MIDDLE SCHOOL FIRE ALARM INSPECTION	575.00	
			ELEM SCHOOL FIRE ALARM INSPECTION	625.00	
			ELEM SCHOOL SYSTEM BATTERYR	210.00	
			HIGH SCHOOL SYSTEM BATTERY	2,450.00	
31320	SOUTH EASTERN SPECIAL	01/13/2022	FEES	99,659.75	99,659.75
31321	SPILLMAN, SCOTT	01/13/2022	DECEMBER MILEAGE	470.40	470.40
31322	STEVENSON, KAYLEIGH M	01/13/2022	TUTORING 2.5 HOURS	30.00	30.00
31323	TEDFORD, PAIGE CHERYL	01/13/2022	TUTORING 9.75 HOURS	156.00	156.00
31324	TEDFORD, TAYLOR JILL	01/13/2022	TUTORING 6.25 HOURS	75.00	75.00
31325	TOMLIN, LINDSEY JAMES	01/13/2022	December Mileage	23.52	23.52
31326	TYLER, JILLIAN GRACE	01/13/2022	TUTORING 3.5 HOURS	42.00	42.00
31327	VAAL, SAMUEL WILLIAM	01/13/2022	TUTORING 3.5 HOURS	42.00	42.00
31328	WABASH FOOD SERVICE	01/13/2022	54450 54452 54454	32,718.52	32,718.52
31329	WHITTLER, MADELINE MA	01/13/2022	TUTORING 8.75 HOURS	105.00	105.00
31330	WYATT, HEAVEN LEIGH	01/13/2022	TUTORING 6 HOURS	72.00	72.00
31331	YELLOW FOLDER	01/13/2022	ELECTRONIC FILING SYSTEM	13,176.00	13,176.00

55 Computer Check(s) For a Total of 235,074.97

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
202100021	KS STATEBANK	01/01/2022	FEB SHORTEL TELEPHONE SYSTEM - CONTRACT	2,446.43	2,446.43
	1 Wire Transfer	Check(s) For a Total of			2,446.43

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
31332	CARLE	01/21/2022	Drug test for bus drivers	38.00	38.00
31333	KOCHER, BRITTANIA J	01/21/2022	12/1/2021-12/31/2021 Mileage	74.48	74.48
31334	KOCHER, DAWN M	01/21/2022	11/30/2021-12/22/2021 Travel	102.48	102.48
31335	SIMPSON, CHRIS A	01/21/2022	11/1/2021-11/30/2021 November Mileage	38.08	157.92
			12/1/2021-12/31/2021 December Mileage	119.84	
31336	ZUBER, AMANDA M	01/21/2022	4/29/2021-12/23/2021 Mileage from picking up office supplies	25.98	25.98

253

5 Computer Check(s) For a Total of 398.86

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
31337	CARLE	01/21/2022	MENTAL HEALTH FIRST AID CLASSES	1,118.75	1,118.75
	1 Computer	Check(s) For a Total of			1,118.75

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REPORT SPECIFICATIONS

DISTRICT:	Richland County Community Unit #1		
REPORT TITLE:	AP Invoice Listing Report		
REQUESTED BY:	cgraves	DATE:	01/04/22
PROGRAM NAME:	fin/3aprpt01.	TIME:	10:46:01 AM
COPIES:	1	LPI:	6
RUN ON SERVER:	yes	CREATE ASCII FILE:	NO

****

REPORT SEQUENCE:	Vendor		
INVOICE TYPE(S):	BATCH, OPEN, HISTORY		
CHECK TYPE(S):	ALL		
PRINT DETAIL:	no	PRINT ACCOUNTING:	no
STARTING PO #:	0	ENDING PO #:	9999999999
STARTING INVOICE #:		ENDING INVOICE #:	ZZZZZZZZZZZZZZZZZZZZ
STARTING VENDOR KEY:		ENDING VENDOR KEY:	ZZZZZZZZZZZ
STARTING BATCH #:	DECA	ENDING BATCH #:	DECZ
STARTING BANK CASH CODE:		ENDING BANK CASH CODE:	ZZZZZ
STARTING INVOICE DATE:		ENDING INVOICE DATE:	12/31/9999
STARTING DUE DATE:		ENDING DUE DATE:	12/31/9999
STARTING CREATED BY:		ENDING CREATED BY:	ZZZZZZZZZZZ
STARTING CREATED DATE:	07/01/2021	ENDING CREATED DATE:	12/31/9999
STARTING INVOICE AMOUNT:	-999,999,999.00	ENDING INVOICE AMOUNT:	9999,999,999.99

VEN-KEY	VENDOR NAME / ACH VOID DOWNLOAD	INVOICE # / DISCOUNT DESCRIPTION	PO NUMBER	BATCH / DISC AMT	BANK	DESCRIPTION / ADJUSTMENT DESCRIPTION	LQ / FY	S	INV DATE / ADJ AMT	DUE DATE / CHECK NBR	C	NET AMOUNT / INVOICE AMOUNT
AFPLANSE000	AFPLANSERV	21113079884	9002200006	DECPP	TRUST	PLAN FEE BILLING	H 21-22		12/15/2021	12/20/2021 31218	R	$63.00 $63.00
						NUMBER OF INVOICES: 1						**$63.00**
AMEREN I000	AMEREN ILLINOIS	12012021	9002200008	DECPP	TRUST	ELECTRIC CHARGES	H 21-22		12/03/2021	12/13/2021 30972	R	$9,570.92 $9,570.92
						NUMBER OF INVOICES: 1						**$9,570.92**
BAUERHAU000	BAUERHAUS CATERING	01032022	0000000000	DECPP	TRUST	STAFF DEVELOPMENT CATERING	H 21-22		12/17/2021	12/20/2021 31219	R	$558.30 $558.30
						NUMBER OF INVOICES: 1						**$558.30**
BISHOSUS001	BISHOP, SUSAN L.	112221	0000000000	DECPP	TRUST	CONSULTING AND SUPPLIES	H 21-22		11/22/2021	12/14/2021 31145	R	$845.80 $845.80
						NUMBER OF INVOICES: 1						**$845.80**
BLICK AR000	BLICK ART MATERIALS	7389199	3002200105	DECPP	TRUST	classroom supplies	H 21-22		11/03/2021	11/30/2021 30963	R	$21.96 $21.96
BLICK AR000	BLICK ART MATERIALS	7389521	3002200105	DECPP	TRUST	classroom supplies	H 21-22		11/03/2021	11/30/2021 30963	R	$27.31 $27.31
BLICK AR000	BLICK ART MATERIALS	7615942	3002200105	DECPP	TRUST	classroom supplies	H 21-22		12/07/2021	12/20/2021 31220	R	$255.06 $255.06
						NUMBER OF INVOICES: 3						**$304.33**
C & T / 000	C & T / RICHLAND MOTOR PARTS	139546	0000000000	DECPP	TRUST	Misc. Shop Supplies	H 21-22		12/08/2021	12/28/2021 31234	R	$18.36 $18.36
C & T / 000	C & T / RICHLAND MOTOR PARTS	140587	0000000000	DECPP	TRUST	Misc. Shop Supplies	H 21-22		12/21/2021	12/28/2021 31234	R	$342.00 $342.00

VEN-KEY	VENDOR NAME / ACH VOID DOWNLOAD	INVOICE # / DISCOUNT DESCRIPTION	PO NUMBER	BATCH / DISC AMT	BANK	DESCRIPTION / ADJUSTMENT DESCRIPTION	LQ / FY	S	INV DATE / ADJ AMT	DUE DATE	C / CHECK NBR	NET AMOUNT / INVOICE AMOUNT
						NUMBER OF INVOICES: 2						**$360.36**
CINTAS	000 CINTAS	4100863042	0000000000	DECCINT	TRUST	supplies	H		11/05/2021	12/14/2021	R	$89.54
							21-22				31144	$89.54
CINTAS	000 CINTAS	4100863065	0000000000	DECCINT	TRUST	supplies	H		11/05/2021	12/14/2021	R	$100.58
							21-22				31144	$100.58
CINTAS	000 CINTAS	4100863067	0000000000	DECCINT	TRUST	supplies	H		11/05/2021	12/14/2021	R	$81.13
							21-22				31144	$81.13
CINTAS	000 CINTAS	4101558151	0000000000	DECCINT	TRUST	supplies	H		11/12/2021	12/14/2021	R	$81.13
							21-22				31144	$81.13
CINTAS	000 CINTAS	4101558169	0000000000	DECCINT	TRUST	supplies	H		11/12/2021	12/14/2021	R	$100.58
							21-22				31144	$100.58
CINTAS	000 CINTAS	4101558192	0000000000	DECCINT	TRUST	supplies	H		11/12/2021	12/14/2021	R	$89.54
							21-22				31144	$89.54
CINTAS	000 CINTAS	4102284048	0000000000	DECCINT	TRUST	supplies	H		11/19/2021	12/14/2021	R	$89.54
							21-22				31144	$89.54
CINTAS	000 CINTAS	4102284103	0000000000	DECCINT	TRUST	supplies	H		11/19/2021	12/14/2021	R	$100.58
							21-22				31144	$100.58
CINTAS	000 CINTAS	4102284123	0000000000	DECCINT	TRUST	supplies	H		11/19/2021	12/14/2021	R	$81.13
							21-22				31144	$81.13
CINTAS	000 CINTAS	4103017850	0000000000	DECCINT	TRUST	supplies	H		11/29/2021	12/14/2021	R	$100.58
							21-22				31144	$100.58
CINTAS	000 CINTAS	4103017881	0000000000	DECCINT	TRUST	supplies	H		11/29/2021	12/14/2021	R	$81.13
							21-22				31144	$81.13

VEN-KEY	VENDOR NAME / ACH VOID DOWNLOAD	INVOICE # / DISCOUNT DESCRIPTION	PO NUMBER	BATCH / DISC AMT	BANK	DESCRIPTION / ADJUSTMENT DESCRIPTION	LQ / FY	S	INV DATE / ADJ AMT	DUE DATE / CHECK NBR	C	NET AMOUNT / INVOICE AMOUNT
CINTAS 000	CINTAS	4103017914	0000000000	DECCINT	TRUST	supplies	H 21-22		11/29/2021 31144	12/14/2021	R	$89.54 $89.54
						NUMBER OF INVOICES: 12						**$1,085.00**
CITY OF 002	CITY OF OLNEY	12092021	9002200022	DECPP	TRUST	WATER BILL	H 21-22		12/09/2021 31221	12/20/2021	R	$3,056.85 $3,056.85
						NUMBER OF INVOICES: 1						**$3,056.85**
CLAY-JAS000	CLAY-JASPR-RCHLND-N WAYNE	1	0000000000	DECPP	TRUST	IHSA LOCAL MATCH 2021-2022	H 21-22		11/19/2021 31162	12/17/2021	R	$2,515.86 $2,515.86
						NUMBER OF INVOICES: 1						**$2,515.86**
CLEARWAV000	CLEARWAVE COMMUNICATIONS	112021	9002200023	DECPP	TRUST	MONTHLY SERVICE FEE FOR INTERNET ACCESS FIBER	H 21-22		11/30/2021 30964	12/01/2021	R	$1,509.45 $1,509.45
						NUMBER OF INVOICES: 1						**$1,509.45**
CLINEALE000	CLINE, ALEX	1	0000000000	DECPP	TRUST	SCHOOL BOARD CONFERENCE CHICAGO - PARKING	H 21-22		11/21/2021 31158	12/16/2021	R	$165.00 $165.00
						NUMBER OF INVOICES: 1						**$165.00**
CONSTELL000	CONSTELLATION NEWENERGY, INC	61205065201	9002200025	DECPP	TRUST	HS ELECTRIC	H 21-22		12/07/2021 31163	12/17/2021	R	$4,829.18 $4,829.18
						NUMBER OF INVOICES: 1						**$4,829.18**
COUGHLAN000	COUGHLAN COMPANIES LLC	247994	1002200069	DECPP	TRUST	Pebble Go/Pebble Go Next Quote: IL 00104235	H 21-22		07/31/2021 31164	12/17/2021	R	$1,799.00 $1,799.00

VEN-KEY	VENDOR NAME / ACH VOID DOWNLOAD	INVOICE # / DISCOUNT DESCRIPTION	PO NUMBER / DISC AMT	BATCH	BANK	DESCRIPTION / ADJUSTMENT DESCRIPTION	LQ / FY	S	INV DATE / ADJ AMT	DUE DATE / CHECK NBR	C	NET AMOUNT / INVOICE AMOUNT
						NUMBER OF INVOICES: 1						**$1,799.00**
DEARBORN000	DEARBORN LIFE INSURANCE CO	01242022	9002200011	DECPP	TRUST	LIFE INSURANCE	H		12/25/2021	12/15/2021	R	$2,586.25
							21-22			31146		$2,586.25
						NUMBER OF INVOICES: 1						**$2,586.25**
DEIMENAN000	DEIMEL, NANCY	122021	3002200022	DECPP	TRUST	WALMART 122021 57.83	H		12/20/2021	12/28/2021	R	$57.83
							21-22			31235		$57.83
						NUMBER OF INVOICES: 1						**$57.83**
EGYPTIAN001	EGYPTIAN WORKSPACE PARTNERS	18189	0000000000	DECPP	TRUST	FURNITURE	H		12/17/2021	12/22/2021	R	$9,721.93
							21-22			31236		$9,721.93
EGYPTIAN001	EGYPTIAN WORKSPACE PARTNERS	18206	0000000000	DECPP	TRUST	FURNITURE	H		12/20/2021	12/22/2021	R	$3,548.21
							21-22			31236		$3,548.21
						NUMBER OF INVOICES: 2						**$13,270.14**

FEHRENBA001	FEHRENBACHER OIL CO, INC	12162021	8002200012	DECPP	TRUST	Inspections for the School Year 2021-2022	H		12/16/2021	12/20/2021	R	$160.00
							21-22			31222		$160.00
						NUMBER OF INVOICES: 1						**$160.00**
FINK BRA000	FINK, BRANDON	2	3002200075	DECPP	TRUST	Custom guard & visuals for the 2021 half-time show.	H		09/21/2021	12/20/2021	R	$1,500.00
							21-22			31223		$1,500.00
						NUMBER OF INVOICES: 1						**$1,500.00**
FIRST ED000	FIRST EDUCATIONAL RESOURCES, LLC	8753	5002200078	DECPP	TRUST	Standards Based Grading Webinar Series for RCES SBG Team	H		12/23/2021	12/28/2021	R	$2,000.00
							21-22			31237		$2,000.00

VEN-KEY	VENDOR NAME / ACH VOID DOWNLOAD	INVOICE # / DISCOUNT DESCRIPTION	PO NUMBER	BATCH / DISC AMT	BANK	DESCRIPTION / ADJUSTMENT DESCRIPTION	LQ / FY	S	INV DATE / ADJ AMT	DUE DATE / CHECK NBR	C	NET AMOUNT / INVOICE AMOUNT
						NUMBER OF INVOICES: 1						**$2,000.00**
FOLLETT 001	FOLLETT SCHOOL SOLUTIONS, INC	383769	3002200027	DECPP	TRUST	purchase of books for library collection	H		12/10/2021	12/17/2021	R	$397.21
							21-22			31165		$397.21
FOLLETT 001	FOLLETT SCHOOL SOLUTIONS, INC	388947	2002200130	DECPP	TRUST	3rd and 4th Quarter books, 2021-22	H		12/15/2021	12/20/2021	R	$895.85
							21-22			31206		$895.85
						NUMBER OF INVOICES: 2						**$1,293.06**
GRAINGER000	GRAINGER	9149189293	0000000000	DECPP	TRUST	FEES	H		12/13/2021	12/17/2021	R	$223.00
							21-22			31166		$223.00
						NUMBER OF INVOICES: 1						**$223.00**
HOME DEP000	HOME DEPOT PRO	650578057	0000000000	DECHD	TRUST	SUPPLIES	H		11/02/2021	12/20/2021	R	$290.56
							21-22			31217		$290.56
HOME DEP000	HOME DEPOT PRO	650857915	0000000000	DECHD	TRUST	MASKS	H		11/03/2021	12/20/2021	R	$537.00
							21-22			31217		$537.00
HOME DEP000	HOME DEPOT PRO	651678898	0000000000	DECHD	TRUST	RENOWN/WET MOP	H		11/08/2021	12/20/2021	R	$171.02
							21-22			31217		$171.02
HOME DEP000	HOME DEPOT PRO	651678906	0000000000	DECHD	TRUST	MASKS	H		11/08/2021	12/20/2021	R	$102.40
							21-22			31217		$102.40
HOME DEP000	HOME DEPOT PRO	653028092	0000000000	DECHD	TRUST	RENOWN/SAFETY SIGN	H		11/15/2021	12/20/2021	R	$380.06
							21-22			31217		$380.06
HOME DEP000	HOME DEPOT PRO	653028100	0000000000	DECHD	TRUST	ROLLER BRUSH	H		11/15/2021	12/20/2021	R	$153.60
							21-22			31217		$153.60

VEN-KEY	VENDOR NAME / ACH VOID DOWNLOAD	INVOICE # / DISCOUNT DESCRIPTION	PO NUMBER	BATCH / DISC AMT	BANK	DESCRIPTION / ADJUSTMENT DESCRIPTION	LQ / FY	S	INV DATE / ADJ AMT	DUE DATE / CHECK NBR	C	NET AMOUNT / INVOICE AMOUNT
HOME DEP000	HOME DEPOT PRO	653294348	0000000000	DECHD	TRUST	MASKS	H		11/16/2021	12/20/2021	R	$805.50
							21-22			31217		$805.50
HOME DEP000	HOME DEPOT PRO	653571679	0000000000	DECHD	TRUST	RENOWN SUREBLEND	H		11/17/2021	12/20/2021	R	$198.96
							21-22			31217		$198.96
HOME DEP000	HOME DEPOT PRO	653571687	0000000000	DECHD	TRUST	SCOTT-SINGLE FOLD	H		11/17/2021	12/20/2021	R	$158.04
							21-22			31217		$158.04
						NUMBER OF INVOICES: 9						**$2,797.14**
HOMETOWN000	HOMETOWN REGISTER-MT CARMEL, SO IL	116	0000000000	DECPP	TRUST	ANNUAL STATEMENT OF AFFAIRS	H		12/26/2021	12/28/2021	R	$1,785.00
							21-22			31238		$1,785.00
						NUMBER OF INVOICES: 1						**$1,785.00**
HOUCHENS000	HOUCHENS NORTH FOODS, LLC	00045406	4002200005	DECIGA	TRUST	Food/Supplies FY22: IGA (Houchens)	H		11/02/2021	12/14/2021	R	$3.78
							21-22			31157		$3.78
HOUCHENS000	HOUCHENS NORTH FOODS, LLC	00045950	3002200102	DECIGA	TRUST	Drinks & food	H		11/15/2021	12/02/2021	R	$251.16
							21-22			31157		$251.16
HOUCHENS000	HOUCHENS NORTH FOODS, LLC	00046016	4002200005	DECIGA	TRUST	Food/Supplies FY22: IGA (Houchens)	H		11/16/2021	12/14/2021	R	$9.51
							21-22			31157		$9.51
HOUCHENS000	HOUCHENS NORTH FOODS, LLC	00082165	4002200005	DECIGA	TRUST	Food/Supplies FY22: IGA (Houchens)	H		11/10/2021	12/14/2021	R	$16.08
							21-22			31157		$16.08
HOUCHENS000	HOUCHENS NORTH FOODS, LLC	00082167	3002200137	DECIGA	TRUST	Supplies for class	H		11/10/2021	12/02/2021	R	$37.85
							21-22			31157		$37.85
HOUCHENS000	HOUCHENS NORTH FOODS, LLC	00082680	7002200036	DECIGA	TRUST	21st CCLC cooking activity supplies	H		11/15/2021	12/02/2021	R	$4.40

VEN-KEY	VENDOR NAME / ACH VOID DOWNLOAD	INVOICE # / DISCOUNT DESCRIPTION	PO NUMBER	BATCH	BANK / DISC AMT	DESCRIPTION / ADJUSTMENT DESCRIPTION	LQ / FY	S	INV DATE / ADJ AMT	DUE DATE / CHECK NBR	C	NET AMOUNT / INVOICE AMOUNT
HOUCHENS000	HOUCHENS NORTH FOODS, LLC	00082680	******CONTINUED******									
							21-22			31157		$4.40
HOUCHENS000	HOUCHENS NORTH FOODS, LLC	00083234	4002200005	DECIGA	TRUST	Food/Supplies FY22: IGA (Houchens)		H	11/17/2021	12/14/2021	R	$4.78
							21-22			31157		$4.78
HOUCHENS000	HOUCHENS NORTH FOODS, LLC	00083366	5502200051	DECIGA	TRUST	Prevention Initiative Supplies		H	11/17/2021	12/02/2021	R	$13.48
							21-22			31157		$13.48
HOUCHENS000	HOUCHENS NORTH FOODS, LLC	00084133	4002200005	DECIGA	TRUST	Food/Supplies FY22: IGA (Houchens)		H	11/23/2021	12/14/2021	R	$37.80
							21-22			31157		$37.80
HOUCHENS000	HOUCHENS NORTH FOODS, LLC	00142067	4002200005	DECIGA	TRUST	Food/Supplies FY22: IGA (Houchens)		H	11/22/2021	12/14/2021	R	$12.36
							21-22			31157		$12.36
HOUCHENS000	HOUCHENS NORTH FOODS, LLC	00156615	4002200005	DECIGA	TRUST	Food/Supplies FY22: IGA (Houchens)		H	11/02/2021	12/14/2021	R	$3.53
							21-22			31157		$3.53
HOUCHENS000	HOUCHENS NORTH FOODS, LLC	00156960	7002200036	DECIGA	TRUST	21st CCLC cooking activity supplies		H	11/04/2021	12/02/2021	R	$33.70
							21-22			31157		$33.70
HOUCHENS000	HOUCHENS NORTH FOODS, LLC	00157385	3002200137	DECIGA	TRUST	Supplies for class		H	11/08/2021	12/02/2021	R	$7.32
							21-22			31157		$7.32
HOUCHENS000	HOUCHENS NORTH FOODS, LLC	00158923	4002200005	DECIGA	TRUST	Food/Supplies FY22: IGA (Houchens)		H	11/15/2021	12/14/2021	R	$7.89
							21-22			31157		$7.89
HOUCHENS000	HOUCHENS NORTH FOODS, LLC	00180480	4002200005	DECIGA	TRUST	Food/Supplies FY22: IGA (Houchens)		H	11/01/2021	12/14/2021	R	$8.99

VEN-KEY	VENDOR NAME / ACH VOID DOWNLOAD	INVOICE # / DISCOUNT DESCRIPTION	PO NUMBER	BATCH / DISC AMT	BANK	DESCRIPTION / ADJUSTMENT DESCRIPTION	LQ / FY	S	INV DATE / ADJ AMT	DUE DATE	C / CHECK NBR	NET AMOUNT / INVOICE AMOUNT
HOUCHENS000	HOUCHENS NORTH FOODS, LLC	00180480	******CONTINUED******									
							21-22				31157	$8.99
HOUCHENS000	HOUCHENS NORTH FOODS, LLC	00181153	3002200137	DECIGA	TRUST	Supplies for class		H	11/04/2021	12/02/2021	R	$26.71
							21-22				31157	$26.71
HOUCHENS000	HOUCHENS NORTH FOODS, LLC	00181857	4002200005	DECIGA	TRUST	Food/Supplies FY22: IGA (Houchens)		H	11/08/2021	12/14/2021	R	$27.02
							21-22				31157	$27.02
HOUCHENS000	HOUCHENS NORTH FOODS, LLC	00182080	4002200005	DECIGA	TRUST	Food/Supplies FY22: IGA (Houchens)		H	11/09/2021	12/14/2021	R	$27.40
							21-22				31157	$27.40
HOUCHENS000	HOUCHENS NORTH FOODS, LLC	00182610	4002200005	DECIGA	TRUST	Food/Supplies FY22: IGA (Houchens)		H	11/12/2021	12/14/2021	R	$5.79
							21-22				31157	$5.79
HOUCHENS000	HOUCHENS NORTH FOODS, LLC	00183308	3002200137	DECIGA	TRUST	Supplies for class		H	11/15/2021	12/02/2021	R	$40.09
							21-22				31157	$40.09
HOUCHENS000	HOUCHENS NORTH FOODS, LLC	00183832	3002200137	DECIGA	TRUST	Supplies for class		H	11/18/2021	12/02/2021	R	$38.14
							21-22				31157	$38.14
HOUCHENS000	HOUCHENS NORTH FOODS, LLC	00184675	4002200005	DECIGA	TRUST	Food/Supplies FY22: IGA (Houchens)		H	11/21/2021	12/14/2021	R	$8.97
							21-22				31157	$8.97
HOUCHENS000	HOUCHENS NORTH FOODS, LLC	00184733	3002200137	DECIGA	TRUST	Supplies for class		H	11/22/2021	12/02/2021	R	$9.75
							21-22				31157	$9.75
HOUCHENS000	HOUCHENS NORTH FOODS, LLC	00184748	4002200005	DECIGA	TRUST	Food/Supplies FY22: IGA (Houchens)		H	11/22/2021	12/14/2021	R	$11.89
							21-22				31157	$11.89

VEN-KEY	VENDOR NAME / ACH VOID DOWNLOAD	INVOICE # / DISCOUNT DESCRIPTION	PO NUMBER	BATCH / DISC AMT	BANK	DESCRIPTION / ADJUSTMENT DESCRIPTION	LQ / FY	S	INV DATE / ADJ AMT	DUE DATE	C / CHECK NBR	NET AMOUNT / INVOICE AMOUNT
HOUCHENS000	HOUCHENS NORTH FOODS, LLC	00184970	3002200137	DECIGA	TRUST	Supplies for class	H 21-22		11/23/2021	12/02/2021	R 31157	$17.93 $17.93
HOUCHENS000	HOUCHENS NORTH FOODS, LLC	005-00046065	0000000000	DECIGA	TRUST	flowers	H 21-22		11/17/2021	12/14/2021	R 31157	$24.99 $24.99
						NUMBER OF INVOICES: 26						**$691.31**
IL GAS C000	IL GAS COMPANY	112021	9002200050	DECPP	TRUST	GAS BILL	H 21-22		11/17/2021	12/13/2021	R 30973	$7,846.61 $7,846.61
						NUMBER OF INVOICES: 1						**$7,846.61**
IL STATE000	IL STATE BOARD OF ED	12-080-0010-26	0000000000	DECPP	TRUST	FEES	H 21-22		12/06/2021	12/13/2021	R 30974	$805.00 $805.00
IL STATE000	IL STATE BOARD OF ED	12-080-0010-26.	0000000000	DECPP	TRUST	FEES	H 21-22		12/06/2021	12/13/2021	R 30974	$150.00 $150.00
IL STATE000	IL STATE BOARD OF ED	12-080-0010-26..	0000000000	DECPP	TRUST	FEES	H 21-22		12/06/2021	12/13/2021	R 30974	$142.00 $142.00
						NUMBER OF INVOICES: 3						**$1,097.00**
ILMEA ST001	ILMEA STATE OFFICE	ALL STATE	3002200072	DECPP	TRUST	ILMEA Festival Fee (audition=$8/person, festival=$20/ person, & IMEC=$30/person) - OPEN PURCHASE ORDER	H 21-22		12/17/2021	12/17/2021	R 31167	$150.00 $150.00
ILMEA ST001	ILMEA STATE OFFICE	AUDITION	3002200072	DECPP	TRUST	ILMEA Festival Fee (audition=$8/person, festival=$20/ person, & IMEC=$30/person) - OPEN PURCHASE ORDER	H		12/17/2021	12/17/2021	R	$96.00

VEN-KEY	VENDOR NAME / ACH VOID DOWNLOAD	INVOICE # / DISCOUNT DESCRIPTION	PO NUMBER	BATCH	BANK / DISC AMT	DESCRIPTION / ADJUSTMENT DESCRIPTION	LQ / FY	S	INV DATE / ADJ AMT	DUE DATE / CHECK NBR	C	NET AMOUNT / INVOICE AMOUNT
ILMEA ST001	ILMEA STATE OFFICE	AUDITION	******CONTINUED******									
							21-22			31167		$96.00
ILMEA ST001	ILMEA STATE OFFICE	FESTIVAL	3002200072	DECPP	TRUST	ILMEA Festival Fee (audition=$8/person, festival=$20/ person, & IMEC=$30/person) - OPEN PURCHASE ORDER		H	12/17/2021	12/17/2021	R	$200.00
							21-22			31167		$200.00
						NUMBER OF INVOICES: 3						**$446.00**
INDUSTRI001	INDUSTRIAL SOAP COMPANY	1388078	9002200002	DECPP	TRUST	2021-2022 Paper Co-op Order		H	11/05/2021	12/21/2021	R	$236.10
							21-22			31229		$236.10
						NUMBER OF INVOICES: 1						**$236.10**
ITSAVVY 000	ITSAVVY LLC	01304931	9502200092	DECPP	TRUST	ESSER - Promethean Boards		H	10/28/2021	12/14/2021	R	$231,733.00
							21-22			31147		$231,733.00
ITSAVVY 000	ITSAVVY LLC	01314682	9502200094	DECPP	TRUST	Brother Printers		H	12/15/2021	12/23/2021	R	$244.00
							21-22			31239		$244.00
						NUMBER OF INVOICES: 2						**$231,977.00**
IVY'S CO000	IVY'S COTTAGE, LLC	150383/1	3002200012	DECPP	TRUST	Classroom floriculture supplies		H	11/30/2021	12/17/2021	R	$924.30
							21-22			31168		$924.30
						NUMBER OF INVOICES: 1						**$924.30**
IXL SUBS000	IXL SUBSCRIPTIONS DEPT	S423834	2002200120	DECPP	TRUST	IXL purchase subscription 11-1-21 through 10-30-24		H	11/01/2021	12/01/2021	R	$15,525.00
							21-22			30965		$15,525.00

VEN-KEY	VENDOR NAME / ACH VOID DOWNLOAD	INVOICE # / DISCOUNT DESCRIPTION	PO NUMBER / DISC AMT	BATCH	BANK	DESCRIPTION / ADJUSTMENT DESCRIPTION	LQ / FY	S	INV DATE / ADJ AMT	DUE DATE	C	CHECK NBR	NET AMOUNT / INVOICE AMOUNT
						NUMBER OF INVOICES: 1							**$15,525.00**
JOHN D H000	JOHN D HURN & SON, INC	434083	0000000000	DECHURN	TRUST	Construction/Electrical Supplies	H		11/29/2021	12/03/2021	R		$66.55
							21-22					31244	$66.55
JOHN D H000	JOHN D HURN & SON, INC	434215	0000000000	DECHURN	TRUST	Construction/Electrical Supplies	H		11/30/2021	12/03/2021	R		$76.33
							21-22					31244	$76.33
JOHN D H000	JOHN D HURN & SON, INC	434230	0000000000	DECHURN	TRUST	Construction/Electrical Supplies	H		11/30/2021	12/03/2021	R		$20.20
							21-22					31244	$20.20
JOHN D H000	JOHN D HURN & SON, INC	434263	0000000000	DECHURN	TRUST	Construction/Electrical Supplies	H		11/30/2021	12/03/2021	R		$23.26
							21-22					31244	$23.26
JOHN D H000	JOHN D HURN & SON, INC	434295	0000000000	DECHURN	TRUST	Construction/Electrical Supplies	H		11/30/2021	12/03/2021	R		$65.95
							21-22					31244	$65.95
JOHN D H000	JOHN D HURN & SON, INC	434355	0000000000	DECHURN	TRUST	Construction/Electrical Supplies	H		12/01/2021	12/03/2021	R		$75.86
							21-22					31244	$75.86
JOHN D H000	JOHN D HURN & SON, INC	434426	3002200118	DECHURN	TRUST	Construction/Electrical Supplies	H		12/01/2021	12/03/2021	R		$162.69
							21-22					31244	$162.69
JOHN D H000	JOHN D HURN & SON, INC	434475	3002200008	DECHURN	TRUST	Misc shop supplies	H		12/01/2021	12/28/2021	R		$12.23
							21-22					31244	$12.23
JOHN D H000	JOHN D HURN & SON, INC	434724	3002200008	DECHURN	TRUST	Misc shop supplies	H		12/03/2021	12/28/2021	R		$425.45
							21-22					31244	$425.45

VEN-KEY	VENDOR NAME / ACH VOID DOWNLOAD	INVOICE # / DISCOUNT DESCRIPTION	PO NUMBER	BATCH / DISC AMT	BANK	DESCRIPTION / ADJUSTMENT DESCRIPTION	LQ / FY	S	INV DATE	DUE DATE	C	CHECK NBR	NET AMOUNT / INVOICE AMOUNT
JOHN D H000	JOHN D HURN & SON, INC	434789	0000000000	DECHURN	TRUST	supplies	H 21-22		12/03/2021	12/28/2021	R	31244	$83.41 $83.41
JOHN D H000	JOHN D HURN & SON, INC	434826	3002200008	DECHURN	TRUST	Misc shop supplies	H 21-22		12/04/2021	12/28/2021	R	31244	$967.88 $967.88
JOHN D H000	JOHN D HURN & SON, INC	434894	0000000000	DECHURN	TRUST	SUPPLIES	H 21-22		12/06/2021	12/28/2021	R	31244	$314.25 $314.25
JOHN D H000	JOHN D HURN & SON, INC	434960	0000000000	DECHURN	TRUST	SUPPLIES	H 21-22		12/06/2021	12/28/2021	R	31244	$28.57 $28.57
JOHN D H000	JOHN D HURN & SON, INC	435014	0000000000	DECHURN	TRUST	SUPPLIES	H 21-22		12/07/2021	12/28/2021	R	31244	$101.91 $101.91
JOHN D H000	JOHN D HURN & SON, INC	435075	3002200008	DECHURN	TRUST	Misc shop supplies	H 21-22		12/07/2021	12/28/2021	R	31244	$45.68 $45.68
JOHN D H000	JOHN D HURN & SON, INC	435098	3002200016	DECHURN	TRUST	classroom supplies	H 21-22		12/07/2021	12/28/2021	R	31244	$47.08 $47.08
JOHN D H000	JOHN D HURN & SON, INC	435107	0000000000	DECHURN	TRUST	SUPPLIES	H 21-22		12/07/2021	12/28/2021	R	31244	$29.13 $29.13
JOHN D H000	JOHN D HURN & SON, INC	435131	0000000000	DECHURN	TRUST	SUPPLIES	H 21-22		12/07/2021	12/28/2021	R	31244	$3.13 $3.13
JOHN D H000	JOHN D HURN & SON, INC	435153	3002200008	DECHURN	TRUST	Misc shop supplies	H 21-22		12/08/2021	12/28/2021	R	31244	$83.96 $83.96
JOHN D H000	JOHN D HURN & SON, INC	435163	0000000000	DECHURN	TRUST	SUPPLIES	H 21-22		12/08/2021	12/28/2021	R	31244	$13.10 $13.10
JOHN D H000	JOHN D HURN & SON, INC	435234	0000000000	DECHURN	TRUST	SUPPLIES	H 21-22		12/08/2021	12/28/2021	R	31244	$93.63 $93.63

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JOHN D H000	JOHN D HURN & SON, INC	435452	0000000000	DECHURN	TRUST	SUPPLIES	H 21-22		12/10/2021	12/28/2021 31244	R	$12.89 $12.89
JOHN D H000	JOHN D HURN & SON, INC	435565	3002200008	DECHURN	TRUST	Misc shop supplies	H 21-22		12/11/2021	12/28/2021 31244	R	$21.84 $21.84
JOHN D H000	JOHN D HURN & SON, INC	435566	3002200008	DECHURN	TRUST	Misc shop supplies	H 21-22		12/11/2021	12/28/2021 31244	R	$53.12 $53.12
JOHN D H000	JOHN D HURN & SON, INC	435638	0000000000	DECHURN	TRUST	Misc shop supplies	H 21-22		12/13/2021	12/28/2021 31244	R	$30.53 $30.53
JOHN D H000	JOHN D HURN & SON, INC	435716	3002200008	DECHURN	TRUST	Misc shop supplies	H 21-22		12/13/2021	12/28/2021 31244	R	$12.80 $12.80
JOHN D H000	JOHN D HURN & SON, INC	435718	3002200008	DECHURN	TRUST	Misc shop supplies	H 21-22		12/13/2021	12/28/2021 31244	R	$38.21 $38.21
JOHN D H000	JOHN D HURN & SON, INC	435786	0000000000	DECHURN	TRUST	Misc. Shop Supplies	H 21-22		12/14/2021	12/28/2021 31244	R	$25.32 $25.32
JOHN D H000	JOHN D HURN & SON, INC	435903	0000000000	DECHURN	TRUST	Misc. Shop Supplies	H 21-22		12/15/2021	12/28/2021 31244	R	$102.78 $102.78
JOHN D H000	JOHN D HURN & SON, INC	435928	0000000000	DECHURN	TRUST	Misc. Shop Supplies	H 21-22		12/15/2021	12/28/2021 31244	R	$68.23 $68.23
JOHN D H000	JOHN D HURN & SON, INC	436013	3002200008	DECHURN	TRUST	Misc shop supplies	H 21-22		12/15/2021	12/28/2021 31244	R	$109.48 $109.48
JOHN D H000	JOHN D HURN & SON, INC	436034	0000000000	DECHURN	TRUST	Misc. Shop Supplies	H 21-22		12/16/2021	12/28/2021 31244	R	$56.71 $56.71
JOHN D H000	JOHN D HURN & SON, INC	436106	3002200008	DECHURN	TRUST	Misc shop supplies	H 21-22		12/16/2021	12/28/2021 31244	R	$47.45 $47.45

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JOHN D H000	JOHN D HURN & SON, INC	436123	0000000000	DECHURN	TRUST	SUPPLIES	H		12/16/2021	12/28/2021	R	$13.27
							21-22			31244		$13.27
JOHN D H000	JOHN D HURN & SON, INC	436177	0000000000	DECHURN	TRUST	SUPPLIES	H		12/17/2021	12/28/2021	R	$23.43
							21-22			31244		$23.43
JOHN D H000	JOHN D HURN & SON, INC	436406	0000000000	DECHURN	TRUST	supplies	H		12/20/2021	12/28/2021	R	$163.19
							21-22			31244		$163.19
JOHN D H000	JOHN D HURN & SON, INC	436408	0000000000	DECHURN	TRUST	supplies	H		12/20/2021	12/28/2021	R	$3.60
							21-22			31244		$3.60
JOHN D H000	JOHN D HURN & SON, INC	436412	0000000000	DECHURN	TRUST	supplies	H		12/20/2021	12/28/2021	R	$4.27
							21-22			31244		$4.27
JOHN D H000	JOHN D HURN & SON, INC	436930	0000000000	DECHURN	TRUST	SUPPLIES	H		12/23/2021	12/28/2021	R	$19.17
							21-22			31244		$19.17
JOHN D H000	JOHN D HURN & SON, INC	436948	0000000000	DECHURN	TRUST	SUPPLIES	H		12/23/2021	12/28/2021	R	$4.74
							21-22			31244		$4.74
						NUMBER OF INVOICES: 40						**$3,551.28**
JOHN DEE000	JOHN DEERE FINANCIAL	4748902	0000000000	DECJD	TRUST	SUPPLIES	H		11/26/2021	11/30/2021	R	$111.20
							21-22			31233		$111.20
JOHN DEE000	JOHN DEERE FINANCIAL	4750706	3002200044	DECJD	TRUST	drill bits, grinders, cuttoff wheels, flap discs, paint, etc	H		11/30/2021	12/22/2021	R	$12.02
							21-22			31233		$12.02
JOHN DEE000	JOHN DEERE FINANCIAL	4751394	3002200044	DECJD	TRUST	drill bits, grinders, cuttoff wheels, flap discs, paint, etc	H		12/02/2021	12/22/2021	R	$97.91
							21-22			31233		$97.91

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JOHN DEE000	JOHN DEERE FINANCIAL	4751899	0000000000	DECJD	TRUST	TAP SOCKET/POWER BIT/TAP NC PLUG/UNC DRILL TAP	H		12/03/2021	12/22/2021	R	$70.01
							21-22				31233	$70.01
JOHN DEE000	JOHN DEERE FINANCIAL	4752770	0000000000	DECJD	TRUST	PARACORD/LOCK	H		12/06/2021	12/22/2021	R	$17.48
							21-22				31233	$17.48
JOHN DEE000	JOHN DEERE FINANCIAL	4753303	0000000000	DECJD	TRUST	RIGHT ANGLE IMPACT/GRIT CUTTING WHEEL/SWIVEL HEAD RIVETER/TAPE MEASURE	H		12/07/2021	12/22/2021	R	$89.96
							21-22				31233	$89.96
JOHN DEE000	JOHN DEERE FINANCIAL	4753500	3002200009	DECJD	TRUST	POWERLOCK TAPE	H		12/08/2021	12/22/2021	R	$55.96
							21-22				31233	$55.96
JOHN DEE000	JOHN DEERE FINANCIAL	4753974	0000000000	DECJD	TRUST	Supplies for the School Year 2021-2022	H		12/09/2021	12/22/2021	R	$11.98
							21-22				31233	$11.98
JOHN DEE000	JOHN DEERE FINANCIAL	4754728	3002200044	DECJD	TRUST	drill bits, grinders, cuttoff wheels, flap discs, paint, etc	H		12/11/2021	12/22/2021	R	$23.82
							21-22				31233	$23.82
JOHN DEE000	JOHN DEERE FINANCIAL	4755551	8002200031	DECJD	TRUST	Supplies for the School Year 2021-2022	H		12/13/2021	12/22/2021	R	$5.99
							21-22				31233	$5.99
JOHN DEE000	JOHN DEERE FINANCIAL	4755915	3002200009	DECJD	TRUST	Misc. Shop Supplies	H		12/14/2021	12/28/2021	R	$37.23
							21-22				31233	$37.23
JOHN DEE000	JOHN DEERE FINANCIAL	4756129	3002200009	DECJD	TRUST	Misc. Shop Supplies	H		12/14/2021	12/28/2021	R	$-11.10
							21-22				31233	$-11.10
JOHN DEE000	JOHN DEERE FINANCIAL	4756131	3002200009	DECJD	TRUST	Misc. Shop Supplies	H		12/14/2021	12/28/2021	R	$58.42
							21-22				31233	$58.42

VEN-KEY	VENDOR NAME / ACH VOID DOWNLOAD	INVOICE # / DISCOUNT DESCRIPTION	PO NUMBER / DISC AMT	BATCH	BANK	DESCRIPTION / ADJUSTMENT DESCRIPTION	LQ / FY	S	INV DATE / ADJ AMT	DUE DATE	C	CHECK NBR	NET AMOUNT / INVOICE AMOUNT
JOHN DEE000	JOHN DEERE FINANCIAL	4756384	0000000000	DECJD	TRUST	LOBBY BROOM	H 21-22		12/15/2021	12/22/2021	R	31233	$12.99 $12.99
JOHN DEE000	JOHN DEERE FINANCIAL	4757214	3002200009	DECJD	TRUST	Misc. Shop Supplies	H 21-22		12/17/2021	12/22/2021	R	31233	$13.47 $13.47
						NUMBER OF INVOICES: 15							**$607.34**
JOSTENS 000	JOSTENS	26011137.	3002200051	DECPP	TRUST	Graduation supplies	H 21-22		03/21/2021	12/01/2021	R	30966	$450.00 $450.00
JOSTENS 000	JOSTENS	27453321	3002200051	DECPP	TRUST	Graduation supplies	H 21-22		12/17/2021	12/28/2021	R	31240	$37.16 $37.16
						NUMBER OF INVOICES: 2							**$487.16**
KEMPER C000	KEMPER CPA GROUP, LLP	1055703	0000000000	DECPP	TRUST	FEES	H 21-22		12/09/2021	12/17/2021	R	31169	$6,100.00 $6,100.00
						NUMBER OF INVOICES: 1							**$6,100.00**
KOCHEDAW000	KOCHER, DAWN	120721	5502200061	DECPP	TRUST	PI Supplies	H 21-22		12/03/2021	12/14/2021	R	31148	$119.13 $119.13
						NUMBER OF INVOICES: 1							**$119.13**
LRP PUBL000	LRP PUBLICATIONS	4524099	6002200076	DECPP	TRUST	Special Needs materials	H 21-22		12/01/2021	12/17/2021	R	31170	$294.50 $294.50
						NUMBER OF INVOICES: 1							**$294.50**
MCMASTER000	MCMASTER-CARR SUPPLY CO	69879914	0000000000	DECPP	TRUST	LOW CARBON STEEL RECTANGULAR TUBE	H 21-22		12/14/2021	12/20/2021	R	31224	$307.14 $307.14

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						NUMBER OF INVOICES: 1						**$307.14**
MID-WEST000	MID-WEST TRUCKERS ASN INC	748735	8002200027	DECPP	TRUST	Annual renewal fee & drug test for bus drivers for the School Year 2021-2022	H		11/30/2021	12/15/2021	R	$255.00
							21-22				31149	$255.00
						NUMBER OF INVOICES: 1						**$255.00**
MILLER O000	MILLER OFFICE EQUIPMENT	123964	1002200143	DECPP	TRUST	Labor for Copiers (Workrooms, Color Copiers, Fax Machine)	H		12/01/2021	12/03/2021	R	$42.00
							21-22				30970	$42.00
MILLER O000	MILLER OFFICE EQUIPMENT	124631	1002200143	DECPP	TRUST	Labor for Copiers (Workrooms, Color Copiers, Fax Machine)	H		12/14/2021	12/17/2021	R	$58.00
							21-22				31171	$58.00
MILLER O000	MILLER OFFICE EQUIPMENT	124631.	1002200144	DECPP	TRUST	Parts for Copies (Workrooms, Color Copiers, Fax Machine)	H		12/14/2021	12/17/2021	R	$111.00
							21-22				31171	$111.00
						NUMBER OF INVOICES: 3						**$211.00**
NORRIS E000	NORRIS ELECTRIC CO-OP	11262021	9002200075	DECPP	TRUST	ELECTRIC - ES	H		11/26/2021	12/13/2021	R	$10,549.48
							21-22				30975	$10,549.48
NORRIS E000	NORRIS ELECTRIC CO-OP	112621-002	9002200075	DECPP	TRUST	ELECTRIC - ES	H		11/26/2021	12/13/2021	R	$116.47
							21-22				30975	$116.47
NORRIS E000	NORRIS ELECTRIC CO-OP	112621-003	9002200075	DECPP	TRUST	ELECTRIC - ES	H		11/26/2021	12/13/2021	R	$438.00
							21-22				30975	$438.00
						NUMBER OF INVOICES: 3						**$11,103.95**
PIZZA FA001	PIZZA FAST / SUB FAST	3082	5502200063	DECPP	TRUST	Prevention Initiative parent	H		12/09/2021	12/17/2021	R	$263.28

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PIZZA FA001	PIZZA FAST / SUB FAST	3082	******CONTINUED******			supplies							
							21-22					31172	$263.28
						NUMBER OF INVOICES: 1							**$263.28**
PRINTFOR000	PRINTFORCE, INC	27793	1002200210	DECPP	TRUST	RCES Printing Needs		H	12/17/2021	12/17/2021	R		$133.00
							21-22					31173	$133.00
						NUMBER OF INVOICES: 1							**$133.00**
QUILL CO000	QUILL CORPORATION	21359485	3002200033	DECPP	TRUST	Office supplies		H	12/02/2021	12/20/2021	R		$80.49
							21-22					31225	$80.49
QUILL CO000	QUILL CORPORATION	21380028	3002200033	DECPP	TRUST	Office supplies		H	12/02/2021	12/20/2021	R		$21.57
							21-22					31225	$21.57
QUILL CO000	QUILL CORPORATION	21455833	5502200059	DECPP	TRUST	Prevention Initiative office supplies		H	12/07/2021	12/20/2021	R		$52.52
							21-22					31225	$52.52
QUILL CO000	QUILL CORPORATION	21486743	5502200059	DECPP	TRUST	Prevention Initiative office supplies		H	12/08/2021	12/20/2021	R		$14.93
							21-22					31225	$14.93
						NUMBER OF INVOICES: 4							**$169.51**
RACKLIN 000	RACKLIN PAINT &	270-50223	0000000000	DECPP	TRUST	HANDLE AND BLADE		H	12/14/2021	12/17/2021	R		$23.98
							21-22					31174	$23.98
						NUMBER OF INVOICES: 1							**$23.98**
RCES 000	RCES	123456	1002200310	DECPP	TRUST	Social Dues		H	12/23/2021	12/17/2021	R		$20.00
							21-22					31175	$20.00

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						NUMBER OF INVOICES: 1							**$20.00**
RCHS - A000	RCHS - ACTIVITY	1	0000000000	DECPP	TRUST	IMC FEES	H		12/07/2021	12/17/2021	R		$56.58
							21-22					31176	$56.58
						NUMBER OF INVOICES: 1							**$56.58**
RCHS - R000	RCHS - REVOLVING	November 2021	0000000000	DECPP	TRUST	RCHS REVOLVING	H		11/30/2021	12/02/2021	R		$3,556.84
							21-22					30967	$3,556.84
						NUMBER OF INVOICES: 1							**$3,556.84**
RCMS 000	RCMS	1	0000000000	DECPPP	TRUST	GATE/CONSESSION REVERSAL	H		12/04/2021	12/17/2021	R		$239.00
							21-22					31161	$239.00
RCMS 000	RCMS	112021	0000000000	DECPP	TRUST	REIMBURS.	H		11/30/2021	12/13/2021	R		$1,273.00
							21-22					30976	$1,273.00
RCMS 000	RCMS	120321	0000000000	DECPP	TRUST	SCHOLASTIC BOOKS	H		12/03/2021	12/14/2021	R		$1,346.24
							21-22					31150	$1,346.24
RCMS 000	RCMS	DEC2021	0000000000	DECPP	TRUST	REIMBURSEMENT	H		12/17/2021	12/17/2021	R		$1,082.00
							21-22					31177	$1,082.00
						NUMBER OF INVOICES: 4							**$3,940.24**
READ'S I000	READ'S INC.	28016	0000000000	DECPP	TRUST	FEES	H		12/14/2021	12/17/2021	R		$288.39
							21-22					31178	$288.39
						NUMBER OF INVOICES: 1							**$288.39**
REPUBLIC000	REPUBLIC SERVICES, INC	0694-002853492	9002200086	DECPP	TRUST	TRASH SERVICES	H		12/20/2021	12/28/2021	R		$3,710.75
							21-22					31241	$3,710.75
						NUMBER OF INVOICES: 1							**$3,710.75**
REVTRAK,000	REVTRAK, INC	854007553002	9002200087	decpp	TRUST	FEES	H		12/20/2021	12/20/2021	W		$1.44

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REVTRAK,000	REVTRAK, INC	854007553002	******CONTINUED******									
							21-22			202100140		$1.44
						NUMBER OF INVOICES: 1						**$1.44**
ROE 12 -001	ROE 12 - ROBINSON	1286	0000000000	DECPP	TRUST	ST JOE SARA CRANE		H	12/06/2021	12/14/2021	R	$30.00
							21-22			31151		$30.00
						NUMBER OF INVOICES: 1						**$30.00**
ROE 12 -002	ROE 12 - OLNEY	121621-10	0000000000	DECPP	TRUST	IASA JOB BANK SUBSCRIPTION RENEWAL 2022		H	12/16/2021	12/16/2021	R	$200.00
							21-22			31159		$200.00
						NUMBER OF INVOICES: 1						**$200.00**
SCHOLAST019	SCHOLASTIC INC.	M7156350 6	2002200145	DECPP	TRUST	Scholastic Magazines		H	11/23/2021	12/17/2021	R	$15,318.00
							21-22			31179		$15,318.00
						NUMBER OF INVOICES: 1						**$15,318.00**
SCHOOL S000	SCHOOL SPECIALTY LLC	208129111923	3002200170	DECPP	TRUST	classroom supplies		H	12/01/2021	12/17/2021	R	$52.49
							21-22			31180		$52.49
SCHOOL S000	SCHOOL SPECIALTY LLC	208129169785	7002200030	DECPP	TRUST	21st CCLC student program supplies		H	12/10/2021	12/17/2021	R	$320.21
							21-22			31180		$320.21
SCHOOL S000	SCHOOL SPECIALTY LLC	208129190717	3002200204	DECPP	TRUST	Business Source Standard View Binder 1/2 Inch Capacity 11 x 8-1/2 Inches Black		H	12/15/2021	12/17/2021	R	$121.00
							21-22			31180		$121.00
						NUMBER OF INVOICES: 3						**$493.70**
SEILEJEN001	SEILER, JENNY	1080	5002200077	DECPP	TRUST	8th Grade Basketball Banner		H	12/21/2021	12/22/2021	R	$25.00

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SEILEJEN001	SEILER, JENNY	1080	******CONTINUED******										
							21-22					31230	$25.00
						NUMBER OF INVOICES: 1							**$25.00**
SHELTWIL000	SHELTON, WILLIAM	01302022	0000000000	DECPP	TRUST	WATER SUPPLY/PUMP MAINTENANCE		H	01/01/2022	12/17/2021	R		$272.00
							21-22					31181	$272.00
						NUMBER OF INVOICES: 1							**$272.00**
SIJHSAA 001	SIJHSAA	01152021	2002200146	DECPP	TRUST	SIJHSAA Calendar Year Intent to Play		H	01/15/2022	12/20/2021	R		$650.00
							21-22					31207	$650.00
						NUMBER OF INVOICES: 1							**$650.00**
SOCIAL T000	THINK SOCIAL PUBLISHING, INC	222425	1002200179	DECPP	TRUST	Social Thinking materials		H	08/27/2021	12/01/2021	R		$351.59
							21-22					30968	$351.59
						NUMBER OF INVOICES: 1							**$351.59**
SPRINGFI001	SPRINGFIELD ELECTRIC SUPPLY	S7100565.001	0000000000	DECPP	TRUST	SUPPLIES		H	12/16/2021	12/20/2021	R		$143.46
							21-22					31226	$143.46
						NUMBER OF INVOICES: 1							**$143.46**
STUARD &000	STUARD & ASSOCIATES, INC	31379	0000000000	DECPP	TRUST	ELEVATOR INSPECTION		H	12/15/2021	12/17/2021	R		$210.00
							21-22					31182	$210.00
						NUMBER OF INVOICES: 1							**$210.00**
SYNCHRON000	SYNCHRONY BANK / AMAZON	00730	3002200202	DECSYNC	TRUST	cameras and supplies for program		H	12/16/2021	12/16/2021	R		$1,287.00
							21-22					31251	$1,287.00

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SYNCHRON000	SYNCHRONY BANK / AMAZON	01260	5002200075	DECSYNC	TRUST	Professional Learning Materials	H 21-22		12/22/2021 31251	12/22/2021	R	$142.50 $142.50
SYNCHRON000	SYNCHRONY BANK / AMAZON	06375	1002200306	DECSYNC	TRUST	Weighted Blankets	H 21-22		12/20/2021 31251	12/20/2021	R	$116.97 $116.97
SYNCHRON000	SYNCHRONY BANK / AMAZON	06578	9502200089	DECSYNC	TRUST	ESSER- Supplies/cart	H 21-22		12/22/2021 31251	12/22/2021	R	$389.98 $389.98
SYNCHRON000	SYNCHRONY BANK / AMAZON	07494	3002200205	DECSYNC	TRUST	vocational supplies	H 21-22		12/20/2021 31251	12/20/2021	R	$124.78 $124.78
SYNCHRON000	SYNCHRONY BANK / AMAZON	10146	3002200178	DECSYNC	TRUST	CAD class supplies	H 21-22		12/01/2021 31251	12/03/2021	R	$16.99 $16.99
SYNCHRON000	SYNCHRONY BANK / AMAZON	10608	3002200185	DECSYNC	TRUST	classroom supplies - pathways	H 21-22		12/16/2021 31251	12/16/2021	R	$18.70 $18.70
SYNCHRON000	SYNCHRONY BANK / AMAZON	13357	8002200056	DECSYNC	TRUST	Supplies for the school year 2021-2022	H 21-22		12/22/2021 31251	12/22/2021	R	$93.08 $93.08
SYNCHRON000	SYNCHRONY BANK / AMAZON	15995	2002200142	DECSYNC	TRUST	STEM Supplies $250	H 21-22		12/16/2021 31251	12/16/2021	R	$189.95 $189.95
SYNCHRON000	SYNCHRONY BANK / AMAZON	16398	9502200090	DECSYNC	TRUST	TV Mount CAD replacement	H 21-22		12/16/2021 31251	12/16/2021	R	$50.96 $50.96
SYNCHRON000	SYNCHRONY BANK / AMAZON	22367	3002200208	DECSYNC	TRUST	Masks for High School	H 21-22		12/29/2021 31251	12/29/2021	R	$503.90 $503.90
SYNCHRON000	SYNCHRONY BANK / AMAZON	22681	3002200197	DECSYNC	TRUST	Who Moved My Cheese Books	H 21-22		12/16/2021 31251	12/16/2021	R	$209.40 $209.40

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SYNCHRON000	SYNCHRONY BANK / AMAZON	22681.	3002200197	DECSYNC	TRUST	Who Moved My Cheese Books	H 21-22		12/16/2021 31251	12/16/2021	R	$-59.85 $-59.85
SYNCHRON000	SYNCHRONY BANK / AMAZON	24914	3002200202	DECSYNC	TRUST	cameras and supplies for program	H 21-22		12/16/2021 31251	12/16/2021	R	$22.98 $22.98
SYNCHRON000	SYNCHRONY BANK / AMAZON	27407	1002200307	DECSYNC	TRUST	ART Classroom Supplies	H 21-22		12/21/2021 31251	12/21/2021	R	$41.81 $41.81
SYNCHRON000	SYNCHRONY BANK / AMAZON	29535	3002200110	DECSYNC	TRUST	Classroom Supplies	H 21-22		11/24/2021 31251	12/03/2021	R	$37.94 $37.94
SYNCHRON000	SYNCHRONY BANK / AMAZON	30989	3002200178	DECSYNC	TRUST	CAD class supplies	H 21-22		12/16/2021 31251	12/16/2021	R	$175.07 $175.07
SYNCHRON000	SYNCHRONY BANK / AMAZON	31899	8002200055	DECSYNC	TRUST	Supplies for the school year 2021-2022	H 21-22		12/16/2021 31251	12/16/2021	R	$28.07 $28.07
SYNCHRON000	SYNCHRONY BANK / AMAZON	32624	3002200185	DECSYNC	TRUST	classroom supplies - pathways	H 21-22		12/16/2021 31251	12/16/2021	R	$20.52 $20.52
SYNCHRON000	SYNCHRONY BANK / AMAZON	34865	5002200066	DECSYNC	TRUST	Shan Classroom Library Books	H 21-22		11/30/2021 31251	12/03/2021	R	$10.98 $10.98
SYNCHRON000	SYNCHRONY BANK / AMAZON	36780	3002200202	DECSYNC	TRUST	cameras and supplies for program	H 21-22		12/20/2021 31251	12/20/2021	R	$1,140.00 $1,140.00
SYNCHRON000	SYNCHRONY BANK / AMAZON	37198	2002200141	DECSYNC	Trust	Fidgets & Supplies	H 21-22		12/16/2021 31251	12/16/2021	R	$30.51 $30.51
SYNCHRON000	SYNCHRONY BANK / AMAZON	38462	3502200008	DECSYNC	TRUST	Football Video Equipment	H 21-22		12/20/2021 31251	12/20/2021	R	$63.10 $63.10

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SYNCHRON000	SYNCHRONY BANK / AMAZON	43637	3002200175	DECSYNC	TRUST	woodshop supplies	H 21-22		11/30/2021	12/03/2021 31251	R	$88.60 $88.60
SYNCHRON000	SYNCHRONY BANK / AMAZON	43780.	3002200152	DECSYNC	TRUST	Custodian Supplies	H 21-22		12/16/2021	12/16/2021 31251	R	$-34.97 $-34.97
SYNCHRON000	SYNCHRONY BANK / AMAZON	44792.	3002200152	DECSYNC	TRUST	Custodian Supplies	H 21-22		12/16/2021	12/16/2021 31251	R	$-34.97 $-34.97
SYNCHRON000	SYNCHRONY BANK / AMAZON	47435	9502200097	DECSYNC	TRUST	Air Blower	H 21-22		12/21/2021	12/21/2021 31251	R	$56.99 $56.99
SYNCHRON000	SYNCHRONY BANK / AMAZON	47924	6002200075	DECSYNC	TRUST	10 copies of Small Steps: The Year I Got Polio by Peg Kehret.	H 21-22		12/16/2021	12/16/2021 31251	R	$75.20 $75.20
SYNCHRON000	SYNCHRONY BANK / AMAZON	48353	5502200056	DECSYNC	TRUST	Early Childhood programming supplies	H 21-22		12/16/2021	12/16/2021 31251	R	$106.67 $106.67
SYNCHRON000	SYNCHRONY BANK / AMAZON	49625	3002200202	DECSYNC	TRUST	cameras and supplies for program	H 21-22		12/20/2021	12/20/2021 31251	R	$555.96 $555.96
SYNCHRON000	SYNCHRONY BANK / AMAZON	50279	5002200066	DECSYNC	TRUST	Shan Classroom Library Books	H 21-22		11/30/2021	12/03/2021 31251	R	$183.98 $183.98
SYNCHRON000	SYNCHRONY BANK / AMAZON	50943	3002200177	DECSYNC	Trust	Gloves for Dissection--Anatomy, Biomed, Biology	H 21-22		12/16/2021	12/16/2021 31251	R	$142.75 $142.75
SYNCHRON000	SYNCHRONY BANK / AMAZON	51893	9002200147	DECSYNC	TRUST	Disposable face masks for students	H 21-22		12/16/2021	12/16/2021 31251	R	$509.50 $509.50

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SYNCHRON000	SYNCHRONY BANK / AMAZON	52888	5002200071	DECSYNC	TRUST	SEL Breathing Barbie with Emotions	H 21-22		12/17/2021 31251	12/17/2021	R	$24.99 $24.99
SYNCHRON000	SYNCHRONY BANK / AMAZON	565688939949	1002200312	DECSYNC	TRUST	Classroom Supplies ART	H 21-22		01/03/2022 31251	01/03/2022	R	$53.07 $53.07
SYNCHRON000	SYNCHRONY BANK / AMAZON	56641	5002200073	DECSYNC	TRUST	Storage Containers for Decodable Books	H 21-22		12/16/2021 31251	12/16/2021	R	$67.60 $67.60
SYNCHRON000	SYNCHRONY BANK / AMAZON	569736343464	2002200147	DECSYNC	TRUST	wheelchair legrests, universal and elevates x2.	H 21-22		01/03/2022 31251	01/03/2022	R	$122.00 $122.00
SYNCHRON000	SYNCHRONY BANK / AMAZON	57375	9502200089	DECSYNC	TRUST	ESSER- Supplies/cart	H 21-22		12/17/2021 31251	12/17/2021	R	$69.45 $69.45
SYNCHRON000	SYNCHRONY BANK / AMAZON	58594	3002200185	DECSYNC	TRUST	classroom supplies - pathways	H 21-22		12/16/2021 31251	12/16/2021	R	$110.07 $110.07
SYNCHRON000	SYNCHRONY BANK / AMAZON	59640	5002200067	DECSYNC	TRUST	Book Bins for Phonics Readers/Guided Reading Materials	H 21-22		12/16/2021 31251	12/16/2021	R	$81.88 $81.88
SYNCHRON000	SYNCHRONY BANK / AMAZON	59941	5002200069	DECSYNC	TRUST	Resource for Title I Reading Specialist and Reading Coach	H 21-22		11/30/2021 31251	12/03/2021	R	$17.69 $17.69
SYNCHRON000	SYNCHRONY BANK / AMAZON	60609	5002200066	DECSYNC	Trust	Shan Classroom Library Books	H 21-22		12/16/2021 31251	12/16/2021	R	$123.90 $123.90
SYNCHRON000	SYNCHRONY BANK / AMAZON	60705	1002200291	DECSYNC	TRUST	RCES Library Book Order	H 21-22		12/16/2021 31251	12/16/2021	R	$36.18 $36.18

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SYNCHRON000	SYNCHRONY BANK / AMAZON	64665	5002200066	DECSYNC	TRUST	Shan Classroom Library Books	H 21-22		12/16/2021 31251	12/16/2021	R	$125.62 $125.62
SYNCHRON000	SYNCHRONY BANK / AMAZON	65222	3002200175	DECSYNC	TRUST	woodshop supplies	H 21-22		11/30/2021 31251	12/03/2021	R	$142.49 $142.49
SYNCHRON000	SYNCHRONY BANK / AMAZON	65374	1002200290	DECSYNC	TRUST	science supplies	H 21-22		12/16/2021 31251	12/16/2021	R	$98.96 $98.96
SYNCHRON000	SYNCHRONY BANK / AMAZON	65535	3002200196	DECSYNC	TRUST	woodshop supplies	H 21-22		12/16/2021 31251	12/16/2021	R	$102.82 $102.82
SYNCHRON000	SYNCHRONY BANK / AMAZON	70033	3002200177	DECSYNC	Trust	Gloves for Dissection--Anatomy, Biomed, Biology	H 21-22		12/16/2021 31251	12/16/2021	R	$23.98 $23.98
SYNCHRON000	SYNCHRONY BANK / AMAZON	70500	3002200209	DECSYNC	TRUST	purchase of books for library collection	H 21-22		12/29/2021 31251	12/29/2021	R	$41.15 $41.15
SYNCHRON000	SYNCHRONY BANK / AMAZON	70764	1002200298	DECSYNC	Trust	Office Supplies	H 21-22		12/16/2021 31251	12/16/2021	R	$28.97 $28.97
SYNCHRON000	SYNCHRONY BANK / AMAZON	70780	9502200088	DECSYNC	TRUST	Surge Protectors/Hooks	H 21-22		12/16/2021 31251	12/16/2021	R	$16.75 $16.75
SYNCHRON000	SYNCHRONY BANK / AMAZON	70965	1002200309	DECSYNC	TRUST	Classroom Supplies for Megan Hagan	H 21-22		12/21/2021 31251	12/21/2021	R	$413.07 $413.07
SYNCHRON000	SYNCHRONY BANK / AMAZON	76529	3002200175	DECSYNC	TRUST	woodshop supplies	H 21-22		12/01/2021 31251	12/03/2021	R	$110.52 $110.52
SYNCHRON000	SYNCHRONY BANK / AMAZON	78459	9002200146	DECSYNC	TRUST	middle school	H 21-22		12/16/2021 31251	12/16/2021	R	$1,627.70 $1,627.70

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SYNCHRON000	SYNCHRONY BANK / AMAZON	787779563688	1002200312	DECSYNC	TRUST	Classroom Supplies ART	H		01/03/2022	01/03/2022	R	$47.97
							21-22			31251		$47.97
SYNCHRON000	SYNCHRONY BANK / AMAZON	79558	8002200055	DECSYNC	TRUST	Supplies for the school year 2021-2022	H		12/16/2021	12/16/2021	R	$9.99
							21-22			31251		$9.99
SYNCHRON000	SYNCHRONY BANK / AMAZON	80041	2002200141	DECSYNC	Trust	Fidgets & Supplies	H		12/16/2021	12/16/2021	R	$19.97
							21-22			31251		$19.97
SYNCHRON000	SYNCHRONY BANK / AMAZON	80588	8002200055	DECSYNC	TRUST	Supplies for the school year 2021-2022	H		12/16/2021	12/16/2021	R	$59.99
							21-22			31251		$59.99
SYNCHRON000	SYNCHRONY BANK / AMAZON	80746	5502200062	DECSYNC	TRUST	Supplies	H		12/20/2021	12/20/2021	R	$59.40
							21-22			31251		$59.40
SYNCHRON000	SYNCHRONY BANK / AMAZON	80758	3002200194	DECSYNC	TRUST	Masks for high school	H		12/16/2021	12/16/2021	R	$158.50
							21-22			31251		$158.50
SYNCHRON000	SYNCHRONY BANK / AMAZON	81655	5002200066	DECSYNC	TRUST	Shan Classroom Library Books	H		11/30/2021	12/03/2021	R	$68.98
							21-22			31251		$68.98
SYNCHRON000	SYNCHRONY BANK / AMAZON	82233	5002200075	DECSYNC	TRUST	Professional Learning Materials	H		12/17/2021	12/17/2021	R	$44.97
							21-22			31251		$44.97
SYNCHRON000	SYNCHRONY BANK / AMAZON	82447	3002200185	DECSYNC	TRUST	classroom supplies - pathways	H		12/16/2021	12/16/2021	R	$825.81
							21-22			31251		$825.81
SYNCHRON000	SYNCHRONY BANK / AMAZON	82602	1002200295	DECSYNC	TRUST	Storage Bags for Christmas Trees	H		12/16/2021	12/16/2021	R	$141.16
							21-22			31251		$141.16

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SYNCHRON000	SYNCHRONY BANK / AMAZON	85604	1002200294	DECSYNC	TRUST	RCES Library Book Order	H 21-22		12/16/2021 31251	12/16/2021 31251	R	$66.46 $66.46
SYNCHRON000	SYNCHRONY BANK / AMAZON	89640	3502200008	DECSYNC	TRUST	Football Video Equipment	H 21-22		12/20/2021 31251	12/20/2021 31251	R	$330.60 $330.60
SYNCHRON000	SYNCHRONY BANK / AMAZON	90149	3002200188	DECSYNC	TRUST	Financial games	H 21-22		12/16/2021 31251	12/16/2021 31251	R	$142.35 $142.35
SYNCHRON000	SYNCHRONY BANK / AMAZON	91926	1002200297	DECSYNC	Trust	Office Supplies	H 21-22		12/16/2021 31251	12/16/2021 31251	R	$56.96 $56.96
SYNCHRON000	SYNCHRONY BANK / AMAZON	92794	1002200311	DECSYNC	TRUST	Classroom Supplies ART	H 21-22		01/03/2022 31251	01/03/2022 31251	R	$17.97 $17.97
SYNCHRON000	SYNCHRONY BANK / AMAZON	93764	1002200307	DECSYNC	TRUST	ART Classroom Supplies	H 21-22		12/21/2021 31251	12/21/2021 31251	R	$193.32 $193.32
SYNCHRON000	SYNCHRONY BANK / AMAZON	955984599379	3002200152	DECSYNC	TRUST	Custodian Supplies	H 21-22		01/03/2022 31251	01/03/2022 31251	R	$-34.97 $-34.97
SYNCHRON000	SYNCHRONY BANK / AMAZON	97611	9502200088	DECSYNC	TRUST	Surge Protectors/Hooks	H 21-22		12/16/2021 31251	12/16/2021 31251	R	$105.48 $105.48
SYNCHRON000	SYNCHRONY BANK / AMAZON	98438	3002200202	DECSYNC	TRUST	cameras and supplies for program	H 21-22		12/20/2021 31251	12/20/2021 31251	R	$119.80 $119.80
SYNCHRON000	SYNCHRONY BANK / AMAZON	993667436338	3002200209	DECSYNC	TRUST	purchase of books for library collection	H 21-22		01/03/2022 31251	01/03/2022 31251	R	$45.89 $45.89
						NUMBER OF INVOICES: 74						**$12,224.51**
TERMINIX001	TERMINIX	414956113	0000000000	DECPP	TRUST	FEES	H 21-22		12/04/2021 31152	12/15/2021 31152	R	$933.00 $933.00

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						NUMBER OF INVOICES: 1						**$933.00**
TK ELEVA000	TK ELEVATOR CORPORATION	3006317603	0000000000	DECPP	TRUST	ELEVATOR MAINTENANCE	H 21-22		12/18/2021	12/20/2021	R 31227	$1,868.90 $1,868.90
						NUMBER OF INVOICES: 1						**$1,868.90**
TRI-STAT002	TRI-STATE FIRE PROTECTION INC	98136	0000000000	DECPP	TRUST	INSPECTION	H 21-22		11/03/2021	12/20/2021	R 31228	$327.50 $327.50
						NUMBER OF INVOICES: 1						**$327.50**
ULINE 000	ULINE	142860215	0000000000	DECPP	TRUST	PLASTIC GRIP JARS	H 21-22		12/20/2021	12/22/2021	R 31231	$77.91 $77.91
						NUMBER OF INVOICES: 1						**$77.91**
VERIZONW000	VERIZONWIRELESS	9895132521	9002200112	DECPP	TRUST	CELL PHONE CHARGES	H 21-22		12/15/2021	12/23/2021	R 31242	$1,111.80 $1,111.80
						NUMBER OF INVOICES: 1						**$1,111.80**
VISA 000	VISA	1	4002200009	DECVISA	TRUST	CC J MCFARLAND WALMART 110521	H 21-22		11/05/2021	12/15/2021	R 31216	$23.40 $23.40
VISA 000	VISA	10	0000000000	DECVISA	TRUST	CC C LECRONE MEIJER	H 21-22		11/21/2021	12/15/2021	R 31216	$35.00 $35.00
VISA 000	VISA	11	0000000000	DECVISA	TRUST	CC C LECRONE GIORDANOS	H 21-22		11/20/2021	12/15/2021	R 31216	$53.42 $53.42
VISA 000	VISA	12	0000000000	DECVISA	TRUST	CC C LECRONE SWEETWATER	H 21-22		11/19/2021	12/15/2021	R 31216	$20.06 $20.06

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VISA	000 VISA	120121	0000000000	DECPP	TRUST	CONSULTING AND SUPPLIES	H 21-22		12/01/2021	12/14/2021	R 31153	$475.00 $475.00
VISA	000 VISA	13	0000000000	DECVISA	TRUST	CC C LECRONE MCCORMICK AND SCHMICKS	H 21-22		11/19/2021	12/15/2021	R 31216	$703.83 $703.83
VISA	000 VISA	14	0000000000	DECVISA	TRUST	CC JD HUBBARD IPA	H 21-22		11/17/2021	12/15/2021	R 31216	$199.00 $199.00
VISA	000 VISA	15	2002200106	DECVISA	TRUST	CC JD HUBBARD WALMART 110521	H 21-22		11/05/2021	12/15/2021	R 31216	$58.90 $58.90
VISA	000 VISA	16	2002200126	DECVISA	TRUST	CC JD HUBBARD WALMART 110521	H 21-22		11/05/2021	12/15/2021	R 31216	$104.65 $104.65
VISA	000 VISA	17	2002200138	DECVISA	TRUST	CC JD HUBBARD WALMART.COM	H 21-22		11/16/2021	12/15/2021	R 31216	$77.23 $77.23
VISA	000 VISA	18	9502200083	DECVISA	TRUST	CC R ROARK INK TECH	H 21-22		11/18/2021	12/15/2021	R 31216	$80.10 $80.10
VISA	000 VISA	19	9502200085	DECVISA	TRUST	CC R ROARK BEST BUY	H 21-22		11/12/2021	12/15/2021	R 31216	$254.00 $254.00
VISA	000 VISA	2	7002200034	DECVISA	TRUST	CC A ZUBER J TEDFORD WALMART 111021	H 21-22		11/10/2021	12/15/2021	R 31216	$29.39 $29.39
VISA	000 VISA	20	9502200082	DECVISA	TRUST	CC R ROARK INK TECH 62.00	H 21-22		11/12/2021	12/15/2021	R 31216	$62.00 $62.00
VISA	000 VISA	21	9502200080	DECVISA	TRUST	CC R ROARK MONOPRICE	H 21-22		11/12/2021	12/15/2021	R 31216	$103.50 $103.50

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VISA	000 VISA	22	9502200076	DECVISA	TRUST	CC R ROARK BEST BUY 518.00	H 21-22		11/18/2021	12/15/2021	R	31216	$518.00 $518.00
VISA	000 VISA	23	2002200139	DECVISA	TRUST	CC M HARNESS QUILL	H 21-22		11/18/2021	12/15/2021	R	31216	$240.00 $240.00
VISA	000 VISA	24	2002200108	DECVISA	TRUST	CC M HARNESS J ADAMS WALMART 45.26	H 21-22		11/19/2021	12/15/2021	R	31216	$45.26 $45.26
VISA	000 VISA	25	7002200034	DECVISA	TRUST	CC M HARNESS J TYLER WALMART	H 21-22		11/17/2021	12/15/2021	R	31216	$84.38 $84.38
VISA	000 VISA	26	5502200034	DECVISA	TRUST	CC N MAYS J TEDFORD WALMART 280.63	H 21-22		11/02/2021	12/15/2021	R	31216	$280.63 $280.63
VISA	000 VISA	27	5502200034	DECVISA	TRUST	CC N MAYS J TEDFORD WALMART 6.66	H 21-22		11/08/2021	12/15/2021	R	31216	$6.66 $6.66
VISA	000 VISA	28	5502200049	DECVISA	TRUST	CC N MAYS J TEDFORD WALMART 26.94	H 21-22		11/12/2021	12/15/2021	R	31216	$26.94 $26.94
VISA	000 VISA	29	5502200037	DECVISA	TRUST	CC N MAYS J TEDFORD WALMART 158.90	H 21-22		11/12/2021	12/15/2021	R	31216	$158.90 $158.90
VISA	000 VISA	3	6002200017	DECVISA	TRUST	CC A ZUBER C BURGENER WALMART 110921	H 21-22		11/09/2021	12/15/2021	R	31216	$84.23 $84.23
VISA	000 VISA	30	5502200049	DECVISA	TRUST	CC N MAYS J TEDFORD WALMART 12.88	H 21-22		11/12/2021	12/15/2021	R	31216	$12.88 $12.88

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VISA	000 VISA	31	0000000000	DECVISA	TRUST	CC N MAYS J TEDFORD WALMART 51.65		H	11/12/2021	12/15/2021	R	$51.65
							21-22			31216		$51.65
VISA	000 VISA	32	1002200288	DECVISA	TRUST	CC N MAYS E BLACKFORD WALMART 21.94		H	11/12/2021	12/15/2021	R	$21.94
							21-22			31216		$21.94
VISA	000 VISA	33	1002200288	DECVISA	TRUST	CC N MAYS E BLACKFORD WALMART 37.48		H	11/30/2021	12/15/2021	R	$37.48
							21-22			31216		$37.48
VISA	000 VISA	34	6002200027	DECVISA	TRUST	CC M WHITTLER WALMART 53.17		H	11/22/2021	12/15/2021	R	$53.17
							21-22			31216		$53.17
VISA	000 VISA	35	3002200004	DECVISA	TRUST	CC M STEBER BWW 21.15		H	11/10/2021	12/15/2021	R	$21.15
							21-22			31216		$21.15
VISA	000 VISA	36	1002200271	DECVISA	TRUST	CC C EDWARDS E BLACKFORD SMORE PRO		H	11/09/2021	12/15/2021	R	$79.00
							21-22			31216		$79.00
VISA	000 VISA	37	1002200272	DECVISA	TRUST	CC M HAHN WALMART 9.88		H	11/09/2021	12/15/2021	R	$9.88
							21-22			31216		$9.88
VISA	000 VISA	38	5002200052	DECVISA	TRUST	CC M HAHN WALMART 62.18		H	11/08/2021	12/15/2021	R	$62.18
							21-22			31216		$62.18
VISA	000 VISA	39	5002200051	DECVISA	TRUST	CC M HAHN TEACHER PAY TEACHER		H	11/08/2021	12/15/2021	R	$4.20
							21-22			31216		$4.20
VISA	000 VISA	4	3002200113	DECVISA	TRUST	CC A ZUBER WALMART 111621		H	11/16/2021	12/15/2021	R	$33.47
							21-22			31216		$33.47

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VISA	000 VISA	40	1002200265	DECVISA	TRUST	CC M HAHN WALMART 78.56	H 21-22		11/03/2021	12/15/2021	R	31216	$78.56 $78.56
VISA	000 VISA	41	1002200284	DECVISA	TRUST	CC M HAHN WALMART 96.42	H 21-22		11/16/2021	12/15/2021	R	31216	$96.42 $96.42
VISA	000 VISA	42	1002200279	DECVISA	TRUST	CC M HAHN WALART 229.00	H 21-22		11/16/2021	12/15/2021	R	31216	$229.00 $229.00
VISA	000 VISA	43	1002200287	DECVISA	TRUST	CC M HAHN BEST WESTERN	H 21-22		11/18/2021	12/15/2021	R	31216	$759.38 $759.38
VISA	000 VISA	44	5002200070	DECVISA	TRUST	CC M HAHN TEACHER PAY 69.44	H 21-22		11/30/2021	12/15/2021	R	31216	$69.44 $69.44
VISA	000 VISA	45	5002200072	DECVISA	TRUST	CC M HAHN TEACHER PAY 113021	H 21-22		11/30/2021	12/15/2021	R	31216	$28.22 $28.22
VISA	000 VISA	46	5502200045	DECVISA	TRUST	CC J TEDFORD WALMART 33.33	H 21-22		11/03/2021	12/15/2021	R	31216	$33.33 $33.33
VISA	000 VISA	47	6002200072	DECVISA	TRUST	CC J TEDFORD 62.52	H 21-22		11/08/2021	12/15/2021	R	31216	$62.52 $62.52
VISA	000 VISA	48	5502200034	DECVISA	TRUST	CC J TEDFORD WALMART 78.72	H 21-22		11/09/2021	12/15/2021	R	31216	$78.72 $78.72
VISA	000 VISA	49	5502200049	DECVISA	TRUST	CC J TEDFORD	H 21-22		11/30/2021	12/15/2021	R	31216	$42.46 $42.46
VISA	000 VISA	5	3002200113	DECVISA	TRUST	CC A ZUBER WALMART 111821	H 21-22		11/18/2021	12/15/2021	R	31216	$184.46 $184.46
VISA	000 VISA	50	5502200049	DECVISA	TRUST	CC J TEDFORD WALMART 67.69	H 21-22		11/30/2021	12/15/2021	R	31216	$67.69 $67.69

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VISA	000 VISA	51	1002200289	DECVISA	TRUST	CC J TEDFORD SAMS CLUB	H 21-22		11/20/2021	12/15/2021 31216	R	$163.73 $163.73
VISA	000 VISA	52	5502200052	DECVISA	TRUST	CC J TEDFORD WISC CENTER FOR ED	H 21-22		11/18/2021	12/15/2021 31216	R	$165.50 $165.50
VISA	000 VISA	53	6002200071	DECVISA	TRUST	CC J TEDFORD IDFPR K JURGILANIS	H 21-22		11/05/2021	12/15/2021 31216	R	$102.25 $102.25
VISA	000 VISA	54	6002200071	DECVISA	TRUST	CC J TEDFORD IDFPR K WELLS	H 21-22		11/05/2021	12/15/2021 31216	R	$102.25 $102.25
VISA	000 VISA	55	6002200071	DECVISA	TRUST	CC J TEDFORD IDFPR J YOUNG	H 21-22		11/05/2021	12/15/2021 31216	R	$102.25 $102.25
VISA	000 VISA	56	0000000000	DECVISA	TRUST	CC A WISNER RINGCENTRAL	H 21-22		12/03/2021	12/15/2021 31216	R	$37.60 $37.60
VISA	000 VISA	57	0000000000	DECVISA	TRUST	CC A WISNER CHILI'S	H 21-22		11/18/2021	12/15/2021 31216	R	$13.77 $13.77
VISA	000 VISA	58	0000000000	DECVISA	TRUST	CC A WISNER MARRIOTT PANTRY	H 21-22		11/19/2021	12/15/2021 31216	R	$12.85 $12.85
VISA	000 VISA	59	0000000000	DECVISA	TRUST	CC A WISNER SWEETWATER	H 21-22		11/19/2021	12/15/2021 31216	R	$26.18 $26.18
VISA	000 VISA	6	3002200138	DECVISA	TRUST	CC A ZUBER PREZI	H 21-22		11/25/2021	12/15/2021 31216	R	$59.00 $59.00
VISA	000 VISA	60	0000000000	DECVISA	TRUST	CC A WISNER MARRIOTT PANTRY	H 21-22		11/20/2021	12/15/2021 31216	R	$25.15 $25.15

VEN-KEY	VENDOR NAME / ACH VOID DOWNLOAD	INVOICE # / DISCOUNT DESCRIPTION	PO NUMBER	BATCH / DISC AMT	BANK	DESCRIPTION / ADJUSTMENT DESCRIPTION	LQ / FY	S	INV DATE / ADJ AMT	DUE DATE / CHECK NBR	C	NET AMOUNT / INVOICE AMOUNT
VISA	000 VISA	61	0000000000	DECVISA	TRUST	CC A WISNER THE PALM	H 21-22		11/20/2021	12/15/2021 31216	R	$28.56 $28.56
VISA	000 VISA	62	0000000000	DECVISA	TRUST	CC A WISNER MARRIOTT PANTRY	H 21-22		11/21/2021	12/15/2021 31216	R	$13.13 $13.13
VISA	000 VISA	63	0000000000	DECVISA	TRUST	CC A WISNER CRACKER BARREL	H 21-22		11/21/2021	12/15/2021 31216	R	$15.70 $15.70
VISA	000 VISA	64	0000000000	DECVISA	TRUST	CC A WISNER WALMART 42.76	H 21-22		11/29/2021	12/15/2021 31216	R	$42.76 $42.76
VISA	000 VISA	65	0000000000	DECVISA	TRUST	CC A WISNER MONICALS	H 21-22		11/02/2021	12/15/2021 31216	R	$30.82 $30.82
VISA	000 VISA	66	0000000000	DECVISA	TRUST	CC A WISNER OPHELIAS	H 21-22		11/15/2021	12/15/2021 31216	R	$29.87 $29.87
VISA	000 VISA	67	3002200113	DECVISA	TRUST	CC A JULIAN WALMART 144.47	H 21-22		10/28/2021	12/15/2021 31216	R	$144.47 $144.47
VISA	000 VISA	68	3002200022	DECVISA	TRUST	CC A JULIAN N DEIMEL WALMART	H 21-22		11/03/2021	12/15/2021 31216	R	$6.98 $6.98
VISA	000 VISA	69	3002200022	DECVISA	TRUST	CC A JULIAN N DEIMEL WALMART 75.77	H 21-22		11/08/2021	12/15/2021 31216	R	$75.77 $75.77
VISA	000 VISA	7	3002200122	DECVISA	TRUST	CC A ZUBER BOBES	H 21-22		11/18/2021	12/15/2021 31216	R	$330.00 $330.00
VISA	000 VISA	70	3002200022	DECVISA	TRUST	CC A JULIAN N DEIMEL WALMART 34.22	H 21-22		11/16/2021	12/15/2021 31216	R	$34.22 $34.22

VEN-KEY	VENDOR NAME / ACH VOID DOWNLOAD	INVOICE # / DISCOUNT DESCRIPTION	PO NUMBER	BATCH / DISC AMT	BANK	DESCRIPTION / ADJUSTMENT DESCRIPTION	LQ / FY	S	INV DATE / ADJ AMT	DUE DATE / CHECK NBR	C	NET AMOUNT / INVOICE AMOUNT
VISA	000 VISA	71	7002200034	DECVISA	TRUST	CC A JULIAN WALMART L BILLINGTON 43.86	H		11/30/2021	12/15/2021	R	$43.86
							21-22			31216		$43.86
VISA	000 VISA	73	3002200022	DECVISA	TRUST	CC A JULIAN N DEIMEL WALMART 18.10	H		11/22/2021	12/15/2021	R	$18.10
							21-22			31216		$18.10
VISA	000 VISA	74	3002200176	DECVISA	TRUST	CC A JULIAN G EDWARDS WALMART 18.67	H		11/03/2021	12/15/2021	R	$18.67
							21-22			31216		$18.67
VISA	000 VISA	75	3002200195	DECVISA	TRUST	CC A JULIAN TWIN THIEVES	H		11/15/2021	12/15/2021	R	$900.00
							21-22			31216		$900.00
VISA	000 VISA	76	5002200063	DECVISA	TRUST	CC JTEDFORD ISU CONFERENCES	H		11/22/2021	12/16/2021	R	$1,560.00
							21-22			31216		$1,560.00
VISA	000 VISA	77	1002200269	DECVISA	TRUST	CC C SIMPSON M SIMPSON BARNES & NOBLE	H		11/05/2021	12/16/2021	R	$49.75
							21-22			31216		$49.75
VISA	000 VISA	78	0000000000	DECVISA	TRUST	CC C SIMPSON WILDWOODS	H		11/20/2021	12/16/2021	R	$50.00
							21-22			31216		$50.00
VISA	000 VISA	79	0000000000	DECVISA	TRUST	CC C SIMPSON MARRIOTT A CLINE	H		11/18/2021	12/16/2021	R	$529.05
							21-22			31216		$529.05
VISA	000 VISA	8	3002200182	DECVISA	TRUST	CC A ZUBER WALMART HISTORY 113021	H		11/30/2021	12/15/2021	R	$131.94
							21-22			31216		$131.94
VISA	000 VISA	80	0000000000	DECVISA	TRUST	CC C SIMPSON MARRIOTT N HENDERSON	H		11/18/2021	12/16/2021	R	$529.05
							21-22			31216		$529.05

VEN-KEY	VENDOR NAME / ACH VOID DOWNLOAD	INVOICE # / DISCOUNT DESCRIPTION	PO NUMBER	BATCH / DISC AMT	BANK	DESCRIPTION / ADJUSTMENT DESCRIPTION	LQ / FY	S	INV DATE / ADJ AMT	DUE DATE	C / CHECK NBR	NET AMOUNT / INVOICE AMOUNT
VISA	000 VISA	81	0000000000	DECVISA	TRUST	CC C SIMPSON MARRIOTT C LECRONE		H	11/18/2021	12/16/2021	R	$529.05
							21-22				31216	$529.05
VISA	000 VISA	82	0000000000	DECVISA	TRUST	CC C SIMPSON MARRIOTT S MUSIC		H	11/18/2021	12/16/2021	R	$529.05
							21-22				31216	$529.05
VISA	000 VISA	83	0000000000	DECVISA	TRUST	CC C SIMPSON MARRIOTT C LOCKLEY		H	11/18/2021	12/16/2021	R	$529.05
							21-22				31216	$529.05
VISA	000 VISA	84	0000000000	DECVISA	TRUST	CC C SIMPSON MARRIOTT C LOCKLEY PARKING		H	11/18/2021	12/16/2021	R	$210.01
							21-22				31216	$210.01
VISA	000 VISA	85	0000000000	DECVISA	TRUST	CC C SIMPSON MARRIOTT S MUSIC PARKING		H	11/18/2021	12/16/2021	R	$153.01
							21-22				31216	$153.01
VISA	000 VISA	86	0000000000	DECVISA	TRUST	CC C SIMPSON MARRIOTT C LECRONE PARKING		H	11/18/2021	12/16/2021	R	$210.01
							21-22				31216	$210.01
VISA	000 VISA	87	0000000000	DECVISA	TRUST	CC C SIMPSON MARRIOTT N HENDERSON PARKING		H	11/18/2021	12/16/2021	R	$210.01
							21-22				31216	$210.01
VISA	000 VISA	88	6002200077	DECVISA	TRUST	CC J TEDFORD IDFPR H TAIT 110521		H	11/18/2021	12/16/2021	R	$102.25
							21-22				31216	$102.25
VISA	000 VISA	89	0000000000	DECVISA	TRUST	CC A JULIAN L BILLINGTON WALMART 72.03		H	11/30/2021	12/17/2021	R	$72.03
							21-22				31216	$72.03

VEN-KEY	VENDOR NAME / ACH VOID DOWNLOAD	INVOICE # / DISCOUNT DESCRIPTION	PO NUMBER	BATCH / DISC AMT	BANK	DESCRIPTION / ADJUSTMENT DESCRIPTION	LQ / FY	S	INV DATE / ADJ AMT	DUE DATE / CHECK NBR	C	NET AMOUNT / INVOICE AMOUNT
VISA 000	VISA	9	0000000000	DECVISA	TRUST	CC C LECRONE IASB BOOKSTORE	21-22	H	11/20/2021	12/15/2021 31216	R	$48.00 $48.00
VISA 000	VISA	90	6002200007	DECVISA	TRUST	CC A JULIAN CC C BERGER WALMART 125.40	21-22	H	11/30/2021	12/17/2021 31216	R	$125.40 $125.40
						NUMBER OF INVOICES: 90						**$13,952.78**
VOSS LIG000	VOSS LIGHTING	18070322-00	0000000000	DECPP	TRUST	FEES	21-22	H	12/09/2021	12/17/2021 31183	R	$223.20 $223.20
						NUMBER OF INVOICES: 1						**$223.20**
WABASH C003	WABASH COMMUNICATIONS	12012021	9002200114	DECPP	TRUST	INTERNET SERVICE	21-22	H	12/01/2021	12/13/2021 30977	R	$610.00 $610.00
						NUMBER OF INVOICES: 1						**$610.00**
WABASH V002	WABASH VALLEY SERVICE CO	November21 statement	8002200036	DECPP	TRUST	Fuel for the School Year 2021-2022	21-22	H	11/30/2021	12/03/2021 30971	R	$14,077.82 $14,077.82
						NUMBER OF INVOICES: 1						**$14,077.82**
WEST PAU000	WEST, PAULA	1	3002200136	DECPP	TRUST	WALMART P WEST 121521 82.80	21-22	H	12/15/2021	12/17/2021 31184	R	$82.80 $82.80
						NUMBER OF INVOICES: 1						**$82.80**
WHEELKLA000	WHEELER, KLAYTON	1	3002200207	DECPP	TRUST	Reimburse Mr. Wheeler Amazon	21-22	H	01/15/2022	12/20/2021 31208	R	$37.83 $37.83
						NUMBER OF INVOICES: 1						**$37.83**
WHOLE PH000	WHOLE PHONICS	0314	5002200057	DECPP	TRUST	Books Sets for Guided		H	11/19/2021	12/01/2021	R	$3,243.27

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
WHOLE PH000	WHOLE PHONICS	0314	******CONTINUED******									
						Reading						
							21-22			30969		$3,243.27
						NUMBER OF INVOICES: 1						**$3,243.27**
ZUBERAMA000	ZUBER, AMANDA	1	0000000000	DECPP	TRUST	CARDMEMEMBER SERVICES ERROR		H	04/16/2021	12/20/2021	R	$60.91
						REFUND						
							21-22			31209		$60.91
						NUMBER OF INVOICES: 1						**$60.91**
ZUBERDAR000	ZUBER, DARYL	12132021	0000000000	DECPP	TRUST	REFUND FOOD SERVICE		H	12/13/2021	12/16/2021	R	$95.10
							21-22			31160		$95.10
						NUMBER OF INVOICES: 1						**$95.10**
						TOTAL NUMBER OF HISTORY INVOICES:	**359**					**$412,900.38**
						358 COMPUTER CHECK INVOICES						$412,898.94
						1 WIRE TRAN CHECK INVOICES						$1.44
						TOTAL INVOICES:	**359**					**$412,900.38**

BANK TOTALS:	BANK	BANK ACCOUNT #	INVOICE AMOUNT	NET AMOUNT
	TRUST	**A010 1120 0000 00 000000	$412,900.38	$412,900.38

LIQUIDATION STATUS (LQ) CODE LEGEND:

L = LIQUIDATION PENDING C = CLOSED PO/NOT RECEIVING

P = PARTIAL LIQUIDATION F = FULL LIQUIDATION

BLANK = NO LIQUIDATION

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

RCCU 1
PAYROLL DEC 2021

NAME	GROSS
ADAMS, JORDAN	$ 3,573.12
AHMAD, ATALLAH	$ 6,047.95
ALEXANDER, MARGO D	$ 4,752.40
ALLEN, LORI	$ 5,651.98
ANDERSON, ERIN	$ 1,515.26
ANDERSON, JOYCE A	$ 4,336.48
ANDERSON, TENA LIN	$ 1,574.06
ANGLE, DAVID R	$ 3,814.03
ARMSTRONG, BROOKE	$ 1,095.65
ATKINS, RICHARD MILTON	$ 2,313.50
BAKER, HEATHER J	$ 1,574.06
BALDING, BRILEY R	$ 1,752.93
BALDING, DONNA	$ 1,811.12
BALTZELL, BRIAUNA	$ 1,573.26
BARE, GENNIE L	$ 2,906.55
BERGER, CHRISTY	$ 4,752.40
BERRY, NATALIE	$ 2,468.00
BETTIS, JULIE A	$ 5,651.36
BEYERS, CANDACE L	$ 115.00
BILLINGTON, LISA	$ 6,027.62
BLACKFORD, EMILY A	$ 4,090.38
BLACK, JUSTINE L	$ 3,759.94
BLANK, CYNTHIA M	$ 3,055.54
BLANK, HOLLY H	$ 4,682.40
BOOSE, HEATHER ANDREA	$ 3,814.22
BOOSE, TAMMY	$ 105.00
BORAH, CHRISTINE M	$ 3,091.85
BOWER, SCOTT	$ 101.50
BRANSTETTER, CONNIE F	$ 1,873.40
BRIAN, LARRY P	$ 1,855.15
BRINKLEY, AMANDA KATHLEEN	$ 1,471.76
BRINKLEY, MADILYN KATHLEEN	$ 1,421.00
BROWN, ANGEL L	$ 2,349.08
BROWN, JOSHUA	$ 1,337.00
BROWN, SHERYE	$ 2,869.11
BUNTING, GENA	$ 2,125.08
BURGENER, CHARISSA	$ 5,058.46
BURGENER, MICHELLE L	$ 4,000.36
BURGIN, RITA KAYE	$ 676.00
BURRIS, MICHELLE CATHERINE	$ 2,935.30
BURTON, MARCIE	$ 52.50
CARMODY, LUKAS D	$ 360.00
CAST, RODNEY W	$ 1,568.00
CLINE, APRIL G	$ 1,763.02
CLODFELTER, AIMEE MICHELLE	$ 420.00

RCCU 1
PAYROLL DEC 2021

NAME	GROSS
CLODFELTER, JULIE D	$ 5,058.46
COLWELL, HEATHER M	$ 2,222.00
COMBS, ERIC W	$ 5,541.46
CONN, ANNETTE GRACE	$ 1,574.06
COOK, CHEYENNE	$ 1,902.00
CORNETT, RACHEL LEE	$ 1,421.00
CRACKEL, JANICE E	$ 1,102.50
CRANE, RICKY ALAN	$ 1,192.35
CUMMINS, BRYAN	$ 8,455.47
CUMMINS, GARY B	$ 1,354.02
DASCH, BREANNA L	$ 2,133.70
DAVIS, LESLIE A	$ 364.00
DAVIS, RITA DIANE	$ 1,365.00
DEHNER, MARCHELE M	$ 1,869.12
DEIMEL, MACI JEAN	$ 1,471.76
DEIMEL, NANCY J	$ 6,249.24
DEMEYER, NANCY L	$ 1,878.08
DENTON, MACKENZIE T	$ 4,151.50
DENTON, RYAN D	$ 5,372.24
DOAN, LONNIE	$ 4,532.45
DOBBS, CURTIS W	$ 1,182.86
DOBBS, TRACY L	$ 5,652.24
DOLL, GWYNE M	$ 4,682.40
DORIS, SHAWNA MARIE	$ 1,684.90
DORN, DEANN M	$ 210.00
DUENAS, VERNON ANTHONY	$ 4,940.24
DUFILHO, ESTHER SUE	$ 162.50
DUNAHEE, BRENDA	$ 1,655.96
DUNN, MACI L	$ 273.00
DUNN, MARTIN	$ 5,039.70
DUNN, MELISSA A	$ 6,323.70
EAGLESON, DENYSE L	$ 5,765.94
EAGLESON, LYNDA R	$ 1,624.00
EDWARDS, CRYSTLE L	$ 9,202.04
EDWARDS, GRANT A	$ 3,009.66
ELLISON, DEBORAH E	$ 6,384.00
EMMERICH GINDER, JILL	$ 881.25
ERWIN, MELISSA D	$ 5,001.84
FAIRLESS, KAY ANN	$ 1,948.80
FANCHER, JENNIFER	$ 1,836.66
FEHRENBACHER, KATHERINE NICOLE	$ 3,627.20
FEHRENBACHER, KIMBERLY	$ 1,440.00
FENDER, LISA JOYCE	$ 3,917.78
FIELD, BRIDGETT L	$ 1,664.92
FISHER, LYNN BORAH	$ 4,268.62

RCCU 1
PAYROLL DEC 2021

NAME	GROSS
FLANAGAN, KRISTIN D	$ 5,748.74
FLANAGAN, ROBERT W	$ 5,981.60
FLEMING, JULIE L	$ 4,724.12
FOERSTER, RACHEL	$ 3,107.42
FORD, JOYCE E	$ 5,504.24
FOX, ABIGAIL	$ 506.00
FOX, MINDY K	$ 3,487.76
FRANKLIN, ERIN	$ 4,170.16
FRANKLIN, SANDY	$ 52.50
FRITCHLEY, JENNIFER M	$ 4,875.12
FRITSCHLE, JOYCE D	$ 2,152.55
GARDNER, KELSEY LYNN	$ 3,769.82
GASSMANN-KOCHER, SADIE	$ 3,334.74
GELTZ, BARBARA A	$ 1,544.40
GERBER, ANTHONY A	$ 2,352.63
GILREATH, KRISTI ANN	$ 2,989.66
GINDER, AMANDA N	$ 7,921.92
GINDER, CLARISSA	$ 2,088.78
GINDER, NANCY L	$ 2,585.14
GIVENS, JASON ROBERT	$ 3,855.54
GIVENS, KEARSTEN BRIANNA	$ 3,356.92
GOODRUM, BETHANY NICOLE	$ 1,742.89
GOSNELL, TORI DAWN	$ 1,471.76
GRAVES, CLAIRE BERNADETTE	$ 3,397.64
GRAVES, MEGAN N	$ 3,626.58
GREEN, CRYSTAL	$ 1,696.50
GREENWOOD, JILL R	$ 5,134.88
GROVE, BRANDIS J	$ 3,557.20
GROVES, MARSHA L	$ 2,540.02
GROVES, MICHAEL W	$ 2,075.76
GROVE, TIFFANY	$ 3,697.78
GRUNDON, CINDY C	$ 6,604.98
GRUNDON, EMMA	$ 315.00
HAGAN, DIANA L	$ 1,846.11
HAGAN, MEGAN ANDREA	$ 2,989.66
HAHN, MADISON	$ 2,012.25
HAHN, MARGARET A	$ 7,064.00
HANCOCK, PAM	$ 1,195.00
HANES, MARY J	$ 210.00
HARDY, ERIN T	$ 4,072.10
HARNESS, MARY ANN	$ 2,302.34
HARPER, NATHAN	$ 688.75
HARRISON, BEVERLY A	$ 105.00
HARTING, KRISTY	$ 1,824.58
HAUSSY, SUSAN R	$ 2,125.08

RCCU 1
PAYROLL DEC 2021

NAME	GROSS
HAYNES, MICKEY	$ 6,013.74
HENDERSON, COMELIA G	$ 1,983.33
HENDRICKSON, BRENDA	$ 4,752.40
HENTON, JENNA LEE	$ 3,422.44
HILL, SARAH	$ 3,137.42
HINCKLEY, JESSICA K	$ 3,896.24
HINTERSCHER, MISTI	$ 1,309.00
HOLDRIETH, ABIGAIL RUTH	$ 3,489.16
HOLMES, SHANDY	$ 1,766.10
HOPKINS, SHAUN	$ 1,050.00
HOUCHIN, AMANDA N	$ 5,504.73
HOUCHIN, DARRELL W	$ 6,710.84
HOUGH, SHANNON L	$ 5,685.94
HOUT, JODY K	$ 4,845.06
HOWARD, ALLISON MAY	$ 1,421.00
HOWARD, SARAH E	$ 1,705.20
HOWK, JALAYA	$ 813.75
HUBBARD, JOHN D	$ 6,189.84
HUFFMAN, RICKY S	$ 2,406.40
HUNDLEY, HALEY C	$ 1,319.50
INSKEEP, HEIDI	$ 1,606.50
INYART, BRENT A	$ 5,604.22
JENNETTE, CHRISTOPHER W	$ 1,617.92
JOHNSON, BRIANNA	$ 346.50
JOHNSON, DARLA	$ 2,545.69
JOHNSON, MATTHEW R	$ 52.50
JONES, CHRISTOPHER NEIL	$ 4,629.26
JONES, DAVID TALBOTT	$ 4,187.42
JONES, EMILY K	$ 4,484.94
JONES, MARCELLA M	$ 2,073.95
JUDKINS, BRETT	$ 1,365.00
JULIAN, AMY L	$ 5,673.42
JULIAN, BRENT ANDREW	$ 8,238.72
JURGILANIS, KRISTEN L	$ 6,436.54
KERMICLE, CHELSEA M	$ 3,994.60
KIMMELL, BLAIZE	$ 3,059.66
KING, MELINDA D	$ 6,770.20
KINGSBURY, TAYLOR MARIE	$ 2,060.67
KINKADE, RACHEL LYNN	$ 3,127.82
KIRBY II, ROBERT R	$ 5,134.76
KIRKLAND, STEPHANIE	$ 472.50
KLINGLER, COLLIN MICHAEL	$ 1,887.90
KLINGLER, MICHELLE LYNN	$ 5,516.70
KMAN, RITA	$ 6,851.57
KOCHER, BECKY S	$ 2,515.75

RCCU 1
PAYROLL DEC 2021

NAME	GROSS
KOCHER, BETH A	$ 165.00
KOCHER, BRITTANIA J	$ 3,835.60
KOCHER, CHANEY KAYE	$ 2,308.02
KOCHER, DAWN M	$ 5,590.60
KOCHER, HANNAH LYNN	$ 2,217.98
KOCHER, LORI L	$ 2,160.00
KUENSTLER, BRIANNE	$ 3,697.26
KUHLIG, JANET L	$ 4,893.34
KUHN, ASHLEY E	$ 4,151.50
LATHROP, BOBBIE J	$ 4,334.34
LATHROP, JENNIFER L	$ 4,961.70
LATHROP, LAURA	$ 420.00
LAUGHLIN, REX IAN	$ 3,489.62
LEAF, BRITTANY D	$ 3,693.02
LEAF, JESSICA	$ 1,249.88
LECRONE, CHAD E	$ 10,476.42
LEWIS, AMANDA LYNN	$ 5,063.32
LYNN, GINA L	$ 4,072.10
MANN, SHELLEY A	$ 4,484.94
MARRIOTT, THERESA	$ 4,170.16
MAYS, NEILLY LEE	$ 2,957.86
MCCLURE, DEBORAH L	$ 3,915.54
MCDONALD, JIMETTA L	$ 1,370.76
MCDONALD, JOBETH	$ 1,479.01
MCFARLAND, JOHN	$ 3,902.40
MCVICKER, AMY M	$ 5,650.42
MEADOWS, TREVA L.	$ 2,131.70
MEERS, BETTY	$ 1,287.00
MEHAFFEY, PATRICK	$ 2,079.26
MEHL, TRACY	$ 2,788.18
MEIER, AMANDA	$ 955.50
MEREDITH, MATTHEW V	$ 2,989.66
MICHELS, GREGORY A	$ 480.00
MICHELS, SUZANNE	$ 5,377.68
MILBURN, TARA	$ 2,646.00
MILLS, JAMI	$ 2,125.07
MITCHELL, BRANDI G	$ 1,922.12
MITCHELL, BRIAN J	$ 280.00
MITCHELL, CASSIE	$ 4,354.38
MITCHELL, MELISSA M	$ 5,464.56
MORGAN, GINA E	$ 1,335.66
MOSBEY, DEVEN L	$ 4,505.04
MUHS, MADISON R	$ 1,705.20
MURRAY, PAMELA S	$ 5,838.76
MUSIC, MATTHEW J	$ 5,252.04

RCCU 1
PAYROLL DEC 2021

NAME	GROSS
MUSIC, SONJA R	$ 851.83
NEALIS, BRADLY C	$ 5,178.46
O'BRIEN, HOLLY MARIE	$ 4,394.17
OCHS, AMBER L	$ 840.00
OCHS, KIMBERLY	$ 1,471.74
OVERTON, MARTY DALE	$ 6,150.75
PAGE, KENDRA J	$ 4,939.56
PAGE, RALPH ROBERT	$ 3,085.89
PAGE, WILLIAM D	$ 5,494.52
PAMPE, JANICE	$ 6,161.02
PAMPE, LISA K	$ 5,598.94
PARRENT, RILEY R	$ 1,905.60
PATTERSON, BRENDA	$ 1,935.87
PEARCE, MEGHAN NICOLE	$ 4,058.86
PFOFF, VANESSA	$ 1,646.66
PHAN, JOHNNY	$ 208.00
PHILLIPS, ROBERT L	$ 2,660.34
PHILLIPS, ROGER	$ 2,334.50
PITON, SHIRLEY A	$ 1,975.00
PIXLEY, SUE BERBERICH	$ 4,565.44
POTTORFF, ANDREW PAUL	$ 2,334.50
POWELL, MATTHEW M	$ 4,484.94
POWELL, MICHELLE	$ 4,939.56
PUCKETT, CHELSEA J	$ 3,169.22
PUCKETT, TERRY EUGENE	$ 6,698.40
RAGULEN, LASADE	$ 939.25
RANGE, KIMBERLY	$ 1,386.45
RAUCH, DEBORAH LYNN	$ 1,489.34
REDMAN, AMANDA L	$ 4,315.00
REDMAN, JUDITH	$ 2,523.04
REEVES, HANNAH LYNN	$ 3,030.86
REEVES, RANDY K	$ 5,492.57
REID, MEGAN S	$ 1,421.00
REYNOLDS, BOBBY	$ 2,465.00
REYNOLDS, MICHELE L	$ 2,008.96
REZA ARIAS, MARIA DEL CARMEN	$ 2,374.36
RIDGELY, LINDSAY ANN	$ 4,090.38
RIDGELY, SUZANNA	$ 1,710.01
ROARK, RYAN K	$ 5,627.34
RODGERS, KACIE N	$ 5,395.64
RODGERS, STEVEN D	$ 2,483.20
RODGERS, STEPHAN R	$ 909.34
RODGERS, TRACEY L	$ 2,938.57
ROUTIEN, MARISSA BROOKE	$ 3,094.66
RUBENACKER, LORI A	$ 5,110.96

RCCU 1
PAYROLL DEC 2021

NAME	GROSS
RUDE, DONNA	$ 1,421.00
RUSK, AMY L	$ 4,925.74
RUSK, EMILY	$ 5,212.44
RUSK, JULIE	$ 2,413.08
RUSK, RYLAN A	$ 6,486.89
RYDEN, JEFFREY ROBERT	$ 5,691.59
SANDERS, ALBERT ALAN	$ 1,572.42
SCHIMMELPFENNING, AMY LAVINA	$ 4,940.24
SCHMUCKER, JULIE R	$ 2,125.08
SEALS, MARLA LOUISE	$ 4,151.50
SEATON, MEGAN NICOLE	$ 3,955.08
SEILER, ANITA J	$ 3,649.62
SHAN, NICOLE LANE	$ 3,587.58
SHAWVER, ALEXIS B	$ 3,947.78
SHEWMAKE, ANGELINA COLLEEN	$ 1,421.00
SHILLING, LISA A	$ 1,584.62
SHIPMAN, KYLE	$ 3,489.16
SHOCK, CAMERON M	$ 728.00
SHOEMAKER, KRISTIE L	$ 3,935.38
SHORT, STEFANIE	$ 1,421.00
SIMPSON, CHRIS A	$ 13,556.34
SIMPSON, COLE	$ 315.00
SIMPSON, MICHELLE L	$ 5,913.48
SLATER, ZACHARY	$ 1,029.67
SMITH, JASON T	$ 5,306.60
SMITH, MELINDA	$ 4,572.38
SPARKS, ELIZABETH K	$ 3,902.76
STALLARD, BRENDA LEA	$ 5,466.96
STEBER, COLBY N	$ 278.88
STEBER, MARK	$ 9,865.39
STEPHENS, CAMILLE A	$ 5,008.18
STEVENS, AMY J	$ 4,548.02
STEVENSON, JENNY	$ 3,572.42
SUMMERS, ALLYSON	$ 1,466.50
SWINSON, DONNA S	$ 2,313.00
TABB, JULIE ANN	$ 925.46
TAHTINEN, TIMOTHY A	$ 3,438.52
TAIT, HEATHER E	$ 5,058.46
TAYLOR, CHAD E	$ 4,773.70
TEDFORD, JENNIFER JILL	$ 7,602.50
TENNIS, MEGAN M	$ 3,422.44
THOMANN, ANDREW C	$ 8,069.12
THOMAS, TRACI	$ 75.00
THRASHER, NATASHA J	$ 1,780.62
THUFTEDAL, TASHA S	$ 5,393.84

RCCU 1
PAYROLL DEC 2021

NAME	GROSS
TOMLIN, LINDSEY JAMES	$ 3,786.28
TOTTEN, DANIEL L	$ 329.18
TOTTEN, RUTH E	$ 1,334.66
TRAVIS, CHRISTY	$ 1,487.20
TRUEBLOOD, EDWIN AARON	$ 1,129.50
TYLER, JAMIE L	$ 6,258.96
UTLEY, REGINA	$ 2,323.16
VAAL, JAMES D	$ 5,679.92
VANDYKE, JAMIE L	$ 7,868.94
VANDYKE, JESSICA P	$ 4,524.94
VANGUNDY, EMILI VANESSA	$ 3,894.22
VANMATRE, CHRISTINA A	$ 4,505.04
VOLK, AIMEE KRISTINA	$ 3,422.44
VOLK, KARLA J	$ 2,252.58
VOLK, PAULINE	$ 2,236.27
WALDHOFF, ROY R	$ 6,839.28
WALKER, KATHI DEE	$ 6,408.94
WALKER, TERRIL	$ 1,725.00
WALL, CHERYL	$ 4,072.10
WALL, REAGAN	$ 406.00
WARFEL, JULIE ANNE	$ 793.00
WASHBURN, BRENDA J	$ 6,246.98
WAXLER, ELVA L	$ 1,452.50
WEESNER, LELA	$ 2,724.48
WEIDNER, JENNIFER L	$ 4,334.34
WEIDNER, KERRIE L	$ 4,170.16
WEITKAMP, LORI L	$ 4,233.02
WEITKAMP, WARREN D	$ 7,986.68
WELLS, KACI MARIE	$ 4,505.04
WEST, PAULA J	$ 5,157.12
WESTALL, LORI A	$ 4,961.70
WHEELER, HEATHER L	$ 4,072.10
WHEELER, KLAYTON E	$ 5,464.70
WHISLER, NATHANAEL T	$ 390.00
WHITAKER-MITCHELL, DONNA	$ 1,167.64
WHITE, BRANDY	$ 1,471.76
WHITTLER, MICHAEL K	$ 8,800.58
WHITTLER, SARAH E	$ 5,828.82
WIBBENMEYER, AMBER R	$ 1,624.00
WILLIAMS, MIRANDA J	$ 1,948.80
WILLIAMS, SCOTT ERIC	$ 3,064.46
WILSON, LELA M	$ 902.75
WINGERT, JOE DOUGLAS	$ 909.34
WINGERT, SAMANTHA	$ 1,278.90
WINTERS, SHANNON L	$ 6,130.48

RCCU 1
PAYROLL DEC 2021

NAME	GROSS
WISNER, ANGELA M	$ 3,786.89
WOODS, AMY LYNNE	$ 6,264.90
WOODS, JILLIAN M	$ 2,989.66
WRIGHT, JESSICA M	$ 525.00
YOUNG, JANA E	$ 3,874.50
ZUBER, AMANDA M	$ 3,846.41
TOTAL	**$ 1,203,639.88**

DISTRICT PAYROLL
RICHLAND COUNTY COMMUNITY UNIT DISTRICT NO. 1
Jan 20, 2022

The district payroll for the month of Jan 2022, for personnel on regular employment status, is the same as the payroll for the month of Dec 2021.

ADDITIONS:

Roger Phillips – RCHS Custodian

DELETIONS:

Brooke Armstrong – RCES Paraprofessional
Nate Harper – RCHS Custodian
Andy Thomann – RCHS Principal
Jesse Thornton – RHCS Custodian

CHANGES:

RICHLAND COUNTY COMMUNITY UNIT #1
COMPARISON OF FUNDS

Comparison of Funds for December			
FUND	December, 2020	December, 2021	
Education	$ 13,032,953.61	$ 13,912,001.06	
Building and Grounds	$ 4,630,434.49	$ 3,563,907.91	
Bond and Interest	$ 1,055,702.35	$ 1,226,886.34	
Transportation	$ 1,004,692.22	$ 1,357,334.45	
IMRF/Social Security	$ 1,822,773.94	$ 1,065,777.01	
Capital Outlay	$ 1,476.52	$ 263,459.87	
Working Cash	$ 726,026.18	$ 862,546.46	
Tort Fund	$ 222,436.95	$ 1,215,850.23	
Life Safety	$ 273,715.76	$ 301,652.70	
Total Cash	$ 22,770,212.02	$ 23,769,416.03	
Assets	$ 156,934.68	170585.15	
Total Cash and Assets	$ 22,927,146.70	$ 23,940,001.18	
GRAND TOTAL	$ 22,927,146.70	$ 23,940,001.18	
compfund			

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
10R010 1110 0000 00 000000	Tax Levy Education	4,540,099.00	5,926.04	4,301,121.35	0.00	0.00	238,977.65
10R--- 1110 0--- -- ------		4,540,099.00	5,926.04	4,301,121.35	0.00	0.00	238,977.65
10R010 1140 0000 00 000000	Sp Ed Levy	98,860.00	128.82	99,924.73	0.00	0.00	-1,064.73
10R--- 1140 0--- -- ------		98,860.00	128.82	99,924.73	0.00	0.00	-1,064.73
10R--- 11-- ---- -- ------		4,638,959.00	6,054.86	4,401,046.08	0.00	0.00	237,912.92
10R010 1210 0000 00 000000	Mobile Home Tax	31,513.00	0.00	326,120.44	0.00	0.00	-294,607.44
10R--- 1210 0--- -- ------		31,513.00	0.00	326,120.44	0.00	0.00	-294,607.44
10R010 1220 0000 00 000000	Local Housing Aut Tax	13,675.00	0.00	14,425.44	0.00	0.00	-750.44
10R--- 1220 0--- -- ------		13,675.00	0.00	14,425.44	0.00	0.00	-750.44
10R010 1230 0000 00 000000	Corp Pers Prop Tax	735,000.00	58,687.28	437,853.70	0.00	0.00	297,146.30
10R--- 1230 0--- -- ------		735,000.00	58,687.28	437,853.70	0.00	0.00	297,146.30
10R--- 12-- ---- -- ------		780,188.00	58,687.28	778,399.58	0.00	0.00	1,788.42
10R010 1311 0000 00 000000	Jump Start Tuition	0.00	0.00	150.00	0.00	0.00	-150.00
10R--- 1311 0--- -- ------		0.00	0.00	150.00	0.00	0.00	-150.00
10R--- 13-- ---- -- ------		0.00	0.00	150.00	0.00	0.00	-150.00
10R010 1510 0000 00 000000	Earnings on Investments	145,000.00	1,766.76	13,952.17	0.00	0.00	131,047.83
10R--- 1510 0--- -- ------		145,000.00	1,766.76	13,952.17	0.00	0.00	131,047.83
10R--- 15-- ---- -- ------		145,000.00	1,766.76	13,952.17	0.00	0.00	131,047.83
10R010 1611 0000 00 000000	Sales to Pupils Lunch	0.00	0.00	0.00	0.00	0.00	0.00
10R--- 1611 0--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10R010 1612 0000 00 000000	Sales to Pupils Bfast	0.00	0.00	0.00	0.00	0.00	0.00
10R--- 1612 0--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10R010 1613 0000 00 000000	Sales to Pupil Ala Carte	0.00	23.75	111.50	0.00	0.00	-111.50
10R--- 1613 0--- -- ------		0.00	23.75	111.50	0.00	0.00	-111.50
10R010 1614 0000 00 000000	Sales to Pupil Vending	0.00	0.00	0.00	0.00	0.00	0.00
10R--- 1614 0--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10R010 1615 0000 00 000000	Bfst Lunch Debit Card	0.00	-285.35	23,022.71	0.00	0.00	-23,022.71
10R--- 1615 0--- -- ------		0.00	-285.35	23,022.71	0.00	0.00	-23,022.71
10R010 1620 0000 00 000000	Sales to Adults	9,000.00	915.90	4,254.00	0.00	0.00	4,746.00
10R--- 1620 0--- -- ------		9,000.00	915.90	4,254.00	0.00	0.00	4,746.00
10R010 1621 0000 00 000000	Summer Food Program	0.00	0.00	0.00	0.00	0.00	0.00
10R--- 1621 0--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10R010 1690 0000 00 000000	Other Food Sales	700.00	0.00	111.99	0.00	0.00	588.01
10R--- 1690 0--- -- ------		700.00	0.00	111.99	0.00	0.00	588.01
10R--- 16-- ---- -- ------		9,700.00	654.30	27,500.20	0.00	0.00	-17,800.20
10R010 1711 0000 00 000000	Athletic Admissions	30,000.00	5,531.00	26,873.90	0.00	0.00	3,126.10
10R--- 1711 0--- -- ------		30,000.00	5,531.00	26,873.90	0.00	0.00	3,126.10
10R010 1720 0000 00 000000	Lab/Lock Fees	500.00	0.00	0.00	0.00	0.00	500.00
10R--- 1720 0--- -- ------		500.00	0.00	0.00	0.00	0.00	500.00
10R010 1730 0000 00 000000	Pupil Book Sales	175.00	0.00	0.00	0.00	0.00	175.00

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
10R--- 1730 0--- -- ------		175.00	0.00	0.00	0.00	0.00	175.00
10R010 1790 0000 00 000000	Other Pupil Fees	125.00	90.00	5,350.00	0.00	0.00	-5,225.00
10R010 1790 0000 01 000000	Xtra Curr PE Fees	0.00	0.00	0.00	0.00	0.00	0.00
10R--- 1790 0--- -- ------		125.00	90.00	5,350.00	0.00	0.00	-5,225.00
10R999 1799 0000 00 000000	Student Activity Receipts	0.00	0.00	0.00	0.00	0.00	0.00
10R--- 1799 0--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10R--- 17-- ---- -- ------		30,800.00	5,621.00	32,223.90	0.00	0.00	-1,423.90
10R010 1811 0000 00 000000	Book Rental Fees	158,000.00	1,998.12	154,618.94	0.00	0.00	3,381.06
10R--- 1811 0--- -- ------		158,000.00	1,998.12	154,618.94	0.00	0.00	3,381.06
10R--- 18-- ---- -- ------		158,000.00	1,998.12	154,618.94	0.00	0.00	3,381.06
10R010 1910 0000 00 000000	Facilities Rental	12,000.00	0.00	0.00	0.00	0.00	12,000.00
10R--- 1910 0--- -- ------		12,000.00	0.00	0.00	0.00	0.00	12,000.00
10R010 1920 0000 00 000000	CONTRIB PRIV SOURCES	0.00	0.00	475.00	0.00	0.00	-475.00
10R730 1920 0000 00 000000	JFF Programs-Athletic Restroom	0.00	0.00	0.00	0.00	0.00	0.00
10R--- 1920 0--- -- ------		0.00	0.00	475.00	0.00	0.00	-475.00
10R010 1940 0000 00 000000	Serv Provided For SESE	700.00	0.00	276.20	0.00	0.00	423.80
10R--- 1940 0--- -- ------		700.00	0.00	276.20	0.00	0.00	423.80
10R010 1950 0000 00 000000	Refund Pr Yr Expenses	3,000.00	-60.91	-60.91	0.00	0.00	3,060.91
10R--- 1950 0--- -- ------		3,000.00	-60.91	-60.91	0.00	0.00	3,060.91
10R010 1970 0000 00 000000	Drivers Ed Fees	15,000.00	0.00	14,135.00	0.00	0.00	865.00
10R--- 1970 0--- -- ------		15,000.00	0.00	14,135.00	0.00	0.00	865.00
10R010 1992 0000 00 000000	Sale of Voc House	0.00	0.00	0.00	0.00	0.00	0.00
10R--- 1992 0--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10R010 1999 0000 00 000000	Other Non-Pupil Fees	25,000.00	50.00	13,847.92	0.00	0.00	11,152.08
10R010 1999 0000 01 000000	E-Rate Refund	52,879.00	0.00	0.00	0.00	0.00	52,879.00
10R030 1999 0000 00 000000	Fuel Up 60	0.00	0.00	0.00	0.00	0.00	0.00
10R060 1999 0000 00 000000	Fine Arts Grant	0.00	0.00	0.00	0.00	0.00	0.00
10R130 1999 0000 00 130000	C Winters Birth -3	0.00	0.00	0.00	0.00	0.00	0.00
10R170 1999 0000 00 170000	JFF	0.00	0.00	0.00	0.00	0.00	0.00
10R230 1999 0000 00 230000	JFF CNA Program	3,000.00	0.00	2,000.00	0.00	0.00	1,000.00
10R290 1999 0000 00 290000	JFF Web/Bio	4,000.00	0.00	0.00	0.00	0.00	4,000.00
10R670 1999 0000 00 670000	Tiger Safari	0.00	0.00	0.00	0.00	0.00	0.00
10R680 1999 0000 00 680000	Carrie Winters	625.00	0.00	0.00	0.00	0.00	625.00
10R690 1999 0000 00 690000	CEO Program	0.00	0.00	100.00	0.00	0.00	-100.00
10R730 1999 0000 00 730000	JFF Tech Grant	37,950.00	0.00	2,000.00	0.00	0.00	35,950.00
10R880 1999 0000 00 880000	JFF Chat/Music Therapy	25,000.00	0.00	0.00	0.00	0.00	25,000.00
10R--- 1999 0--- -- ------		148,454.00	50.00	17,947.92	0.00	0.00	130,506.08
10R--- 19-- ---- -- ------		179,154.00	-10.91	32,773.21	0.00	0.00	146,380.79
10R110 2100 0000 00 110000	ROE Pre K	0.00	0.00	0.00	0.00	0.00	0.00
10R--- 2100 0--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
10R--- 21-- ---- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10R810 2200 0000 00 810000	ROE Flow Thru	0.00	0.00	0.00	0.00	0.00	0.00
10R--- 2200 0--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10R--- 22-- ---- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10R010 3001 0000 00 000000	General State Aid	10,388,962.00	944,472.00	4,724,193.00	0.00	0.00	5,664,769.00
10R010 3001 0000 00 140000	EBF-Sp Ed Personnel	0.00	0.00	0.00	0.00	0.00	0.00
10R010 3001 0000 00 280000	EBF-Sp Ed Funding Children	0.00	0.00	0.00	0.00	0.00	0.00
10R010 3001 0000 00 550000	State Aide-Spec Ed Summner Sch	0.00	0.00	0.00	0.00	0.00	0.00
10R--- 3001 0--- -- ------		10,388,962.00	944,472.00	4,724,193.00	0.00	0.00	5,664,769.00
10R010 3002 0000 00 000000	GSA Hold Harm	0.00	0.00	0.00	0.00	0.00	0.00
10R--- 3002 0--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10R010 3010 0000 00 000000	GSA Difference Incentive	0.00	0.00	0.00	0.00	0.00	0.00
10R--- 3010 0--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10R010 3015 0000 00 000000	Salary Diff for annex	0.00	0.00	0.00	0.00	0.00	0.00
10R--- 3015 0--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10R010 3020 0000 00 000000	Reorganization Inc Cert Sal	0.00	0.00	0.00	0.00	0.00	0.00
10R--- 3020 0--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10R--- 30-- ---- -- ------		10,388,962.00	944,472.00	4,724,193.00	0.00	0.00	5,664,769.00
10R260 3100 0000 00 260000	Sp Ed Priv Facility	10,000.00	0.00	16,584.53	0.00	0.00	-6,584.53
10R--- 3100 0--- -- ------		10,000.00	0.00	16,584.53	0.00	0.00	-6,584.53
10R280 3105 0000 00 280000	Spec Ed Extraordinary	0.00	0.00	0.00	0.00	0.00	0.00
10R--- 3105 0--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10R140 3110 0000 00 140000	Sp Ed Personnel	0.00	0.00	0.00	0.00	0.00	0.00
10R--- 3110 0--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10R640 3120 0000 00 640000	Sp Ed Orphan	75,000.00	0.00	71,663.33	0.00	0.00	3,336.67
10R--- 3120 0--- -- ------		75,000.00	0.00	71,663.33	0.00	0.00	3,336.67
10R010 3145 0000 00 000000	Sp Ed Summer Sch	0.00	0.00	0.00	0.00	0.00	0.00
10R--- 3145 0--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10R--- 31-- ---- -- ------		85,000.00	0.00	88,247.86	0.00	0.00	-3,247.86
10R380 3200 0000 00 380000	Voc Ed Tech Prep	0.00	0.00	0.00	0.00	0.00	0.00
10R--- 3200 0--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10R780 3215 0000 00 780000	Voc Ed Formula	0.00	0.00	0.00	0.00	0.00	0.00
10R--- 3215 0--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10R820 3220 0000 00 820000	K12 Career Exploration Grant	0.00	0.00	0.00	0.00	0.00	0.00
10R--- 3220 0--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10R490 3235 0000 00 490000	Ag Inc 3 Circles	33,070.00	0.00	0.00	0.00	0.00	33,070.00
10R--- 3235 0--- -- ------		33,070.00	0.00	0.00	0.00	0.00	33,070.00
10R490 3299 0000 00 490000	Voc Ed Ag Incent Grant	5,509.00	0.00	0.00	0.00	0.00	5,509.00
10R710 3299 0000 00 710000	Elementary Career Grant	1,482.00	0.00	0.00	0.00	0.00	1,482.00
10R780 3299 0000 00 780000	Voc Ed Formula	76,291.00	0.00	26,967.03	0.00	0.00	49,323.97

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
10R--- 3299 0--- -- ------		83,282.00	0.00	26,967.03	0.00	0.00	56,314.97
10R--- 32-- ---- -- ------		116,352.00	0.00	26,967.03	0.00	0.00	89,384.97
10R350 3360 0000 00 350000	St Lunch/Bfast Reimb	6,435.00	691.32	12,548.35	0.00	0.00	-6,113.35
10R--- 3360 0--- -- ------		6,435.00	691.32	12,548.35	0.00	0.00	-6,113.35
10R010 3365 0000 00 000000	Breakfast Incentive	0.00	0.00	0.00	0.00	0.00	0.00
10R--- 3365 0--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10R310 3370 0000 00 310000	Drivers Education Reimb	35,000.00	0.00	16,663.74	0.00	0.00	18,336.26
10R--- 3370 0--- -- ------		35,000.00	0.00	16,663.74	0.00	0.00	18,336.26
10R--- 33-- ---- -- ------		41,435.00	691.32	29,212.09	0.00	0.00	12,222.91
10R550 3695 0000 00 550000	TAOEP	60,855.00	0.00	12,172.00	0.00	0.00	48,683.00
10R750 3695 0000 00 750000	TAOEP	3,500.00	0.00	0.00	0.00	0.00	3,500.00
10R--- 3695 0--- -- ------		64,355.00	0.00	12,172.00	0.00	0.00	52,183.00
10R--- 36-- ---- -- ------		64,355.00	0.00	12,172.00	0.00	0.00	52,183.00
10R110 3705 0000 00 110000	Early Child Block Grant	50,000.00	0.00	0.00	0.00	0.00	50,000.00
10R510 3705 0000 00 510000	ECE Block Grant-FY06	924,386.00	0.00	257,103.00	0.00	0.00	667,283.00
10R--- 3705 0--- -- ------		974,386.00	0.00	257,103.00	0.00	0.00	717,283.00
10R570 3715 0000 00 570000	Reading Improvement	0.00	0.00	0.00	0.00	0.00	0.00
10R--- 3715 0--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10R790 3775 0000 00 790000	ADA Safety/Ed Block Gran	0.00	0.00	0.00	0.00	0.00	0.00
10R--- 3775 0--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10R--- 37-- ---- -- ------		974,386.00	0.00	257,103.00	0.00	0.00	717,283.00
10R240 3800 0000 00 240000	Sec of State Lib Grant	0.00	0.00	0.00	0.00	0.00	0.00
10R--- 3800 0--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10R--- 38-- ---- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10R010 3999 0000 00 000000	Other State	0.00	0.00	475.00	0.00	0.00	-475.00
10R010 3999 0000 05 000000	National Bd Cert	0.00	0.00	0.00	0.00	0.00	0.00
10R060 3999 0000 00 000000	Fine Arts Grant	0.00	0.00	0.00	0.00	0.00	0.00
10R120 3999 0000 00 120000	Laptop Grant	0.00	0.00	0.00	0.00	0.00	0.00
10R240 3999 0000 00 240000	Library Grant	1,604.00	0.00	290.79	0.00	0.00	1,313.21
10R--- 3999 0--- -- ------		1,604.00	0.00	765.79	0.00	0.00	838.21
10R--- 39-- ---- -- ------		1,604.00	0.00	765.79	0.00	0.00	838.21
10R190 4107 0000 00 190000	Title VI Rural Ed	0.00	0.00	0.00	0.00	0.00	0.00
10R--- 4107 0--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10R--- 41-- ---- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10R420 4210 0000 00 420000	Fed Lunch Prog Reimb	0.00	170,281.12	216,428.45	0.00	0.00	-216,428.45
10R--- 4210 0--- -- ------		0.00	170,281.12	216,428.45	0.00	0.00	-216,428.45
10R420 4215 0000 00 420000	Fed Special Milk Program	750.00	0.00	3,311.52	0.00	0.00	-2,561.52
10R--- 4215 0--- -- ------		750.00	0.00	3,311.52	0.00	0.00	-2,561.52
10R430 4220 0000 00 430000	Fed Bfast Prog Reimb	0.00	75,736.64	95,180.54	0.00	0.00	-95,180.54
10R--- 4220 0--- -- ------		0.00	75,736.64	95,180.54	0.00	0.00	-95,180.54

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
10R460 4225 0000 00 460000	Fed Summer Food Program	750,000.00	0.00	110,175.40	0.00	0.00	639,824.60
10R--- 4225 0--- -- ------		750,000.00	0.00	110,175.40	0.00	0.00	639,824.60
10R420 4250 0000 00 420000	Child Nutrition Commodity	0.00	0.00	0.00	0.00	0.00	0.00
10R--- 4250 0--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10R420 4299 0000 00 420000	Child Nutrition	0.00	0.00	0.00	0.00	0.00	0.00
10R440 4299 0000 00 440000	NSLP Equip Asst Grant	0.00	0.00	0.00	0.00	0.00	0.00
10R--- 4299 0--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10R--- 42-- ---- -- ------		750,750.00	246,017.76	425,095.91	0.00	0.00	325,654.09
10R100 4300 0000 00 100000	Title I Grant - Reading	125,000.00	0.00	60,522.00	0.00	0.00	64,478.00
10R270 4300 0000 00 270000	Title I School Imp& Acct	0.00	0.00	0.00	0.00	0.00	0.00
10R500 4300 0000 00 500000	Title I	714,461.00	0.00	94,856.00	0.00	0.00	619,605.00
10R--- 4300 0--- -- ------		839,461.00	0.00	155,378.00	0.00	0.00	684,083.00
10R270 4331 0000 00 270000	Title I School Imp & Acctabili	0.00	0.00	0.00	0.00	0.00	0.00
10R--- 4331 0--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10R--- 43-- ---- -- ------		839,461.00	0.00	155,378.00	0.00	0.00	684,083.00
10R170 4400 0000 00 170000	Title IV Grant	48,000.00	0.00	69,536.00	0.00	0.00	-21,536.00
10R570 4400 0000 00 570000	Title IV Grant	1,000.00	0.00	1,890.00	0.00	0.00	-890.00
10R--- 4400 0--- -- ------		49,000.00	0.00	71,426.00	0.00	0.00	-22,426.00
10R070 4421 0000 00 000000	21st Century Comm Learning	315,000.00	32,535.00	32,535.00	0.00	0.00	282,465.00
10R470 4421 0000 00 470000	21st Century Grant	75,000.00	0.00	59,291.00	0.00	0.00	15,709.00
10R--- 4421 0--- -- ------		390,000.00	32,535.00	91,826.00	0.00	0.00	298,174.00
10R250 4490 0000 00 250000	Federal Library Grant	0.00	0.00	0.00	0.00	0.00	0.00
10R--- 4490 0--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10R--- 44-- ---- -- ------		439,000.00	32,535.00	163,252.00	0.00	0.00	275,748.00
10R150 4600 0000 00 150000	Sp Ed IDEA Pre School	35,000.00	11,162.00	11,162.00	0.00	0.00	23,838.00
10R--- 4600 0--- -- ------		35,000.00	11,162.00	11,162.00	0.00	0.00	23,838.00
10R150 4620 0000 00 150000	Sp Ed Flow thru SESE	550,000.00	183,537.00	236,448.00	0.00	0.00	313,552.00
10R--- 4620 0--- -- ------		550,000.00	183,537.00	236,448.00	0.00	0.00	313,552.00
10R260 4625 0000 00 260000	Fed SpEd IDEA Rm/Board	30,000.00	28,665.00	60,610.55	0.00	0.00	-30,610.55
10R--- 4625 0--- -- ------		30,000.00	28,665.00	60,610.55	0.00	0.00	-30,610.55
10R--- 46-- ---- -- ------		615,000.00	223,364.00	308,220.55	0.00	0.00	306,779.45
10R540 4770 0000 00 540000	Fed Voc Ed Tech Prep	0.00	0.00	0.00	0.00	0.00	0.00
10R--- 4770 0--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10R390 4799 0000 00 390000	V E Perkins T-IIC 2 Tutor	23,000.00	0.00	0.00	0.00	0.00	23,000.00
10R--- 4799 0--- -- ------		23,000.00	0.00	0.00	0.00	0.00	23,000.00
10R--- 47-- ---- -- ------		23,000.00	0.00	0.00	0.00	0.00	23,000.00
10R090 4876 0000 00 000000	Cloud Grant ICCP	0.00	0.00	0.00	0.00	0.00	0.00
10R--- 4876 0--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10R160 4880 0000 00 160000	Education Jobs Fund	0.00	0.00	0.00	0.00	0.00	0.00
10R--- 4880 0--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
10R--- 48-- ---- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10R180 4901 0000 00 180000	Race To The Top	0.00	0.00	0.00	0.00	0.00	0.00
10R180 4901 0000 01 180000	Race To The Top Induction	0.00	0.00	0.00	0.00	0.00	0.00
10R--- 4901 0--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10R010 4920 0000 00 000000	McKinney Homeless Grant	0.00	0.00	0.00	0.00	0.00	0.00
10R--- 4920 0--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10R330 4932 0000 00 330000	Title II Teacher Quality	15,000.00	0.00	14,326.00	0.00	0.00	674.00
10R530 4932 0000 00 530000	Title II	89,062.00	0.00	19,437.00	0.00	0.00	69,625.00
10R--- 4932 0--- -- ------		104,062.00	0.00	33,763.00	0.00	0.00	70,299.00
10R920 4991 0000 00 920000	Medicaid Adm Outreach	54,000.00	1,206.65	48,137.94	0.00	0.00	5,862.06
10R--- 4991 0--- -- ------		54,000.00	1,206.65	48,137.94	0.00	0.00	5,862.06
10R920 4992 0000 00 920000	Medicaid Fee For Service	53,060.00	0.00	15,492.81	0.00	0.00	37,567.19
10R--- 4992 0--- -- ------		53,060.00	0.00	15,492.81	0.00	0.00	37,567.19
10R220 4998 0000 00 220000	FEMA GRANT	0.00	0.00	0.00	0.00	0.00	0.00
10R345 4998 0000 00 000000	ARP McKinney Vento	0.00	0.00	0.00	0.00	0.00	0.00
10R410 4998 0000 00 410000	JROTC Reimbursement	0.00	0.00	0.00	0.00	0.00	0.00
10R--- 4998 0--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10R250 4999 0000 00 250000	Federal Library Grant	0.00	0.00	0.00	0.00	0.00	0.00
10R340 4999 0000 00 340000	ESSER	100,000.00	0.00	0.00	0.00	0.00	100,000.00
10R342 4999 0000 00 000000	ESSER II	1,996,709.00	298,634.00	298,634.00	0.00	0.00	1,698,075.00
10R370 4999 0000 00 370000	Digital Equity - ESSER	0.00	0.00	546.00	0.00	0.00	-546.00
10R410 4999 0000 00 000000	JROTC	78,000.00	6,772.15	33,689.50	0.00	0.00	44,310.50
10R--- 4999 0--- -- ------		2,174,709.00	305,406.15	332,869.50	0.00	0.00	1,841,839.50
10R--- 49-- ---- -- ------		2,385,831.00	306,612.80	430,263.25	0.00	0.00	1,955,567.75
10R010 7990 0000 00 000000	Other -WR Fund Balances	0.00	0.00	0.00	0.00	0.00	0.00
10R--- 7990 0--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10R--- 79-- ---- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
1-R--- ---- ---- -- ------		22,666,937.00	1,828,464.29	12,061,534.56	0.00	0.00	10,605,402.44
20R010 1111 0000 00 000000	Building Levy	1,233,723.00	1,610.34	1,249,059.17	0.00	0.00	-15,336.17
20R--- 1111 0--- -- ------		1,233,723.00	1,610.34	1,249,059.17	0.00	0.00	-15,336.17
20R--- 11-- ---- -- ------		1,233,723.00	1,610.34	1,249,059.17	0.00	0.00	-15,336.17
20R010 1510 0000 00 000000	Earnings on Investments	9,000.00	688.05	3,095.04	0.00	0.00	5,904.96
20R--- 1510 0--- -- ------		9,000.00	688.05	3,095.04	0.00	0.00	5,904.96
20R--- 15-- ---- -- ------		9,000.00	688.05	3,095.04	0.00	0.00	5,904.96
20R010 1999 0000 00 000000	Other Bldg Rev-Ins Reim etc	18,000.00	0.00	512.33	0.00	0.00	17,487.67
20R010 1999 0000 01 000000	Other Bldg Rev-erate	0.00	0.00	0.00	0.00	0.00	0.00
20R730 1999 0000 00 730000	JFF Programs-Track	4,000.00	0.00	98,000.00	0.00	0.00	-94,000.00
20R--- 1999 0--- -- ------		22,000.00	0.00	98,512.33	0.00	0.00	-76,512.33
20R--- 19-- ---- -- ------		22,000.00	0.00	98,512.33	0.00	0.00	-76,512.33
20R010 3925 0000 00 000000	St Maint Grant Bldg	0.00	0.00	0.00	0.00	0.00	0.00

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
20R--- 3925 0--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
20R220 3999 0000 00 220000	IEMA Grant	0.00	0.00	0.00	0.00	0.00	0.00
20R--- 3999 0--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
20R--- 39-- ---- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
20R010 7320 0000 00 000000	SALE OF PROPERTY	0.00	0.00	0.00	0.00	0.00	0.00
20R--- 7320 0--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
20R--- 73-- ---- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
20R010 7990 0000 00 000000	Other-WR Fund Balance	0.00	0.00	0.00	0.00	0.00	0.00
20R--- 7990 0--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
20R--- 79-- ---- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
2-R--- ---- ---- -- ------		1,264,723.00	2,298.39	1,350,666.54	0.00	0.00	-85,943.54
30R010 1112 0000 00 000000	Bond & Interest Levy	1,728,120.00	2,220.53	1,725,328.38	0.00	0.00	2,791.62
30R--- 1112 0--- -- ------		1,728,120.00	2,220.53	1,725,328.38	0.00	0.00	2,791.62
30R--- 11-- ---- -- ------		1,728,120.00	2,220.53	1,725,328.38	0.00	0.00	2,791.62
30R010 1510 0000 00 000000	Earnings on Investments	20,000.00	381.54	3,795.86	0.00	0.00	16,204.14
30R--- 1510 0--- -- ------		20,000.00	381.54	3,795.86	0.00	0.00	16,204.14
30R--- 15-- ---- -- ------		20,000.00	381.54	3,795.86	0.00	0.00	16,204.14
30R010 1983 0000 00 000000	School Facility Occp Sales Tax	757,575.00	140,558.39	837,299.91	0.00	0.00	-79,724.91
30R--- 1983 0--- -- ------		757,575.00	140,558.39	837,299.91	0.00	0.00	-79,724.91
30R010 1999 0000 00 000000	Other Bond and Int Rev	0.00	0.00	0.00	0.00	0.00	0.00
30R--- 1999 0--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
30R--- 19-- ---- -- ------		757,575.00	140,558.39	837,299.91	0.00	0.00	-79,724.91
30R010 7990 0000 00 000000	Other-WR Fund Balance	0.00	0.00	0.00	0.00	0.00	0.00
30R--- 7990 0--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
30R--- 79-- ---- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
3-R--- ---- ---- -- ------		2,505,695.00	143,160.46	2,566,424.15	0.00	0.00	-60,729.15
40R080 1113 0000 00 000000	Trans Levy	493,489.00	644.13	499,623.70	0.00	0.00	-6,134.70
40R--- 1113 0--- -- ------		493,489.00	644.13	499,623.70	0.00	0.00	-6,134.70
40R080 1130 0000 00 000000	Leasing Levy	0.00	0.00	0.00	0.00	0.00	0.00
40R--- 1130 0--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
40R--- 11-- ---- -- ------		493,489.00	644.13	499,623.70	0.00	0.00	-6,134.70
40R080 1412 0000 00 000000	Reg Trans from Pre-K	14,310.00	0.00	5,757.12	0.00	0.00	8,552.88
40R--- 1412 0--- -- ------		14,310.00	0.00	5,757.12	0.00	0.00	8,552.88
40R080 1413 0000 00 000000	Reg Trans Fee Private	2,100.00	0.00	2,572.57	0.00	0.00	-472.57
40R--- 1413 0--- -- ------		2,100.00	0.00	2,572.57	0.00	0.00	-472.57
40R080 1415 0000 00 000000	Reg Trans Pupil Co-Curr	28,000.00	0.00	972.74	0.00	0.00	27,027.26
40R--- 1415 0--- -- ------		28,000.00	0.00	972.74	0.00	0.00	27,027.26
40R080 1442 0000 00 000000	Sp Ed Trans from SESE	1,500.00	93.32	93.32	0.00	0.00	1,406.68
40R--- 1442 0--- -- ------		1,500.00	93.32	93.32	0.00	0.00	1,406.68
40R--- 14-- ---- -- ------		45,910.00	93.32	9,395.75	0.00	0.00	36,514.25

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
40R080 1510 0000 00 000000	Earnings on Investments	16,500.00	336.71	1,868.16	0.00	0.00	14,631.84
40R--- 1510 0--- -- ------		16,500.00	336.71	1,868.16	0.00	0.00	14,631.84
40R--- 15-- ---- -- ------		16,500.00	336.71	1,868.16	0.00	0.00	14,631.84
40R080 1950 0000 00 000000	Refund Prior Yr Expense	25.00	0.00	0.00	0.00	0.00	25.00
40R--- 1950 0--- -- ------		25.00	0.00	0.00	0.00	0.00	25.00
40R080 1999 0000 00 000000	Insrnc Rmb/Othr Misc	1,500.00	0.00	8,775.11	0.00	0.00	-7,275.11
40R--- 1999 0--- -- ------		1,500.00	0.00	8,775.11	0.00	0.00	-7,275.11
40R--- 19-- ---- -- ------		1,525.00	0.00	8,775.11	0.00	0.00	-7,250.11
40R010 3001 0000 00 000000	State Aide	0.00	0.00	0.00	0.00	0.00	0.00
40R--- 3001 0--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
40R--- 30-- ---- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
40R080 3500 0000 00 000000	Transportation Regular	800,000.00	0.00	394,081.91	0.00	0.00	405,918.09
40R610 3500 0000 01 610000	Trans Voc Ed	0.00	0.00	0.00	0.00	0.00	0.00
40R--- 3500 0--- -- ------		800,000.00	0.00	394,081.91	0.00	0.00	405,918.09
40R620 3510 0000 00 620000	State Trans Spec Ed	200,000.00	0.00	82,087.37	0.00	0.00	117,912.63
40R--- 3510 0--- -- ------		200,000.00	0.00	82,087.37	0.00	0.00	117,912.63
40R--- 35-- ---- -- ------		1,000,000.00	0.00	476,169.28	0.00	0.00	523,830.72
40R160 4880 0000 00 160000	Education Jobs Fund	0.00	0.00	0.00	0.00	0.00	0.00
40R--- 4880 0--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
40R--- 48-- ---- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
40R010 7990 0000 00 000000	Other-WR Fund Balance	0.00	0.00	0.00	0.00	0.00	0.00
40R--- 7990 0--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
40R--- 79-- ---- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
4-R--- ---- ---- -- ------		1,557,424.00	1,074.16	995,832.00	0.00	0.00	561,592.00
50R010 1114 0000 00 000000	IMRF Levy	591,225.00	770.98	599,745.83	0.00	0.00	-8,520.83
50R--- 1114 0--- -- ------		591,225.00	770.98	599,745.83	0.00	0.00	-8,520.83
50R010 1150 0000 00 000000	Tax Levy Social Security	295,625.00	385.49	299,885.28	0.00	0.00	-4,260.28
50R--- 1150 0--- -- ------		295,625.00	385.49	299,885.28	0.00	0.00	-4,260.28
50R--- 11-- ---- -- ------		886,850.00	1,156.47	899,631.11	0.00	0.00	-12,781.11
50R010 1230 0000 00 000000	Corp Pers Prop Tax	95,000.00	0.00	95,000.00	0.00	0.00	0.00
50R--- 1230 0--- -- ------		95,000.00	0.00	95,000.00	0.00	0.00	0.00
50R--- 12-- ---- -- ------		95,000.00	0.00	95,000.00	0.00	0.00	0.00
50R010 1510 0000 00 000000	Earnings on Investments	9,600.00	235.60	1,365.36	0.00	0.00	8,234.64
50R--- 1510 0--- -- ------		9,600.00	235.60	1,365.36	0.00	0.00	8,234.64
50R--- 15-- ---- -- ------		9,600.00	235.60	1,365.36	0.00	0.00	8,234.64
50R010 7990 0000 00 000000	Other-WR Fund Balance	0.00	0.00	0.00	0.00	0.00	0.00
50R--- 7990 0--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
50R--- 79-- ---- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
5-R--- ---- ---- -- ------		991,450.00	1,392.07	995,996.47	0.00	0.00	-4,546.47
60R010 1510 0000 00 000000	Cap Projects Int	5,000.00	92.72	563.42	0.00	0.00	4,436.58

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
60R--- 1510 0--- -- ------		5,000.00	92.72	563.42	0.00	0.00	4,436.58
60R--- 15-- ---- -- ------		5,000.00	92.72	563.42	0.00	0.00	4,436.58
60R010 1983 0000 00 000000	School Fac Occp Sales Tax	542,425.00	0.00	0.00	0.00	0.00	542,425.00
60R--- 1983 0--- -- ------		542,425.00	0.00	0.00	0.00	0.00	542,425.00
60R010 1999 0000 01 000000	E-Rate Refund	0.00	0.00	0.00	0.00	0.00	0.00
60R--- 1999 0--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
60R--- 19-- ---- -- ------		542,425.00	0.00	0.00	0.00	0.00	542,425.00
60R010 3925 0000 00 000000	State Maintenance Grant	0.00	0.00	0.00	0.00	0.00	0.00
60R--- 3925 0--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
60R--- 39-- ---- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
60R010 7110 0000 00 000000	Transfer of Working Cash	0.00	0.00	0.00	0.00	0.00	0.00
60R--- 7110 0--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
60R--- 71-- ---- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
60R010 7210 0000 00 000000	Bonds Sold	0.00	0.00	0.00	0.00	0.00	0.00
60R--- 7210 0--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
60R--- 72-- ---- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
60R010 7990 0000 00 000000	Other WR Fund Balance	0.00	0.00	0.00	0.00	0.00	0.00
60R--- 7990 0--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
60R--- 79-- ---- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
60R010 8990 0000 00 000000	Transfer to Fund Balance to LS	0.00	0.00	0.00	0.00	0.00	0.00
60R--- 8990 0--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
60R--- 89-- ---- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
6-R--- ---- ---- -- ------		547,425.00	92.72	563.42	0.00	0.00	546,861.58
70R010 1115 0000 00 000000	Working Cash Levy	123,372.00	161.04	124,905.92	0.00	0.00	-1,533.92
70R--- 1115 0--- -- ------		123,372.00	161.04	124,905.92	0.00	0.00	-1,533.92
70R--- 11-- ---- -- ------		123,372.00	161.04	124,905.92	0.00	0.00	-1,533.92
70R010 1510 0000 00 000000	Earnings on Investments	10,000.00	303.51	1,741.99	0.00	0.00	8,258.01
70R--- 1510 0--- -- ------		10,000.00	303.51	1,741.99	0.00	0.00	8,258.01
70R--- 15-- ---- -- ------		10,000.00	303.51	1,741.99	0.00	0.00	8,258.01
70R010 7990 0000 00 000000	Other WR Fund Balance	0.00	0.00	0.00	0.00	0.00	0.00
70R--- 7990 0--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
70R--- 79-- ---- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
70R010 8110 0000 00 000000	Abatement of Working Cash	0.00	0.00	0.00	0.00	0.00	0.00
70R--- 8110 0--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
70R--- 81-- ---- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
7-R--- ---- ---- -- ------		133,372.00	464.55	126,647.91	0.00	0.00	6,724.09
80R010 1120 0000 00 000000	TORT LEVY	1,533,000.00	1,927.61	1,532,275.99	0.00	0.00	724.01
80R--- 1120 0--- -- ------		1,533,000.00	1,927.61	1,532,275.99	0.00	0.00	724.01
80R--- 11-- ---- -- ------		1,533,000.00	1,927.61	1,532,275.99	0.00	0.00	724.01
80R010 1510 0000 00 000000	Tort Int	6,000.00	469.80	1,949.58	0.00	0.00	4,050.42

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
80R--- 1510 0--- -- ------		6,000.00	469.80	1,949.58	0.00	0.00	4,050.42
80R--- 15-- ---- -- ------		6,000.00	469.80	1,949.58	0.00	0.00	4,050.42
80R010 1950 0000 00 000000	Refund of Prior yr Exp	28,254.00	0.00	0.00	0.00	0.00	28,254.00
80R--- 1950 0--- -- ------		28,254.00	0.00	0.00	0.00	0.00	28,254.00
80R--- 19-- ---- -- ------		28,254.00	0.00	0.00	0.00	0.00	28,254.00
80R010 7990 0000 00 000000	Other WR Fund Balance	0.00	0.00	0.00	0.00	0.00	0.00
80R--- 7990 0--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
80R--- 79-- ---- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
8-R--- ---- ---- -- ------		1,567,254.00	2,397.41	1,534,225.57	0.00	0.00	33,028.43
90R010 1118 0000 00 000000	Life Safety Levy	123,372.00	161.04	124,905.92	0.00	0.00	-1,533.92
90R--- 1118 0--- -- ------		123,372.00	161.04	124,905.92	0.00	0.00	-1,533.92
90R--- 11-- ---- -- ------		123,372.00	161.04	124,905.92	0.00	0.00	-1,533.92
90R010 1510 0000 00 000000	Earnings on Investments	5,000.00	106.30	662.60	0.00	0.00	4,337.40
90R370 1510 0000 00 370000	L/S Bond Int	0.00	0.00	0.00	0.00	0.00	0.00
90R--- 1510 0--- -- ------		5,000.00	106.30	662.60	0.00	0.00	4,337.40
90R--- 15-- ---- -- ------		5,000.00	106.30	662.60	0.00	0.00	4,337.40
90R010 1999 0000 00 000000	Life Safety Other Rev	0.00	0.00	0.00	0.00	0.00	0.00
90R--- 1999 0--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
90R--- 19-- ---- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
90R010 3925 0000 00 000000	State Maint Grant	0.00	0.00	0.00	0.00	0.00	0.00
90R--- 3925 0--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
90R--- 39-- ---- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
90R010 7990 0000 00 000000	Other WR Fund Balance	0.00	0.00	0.00	0.00	0.00	0.00
90R--- 7990 0--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
90R--- 79-- ---- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
9-R--- ---- ---- -- ------		128,372.00	267.34	125,568.52	0.00	0.00	2,803.48
--R--- ---- ---- -- ------		31,362,652.00	1,979,611.39	19,757,459.14	0.00	0.00	11,605,192.86
10E060 1100 1100 00 000000	Fine Arts Cert Sal	0.00	0.00	0.00	0.00	0.00	0.00
10E070 1100 1100 00 000000	21st Century Sal	98,000.00	15,932.00	61,634.00	0.00	0.00	36,366.00
10E342 1100 1100 00 000000	ESSER II Instruction Salary	10,080.00	0.00	0.00	0.00	0.00	10,080.00
10E470 1100 1100 00 470000	21st Century Grant Sal	50,000.00	0.00	33,771.50	0.00	0.00	16,228.50
10E030 1100 1110 00 000000	Fuel Up 60 Salaries	0.00	0.00	0.00	0.00	0.00	0.00
10E070 1100 1110 00 000000	21st Century TA/Aide Sal	50,000.00	4,655.00	19,283.00	0.00	0.00	30,717.00
10E470 1100 1110 00 470000	21st Century Aide Sal	25,000.00	0.00	2,915.50	0.00	0.00	22,084.50
10E190 1100 1200 00 190000	Title VI Rural Ed Sub Sal	0.00	0.00	0.00	0.00	0.00	0.00
10E340 1100 1200 00 340000	ESSER Instruction Sub Salary	23,500.00	0.00	2,292.50	0.00	0.00	21,207.50
10E470 1100 1210 00 470000		0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1100 1--- -- ------		256,580.00	20,587.00	119,896.50	0.00	0.00	136,683.50
10E030 1100 2110 00 000000	Fuel Up 60 TRS	0.00	0.00	0.00	0.00	0.00	0.00
10E060 1100 2110 00 000000	Fine Arts TRS/THIS/NEC	0.00	0.00	0.00	0.00	0.00	0.00

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
10E070 1100 2110 00 000000	21st Century TRS	20,000.00	3,627.86	15,865.13	0.00	0.00	4,134.87
10E190 1100 2110 00 190000	Title VI Rural Ed TRS	0.00	0.00	0.00	0.00	0.00	0.00
10E340 1100 2110 00 340000	ESSER Instrustion TRS	0.00	0.00	470.54	0.00	0.00	-470.54
10E342 1100 2110 00 000000	ESSER II Instruction TRS	2,102.00	0.00	0.00	0.00	0.00	2,102.00
10E470 1100 2110 00 470000	21st Century TRS	6,300.00	0.00	3,890.16	0.00	0.00	2,409.84
10E470 1100 2130 00 470000		0.00	0.00	0.00	0.00	0.00	0.00
10E070 1100 2200 00 000000		0.00	0.00	0.00	0.00	0.00	0.00
10E342 1100 2200 00 000000	ESSER II Insurance Benefit	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1100 2--- -- ------		28,402.00	3,627.86	20,225.83	0.00	0.00	8,176.17
10E060 1100 3190 00 000000	Fine Arts Pur Serv	0.00	0.00	0.00	0.00	0.00	0.00
10E070 1100 3190 00 000000	21st Century Student Pur Serv	25,000.00	3,289.00	7,393.75	0.00	0.00	17,606.25
10E340 1100 3190 00 340000	ESSER Purchase Services	20,000.00	0.00	27,065.43	0.00	0.00	-7,065.43
10E342 1100 3190 00 000000	ESSER II Purchased Services	145,000.00	15,558.00	158,802.37	0.00	0.00	-13,802.37
10E370 1100 3190 00 370000	Digital Equity Pur Serv	0.00	3,130.00	3,130.00	0.00	0.00	-3,130.00
10E470 1100 3190 00 470000	21st Century Pur Serv	13,000.00	0.00	10,264.20	0.00	299.85	2,435.95
10E680 1100 3190 00 680000	CarrieWinters Math/Sci Pur Ser	0.00	0.00	0.00	0.00	0.00	0.00
10E060 1100 3230 00 000000	Fine Art Rep Maint	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1100 3--- -- ------		203,000.00	21,977.00	206,655.75	0.00	299.85	-3,955.60
10E030 1100 4100 00 000000	Fuel Up 60 Supplies	0.00	0.00	0.00	0.00	0.00	0.00
10E060 1100 4100 00 000000	Fine Arts Supplies	0.00	0.00	0.00	0.00	0.00	0.00
10E070 1100 4100 00 000000	21st Century supplies	26,000.00	195.73	1,111.74	0.00	585.56	24,302.70
10E340 1100 4100 00 340000	ESSER Supplies	3,625.00	1,323.70	2,253.90	0.00	0.00	1,371.10
10E342 1100 4100 00 000000	ESSER II Supplies	305,000.00	-9,183.10	108,217.83	0.00	8,825.99	187,956.18
10E345 1100 4100 00 345000	ARP McKinney Vento Supplies	0.00	0.00	0.00	0.00	0.00	0.00
10E370 1100 4100 00 370000	Digital Equity - Supplies	0.00	0.00	0.00	0.00	0.00	0.00
10E470 1100 4100 00 470000	21st Century Supplies	9,500.00	320.21	24,473.77	0.00	26,797.55	-41,771.32
10E680 1100 4100 00 680000	CarrieWinters Math/Sci Supp	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1100 4--- -- ------		344,125.00	-7,343.46	136,057.24	0.00	36,209.10	171,858.66
10E060 1100 5500 00 000000	Fine Arts Equip	0.00	0.00	0.00	0.00	0.00	0.00
10E190 1100 5500 00 190000	Title VI Rural Ed Equip	0.00	0.00	0.00	0.00	0.00	0.00
10E340 1100 5500 00 340000	ESSER Equipment	550.00	0.00	0.00	0.00	0.00	550.00
10E342 1100 5500 00 000000	ESSER II Equipment	460,283.00	231,733.00	452,852.94	0.00	0.00	7,430.06
10E370 1100 5500 00 370000	Digital Equity - Equipment	0.00	0.00	0.00	0.00	43,225.00	-43,225.00
10E470 1100 5500 00 470000	21st Century Equip	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1100 5--- -- ------		460,833.00	231,733.00	452,852.94	0.00	43,225.00	-35,244.94
10E020 1110 1100 00 000000	RCES Teach Sal	2,130,652.00	198,949.34	1,209,341.65	0.00	0.00	921,310.35
10E030 1110 1100 00 000000	WRES Teach Sal	0.00	0.00	0.00	0.00	0.00	0.00
10E160 1110 1100 00 160000	Ed Jobs Fund Sal	0.00	0.00	0.00	0.00	0.00	0.00
10E020 1110 1110 00 000000	RCES Aide/TA Sal	49,329.00	4,689.30	31,759.67	0.00	0.00	17,569.33
10E030 1110 1110 00 000000	WRES Aid/TAr Sal	0.00	0.00	14.00	0.00	0.00	-14.00

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
10E020 1110 1200 00 000000	RCES Sub Teach Sal	115,000.00	12,522.82	50,936.86	0.00	0.00	64,063.14
10E030 1110 1200 00 000000	WRES Sub Teach Sal	0.00	0.00	262.50	0.00	0.00	-262.50
10E020 1110 1210 00 000000	RCES Sub Teach Aide Sal	16,000.00	3,685.50	15,125.00	0.00	0.00	875.00
10E--- 1110 1--- -- ------		2,310,981.00	219,846.96	1,307,439.68	0.00	0.00	1,003,541.32
10E020 1110 2110 00 000000	RCES TRS	285,000.00	23,067.43	94,767.69	0.00	0.00	190,232.31
10E030 1110 2110 00 000000	WRES TRS	0.00	0.00	4.07	0.00	0.00	-4.07
10E160 1110 2110 00 160000	Ed Jobs Fund TRS	0.00	0.00	0.00	0.00	0.00	0.00
10E020 1110 2130 00 000000	RCES	0.00	0.00	0.00	0.00	0.00	0.00
10E020 1110 2200 00 000000	RCES Ins Benefit	250,000.00	18,318.00	112,358.35	0.00	0.00	137,641.65
10E030 1110 2200 00 000000	WRES Ins Ben	0.00	0.00	0.00	0.00	0.00	0.00
10E160 1110 2200 00 160000	Ed Jobs Fund Ben	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1110 2--- -- ------		535,000.00	41,385.43	207,130.11	0.00	0.00	327,869.89
10E020 1110 3190 00 000000	RCES Pur Ser Agreements	26,000.00	1,799.00	42,287.92	0.00	2,824.00	-19,111.92
10E030 1110 3190 00 000000	WRES Pur Serv	0.00	0.00	0.00	0.00	0.00	0.00
10E670 1110 3190 00 000000	Tiger Safari Pur Serv	0.00	0.00	0.00	0.00	0.00	0.00
10E020 1110 3230 00 000000	RCES Repair/Maintenance	500.00	0.00	0.00	0.00	0.00	500.00
10E020 1110 3230 61 000000	RCES Computer Rep/Maint	500.00	0.00	0.00	0.00	0.00	500.00
10E030 1110 3230 00 000000	WRES Rep.Main	0.00	0.00	0.00	0.00	0.00	0.00
10E030 1110 3230 61 000000	WRES Computer Rep/Maint	0.00	0.00	0.00	0.00	0.00	0.00
10E020 1110 3240 00 000000	RCES Copier Repair	2,500.00	148.00	736.00	0.00	1,264.00	500.00
10E030 1110 3240 00 000000	WRES Copier Rep Maint	0.00	0.00	0.00	0.00	0.00	0.00
10E020 1110 3260 00 000000	RCES Postage	6,000.00	0.00	3.00	0.00	40.66	5,956.34
10E030 1110 3260 00 000000	WRES Postage	0.00	0.00	0.00	0.00	0.00	0.00
10E020 1110 3320 00 000000	RCES Travel	500.00	0.00	0.00	0.00	0.00	500.00
10E030 1110 3320 00 000000	WRES TRAVEL	0.00	0.00	0.00	0.00	0.00	0.00
10E020 1110 3400 00 000000	RCES Internet	0.00	0.00	0.00	0.00	0.00	0.00
10E030 1110 3400 00 000000	WRES Internet	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1110 3--- -- ------		36,000.00	1,947.00	43,026.92	0.00	4,128.66	-11,155.58
10E020 1110 4100 00 000000	RCES Supplies	38,500.00	167.68	37,818.17	0.00	8,990.14	-8,308.31
10E020 1110 4100 02 000000	RCES Art Supplies	7,165.00	-74.05	4,308.70	0.00	753.09	2,103.21
10E020 1110 4100 05 000000	RCES Read 180 Supp	0.00	0.00	0.00	0.00	0.00	0.00
10E020 1110 4100 06 000000	RCES Spanish Supplies	0.00	0.00	0.00	0.00	0.00	0.00
10E020 1110 4100 12 000000	RCES Music Supplies	1,500.00	-455.75	499.54	0.00	0.00	1,000.46
10E020 1110 4100 13 000000	RCES Science Supp	5,000.00	216.11	1,328.57	0.00	1,110.48	2,560.95
10E020 1110 4100 50 000000	RCES PE Supplies	1,300.00	0.00	1,168.44	0.00	2,725.87	-2,594.31
10E020 1110 4100 61 000000	RCES Computer Supplies	6,000.00	115.10	1,793.21	0.00	101.47	4,105.32
10E030 1110 4100 00 000000	WRES Supplies	0.00	0.00	0.00	0.00	0.00	0.00
10E030 1110 4100 02 000000	WRES Art Supp	0.00	0.00	0.00	0.00	0.00	0.00
10E030 1110 4100 12 000000	WRES Music Supp	0.00	0.00	0.00	0.00	0.00	0.00
10E030 1110 4100 50 000000	WRES PE Supp	0.00	0.00	0.00	0.00	0.00	0.00

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
10E030 1110 4100 61 000000	WRES Computer Supp	0.00	0.00	0.00	0.00	0.00	0.00
10E190 1110 4100 00 190000	Title VI Rural Ed Supp	0.00	0.00	0.00	0.00	0.00	0.00
10E270 1110 4100 00 270000	Title I S&A Supplies	4,000.00	0.00	0.00	0.00	0.00	4,000.00
10E670 1110 4100 00 670000	Tiger Safari Supp	0.00	0.00	0.00	0.00	0.00	0.00
10E020 1110 4110 00 000000	RCES Instructional Supp	200.00	0.00	21.96	0.00	0.00	178.04
10E020 1110 4130 00 000000	RCES ID Badge Supp	0.00	0.00	0.00	0.00	0.00	0.00
10E020 1110 4200 00 000000	RCES New Textbooks	1,000.00	0.00	0.00	0.00	0.00	1,000.00
10E030 1110 4200 00 000000	WRES New Textbooks	0.00	0.00	0.00	0.00	0.00	0.00
10E020 1110 4210 00 000000	RCES Replacement Textbks	250.00	0.00	0.00	0.00	0.00	250.00
10E030 1110 4210 00 000000	WRES Replacement Textbooks	0.00	0.00	0.00	0.00	0.00	0.00
10E020 1110 4220 00 000000	RCES Workbooks	0.00	0.00	0.00	0.00	0.00	0.00
10E030 1110 4220 00 000000	WRES Workbooks	0.00	0.00	0.00	0.00	0.00	0.00
10E020 1110 4240 00 000000	RCES Copier Paper/Toner	9,000.00	0.00	4,104.95	0.00	5,895.05	-1,000.00
10E030 1110 4240 00 000000	WRES Copier Paper/Toner	0.00	0.00	0.00	0.00	0.00	0.00
10E020 1110 4250 00 000000	RCES Copier Parts	8,000.00	895.00	2,253.00	0.00	5,247.00	500.00
10E030 1110 4250 00 000000	WRES Copier Parts	0.00	0.00	0.00	0.00	0.00	0.00
10E020 1110 4700 00 000000	RCES Software	10,000.00	966.00	2,465.00	0.00	2,269.99	5,265.01
10E030 1110 4700 00 000000	WRES Software	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1110 4--- -- ------		91,915.00	1,830.09	55,761.54	0.00	27,093.09	9,060.37
10E020 1110 5500 00 000000	RCES Equipment	2,000.00	0.00	1,799.98	0.00	0.00	200.02
10E020 1110 5500 61 000000	RCES Computer Equipment	0.00	0.00	898.91	0.00	0.00	-898.91
10E030 1110 5500 00 000000	WRES Equip	0.00	0.00	0.00	0.00	0.00	0.00
10E030 1110 5500 61 000000	WRES Computer Equip	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1110 5--- -- ------		2,000.00	0.00	2,698.89	0.00	0.00	-698.89
10E040 1120 1100 00 000000	RCMS Teach Sal	1,272,500.00	116,302.86	690,342.00	0.00	0.00	582,158.00
10E160 1120 1100 00 160000	Ed Jobs Fund Sal	0.00	0.00	0.00	0.00	0.00	0.00
10E040 1120 1110 00 000000	RCMS TA/Aide Sal	0.00	0.00	0.00	0.00	0.00	0.00
10E040 1120 1200 00 000000	RCMS Sub Teach Sal	20,000.00	3,567.67	13,967.32	0.00	0.00	6,032.68
10E040 1120 1210 00 000000	RCMS Sub TA/Aide Sal	0.00	0.00	0.00	0.00	0.00	0.00
10E040 1120 1400 00 000000	Bass Tutoring Salary	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1120 1--- -- ------		1,292,500.00	119,870.53	704,309.32	0.00	0.00	588,190.68
10E040 1120 2110 00 000000	RCMS TRS	165,000.00	13,516.38	54,116.79	0.00	0.00	110,883.21
10E160 1120 2110 00 160000	Ed Jobs Fund TRS	0.00	0.00	0.00	0.00	0.00	0.00
10E040 1120 2130 00 000000		0.00	0.00	0.00	0.00	0.00	0.00
10E160 1120 2130 00 160000		0.00	0.00	0.00	0.00	0.00	0.00
10E040 1120 2200 00 000000	RCMS Ins Benefit	151,800.00	12,206.00	70,436.00	0.00	0.00	81,364.00
10E160 1120 2200 00 160000	Ed Jobs Fund Ben	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1120 2--- -- ------		316,800.00	25,722.38	124,552.79	0.00	0.00	192,247.21
10E040 1120 3190 00 000000	RCMS Pur Serv Agreements	23,350.00	15,525.00	24,867.68	0.00	0.00	-1,517.68
10E040 1120 3190 05 000000	RCMS Lang Arts Purchase Servic	96.00	0.00	8.99	0.00	0.00	87.01

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
10E040 1120 3190 11 000000	RCMS Math Pur Serv	0.00	0.00	1,689.00	0.00	0.00	-1,689.00
10E040 1120 3190 61 000000	RCMS Comp Pur Serv	0.00	0.00	0.00	0.00	0.00	0.00
10E730 1120 3190 00 730000	JFF Tech Pur Serv	0.00	0.00	0.00	0.00	0.00	0.00
10E040 1120 3230 00 000000	RCMS Repair/Maintenance	0.00	0.00	0.00	0.00	0.00	0.00
10E040 1120 3230 61 000000	RCMS Computer Rep/Maint	1,500.00	0.00	0.00	0.00	0.00	1,500.00
10E040 1120 3240 00 000000	RCMS Copier Repair ONLY	400.00	0.00	0.00	0.00	0.00	400.00
10E040 1120 3260 00 000000	RCMS Postage	3,000.00	0.00	0.00	0.00	40.66	2,959.34
10E040 1120 3320 00 000000	RCMS Travel	100.00	0.00	0.00	0.00	0.00	100.00
10E040 1120 3400 00 000000	RCMS Internet	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1120 3--- -- ------		28,446.00	15,525.00	26,565.67	0.00	40.66	1,839.67
10E040 1120 4100 00 000000	RCMS Gen Classsroom Supp	3,500.00	0.00	1,541.06	0.00	7,856.83	-5,897.89
10E040 1120 4100 02 000000	RCMS Art Supplies	2,000.00	0.00	1,208.44	0.00	707.35	84.21
10E040 1120 4100 05 000000	RCMS Lang Art Supp	654.00	0.00	120.00	0.00	0.00	534.00
10E040 1120 4100 08 000000	RCMS Health Class Supp	0.00	0.00	0.00	0.00	0.00	0.00
10E040 1120 4100 10 000000	RCMS Enrichment Class Supplies	250.00	0.00	0.00	0.00	2,859.56	-2,609.56
10E040 1120 4100 11 000000	RCMS Math Supplies	1,000.00	0.00	150.35	0.00	154.00	695.65
10E040 1120 4100 12 000000	RCMS Band Supp	2,400.00	149.90	1,324.99	0.00	0.00	1,075.01
10E040 1120 4100 13 000000	RCMS Science Supplies	2,000.00	0.00	145.11	0.00	352.98	1,501.91
10E040 1120 4100 15 000000	RCMS Social Studies Supp	750.00	0.00	324.99	0.00	0.00	425.01
10E040 1120 4100 50 000000	RCMS PE Supplies	1,300.00	0.00	0.00	0.00	0.00	1,300.00
10E040 1120 4100 61 000000	RCMS Computer Supplies	11,650.00	898.95	1,874.23	0.00	677.31	9,098.46
10E040 1120 4100 80 000000	RCMS Chorus Supp	0.00	0.00	0.00	0.00	0.00	0.00
10E120 1120 4100 00 120000	Laptop Grant Instruc Supplies	0.00	0.00	0.00	0.00	0.00	0.00
10E170 1120 4100 00 170000	NCTM Math Supp	0.00	0.00	0.00	0.00	0.00	0.00
10E730 1120 4100 00 730000	JFF Tech Supp	25,158.00	0.00	0.00	0.00	0.00	25,158.00
10E040 1120 4110 00 000000	RCMS Intergraded Supp	0.00	0.00	0.00	0.00	0.00	0.00
10E040 1120 4120 00 000000	RCMS Read 180 Supplies	0.00	0.00	0.00	0.00	0.00	0.00
10E040 1120 4130 00 000000	RCMS ID Badge Supplies	0.00	0.00	0.00	0.00	0.00	0.00
10E040 1120 4200 00 000000	RCMS New Textbooks	0.00	0.00	0.00	0.00	0.00	0.00
10E040 1120 4210 00 000000	RCMS Replace Textbooks	1,135.00	0.00	0.00	0.00	0.00	1,135.00
10E040 1120 4220 00 000000	RCMS Workbooks	0.00	0.00	0.00	0.00	0.00	0.00
10E040 1120 4230 00 000000	RCMS A.R. Books	300.00	0.00	0.00	0.00	0.00	300.00
10E040 1120 4240 00 000000	RCMS Copier Riso Ppr/Tnr	5,000.00	0.00	2,192.50	0.00	0.00	2,807.50
10E040 1120 4700 00 000000	RCMS Software	5,300.00	0.00	0.00	0.00	0.00	5,300.00
10E120 1120 4700 00 120000	Laptop Grant Software	0.00	0.00	0.00	0.00	0.00	0.00
10E040 1120 4900 00 000000	RCMS PE Locks	0.00	0.00	0.00	0.00	0.00	0.00
10E040 1120 4910 00 000000	RCMS PE Uniforms	7,500.00	0.00	7,274.00	0.00	0.00	226.00
10E--- 1120 4--- -- ------		69,897.00	1,048.85	16,155.67	0.00	12,608.03	41,133.30
10E040 1120 5500 00 000000	RCMS Equipment	6,150.00	0.00	5,594.96	0.00	0.00	555.04
10E040 1120 5500 50 000000	RCMS PE Equipment	0.00	0.00	0.00	0.00	0.00	0.00

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
10E040 1120 5500 61 000000	RCMS Computer Equipment	2,000.00	0.00	899.18	0.00	0.00	1,100.82
10E040 1120 5500 80 000000	RCMS Band & Chorus Equip	2,400.00	0.00	0.00	0.00	0.00	2,400.00
10E120 1120 5500 00 120000	Laptop Grant Equipment	0.00	0.00	0.00	0.00	0.00	0.00
10E730 1120 5500 00 730000	JFF Tech Equip	12,792.00	0.00	0.00	0.00	0.00	12,792.00
10E--- 1120 5--- -- ------		23,342.00	0.00	6,494.14	0.00	0.00	16,847.86
10E110 1125 1100 00 110000	Pre K Teacher Salary	0.00	0.00	36,048.16	0.00	0.00	-36,048.16
10E210 1125 1100 00 210000	Roe Pre K Teach Salary	0.00	0.00	182.00	0.00	0.00	-182.00
10E510 1125 1100 00 510000	Pre K Teacher Salary	200,000.00	20,440.76	87,639.71	0.00	0.00	112,360.29
10E110 1125 1110 00 110000	Pre K Aide Salary	0.00	0.00	-5,068.60	0.00	0.00	5,068.60
10E210 1125 1110 00 210000	ROE Pre K Aide Salary	0.00	0.00	0.00	0.00	0.00	0.00
10E510 1125 1110 00 510000	Pre K Aide Salary	100,000.00	8,675.12	57,264.24	0.00	0.00	42,735.76
10E110 1125 1200 00 110000	Pre K Sub Teach Salary	0.00	0.00	0.00	0.00	0.00	0.00
10E210 1125 1200 00 210000	ROE Pre K Sub Teach Sal	0.00	0.00	0.00	0.00	0.00	0.00
10E510 1125 1200 00 510000	Pre K Sub Teach Salary	0.00	367.50	5,979.20	0.00	0.00	-5,979.20
10E110 1125 1210 00 110000	Pre K Sub Aide Salary	0.00	0.00	0.00	0.00	0.00	0.00
10E210 1125 1210 00 210000	ROE Pre K Sub Aide Sal	0.00	0.00	0.00	0.00	0.00	0.00
10E510 1125 1210 00 510000	Pre K Sub Aide Salary	0.00	227.50	1,001.00	0.00	0.00	-1,001.00
10E--- 1125 1--- -- ------		300,000.00	29,710.88	183,045.71	0.00	0.00	116,954.29
10E110 1125 2110 00 110000	Pre K TRS	0.00	0.00	0.00	0.00	0.00	0.00
10E210 1125 2110 00 210000	ROE Pre K TRS	0.00	0.00	0.00	0.00	0.00	0.00
10E510 1125 2110 00 510000	Pre K TRS	30,000.00	2,727.53	11,661.54	0.00	0.00	18,338.46
10E110 1125 2130 00 110000		0.00	0.00	0.00	0.00	0.00	0.00
10E210 1125 2130 00 210000		0.00	0.00	0.00	0.00	0.00	0.00
10E110 1125 2200 00 110000	Pre K Ins Ben	0.00	0.00	6,488.00	0.00	0.00	-6,488.00
10E210 1125 2200 00 210000	ROE Pre K Ins Ben	0.00	0.00	0.00	0.00	0.00	0.00
10E510 1125 2200 00 510000	Pre K Ins Ben	30,000.00	3,968.70	16,485.10	0.00	0.00	13,514.90
10E--- 1125 2--- -- ------		60,000.00	6,696.23	34,634.64	0.00	0.00	25,365.36
10E110 1125 3190 00 110000	Pre K Pur Serv	0.00	0.00	0.00	0.00	0.00	0.00
10E510 1125 3190 00 510000	Pre K Pur Serv	0.00	1,990.00	1,990.00	0.00	0.00	-1,990.00
10E--- 1125 3--- -- ------		0.00	1,990.00	1,990.00	0.00	0.00	-1,990.00
10E110 1125 4100 00 110000	Pre K Supplies	17,138.00	0.00	11,823.88	0.00	-14,943.58	20,257.70
10E210 1125 4100 00 210000	ROE Pre K Supplies	0.00	0.00	0.00	0.00	0.00	0.00
10E510 1125 4100 00 510000	Pre K Supplies	24,000.00	158.90	247.03	0.00	0.00	23,752.97
10E--- 1125 4--- -- ------		41,138.00	158.90	12,070.91	0.00	-14,943.58	44,010.67
10E110 1125 5500 00 110000	Pre K Equip	2,550.00	0.00	0.00	0.00	0.00	2,550.00
10E510 1125 5500 00 510000	Pre K Equip	4,250.00	0.00	0.00	0.00	0.00	4,250.00
10E--- 1125 5--- -- ------		6,800.00	0.00	0.00	0.00	0.00	6,800.00
10E510 1125 6900 00 510000	Refund of PreK Proceeds	0.00	142.00	142.00	0.00	0.00	-142.00
10E--- 1125 6--- -- ------		0.00	142.00	142.00	0.00	0.00	-142.00
10E050 1130 1100 00 000000	RCHS Teacher Salary	1,354,000.00	132,800.27	772,011.88	0.00	0.00	581,988.12

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
10E160 1130 1100 00 160000	Ed Jobs Fund Sal	0.00	0.00	0.00	0.00	0.00	0.00
10E050 1130 1110 00 000000	RCHS Aide/Asst Sal	0.00	5,765.94	25,601.28	0.00	0.00	-25,601.28
10E050 1130 1200 00 000000	RCHS Sub Teach Sal	40,000.00	2,430.00	9,755.00	0.00	0.00	30,245.00
10E050 1130 1210 00 000000	RCHS Sub Aide/Asst Sal	0.00	32.00	32.00	0.00	0.00	-32.00
10E050 1130 1300 00 000000	RCHS Remedial Tutoring	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1130 1--- -- ------		1,394,000.00	141,028.21	807,400.16	0.00	0.00	586,599.84
10E050 1130 2110 00 000000	RCHS Teach TRS	181,100.00	16,129.89	64,933.40	0.00	0.00	116,166.60
10E160 1130 2110 00 160000	Ed Jobs Fund TRS	0.00	0.00	0.00	0.00	0.00	0.00
10E050 1130 2200 00 000000	RCHS Ins Benefit	165,276.00	14,951.00	83,108.00	0.00	0.00	82,168.00
10E160 1130 2200 00 160000	Ed Jobs Fund Ben	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1130 2--- -- ------		346,376.00	31,080.89	148,041.40	0.00	0.00	198,334.60
10E050 1130 3190 00 000000	RCHS Purchase Serv	25,000.00	0.00	5,964.65	0.00	0.00	19,035.35
10E050 1130 3190 06 000000	RCHS Foreign Lang P/S	303.00	0.00	0.00	0.00	0.00	303.00
10E050 1130 3190 12 000000	RCHS Vocal Music Pur Ser	1,510.00	0.00	280.00	0.00	600.00	630.00
10E050 1130 3190 13 000000	RCHS Science Pur Serv	95.00	0.00	0.00	0.00	0.00	95.00
10E050 1130 3190 50 000000	RCHS PE Purchase Serv	0.00	0.00	0.00	0.00	0.00	0.00
10E050 1130 3190 60 000000	RCHS Ren Scholarship	1,000.00	0.00	0.00	0.00	0.00	1,000.00
10E050 1130 3190 80 000000	RCHS Instr Music Pur Ser	6,215.00	1,946.00	6,078.53	0.00	30.00	106.47
10E290 1130 3190 00 290000	JFF Bio Med Purchase Service	2,000.00	0.00	2,200.00	0.00	0.00	-200.00
10E050 1130 3230 00 000000	RCHS Repair/Maint	750.00	0.00	264.00	0.00	236.00	250.00
10E050 1130 3230 02 000000	RCHS Art Rep/Maint	0.00	0.00	0.00	0.00	0.00	0.00
10E050 1130 3230 13 000000	RCHS Science Rep/Maint	500.00	0.00	0.00	0.00	0.00	500.00
10E050 1130 3230 61 000000	RCHS Computer Rep/Maint	2,000.00	0.00	0.00	0.00	0.00	2,000.00
10E050 1130 3230 80 000000	RCHS Instr Mus Rep/Maint	3,530.00	3,303.14	3,303.14	0.00	225.86	1.00
10E050 1130 3240 00 000000	RCHS Copier Repair Only	2,000.00	0.00	0.00	0.00	0.00	2,000.00
10E050 1130 3260 00 000000	RCHS Postage	8,000.00	0.00	0.00	0.00	40.68	7,959.32
10E050 1130 3310 80 000000	RCHS Summer Band Trip	0.00	0.00	0.00	0.00	0.00	0.00
10E050 1130 3320 00 000000	RCHS Travel	2,000.00	9.95	138.75	0.00	0.00	1,861.25
10E050 1130 3320 12 000000	RCHS Vocal Travel	200.00	0.00	0.00	0.00	0.00	200.00
10E050 1130 3320 80 000000	RCHS Band Travel	1,100.00	0.00	0.00	0.00	0.00	1,100.00
10E050 1130 3400 00 000000	RCHS Internet	5,000.00	0.00	0.00	0.00	0.00	5,000.00
10E--- 1130 3--- -- ------		61,203.00	5,259.09	18,229.07	0.00	1,132.54	41,841.39
10E050 1130 4100 00 000000	RCHS Gen Clsrm Supplies	10,000.00	0.00	3,574.46	0.00	69.95	6,355.59
10E050 1130 4100 02 000000	RCHS Art Supplies	5,400.00	661.45	5,155.78	1,020.36	1,678.87	-2,455.01
10E050 1130 4100 05 000000	RCHS Drama	800.00	0.00	0.00	0.00	0.00	800.00
10E050 1130 4100 06 000000	RCHS Foreign Lang Supp	775.00	42.54	768.25	0.00	17.96	-11.21
10E050 1130 4100 08 000000	RCHS Health Supplies	245.00	0.00	0.00	0.00	0.00	245.00
10E050 1130 4100 11 000000	RCHS Math Supplies	2,905.00	77.44	1,195.62	0.00	423.80	1,285.58
10E050 1130 4100 12 000000	RCHS Vocal Music Supp	1,190.00	0.00	551.86	0.00	472.79	165.35
10E050 1130 4100 13 000000	RCHS Science Supplies	6,350.00	0.00	1,690.66	0.00	472.85	4,186.49

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
10E050 1130 4100 15 000000	RCHS Social Studies Supp	1,215.00	247.44	498.42	0.00	321.67	394.91
10E050 1130 4100 28 000000	RCHS Communications Supp	810.00	0.00	74.13	0.00	345.85	390.02
10E050 1130 4100 50 000000	RCHS PE Supplies	2,505.00	0.00	810.81	0.00	284.78	1,409.41
10E050 1130 4100 60 000000	RCHS Renaissance Supp	3,000.00	0.00	0.00	0.00	0.00	3,000.00
10E050 1130 4100 61 000000	RCHS Computer Supplies	5,000.00	271.00	898.63	0.00	625.03	3,476.34
10E050 1130 4100 80 000000	RCHS Instrum Music Supp	1,242.00	0.00	0.00	0.00	711.50	530.50
10E050 1130 4100 90 000000	RCHS Transition	0.00	0.00	0.00	0.00	0.00	0.00
10E290 1130 4100 00 290000	JFF Bio Med	10,300.00	0.00	0.00	0.00	0.00	10,300.00
10E050 1130 4120 00 000000	RCHS Read 180 Supplies	0.00	0.00	0.00	0.00	0.00	0.00
10E050 1130 4130 00 000000	RCHS ID Badge Supplies	0.00	0.00	0.00	0.00	0.00	0.00
10E050 1130 4140 00 000000	RCHS Temp Badge Supp	0.00	0.00	0.00	0.00	0.00	0.00
10E050 1130 4200 00 000000	RCHS New Textbooks	5,700.00	0.00	165.80	0.00	-165.80	5,700.00
10E050 1130 4210 00 000000	RCHS Replacement Textbks	1,800.00	0.00	0.00	0.00	0.00	1,800.00
10E050 1130 4220 00 000000	RCHS Workbooks	5,500.00	0.00	2,466.16	0.00	0.00	3,033.84
10E050 1130 4240 00 000000	RCHS Copier Paper/Toner	2,000.00	0.00	0.00	0.00	0.00	2,000.00
10E050 1130 4400 06 000000	RCHS Foreign Language Subscrpt	0.00	0.00	0.00	0.00	0.00	0.00
10E050 1130 4700 00 000000	RCHS Software	2,500.00	0.00	0.00	0.00	0.00	2,500.00
10E050 1130 4900 00 000000	RCHS Student Locks	0.00	0.00	0.00	0.00	0.00	0.00
10E050 1130 4910 00 000000	RCHS PE Uniforms	9,550.00	450.00	5,785.00	0.00	0.00	3,765.00
10E--- 1130 4--- -- ------		78,787.00	1,749.87	23,635.58	1,020.36	5,259.25	48,871.81
10E050 1130 5500 00 000000	RCHS Equipment	10,000.00	0.00	0.00	0.00	0.00	10,000.00
10E050 1130 5500 02 000000	RCHS Art Equipment	2,500.00	0.00	0.00	0.00	0.00	2,500.00
10E050 1130 5500 61 000000	RCHS Computer Equipment	2,000.00	0.00	898.91	0.00	2,569.00	-1,467.91
10E050 1130 5500 80 000000	RCHS Instru Music Equipment	3,125.00	555.00	555.00	0.00	2,575.00	-5.00
10E--- 1130 5--- -- ------		17,625.00	555.00	1,453.91	0.00	5,144.00	11,027.09
10E570 1140 1110 00 570000	Reading Improv TA Sal	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1140 1--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E570 1140 2200 00 570000	Reading Improv Ins Ben Prior	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1140 2--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E570 1140 4200 00 570000	Reading Improv Books	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1140 4--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E330 1170 1100 00 330000	Title II Teach Qual Salary	0.00	0.00	11,941.36	0.00	0.00	-11,941.36
10E530 1170 1100 00 530000	Title II Teach Sal	75,000.00	4,135.59	21,186.54	0.00	0.00	53,813.46
10E330 1170 1200 00 330000	Title II sub salary	0.00	0.00	0.00	0.00	0.00	0.00
10E530 1170 1200 00 530000	Title II sub salary	2,000.00	0.00	267.50	0.00	0.00	1,732.50
10E--- 1170 1--- -- ------		77,000.00	4,135.59	33,395.40	0.00	0.00	43,604.60
10E330 1170 2110 00 330000	Title II Teach Qual TRS	4,200.00	0.00	0.00	0.00	0.00	4,200.00
10E530 1170 2110 00 530000	Title II Teach TRS	17,000.00	828.17	3,859.39	0.00	0.00	13,140.61
10E330 1170 2200 00 330000	Title II Teach Qual Ins Benefi	0.00	0.00	4.00	0.00	0.00	-4.00
10E530 1170 2200 00 530000	Title II Ins Ben	25.00	-609.00	-606.00	0.00	0.00	631.00

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
10E--- 1170 2--- -- ------		21,225.00	219.17	3,257.39	0.00	0.00	17,967.61
10E710 1180 3190 00 710000	Elementary Careers Purchase Se	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1180 3--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E710 1180 4100 00 710000	Elememtary Career Supplies	887.00	0.00	0.00	0.00	0.00	887.00
10E--- 1180 4--- -- ------		887.00	0.00	0.00	0.00	0.00	887.00
10E--- 11-- ---- -- ------		8,404,862.00	920,483.47	4,697,119.16	1,020.36	120,196.60	3,586,525.88
10E140 1203 1100 00 140000	EMH Teacher Sal	0.00	0.00	0.00	0.00	0.00	0.00
10E140 1203 1110 00 140000	EMH Aide/Asst Sal	0.00	0.00	0.00	0.00	0.00	0.00
10E140 1203 1200 00 140000	EMH Sub Teach Sal	0.00	0.00	0.00	0.00	0.00	0.00
10E140 1203 1210 00 140000	EMH Sub Aide/Asst Sal	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1203 1--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E140 1203 2110 00 140000	EMH Teacher TRS	0.00	0.00	0.00	0.00	0.00	0.00
10E140 1203 2200 00 140000	EMH Insurance Ben	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1203 2--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E920 1203 3320 00 920000	EMH Travel	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1203 3--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E920 1203 4100 00 920000	EMH Supplies	0.00	0.00	0.00	0.00	0.00	0.00
10E920 1203 4200 00 920000	EMH Textbks	0.00	0.00	0.00	0.00	0.00	0.00
10E920 1203 4220 00 920000	EMH Workbooks	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1203 4--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E920 1203 5500 00 920000	EMH Equipment	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1203 5--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E140 1204 1110 00 140000	Prsnl Aide/Asst Sal	125,000.00	13,194.18	76,710.60	0.00	0.00	48,289.40
10E140 1204 1200 00 140000		0.00	0.00	0.00	0.00	0.00	0.00
10E140 1204 1210 00 140000	Prsnl Aide/Ast Sub Sal	5,000.00	91.00	1,471.75	0.00	0.00	3,528.25
10E--- 1204 1--- -- ------		130,000.00	13,285.18	78,182.35	0.00	0.00	51,817.65
10E140 1204 2110 00 140000	Prsnl Aide/Ast TRS	0.00	0.00	0.00	0.00	0.00	0.00
10E140 1204 2130 00 140000	Prsnl Aide FICA	0.00	0.00	0.00	0.00	0.00	0.00
10E140 1204 2200 00 140000	Prsnl Aide/Ast Ins Ben	13,000.00	616.98	6,159.77	0.00	0.00	6,840.23
10E--- 1204 2--- -- ------		13,000.00	616.98	6,159.77	0.00	0.00	6,840.23
10E920 1204 4100 00 920000	Ind Supp 504 status	200.00	0.00	0.00	0.00	50.00	150.00
10E--- 1204 4--- -- ------		200.00	0.00	0.00	0.00	50.00	150.00
10E920 1204 5500 00 920000	Ind Equip 504 Status	850.00	0.00	0.00	0.00	0.00	850.00
10E--- 1204 5--- -- ------		850.00	0.00	0.00	0.00	0.00	850.00
10E140 1205 1100 00 140000	LD Teacher Sal	250,000.00	16,795.19	96,576.29	0.00	0.00	153,423.71
10E140 1205 1110 00 140000	LD Aide/Asst Sal	0.00	0.00	0.00	0.00	0.00	0.00
10E140 1205 1200 00 140000	LD Sub Teacher Sal	5,000.00	1,825.95	8,611.37	0.00	0.00	-3,611.37
10E140 1205 1210 00 140000	LD Sub Aide/Asst Sal	0.00	0.00	0.00	0.00	0.00	0.00
10E140 1205 1300 00 140000	Late Stay Salaries	1,500.00	0.00	0.00	0.00	0.00	1,500.00
10E--- 1205 1--- -- ------		256,500.00	18,621.14	105,187.66	0.00	0.00	151,312.34

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
10E140 1205 2110 00 140000	LD Teacher TRS	23,000.00	1,747.64	6,999.15	0.00	0.00	16,000.85
10E140 1205 2200 00 140000	LD Insurance Ben	22,500.00	1,830.00	10,560.00	0.00	0.00	11,940.00
10E--- 1205 2--- -- ------		45,500.00	3,577.64	17,559.15	0.00	0.00	27,940.85
10E920 1205 3190 00 920000	LD Speaker Fee	1,300.00	0.00	2,800.00	0.00	0.00	-1,500.00
10E920 1205 3320 00 920000	LD Travel	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1205 3--- -- ------		1,300.00	0.00	2,800.00	0.00	0.00	-1,500.00
10E920 1205 4100 00 920000	LD Self Cont Supp	3,500.00	0.00	335.88	0.00	75.20	3,088.92
10E920 1205 4110 00 920000	LD Inclusion Supplies	925.00	0.00	0.00	0.00	0.00	925.00
10E920 1205 4200 00 920000	LD Self Cont Txtbks	0.00	0.00	0.00	0.00	0.00	0.00
10E920 1205 4220 00 920000	LD Inclus Wkbks	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1205 4--- -- ------		4,425.00	0.00	335.88	0.00	75.20	4,013.92
10E920 1205 5500 00 920000	LD Equipment	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1205 5--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E280 1206 1110 00 280000	Visual Aide Salary	0.00	0.00	0.00	0.00	0.00	0.00
10E280 1206 1210 00 280000	Visual Aide Sub Sal	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1206 1--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E280 1206 2200 00 280000	Visual Aide Ins Ben	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1206 2--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E920 1206 4100 00 920000	Visual Imp Supplies	1,240.00	0.00	319.00	0.00	100.00	821.00
10E--- 1206 4--- -- ------		1,240.00	0.00	319.00	0.00	100.00	821.00
10E920 1206 5500 00 920000	Visual Equipment	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1206 5--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E920 1207 3230 00 920000	Hearing Imprd Rep/Maint	500.00	0.00	0.00	0.00	0.00	500.00
10E--- 1207 3--- -- ------		500.00	0.00	0.00	0.00	0.00	500.00
10E920 1207 4100 00 920000	Hearing Imprd Supplies	1,750.00	0.00	0.00	0.00	100.00	1,650.00
10E--- 1207 4--- -- ------		1,750.00	0.00	0.00	0.00	100.00	1,650.00
10E920 1207 5500 00 920000	Hearing Equipment	2,000.00	0.00	0.00	0.00	0.00	2,000.00
10E--- 1207 5--- -- ------		2,000.00	0.00	0.00	0.00	0.00	2,000.00
10E920 1212 4100 00 920000	RCHS ED Supp	300.00	0.00	0.00	0.00	100.00	200.00
10E--- 1212 4--- -- ------		300.00	0.00	0.00	0.00	100.00	200.00
10E280 1213 1100 00 280000	Homebound Teach Sal	26,832.00	2,670.00	7,830.00	0.00	0.00	19,002.00
10E--- 1213 1--- -- ------		26,832.00	2,670.00	7,830.00	0.00	0.00	19,002.00
10E280 1213 2110 00 280000	Homebound Teach TRS	2,683.00	89.13	444.52	0.00	0.00	2,238.48
10E--- 1213 2--- -- ------		2,683.00	89.13	444.52	0.00	0.00	2,238.48
10E920 1213 3190 00 920000	Homebound Pur Service	0.00	0.00	0.00	0.00	0.00	0.00
10E920 1213 3320 00 920000	Homebound Travel	1,000.00	0.00	120.86	0.00	0.00	879.14
10E--- 1213 3--- -- ------		1,000.00	0.00	120.86	0.00	0.00	879.14
10E140 1216 1100 00 140000	Autism Cert Sal	0.00	1,685.60	2,528.40	0.00	0.00	-2,528.40
10E280 1216 1110 00 280000	Autism Aide Sal	50,000.00	3,063.63	17,422.81	0.00	0.00	32,577.19
10E140 1216 1200 00 140000		0.00	0.00	182.00	0.00	0.00	-182.00

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
10E140 1216 1210 00 140000		0.00	0.00	0.00	0.00	0.00	0.00
10E280 1216 1210 00 280000	Autism Sub Aide Sal	5,000.00	182.00	1,183.00	0.00	0.00	3,817.00
10E--- 1216 1--- -- ------		55,000.00	4,931.23	21,316.21	0.00	0.00	33,683.79
10E140 1216 2110 00 140000	Autism TRS	0.00	1,421.00	5,684.00	0.00	0.00	-5,684.00
10E280 1216 2130 00 280000	Autism FICA	0.00	0.00	0.00	0.00	0.00	0.00
10E140 1216 2200 00 140000	Autism INS Ben	0.00	611.34	1,832.01	0.00	0.00	-1,832.01
10E280 1216 2200 00 280000	Autsim Ins Ben	1,500.00	2.00	12.00	0.00	0.00	1,488.00
10E--- 1216 2--- -- ------		1,500.00	2,034.34	7,528.01	0.00	0.00	-6,028.01
10E880 1216 3190 00 880000	JFF Music Therapy	18,000.00	0.00	0.00	0.00	0.00	18,000.00
10E920 1216 3190 00 920000	Autism Purchase Serv	1,500.00	0.00	265.61	0.00	0.00	1,234.39
10E920 1216 3320 00 920000	Autism Travel	1,200.00	0.00	0.00	0.00	0.00	1,200.00
10E--- 1216 3--- -- ------		20,700.00	0.00	265.61	0.00	0.00	20,434.39
10E920 1216 4100 00 920000	Autism Supplies	5,000.00	0.00	203.27	0.00	800.00	3,996.73
10E920 1216 4220 00 920000	Autism Workbks	0.00	0.00	0.00	0.00	0.00	0.00
10E920 1216 4700 00 920000	Mecca Tech-Autism Software	400.00	0.00	0.00	0.00	0.00	400.00
10E--- 1216 4--- -- ------		5,400.00	0.00	203.27	0.00	800.00	4,396.73
10E920 1216 5500 00 920000	Autism Equipment	2,532.00	0.00	0.00	0.00	0.00	2,532.00
10E--- 1216 5--- -- ------		2,532.00	0.00	0.00	0.00	0.00	2,532.00
10E140 1220 1100 00 140000	Cross Cat Teacher Sal	611,952.00	55,724.90	316,484.22	0.00	0.00	295,467.78
10E140 1220 1110 00 140000	Cross Cat Aide/Asst Sal	161,446.00	12,343.92	50,920.57	0.00	0.00	110,525.43
10E140 1220 1200 00 140000	Cross Cat Sub Teach Sal	6,200.00	1,070.00	4,002.50	0.00	0.00	2,197.50
10E140 1220 1210 00 140000	Cross Cat Sub Aide/Asst Sal	5,000.00	91.00	1,975.75	0.00	0.00	3,024.25
10E--- 1220 1--- -- ------		784,598.00	69,229.82	373,383.04	0.00	0.00	411,214.96
10E140 1220 2110 00 140000	Cross Cat Teacher TRS	69,000.00	6,490.94	26,028.90	0.00	0.00	42,971.10
10E140 1220 2130 00 140000		0.00	0.00	0.00	0.00	0.00	0.00
10E140 1220 2200 00 140000	Cross Cat Insurance Ben	97,248.00	7,631.68	40,883.22	0.00	0.00	56,364.78
10E--- 1220 2--- -- ------		166,248.00	14,122.62	66,912.12	0.00	0.00	99,335.88
10E920 1220 3190 00 920000	Cross Cat PUR SERV	1,000.00	0.00	213.00	0.00	0.00	787.00
10E920 1220 3320 00 920000	Cross Cat Travel	1,600.00	0.00	0.00	0.00	0.00	1,600.00
10E--- 1220 3--- -- ------		2,600.00	0.00	213.00	0.00	0.00	2,387.00
10E920 1220 4100 00 920000	Cross Cat Supplies	11,600.00	84.23	2,898.71	0.00	1,559.22	7,142.07
10E920 1220 4100 61 000000	Cross Cat Comp Supp	500.00	0.00	0.00	12.00	0.00	488.00
10E920 1220 4200 00 920000	Cross Cat Textbks	500.00	0.00	0.00	0.00	0.00	500.00
10E920 1220 4220 00 920000	Cross Cat Workbks	200.00	0.00	0.00	0.00	0.00	200.00
10E920 1220 4700 00 000000	Cross Cat Software	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1220 4--- -- ------		12,800.00	84.23	2,898.71	12.00	1,559.22	8,330.07
10E920 1220 5500 00 920000	Cross Cat Equipment	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1220 5--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E100 1250 1100 00 100000	Title I Teacher Sal	1,000.00	0.00	15,541.20	0.00	0.00	-14,541.20
10E500 1250 1100 00 500000	Title I Teach Sal Prior	92,856.00	12,033.18	48,132.72	0.00	0.00	44,723.28

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
10E100 1250 1110 00 100000	Title I Aide/Asst Sal	0.00	0.00	43,565.08	0.00	0.00	-43,565.08
10E500 1250 1110 00 500000	Title I Aide/Asst Sal Pr	305,000.00	27,140.38	109,165.32	0.00	0.00	195,834.68
10E100 1250 1200 00 100000	Title I Sub Teach Sal	0.00	0.00	0.00	0.00	0.00	0.00
10E500 1250 1200 00 500000	Title I Sub	1,050.00	325.00	1,010.50	0.00	0.00	39.50
10E100 1250 1210 00 100000	Title I Sub Aide/Ast Sal	0.00	0.00	0.00	0.00	0.00	0.00
10E500 1250 1210 00 500000	Title I Sub TA Sal	8,100.00	1,319.50	9,464.00	0.00	0.00	-1,364.00
10E100 1250 1300 00 100000	Title I Tutoring Sal	25,300.00	0.00	0.00	0.00	0.00	25,300.00
10E500 1250 1300 00 500000	Title I Tutor Sal	30,000.00	60.00	210.00	0.00	0.00	29,790.00
10E100 1250 1310 00 100000	Title I N/C Tutoring	10,000.00	0.00	0.00	0.00	0.00	10,000.00
10E500 1250 1310 00 500000	Title I Tutor Aide Sal	10,500.00	0.00	0.00	0.00	0.00	10,500.00
10E--- 1250 1--- -- ------		483,806.00	40,878.06	227,088.82	0.00	0.00	256,717.18
10E100 1250 2110 00 100000	Title I Teacher TRS	41,583.00	0.00	1,937.44	0.00	0.00	39,645.56
10E500 1250 2110 00 500000	Title I TRS	34,246.00	2,392.88	9,559.63	0.00	0.00	24,686.37
10E100 1250 2130 00 100000		0.00	0.00	0.00	0.00	0.00	0.00
10E100 1250 2200 00 100000	Title I Insurance Ben	0.00	0.00	7,038.00	0.00	0.00	-7,038.00
10E500 1250 2200 00 500000	Title I Ins Ben Prior	13,000.00	3,671.68	15,906.72	0.00	0.00	-2,906.72
10E--- 1250 2--- -- ------		88,829.00	6,064.56	34,441.79	0.00	0.00	54,387.21
10E100 1250 3190 00 100000	Title I Pur Serv	0.00	0.00	0.00	0.00	0.00	0.00
10E500 1250 3190 00 500000	Title I Pur Serv	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1250 3--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E100 1250 4100 00 100000	Title I Supplies	30,000.00	0.00	10,372.40	0.00	-4,460.21	24,087.81
10E500 1250 4100 00 500000	Title I Supp	100,000.00	6,248.47	26,828.76	0.00	8,580.82	64,590.42
10E--- 1250 4--- -- ------		130,000.00	6,248.47	37,201.16	0.00	4,120.61	88,678.23
10E100 1250 5500 00 100000	Title Equipment	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1250 5--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E360 1275 1100 00 360000	Jump Start Teach Sal	20,435.00	0.00	3,046.28	0.00	0.00	17,388.72
10E360 1275 1110 00 360000	Jump Start Aide Sal	8,222.00	0.00	1,740.96	0.00	0.00	6,481.04
10E360 1275 1200 00 360000	Jump Start Sub Teach	5,000.00	0.00	0.00	0.00	0.00	5,000.00
10E360 1275 1210 00 360000	Jump Start Sub Aide Sal	2,000.00	0.00	0.00	0.00	0.00	2,000.00
10E--- 1275 1--- -- ------		35,657.00	0.00	4,787.24	0.00	0.00	30,869.76
10E360 1275 2110 00 360000	Jump Start Teach TRS	3,000.00	0.00	0.00	0.00	0.00	3,000.00
10E360 1275 2200 00 360000	Jump Start Ins Ben	6,480.00	0.00	2.00	0.00	0.00	6,478.00
10E--- 1275 2--- -- ------		9,480.00	0.00	2.00	0.00	0.00	9,478.00
10E360 1275 3190 00 360000	Jump Start Pur Serv	1,000.00	0.00	0.00	0.00	0.00	1,000.00
10E--- 1275 3--- -- ------		1,000.00	0.00	0.00	0.00	0.00	1,000.00
10E360 1275 4100 00 360000	Jump Start Supplies	3,800.00	0.00	0.00	0.00	0.00	3,800.00
10E--- 1275 4--- -- ------		3,800.00	0.00	0.00	0.00	0.00	3,800.00
10E--- 12-- ---- -- ------		2,292,030.00	182,453.40	995,180.17	12.00	6,905.03	1,289,932.80
10E050 1400 1100 00 000000	RCHS Voc Teach Sal	530,000.00	53,786.12	316,077.46	0.00	0.00	213,922.54
10E390 1400 1100 00 390000	Vocational Tutor Sal	3,000.00	300.00	960.00	0.00	0.00	2,040.00

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10E480 1400 1100 00 480000	Ag 3 Circles	22,834.00	5,014.20	10,028.40	0.00	0.00	12,805.60
10E490 1400 1100 00 490000	AG Incent Sal	0.00	0.00	0.00	0.00	0.00	0.00
10E780 1400 1100 00 780000	CTEI SALARIES	5,000.00	0.00	0.00	0.00	0.00	5,000.00
10E050 1400 1110 00 000000	BT Salaries	0.00	0.00	0.00	0.00	0.00	0.00
10E050 1400 1200 00 000000	RCHS Voc Sub Teach Sal	6,000.00	880.00	4,367.50	0.00	0.00	1,632.50
10E--- 1400 1--- -- ------		566,834.00	59,980.32	331,433.36	0.00	0.00	235,400.64
10E050 1400 2110 00 000000	RCHS Voc TRS	70,000.00	6,065.05	26,250.89	0.00	0.00	43,749.11
10E390 1400 2110 00 390000	Perkins TRS	0.00	34.78	111.30	0.00	0.00	-111.30
10E480 1400 2110 00 480000	Ag 3 Circles TRS	2,580.00	581.33	1,162.66	0.00	0.00	1,417.34
10E490 1400 2110 00 490000	AG Incent TRS	0.00	0.00	0.00	0.00	0.00	0.00
10E390 1400 2130 00 390000		0.00	0.00	0.00	0.00	0.00	0.00
10E050 1400 2200 00 000000	RCHS Voc Ins Benefit	51,852.00	3,663.00	23,809.00	0.00	0.00	28,043.00
10E390 1400 2200 00 390000	Vocational Tutor Ins Ben	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1400 2--- -- ------		124,432.00	10,344.16	51,333.85	0.00	0.00	73,098.15
10E050 1400 3140 00 000000	RCHS OCC Dual Credit Classes	30,000.00	0.00	15,295.00	0.00	1.00	14,704.00
10E050 1400 3190 00 000000	RCHS CTEI Grant Pur. Services	10,202.00	0.00	0.00	0.00	0.00	10,202.00
10E050 1400 3190 01 000000	RCHS Ag Entry Fees	2,200.00	148.00	1,628.00	0.00	612.00	-40.00
10E050 1400 3190 07 000000	RCHS Health Pur Serv	500.00	0.00	0.00	0.00	0.00	500.00
10E050 1400 3190 10 000000	RCHS Inc Occ Pur Serv	0.00	0.00	0.00	0.00	0.00	0.00
10E050 1400 3190 14 000000	RCHS Business Services	0.00	0.00	0.00	0.00	0.00	0.00
10E230 1400 3190 00 230000	JFF CNA Fees Fingerprint Train	2,010.00	0.00	525.00	0.00	4.00	1,481.00
10E390 1400 3190 00 390000	Perkins Pur Serv	0.00	0.00	0.00	0.00	0.00	0.00
10E490 1400 3190 00 490000	RCHS AG Grant Pur Serv	0.00	0.00	0.00	0.00	0.00	0.00
10E780 1400 3190 00 780000	Voc Ed Pur Serv	0.00	0.00	195.00	0.00	0.00	-195.00
10E781 1400 3190 00 781000	PATHWAYS SERVICE	8,000.00	0.00	0.00	0.00	0.00	8,000.00
10E050 1400 3230 00 000000	RCHS Gen Voc Rep/Maint	1,500.00	0.00	0.00	0.00	0.00	1,500.00
10E050 1400 3230 01 000000	RCHS Ag Repair/Maint	100.00	0.00	0.00	0.00	0.00	100.00
10E050 1400 3230 09 000000	RCHS FACS Rep/Main	0.00	0.00	0.00	0.00	0.00	0.00
10E050 1400 3230 10 000000	RCHS Ind Occ Rep/Maint	0.00	0.00	0.00	0.00	0.00	0.00
10E050 1400 3230 61 000000	RCHS Comp Lab Rep/Maint	0.00	0.00	0.00	0.00	0.00	0.00
10E050 1400 3320 00 000000	RCHS CTEI Grant Travel	0.00	0.00	0.00	0.00	0.00	0.00
10E050 1400 3320 01 000000	RCHS Ag Travel	3,650.00	21.15	1,230.68	0.00	841.26	1,578.06
10E050 1400 3320 07 000000	RCHS Health Occ Travel	0.00	0.00	0.00	0.00	0.00	0.00
10E050 1400 3320 09 000000	RCHS FACS Travel	0.00	0.00	0.00	0.00	0.00	0.00
10E050 1400 3320 10 000000	RCHS Voc Ed Inc OCC Travel	0.00	0.00	0.00	0.00	0.00	0.00
10E050 1400 3320 14 000000	RCHS Business Travel	0.00	0.00	0.00	0.00	0.00	0.00
10E390 1400 3320 00 390000	Perkins Travel	6,260.00	0.00	0.00	0.00	0.00	6,260.00
10E540 1400 3320 00 540000	Worked Based Learning	0.00	0.00	0.00	0.00	0.00	0.00
10E780 1400 3320 00 780000	Voc Ed Travel	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1400 3--- -- ------		64,422.00	169.15	18,873.68	0.00	1,458.26	44,090.06

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
10E050 1400 4100 00 000000	RCHS CTEI Grant Supplies	0.00	0.00	324.65	0.00	773.31	-1,097.96
10E050 1400 4100 01 000000	RCHS Ag Supplies	17,000.00	2,373.63	7,547.66	0.00	7,842.24	1,610.10
10E050 1400 4100 07 000000	RCHS Health Occ Supplies	700.00	121.00	121.00	0.00	0.00	579.00
10E050 1400 4100 09 000000	RCHS FCS SUPPLIES	6,480.00	466.04	1,742.06	0.00	3,060.51	1,677.43
10E050 1400 4100 10 000000	RCHS Ind Occ Supplies	0.00	0.00	890.56	0.00	227.60	-1,118.16
10E050 1400 4100 14 000000	RCHS Business Supplies	4,066.00	0.00	0.00	0.00	209.40	3,856.60
10E050 1400 4100 61 000000	RCHS Computer Lab Supp	27,332.00	0.00	0.00	0.00	0.00	27,332.00
10E230 1400 4100 00 230000	JFF CNA Supplies	990.00	0.00	335.20	0.00	1.00	653.80
10E390 1400 4100 00 390000	Perkins Grant Supp	0.00	0.00	0.00	0.00	0.00	0.00
10E490 1400 4100 00 490000	RCHS AG Grant Supplies	2,309.00	0.00	449.55	0.00	0.00	1,859.45
10E540 1400 4100 00 540000	Federal Tech Prep Supplies	0.00	0.00	0.00	0.00	0.00	0.00
10E780 1400 4100 00 780000	Voc Ed Supplies	0.00	1,131.83	18,346.62	0.00	3,479.38	-21,826.00
10E781 1400 4100 00 781000	PATHWAY SUPPLIES	50,000.00	1,237.38	2,716.86	0.00	5,876.18	41,406.96
10E050 1400 4110 09 000000		0.00	0.00	0.00	0.00	0.00	0.00
10E050 1400 4200 00 000000	RCHS New Textbooks	0.00	0.00	0.00	0.00	0.00	0.00
10E050 1400 4210 00 000000	RCHS Voc Replcmt Txtbks	1,000.00	0.00	0.00	0.00	0.00	1,000.00
10E050 1400 4220 00 000000	ERHS Voc Workbooks	1,000.00	0.00	0.00	0.00	0.00	1,000.00
10E050 1400 4400 00 000000	RCHS Vocational Subscriptions	0.00	0.00	0.00	0.00	0.00	0.00
10E050 1400 4400 01 000000	RCHS Voc Ed-Ag Subscriptions	0.00	0.00	0.00	0.00	0.00	0.00
10E050 1400 4400 09 000000	RCHS Home Ec Subscriptions	0.00	0.00	0.00	0.00	0.00	0.00
10E050 1400 4400 10 000000	RCHS Ind Occ Subscrption Renwl	0.00	0.00	0.00	0.00	0.00	0.00
10E780 1400 4400 00 780000	Voc Ed Supscriptions	0.00	0.00	0.00	0.00	0.00	0.00
10E050 1400 4700 00 000000	RCHS CTEI Grant Software	0.00	1,140.00	3,590.00	0.00	0.00	-3,590.00
10E050 1400 4700 09 000000	RCHS Voc Ed-FACS Dept Software	0.00	0.00	0.00	0.00	0.00	0.00
10E780 1400 4700 00 780000	Voc Ed Software	0.00	0.00	199.00	197.75	0.00	-396.75
10E--- 1400 4--- -- ------		110,877.00	6,469.88	36,263.16	197.75	21,469.62	52,946.47
10E050 1400 5500 00 000000	RCHS CTEI Grnt Classroom Equip	0.00	0.00	0.00	0.00	0.00	0.00
10E050 1400 5500 01 000000	RCHS Ag Equipment	562.00	0.00	0.00	0.00	0.00	562.00
10E050 1400 5500 09 000000	RCHS Home Econ Equip	0.00	0.00	0.00	0.00	0.00	0.00
10E050 1400 5500 10 000000	RCHS Ind Occ Equip	0.00	0.00	0.00	0.00	0.00	0.00
10E050 1400 5500 14 000000	RCHS Voc Busns Equip	534.00	0.00	0.00	0.00	0.00	534.00
10E050 1400 5500 17 000000	RCHS Voc Mod Tech Equip	0.00	0.00	0.00	0.00	0.00	0.00
10E050 1400 5500 33 000000	RCHS Voc Ag Welding Equipment	0.00	0.00	0.00	0.00	0.00	0.00
10E050 1400 5500 61 000000	RCHS CTEI Computer Equipment	32,760.00	0.00	0.00	0.00	0.00	32,760.00
10E380 1400 5500 00 380000	Voc Ed Tech Prep Equip	0.00	0.00	0.00	0.00	0.00	0.00
10E390 1400 5500 00 390000	Perkins Equip	11,535.00	0.00	0.00	0.00	0.00	11,535.00
10E490 1400 5500 00 490000	Ag Grant Equip	5,000.00	0.00	2,938.00	0.00	-2,938.00	5,000.00
10E540 1400 5500 00 540000	Fed Tech Prep Equip	0.00	0.00	0.00	0.00	0.00	0.00
10E780 1400 5500 00 780000	Voc Ed Equipment	0.00	0.00	24,475.37	0.00	669.96	-25,145.33
10E781 1400 5500 00 781000	PATHWAYS EQUIPMENT	12,000.00	0.00	0.00	0.00	0.00	12,000.00

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
10E--- 1400 5--- -- ------		62,391.00	0.00	27,413.37	0.00	-2,268.04	37,245.67
10E050 1400 6000 16 000000	RCHS Voc Sale BT house	0.00	0.00	0.00	0.00	0.00	0.00
10E050 1400 6400 00 000000	RCHS Dues/Fees	0.00	2,515.86	2,515.86	0.00	0.00	-2,515.86
10E050 1400 6410 00 000000	RCHS Voc Reg Del Match Fee	3,000.00	0.00	0.00	0.00	0.00	3,000.00
10E490 1400 6900 00 490000	Refund Of Ag Grant	0.00	150.00	150.00	0.00	0.00	-150.00
10E--- 1400 6--- -- ------		3,000.00	2,665.86	2,665.86	0.00	0.00	334.14
10E410 1459 1110 00 410000	JROTC Instructor Sal	150,000.00	12,381.44	74,288.64	0.00	0.00	75,711.36
10E--- 1459 1--- -- ------		150,000.00	12,381.44	74,288.64	0.00	0.00	75,711.36
10E410 1459 2130 00 410000		0.00	0.00	0.00	0.00	0.00	0.00
10E410 1459 2200 00 410000	JROTC Insurance Ben	24.00	2.00	12.00	0.00	0.00	12.00
10E--- 1459 2--- -- ------		24.00	2.00	12.00	0.00	0.00	12.00
10E--- 14-- ---- -- ------		1,081,980.00	92,012.81	542,283.92	197.75	20,659.84	518,838.49
10E050 1500 1100 00 000000	RCHS A D Sal	6,247.00	478.34	2,850.84	0.00	0.00	3,396.16
10E--- 1500 1--- -- ------		6,247.00	478.34	2,850.84	0.00	0.00	3,396.16
10E050 1500 2110 00 000000	RCHS A D TRS	718.00	55.44	225.93	0.00	0.00	492.07
10E--- 1500 2--- -- ------		718.00	55.44	225.93	0.00	0.00	492.07
10E050 1500 3100 00 000000	RCHS Athletic Train/RMH	0.00	0.00	0.00	0.00	0.00	0.00
10E050 1500 3190 00 000000	RCHS AD Game/Dance Scrty	0.00	0.00	1,979.23	0.00	0.00	-1,979.23
10E050 1500 3230 00 000000	RCHS A D Rep/Maint	500.00	0.00	500.00	0.00	0.00	0.00
10E050 1500 3260 00 000000	RCHS A D Postage	200.00	0.00	0.00	0.00	0.00	200.00
10E050 1500 3320 00 000000	RCHS A D Travel	800.00	0.00	288.96	0.00	0.00	511.04
10E050 1500 3600 00 000000	RCHS AD Printing	0.00	0.00	0.00	0.00	0.00	0.00
10E050 1500 3910 00 000000	RCHS A D Playoffs	5,000.00	2,202.89	2,654.78	0.00	0.00	2,345.22
10E--- 1500 3--- -- ------		6,500.00	2,202.89	5,422.97	0.00	0.00	1,077.03
10E050 1500 4100 00 000000	RCHS A D Supplies	1,100.00	0.00	1,100.00	0.00	0.00	0.00
10E050 1500 4110 00 000000	RCHS A D Awards	800.00	350.95	350.95	0.00	0.00	449.05
10E050 1500 4120 00 000000	RCHS Sport uniforms	0.00	0.00	0.00	0.00	0.00	0.00
10E050 1500 4700 00 000000	RCHS AD Software	550.00	0.00	550.00	0.00	0.00	0.00
10E--- 1500 4--- -- ------		2,450.00	350.95	2,000.95	0.00	0.00	449.05
10E050 1500 6400 00 000000	RCHS A D Dues/Fees	150.00	0.00	0.00	0.00	0.00	150.00
10E--- 1500 6--- -- ------		150.00	0.00	0.00	0.00	0.00	150.00
10E050 1505 1100 00 000000	RCHS FBLA Sponsor Sal	2,555.00	209.28	1,247.28	0.00	0.00	1,307.72
10E--- 1505 1--- -- ------		2,555.00	209.28	1,247.28	0.00	0.00	1,307.72
10E050 1505 2110 00 000000	RCHS FBLA Spon TRS	305.00	24.28	97.12	0.00	0.00	207.88
10E--- 1505 2--- -- ------		305.00	24.28	97.12	0.00	0.00	207.88
10E050 1509 1100 00 000000	RCHS Pep Club Advisor Sal	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1509 1--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E050 1509 2110 00 000000	RCHS Pep Club TRS	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1509 2--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E050 1510 1100 00 000000	RCHS Cheerldr Spons Sal	5,700.00	0.00	2,976.47	0.00	0.00	2,723.53

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
10E--- 1510 1--- -- ------		5,700.00	0.00	2,976.47	0.00	0.00	2,723.53
10E050 1510 2110 00 000000	RCHS Cheerldr Spons TRS	425.00	0.00	207.95	0.00	0.00	217.05
10E050 1510 2200 00 000000		0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1510 2--- -- ------		425.00	0.00	207.95	0.00	0.00	217.05
10E050 1510 3190 00 000000	RCHS Cheerldr Part Exp	0.00	0.00	0.00	0.00	0.00	0.00
10E050 1510 3320 00 000000	RCHS Cheerldr Travel	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1510 3--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E050 1510 4100 00 000000	RCHS Cheerldr Supplies	230.00	0.00	168.00	0.00	0.00	62.00
10E--- 1510 4--- -- ------		230.00	0.00	168.00	0.00	0.00	62.00
10E050 1511 1100 00 000000	RCHS Golf Coach Sal	5,200.00	0.00	2,922.62	0.00	0.00	2,277.38
10E--- 1511 1--- -- ------		5,200.00	0.00	2,922.62	0.00	0.00	2,277.38
10E050 1511 2110 00 000000	RCHS Golf Coach TRS	625.00	0.00	582.29	0.00	0.00	42.71
10E--- 1511 2--- -- ------		625.00	0.00	582.29	0.00	0.00	42.71
10E050 1511 3190 00 000000	RCHS Golf Part Exp	920.00	0.00	1,325.00	0.00	0.00	-405.00
10E050 1511 3320 00 000000	RCHS Golf Trav	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1511 3--- -- ------		920.00	0.00	1,325.00	0.00	0.00	-405.00
10E050 1511 4100 00 000000	RCHS Golf Supplies	255.00	0.00	252.00	0.00	0.00	3.00
10E--- 1511 4--- -- ------		255.00	0.00	252.00	0.00	0.00	3.00
10E050 1512 1100 00 000000	RCHS X-Country Sal	6,500.00	0.00	6,816.41	0.00	0.00	-316.41
10E050 1512 1120 00 000000	RCHS X-Country Workers	500.00	0.00	90.00	0.00	0.00	410.00
10E--- 1512 1--- -- ------		7,000.00	0.00	6,906.41	0.00	0.00	93.59
10E050 1512 2110 00 000000	RCHS X-Country TRS	750.00	0.00	795.49	0.00	0.00	-45.49
10E--- 1512 2--- -- ------		750.00	0.00	795.49	0.00	0.00	-45.49
10E050 1512 3190 00 000000	RCHS X-Country Part Exp	900.00	0.00	795.00	0.00	0.00	105.00
10E050 1512 3320 00 000000	RCHS X-Country Travel	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1512 3--- -- ------		900.00	0.00	795.00	0.00	0.00	105.00
10E050 1512 4100 00 000000	RCHS X-Country Supplies	255.00	0.00	0.00	0.00	0.00	255.00
10E--- 1512 4--- -- ------		255.00	0.00	0.00	0.00	0.00	255.00
10E050 1513 1100 00 000000	RCHS Dance Team Coach	2,000.00	0.00	0.00	0.00	0.00	2,000.00
10E--- 1513 1--- -- ------		2,000.00	0.00	0.00	0.00	0.00	2,000.00
10E050 1513 2110 00 000000	RCHS Dance TRS	250.00	0.00	0.00	0.00	0.00	250.00
10E050 1513 2200 00 000000		0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1513 2--- -- ------		250.00	0.00	0.00	0.00	0.00	250.00
10E050 1513 4100 00 000000	RCHS Dance Team Supp	230.00	0.00	0.00	0.00	0.00	230.00
10E--- 1513 4--- -- ------		230.00	0.00	0.00	0.00	0.00	230.00
10E050 1520 1100 00 000000	RCHS Girls Tennis Coach	3,936.00	0.00	3,942.40	0.00	0.00	-6.40
10E--- 1520 1--- -- ------		3,936.00	0.00	3,942.40	0.00	0.00	-6.40
10E050 1520 2110 00 000000	RCHS Girls Tennis TRS	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1520 2--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E050 1520 3190 00 000000	RCHS Girls Tennis Part Exp	150.00	0.00	50.00	0.00	0.00	100.00

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
10E050 1520 3320 00 000000	RCHS Girls Tennis Tvl	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1520 3--- -- ------		150.00	0.00	50.00	0.00	0.00	100.00
10E050 1520 4100 00 000000	RCHS Girls Tennis Supplies	215.00	0.00	0.00	0.00	215.00	0.00
10E--- 1520 4--- -- ------		215.00	0.00	0.00	0.00	215.00	0.00
10E050 1521 1100 00 000000	RCHS Volleyballl Coach Salary	8,350.00	0.00	7,926.20	0.00	0.00	423.80
10E050 1521 1120 00 000000	RCHS Volleyball Game Wrks Sal	1,000.00	0.00	580.50	0.00	0.00	419.50
10E--- 1521 1--- -- ------		9,350.00	0.00	8,506.70	0.00	0.00	843.30
10E050 1521 2110 00 000000	RCHS Volleyball Coach TRS	900.00	0.00	644.68	0.00	0.00	255.32
10E--- 1521 2--- -- ------		900.00	0.00	644.68	0.00	0.00	255.32
10E050 1521 3100 00 000000	RCHS Volleyball Officials	1,040.00	0.00	910.00	0.00	0.00	130.00
10E050 1521 3190 00 000000	RCHS Volleyballl Part Exp	750.00	0.00	734.50	0.00	0.00	15.50
10E050 1521 3320 00 000000	RCHS Volleyball Travel	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1521 3--- -- ------		1,790.00	0.00	1,644.50	0.00	0.00	145.50
10E050 1521 4100 00 000000	RCHS Volleyball Supplies	680.00	0.00	0.00	0.00	640.00	40.00
10E--- 1521 4--- -- ------		680.00	0.00	0.00	0.00	640.00	40.00
10E050 1521 5400 00 000000	RCHS Volleyball Equipment	0.00	0.00	0.00	0.00	0.00	0.00
10E050 1521 5500 00 000000	RCHS Volleyball Equip	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1521 5--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E050 1522 1100 00 000000	RCHS Girls Basketball Coach	15,000.00	0.00	0.00	0.00	0.00	15,000.00
10E050 1522 1120 00 000000	RCHS Girls Basketball Wkr Sal	1,500.00	0.00	252.00	0.00	0.00	1,248.00
10E--- 1522 1--- -- ------		16,500.00	0.00	252.00	0.00	0.00	16,248.00
10E050 1522 2110 00 000000	RCHS Girls Basketball Cch TRS	1,700.00	0.00	0.00	0.00	0.00	1,700.00
10E--- 1522 2--- -- ------		1,700.00	0.00	0.00	0.00	0.00	1,700.00
10E050 1522 3100 00 000000	RCHS Girls Basketball Offical	2,470.00	490.00	490.00	0.00	0.00	1,980.00
10E050 1522 3190 00 000000	RCHS Girls Basketball Part Exp	600.00	150.00	150.00	0.00	0.00	450.00
10E050 1522 3320 00 000000	RCHS Girls Basketballl Travel	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1522 3--- -- ------		3,070.00	640.00	640.00	0.00	0.00	2,430.00
10E050 1522 4100 00 000000	RCHS Girls Basketballl Supp	1,275.00	0.00	0.00	0.00	0.00	1,275.00
10E--- 1522 4--- -- ------		1,275.00	0.00	0.00	0.00	0.00	1,275.00
10E050 1523 1100 00 000000	RCHS Girls Track Coach Sal	5,000.00	0.00	0.00	0.00	0.00	5,000.00
10E050 1523 1120 00 000000	RCHS Girls Track Workers	625.00	0.00	72.00	0.00	0.00	553.00
10E--- 1523 1--- -- ------		5,625.00	0.00	72.00	0.00	0.00	5,553.00
10E050 1523 2110 00 000000	RCHS Girls Track TRS	568.00	0.00	0.00	0.00	0.00	568.00
10E--- 1523 2--- -- ------		568.00	0.00	0.00	0.00	0.00	568.00
10E050 1523 3100 00 000000	RCHS Girls Track Official	150.00	0.00	0.00	0.00	0.00	150.00
10E050 1523 3190 00 000000	RCHS Girls Track Part Exp	600.00	0.00	0.00	0.00	0.00	600.00
10E050 1523 3320 00 000000	RCHS Girls Track Travel	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1523 3--- -- ------		750.00	0.00	0.00	0.00	0.00	750.00
10E050 1523 4100 00 000000	RCHS Girls Track Supplies	640.00	0.00	640.00	0.00	0.00	0.00
10E--- 1523 4--- -- ------		640.00	0.00	640.00	0.00	0.00	0.00

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
10E050 1524 1100 00 000000	RCHS Girls Softball Cch Sal	9,700.00	0.00	832.50	0.00	0.00	8,867.50
10E--- 1524 1--- -- ------		9,700.00	0.00	832.50	0.00	0.00	8,867.50
10E050 1524 2110 00 000000	RCHS Girls Softball Cch TRS	1,150.00	0.00	0.00	0.00	0.00	1,150.00
10E--- 1524 2--- -- ------		1,150.00	0.00	0.00	0.00	0.00	1,150.00
10E050 1524 3100 00 000000	RCHS Girls Softball Official	3,670.00	0.00	120.00	0.00	0.00	3,550.00
10E050 1524 3190 00 000000	RCHS Girls Softball Part Exp	180.00	0.00	0.00	0.00	0.00	180.00
10E050 1524 3320 00 000000	RCHS Girls Softball Travel	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1524 3--- -- ------		3,850.00	0.00	120.00	0.00	0.00	3,730.00
10E050 1524 4100 00 000000	RCHS Girls Softtball Supplies	1,275.00	0.00	0.00	0.00	0.00	1,275.00
10E--- 1524 4--- -- ------		1,275.00	0.00	0.00	0.00	0.00	1,275.00
10E050 1525 1100 00 000000	RCHS Girls Soccer Coach	7,400.00	0.00	0.00	0.00	0.00	7,400.00
10E050 1525 1120 00 000000	RCHS Girls Soccer Ticket	500.00	0.00	0.00	0.00	0.00	500.00
10E--- 1525 1--- -- ------		7,900.00	0.00	0.00	0.00	0.00	7,900.00
10E050 1525 2110 00 000000	RCHS Girls Soccer TRS	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1525 2--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E050 1525 3100 00 000000	RCHS Girls Soccer Officl	1,500.00	0.00	0.00	0.00	0.00	1,500.00
10E050 1525 3190 00 000000	RCHS Girls Soccer Part Exp	500.00	0.00	0.00	0.00	0.00	500.00
10E050 1525 3320 00 000000	RCHS Girls Soccer Trav	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1525 3--- -- ------		2,000.00	0.00	0.00	0.00	0.00	2,000.00
10E050 1525 4100 00 000000	RCHS Girls Soccer Supp	890.00	0.00	0.00	0.00	0.00	890.00
10E--- 1525 4--- -- ------		890.00	0.00	0.00	0.00	0.00	890.00
10E050 1530 1100 00 000000	RCHS Boys Tennis Coach Sal	5,225.00	0.00	0.00	0.00	0.00	5,225.00
10E--- 1530 1--- -- ------		5,225.00	0.00	0.00	0.00	0.00	5,225.00
10E050 1530 2110 00 000000	RCHS Boys Tennis Cch TRS	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1530 2--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E050 1530 3190 00 000000	RCHS Boys Tennis Part Exp	180.00	0.00	0.00	0.00	0.00	180.00
10E050 1530 3320 00 000000	RCHS Boys Tennis Trav	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1530 3--- -- ------		180.00	0.00	0.00	0.00	0.00	180.00
10E050 1530 4100 00 000000	RCHS Boys Tennis Supplies	215.00	0.00	0.00	0.00	0.00	215.00
10E--- 1530 4--- -- ------		215.00	0.00	0.00	0.00	0.00	215.00
10E050 1531 1100 00 000000	RCHS Football Coach Sal	28,500.00	0.00	26,199.55	0.00	0.00	2,300.45
10E050 1531 1120 00 000000	RCHS Football Game Wrks	3,000.00	117.00	3,962.50	0.00	0.00	-962.50
10E--- 1531 1--- -- ------		31,500.00	117.00	30,162.05	0.00	0.00	1,337.95
10E050 1531 2110 00 000000	RCHS Football Coach TRS	2,967.00	0.00	1,875.77	0.00	0.00	1,091.23
10E--- 1531 2--- -- ------		2,967.00	0.00	1,875.77	0.00	0.00	1,091.23
10E050 1531 3100 00 000000	RCHS Football Officials	2,850.00	0.00	2,280.00	0.00	0.00	570.00
10E050 1531 3190 00 000000	RCHS Football Part Exp	900.00	0.00	693.00	0.00	0.00	207.00
10E050 1531 3230 00 000000	RCHS Football Recond Equip	6,000.00	0.00	5,846.88	0.00	0.00	153.12
10E050 1531 3320 00 000000	RCHS Football Travel	0.00	0.00	0.00	0.00	0.00	0.00
10E050 1531 3800 00 000000	RCHS Football Insurance	0.00	0.00	0.00	0.00	0.00	0.00

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
10E--- 1531 3--- -- ------		9,750.00	0.00	8,819.88	0.00	0.00	930.12
10E050 1531 4100 00 000000	RCHS Football Supplies	4,700.00	0.00	3,075.00	0.00	1,415.00	210.00
10E--- 1531 4--- -- ------		4,700.00	0.00	3,075.00	0.00	1,415.00	210.00
10E050 1532 1100 00 000000	RCHS Boys Basketball Cch Sal	16,200.00	0.00	0.00	0.00	0.00	16,200.00
10E050 1532 1120 00 000000	RCHS Boys Basketball Wrk Sal	2,000.00	0.00	180.00	0.00	0.00	1,820.00
10E050 1532 1200 00 000000	RCHS Boys BB Sub	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1532 1--- -- ------		18,200.00	0.00	180.00	0.00	0.00	18,020.00
10E050 1532 2110 00 000000	RCHS Boys Basketball TRS	1,300.00	0.00	7.31	0.00	0.00	1,292.69
10E--- 1532 2--- -- ------		1,300.00	0.00	7.31	0.00	0.00	1,292.69
10E050 1532 3100 00 000000	RCHS Boys Basketball Official	4,140.00	0.00	0.00	0.00	0.00	4,140.00
10E050 1532 3190 00 000000	RCHS Boys Basketball Part Exp	650.00	0.00	0.00	0.00	0.00	650.00
10E050 1532 3320 00 000000	RCHS Boys Basketball Travel	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1532 3--- -- ------		4,790.00	0.00	0.00	0.00	0.00	4,790.00
10E050 1532 4100 00 000000	RCHS Boys Basketball Supplies	1,275.00	0.00	0.00	0.00	0.00	1,275.00
10E--- 1532 4--- -- ------		1,275.00	0.00	0.00	0.00	0.00	1,275.00
10E050 1533 1100 00 000000	RCHS Boys Track Coach Sal	8,153.00	0.00	-215.92	0.00	0.00	8,368.92
10E050 1533 1110 00 000000	RCHS Boys Track Wrkrs Salary	600.00	0.00	0.00	0.00	0.00	600.00
10E--- 1533 1--- -- ------		8,753.00	0.00	-215.92	0.00	0.00	8,968.92
10E050 1533 2110 00 000000	RCHS Boys Track Coach TRS	800.00	0.00	-104.75	0.00	0.00	904.75
10E--- 1533 2--- -- ------		800.00	0.00	-104.75	0.00	0.00	904.75
10E050 1533 3100 00 000000	RCHS Boys Track Officials	180.00	0.00	0.00	0.00	0.00	180.00
10E050 1533 3190 00 000000	RCHS Boys Track Part Exp	800.00	0.00	0.00	0.00	0.00	800.00
10E050 1533 3320 00 000000	RCHS Boys Track Travel	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1533 3--- -- ------		980.00	0.00	0.00	0.00	0.00	980.00
10E050 1533 4100 00 000000	RCHS Boys Track Supplies	640.00	0.00	557.73	0.00	401.43	-319.16
10E--- 1533 4--- -- ------		640.00	0.00	557.73	0.00	401.43	-319.16
10E050 1533 5500 00 000000	RCHS Boys Track Equipment	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1533 5--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E050 1534 1100 00 000000	RCHS Boys Baseball Cch Sal	8,500.00	0.00	0.00	0.00	0.00	8,500.00
10E050 1534 1120 00 000000	RCHS Baseball Workers	500.00	0.00	0.00	0.00	0.00	500.00
10E--- 1534 1--- -- ------		9,000.00	0.00	0.00	0.00	0.00	9,000.00
10E050 1534 2110 00 000000	RCHS Boys Baseball TRS	1,000.00	0.00	0.00	0.00	0.00	1,000.00
10E--- 1534 2--- -- ------		1,000.00	0.00	0.00	0.00	0.00	1,000.00
10E050 1534 3100 00 000000	RCHS Boys Baseball Official	3,590.00	0.00	120.00	0.00	0.00	3,470.00
10E050 1534 3190 00 000000	RCHS Boys Baseball Part Exp	0.00	0.00	0.00	0.00	0.00	0.00
10E050 1534 3320 00 000000	RCHS Boys Baseball Travel	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1534 3--- -- ------		3,590.00	0.00	120.00	0.00	0.00	3,470.00
10E050 1534 4100 00 000000	RCHS Boys Baseball Supplies	1,275.00	0.00	0.00	0.00	602.00	673.00
10E--- 1534 4--- -- ------		1,275.00	0.00	0.00	0.00	602.00	673.00
10E050 1536 1100 00 000000	RCHS Soccer Coach Sal	8,600.00	0.00	8,870.40	0.00	0.00	-270.40

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
10E--- 1536 1--- -- ------		8,600.00	0.00	8,870.40	0.00	0.00	-270.40
10E050 1536 2110 00 000000	RCHS Soccer Coach TRS	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1536 2--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E050 1536 3100 00 000000	RCHS Soccer Officials	2,430.00	0.00	1,875.00	0.00	0.00	555.00
10E050 1536 3190 00 000000	RCHS Soccer Part Exp	500.00	63.00	483.00	0.00	0.00	17.00
10E050 1536 3320 00 000000	RCHS Soccer Travel	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1536 3--- -- ------		2,930.00	63.00	2,358.00	0.00	0.00	572.00
10E050 1536 4100 00 000000	RCHS Soccer Supplies	1,020.00	0.00	0.00	0.00	189.50	830.50
10E--- 1536 4--- -- ------		1,020.00	0.00	0.00	0.00	189.50	830.50
10E040 1540 1100 00 000000	RCMS A D Sal	2,300.00	343.58	1,558.08	0.00	0.00	741.92
10E--- 1540 1--- -- ------		2,300.00	343.58	1,558.08	0.00	0.00	741.92
10E040 1540 2110 00 000000	RCMS A D TRS	248.00	39.82	160.24	0.00	0.00	87.76
10E040 1540 2200 00 000000		0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1540 2--- -- ------		248.00	39.82	160.24	0.00	0.00	87.76
10E040 1540 3190 00 000000	RCMS AD Pur Serv	250.00	0.00	461.00	0.00	0.00	-211.00
10E040 1540 3320 00 000000	RCMS A D Travel	700.00	0.00	488.51	0.00	0.00	211.49
10E040 1540 3910 00 000000	RCMS A D State Plyoffs	365.00	0.00	0.00	0.00	0.00	365.00
10E--- 1540 3--- -- ------		1,315.00	0.00	949.51	0.00	0.00	365.49
10E040 1540 4100 00 000000	RCMS A D Supplies	305.00	0.00	0.00	0.00	0.00	305.00
10E040 1540 4110 00 000000	RCMS A D Awards	1,290.00	0.00	715.94	0.00	0.00	574.06
10E040 1540 4120 00 000000	RCMS Athletic Uniforms	2,000.00	0.00	2,000.00	0.00	0.00	0.00
10E--- 1540 4--- -- ------		3,595.00	0.00	2,715.94	0.00	0.00	879.06
10E040 1540 6400 00 000000	RCMS A D Dues/Fees	810.00	650.00	1,150.00	0.00	-300.00	-40.00
10E--- 1540 6--- -- ------		810.00	650.00	1,150.00	0.00	-300.00	-40.00
10E040 1550 1100 00 000000	RCMS Chrldr Spons Sal	4,100.00	0.00	0.00	0.00	0.00	4,100.00
10E--- 1550 1--- -- ------		4,100.00	0.00	0.00	0.00	0.00	4,100.00
10E040 1550 2110 00 000000	RCMS Chrldr Spons TRS	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1550 2--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E040 1550 3190 00 000000	RCMS Chrldr Part Exp	0.00	0.00	0.00	0.00	0.00	0.00
10E040 1550 3320 00 000000	RCMS Chrldr Travel	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1550 3--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E040 1550 4100 00 000000	RCMS Chrldr Supplies	100.00	0.00	0.00	0.00	0.00	100.00
10E--- 1550 4--- -- ------		100.00	0.00	0.00	0.00	0.00	100.00
10E040 1550 6400 00 000000	RCMS Chrldr Dues/Fees	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1550 6--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E040 1551 1100 00 000000	RCMS X-Country Coach Sal	3,400.00	0.00	3,794.59	0.00	0.00	-394.59
10E--- 1551 1--- -- ------		3,400.00	0.00	3,794.59	0.00	0.00	-394.59
10E040 1551 2110 00 000000	RCMS X-Country Coach TRS	400.00	0.00	415.93	0.00	0.00	-15.93
10E--- 1551 2--- -- ------		400.00	0.00	415.93	0.00	0.00	-15.93
10E040 1551 3190 00 000000	RCMS X-Country Part Exp	0.00	0.00	0.00	0.00	0.00	0.00

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10E040 1551 3320 00 000000	RCMS X-Country Travel	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1551 3--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E040 1551 4100 00 000000	RCMS X-Country Supplies	150.00	0.00	0.00	0.00	0.00	150.00
10E--- 1551 4--- -- ------		150.00	0.00	0.00	0.00	0.00	150.00
10E040 1551 6400 00 000000	RCMS X-Country Dues/Fees	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1551 6--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E040 1560 1100 00 000000	RCMS Girls Basketball Cch Sal	9,053.00	0.00	0.00	0.00	0.00	9,053.00
10E040 1560 1120 00 000000	RCMS Girls Basketball Wrks Sal	1,700.00	202.50	202.50	0.00	0.00	1,497.50
10E--- 1560 1--- -- ------		10,753.00	202.50	202.50	0.00	0.00	10,550.50
10E040 1560 2110 00 000000	RCMS Girls Basketball Coach TR	1,000.00	23.48	23.48	0.00	0.00	976.52
10E040 1560 2130 00 000000		0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1560 2--- -- ------		1,000.00	23.48	23.48	0.00	0.00	976.52
10E040 1560 3100 00 000000	RCMS Girls Basketball Official	1,650.00	1,335.00	1,615.00	0.00	0.00	35.00
10E040 1560 3190 00 000000	RCMS Girls Basketball Part Exp	0.00	0.00	0.00	0.00	0.00	0.00
10E040 1560 3320 00 000000	RCMS Girls Basketball Travel	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1560 3--- -- ------		1,650.00	1,335.00	1,615.00	0.00	0.00	35.00
10E040 1560 4100 00 000000	RCMS Girls Basketball Supplies	350.00	0.00	338.50	0.00	0.00	11.50
10E--- 1560 4--- -- ------		350.00	0.00	338.50	0.00	0.00	11.50
10E040 1560 5400 00 000000	RCMS Girls Basketball Equip	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1560 5--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E040 1560 6400 00 000000	RCMS Girls Basktball Due/Fees	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1560 6--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E040 1561 1100 00 000000	RCMS Volleybl Coach Sal	6,708.00	0.00	896.35	0.00	0.00	5,811.65
10E040 1561 1120 00 000000	RCMS Volleybl Gm Wrk Sal	1,000.00	0.00	0.00	0.00	0.00	1,000.00
10E--- 1561 1--- -- ------		7,708.00	0.00	896.35	0.00	0.00	6,811.65
10E040 1561 2110 00 000000	RCMS Volleybl Coach TRS	516.00	0.00	103.92	0.00	0.00	412.08
10E040 1561 2130 00 000000		0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1561 2--- -- ------		516.00	0.00	103.92	0.00	0.00	412.08
10E040 1561 3100 00 000000	RCMS Volleybl Officials	1,000.00	0.00	0.00	0.00	0.00	1,000.00
10E040 1561 3190 00 000000	RCMS Volleybl Part Exp	700.00	0.00	0.00	0.00	0.00	700.00
10E040 1561 3320 00 000000	RCMS Volleybl Travel	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1561 3--- -- ------		1,700.00	0.00	0.00	0.00	0.00	1,700.00
10E040 1561 4100 00 000000	RCMS Volleybl Supplies	300.00	0.00	112.50	0.00	0.00	187.50
10E--- 1561 4--- -- ------		300.00	0.00	112.50	0.00	0.00	187.50
10E040 1561 6400 00 000000	RCMS Volleybl Dues/Fees	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1561 6--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E040 1562 1100 00 000000	RCMS Grls Trk Coach Sal	3,600.00	0.00	0.00	0.00	0.00	3,600.00
10E--- 1562 1--- -- ------		3,600.00	0.00	0.00	0.00	0.00	3,600.00
10E040 1562 2110 00 000000	RCMS Grls Trk Cch TRS	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1562 2--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00

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10E040 1562 3100 00 000000	RCMS Grls Trk Officials	300.00	0.00	0.00	0.00	0.00	300.00
10E040 1562 3190 00 000000	RCMS Girls Track Part Exp	0.00	0.00	0.00	0.00	0.00	0.00
10E040 1562 3320 00 000000	RCMS Grls Trk Travel	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1562 3--- -- ------		300.00	0.00	0.00	0.00	0.00	300.00
10E040 1562 4100 00 000000	RCMS Grls Trk Supplies	250.00	0.00	0.00	0.00	0.00	250.00
10E--- 1562 4--- -- ------		250.00	0.00	0.00	0.00	0.00	250.00
10E040 1562 6400 00 000000	RCMS Grls Trk Dues/Fees	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1562 6--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E040 1570 1100 00 000000	RCMS Boys Basketball Coach Sal	6,837.00	0.00	0.00	0.00	0.00	6,837.00
10E040 1570 1120 00 000000	RCMS Boys Basketball Wrk Sal	2,500.00	162.00	162.00	0.00	0.00	2,338.00
10E040 1570 1210 00 000000		0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1570 1--- -- ------		9,337.00	162.00	162.00	0.00	0.00	9,175.00
10E040 1570 2110 00 000000	RCMS Boys Basketball Coach TRS	361.00	18.78	18.78	0.00	0.00	342.22
10E040 1570 2130 00 000000		0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1570 2--- -- ------		361.00	18.78	18.78	0.00	0.00	342.22
10E040 1570 3100 00 000000	RCMS Boys Basketball Official	2,250.00	1,020.00	1,020.00	0.00	0.00	1,230.00
10E040 1570 3190 00 000000	RCMS Boys Basketball Part Exp	0.00	0.00	0.00	0.00	0.00	0.00
10E040 1570 3320 00 000000	RCMS Boys Basketball Travel	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1570 3--- -- ------		2,250.00	1,020.00	1,020.00	0.00	0.00	1,230.00
10E040 1570 4100 00 000000	RCMS Boys Basketball Supplies	1,250.00	104.65	759.10	0.00	0.00	490.90
10E--- 1570 4--- -- ------		1,250.00	104.65	759.10	0.00	0.00	490.90
10E040 1570 6400 00 000000	RCMS Boys Basketball Due/Fees	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1570 6--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E040 1571 1100 00 000000	RCMS Boys Track Coach Sal	7,000.00	0.00	90.00	0.00	0.00	6,910.00
10E--- 1571 1--- -- ------		7,000.00	0.00	90.00	0.00	0.00	6,910.00
10E040 1571 2110 00 000000	RCMS Boys Track Coach TRS	200.00	0.00	5.22	0.00	0.00	194.78
10E--- 1571 2--- -- ------		200.00	0.00	5.22	0.00	0.00	194.78
10E040 1571 3100 00 000000	RCMS Boys Track Officials	2,650.00	0.00	0.00	0.00	0.00	2,650.00
10E040 1571 3190 00 000000	RCMS Boys Track Part Exp	0.00	0.00	0.00	0.00	0.00	0.00
10E040 1571 3320 00 000000	RCMS Boys Track Travel	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1571 3--- -- ------		2,650.00	0.00	0.00	0.00	0.00	2,650.00
10E040 1571 4100 00 000000	RCMS Boys Track Supplies	1,300.00	0.00	0.00	0.00	0.00	1,300.00
10E--- 1571 4--- -- ------		1,300.00	0.00	0.00	0.00	0.00	1,300.00
10E040 1571 6400 00 000000	RCMS Boys Track Dues/Fees	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1571 6--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E050 1572 1100 00 000000	RCHS Wrestling Coach	7,400.00	0.00	0.00	0.00	0.00	7,400.00
10E050 1572 1120 00 000000	RCHS Wrestling Workers Sal	500.00	0.00	0.00	0.00	0.00	500.00
10E--- 1572 1--- -- ------		7,900.00	0.00	0.00	0.00	0.00	7,900.00
10E050 1572 2110 00 000000	RCHS Wrestling TRS	155.00	0.00	0.00	0.00	0.00	155.00
10E--- 1572 2--- -- ------		155.00	0.00	0.00	0.00	0.00	155.00

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
10E050 1572 3100 00 000000	RCHS Wrestling Officials	1,100.00	0.00	220.00	0.00	0.00	880.00
10E050 1572 3190 00 000000	RCHS Wrestling Entry Fees	900.00	300.00	300.00	0.00	0.00	600.00
10E050 1572 3320 00 000000	RCHS Wrestling Travel	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1572 3--- -- ------		2,000.00	300.00	520.00	0.00	0.00	1,480.00
10E040 1572 4100 00 000000	Wrestling Supplies	0.00	0.00	0.00	0.00	0.00	0.00
10E050 1572 4100 00 000000	RCHS Wrestling Supp	510.00	0.00	0.00	0.00	763.44	-253.44
10E--- 1572 4--- -- ------		510.00	0.00	0.00	0.00	763.44	-253.44
10E040 1575 1100 00 000000	RCMS Yearbook Sponsor Sal	3,100.00	269.06	1,545.00	0.00	0.00	1,555.00
10E--- 1575 1--- -- ------		3,100.00	269.06	1,545.00	0.00	0.00	1,555.00
10E040 1575 2110 00 000000	RCMS Yearbook Sponsor TRS	350.00	31.18	124.72	0.00	0.00	225.28
10E--- 1575 2--- -- ------		350.00	31.18	124.72	0.00	0.00	225.28
10E040 1576 1100 00 000000	RCMS Student Council Sp	1,238.00	119.58	654.12	0.00	0.00	583.88
10E--- 1576 1--- -- ------		1,238.00	119.58	654.12	0.00	0.00	583.88
10E040 1576 2110 00 000000	RCMS Student Council TRS	130.00	13.86	55.44	0.00	0.00	74.56
10E--- 1576 2--- -- ------		130.00	13.86	55.44	0.00	0.00	74.56
10E050 1580 1100 00 000000	RCHS Scholastic Bowl Coach Sal	4,100.00	0.00	0.00	0.00	0.00	4,100.00
10E--- 1580 1--- -- ------		4,100.00	0.00	0.00	0.00	0.00	4,100.00
10E050 1580 2110 00 000000	RCHS Scholastic Bowl TRS	475.00	0.00	0.00	0.00	0.00	475.00
10E--- 1580 2--- -- ------		475.00	0.00	0.00	0.00	0.00	475.00
10E050 1580 3190 00 000000	RCHS Scholastic Bowl Purch Ser	200.00	0.00	0.00	0.00	0.00	200.00
10E050 1580 3320 00 000000	RCHS Scholastic Bowl Travel	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1580 3--- -- ------		200.00	0.00	0.00	0.00	0.00	200.00
10E050 1580 4100 00 000000	RCHSScholastic Bowl Supp	340.00	0.00	0.00	0.00	0.00	340.00
10E--- 1580 4--- -- ------		340.00	0.00	0.00	0.00	0.00	340.00
10E050 1582 1100 00 000000	RCHS Musical Sponsor Salary	14,000.00	14,178.67	14,178.67	0.00	0.00	-178.67
10E--- 1582 1--- -- ------		14,000.00	14,178.67	14,178.67	0.00	0.00	-178.67
10E050 1582 2110 00 000000	RCHS Musical Sponsor TRS	1,625.00	1,399.46	1,399.46	0.00	0.00	225.54
10E050 1582 2130 00 000000		0.00	0.00	0.00	0.00	0.00	0.00
10E050 1582 2200 00 000000		0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1582 2--- -- ------		1,625.00	1,399.46	1,399.46	0.00	0.00	225.54
10E050 1582 3190 00 000000	RCHS Musical Purchase Serv	1,500.00	0.00	1,530.00	0.00	0.00	-30.00
10E--- 1582 3--- -- ------		1,500.00	0.00	1,530.00	0.00	0.00	-30.00
10E050 1583 1100 00 000000	RCHS Marching Band Dir Sal	3,325.00	714.56	8,794.16	0.00	0.00	-5,469.16
10E050 1583 1110 00 000000	RCHS Band Camp Sal	2,350.00	0.00	-825.14	0.00	0.00	3,175.14
10E--- 1583 1--- -- ------		5,675.00	714.56	7,969.02	0.00	0.00	-2,294.02
10E050 1583 2110 00 000000	RCHS Marching Band Dir TRS	1,500.00	82.82	804.43	0.00	0.00	695.57
10E--- 1583 2--- -- ------		1,500.00	82.82	804.43	0.00	0.00	695.57
10E050 1583 3190 00 000000	RCHS Marching Band Part Exp	2,655.00	0.00	2,405.00	0.00	450.00	-200.00
10E--- 1583 3--- -- ------		2,655.00	0.00	2,405.00	0.00	450.00	-200.00
10E010 1583 4100 00 000000	Band Uniforms	6,000.00	0.00	0.00	0.00	0.00	6,000.00

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
10E050 1583 4100 00 000000	RCHS Marching Band Supplies	1,808.00	0.00	400.00	0.00	1,649.58	-241.58
10E--- 1583 4--- -- ------		7,808.00	0.00	400.00	0.00	1,649.58	5,758.42
10E050 1583 5500 00 000000	RCHS Band Uniforms	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1583 5--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E050 1584 1100 00 000000	RCHS Chorus Spons Sal	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1584 1--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E050 1585 1100 00 000000	RCHS Jr Cls Spons Sal	5,194.00	463.42	2,644.72	0.00	0.00	2,549.28
10E--- 1585 1--- -- ------		5,194.00	463.42	2,644.72	0.00	0.00	2,549.28
10E050 1585 2110 00 000000	RCHS Jr Cls Spons TRS	598.00	53.72	214.88	0.00	0.00	383.12
10E--- 1585 2--- -- ------		598.00	53.72	214.88	0.00	0.00	383.12
10E050 1586 1100 00 000000	RCHS Yearbook Sponsor Sal	2,508.00	239.18	1,366.88	0.00	0.00	1,141.12
10E--- 1586 1--- -- ------		2,508.00	239.18	1,366.88	0.00	0.00	1,141.12
10E050 1586 2110 00 000000	RCHS Yearbook Sponsor TRS	300.00	27.74	110.96	0.00	0.00	189.04
10E--- 1586 2--- -- ------		300.00	27.74	110.96	0.00	0.00	189.04
10E050 1586 4100 00 000000	RCHS Yearbook Supplies	1,000.00	0.00	0.00	0.00	0.00	1,000.00
10E--- 1586 4--- -- ------		1,000.00	0.00	0.00	0.00	0.00	1,000.00
10E050 1588 1100 00 000000	RCHS X-Curr Sprvsn Sal	200.00	0.00	30.00	0.00	0.00	170.00
10E--- 1588 1--- -- ------		200.00	0.00	30.00	0.00	0.00	170.00
10E050 1588 2110 00 000000	RCHS X-Curr Sprvsn TRS	25.00	0.00	10.36	0.00	0.00	14.64
10E--- 1588 2--- -- ------		25.00	0.00	10.36	0.00	0.00	14.64
10E050 1589 1100 00 000000	RCHS Student Council Sal	4,380.00	388.66	2,257.76	0.00	0.00	2,122.24
10E--- 1589 1--- -- ------		4,380.00	388.66	2,257.76	0.00	0.00	2,122.24
10E050 1589 2110 00 000000	RCHS Student Council TRS	516.00	45.06	180.24	0.00	0.00	335.76
10E--- 1589 2--- -- ------		516.00	45.06	180.24	0.00	0.00	335.76
10E050 1590 1110 00 000000	RCHS Rifle/Drill Sal	5,800.00	471.58	2,819.92	0.00	0.00	2,980.08
10E--- 1590 1--- -- ------		5,800.00	471.58	2,819.92	0.00	0.00	2,980.08
10E050 1590 2130 00 000000		0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1590 2--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E050 1590 3320 00 000000	RCHS Rifle/Drill Travel	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1590 3--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E040 1591 1100 00 000000	RCMS Band Director Sal	3,650.00	298.96	1,781.80	0.00	0.00	1,868.20
10E--- 1591 1--- -- ------		3,650.00	298.96	1,781.80	0.00	0.00	1,868.20
10E040 1591 2110 00 000000	RCMS Band Directors TRS	435.00	34.64	138.56	0.00	0.00	296.44
10E--- 1591 2--- -- ------		435.00	34.64	138.56	0.00	0.00	296.44
10E040 1591 3190 00 000000	RCMS Band Pur Serv	0.00	0.00	0.00	0.00	0.00	0.00
10E040 1591 3230 00 000000	RCMS Band Rep/Main	1,000.00	0.00	251.48	0.00	0.00	748.52
10E--- 1591 3--- -- ------		1,000.00	0.00	251.48	0.00	0.00	748.52
10E040 1591 4100 00 000000	RCMS Music Supp/Parts	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1591 4--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E040 1591 5500 00 000000	RCMS Band Equipment	0.00	0.00	0.00	0.00	0.00	0.00

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
10E--- 1591 5--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E040 1591 6400 00 000000	RCMS Band Dues/Fees	100.00	0.00	80.00	0.00	0.00	20.00
10E--- 1591 6--- -- ------		100.00	0.00	80.00	0.00	0.00	20.00
10E040 1593 1100 00 000000	RCMS Talent Shw Spon Sal	6,600.00	0.00	0.00	0.00	0.00	6,600.00
10E--- 1593 1--- -- ------		6,600.00	0.00	0.00	0.00	0.00	6,600.00
10E040 1593 2110 00 000000	RCMS Talent Shw Spon TRS	775.00	0.00	0.00	0.00	0.00	775.00
10E--- 1593 2--- -- ------		775.00	0.00	0.00	0.00	0.00	775.00
10E040 1593 4100 00 000000	RCMS Talent Shw Supp	200.00	0.00	76.90	0.00	0.00	123.10
10E--- 1593 4--- -- ------		200.00	0.00	76.90	0.00	0.00	123.10
10E040 1594 4100 00 000000	RCMS Drama Supplies	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1594 4--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E040 1598 1100 00 000000	RCMS Dance/Grad Sup Sal	250.00	0.00	0.00	0.00	0.00	250.00
10E--- 1598 1--- -- ------		250.00	0.00	0.00	0.00	0.00	250.00
10E040 1598 2110 00 000000	RCMS Dance/Grad TRS	50.00	0.00	0.00	0.00	0.00	50.00
10E--- 1598 2--- -- ------		50.00	0.00	0.00	0.00	0.00	50.00
10E040 1599 1100 00 000000	RCMS Math Counts Sponsor	1,450.00	0.00	0.00	0.00	0.00	1,450.00
10E--- 1599 1--- -- ------		1,450.00	0.00	0.00	0.00	0.00	1,450.00
10E040 1599 2110 00 000000	RCMS Math Counts Sponsor TRS	175.00	0.00	0.00	0.00	0.00	175.00
10E--- 1599 2--- -- ------		175.00	0.00	0.00	0.00	0.00	175.00
10E040 1599 3320 00 000000	RCMS Team Quest Travel	600.00	0.00	600.00	0.00	0.00	0.00
10E--- 1599 3--- -- ------		600.00	0.00	600.00	0.00	0.00	0.00
10E--- 15-- ---- -- ------		396,229.00	27,173.14	162,068.53	0.00	6,025.95	228,134.52
10E050 1700 1100 00 000000	Drivers Ed Teach Salary	70,000.00	2,962.46	34,699.84	0.00	0.00	35,300.16
10E050 1700 1200 00 000000	Drivers Ed Sub Sal	500.00	0.00	157.50	0.00	0.00	342.50
10E--- 1700 1--- -- ------		70,500.00	2,962.46	34,857.34	0.00	0.00	35,642.66
10E050 1700 2110 00 000000	Drivers Ed TRS	6,192.00	271.13	1,518.77	0.00	0.00	4,673.23
10E050 1700 2200 00 000000	Drivers Ed Ins Ben	3,900.00	305.00	1,760.00	0.00	0.00	2,140.00
10E--- 1700 2--- -- ------		10,092.00	576.13	3,278.77	0.00	0.00	6,813.23
10E050 1700 3190 00 000000	Drivers Ed Pur Serv	315.00	0.00	120.00	0.00	0.00	195.00
10E050 1700 3230 00 000000	Drivers Ed Rep/Maint	1,690.00	0.00	641.36	0.00	0.00	1,048.64
10E050 1700 3320 00 000000	Drivers Ed Travel	25.00	0.00	0.00	0.00	0.00	25.00
10E050 1700 3600 00 000000	Drivers Ed Printing	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1700 3--- -- ------		2,030.00	0.00	761.36	0.00	0.00	1,268.64
10E050 1700 4100 00 000000	Drivers Ed Supplies	470.00	0.00	41.24	0.00	0.00	428.76
10E050 1700 4210 00 000000	Drivers Ed Replcmnt Texbks	0.00	0.00	0.00	0.00	0.00	0.00
10E050 1700 4640 00 000000	Drivers Ed Fuel	3,500.00	0.00	0.00	0.00	0.00	3,500.00
10E--- 1700 4--- -- ------		3,970.00	0.00	41.24	0.00	0.00	3,928.76
10E050 1700 5500 00 000000	Drivers Ed Equipment	612.00	0.00	0.00	0.00	0.00	612.00
10E--- 1700 5--- -- ------		612.00	0.00	0.00	0.00	0.00	612.00
10E--- 17-- ---- -- ------		87,204.00	3,538.59	38,938.71	0.00	0.00	48,265.29

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
10E010 1800 1100 00 000000	Bilingual Prog Sal	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1800 1--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E010 1800 2110 00 000000	Bilingual Program TRS	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1800 2--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E010 1800 4100 00 000000	Bilingual Supplies	0.00	165.50	165.50	0.00	4.50	-170.00
10E--- 1800 4--- -- ------		0.00	165.50	165.50	0.00	4.50	-170.00
10E--- 18-- ---- -- ------		0.00	165.50	165.50	0.00	4.50	-170.00
10E550 1900 1110 00 550000	TAOEP TA/Aide Salary	23,500.00	2,125.08	9,473.20	0.00	0.00	14,026.80
10E750 1900 1110 00 750000	TAOEP TA/Aide Salary	0.00	0.00	2,918.64	0.00	0.00	-2,918.64
10E550 1900 1200 00 550000		0.00	0.00	91.00	0.00	0.00	-91.00
10E550 1900 1210 00 550000	TAOEP Sub TA/Aide Salary	0.00	84.00	84.00	0.00	0.00	-84.00
10E750 1900 1210 00 750000	TAOEP Sub Sal	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1900 1--- -- ------		23,500.00	2,209.08	12,566.84	0.00	0.00	10,933.16
10E750 1900 2130 00 750000		0.00	0.00	0.00	0.00	0.00	0.00
10E550 1900 2200 00 550000	TAOEP Ins Ben	12.00	1.00	4.50	0.00	0.00	7.50
10E750 1900 2200 00 750000	TAOEP Ins Ben	0.00	0.00	1.50	0.00	0.00	-1.50
10E--- 1900 2--- -- ------		12.00	1.00	6.00	0.00	0.00	6.00
10E550 1900 4100 00 550000	TAOEP Supplies	0.00	0.00	0.00	0.00	0.00	0.00
10E750 1900 4100 00 750000	TAOEP Supp	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1900 4--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E750 1900 5500 00 750000	TAEOP Equipment	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1900 5--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E550 1900 6900 00 550000	Refund of TAOEP PROCEEDS	0.00	805.00	805.00	0.00	0.00	-805.00
10E--- 1900 6--- -- ------		0.00	805.00	805.00	0.00	0.00	-805.00
10E010 1911 6700 00 000000	Riverside Medical Center	0.00	0.00	0.00	0.00	0.00	0.00
10E010 1911 6710 00 000000	Reg Ed Pavilion Tuition	1,650.00	0.00	0.00	0.00	0.00	1,650.00
10E010 1911 6730 00 000000	Alexian Brothers Behavioral	0.00	0.00	0.00	0.00	0.00	0.00
10E010 1911 6790 00 000000	Lincoln Prairie Behavioral Hom	1,500.00	0.00	300.00	0.00	0.00	1,200.00
10E--- 1911 6--- -- ------		3,150.00	0.00	300.00	0.00	0.00	2,850.00
10E260 1912 6700 00 260000	Sp Ed Priv Swann Tuition	0.00	0.00	0.00	0.00	0.00	0.00
10E010 1912 6710 00 000000	Reg Ed Pavilion Tuition	0.00	0.00	0.00	0.00	0.00	0.00
10E260 1912 6710 00 260000	Sp Ed Priv Pavilion Tuition	1,320.00	0.00	0.00	0.00	0.00	1,320.00
10E260 1912 6720 00 000000	Kemmerer Village RM/BD/Tuition	0.00	0.00	0.00	0.00	0.00	0.00
10E260 1912 6730 00 260000	Sp Ed Salem Children's Home	0.00	0.00	0.00	0.00	0.00	0.00
10E260 1912 6740 00 260000	Sp Ed Cunningham Home R/B	0.00	0.00	0.00	0.00	0.00	0.00
10E260 1912 6750 00 260000	Cunningham Children's Home	0.00	0.00	0.00	0.00	0.00	0.00
10E260 1912 6760 00 260000	Swann Tuition	0.00	0.00	0.00	0.00	0.00	0.00
10E260 1912 6770 00 260000	Streamwood Behavioral Health	0.00	0.00	0.00	0.00	0.00	0.00
10E260 1912 6780 00 260000	Salem Childrens Home	0.00	0.00	0.00	0.00	0.00	0.00
10E260 1912 6800 00 260000	Sp Ed Lincoln Prairie	250.00	0.00	500.00	0.00	0.00	-250.00

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
10E260 1912 6810 00 260000	Meridell Achievement Center	0.00	0.00	0.00	0.00	0.00	0.00
10E260 1912 6830 00 260000	Chaddock	0.00	0.00	0.00	0.00	0.00	0.00
10E260 1912 6850 00 260000	LakeMary	0.00	0.00	21,504.00	0.00	0.00	-21,504.00
10E--- 1912 6--- -- ------		1,570.00	0.00	22,004.00	0.00	0.00	-20,434.00
10E999 1999 0000 00 000000	Student Activity Disbursements	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 1999 0--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E--- 19-- ---- -- ------		28,232.00	3,015.08	35,681.84	0.00	0.00	-7,449.84
10E010 2110 1100 00 000000	Social Worker Sal	23,600.00	1,939.72	11,740.37	0.00	0.00	11,859.63
10E342 2110 1100 00 000000	ESSER II Social Work Salary	112,000.00	0.00	0.00	0.00	0.00	112,000.00
10E550 2110 1100 00 550000	TAOEP Social Wrkr Sal	36,000.00	0.00	0.00	0.00	0.00	36,000.00
10E750 2110 1100 00 750000	TAOEP Social Worker Sal	0.00	0.00	0.00	0.00	0.00	0.00
10E020 2110 1110 00 000000	RCES Social Workers Sal	0.00	0.00	0.00	0.00	0.00	0.00
10E550 2110 1110 00 550000	TAOEP Sec/Intervntst Sal	0.00	0.00	6,237.78	0.00	0.00	-6,237.78
10E750 2110 1110 00 750000	TAOEP Interventionist Sal	0.00	2,079.26	2,079.26	0.00	0.00	-2,079.26
10E750 2110 1200 00 750000		0.00	0.00	0.00	0.00	0.00	0.00
10E--- 2110 1--- -- ------		171,600.00	4,018.98	20,057.41	0.00	0.00	151,542.59
10E010 2110 2110 00 000000	Social Worker TRS	2,300.00	224.88	1,361.11	0.00	0.00	938.89
10E342 2110 2110 00 000000	ESSER II Social Work TRS	23,339.00	0.00	0.00	0.00	0.00	23,339.00
10E550 2110 2110 00 550000	TAOEP TRS	0.00	0.00	0.00	0.00	0.00	0.00
10E750 2110 2110 00 750000	TAOEP Social Worker TRS	0.00	0.00	0.00	0.00	0.00	0.00
10E020 2110 2130 00 000000	RCES	0.00	0.00	0.00	0.00	0.00	0.00
10E750 2110 2130 00 750000		0.00	0.00	0.00	0.00	0.00	0.00
10E010 2110 2200 00 000000	Social Worker Ins Ben	0.00	0.00	0.00	0.00	0.00	0.00
10E342 2110 2200 00 000000	ESSER II Soc Work Ins Benefit	13,440.00	0.00	0.00	0.00	0.00	13,440.00
10E550 2110 2200 00 550000	TAOEP Ins Ben	12.00	0.00	4.02	0.00	0.00	7.98
10E750 2110 2200 00 750000	TAOEP Ins Ben	0.00	1.34	1.34	0.00	0.00	-1.34
10E--- 2110 2--- -- ------		39,091.00	226.22	1,366.47	0.00	0.00	37,724.53
10E550 2110 3190 00 550000	TAOEP Pur Serv	1,300.00	0.00	0.00	0.00	0.00	1,300.00
10E750 2110 3190 00 750000	TAOEP Pur Serv	0.00	0.00	0.00	0.00	1.00	-1.00
10E920 2110 3190 00 920000	District Social Worker Purchas	0.00	0.00	0.00	0.00	0.00	0.00
10E010 2110 3320 00 000000	Social Worker Travel	200.00	0.00	0.00	0.00	0.00	200.00
10E550 2110 3320 00 550000	TAOEP Travel-FY06	0.00	0.00	0.00	0.00	1.00	-1.00
10E750 2110 3320 00 750000	TAOEP Travel	0.00	0.00	0.00	0.00	0.00	0.00
10E920 2110 3320 00 920000	District Social Worker Mileage	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 2110 3--- -- ------		1,500.00	0.00	0.00	0.00	2.00	1,498.00
10E920 2110 4100 00 920000	District Social Worker Supplie	1,000.00	0.00	0.00	0.00	0.00	1,000.00
10E--- 2110 4--- -- ------		1,000.00	0.00	0.00	0.00	0.00	1,000.00
10E020 2120 1100 00 000000	RCES Guidance Sal	110,266.00	9,276.02	52,870.84	0.00	0.00	57,395.16
10E040 2120 1100 00 000000	RCMS Guidance Sal	45,063.00	7,670.78	37,561.16	0.00	0.00	7,501.84
10E050 2120 1100 00 000000	RCHS Guidance Salary SAL	95,000.00	7,749.76	42,136.72	0.00	0.00	52,863.28

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
10E070 2120 1100 00 000000	21st Century Guid Sal	0.00	0.00	0.00	0.00	0.00	0.00
10E342 2120 1100 00 000000	ESSER II Social Work Salary	0.00	0.00	0.00	0.00	0.00	0.00
10E470 2120 1100 00 470000	21st Century SW Sal	0.00	0.00	0.00	0.00	0.00	0.00
10E050 2120 1110 00 000000	RCHS Guidance Sec Salary	25,800.00	4,160.98	21,063.96	0.00	0.00	4,736.04
10E020 2120 1200 00 000000	RCES Counselor Sub	0.00	0.00	0.00	0.00	0.00	0.00
10E050 2120 1210 00 000000	RCHS Guidance Sub Sec Sal	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 2120 1--- -- ------		276,129.00	28,857.54	153,632.68	0.00	0.00	122,496.32
10E020 2120 2110 00 000000	RCES Guidance TRS	13,000.00	1,075.42	4,301.68	0.00	0.00	8,698.32
10E040 2120 2110 00 000000	RCMS Guidance TRS	5,200.00	889.28	3,557.21	0.00	0.00	1,642.79
10E050 2120 2110 00 000000	RCHS Guidance TRS	10,500.00	898.48	3,593.92	0.00	0.00	6,906.08
10E070 2120 2110 00 000000	21st Century TRS	0.00	0.00	0.00	0.00	0.00	0.00
10E342 2120 2110 00 000000	ESSER II Social Work TRS	0.00	0.00	0.00	0.00	0.00	0.00
10E470 2120 2110 00 470000	21st Century TRS	0.00	0.00	0.00	0.00	0.00	0.00
10E050 2120 2130 00 000000		0.00	0.00	0.00	0.00	0.00	0.00
10E020 2120 2200 00 000000	RCES Ins Ben	7,200.00	611.00	3,526.00	0.00	0.00	3,674.00
10E040 2120 2200 00 000000	RCMS Guidance Ins Ben	7,200.00	1,220.00	5,960.00	0.00	0.00	1,240.00
10E050 2120 2200 00 000000	RCHS Guidance Ins Ben	14,400.00	1,223.00	6,815.02	0.00	0.00	7,584.98
10E342 2120 2200 00 000000	ESSER II Soc Work Ins Benefit	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 2120 2--- -- ------		57,500.00	5,917.18	27,753.83	0.00	0.00	29,746.17
10E010 2120 3140 00 000000	District Testing Services	0.00	0.00	0.00	0.00	0.00	0.00
10E020 2120 3190 00 000000	RCES Guid Pur Serv	100.00	0.00	0.00	0.00	0.00	100.00
10E040 2120 3190 00 000000	RCMS Guidance Purchase Service	150.00	0.00	50.00	0.00	0.00	100.00
10E050 2120 3190 00 000000	RCHS Guidance Pur Serv	0.00	0.00	0.00	0.00	0.00	0.00
10E070 2120 3190 00 000000	21st Century Grant-Pur Srvcs	0.00	0.00	0.00	0.00	0.00	0.00
10E100 2120 3190 00 100000	Title I CHAT Pur Serv	325.00	0.00	0.00	0.00	0.00	325.00
10E390 2120 3190 00 390000	Perkins Guidance Software Rene	0.00	0.00	0.00	0.00	0.00	0.00
10E500 2120 3190 00 500000	Title I Guid Pur Serv CHAT	1,100.00	0.00	0.00	0.00	0.00	1,100.00
10E680 2120 3190 00 680000	CHAT Guid Speaker	0.00	0.00	0.00	0.00	0.00	0.00
10E880 2120 3190 00 880000	CHAT #2 JF-Speaker	21,000.00	800.00	4,500.00	0.00	0.00	16,500.00
10E050 2120 3230 00 000000	RCHS Guidance Rep/Maint	0.00	0.00	0.00	0.00	0.00	0.00
10E050 2120 3240 00 000000	RCHS Guidance Copier Repair	100.00	0.00	0.00	0.00	0.00	100.00
10E050 2120 3260 00 000000	RCHS Guidance Postage	0.00	0.00	0.00	0.00	0.00	0.00
10E040 2120 3320 00 000000	RCMS Guidance Travel	50.00	0.00	0.00	0.00	0.00	50.00
10E050 2120 3320 00 000000	RCHS Guidance Travel	600.00	0.00	0.00	0.00	0.00	600.00
10E070 2120 3320 00 000000	21st Century Mile	0.00	0.00	0.00	0.00	0.00	0.00
10E470 2120 3320 00 470000	21st Century Mileage	0.00	0.00	0.00	0.00	0.00	0.00
10E050 2120 3600 00 000000	RCHS Guidance Printing	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 2120 3--- -- ------		23,425.00	800.00	4,550.00	0.00	0.00	18,875.00
10E010 2120 4100 00 000000	District Testing Supplies	0.00	0.00	0.00	0.00	0.00	0.00
10E020 2120 4100 00 000000	RCES Guid Supp	2,500.00	351.59	962.38	0.00	302.49	1,235.13

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
10E040 2120 4100 00 000000	RCMS Guidance Supplies	500.00	106.99	365.34	0.00	54.21	80.45
10E050 2120 4100 00 000000	RCHS Guidance Supplies	890.00	0.00	320.54	0.00	0.00	569.46
10E070 2120 4100 00 000000	21st Century Supplies	0.00	0.00	0.00	0.00	0.00	0.00
10E470 2120 4100 00 470000	21st Century Guid Supp	0.00	0.00	0.00	0.00	0.00	0.00
10E500 2120 4100 00 500000	Title I Counselor Supp	0.00	0.00	0.00	0.00	0.00	0.00
10E680 2120 4100 00 680000	CHAT Guid Supp	0.00	0.00	0.00	0.00	0.00	0.00
10E880 2120 4100 00 880000	CHAT #2 JF Supplies	4,700.00	45.80	511.80	0.00	0.00	4,188.20
10E050 2120 4240 00 000000	RCHS Guidance Paper/Toner	0.00	0.00	0.00	0.00	0.00	0.00
10E050 2120 4700 00 000000	RCHS Guidance Software	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 2120 4--- -- ------		8,590.00	504.38	2,160.06	0.00	356.70	6,073.24
10E050 2120 5500 00 000000	RCHS Guidance Equipment	6,060.00	0.00	0.00	0.00	0.00	6,060.00
10E--- 2120 5--- -- ------		6,060.00	0.00	0.00	0.00	0.00	6,060.00
10E050 2120 6400 00 000000	RCHS Guidance Membership/Dues	250.00	0.00	0.00	0.00	0.00	250.00
10E--- 2120 6--- -- ------		250.00	0.00	0.00	0.00	0.00	250.00
10E010 2130 1100 00 000000	District Nurse Salary	158,000.00	13,625.90	80,384.17	0.00	0.00	77,615.83
10E010 2130 1200 00 000000	District Sub Nurse Sal	1,300.00	696.50	1,787.75	0.00	0.00	-487.75
10E010 2130 1210 00 000000	Sub Nurse Sec Sal	2,000.00	0.00	91.00	0.00	0.00	1,909.00
10E--- 2130 1--- -- ------		161,300.00	14,322.40	82,262.92	0.00	0.00	79,037.08
10E010 2130 2110 00 000000	District Nurse TRS	12,000.00	1,032.49	4,118.19	0.00	0.00	7,881.81
10E010 2130 2130 00 000000		0.00	0.00	0.00	0.00	0.00	0.00
10E010 2130 2200 00 000000	District Nurse Ins Ben	7,200.00	613.00	3,538.00	0.00	0.00	3,662.00
10E--- 2130 2--- -- ------		19,200.00	1,645.49	7,656.19	0.00	0.00	11,543.81
10E010 2130 3190 00 000000	District Nurse V & H Screening	0.00	0.00	0.00	0.00	0.00	0.00
10E345 2130 3190 00 345000	ARP McKin Vent Health Services	0.00	0.00	0.00	0.00	0.00	0.00
10E920 2130 3190 00 920000	District Immuniz/Reg Fee	6,250.00	0.00	2,592.70	0.00	-188.00	3,845.30
10E920 2130 3230 00 920000	District Nurse Rep/Maint	400.00	0.00	0.00	0.00	275.00	125.00
10E920 2130 3320 00 920000	District Nurse Travel	500.00	0.00	0.00	0.00	0.00	500.00
10E--- 2130 3--- -- ------		7,150.00	0.00	2,592.70	0.00	87.00	4,470.30
10E220 2130 4100 00 220000	FEMA GRANT HEALTH SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
10E340 2130 4100 00 340000	ESSER Nursing Supplies	20,000.00	1,571.50	14,830.00	0.00	1,041.10	4,128.90
10E342 2130 4100 00 000000	ESSER II Nursing Supplies	30,000.00	0.00	0.00	0.00	0.00	30,000.00
10E345 2130 4100 00 345000	ARP McKin Vent Health Supplies	0.00	0.00	0.00	0.00	0.00	0.00
10E920 2130 4100 00 920000	District Nurse Supplies	6,200.00	125.40	1,578.15	0.00	3,785.17	836.68
10E920 2130 4400 00 920000	Subscription Renewals	0.00	0.00	0.00	0.00	0.00	0.00
10E920 2130 4700 00 920000	Nurses Software	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 2130 4--- -- ------		56,200.00	1,696.90	16,408.15	0.00	4,826.27	34,965.58
10E920 2130 5500 00 920000	District Nurse Equipment	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 2130 5--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E920 2130 6400 00 920000	Nurses Membership/Dues Fees	350.00	0.00	292.00	0.00	0.00	58.00
10E--- 2130 6--- -- ------		350.00	0.00	292.00	0.00	0.00	58.00

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
10E140 2140 1100 00 140000	Physchologist Sal	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 2140 1--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E140 2140 2110 00 140000	Psychologist TRS	0.00	0.00	0.00	0.00	0.00	0.00
10E140 2140 2200 00 140000	Psychologist Ins Ben	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 2140 2--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E920 2140 3190 00 920000	Pysh Pur Serv	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 2140 3--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E920 2140 4130 00 920000	Psych Supp	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 2140 4--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E150 2150 1100 00 150000	Speech ELL Students Sal	0.00	0.00	0.00	0.00	0.00	0.00
10E280 2150 1100 00 280000	District Speech Salary	245,000.00	22,767.68	131,403.52	0.00	0.00	113,596.48
10E280 2150 1110 00 280000	District Speech Aide	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 2150 1--- -- ------		245,000.00	22,767.68	131,403.52	0.00	0.00	113,596.48
10E150 2150 2110 00 150000	Speech ELL Students TRS	0.00	0.00	0.00	0.00	0.00	0.00
10E280 2150 2110 00 280000	District Speech TRS	28,000.00	2,639.59	10,584.40	0.00	0.00	17,415.60
10E280 2150 2130 00 280000		0.00	0.00	0.00	0.00	0.00	0.00
10E280 2150 2200 00 280000	District Speech Ins Ben	24,812.00	2,410.50	13,370.00	0.00	0.00	11,442.00
10E--- 2150 2--- -- ------		52,812.00	5,050.09	23,954.40	0.00	0.00	28,857.60
10E920 2150 3190 00 920000	Speech Purchase Services	99.00	0.00	0.00	0.00	0.00	99.00
10E920 2150 3320 00 920000	District Speech Travel	2,400.00	0.00	0.00	0.00	0.00	2,400.00
10E--- 2150 3--- -- ------		2,499.00	0.00	0.00	0.00	0.00	2,499.00
10E920 2150 4100 00 920000	District Speech Supplies	1,125.00	62.52	184.01	0.00	125.00	815.99
10E920 2150 4130 00 920000	District Speech Testing Suppli	2,990.00	0.00	36.00	0.00	0.00	2,954.00
10E920 2150 4200 00 920000	District Bilingual Test Suppli	0.00	0.00	0.00	0.00	0.00	0.00
10E920 2150 4220 00 920000	District Speech Workbooks	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 2150 4--- -- ------		4,115.00	62.52	220.01	0.00	125.00	3,769.99
10E920 2150 5500 00 000000	District Speech Equip	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 2150 5--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E920 2150 6400 00 920000	District Speech Dues & Fees	1,525.00	409.00	1,787.00	0.00	531.00	-793.00
10E--- 2150 6--- -- ------		1,525.00	409.00	1,787.00	0.00	531.00	-793.00
10E020 2190 1110 00 000000	Supervision Aide Salary	0.00	6,609.86	37,895.21	0.00	0.00	-37,895.21
10E020 2190 1200 00 000000	Sub Supervision Cert Sal	0.00	30.00	30.00	0.00	0.00	-30.00
10E020 2190 1210 00 000000	RCES Sub Supervision Aide	0.00	91.00	815.50	0.00	0.00	-815.50
10E--- 2190 1--- -- ------		0.00	6,730.86	38,740.71	0.00	0.00	-38,740.71
10E020 2190 2110 00 000000	RCES Supervision TRS	0.00	3.47	3.47	0.00	0.00	-3.47
10E020 2190 2130 00 000000		0.00	0.00	0.00	0.00	0.00	0.00
10E020 2190 2200 00 000000	RCES Supervision Aide Ins Ben	15,000.00	3.34	1,637.36	0.00	0.00	13,362.64
10E--- 2190 2--- -- ------		15,000.00	6.81	1,640.83	0.00	0.00	13,359.17
10E--- 21-- ---- -- ------		1,150,296.00	93,016.05	516,478.88	0.00	5,927.97	627,889.15
10E070 2210 1100 00 000000	21st Century Prof Dev Sal	1,250.00	0.00	367.50	0.00	0.00	882.50

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
10E100 2210 1100 00 100000	Title I Imp Stipends	1,500.00	0.00	0.00	0.00	0.00	1,500.00
10E120 2210 1100 00 120000	Improv of Instr Laptop Grant	0.00	0.00	0.00	0.00	0.00	0.00
10E180 2210 1100 00 180000	RTTT Improv Instr Stipends	0.00	0.00	0.00	0.00	0.00	0.00
10E330 2210 1100 00 330000	Title II Teach Stipend	2,000.00	0.00	0.00	0.00	0.00	2,000.00
10E340 2210 1100 00 340000	ESSER Prof Development Salary	31,200.00	0.00	13,691.43	0.00	0.00	17,508.57
10E342 2210 1100 00 000000	ESSER II Inst Tech Salary	57,400.00	4,815.92	19,263.68	0.00	0.00	38,136.32
10E470 2210 1100 00 470000	21st Century Sal	625.00	0.00	180.75	0.00	0.00	444.25
10E480 2210 1100 00 480000	Ag 3 Circles Impr of Inst Sal	5,531.00	0.00	0.00	0.00	0.00	5,531.00
10E490 2210 1100 00 490000	Ag Grant Improv of Inst Sal	0.00	0.00	0.00	0.00	0.00	0.00
10E500 2210 1100 00 500000	Title I Imp Stipends	2,000.00	120.00	180.00	0.00	0.00	1,820.00
10E510 2210 1100 00 510000	At Risk Improv Sal	700.00	0.00	0.00	0.00	0.00	700.00
10E530 2210 1100 00 530000	Title II Stipend	0.00	0.00	0.00	0.00	0.00	0.00
10E810 2210 1100 00 810000	ROE Flow Thru	0.00	0.00	0.00	0.00	0.00	0.00
10E070 2210 1110 00 000000	21st Century Prof NC Sal	200.00	0.00	0.00	0.00	0.00	200.00
10E010 2210 1200 00 000000	District Improv of Instr	0.00	0.00	0.00	0.00	0.00	0.00
10E060 2210 1200 00 000000	Fine Arts Grant Sal	0.00	0.00	0.00	0.00	0.00	0.00
10E100 2210 1200 00 100000	Title I Improv Subs	0.00	0.00	0.00	0.00	0.00	0.00
10E110 2210 1200 00 110000	EC Subs Sal	0.00	0.00	0.00	0.00	0.00	0.00
10E170 2210 1200 00 170000	Title IV Subs	7,000.00	0.00	0.00	0.00	0.00	7,000.00
10E180 2210 1200 00 180000	RTTT IM Sub Sal	0.00	0.00	0.00	0.00	0.00	0.00
10E180 2210 1200 01 180000	RTTT IMentoring Sub Sal	0.00	0.00	0.00	0.00	0.00	0.00
10E270 2210 1200 00 270000	Title I S & A Sub Sal	600.00	0.00	0.00	0.00	0.00	600.00
10E330 2210 1200 00 330000	Title II Teach Sub Sal	0.00	0.00	0.00	0.00	0.00	0.00
10E500 2210 1200 00 500000	Title I Improv Sub	0.00	0.00	156.06	0.00	0.00	-156.06
10E510 2210 1200 00 510000	Pre K Imp Inst Sub Salary	0.00	0.00	0.00	0.00	0.00	0.00
10E530 2210 1200 00 530000	Title II Teacher Sub	3,000.00	0.00	0.00	0.00	0.00	3,000.00
10E570 2210 1200 00 570000	Title IV Sub Sal	7,000.00	0.00	0.00	0.00	0.00	7,000.00
10E580 2210 1200 00 580000		0.00	0.00	0.00	0.00	0.00	0.00
10E060 2210 1210 00 000000	Fine Arts Grant Sal	0.00	0.00	0.00	0.00	0.00	0.00
10E100 2210 1210 00 100000	Title I Improv of Inst NC Sub	0.00	0.00	0.00	0.00	0.00	0.00
10E110 2210 1210 00 110000	Pre K Imp Ins Aide Sub Salary	0.00	0.00	0.00	0.00	0.00	0.00
10E330 2210 1210 00 330000	Title II Improv Instr NC Sal	0.00	0.00	0.00	0.00	0.00	0.00
10E500 2210 1210 00 500000		0.00	0.00	0.00	0.00	0.00	0.00
10E510 2210 1210 00 510000	Pre K Imp Inst Aide Sub Salary	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 2210 1--- -- ------		120,006.00	4,935.92	33,839.42	0.00	0.00	86,166.58
10E010 2210 2110 00 000000	District Improv of Instr TRS	0.00	0.00	0.00	0.00	0.00	0.00
10E060 2210 2110 00 000000	Fine Arts Grant TRS	0.00	0.00	0.00	0.00	0.00	0.00
10E070 2210 2110 00 000000	21st Century Prof Dev TRS	0.00	0.00	84.25	0.00	0.00	-84.25
10E100 2210 2110 00 100000	Title I Improv TRS	170.00	0.00	0.00	0.00	0.00	170.00
10E110 2210 2110 00 110000	EC Sub TRS	70.00	0.00	0.00	0.00	0.00	70.00

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
10E120 2210 2110 00 120000	Improv Instruc Laptop TRS	0.00	0.00	0.00	0.00	0.00	0.00
10E170 2210 2110 00 170000	Title IV Subs TRS	834.00	0.00	0.00	0.00	0.00	834.00
10E180 2210 2110 00 180000	RTTT Improv Instruct TRS	0.00	0.00	0.00	0.00	0.00	0.00
10E180 2210 2110 01 180000	RTTT IMentoring TRS	0.00	0.00	0.00	0.00	0.00	0.00
10E270 2210 2110 00 270000	Title I S&A Sub TRS	0.00	0.00	0.00	0.00	0.00	0.00
10E330 2210 2110 00 330000	Title II Teach TRS	230.00	0.00	0.00	0.00	0.00	230.00
10E340 2210 2110 00 340000	ESSER Prof Development TRS	12,000.00	0.00	3,666.78	0.00	0.00	8,333.22
10E342 2210 2110 00 000000	ESSER II Inst Tech TRS	12,000.00	558.34	2,233.36	0.00	0.00	9,766.64
10E470 2210 2110 00 470000	21st Century TRS	0.00	0.00	565.03	0.00	0.00	-565.03
10E480 2210 2110 00 480000	Ag 3 Circles TRS	622.00	0.00	0.00	0.00	0.00	622.00
10E490 2210 2110 00 490000	Ag Grant TRS	0.00	0.00	0.00	0.00	0.00	0.00
10E500 2210 2110 00 500000	Title I TRS	250.00	27.51	52.97	0.00	0.00	197.03
10E510 2210 2110 00 510000	EC TRS	75.00	0.00	0.00	0.00	0.00	75.00
10E530 2210 2110 00 530000	Prior Yr Title II TRS	250.00	0.00	0.00	0.00	0.00	250.00
10E570 2210 2110 00 570000	Title IV Sub TRS	1,000.00	0.00	0.00	0.00	0.00	1,000.00
10E810 2210 2110 00 810000	Pat Burk Flow Thru TRS	0.00	0.00	0.00	0.00	0.00	0.00
10E330 2210 2130 00 330000		0.00	0.00	0.00	0.00	0.00	0.00
10E070 2210 2200 00 000000		0.00	0.00	0.00	0.00	0.00	0.00
10E342 2210 2200 00 000000	ESSER II Inst Tech Insurance	6,720.00	610.00	2,440.00	0.00	0.00	4,280.00
10E--- 2210 2--- -- ------		34,221.00	1,195.85	9,042.39	0.00	0.00	25,178.61
10E010 2210 3110 00 000000	Workshop	0.00	0.00	1,292.00	0.00	562.22	-1,854.22
10E100 2210 3140 00 100000	Title I Improv Consult	0.00	0.00	0.00	0.00	0.00	0.00
10E330 2210 3140 00 330000	Title II Consultant	0.00	0.00	0.00	0.00	0.00	0.00
10E500 2210 3140 00 500000	Title I Consultant	2,000.00	0.00	0.00	0.00	0.00	2,000.00
10E530 2210 3140 00 530000	Title II Consultant	0.00	0.00	0.00	0.00	0.00	0.00
10E010 2210 3190 00 000000	District Improv of Instr Regis	0.00	0.00	0.00	0.00	0.00	0.00
10E050 2210 3190 00 000000	RCHS CTEI Regristration	0.00	0.00	0.00	0.00	0.00	0.00
10E060 2210 3190 00 000000	Fine Arts Reg Fee	0.00	0.00	0.00	0.00	0.00	0.00
10E100 2210 3190 00 100000	Title I Improv Reg Fee	13,000.00	0.00	249.00	67.45	-99.00	12,782.55
10E110 2210 3190 00 110000	EC 3-5 Pur Serv	0.00	0.00	0.00	0.00	0.00	0.00
10E120 2210 3190 00 120000	Laptop Pur Serv	0.00	0.00	0.00	0.00	0.00	0.00
10E170 2210 3190 00 170000	Title IV Purchase Service	26,135.00	0.00	690.00	0.00	690.00	24,755.00
10E180 2210 3190 00 180000	RTTT Speaker/Reg Fee	0.00	0.00	0.00	0.00	0.00	0.00
10E190 2210 3190 00 190000	Title VI Rrl Ed Imp of Ins PS	0.00	0.00	0.00	0.00	0.00	0.00
10E270 2210 3190 00 270000	Title I S&A Consult Fees	0.00	0.00	0.00	0.00	0.00	0.00
10E290 2210 3190 00 290000	JFF Bio Med PD	0.00	0.00	0.00	0.00	0.00	0.00
10E330 2210 3190 00 330000	Title II Purchase Serv	3,556.00	2,000.00	2,002.22	0.00	0.00	1,553.78
10E340 2210 3190 00 340000	ESSER Prof Dev Purchase Servic	1,300.00	0.00	1,192.00	0.00	0.00	108.00
10E390 2210 3190 00 390000	Perkins Registration	0.00	0.00	0.00	0.00	0.00	0.00
10E470 2210 3190 00 470000	21st Century Pur Serv	750.00	0.00	0.00	0.00	0.00	750.00

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
10E490 2210 3190 00 490000	Ag Grant Imp Inst Pur Serv	0.00	0.00	0.00	0.00	0.00	0.00
10E500 2210 3190 00 500000	Title I Pur Serv	4,000.00	1,040.00	2,191.00	0.00	0.00	1,809.00
10E510 2210 3190 00 510000	PI Reg, Mileage	1,300.00	520.00	520.00	0.00	0.00	780.00
10E530 2210 3190 00 530000	Title II Pur Serv	6,500.00	0.00	0.00	0.00	0.00	6,500.00
10E570 2210 3190 00 570000	Title II Purchase Service	15,000.00	0.00	499.00	0.00	3,500.00	11,001.00
10E680 2210 3190 00 680000	CHAT Pur Serv/Speaker	0.00	0.00	0.00	0.00	0.00	0.00
10E750 2210 3190 00 750000	TAOEP pur serv	0.00	0.00	0.00	0.00	0.00	0.00
10E010 2210 3320 00 000000	District Improv of Instr Mieag	0.00	0.00	1.23	0.00	0.00	-1.23
10E050 2210 3320 00 000000	RCHS CTEI TRAVEL	2,000.00	0.00	0.00	0.00	0.00	2,000.00
10E060 2210 3320 00 000000	Fine Arts Travel	0.00	0.00	0.00	0.00	0.00	0.00
10E070 2210 3320 00 000000	21st Century Mile	0.00	0.00	0.00	0.00	0.00	0.00
10E090 2210 3320 00 000000	Cloud Grant Improv of Instr Tr	0.00	0.00	0.00	0.00	0.00	0.00
10E090 2210 3320 00 090000	Cloud Grant Improv Inst Mileag	0.00	0.00	0.00	0.00	0.00	0.00
10E100 2210 3320 00 100000	Title I Improv Travel	0.00	0.00	0.00	0.00	0.00	0.00
10E110 2210 3320 00 110000	EC 3-5 Trav	0.00	0.00	0.00	0.00	187.50	-187.50
10E110 2210 3320 01 110000	EC 0-3 Trav	0.00	0.00	791.75	0.00	-206.25	-585.50
10E170 2210 3320 00 170000	Title IV Meals Mile Motel Reg	0.00	0.00	0.00	0.00	0.00	0.00
10E180 2210 3320 00 180000	RTTT Imp Ins Meals/Mile/Motel	0.00	0.00	0.00	0.00	0.00	0.00
10E180 2210 3320 01 180000	RTTTIM Imp Inst Meals/Mile/Mo	0.00	0.00	0.00	0.00	0.00	0.00
10E270 2210 3320 00 270000	Title I S&A Travel Exp	0.00	0.00	0.00	0.00	0.00	0.00
10E330 2210 3320 00 330000	Title II Travel	2,081.00	0.00	0.00	0.00	0.00	2,081.00
10E390 2210 3320 00 390000	Perkins Travel	2,205.00	0.00	0.00	0.00	0.00	2,205.00
10E470 2210 3320 00 470000	21st Century Mileage	0.00	0.00	0.00	0.00	0.00	0.00
10E500 2210 3320 00 500000	Title I Travel	1,800.00	0.00	0.00	0.00	0.00	1,800.00
10E510 2210 3320 00 510000	At Risk Improv Trav	1,500.00	382.93	1,245.79	0.00	0.00	254.21
10E530 2210 3320 00 530000	Prior Yr Title II Travel	0.00	0.00	0.00	0.00	0.00	0.00
10E550 2210 3320 00 550000	TAOEP Travel	1,000.00	0.00	0.00	0.00	0.00	1,000.00
10E570 2210 3320 00 570000	Title IV Travel	3,000.00	0.00	1,213.18	0.00	0.00	1,786.82
10E580 2210 3320 00 580000	RttT Meals, Mileage Motels	0.00	0.00	0.00	0.00	0.00	0.00
10E750 2210 3320 00 750000	TAOEP Travel	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 2210 3--- -- ------		87,127.00	3,942.93	11,887.17	67.45	4,634.47	70,537.91
10E010 2210 4100 00 000000	Dist Improv of Instr Supplies	100.00	0.00	0.00	0.00	0.00	100.00
10E060 2210 4100 00 000000	Fine Arts Improv Inst Supp	0.00	0.00	0.00	0.00	0.00	0.00
10E070 2210 4100 00 000000	21st Century Prof Dev Supp	200.00	0.00	0.00	0.00	0.00	200.00
10E100 2210 4100 00 100000	Title I Supp	0.00	0.00	0.00	0.00	0.00	0.00
10E110 2210 4100 00 110000	EC IMPROV OF INSTR SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
10E120 2210 4100 00 120000		0.00	0.00	0.00	0.00	0.00	0.00
10E170 2210 4100 00 170000	Title IV Improv Instr Supp	0.00	0.00	0.00	0.00	0.00	0.00
10E180 2210 4100 00 180000	RTTT Impr Supp	0.00	0.00	0.00	0.00	0.00	0.00
10E180 2210 4100 01 180000	RTT IM Suppplies	0.00	0.00	0.00	0.00	0.00	0.00

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
10E270 2210 4100 00 270000	Supplies	0.00	0.00	0.00	0.00	0.00	0.00
10E330 2210 4100 00 330000	Title II Improv of Instruct Su	0.00	0.00	0.00	0.00	0.00	0.00
10E345 2210 4100 00 345000	ARP Mck Ven Imprvmt of Instruc	0.00	0.00	0.00	0.00	0.00	0.00
10E470 2210 4100 00 470000	21st Century Imp of Inst Supp	200.00	0.00	0.00	0.00	0.00	200.00
10E500 2210 4100 00 500000	Title I Supplies	0.00	0.00	0.00	0.00	0.00	0.00
10E530 2210 4100 00 530000	Title II Supplies	0.00	0.00	0.00	0.00	0.00	0.00
10E570 2210 4100 00 570000	Title IV Supplies	0.00	0.00	0.00	0.00	0.00	0.00
10E680 2210 4100 00 680000	CHAT Supplies	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 2210 4--- -- ------		500.00	0.00	0.00	0.00	0.00	500.00
10E120 2210 5500 00 120000	Laptop Improv Instruct Equip	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 2210 5--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E020 2220 1100 00 000000	RCES IMC Salary	80,000.00	5,913.48	34,811.44	0.00	0.00	45,188.56
10E040 2220 1100 00 000000	RCMS IMC Salary	45,000.00	3,573.12	20,962.04	0.00	0.00	24,037.96
10E050 2220 1100 00 000000	RCHS IMC Teach Sal	78,000.00	0.00	10,879.16	0.00	0.00	67,120.84
10E020 2220 1110 00 000000	RCES IMC Aide/Asst Sal	0.00	0.00	0.00	0.00	0.00	0.00
10E040 2220 1110 00 000000	RCMS Aide/Asst Salary	18,879.00	0.00	0.00	0.00	0.00	18,879.00
10E050 2220 1110 00 000000	RCHS Library TA	25,000.00	0.00	3,073.54	0.00	0.00	21,926.46
10E020 2220 1200 00 000000	RCES IMC Sub Sal	2,000.00	220.00	1,622.50	0.00	0.00	377.50
10E040 2220 1200 00 000000	RCMS Lib Sub Sal	500.00	0.00	0.00	0.00	0.00	500.00
10E050 2220 1200 00 000000	RCHS IMC Sub Teach Sal	340.00	0.00	0.00	0.00	0.00	340.00
10E020 2220 1210 00 000000	RCES IMC Sub Aide/Asst	0.00	0.00	0.00	0.00	0.00	0.00
10E040 2220 1210 00 000000	RCMS IMC Sub Aide	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 2220 1--- -- ------		249,719.00	9,706.60	71,348.68	0.00	0.00	178,370.32
10E020 2220 2110 00 000000	RCES IMC TRS	8,500.00	687.21	2,749.65	0.00	0.00	5,750.35
10E040 2220 2110 00 000000	RCMS IMC TRS	4,500.00	414.24	1,656.96	0.00	0.00	2,843.04
10E050 2220 2110 00 000000	RCHS IMC TRS	8,000.00	0.00	0.00	0.00	0.00	8,000.00
10E020 2220 2130 00 000000		0.00	0.00	0.00	0.00	0.00	0.00
10E040 2220 2130 00 000000		0.00	0.00	0.00	0.00	0.00	0.00
10E050 2220 2130 00 000000		0.00	0.00	0.00	0.00	0.00	0.00
10E020 2220 2200 00 000000	RCES IMC Ins Benefit	8,000.00	610.00	3,520.00	0.00	0.00	4,480.00
10E040 2220 2200 00 000000	RCMS IMC Ins Benefit	7,200.00	610.00	3,520.00	0.00	0.00	3,680.00
10E050 2220 2200 00 000000	RCHS IMC Ins Benefit	14,400.00	0.00	1,620.00	0.00	0.00	12,780.00
10E--- 2220 2--- -- ------		50,600.00	2,321.45	13,066.61	0.00	0.00	37,533.39
10E020 2220 3140 00 000000	RCES Library Fees	1,000.00	0.00	912.67	0.00	0.00	87.33
10E040 2220 3190 00 000000	RCMS Library Pur Serv	728.00	0.00	912.67	0.00	0.00	-184.67
10E050 2220 3190 00 000000	RCHS IMC Pur Service	4,400.00	0.00	2,821.72	0.00	27.00	1,551.28
10E020 2220 3230 00 000000	RCES IMC Repair/Maint	100.00	0.00	0.00	0.00	0.00	100.00
10E040 2220 3230 00 000000	RCMS IMC Rep/Maint	0.00	0.00	0.00	0.00	0.00	0.00
10E050 2220 3230 00 000000	RCHS IMC Rep/Maint	100.00	0.00	0.00	0.00	0.00	100.00
10E050 2220 3240 00 000000	RCHS IMC Copier Repair	400.00	0.00	0.00	0.00	0.00	400.00

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
10E050 2220 3260 00 000000	RCHS IMC Postage	0.00	0.00	0.00	0.00	0.00	0.00
10E050 2220 3320 00 000000	RCHS IMC Trav	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 2220 3--- -- ------		6,728.00	0.00	4,647.06	0.00	27.00	2,053.94
10E020 2220 4100 00 000000	RCES IMC Supplies	2,800.00	153.15	1,486.83	0.00	0.00	1,313.17
10E030 2220 4100 00 000000	WRES IMC Supplies	0.00	0.00	0.00	0.00	0.00	0.00
10E040 2220 4100 00 000000	RCMS IMC Supplies	1,620.00	45.26	633.32	0.00	141.62	845.06
10E050 2220 4100 00 000000	RCHS IMC Supplies	3,500.00	0.00	271.54	0.00	129.58	3,098.88
10E240 2220 4100 00 240000	IL St Library Grnt Supp	1,906.00	0.00	908.83	0.00	-471.95	1,469.12
10E250 2220 4100 00 250000	Fed Lib Grant Supp	0.00	0.00	0.00	0.00	0.00	0.00
10E290 2220 4100 00 290000	JFF Library Books	1,000.00	0.00	0.00	0.00	0.00	1,000.00
10E345 2220 4100 00 345000	ARP McKin Vent Media Supplies	0.00	0.00	0.00	0.00	0.00	0.00
10E050 2220 4110 00 000000	RCHS IMC Video Purchase	100.00	0.00	8.50	0.00	1.49	90.01
10E020 2220 4300 00 000000	RCES IMC Books	6,500.00	182.56	3,739.79	0.00	964.94	1,795.27
10E040 2220 4300 00 000000	RCMS IMC Books	4,900.00	895.85	3,820.78	0.00	1,076.95	2.27
10E050 2220 4300 00 000000	RCHS IMC Books	4,700.00	664.26	2,038.98	0.00	2,280.09	380.93
10E020 2220 4400 00 000000	RCES IMC Periodicals	300.00	0.00	0.00	0.00	0.00	300.00
10E040 2220 4400 00 000000	RCMS IMC Periodicals	0.00	0.00	0.00	0.00	0.00	0.00
10E050 2220 4400 00 000000	RCHS IMC Periodicals	2,000.00	0.00	1,832.19	0.00	0.00	167.81
10E020 2220 4700 00 000000	RCES IMC Software	300.00	0.00	144.00	0.00	0.00	156.00
10E040 2220 4700 00 000000	RCMS IMC Software	1,000.00	0.00	999.62	0.00	0.00	0.38
10E050 2220 4700 00 000000	RCHS IMC Software	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 2220 4--- -- ------		30,626.00	1,941.08	15,884.38	0.00	4,122.72	10,618.90
10E020 2220 5500 00 000000	RCES IMC Equipment	0.00	0.00	0.00	0.00	0.00	0.00
10E040 2220 5500 00 000000	RCMS IMC Equip	0.00	0.00	0.00	0.00	0.00	0.00
10E050 2220 5500 00 000000	RCHS IMC Equip	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 2220 5--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E020 2220 6400 00 000000	RCES IMC Dues/Fees	400.00	0.00	0.00	0.00	0.00	400.00
10E040 2220 6400 00 000000	RCMS IMC Dues/Fees	700.00	0.00	0.00	0.00	0.00	700.00
10E050 2220 6400 00 000000	RCHS IMC Dues/Fees	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 2220 6--- -- ------		1,100.00	0.00	0.00	0.00	0.00	1,100.00
10E340 2230 1100 00 340000	ESSER MTSS Intervention Salary	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 2230 1--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E340 2230 2110 00 340000	ESSER MTSS TRS	0.00	0.00	0.00	0.00	0.00	0.00
10E340 2230 2200 00 340000	ESSER MTSS Ins Benefit	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 2230 2--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E100 2230 3140 00 100000	Title I Scoring	0.00	0.00	33,415.76	0.00	0.00	-33,415.76
10E500 2230 3140 00 500000	Title I Scoring	33,800.00	0.00	1,820.00	0.00	0.00	31,980.00
10E050 2230 3190 00 000000	RCHS CTEI Purchase Service	160.00	0.00	0.00	0.00	0.00	160.00
10E710 2230 3190 00 710000	Elementry Careers Purchase Ser	595.00	0.00	0.00	0.00	0.00	595.00
10E--- 2230 3--- -- ------		34,555.00	0.00	35,235.76	0.00	0.00	-680.76

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
10E100 2230 4100 00 100000	Title I Testing	0.00	0.00	0.00	0.00	0.00	0.00
10E500 2230 4100 00 500000	Title I Testing	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 2230 4--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E--- 22-- ---- -- ------		615,182.00	24,043.83	194,951.47	67.45	8,784.19	411,378.89
10E010 2310 1110 00 000000	BOE Sec/Treasure Sal	7,000.00	445.29	2,671.74	0.00	0.00	4,328.26
10E--- 2310 1--- -- ------		7,000.00	445.29	2,671.74	0.00	0.00	4,328.26
10E010 2310 2130 00 000000		0.00	0.00	0.00	0.00	0.00	0.00
10E010 2310 2200 00 000000	BOE Sec Ins Ben	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 2310 2--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E010 2310 3140 00 000000	District Feasibility Consultan	0.00	0.00	0.00	0.00	0.00	0.00
10E010 2310 3160 00 000000	BOE Architectural Fees	0.00	0.00	0.00	0.00	0.00	0.00
10E010 2310 3170 00 000000	BOE Audit Fee	15,000.00	6,100.00	19,600.00	0.00	0.00	-4,600.00
10E010 2310 3180 00 000000	BOE Reg Chicago	17,000.00	4,106.94	11,837.09	0.00	3.00	5,159.91
10E010 2310 3190 00 000000	BOE Other Pur Ser	14,000.00	0.00	627.50	0.00	55.00	13,317.50
10E220 2310 3190 00 220000	BOE Background Checks	0.00	0.00	0.00	0.00	0.00	0.00
10E010 2310 3230 00 000000	BOE Repair/Maint	0.00	0.00	0.00	0.00	0.00	0.00
10E010 2310 3320 00 000000	BOE Travel	500.00	0.00	0.00	0.00	1.00	499.00
10E010 2310 3500 00 000000	BOE Advertising	3,500.00	1,785.00	2,019.80	0.00	0.00	1,480.20
10E010 2310 3600 00 000000	BOE Printing	100.00	0.00	0.00	0.00	0.00	100.00
10E010 2310 3800 00 000000	BOE Pd Cert Life Ins	21,000.00	2,586.25	15,540.96	0.00	7.00	5,452.04
10E010 2310 3850 00 000000	BOE Unemployment Comp	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 2310 3--- -- ------		71,100.00	14,578.19	49,625.35	0.00	66.00	21,408.65
10E010 2310 4100 00 000000	BOE Supplies	9,500.00	24.99	4,158.41	129.33	5.00	5,207.26
10E010 2310 4110 00 000000	BOE Serv Awards Supp	100.00	0.00	0.00	0.00	0.00	100.00
10E--- 2310 4--- -- ------		9,600.00	24.99	4,158.41	129.33	5.00	5,307.26
10E010 2310 5500 00 000000	BOE Equipment	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 2310 5--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E010 2310 6400 00 000000	BOE Dues/Fees	7,500.00	0.00	0.00	0.00	1.00	7,499.00
10E--- 2310 6--- -- ------		7,500.00	0.00	0.00	0.00	1.00	7,499.00
10E010 2320 1100 00 000000	Superintendent Salary	162,676.00	13,556.34	81,338.04	0.00	0.00	81,337.96
10E010 2320 1110 00 000000	Supt Secretary Salary	43,493.00	4,355.96	34,269.01	0.00	0.00	9,223.99
10E--- 2320 1--- -- ------		206,169.00	17,912.30	115,607.05	0.00	0.00	90,561.95
10E010 2320 2110 00 000000	Superintendent TRS	16,090.00	1,571.66	9,430.00	0.00	0.00	6,660.00
10E010 2320 2130 00 000000		0.00	0.00	0.00	0.00	0.00	0.00
10E010 2320 2200 00 000000	Supt Office Ins Ben	14,320.00	611.00	4,476.00	0.00	0.00	9,844.00
10E--- 2320 2--- -- ------		30,410.00	2,182.66	13,906.00	0.00	0.00	16,504.00
10E010 2320 3190 00 000000	Supt Office Pur Serv	5,000.00	250.00	6,967.85	0.00	3.00	-1,970.85
10E010 2320 3230 00 000000	Supt Office Repair/Maint	500.00	0.00	58.00	0.00	1.00	441.00
10E010 2320 3240 00 000000	Supt Office Copier Rep	0.00	0.00	0.00	0.00	0.00	0.00
10E010 2320 3250 00 000000	Supt Office Rental	5,000.00	0.00	2,376.00	0.00	0.00	2,624.00

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
10E010 2320 3260 00 000000	Supt Office Postage	2,500.00	0.00	0.00	0.00	0.00	2,500.00
10E010 2320 3320 00 000000	Supt Office Travel	2,500.00	60.69	1,456.38	53.21	3.00	987.41
10E010 2320 3400 00 000000	Supt Office Telephone	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 2320 3--- -- ------		15,500.00	310.69	10,858.23	53.21	7.00	4,581.56
10E010 2320 4100 00 000000	Supt Office Supplies	10,000.00	48.00	630.56	0.00	4.00	9,365.44
10E010 2320 4240 00 000000	Supt Office Copier Paper	0.00	0.00	0.00	0.00	0.00	0.00
10E010 2320 4400 00 000000	District Off Subscription Renw	0.00	0.00	0.00	0.00	0.00	0.00
10E010 2320 4700 00 000000	Supt Office Software	500.00	0.00	0.00	0.00	0.00	500.00
10E--- 2320 4--- -- ------		10,500.00	48.00	630.56	0.00	4.00	9,865.44
10E010 2320 5500 00 000000	District Off Equipment	1,000.00	0.00	0.00	0.00	0.00	1,000.00
10E--- 2320 5--- -- ------		1,000.00	0.00	0.00	0.00	0.00	1,000.00
10E010 2320 6400 00 000000	Supt Office Dues/Fees	1,000.00	0.00	0.00	0.00	3.00	997.00
10E--- 2320 6--- -- ------		1,000.00	0.00	0.00	0.00	3.00	997.00
10E010 2330 1100 00 000000	Asst Supt/Cur Dir Sal	125,717.00	10,476.42	62,858.52	0.00	0.00	62,858.48
10E070 2330 1100 00 000000	21st Century Grant Adm Sal	7,000.00	0.00	0.00	0.00	0.00	7,000.00
10E100 2330 1100 00 100000	Title I Admin Sal	0.00	0.00	0.00	0.00	0.00	0.00
10E345 2330 1100 00 345000	ARP McKin Vent Liaison Salary	0.00	0.00	0.00	0.00	0.00	0.00
10E500 2330 1100 00 500000	Title Admin Salary	15,000.00	0.00	0.00	0.00	0.00	15,000.00
10E010 2330 1110 00 000000	Asst Supt Sec Sal	44,987.00	0.00	2,244.11	0.00	0.00	42,742.89
10E070 2330 1110 00 000000	21st Century Sec Sal	500.00	70.40	457.44	0.00	0.00	42.56
10E100 2330 1110 00 100000	Title I Admin Sec Sal	0.00	0.00	0.00	0.00	0.00	0.00
10E110 2330 1110 00 110000	PreK Admin Sec Sal	0.00	918.34	2,641.84	0.00	0.00	-2,641.84
10E470 2330 1110 00 470000	21st Century Sec Sal	7,250.00	1,679.44	3,124.51	0.00	0.00	4,125.49
10E500 2330 1110 00 500000	Title I Admin Sec Salary	3,750.00	0.00	0.00	0.00	0.00	3,750.00
10E510 2330 1110 00 510000	PreK Adm Sec Sal Prior	10,500.00	0.00	2,755.02	0.00	0.00	7,744.98
10E--- 2330 1--- -- ------		214,704.00	13,144.60	74,081.44	0.00	0.00	140,622.56
10E010 2330 2110 00 000000	Asst Supt TRS	12,500.00	1,214.58	7,287.44	0.00	0.00	5,212.56
10E070 2330 2110 00 000000	21st Century TRS	1,500.00	0.00	0.00	0.00	0.00	1,500.00
10E100 2330 2110 00 100000	Title I Admin TRS	0.00	0.00	0.00	0.00	0.00	0.00
10E470 2330 2110 00 470000	21st Century Adm TRS	0.00	384.99	384.99	0.00	0.00	-384.99
10E500 2330 2110 00 500000	Title I TRS	4,000.00	0.00	0.00	0.00	0.00	4,000.00
10E010 2330 2130 00 000000		0.00	0.00	0.00	0.00	0.00	0.00
10E100 2330 2130 00 100000		0.00	0.00	0.00	0.00	0.00	0.00
10E470 2330 2130 00 470000		0.00	0.00	0.00	0.00	0.00	0.00
10E010 2330 2200 00 000000	Asst Supt/CurDir/Sec Ben	13,000.00	610.00	3,660.00	0.00	0.00	9,340.00
10E110 2330 2200 00 110000	PreK Adm Sec Ben	0.00	0.50	1.50	0.00	0.00	-1.50
10E345 2330 2200 00 345000	ARP McKin Vent Liaison Benefit	0.00	0.00	0.00	0.00	0.00	0.00
10E510 2330 2200 00 510000	Pre K Sec Ins Ben	6.00	0.00	1.25	0.00	0.00	4.75
10E--- 2330 2--- -- ------		31,006.00	2,210.07	11,335.18	0.00	0.00	19,670.82
10E100 2330 3170 00 100000	Title I Audit Fee	0.00	0.00	0.00	0.00	0.00	0.00

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
10E500 2330 3170 00 500000	Title I Audit Fee	1,500.00	0.00	0.00	0.00	0.00	1,500.00
10E010 2330 3190 00 000000	Asst Supt Purchase Serv	1,500.00	0.00	175.00	0.00	0.00	1,325.00
10E470 2330 3190 00 470000	21st Century Adm Pur Serv	0.00	0.00	0.00	0.00	0.00	0.00
10E010 2330 3320 00 000000	Asst Supt Travel	500.00	0.00	50.82	0.00	3.00	446.18
10E100 2330 3320 00 100000	Title I Adm Travel	0.00	0.00	0.00	0.00	0.00	0.00
10E500 2330 3320 00 500000	Title I Adm Trav	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 2330 3--- -- ------		3,500.00	0.00	225.82	0.00	3.00	3,271.18
10E070 2330 4100 00 000000	21st Century Admin Supplies	0.00	0.00	0.00	0.00	0.00	0.00
10E100 2330 4100 00 100000	Title I Adm Supplies	0.00	0.00	0.00	0.00	0.00	0.00
10E110 2330 4100 00 110000	Pre K Adm Supp	220.00	0.00	0.00	0.00	0.00	220.00
10E470 2330 4100 00 470000	21st Century Adm Supp	0.00	0.00	0.00	0.00	0.00	0.00
10E500 2330 4100 00 500000	Title I Adm Supp	400.00	0.00	0.00	0.00	0.00	400.00
10E510 2330 4100 00 510000	Pre K Adm Supp	350.00	0.00	0.00	0.00	0.00	350.00
10E--- 2330 4--- -- ------		970.00	0.00	0.00	0.00	0.00	970.00
10E110 2330 5500 00 110000	PRE K ADM EQUIPMENT	6,000.00	0.00	0.00	0.00	0.00	6,000.00
10E510 2330 5500 00 510000	Pre K Adm Equip	6,000.00	0.00	0.00	0.00	0.00	6,000.00
10E--- 2330 5--- -- ------		12,000.00	0.00	0.00	0.00	0.00	12,000.00
10E010 2330 6400 00 000000	Asst Supt Dues/Fees	900.00	0.00	15.00	0.00	0.00	885.00
10E--- 2330 6--- -- ------		900.00	0.00	15.00	0.00	0.00	885.00
10E280 2331 1100 00 280000	Sp Ed Dir Sal	138,000.00	13,729.68	78,678.36	0.00	0.00	59,321.64
10E110 2331 1110 00 110000	Admin PI Sec Sal	2,565.00	918.32	2,996.20	0.00	0.00	-431.20
10E280 2331 1110 00 280000	Sp Ed Sec Sal	38,800.00	2,133.70	13,186.43	0.00	0.00	25,613.57
10E510 2331 1110 00 510000	0-3 Pre K Adm Sec	10,500.00	0.00	2,754.96	0.00	0.00	7,745.04
10E--- 2331 1--- -- ------		189,865.00	16,781.70	97,615.95	0.00	0.00	92,249.05
10E280 2331 2110 00 280000	Sp Needs Dir TRS	16,000.00	1,591.73	8,407.54	0.00	0.00	7,592.46
10E280 2331 2130 00 280000		0.00	0.00	0.00	0.00	0.00	0.00
10E110 2331 2200 00 110000	Admin PI Sec Ben	6.00	0.50	1.50	0.00	0.00	4.50
10E280 2331 2200 00 280000	Sp Ed Ins Ben	21,600.00	1,251.50	8,437.50	0.00	0.00	13,162.50
10E510 2331 2200 00 510000	Admin PI Sec Ben	10.00	0.00	1.25	0.00	0.00	8.75
10E--- 2331 2--- -- ------		37,616.00	2,843.73	16,847.79	0.00	0.00	20,768.21
10E110 2331 3190 00 110000	PI Pur Serv	0.00	0.00	0.00	0.00	0.00	0.00
10E510 2331 3190 00 510000	PI Pur Serv	2,000.00	0.00	2,000.00	0.00	0.00	0.00
10E920 2331 3190 00 920000	Sp Ed Purchase Service	20,500.00	0.00	12,543.99	0.00	0.00	7,956.01
10E920 2331 3230 00 920000	Sp Ed Rep/Maint	1,200.00	0.00	215.95	0.00	1,070.05	-86.00
10E920 2331 3240 00 920000	Sp Ed Copier Repair	0.00	0.00	0.00	0.00	0.00	0.00
10E920 2331 3260 00 920000	Sp Ed Postage	2,500.00	0.00	54.92	0.00	0.00	2,445.08
10E920 2331 3320 00 920000	Sp Ed Travel	5,600.00	35.28	159.26	0.00	-2.00	5,442.74
10E920 2331 3400 00 920000	Sp Ed Telephone	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 2331 3--- -- ------		31,800.00	35.28	14,974.12	0.00	1,068.05	15,757.83
10E110 2331 4100 00 110000	PI Adm Supplies	341.00	0.00	269.43	0.00	0.00	71.57

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
10E510 2331 4100 00 510000	PI Adm Supp	500.00	67.45	67.45	0.00	0.00	432.55
10E920 2331 4100 00 920000	Sp Ed Supplies	8,100.00	347.67	1,594.57	0.00	2,724.03	3,781.40
10E920 2331 4130 00 920000	Sp Ed Test Supplies	500.00	0.00	0.00	0.00	0.00	500.00
10E920 2331 4240 00 920000	Sp Ed Copy Paper	0.00	0.00	0.00	0.00	0.00	0.00
10E920 2331 4700 00 920000	Sp Ed Dir Software	10,500.00	0.00	0.00	0.00	0.00	10,500.00
10E--- 2331 4--- -- ------		19,941.00	415.12	1,931.45	0.00	2,724.03	15,285.52
10E920 2331 5400 00 920000	Sp Ed Dir Equipment	0.00	0.00	0.00	0.00	0.00	0.00
10E920 2331 5500 00 920000	Sp Ed Adm Equip	5,700.00	0.00	0.00	0.00	0.00	5,700.00
10E--- 2331 5--- -- ------		5,700.00	0.00	0.00	0.00	0.00	5,700.00
10E920 2331 6400 00 920000	Sp Needs Coord. Dues/Fees	300.00	0.00	0.00	0.00	0.00	300.00
10E--- 2331 6--- -- ------		300.00	0.00	0.00	0.00	0.00	300.00
10E320 2333 1100 00 320000	Building Grounds Dir Sal	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 2333 1--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E320 2333 2110 00 320000	Building Grounds Dir TRS	0.00	0.00	0.00	0.00	0.00	0.00
10E320 2333 2200 00 320000	Building Grounds Dir Ben	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 2333 2--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E--- 23-- ---- -- ------		908,081.00	70,932.62	414,484.09	182.54	3,881.08	489,533.29
10E020 2410 1100 00 000000	RCES Prin Sal	281,875.00	23,571.54	140,062.96	0.00	0.00	141,812.04
10E030 2410 1100 00 000000	WRES Principal Sal	0.00	0.00	0.00	0.00	0.00	0.00
10E040 2410 1100 00 000000	RCMS Principal Sal	147,855.00	12,527.10	74,513.44	0.00	0.00	73,341.56
10E050 2410 1100 00 000000	RCHS Principal Salary	200,000.00	22,485.50	102,791.02	0.00	0.00	97,208.98
10E020 2410 1110 00 000000	RCES Sec Sal	115,000.00	8,649.58	59,178.96	0.00	0.00	55,821.04
10E030 2410 1110 00 000000	WRES Secretary Sal	0.00	0.00	0.00	0.00	0.00	0.00
10E040 2410 1110 00 000000	RCMS Secretarial Sal	48,045.00	3,902.92	25,068.89	0.00	0.00	22,976.11
10E050 2410 1110 00 000000	RCHS Principal Sec Sal	82,000.00	4,799.28	32,572.39	0.00	0.00	49,427.61
10E020 2410 1200 00 000000		0.00	0.00	0.00	0.00	0.00	0.00
10E020 2410 1210 00 000000	RCES Sub Sec Sal	250.00	206.01	1,015.34	0.00	0.00	-765.34
10E040 2410 1210 00 000000	RCMS Sub Secretary Sal	0.00	0.00	0.00	0.00	0.00	0.00
10E050 2410 1210 00 000000	RCHS Principal Sub Sec Sal	0.00	0.00	780.00	0.00	0.00	-780.00
10E--- 2410 1--- -- ------		875,025.00	76,141.93	435,983.00	0.00	0.00	439,042.00
10E020 2410 2110 00 000000	RCES Prin TRS	32,000.00	2,732.78	14,450.51	0.00	0.00	17,549.49
10E040 2410 2110 00 000000	RCMS Principal TRS	17,356.00	1,452.34	7,261.64	0.00	0.00	10,094.36
10E050 2410 2110 00 000000	RCHS Principal TRS	23,000.00	2,606.86	10,882.83	0.00	0.00	12,117.17
10E020 2410 2130 00 000000		0.00	0.00	0.00	0.00	0.00	0.00
10E040 2410 2130 00 000000		0.00	0.00	0.00	0.00	0.00	0.00
10E050 2410 2130 00 000000		0.00	0.00	0.00	0.00	0.00	0.00
10E020 2410 2200 00 000000	RCES Prin Ins Benefit	24,700.00	1,834.00	15,350.00	0.00	0.00	9,350.00
10E030 2410 2200 00 000000	WRES Prins Benefits	0.00	0.00	0.00	0.00	0.00	0.00
10E040 2410 2200 00 000000	RCMS Principal Ins Ben	7,200.00	612.00	3,602.00	0.00	0.00	3,598.00
10E050 2410 2200 00 000000	RCHS Principal Ins Ben	18,700.00	1,222.00	7,123.50	0.00	0.00	11,576.50

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
10E--- 2410 2--- -- ------		122,956.00	10,459.98	58,670.48	0.00	0.00	64,285.52
10E020 2410 3190 00 000000	RCES Prin Off Pur Serv	5,564.00	79.00	8,583.42	0.00	2,382.56	-5,401.98
10E030 2410 3190 00 000000	WRES Purchase Services	0.00	0.00	0.00	0.00	0.00	0.00
10E040 2410 3190 00 000000	RCMS Principal Purchase Serv	7,900.00	199.00	8,217.16	0.00	2,382.56	-2,699.72
10E050 2410 3190 00 000000	RCHS Principal Purchase Serv	10,000.00	0.00	9,906.88	0.00	2,382.56	-2,289.44
10E020 2410 3230 00 000000	RCES Prin Off Rep/Maint	1,500.00	0.00	0.00	0.00	0.00	1,500.00
10E030 2410 3230 00 000000	WRES Principal Repair	0.00	0.00	0.00	0.00	0.00	0.00
10E040 2410 3230 00 000000	RCMS Principal Rep/Maint	0.00	0.00	0.00	0.00	0.00	0.00
10E050 2410 3230 00 000000	RCHS Principal Rep/Maint	0.00	0.00	0.00	0.00	0.00	0.00
10E020 2410 3240 00 000000	RCES Prin Copier Repair	0.00	0.00	0.00	0.00	0.00	0.00
10E040 2410 3240 00 000000	RCMS Principal Copier Repair	450.00	0.00	224.00	0.00	0.00	226.00
10E050 2410 3240 00 000000	RCHS Principal Copier Repair	2,000.00	0.00	0.00	0.00	0.00	2,000.00
10E020 2410 3320 00 000000	RCES Prin Off Travel	1,500.00	759.38	975.74	0.00	1.00	523.26
10E030 2410 3320 00 000000	WRES Principal Travel	0.00	0.00	0.00	0.00	0.00	0.00
10E040 2410 3320 00 000000	RCMS Principal Travel	1,000.00	0.00	277.64	0.00	1.00	721.36
10E050 2410 3320 00 000000	RCHS Principal Travel	1,500.00	330.00	410.36	0.00	89.71	999.93
10E020 2410 3400 00 000000	RCES Prin Off Telephone	0.00	0.00	0.00	0.00	0.00	0.00
10E030 2410 3400 00 000000	WRES Telephone	0.00	0.00	0.00	0.00	0.00	0.00
10E040 2410 3400 00 000000	RCMS Principal Telephone	0.00	0.00	0.00	0.00	0.00	0.00
10E050 2410 3400 00 000000	RCHS Principal Telephone	0.00	0.00	0.00	0.00	0.00	0.00
10E020 2410 3600 00 000000	RCES Printing	2,000.00	181.16	433.96	0.00	1,566.04	0.00
10E040 2410 3600 00 000000	RCMS Printing	1,400.00	0.00	0.00	0.00	1,000.00	400.00
10E050 2410 3600 00 000000	RCHS Printing	3,000.00	6.11	396.09	0.00	397.92	2,205.99
10E--- 2410 3--- -- ------		37,814.00	1,554.65	29,425.25	0.00	10,203.35	-1,814.60
10E020 2410 4100 00 000000	RCES Prin Off Supplies	5,000.00	116.42	573.82	0.00	1,577.02	2,849.16
10E030 2410 4100 00 000000	WRES Principal Supplies	0.00	0.00	0.00	0.00	0.00	0.00
10E040 2410 4100 00 000000	RCMS Principal Supplies	4,900.00	136.13	1,378.58	0.00	191.10	3,330.32
10E050 2410 4100 00 000000	RCHS Principal Supplies	14,000.00	1,202.78	4,374.88	0.00	5,076.18	4,548.94
10E020 2410 4240 00 000000	RCES Copier Toner	0.00	0.00	0.00	0.00	0.00	0.00
10E050 2410 4240 00 000000	RCHS Principal Copier Toner	2,000.00	0.00	386.00	0.00	114.00	1,500.00
10E020 2410 4250 00 000000	RCES Copier Parts	0.00	0.00	0.00	0.00	0.00	0.00
10E050 2410 4400 00 000000	RCHS Principal Subscriptions	0.00	0.00	0.00	0.00	0.00	0.00
10E020 2410 4700 00 000000	RCES Prin Off Software	0.00	0.00	0.00	0.00	0.00	0.00
10E040 2410 4700 00 000000	RCMS Principapl Software	0.00	0.00	0.00	0.00	0.00	0.00
10E050 2410 4700 00 000000	RCHS Principal Software	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 2410 4--- -- ------		25,900.00	1,455.33	6,713.28	0.00	6,958.30	12,228.42
10E020 2410 5500 00 000000	RCES Principal Equip	1,000.00	0.00	0.00	0.00	0.00	1,000.00
10E040 2410 5500 00 000000	RCMS Principal Equip	3,000.00	0.00	748.72	0.00	0.00	2,251.28
10E050 2410 5500 00 000000	RCHS Principal Equip	1,158.00	0.00	1,221.00	0.00	0.00	-63.00
10E--- 2410 5--- -- ------		5,158.00	0.00	1,969.72	0.00	0.00	3,188.28

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
10E020 2410 6400 00 000000	RCES Prin Dues/Fees	2,000.00	0.00	455.00	0.00	0.00	1,545.00
10E030 2410 6400 00 000000	WRES Dues & Fees	0.00	0.00	0.00	0.00	0.00	0.00
10E040 2410 6400 00 000000	RCMS Principal Dues/Fees	700.00	0.00	936.93	0.00	0.00	-236.93
10E050 2410 6400 00 000000	RCHS Principal Dues/Fees	1,500.00	409.00	409.00	309.00	0.00	782.00
10E--- 2410 6--- -- ------		4,200.00	409.00	1,800.93	309.00	0.00	2,090.07
10E010 2490 1100 00 000000	Program Supervisor Sal	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 2490 1--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E010 2490 2110 00 000000	Program Suprvr TRS	0.00	0.00	0.00	0.00	0.00	0.00
10E010 2490 2200 00 000000	Program Suprvr Ins Ben	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 2490 2--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E010 2490 3190 00 000000	Purchase Service	0.00	0.00	0.00	0.00	0.00	0.00
10E010 2490 3320 00 000000	Travel	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 2490 3--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E010 2490 6400 00 000000	Program Supervisor Dues/ Fees	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 2490 6--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E--- 24-- ---- -- ------		1,071,053.00	90,020.89	534,562.66	309.00	17,161.65	519,019.69
10E010 2520 1110 00 000000	Fiscal Service Salaries	135,000.00	10,740.58	61,120.82	0.00	0.00	73,879.18
10E--- 2520 1--- -- ------		135,000.00	10,740.58	61,120.82	0.00	0.00	73,879.18
10E010 2520 2110 00 000000		0.00	0.00	0.00	0.00	0.00	0.00
10E010 2520 2130 00 000000		0.00	0.00	0.00	0.00	0.00	0.00
10E010 2520 2200 00 000000	Fiscal Service Ins Ben	20,000.00	611.00	3,056.50	0.00	0.00	16,943.50
10E--- 2520 2--- -- ------		20,000.00	611.00	3,056.50	0.00	0.00	16,943.50
10E010 2520 3100 00 000000	Medicaid Fee	0.00	0.00	0.00	0.00	0.00	0.00
10E010 2520 3190 00 000000	Fiscal Service Pur Serv	35,000.00	64.44	15,749.72	1,146.31	13,041.51	5,062.46
10E010 2520 3230 00 000000	Fiscal Sevice Repair/Maint	100.00	0.00	18,833.00	0.00	1.00	-18,734.00
10E010 2520 3320 00 000000	Fiscal Service Travel	1,000.00	0.00	23.32	0.00	1.00	975.68
10E--- 2520 3--- -- ------		36,100.00	64.44	34,606.04	1,146.31	13,043.51	-12,695.86
10E010 2520 4100 00 000000	Fiscal Service Supplies	4,000.00	42.76	1,886.84	0.00	2.00	2,111.16
10E010 2520 4700 00 000000	Fiscal Service Software	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 2520 4--- -- ------		4,000.00	42.76	1,886.84	0.00	2.00	2,111.16
10E010 2520 5500 00 000000	Fiscal Service Equipment	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 2520 5--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E010 2521 3190 00 000000	Coop Wrhs Rental	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 2521 3--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E010 2521 4100 00 000000	District Co-op Supplies	35,107.00	0.00	550.95	0.00	0.00	34,556.05
10E020 2521 4100 00 000000	RCES Co-op Supplies	0.00	0.00	11,910.98	0.00	0.00	-11,910.98
10E040 2521 4100 00 000000	RCMS Co-op Supplies	0.00	0.00	2,779.00	0.00	0.00	-2,779.00
10E050 2521 4100 00 000000	RCHS Co-op Supplies	0.00	0.00	190.61	0.00	0.00	-190.61
10E080 2521 4100 00 000000	Trans Co-op Supplies	0.00	0.00	372.20	0.00	0.00	-372.20
10E420 2521 4100 00 420000	Food Service Co-op Supplies	0.00	236.10	825.48	0.00	517.90	-1,343.38

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
10E--- 2521 4--- -- ------		35,107.00	236.10	16,629.22	0.00	517.90	17,959.88
10E342 2530 3190 00 000000	ESSER II Construction Services	200,000.00	0.00	69,480.53	0.00	0.00	130,519.47
10E--- 2530 3--- -- ------		200,000.00	0.00	69,480.53	0.00	0.00	130,519.47
10E020 2540 1110 00 000000	RCES Cust Sal	200,000.00	16,373.78	93,550.09	0.00	0.00	106,449.91
10E030 2540 1110 00 000000	WRES Cust Salary	0.00	0.00	0.00	0.00	0.00	0.00
10E040 2540 1110 00 000000	RCMS Custodial Salary	146,000.00	14,928.99	76,137.14	0.00	0.00	69,862.86
10E050 2540 1110 00 000000	RCHS Custodial Salary	253,000.00	16,148.62	103,111.30	0.00	0.00	149,888.70
10E020 2540 1200 00 000000	RCES Cust Sub Sal	0.00	0.00	0.00	0.00	0.00	0.00
10E040 2540 1200 00 000000	RCMS Custodial Sub Sal	0.00	0.00	0.00	0.00	0.00	0.00
10E050 2540 1200 00 000000	RCHS Custodial Sub Sal	0.00	0.00	30.00	0.00	0.00	-30.00
10E020 2540 1210 00 000000	RCES Cust Sub Sal	4,000.00	0.00	2,345.19	0.00	0.00	1,654.81
10E030 2540 1210 00 000000	WRES Sub Cust Sal	0.00	0.00	0.00	0.00	0.00	0.00
10E040 2540 1210 00 000000	RCMS Custodial Sub Sal	6,000.00	0.00	2,662.50	0.00	0.00	3,337.50
10E050 2540 1210 00 000000	RCHS Custodial Sub Salary	5,000.00	0.00	214.10	0.00	0.00	4,785.90
10E--- 2540 1--- -- ------		614,000.00	47,451.39	278,050.32	0.00	0.00	335,949.68
10E050 2540 2110 00 000000	RCHS Custodial Benefits	0.00	0.00	0.00	0.00	0.00	0.00
10E020 2540 2130 00 000000		0.00	0.00	0.00	0.00	0.00	0.00
10E040 2540 2130 00 000000		0.00	0.00	0.00	0.00	0.00	0.00
10E050 2540 2130 00 000000		0.00	0.00	0.00	0.00	0.00	0.00
10E020 2540 2200 00 000000	RCES Cust Ins Benefit	20,000.00	614.00	3,684.00	0.00	0.00	16,316.00
10E030 2540 2200 00 000000	WRES Cust Ins Ben	0.00	0.00	0.00	0.00	0.00	0.00
10E040 2540 2200 00 000000	RCMS Custodial Ins Ben	21,600.00	1,830.00	10,535.00	0.00	0.00	11,065.00
10E050 2540 2200 00 000000	RCHS Custodial Ins Ben	32,000.00	2,442.50	16,952.50	0.00	0.00	15,047.50
10E--- 2540 2--- -- ------		73,600.00	4,886.50	31,171.50	0.00	0.00	42,428.50
10E110 2540 3190 00 110000	Pre K Playground Pur Serv	0.00	0.00	0.00	0.00	0.00	0.00
10E342 2540 3190 00 000000	ESSER II Building Purch Serv	100,000.00	0.00	0.00	0.00	0.00	100,000.00
10E050 2540 3200 00 000000	RCHS Prop Serv - Rental Repair	3,000.00	0.00	0.00	0.00	0.00	3,000.00
10E--- 2540 3--- -- ------		103,000.00	0.00	0.00	0.00	0.00	103,000.00
10E110 2540 4100 00 110000	Pre K Playground Supp	1,000.00	0.00	0.00	0.00	1.00	999.00
10E220 2540 4100 00 220000	FEMA GRANT OPER&MAINT SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
10E340 2540 4100 00 340000	ESSER Bldg Supplies	19,500.00	290.56	1,468.27	0.00	0.00	18,031.73
10E342 2540 4100 00 000000	ESSER II Building Supplies	30,000.00	0.00	0.00	0.00	0.00	30,000.00
10E510 2540 4100 00 510000	Pre K playground supp	1,000.00	0.00	0.00	0.00	0.00	1,000.00
10E010 2540 4650 00 000000	Admin Natural Gas	0.00	0.00	0.00	0.00	0.00	0.00
10E020 2540 4650 00 000000	RCES Natural Gas	25,000.00	1,821.47	4,206.81	0.00	0.00	20,793.19
10E030 2540 4650 00 000000	WRES Natural Gas	0.00	0.00	0.00	0.00	0.00	0.00
10E040 2540 4650 00 000000	RCMS Natural Gas	7,000.00	778.02	1,662.26	0.00	0.00	5,337.74
10E050 2540 4650 00 000000	RCHS Natural Gas	35,000.00	4,728.43	10,128.36	0.00	0.00	24,871.64
10E020 2540 4660 00 000000	RCES Electric	135,000.00	11,103.95	75,582.14	0.00	0.00	59,417.86
10E030 2540 4660 00 000000	WRES Electric	0.00	0.00	0.00	0.00	0.00	0.00

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
10E040 2540 4660 00 000000	RCMS Electric	75,000.00	5,897.98	38,716.83	0.00	0.00	36,283.17
10E050 2540 4660 00 000000	RCHS Electric	85,000.00	8,324.50	59,419.62	0.00	0.00	25,580.38
10E--- 2540 4--- -- ------		413,500.00	32,944.91	191,184.29	0.00	1.00	222,314.71
10E110 2540 5500 00 110000	Pre K Playground Equip	0.00	0.00	0.00	0.00	0.00	0.00
10E220 2540 5500 00 220000	FEMA GRANT EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
10E340 2540 5500 00 340000	ESSER Bldg Equipment	2,000.00	0.00	0.00	0.00	0.00	2,000.00
10E342 2540 5500 00 000000	ESSER II Building Equipment	30,000.00	0.00	0.00	0.00	0.00	30,000.00
10E510 2540 5500 00 510000	Pre K Playground Equip	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 2540 5--- -- ------		32,000.00	0.00	0.00	0.00	0.00	32,000.00
10E070 2550 1110 00 000000	21st Century trans sal	0.00	0.00	1,067.50	0.00	0.00	-1,067.50
10E100 2550 1110 00 100000	Summer School Trans Sal	0.00	0.00	0.00	0.00	0.00	0.00
10E110 2550 1110 00 110000	PreK Transport Sal	12,000.00	5,936.89	5,967.00	0.00	0.00	6,033.00
10E210 2550 1110 00 210000	ROE Pre K Bus/Aide Sal	0.00	0.00	0.00	0.00	0.00	0.00
10E470 2550 1110 00 470000	21st Century Tran Sal	4,700.00	1,316.25	8,644.97	0.00	0.00	-3,944.97
10E500 2550 1110 00 500000	Summer School Trans Sal	1,000.00	0.00	0.00	0.00	0.00	1,000.00
10E510 2550 1110 00 510000	At Risk Trans Sal	75,000.00	0.00	22,287.09	0.00	0.00	52,712.91
10E110 2550 1210 00 110000	Pre K Bus Sub Salary	0.00	0.00	0.00	0.00	0.00	0.00
10E510 2550 1210 00 510000	Pre K Sub Bus Salary	0.00	0.00	74.25	0.00	0.00	-74.25
10E--- 2550 1--- -- ------		92,700.00	7,253.14	38,040.81	0.00	0.00	54,659.19
10E110 2550 2130 00 110000		0.00	0.00	0.00	0.00	0.00	0.00
10E070 2550 2200 00 000000		0.00	0.00	0.00	0.00	0.00	0.00
10E110 2550 2200 00 110000	PreK Trans Ben	0.00	0.00	0.00	0.00	0.00	0.00
10E470 2550 2200 00 470000		0.00	0.00	0.00	0.00	0.00	0.00
10E510 2550 2200 00 510000	PRE K Trans Ins Ben	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 2550 2--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E080 2550 3190 00 000000	Trans Pur Serv	100.00	0.00	0.00	0.00	1.00	99.00
10E080 2550 3230 00 000000	Van Repair / Maintenance	2,000.00	95.00	1,235.17	0.00	1,287.83	-523.00
10E070 2550 3310 00 000000	21st Century Field Trip	35,000.00	0.00	0.00	0.00	1.00	34,999.00
10E100 2550 3310 00 100000	Title I Summer School	0.00	0.00	0.00	0.00	0.00	0.00
10E110 2550 3310 00 110000	Pre-K Trans Operations	0.00	0.00	0.00	0.00	1.00	-1.00
10E210 2550 3310 00 210000	ROE Pre K Trans Operations	0.00	0.00	0.00	0.00	0.00	0.00
10E470 2550 3310 00 470000	21st Century Trans Serv	6,700.00	0.00	0.00	0.00	1.00	6,699.00
10E500 2550 3310 00 500000	Title I Trans Operation Exp.	1,000.00	0.00	0.00	0.00	0.00	1,000.00
10E510 2550 3310 00 510000	PreK Trans Operation Exp	65,000.00	0.00	5,757.12	0.00	1.00	59,241.88
10E781 2550 3320 00 781000	PATHWAY TRANSPORTATION	0.00	0.00	0.00	0.00	0.00	0.00
10E080 2550 3400 00 000000	Bus Barn Telephone	10,000.00	1,055.33	6,569.98	0.00	275.00	3,155.02
10E080 2550 3700 00 000000	Bus Barn Water/Sewer	500.00	272.00	272.00	0.00	0.00	228.00
10E--- 2550 3--- -- ------		120,300.00	1,422.33	13,834.27	0.00	1,567.83	104,897.90
10E080 2550 4100 00 000000	Van Supplies	4,000.00	522.07	2,543.94	0.00	1,061.31	394.75
10E345 2550 4100 00 345000	ARP McKin Vent Trans Supplies	0.00	0.00	0.00	0.00	0.00	0.00

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
10E080 2550 4640 00 000000	Bus Barn Van Fuel(Wh/Sil)	8,000.00	35.00	97.16	0.00	2.00	7,900.84
10E080 2550 4650 00 000000	Bus Barn Natural Gas	3,000.00	201.24	498.30	0.00	0.00	2,501.70
10E080 2550 4660 00 000000	Bus Barn Electric	6,500.00	177.62	1,209.57	0.00	0.00	5,290.43
10E--- 2550 4--- -- ------		21,500.00	935.93	4,348.97	0.00	1,063.31	16,087.72
10E342 2550 5500 00 000000	ESSER II Transportation Equip	7,545.00	7,545.00	7,545.00	0.00	0.00	0.00
10E080 2550 5520 00 000000	Other vehicle purchase	0.00	0.00	0.00	0.00	0.00	0.00
10E342 2550 5520 00 000000	ESSER II Tran Vehicle Purchase	445,000.00	0.00	0.00	0.00	0.00	445,000.00
10E--- 2550 5--- -- ------		452,545.00	7,545.00	7,545.00	0.00	0.00	445,000.00
10E510 2551 1110 00 510000	At Risk New Bus/Aide Sal	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 2551 1--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E070 2560 1110 00 000000	21st Century Food Serv Sal	8,500.00	688.76	2,257.55	0.00	0.00	6,242.45
10E420 2560 1110 00 420000	Food Service Salary	372,000.00	32,158.82	167,480.46	0.00	0.00	204,519.54
10E440 2560 1110 00 440000	US Healther Salaries	0.00	0.00	0.00	0.00	0.00	0.00
10E460 2560 1110 00 460000	Fed Summer School Sal	0.00	0.00	0.00	0.00	0.00	0.00
10E470 2560 1110 00 470000	21st Century Food Serv Sal	1,300.00	0.00	847.72	0.00	0.00	452.28
10E420 2560 1200 00 420000	Food Serv Sub Sal	0.00	0.00	0.00	0.00	0.00	0.00
10E420 2560 1210 00 420000	Food Service Sub Sal	7,000.00	1,244.75	9,756.64	0.00	0.00	-2,756.64
10E--- 2560 1--- -- ------		388,800.00	34,092.33	180,342.37	0.00	0.00	208,457.63
10E420 2560 2110 00 420000		0.00	0.00	0.00	0.00	0.00	0.00
10E420 2560 2130 00 420000		0.00	0.00	0.00	0.00	0.00	0.00
10E070 2560 2200 00 000000	21st Century Food Serv Ben	0.00	0.00	0.00	0.00	0.00	0.00
10E420 2560 2200 00 420000	Food Service Ins Ben	75,000.00	6,623.86	35,408.58	0.00	0.00	39,591.42
10E--- 2560 2--- -- ------		75,000.00	6,623.86	35,408.58	0.00	0.00	39,591.42
10E350 2560 3140 00 350000	Food Service Train,Lic	100.00	0.00	0.00	0.00	0.00	100.00
10E350 2560 3190 00 350000	Food Service Purch Serv	2,300.00	0.00	0.00	0.00	1.00	2,299.00
10E460 2560 3190 00 460000	Fed Summer School Pur Serv	0.00	0.00	0.00	0.00	0.00	0.00
10E350 2560 3230 00 350000	Food Service Rep/Maint	0.00	0.00	2,346.00	0.00	0.00	-2,346.00
10E350 2560 3260 00 350000	Food Service Postage	0.00	0.00	0.00	0.00	0.00	0.00
10E350 2560 3320 00 350000	Food Service Travel	0.00	0.00	0.00	0.00	1.00	-1.00
10E460 2560 3320 00 460000	Fed Summer Mileage	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 2560 3--- -- ------		2,400.00	0.00	2,346.00	0.00	2.00	52.00
10E110 2560 4100 00 110000	PreK Food Serv Supp	500.00	0.00	0.00	0.00	0.00	500.00
10E210 2560 4100 00 210000	ROE At-Risk Snacks	0.00	0.00	0.00	0.00	0.00	0.00
10E230 2560 4100 00 230000	SOS/NKH Supplies	0.00	0.00	0.00	0.00	0.00	0.00
10E420 2560 4100 00 420000	Food Service Supplies	400,000.00	59,454.64	249,813.04	0.00	286,476.72	-136,289.76
10E440 2560 4100 00 440000	US Healthier Supp	0.00	0.00	0.00	0.00	0.00	0.00
10E460 2560 4100 00 460000	Fed Summer Food Supplies	0.00	0.00	0.00	0.00	0.00	0.00
10E510 2560 4100 00 510000	Pre K Food Supp	500.00	0.00	0.00	0.00	0.00	500.00
10E510 2560 4110 00 510000	0-3 Food Serv Suppl	0.00	0.00	0.00	0.00	0.00	0.00
10E420 2560 4640 00 420000	Food Service Fuel	500.00	0.00	0.00	0.00	0.00	500.00

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
10E420 2560 4700 00 420000	Food Service Software	500.00	0.00	0.00	0.00	0.00	500.00
10E--- 2560 4--- -- ------		402,000.00	59,454.64	249,813.04	0.00	286,476.72	-134,289.76
10E230 2560 5500 00 230000	SOS/NKH Equipment	0.00	0.00	0.00	0.00	0.00	0.00
10E430 2560 5500 00 430000	Food Serv Equip	1,800.00	0.00	0.00	0.00	0.00	1,800.00
10E440 2560 5500 00 440000	NSLP Equipment	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 2560 5--- -- ------		1,800.00	0.00	0.00	0.00	0.00	1,800.00
10E--- 25-- ---- -- ------		3,223,352.00	214,304.91	1,218,865.10	1,146.31	302,674.27	1,700,666.32
10E010 2620 1100 00 000000	Resource/Consultant Teacher	0.00	0.00	0.00	0.00	0.00	0.00
10E070 2620 1100 00 000000	21st Century Eval Sal	5,000.00	0.00	0.00	0.00	0.00	5,000.00
10E470 2620 1100 00 470000	21st Century Eval Sal	0.00	0.00	0.00	0.00	0.00	0.00
10E010 2620 1110 00 000000	JFF research sal	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 2620 1--- -- ------		5,000.00	0.00	0.00	0.00	0.00	5,000.00
10E010 2620 2110 00 000000	Res/Consult Teach TRS	0.00	0.00	0.00	0.00	0.00	0.00
10E070 2620 2110 00 000000	21st Century Planning TRS	1,000.00	0.00	0.00	0.00	0.00	1,000.00
10E470 2620 2110 00 470000	21st Century Eval TRS	0.00	0.00	0.00	0.00	0.00	0.00
10E010 2620 2200 00 000000	Res/Consult Teach Ins Ben	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 2620 2--- -- ------		1,000.00	0.00	0.00	0.00	0.00	1,000.00
10E010 2620 3190 00 000000	District Accreditation Pur Ser	2,300.00	0.00	1,200.00	0.00	2.00	1,098.00
10E070 2620 3190 00 000000	21st Century Pur Serv	0.00	0.00	0.00	0.00	0.00	0.00
10E470 2620 3190 00 470000	21st Century Pur Serv	0.00	0.00	0.00	0.00	0.00	0.00
10E010 2620 3320 00 000000	District Accreditation M M M	3,300.00	0.00	0.00	0.00	1.00	3,299.00
10E070 2620 3320 00 000000	21st Century Travel	0.00	0.00	0.00	0.00	0.00	0.00
10E470 2620 3320 00 470000	21st Century Trav	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 2620 3--- -- ------		5,600.00	0.00	1,200.00	0.00	3.00	4,397.00
10E010 2620 4100 00 000000	District Staff Devlpmnt Supp	1,000.00	0.00	0.00	0.00	1.00	999.00
10E070 2620 4100 00 000000	21st Century Supp	500.00	0.00	0.00	0.00	0.00	500.00
10E470 2620 4100 00 470000	21st Century Supp	500.00	0.00	0.00	0.00	0.00	500.00
10E--- 2620 4--- -- ------		2,000.00	0.00	0.00	0.00	1.00	1,999.00
10E010 2620 5500 00 000000	RTI Instr Equip	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 2620 5--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E010 2630 3190 00 000000	Maintenance Plan/Warranty	300.00	0.00	0.00	0.00	1.00	299.00
10E010 2630 3400 00 000000	District Alert Now System	6,500.00	0.00	6,234.80	0.00	0.00	265.20
10E010 2630 3410 00 000000	District Wide Phone System	11,500.00	797.05	4,579.87	37.60	0.00	6,882.53
10E010 2630 3420 00 000000	District Wide Internet	20,000.00	1,360.00	12,572.20	0.00	0.00	7,427.80
10E--- 2630 3--- -- ------		38,300.00	2,157.05	23,386.87	37.60	1.00	14,874.53
10E010 2630 4100 00 000000	District Information Supplies	500.00	0.00	0.00	0.00	0.00	500.00
10E345 2630 4100 00 345000	ARP McKin Vent Info Supplies	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 2630 4--- -- ------		500.00	0.00	0.00	0.00	0.00	500.00
10E330 2640 3190 00 330000	Title II reqruiting fee	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 2640 3--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
10E010 2660 1100 00 000000	District Comp Tech Salary	70,000.00	0.00	27,511.56	0.00	0.00	42,488.44
10E010 2660 1110 00 000000	District Comp Tech Salary	100,000.00	12,553.62	77,749.75	0.00	0.00	22,250.25
10E--- 2660 1--- -- ------		170,000.00	12,553.62	105,261.31	0.00	0.00	64,738.69
10E010 2660 2110 00 000000	District Comp Tech TRS	0.00	0.00	0.00	0.00	0.00	0.00
10E010 2660 2130 00 000000		0.00	0.00	0.00	0.00	0.00	0.00
10E010 2660 2200 00 000000	District Computer Tech Ins	21,600.00	1,221.00	8,946.00	0.00	0.00	12,654.00
10E--- 2660 2--- -- ------		21,600.00	1,221.00	8,946.00	0.00	0.00	12,654.00
10E010 2660 3190 00 000000	District Comp Tech Pur Serv	65,645.00	12,400.00	38,485.53	0.00	20,474.75	6,684.72
10E342 2660 3190 00 000000	ESSER II Tech Purchased Serv	8,725.00	0.00	8,710.45	0.00	0.00	14.55
10E010 2660 3230 00 000000	District Comp Tech Rep/Maint	1,000.00	0.00	0.00	0.00	0.00	1,000.00
10E010 2660 3320 00 000000	District Computer Tech Mileage	500.00	14.56	74.48	0.00	0.00	425.52
10E--- 2660 3--- -- ------		75,870.00	12,414.56	47,270.46	0.00	20,474.75	8,124.79
10E010 2660 4100 00 000000	District Comp Tech Supplies	75,000.00	0.00	1,781.84	0.00	201,620.00	-128,401.84
10E010 2660 4700 00 000000	District Comp Tech Software	3,000.00	0.00	2,555.25	0.00	448.47	-3.72
10E--- 2660 4--- -- ------		78,000.00	0.00	4,337.09	0.00	202,068.47	-128,405.56
10E010 2660 5500 00 000000	District Comp Tech Equipment	20,000.00	0.00	31,904.00	0.00	0.00	-11,904.00
10E--- 2660 5--- -- ------		20,000.00	0.00	31,904.00	0.00	0.00	-11,904.00
10E--- 26-- ---- -- ------		417,870.00	28,346.23	222,305.73	37.60	222,548.22	-27,021.55
10E070 2900 1100 00 000000	21st Century Fac Sal	40,000.00	2,477.09	8,605.16	0.00	0.00	31,394.84
10E470 2900 1100 00 470000	21st Century Sal	24,000.00	404.25	7,927.50	0.00	0.00	16,072.50
10E--- 2900 1--- -- ------		64,000.00	2,881.34	16,532.66	0.00	0.00	47,467.34
10E070 2900 2110 00 000000	21st Century Fac TRS	8,500.00	355.54	1,297.89	0.00	0.00	7,202.11
10E470 2900 2110 00 470000	21st Century TRS	5,000.00	92.67	1,817.27	0.00	0.00	3,182.73
10E--- 2900 2--- -- ------		13,500.00	448.21	3,115.16	0.00	0.00	10,384.84
10E100 2900 3190 00 100000	Title I SES services	0.00	0.00	0.00	0.00	0.00	0.00
10E345 2900 3190 00 345000	ARP McKin Ven Support Services	0.00	0.00	759.38	0.00	0.00	-759.38
10E500 2900 3190 00 500000	Title I SES Services	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 2900 3--- -- ------		0.00	0.00	759.38	0.00	0.00	-759.38
10E070 2900 4100 00 000000	21st Century Supp	1,500.00	0.00	0.00	0.00	0.00	1,500.00
10E100 2900 4100 00 100000	Title I Homeless Supplies	0.00	0.00	0.00	0.00	500.00	-500.00
10E345 2900 4100 00 345000	ARP McKin Ven Support Supplies	0.00	0.00	0.00	0.00	0.00	0.00
10E470 2900 4100 00 470000	21st Century Site Mngrs Suppli	1,150.00	0.00	583.39	0.00	929.99	-363.38
10E500 2900 4100 00 500000	Title I Homeless supplies	400.00	76.65	76.65	0.00	0.00	323.35
10E--- 2900 4--- -- ------		3,050.00	76.65	660.04	0.00	1,429.99	959.97
10E--- 29-- ---- -- ------		80,550.00	3,406.20	21,067.24	0.00	1,429.99	58,052.77
10E070 3000 1100 00 000000	21st Century Comm Serv Sal	300.00	0.00	0.00	0.00	0.00	300.00
10E100 3000 1100 00 100000	Title I Prnt Invl Sal	0.00	0.00	0.00	0.00	0.00	0.00
10E110 3000 1100 00 110000	PreK 0-3 Teach Sal	61,000.00	0.00	38,213.93	0.00	0.00	22,786.07
10E150 3000 1100 00 150000	SESE Flow Thru St Joe Spch Sal	0.00	0.00	0.00	0.00	0.00	0.00
10E470 3000 1100 00 470000	21st Century Comm Ser Sal	750.00	0.00	0.00	0.00	0.00	750.00

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
10E500 3000 1100 00 500000	Title I Prnt Invl Sal Pr	0.00	0.00	0.00	0.00	0.00	0.00
10E510 3000 1100 00 510000	PI 0-3 Teach Sal	175,000.00	15,670.32	69,436.42	0.00	0.00	105,563.58
10E100 3000 1110 00 100000	Title I N/C	0.00	0.00	0.00	0.00	0.00	0.00
10E500 3000 1110 00 500000	Title I N/C sal	0.00	0.00	0.00	0.00	0.00	0.00
10E510 3000 1110 00 510000	PI Sec Sal	75,000.00	0.00	0.00	0.00	0.00	75,000.00
10E100 3000 1200 00 100000		0.00	0.00	0.00	0.00	0.00	0.00
10E110 3000 1200 00 110000	PreK 0-3 Sub Sal	0.00	0.00	0.00	0.00	0.00	0.00
10E510 3000 1200 00 510000	PI Sub Salary	0.00	0.00	0.00	0.00	0.00	0.00
10E100 3000 1300 00 100000	Title I St Joe Tutor Sal	0.00	0.00	0.00	0.00	0.00	0.00
10E500 3000 1300 00 500000	St Joe Title I Tutoring	0.00	0.00	210.00	0.00	0.00	-210.00
10E--- 3000 1--- -- ------		312,050.00	15,670.32	107,860.35	0.00	0.00	204,189.65
10E070 3000 2110 00 000000	21st Century TRS	100.00	0.00	0.00	0.00	0.00	100.00
10E100 3000 2110 00 100000	Title I Prnt Invl TRS	0.00	0.00	0.00	0.00	0.00	0.00
10E110 3000 2110 00 110000	PreK 0-3 Teacher TRS	0.00	0.00	0.00	0.00	0.00	0.00
10E150 3000 2110 00 150000	SESE St Joe Flow Thru TRS	0.00	0.00	0.00	0.00	0.00	0.00
10E470 3000 2110 00 470000	21st Century Comm Serv TRS	94.00	0.00	0.00	0.00	0.00	94.00
10E500 3000 2110 00 500000	Title I Prnt Inl Vl TRS	0.00	0.00	0.00	0.00	0.00	0.00
10E510 3000 2110 00 510000	PI 0-3 TRS	20,000.00	1,372.07	5,494.15	0.00	0.00	14,505.85
10E100 3000 2130 00 100000		0.00	0.00	0.00	0.00	0.00	0.00
10E100 3000 2200 00 100000	Title I Prnt Inl Ins Ben	0.00	0.00	0.00	0.00	0.00	0.00
10E110 3000 2200 00 110000	PreK 0-3 Teach Ins Ben	1,000.00	0.00	4,536.00	0.00	0.00	-3,536.00
10E500 3000 2200 00 500000	Title I Ins Ben Prior	0.00	0.00	0.00	0.00	0.00	0.00
10E510 3000 2200 00 510000	PI 0-3 Ins Ben Prior	18,000.00	2,074.00	8,967.00	0.00	0.00	9,033.00
10E--- 3000 2--- -- ------		39,194.00	3,446.07	18,997.15	0.00	0.00	20,196.85
10E100 3000 3140 00 100000	Title I St Joe Reg Fee	0.00	0.00	0.00	0.00	0.00	0.00
10E330 3000 3140 00 330000	Title II St Joe Consult	0.00	0.00	0.00	0.00	0.00	0.00
10E500 3000 3140 00 500000	Title I St Joe Reg	0.00	0.00	0.00	0.00	0.00	0.00
10E010 3000 3190 00 000000	District Comm Serv Pur Serv	3,500.00	0.00	0.00	0.00	1.00	3,499.00
10E070 3000 3190 00 000000	21st Century Pur Serv	1,000.00	0.00	0.00	0.00	0.00	1,000.00
10E100 3000 3190 00 100000	Title I Comm TAPP	0.00	0.00	0.00	0.00	0.00	0.00
10E110 3000 3190 00 110000	PI Purchase Serv	8,000.00	0.00	70.00	0.00	80.00	7,850.00
10E130 3000 3190 00 130000	CWinters B3 Pur Serv	0.00	0.00	0.00	0.00	0.00	0.00
10E170 3000 3190 00 170000	Title IV St Joe M M M	0.00	0.00	0.00	0.00	0.00	0.00
10E180 3000 3190 00 180000	RTTT Comm Serv Pur Serv	0.00	0.00	0.00	0.00	0.00	0.00
10E290 3000 3190 00 290000	JFF Richland React Website	4,000.00	0.00	0.00	0.00	0.00	4,000.00
10E470 3000 3190 00 470000	21st Century Pur Serv	225.00	0.00	0.00	0.00	0.00	225.00
10E500 3000 3190 00 500000	Title I Comm Serv Pur Serv	0.00	0.00	0.00	0.00	0.00	0.00
10E510 3000 3190 00 510000	PI 0-3 Pur Servcs	8,000.00	62.93	96.23	0.00	0.00	7,903.77
10E530 3000 3190 00 530000	Title II St Joe Pur Serv	0.00	0.00	0.00	0.00	0.00	0.00
10E690 3000 3190 00 690000	TAPS Purchase Service	0.00	0.00	0.00	0.00	0.00	0.00

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
10E730 3000 3190 00 730000	JFF Tapps Pur Serv	0.00	0.00	0.00	0.00	0.00	0.00
10E100 3000 3250 00 100000	Title I Prnt Invl Pur Serv	0.00	0.00	0.00	0.00	0.00	0.00
10E010 3000 3320 00 000000	District Comm Serv Mileage	3,000.00	0.00	0.00	0.00	0.00	3,000.00
10E100 3000 3320 00 100000	Title I St Joe Travel	0.00	0.00	0.00	0.00	0.00	0.00
10E110 3000 3320 00 110000	PreK 0-3 Travel	0.00	0.00	548.20	0.00	0.00	-548.20
10E330 3000 3320 00 330000	Title II St Joe Travel	0.00	0.00	0.00	0.00	0.00	0.00
10E500 3000 3320 00 500000	Title I Parent Coord Mileage	0.00	0.00	0.00	0.00	0.00	0.00
10E500 3000 3320 01 500000	Title I St Joe Mileage	0.00	0.00	0.00	0.00	0.00	0.00
10E510 3000 3320 00 510000	PI 0-3 Trav	2,500.00	546.00	1,172.08	0.00	0.00	1,327.92
10E530 3000 3320 00 530000	Title II Trav	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 3000 3--- -- ------		30,225.00	608.93	1,886.51	0.00	81.00	28,257.49
10E010 3000 4100 00 000000	District Comm Serv Supp	500.00	0.00	90.00	0.00	2.00	408.00
10E070 3000 4100 00 000000	21st Century Comm Serv Supplie	1,000.00	0.00	0.00	0.00	0.00	1,000.00
10E100 3000 4100 00 100000	Title I Prnt Invl Supp	8,000.00	0.00	0.00	0.00	0.00	8,000.00
10E110 3000 4100 00 110000	PreK 0-3 Supplies	12,500.00	0.00	30,351.29	38,879.00	20,193.53	-76,923.82
10E130 3000 4100 00 130000	CW Birth-3 Store	0.00	0.00	0.00	0.00	0.00	0.00
10E170 3000 4100 00 170000	Title IV St Joe Supp	0.00	0.00	0.00	0.00	0.00	0.00
10E180 3000 4100 00 180000	RTTT Community Mtg Supp	0.00	0.00	0.00	0.00	0.00	0.00
10E330 3000 4100 00 330000	Title II St Joe Supplies	0.00	0.00	0.00	0.00	0.00	0.00
10E470 3000 4100 00 470000	21st Century Sup	0.00	0.00	431.41	0.00	0.00	-431.41
10E500 3000 4100 00 500000	Title I Parent Coord Supplies	8,150.00	0.00	0.00	0.00	114.55	8,035.45
10E510 3000 4100 00 510000	PI 0-3 Supp	18,500.00	2,538.62	4,816.72	0.00	2,117.10	11,566.18
10E690 3000 4100 00 690000	TAPS Supplies	0.00	0.00	0.00	0.00	0.00	0.00
10E730 3000 4100 00 730000	JFF Tapps Supp	0.00	0.00	0.00	0.00	0.00	0.00
10E100 3000 4110 00 100000	Title I St Joe Supp	0.00	0.00	0.00	0.00	0.00	0.00
10E500 3000 4110 00 500000	Title I St Joe Supp	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 3000 4--- -- ------		48,650.00	2,538.62	35,689.42	38,879.00	22,427.18	-48,345.60
10E110 3000 5500 00 110000	PI Equipment	2,000.00	0.00	42,728.00	0.00	0.00	-40,728.00
10E510 3000 5500 00 510000	PI Com Serv Equip	2,000.00	0.00	0.00	0.00	0.00	2,000.00
10E730 3000 5500 00 730000	JFF Comm Equip	0.00	0.00	0.00	0.00	1,879.00	-1,879.00
10E--- 3000 5--- -- ------		4,000.00	0.00	42,728.00	0.00	1,879.00	-40,607.00
10E110 3001 1100 00 110000	PreK 3-5 Teach Sal	0.00	0.00	0.00	0.00	0.00	0.00
10E510 3001 1100 00 510000	PreK 3-5 Teach Sal Prior	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 3001 1--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E110 3001 2110 00 110000	PreK 3-5 Teach TRS	0.00	0.00	0.00	0.00	0.00	0.00
10E510 3001 2110 00 510000	Pre-K 3-5 TRS	0.00	0.00	0.00	0.00	0.00	0.00
10E110 3001 2200 00 110000	PreK 3-5 Teach Ins Ben	0.00	0.00	0.00	0.00	0.00	0.00
10E510 3001 2200 00 510000	PreK 3-5 Ins Ben Prior	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 3001 2--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E110 3002 1100 00 110000	PreK Comm Serv Sal	3,000.00	0.00	8,633.17	0.00	0.00	-5,633.17

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10E510 3002 1100 00 510000	PreK Com Serv Sal Prior	43,000.00	2,600.60	12,136.16	0.00	0.00	30,863.84
10E110 3002 1110 00 110000	PreK Block Com Serv Sec	0.00	0.00	337.50	0.00	0.00	-337.50
10E510 3002 1110 00 510000	PreK Block Com Prior	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 3002 1--- -- ------		46,000.00	2,600.60	21,106.83	0.00	0.00	24,893.17
10E110 3002 2110 00 110000	PreK Comm Serv TRS	30.00	0.00	352.46	0.00	0.00	-322.46
10E510 3002 2110 00 510000	Pre-K Comm Serv TRS	5,000.00	301.50	1,407.00	0.00	0.00	3,593.00
10E110 3002 2200 00 110000	PreK Comm Serv Ins Ben	5,184.00	0.00	864.00	0.00	0.00	4,320.00
10E510 3002 2200 00 510000	PreK Block Com Prior	5,000.00	366.00	1,708.00	0.00	0.00	3,292.00
10E--- 3002 2--- -- ------		15,214.00	667.50	4,331.46	0.00	0.00	10,882.54
10E110 3002 3190 00 110000	PreK Comm Serv Pur Serv	0.00	0.00	0.00	0.00	0.00	0.00
10E110 3002 3250 00 110000	PreK Comm Serv Rental	0.00	0.00	0.00	0.00	0.00	0.00
10E510 3002 3250 00 510000	Pre K Rental	0.00	0.00	0.00	0.00	0.00	0.00
10E110 3002 3320 00 110000	PreK Comm Serv Travel	0.00	0.00	0.00	0.00	0.00	0.00
10E510 3002 3320 00 510000	Pre K Travel	1,000.00	0.00	499.90	0.00	0.00	500.10
10E--- 3002 3--- -- ------		1,000.00	0.00	499.90	0.00	0.00	500.10
10E110 3002 4100 00 110000	PreK Comm Serv Supplies	500.00	0.00	317.05	0.00	0.00	182.95
10E510 3002 4100 00 510000	PreKdg. Comm Serv Supp	3,250.00	33.33	191.14	0.00	0.00	3,058.86
10E--- 3002 4--- -- ------		3,750.00	33.33	508.19	0.00	0.00	3,241.81
10E--- 30-- ---- -- ------		500,083.00	25,565.37	233,607.81	38,879.00	24,387.18	203,209.01
10E820 3220 4100 00 820000	K12 Career Exploration Supplie	700.00	0.00	0.00	0.00	0.00	700.00
10E--- 3220 4--- -- ------		700.00	0.00	0.00	0.00	0.00	700.00
10E820 3220 5500 00 820000	K12 Career Exploration Equip	1,800.00	0.00	0.00	0.00	0.00	1,800.00
10E--- 3220 5--- -- ------		1,800.00	0.00	0.00	0.00	0.00	1,800.00
10E--- 32-- ---- -- ------		2,500.00	0.00	0.00	0.00	0.00	2,500.00
10E150 3700 1100 00 150000	SESE Flow Thru-NonPublicSpeech	12,000.00	0.00	0.00	0.00	0.00	12,000.00
10E340 3700 1100 00 340000	ESSER St Joe Salary	500.00	0.00	480.00	0.00	0.00	20.00
10E100 3700 1300 00 100000	Title I St Joe Tutor Sal	7,100.00	0.00	1,875.00	0.00	0.00	5,225.00
10E500 3700 1300 00 500000	Title I St Joe Tutor Sal	10,500.00	0.00	4,920.00	0.00	0.00	5,580.00
10E530 3700 1300 00 530000	Title II St Joe Tutoring	2,000.00	150.00	150.00	0.00	0.00	1,850.00
10E--- 3700 1--- -- ------		32,100.00	150.00	7,425.00	0.00	0.00	24,675.00
10E150 3700 2110 00 150000	SESE Flow Thru Non Public TRS	3,780.00	0.00	0.00	0.00	0.00	3,780.00
10E--- 3700 2--- -- ------		3,780.00	0.00	0.00	0.00	0.00	3,780.00
10E500 3700 3140 00 500000	Title I St Joe Reg	3,000.00	0.00	0.00	0.00	0.00	3,000.00
10E100 3700 3190 00 100000	NonPublic School Purchase Serv	500.00	0.00	0.00	0.00	0.00	500.00
10E170 3700 3190 00 170000	Title IV St Joe MMM Reg	2,603.00	0.00	0.00	0.00	0.00	2,603.00
10E330 3700 3190 00 330000	Title II St Joe Pur Serv	5,500.00	0.00	5,054.00	0.00	0.00	446.00
10E340 3700 3190 00 340000	ESSER St Joe Purchase Service	0.00	0.00	0.00	0.00	0.00	0.00
10E500 3700 3190 00 500000	TITLE I ST JOE PURCHASED SERV	0.00	0.00	225.00	0.00	0.00	-225.00
10E530 3700 3190 00 500000	Title II St Joe Reg	6,000.00	0.00	0.00	0.00	0.00	6,000.00
10E530 3700 3190 00 530000	NonPublic School Purchase Serv	0.00	280.00	1,406.00	0.00	0.00	-1,406.00

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
10E570 3700 3190 00 570000	Title IV St Joe Pur Serv	1,400.00	0.00	1,000.00	0.00	0.00	400.00
10E100 3700 3320 00 100000	Title I St Joe MMM	0.00	0.00	0.00	0.00	0.00	0.00
10E150 3700 3320 00 150000	SESE Flow Thru Mileage	0.00	0.00	0.00	0.00	0.00	0.00
10E330 3700 3320 00 330000	Title II St Joe MMM	0.00	0.00	0.00	0.00	0.00	0.00
10E500 3700 3320 00 500000	Title I St Joe Trav	0.00	0.00	0.00	0.00	0.00	0.00
10E530 3700 3320 00 500000	Title II St Joe Trav	4,000.00	0.00	0.00	0.00	0.00	4,000.00
10E530 3700 3320 00 530000	Title II St Joe MMM/Reg fee	0.00	558.30	1,064.54	0.00	0.00	-1,064.54
10E570 3700 3320 00 570000	Title IV St Joe MMM	1,100.00	0.00	0.00	0.00	0.00	1,100.00
10E--- 3700 3--- -- ------		24,103.00	838.30	8,749.54	0.00	0.00	15,353.46
10E100 3700 4100 00 100000	Title ST Joe	5,300.00	0.00	12,132.10	0.00	0.00	-6,832.10
10E340 3700 4100 00 340000	ESSER St Joe Supplies	1,500.00	0.00	316.00	0.00	0.00	1,184.00
10E370 3700 4100 00 370000	Digital Equity - St Joe Supp	0.00	0.00	0.00	0.00	0.00	0.00
10E500 3700 4110 00 500000	Title I St Joe Supp	12,000.00	225.00	2,474.79	0.00	0.00	9,525.21
10E--- 3700 4--- -- ------		18,800.00	225.00	14,922.89	0.00	0.00	3,877.11
10E--- 37-- ---- -- ------		78,783.00	1,213.30	31,097.43	0.00	0.00	47,685.57
10E370 3900 3190 00 000000	Digital Equity-Comm Serv	0.00	10,000.00	10,000.00	0.00	0.00	-10,000.00
10E--- 3900 3--- -- ------		0.00	10,000.00	10,000.00	0.00	0.00	-10,000.00
10E--- 39-- ---- -- ------		0.00	10,000.00	10,000.00	0.00	0.00	-10,000.00
10E150 4120 3190 00 150000	IDEA Flow thru SESE	550,000.00	45,884.17	321,189.19	0.00	0.00	228,810.81
10E150 4120 3190 01 150000	IDEA Flow Thru SESE PreSchool	35,000.00	0.00	16,743.48	0.00	0.00	18,256.52
10E--- 4120 3--- -- ------		585,000.00	45,884.17	337,932.67	0.00	0.00	247,067.33
10E260 4120 6700 00 260000	Spl Ed Tuition to oth LEAs	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 4120 6--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E260 4120 8120 00 260000	Sp Ed Tuition Other Public	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 4120 8--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E345 4170 3190 00 345000	ARP McKin Ven Dual Credit Fees	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 4170 3--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E--- 41-- ---- -- ------		585,000.00	45,884.17	337,932.67	0.00	0.00	247,067.33
10E010 4210 6740 00 000000	Reg Ed Public Carbondale Tuiti	0.00	0.00	0.00	0.00	0.00	0.00
10E--- 4210 6--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
10E150 4220 3190 00 150000	IDEA Part B flow thru SESE	0.00	0.00	0.00	0.00	0.00	0.00
10E150 4220 3190 01 150000	IDEA Pre School flow thru SESE	0.00	2,790.58	2,790.58	0.00	0.00	-2,790.58
10E--- 4220 3--- -- ------		0.00	2,790.58	2,790.58	0.00	0.00	-2,790.58
10E010 4220 6700 00 000000	Sp Ed Public SESE Tutition	601,000.00	50,985.00	356,895.00	0.00	0.00	244,105.00
10E010 4220 6710 00 000000	Sp Ed Carbondale Tuition	0.00	0.00	0.00	0.00	0.00	0.00
10E010 4220 6720 00 000000	Sp Ed Cunningham Tuition/Reimb	0.00	0.00	0.00	0.00	0.00	0.00
10E010 4220 6740 00 000000	Carbondale HS Sp Ed	0.00	0.00	0.00	0.00	0.00	0.00
10E260 4220 6780 00 000000	MACON/PIATT ROE	0.00	0.00	0.00	0.00	0.00	0.00
10E010 4220 6820 00 000000	Reg Supt Of Schools Peoria	0.00	0.00	0.00	0.00	0.00	0.00
10E010 4220 6840 00 000000	Carmi-White County CUSD	2,000.00	0.00	0.00	0.00	0.00	2,000.00

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
10E--- 4220 6--- -- ------		603,000.00	50,985.00	356,895.00	0.00	0.00	246,105.00
10E--- 42-- ---- -- ------		603,000.00	53,775.58	359,685.58	0.00	0.00	243,314.42
1-E--- ---- ---- -- ------		21,526,287.00	1,889,351.14	10,566,476.49	41,852.01	740,586.47	10,177,372.03
20E010 2530 3140 00 000000	Honeywell Perf Contract	0.00	0.00	0.00	0.00	0.00	0.00
20E010 2530 3190 00 000000	District Construct Purch Serv	0.00	0.00	0.00	0.00	0.00	0.00
20E--- 2530 3--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
20E050 2530 5310 00 000000	ERHS Building Improvement	250,000.00	13,270.14	21,324.86	0.00	0.00	228,675.14
20E--- 2530 5--- -- ------		250,000.00	13,270.14	21,324.86	0.00	0.00	228,675.14
20E010 2540 3190 00 000000	District Maint-Purch Serv/Phys	40,000.00	0.00	29,981.11	0.00	3.00	10,015.89
20E020 2540 3190 00 000000	RCES Maint Agreement	18,000.00	402.32	3,725.76	0.00	4.00	14,270.24
20E030 2540 3190 00 000000	WRES Purchase Services	0.00	0.00	0.00	0.00	0.00	0.00
20E040 2540 3190 00 000000	RCMS Maint agreement	11,000.00	2,199.45	4,658.67	0.00	4.00	6,337.33
20E050 2540 3190 00 000000	RCHS Purchase Services	20,000.00	1,102.02	7,226.00	0.00	3.00	12,771.00
20E220 2540 3190 00 220000	IEMA Security Gr Pur Serv	0.00	0.00	0.00	0.00	0.00	0.00
20E730 2540 3190 00 730000	JFF Track	0.00	0.00	0.00	0.00	0.00	0.00
20E050 2540 3200 00 000000	RCHS Athletic Fld Maintenance	5,500.00	0.00	0.00	0.00	0.00	5,500.00
20E010 2540 3210 00 000000	District Terminx	0.00	0.00	0.00	0.00	0.00	0.00
20E020 2540 3210 00 000000	RCES Termnx/Trash Serv	11,000.00	948.71	6,942.58	0.00	1.00	4,056.42
20E030 2540 3210 00 000000	WRES Termnx/Trash Serv	0.00	0.00	0.00	0.00	0.00	0.00
20E040 2540 3210 00 000000	RCMS Termnxs/Trash Serv	8,000.00	689.13	4,700.90	0.00	0.00	3,299.10
20E050 2540 3210 00 000000	RCHS Termnx/Trash Serv	22,000.00	2,890.05	18,442.96	0.00	1.00	3,556.04
20E010 2540 3230 00 000000	District Maint Rep/Maint	2,500.00	0.00	0.00	0.00	1.00	2,499.00
20E020 2540 3230 00 000000	RCES Repair/Maint	9,000.00	0.00	0.00	0.00	8.00	8,992.00
20E030 2540 3230 00 000000	WRES Rep/Maint	0.00	0.00	0.00	0.00	0.00	0.00
20E040 2540 3230 00 000000	RCMS Custodial Rep/Maint	4,000.00	0.00	0.00	0.00	9.00	3,991.00
20E050 2540 3230 00 000000	RCHS Custodial Rep/Maint	7,000.00	0.00	0.00	0.00	9.00	6,991.00
20E010 2540 3250 00 000000	District Maint Rental	10,000.00	0.00	250.00	0.00	0.00	9,750.00
20E010 2540 3260 00 000000	District Wide UPS/Postage	50.00	0.00	0.00	0.00	1.00	49.00
20E010 2540 3320 00 000000	District Maint Travel	500.00	0.00	42.56	0.00	0.00	457.44
20E020 2540 3700 00 000000	RCES Water/Sewer	11,500.00	1,375.53	6,188.82	0.00	0.00	5,311.18
20E030 2540 3700 00 000000	WRES Water/Sewer	0.00	0.00	0.00	0.00	0.00	0.00
20E040 2540 3700 00 000000	RCMS Water/Sewer	7,500.00	728.11	4,226.94	0.00	0.00	3,273.06
20E050 2540 3700 00 000000	RCHS Water/Sewer	20,000.00	953.21	8,930.83	0.00	0.00	11,069.17
20E--- 2540 3--- -- ------		207,550.00	11,288.53	95,317.13	0.00	44.00	112,188.87
20E010 2540 4100 00 000000	District Maint Supplies	15,000.00	229.00	1,326.97	0.00	22.00	13,651.03
20E020 2540 4100 00 000000	RCES Cust Supp	30,000.00	1,600.87	7,426.45	0.00	29.00	22,544.55
20E030 2540 4100 00 000000	WRES Cust Supp	0.00	0.00	0.00	0.00	0.00	0.00
20E040 2540 4100 00 000000	RCMS Custodial Supplies	20,000.00	1,399.05	5,112.34	0.00	30.00	14,857.66
20E050 2540 4100 00 000000	RCHS Custodial Supplies	30,000.00	6,883.32	17,585.83	0.00	428.33	11,985.84
20E220 2540 4100 00 220000	IEMA Security Grant Supp	0.00	0.00	0.00	0.00	0.00	0.00

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
20E050 2540 4110 00 000000	RCHS Athletic Fld Supp	6,000.00	0.00	0.00	0.00	7.00	5,993.00
20E010 2540 4640 00 000000	District Maint Fuel	3,050.00	0.00	0.00	0.00	0.00	3,050.00
20E--- 2540 4--- -- ------		104,050.00	10,112.24	31,451.59	0.00	516.33	72,082.08
20E010 2540 5500 00 000000	District Maint Equip	25,000.00	0.00	177.45	0.00	1,909.35	22,913.20
20E020 2540 5500 00 000000	RCES Cust Equipment	2,000.00	0.00	0.00	0.00	6.00	1,994.00
20E030 2540 5500 00 000000	WRES Bldg Equipment	0.00	0.00	0.00	0.00	0.00	0.00
20E040 2540 5500 00 000000	RCMS Custodial Equip	12,000.00	0.00	6,800.00	0.00	4.00	5,196.00
20E050 2540 5500 00 000000	RCHS Classrm Equip	15,000.00	0.00	0.00	0.00	4.00	14,996.00
20E220 2540 5500 00 220000	IEMA Security Grant Equip	0.00	0.00	0.00	0.00	0.00	0.00
20E--- 2540 5--- -- ------		54,000.00	0.00	6,977.45	0.00	1,923.35	45,099.20
20E010 2540 6100 00 000000	Building Lease Agreement Princ	0.00	0.00	0.00	0.00	0.00	0.00
20E010 2540 6200 00 000000	Building Lease Agreement Int	0.00	0.00	0.00	0.00	0.00	0.00
20E--- 2540 6--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
20E010 2541 1110 00 000000	District Maint Sal	100,000.00	6,034.01	35,309.77	0.00	0.00	64,690.23
20E--- 2541 1--- -- ------		100,000.00	6,034.01	35,309.77	0.00	0.00	64,690.23
20E010 2541 2130 00 000000		0.00	0.00	0.00	0.00	0.00	0.00
20E010 2541 2200 00 000000	District Maint Ins Ben	10,000.00	610.00	3,660.00	0.00	0.00	6,340.00
20E--- 2541 2--- -- ------		10,000.00	610.00	3,660.00	0.00	0.00	6,340.00
20E010 2541 3190 00 000000	District Maint Pur Ser	550.00	0.00	0.00	0.00	1.00	549.00
20E--- 2541 3--- -- ------		550.00	0.00	0.00	0.00	1.00	549.00
20E010 2541 4650 00 000000	District Warehouse Nat Gas	2,000.00	317.45	535.62	0.00	0.00	1,464.38
20E--- 2541 4--- -- ------		2,000.00	317.45	535.62	0.00	0.00	1,464.38
20E010 2541 5520 00 000000	District Maint Truck	0.00	0.00	0.00	0.00	0.00	0.00
20E--- 2541 5--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
20E010 2542 1110 00 000000	District Summer Maint Sal	70,000.00	2,552.51	43,182.91	0.00	0.00	26,817.09
20E--- 2542 1--- -- ------		70,000.00	2,552.51	43,182.91	0.00	0.00	26,817.09
20E010 2542 2200 00 000000	Summer Maint Ins Ben	3,000.00	0.00	0.00	0.00	0.00	3,000.00
20E--- 2542 2--- -- ------		3,000.00	0.00	0.00	0.00	0.00	3,000.00
20E010 2542 3190 00 000000	District Summer Maint Pur Serv	300,000.00	10,000.00	128,899.77	0.00	5.00	171,095.23
20E010 2542 3320 00 000000	District Summer Maint Trav	600.00	0.00	132.25	0.00	0.00	467.75
20E--- 2542 3--- -- ------		300,600.00	10,000.00	129,032.02	0.00	5.00	171,562.98
20E010 2542 4100 00 000000	District Summer Maint Supp	175,000.00	1,837.15	18,458.43	0.00	11.00	156,530.57
20E--- 2542 4--- -- ------		175,000.00	1,837.15	18,458.43	0.00	11.00	156,530.57
20E010 2542 5500 00 000000	Sumr Maint Equipment	16,000.00	0.00	0.00	0.00	2.00	15,998.00
20E010 2542 5510 00 000000	Summer Maint Building	0.00	0.00	0.00	0.00	0.00	0.00
20E--- 2542 5--- -- ------		16,000.00	0.00	0.00	0.00	2.00	15,998.00
20E--- 25-- ---- -- ------		1,292,750.00	56,022.03	385,249.78	0.00	2,502.68	904,997.54
2-E--- ---- ---- -- ------		1,292,750.00	56,022.03	385,249.78	0.00	2,502.68	904,997.54
30E010 5200 6200 00 000000	Long Term Bond Interest	1,622,964.00	0.00	823,314.42	0.00	959,904.18	-160,254.60
30E010 5200 6250 00 000000	Long Term Bond Maintenance Fee	2,000.00	0.00	1,500.00	0.00	584.00	-84.00

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
30E--- 5200 6--- -- ------		1,624,964.00	0.00	824,814.42	0.00	960,488.18	-160,338.60
30E--- 52-- ---- -- ------		1,624,964.00	0.00	824,814.42	0.00	960,488.18	-160,338.60
30E010 5300 6100 00 000000	Long Term Bond Principal	1,090,000.00	0.00	1,089,999.96	0.00	85,000.00	-84,999.96
30E--- 5300 6--- -- ------		1,090,000.00	0.00	1,089,999.96	0.00	85,000.00	-84,999.96
30E--- 53-- ---- -- ------		1,090,000.00	0.00	1,089,999.96	0.00	85,000.00	-84,999.96
3-E--- ---- ---- -- ------		2,714,964.00	0.00	1,914,814.38	0.00	1,045,488.18	-245,338.56
40E080 2550 1100 00 000000	Trans Director Salary	0.00	0.00	0.00	0.00	0.00	0.00
40E080 2550 1110 00 000000	Trans Mechanic/Maint Sal	52,000.00	4,409.14	26,871.36	0.00	0.00	25,128.64
40E080 2550 1110 61 000000	Trans Bus Drivers Sal	435,000.00	32,356.34	160,392.78	0.00	0.00	274,607.22
40E080 2550 1110 70 000000	Trans Sec/Supervisior Sal	105,000.00	9,287.78	54,879.89	0.00	0.00	50,120.11
40E610 2550 1110 00 610000	Trans Voc Ed Salary	0.00	0.00	0.00	0.00	0.00	0.00
40E620 2550 1110 00 620000	Trans Spec Ed bus Aide Sal	75,000.00	4,178.11	22,971.26	0.00	0.00	52,028.74
40E080 2550 1200 00 000000	Trans Driver Sub Sal	0.00	0.00	0.00	0.00	0.00	0.00
40E080 2550 1200 61 000000		0.00	0.00	0.00	0.00	0.00	0.00
40E620 2550 1200 00 620000	Trans Spec Ed Aide Sub Sal	0.00	0.00	0.00	0.00	0.00	0.00
40E080 2550 1210 00 000000	Trans Sub Drivers Sal	350.00	0.00	240.00	0.00	0.00	110.00
40E080 2550 1210 61 000000	Reg Rte Sub Bus Driver Sal	20,000.00	3,142.00	8,271.38	0.00	0.00	11,728.62
40E620 2550 1210 00 620000	Trans Sub Spec Ed Aide Sal	5,400.00	541.68	3,843.95	0.00	0.00	1,556.05
40E080 2550 1310 00 000000	Trans Trip Drvr Sal	45,000.00	2,734.97	14,704.85	0.00	0.00	30,295.15
40E--- 2550 1--- -- ------		737,750.00	56,650.02	292,175.47	0.00	0.00	445,574.53
40E080 2550 2110 00 000000	Trans TRS	0.00	0.00	0.00	0.00	0.00	0.00
40E080 2550 2130 00 000000		0.00	0.00	0.00	0.00	0.00	0.00
40E080 2550 2130 61 000000		0.00	0.00	0.00	0.00	0.00	0.00
40E080 2550 2130 70 000000		0.00	0.00	0.00	0.00	0.00	0.00
40E620 2550 2130 00 620000		0.00	0.00	0.00	0.00	0.00	0.00
40E080 2550 2200 00 000000	Trans Dir Ins Benefit	12.00	611.00	2,446.00	0.00	0.00	-2,434.00
40E080 2550 2200 61 000000	Trans Drivers Ins Ben	98,000.00	7,955.86	33,833.97	0.00	0.00	64,166.03
40E080 2550 2200 70 000000	Trans Sec/Supvr Ins Ben	7,815.00	611.00	3,526.00	0.00	0.00	4,289.00
40E620 2550 2200 00 620000	Trans Spec Ed Ins Ben	7,000.00	724.02	2,899.43	0.00	0.00	4,100.57
40E--- 2550 2--- -- ------		112,827.00	9,901.88	42,705.40	0.00	0.00	70,121.60
40E080 2550 3140 00 000000	Trans Micro Renewal	0.00	0.00	0.00	0.00	0.00	0.00
40E080 2550 3190 00 000000	Trans Physicals/LicenseRenewal	3,500.00	945.46	4,770.67	0.00	546.71	-1,817.38
40E620 2550 3190 00 620000	Sp Ed Trans Contract Fee	12,000.00	1,894.70	6,786.70	0.00	1.00	5,212.30
40E080 2550 3210 00 000000	Trans Trash P/U	1,500.00	115.86	811.02	0.00	0.00	688.98
40E080 2550 3220 00 000000	Trans Towel Service	0.00	0.00	0.00	0.00	0.00	0.00
40E080 2550 3230 00 000000	Trans Repair/Maint	41,000.00	539.00	19,065.96	0.00	8,600.98	13,333.06
40E080 2550 3240 00 000000	Trans Copier Rep/Maint	0.00	0.00	0.00	0.00	0.00	0.00
40E080 2550 3250 00 000000	Trans Rental	0.00	0.00	0.00	0.00	0.00	0.00
40E080 2550 3260 00 000000	Trans Postage	100.00	0.00	0.00	0.00	1.00	99.00
40E080 2550 3270 00 000000	Trans Charter Bus Service	0.00	0.00	0.00	0.00	0.00	0.00

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
40E080 2550 3310 00 000000	Trans Pupil/Other LEA's	0.00	0.00	0.00	0.00	0.00	0.00
40E080 2550 3320 00 000000	Trans Travel	0.00	0.00	0.00	0.00	0.00	0.00
40E080 2550 3390 00 000000	Trans Drug/Fngrprnt Fee	4,700.00	2,805.00	3,341.52	0.00	1,658.48	-300.00
40E080 2550 3600 00 000000	Trans Printing	3,000.00	54.48	72.29	0.00	427.71	2,500.00
40E080 2550 3900 00 000000	Trans Bus Inspection Fee	6,000.00	268.00	2,565.97	0.00	2,934.03	500.00
40E--- 2550 3--- -- ------		71,800.00	6,622.50	37,414.13	0.00	14,169.91	20,215.96
40E080 2550 4100 00 000000	Trans Supplies	155,000.00	1,582.02	33,314.39	0.00	50,132.78	71,552.83
40E080 2550 4240 00 000000	Trans. Copier Paper & Toner	250.00	0.00	0.00	0.00	0.00	250.00
40E080 2550 4620 00 000000	Trans Oil	6,500.00	781.86	2,565.98	0.00	0.00	3,934.02
40E080 2550 4640 00 000000	Trans Fuel	200,000.00	14,077.82	58,062.02	0.00	92,021.81	49,916.17
40E080 2550 4700 00 000000	Trans Software	5,200.00	0.00	0.00	0.00	5,000.00	200.00
40E--- 2550 4--- -- ------		366,950.00	16,441.70	93,942.39	0.00	147,154.59	125,853.02
40E080 2550 5500 00 000000	Trans Equipment	6,500.00	0.00	0.00	0.00	0.00	6,500.00
40E080 2550 5510 00 000000	Trans Other Vehicle Purchase	0.00	0.00	0.00	0.00	0.00	0.00
40E080 2550 5520 00 000000	Trans Vehicle Purchase	274,957.00	0.00	274,957.00	0.00	0.00	0.00
40E080 2550 5530 00 000000	Trans Radio	0.00	0.00	0.00	0.00	0.00	0.00
40E--- 2550 5--- -- ------		281,457.00	0.00	274,957.00	0.00	0.00	6,500.00
40E--- 25-- ---- -- ------		1,570,784.00	89,616.10	741,194.39	0.00	161,324.50	668,265.11
40E620 4120 3310 00 620000	Trans Sp Ed Out of Dist	0.00	0.00	0.00	0.00	0.00	0.00
40E--- 4120 3--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
40E--- 41-- ---- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
40E080 5370 6200 00 000000	Bus Lease Agreement	0.00	0.00	0.00	0.00	0.00	0.00
40E--- 5370 6--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
40E--- 53-- ---- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
4-E--- ---- ---- -- ------		1,570,784.00	89,616.10	741,194.39	0.00	161,324.50	668,265.11
50E030 1100 2120 00 000000	Fuel Up 60 IMRF	0.00	0.00	0.00	0.00	0.00	0.00
50E070 1100 2120 00 000000	21st Century IMRF	300.00	357.27	1,443.92	0.00	0.00	-1,143.92
50E340 1100 2120 00 340000		0.00	0.00	3.50	0.00	0.00	-3.50
50E470 1100 2120 00 470000	21st Century IMRF	3,500.00	0.00	381.85	0.00	0.00	3,118.15
50E030 1100 2130 00 000000	Fuel Up 60 FICA	0.00	0.00	0.00	0.00	0.00	0.00
50E060 1100 2130 00 000000	Fine Arts FICA	0.00	0.00	0.00	0.00	0.00	0.00
50E070 1100 2130 00 000000	21st Century FICA	575.00	296.08	1,224.30	0.00	0.00	-649.30
50E340 1100 2130 00 340000		0.00	0.00	1.86	0.00	0.00	-1.86
50E470 1100 2130 00 470000	21st Century FICA	500.00	0.00	392.44	0.00	0.00	107.56
50E030 1100 2140 00 000000	Fuel Up 60 Med	0.00	0.00	0.00	0.00	0.00	0.00
50E060 1100 2140 00 000000	Fine Arts Medicare	0.00	0.00	0.00	0.00	0.00	0.00
50E070 1100 2140 00 000000	21st Century Med	360.00	283.60	1,184.15	0.00	0.00	-824.15
50E190 1100 2140 00 190000	Title VI Rural Ed Med	0.00	0.00	0.00	0.00	0.00	0.00
50E340 1100 2140 00 340000	ESSER Instructions Medicare	0.00	0.00	32.53	0.00	0.00	-32.53
50E470 1100 2140 00 470000	21st Century Med	600.00	0.00	384.17	0.00	0.00	215.83

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
50E--- 1100 2--- -- ------		5,835.00	936.95	5,048.72	0.00	0.00	786.28
50E020 1110 2120 00 000000	RCES IMRF	61,000.00	713.71	4,290.49	0.00	0.00	56,709.51
50E020 1110 2130 00 000000	RCES FICA	600.00	694.16	3,348.24	0.00	0.00	-2,748.24
50E030 1110 2130 00 000000	WRES FICA	0.00	0.00	0.87	0.00	0.00	-0.87
50E020 1110 2140 00 000000	RCES Medicare	31,000.00	2,962.10	17,397.65	0.00	0.00	13,602.35
50E030 1110 2140 00 000000	WRES Medicare	0.00	0.00	4.02	0.00	0.00	-4.02
50E160 1110 2140 00 160000	Ed Jobs Fund Med	0.00	0.00	0.00	0.00	0.00	0.00
50E--- 1110 2--- -- ------		92,600.00	4,369.97	25,041.27	0.00	0.00	67,558.73
50E040 1120 2120 00 000000	RCMS IMRF	60,000.00	0.00	0.00	0.00	0.00	60,000.00
50E160 1120 2120 00 160000	Ed Jobs Fund IMRF	0.00	0.00	0.00	0.00	0.00	0.00
50E040 1120 2130 00 000000	RCMS FICA	0.00	0.00	0.00	0.00	0.00	0.00
50E160 1120 2130 00 160000	Ed Jobs Fund FICA	0.00	0.00	0.00	0.00	0.00	0.00
50E040 1120 2140 00 000000	RCMS Medicare	18,500.00	1,604.34	9,383.91	0.00	0.00	9,116.09
50E160 1120 2140 00 160000	Ed Jobs Fund Med	0.00	0.00	0.00	0.00	0.00	0.00
50E--- 1120 2--- -- ------		78,500.00	1,604.34	9,383.91	0.00	0.00	69,116.09
50E110 1125 2120 00 110000	Pre K IMRF	4,300.00	0.00	3,159.68	0.00	0.00	1,140.32
50E210 1125 2120 00 210000	ROE Pre K IIMRF	0.00	0.00	0.00	0.00	0.00	0.00
50E510 1125 2120 00 510000	Pre K IMRF	4,875.00	1,013.23	2,936.65	0.00	0.00	1,938.35
50E110 1125 2130 00 110000	Pre K FICA	3,200.00	0.00	1,571.42	0.00	0.00	1,628.58
50E210 1125 2130 00 210000	ROE Pre K FICA	0.00	0.00	11.28	0.00	0.00	-11.28
50E510 1125 2130 00 510000	Pre K FICA	5,400.00	447.41	1,253.91	0.00	0.00	4,146.09
50E110 1125 2140 00 110000	Pre K Medicare	4,500.00	0.00	954.01	0.00	0.00	3,545.99
50E210 1125 2140 00 210000	ROE Pre K Medicare	0.00	0.00	2.64	0.00	0.00	-2.64
50E510 1125 2140 00 510000	Pre K Medicare	1,550.00	362.69	1,301.51	0.00	0.00	248.49
50E--- 1125 2--- -- ------		23,825.00	1,823.33	11,191.10	0.00	0.00	12,633.90
50E050 1130 2120 00 000000	RCHS IMRF	60,000.00	412.21	1,093.49	0.00	0.00	58,906.51
50E050 1130 2130 00 000000	RCHS FICA	50.00	1.98	159.30	0.00	0.00	-109.30
50E050 1130 2140 00 000000	RCHS Medicare	20,000.00	1,877.78	10,781.29	0.00	0.00	9,218.71
50E160 1130 2140 00 160000	Ed Jobs Fund Med	0.00	0.00	0.00	0.00	0.00	0.00
50E--- 1130 2--- -- ------		80,050.00	2,291.97	12,034.08	0.00	0.00	68,015.92
50E570 1140 2120 00 570000	Reading Improv IMRF Prior	0.00	0.00	0.00	0.00	0.00	0.00
50E570 1140 2130 00 570000	Reading Improv FICA Prior	0.00	0.00	0.00	0.00	0.00	0.00
50E--- 1140 2--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
50E530 1170 2120 00 530000		0.00	714.66	1,459.38	0.00	0.00	-1,459.38
50E530 1170 2130 00 530000	Title II FICA	0.00	572.68	1,054.61	0.00	0.00	-1,054.61
50E330 1170 2140 00 330000	Title II Teach Qual MED	1,000.00	0.00	171.56	0.00	0.00	828.44
50E530 1170 2140 00 530000	Title II Med	160.00	65.65	316.19	0.00	0.00	-156.19
50E--- 1170 2--- -- ------		1,160.00	1,352.99	3,001.74	0.00	0.00	-1,841.74
50E--- 11-- ---- -- ------		281,970.00	12,379.55	65,700.82	0.00	0.00	216,269.18
50E140 1203 2120 00 140000	EMH Aide/Asst IMRF	0.00	0.00	0.00	0.00	0.00	0.00

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
50E140 1203 2130 00 140000	EMH Aide/Asst FICA	0.00	0.00	0.00	0.00	0.00	0.00
50E140 1203 2140 00 140000	EMH Medicare	0.00	0.00	0.00	0.00	0.00	0.00
50E--- 1203 2--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
50E140 1204 2120 00 140000	Prsnl Aide/Ast IMRF	13,750.00	1,541.09	8,959.76	0.00	0.00	4,790.24
50E140 1204 2130 00 140000	Prsnl Aide/Ast FICA	7,000.00	783.75	4,519.84	0.00	0.00	2,480.16
50E140 1204 2140 00 140000	Prsnl Aide/Ast Med	2,100.00	183.30	1,057.09	0.00	0.00	1,042.91
50E--- 1204 2--- -- ------		22,850.00	2,508.14	14,536.69	0.00	0.00	8,313.31
50E140 1205 2120 00 140000	LD Aide/Asst IMRF	33.00	0.00	0.00	0.00	0.00	33.00
50E140 1205 2130 00 140000	LD Aide/Asst FICA	100.00	0.00	0.00	0.00	0.00	100.00
50E140 1205 2140 00 140000	LD Medicare	4,000.00	258.78	1,451.75	0.00	0.00	2,548.25
50E--- 1205 2--- -- ------		4,133.00	258.78	1,451.75	0.00	0.00	2,681.25
50E280 1206 2120 00 280000	Visual Aide IMRF	0.00	0.00	0.00	0.00	0.00	0.00
50E280 1206 2130 00 280000	Visual Aide FICA	0.00	0.00	0.00	0.00	0.00	0.00
50E--- 1206 2--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
50E280 1213 2130 00 280000	Homebound FICA	0.00	0.00	0.00	0.00	0.00	0.00
50E280 1213 2140 00 280000	Homebound Medicare	500.00	38.23	105.77	0.00	0.00	394.23
50E--- 1213 2--- -- ------		500.00	38.23	105.77	0.00	0.00	394.23
50E140 1216 2120 00 140000	Autism IMRF	76.00	362.86	959.24	0.00	0.00	-883.24
50E280 1216 2120 00 280000	Autism IMRF	4,000.00	357.83	2,034.97	0.00	0.00	1,965.03
50E140 1216 2130 00 140000	Autism FICA	50.00	188.39	503.57	0.00	0.00	-453.57
50E280 1216 2130 00 280000	Autism FICA	2,000.00	201.21	1,153.54	0.00	0.00	846.46
50E140 1216 2140 00 140000	Autism Med	11.00	44.06	117.78	0.00	0.00	-106.78
50E280 1216 2140 00 280000	Autism Med	800.00	47.06	269.77	0.00	0.00	530.23
50E--- 1216 2--- -- ------		6,937.00	1,201.41	5,038.87	0.00	0.00	1,898.13
50E140 1220 2120 00 140000	EMH/LD Aide/Asst IMRF	14,000.00	23,843.96	28,349.71	0.00	0.00	-14,349.71
50E140 1220 2130 00 140000	EMH/LD Aide/Asst FICA	6,400.00	690.53	2,887.99	0.00	0.00	3,512.01
50E140 1220 2140 00 140000	EMH/LD Medicare	8,700.00	899.56	4,813.95	0.00	0.00	3,886.05
50E--- 1220 2--- -- ------		29,100.00	25,434.05	36,051.65	0.00	0.00	-6,951.65
50E100 1250 2120 00 100000	Title I IMRF	28,000.00	68,641.84	80,606.19	0.00	0.00	-52,606.19
50E500 1250 2120 00 500000	Title I IMRF Prior	24,500.00	3,006.48	6,409.41	0.00	0.00	18,090.59
50E100 1250 2130 00 100000	Title I FICA	8,700.00	124.56	6,209.22	0.00	0.00	2,490.78
50E500 1250 2130 00 500000	Title I FICA Prior	2,700.00	1,515.65	3,073.66	0.00	0.00	-373.66
50E100 1250 2140 00 100000	Title I Medicare	8,000.00	29.91	1,638.95	0.00	0.00	6,361.05
50E500 1250 2140 00 500000	Title I Medicare Prior	867.00	511.03	1,338.03	0.00	0.00	-471.03
50E--- 1250 2--- -- ------		72,767.00	73,829.47	99,275.46	0.00	0.00	-26,508.46
50E360 1275 2120 00 360000	Jump Start IMRF	1,700.00	0.00	203.32	0.00	0.00	1,496.68
50E360 1275 2130 00 360000	Jump Start FICA	700.00	0.00	107.92	0.00	0.00	592.08
50E360 1275 2140 00 360000	Jump Start Medicare	700.00	0.00	69.40	0.00	0.00	630.60
50E--- 1275 2--- -- ------		3,100.00	0.00	380.64	0.00	0.00	2,719.36
50E--- 12-- ---- -- ------		139,387.00	103,270.08	156,840.83	0.00	0.00	-17,453.83

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
50E050 1400 2120 00 000000	RCHS Voc TA IMRF	0.00	189.68	738.44	0.00	0.00	-738.44
50E390 1400 2120 00 390000	Voc Tutor IMRF	0.00	0.00	0.00	0.00	0.00	0.00
50E050 1400 2130 00 000000	RCHS BT/Voc FICA	200.00	100.69	391.97	0.00	0.00	-191.97
50E390 1400 2130 00 390000	Voc Tutor FICA	0.00	0.00	0.00	0.00	0.00	0.00
50E050 1400 2140 00 000000	RCHS Voc Medicare	8,000.00	752.54	4,403.76	0.00	0.00	3,596.24
50E390 1400 2140 00 390000	Voc Tutor Med	100.00	3.76	12.01	0.00	0.00	87.99
50E480 1400 2140 00 480000	Ag 3 Circles Med	200.00	70.74	141.48	0.00	0.00	58.52
50E490 1400 2140 00 490000	Ag Incent Med	0.00	0.00	0.00	0.00	0.00	0.00
50E--- 1400 2--- -- ------		8,500.00	1,117.41	5,687.66	0.00	0.00	2,812.34
50E410 1459 2120 00 410000	JROTC Instructor IMRF	17,800.00	1,446.14	8,676.85	0.00	0.00	9,123.15
50E410 1459 2130 00 410000	JROTC Instructor FICA	8,500.00	766.42	4,598.56	0.00	0.00	3,901.44
50E410 1459 2140 00 410000	JROTC Instructor Med	2,200.00	179.22	1,075.36	0.00	0.00	1,124.64
50E--- 1459 2--- -- ------		28,500.00	2,391.78	14,350.77	0.00	0.00	14,149.23
50E--- 14-- ---- -- ------		37,000.00	3,509.19	20,038.43	0.00	0.00	16,961.57
50E050 1500 2130 00 000000		0.00	0.00	0.00	0.00	0.00	0.00
50E050 1500 2140 00 000000	RCHS A D Medicare	85.00	5.76	36.36	0.00	0.00	48.64
50E--- 1500 2--- -- ------		85.00	5.76	36.36	0.00	0.00	48.64
50E050 1505 2140 00 000000	RCHS FBLA Spon Med	45.00	2.56	15.22	0.00	0.00	29.78
50E--- 1505 2--- -- ------		45.00	2.56	15.22	0.00	0.00	29.78
50E050 1509 2140 00 000000	RCHS Pep Club Med	0.00	0.00	0.00	0.00	0.00	0.00
50E--- 1509 2--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
50E050 1510 2120 00 000000	RCHS Cheerldr Spons IMRF	280.00	0.00	138.14	0.00	0.00	141.86
50E050 1510 2130 00 000000	RCHS Cheerldr Spons FICA	110.00	0.00	72.20	0.00	0.00	37.80
50E050 1510 2140 00 000000	RCHS Cheerldr Spons Medi	140.00	0.00	42.84	0.00	0.00	97.16
50E--- 1510 2--- -- ------		530.00	0.00	253.18	0.00	0.00	276.82
50E050 1511 2130 00 000000	HS Golf FICA	0.00	0.00	24.80	0.00	0.00	-24.80
50E050 1511 2140 00 000000	RCHS Golf Medicare	75.00	0.00	78.63	0.00	0.00	-3.63
50E--- 1511 2--- -- ------		75.00	0.00	103.43	0.00	0.00	-28.43
50E050 1512 2120 00 000000	RCHS X-Country IMRF	0.00	0.00	0.00	0.00	0.00	0.00
50E050 1512 2130 00 000000	RCHS X Country FICA	400.00	0.00	2.79	0.00	0.00	397.21
50E050 1512 2140 00 000000	RCHS X Country Medicare	90.00	0.00	97.76	0.00	0.00	-7.76
50E--- 1512 2--- -- ------		490.00	0.00	100.55	0.00	0.00	389.45
50E050 1513 2120 00 000000	RCHS Dance IMRF	260.00	0.00	0.00	0.00	0.00	260.00
50E050 1513 2130 00 000000	RCHS Dance Team FICA	150.00	0.00	0.00	0.00	0.00	150.00
50E050 1513 2140 00 000000	RCHS Dance Med	45.00	0.00	0.00	0.00	0.00	45.00
50E--- 1513 2--- -- ------		455.00	0.00	0.00	0.00	0.00	455.00
50E050 1520 2130 00 000000	RCHS Girls Tennis FICA	252.00	0.00	244.43	0.00	0.00	7.57
50E050 1520 2140 00 000000	RCHS Girls Tennis Medicare	50.00	0.00	57.16	0.00	0.00	-7.16
50E--- 1520 2--- -- ------		302.00	0.00	301.59	0.00	0.00	0.41
50E050 1521 2120 00 000000	RCHS Volleyball Wkrs IMRF	200.00	0.00	15.24	0.00	0.00	184.76

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
50E050 1521 2130 00 000000	RCHS Volleyball Wkrs FICA	50.00	0.00	181.58	0.00	0.00	-131.58
50E050 1521 2140 00 000000	RCHS Volleyball Medi	250.00	0.00	121.14	0.00	0.00	128.86
50E--- 1521 2--- -- ------		500.00	0.00	317.96	0.00	0.00	182.04
50E050 1522 2120 00 000000	RCHS Girls Basketball IMRF	25.00	0.00	0.00	0.00	0.00	25.00
50E050 1522 2130 00 000000	RCHS Grls Basketball Wkr FICA	50.00	0.00	15.62	0.00	0.00	34.38
50E050 1522 2140 00 000000	RCHS Grls Basketballl Cch Med	465.00	0.00	3.65	0.00	0.00	461.35
50E--- 1522 2--- -- ------		540.00	0.00	19.27	0.00	0.00	520.73
50E050 1523 2120 00 000000	RCHS Girls Track IMRF	0.00	0.00	0.00	0.00	0.00	0.00
50E050 1523 2130 00 000000	RCHS Girls Track FICA	0.00	0.00	4.46	0.00	0.00	-4.46
50E050 1523 2140 00 000000	RCHS Girls Track Medicare	325.00	0.00	1.02	0.00	0.00	323.98
50E--- 1523 2--- -- ------		325.00	0.00	5.48	0.00	0.00	319.52
50E050 1524 2120 00 000000	RCHS Girls Softball IMRF	0.00	0.00	0.00	0.00	0.00	0.00
50E050 1524 2130 00 000000	RCHS Girls Softball FICA	0.00	0.00	51.62	0.00	0.00	-51.62
50E050 1524 2140 00 000000	RCHS Girls Softtball Medicare	150.00	0.00	11.90	0.00	0.00	138.10
50E--- 1524 2--- -- ------		150.00	0.00	63.52	0.00	0.00	86.48
50E050 1525 2120 00 000000		0.00	0.00	0.00	0.00	0.00	0.00
50E050 1525 2130 00 000000	RCHS Girls Soccer FICA	300.00	0.00	0.00	0.00	0.00	300.00
50E050 1525 2140 00 000000	RCHS Girls Soccer Med	80.00	0.00	0.00	0.00	0.00	80.00
50E--- 1525 2--- -- ------		380.00	0.00	0.00	0.00	0.00	380.00
50E050 1530 2130 00 000000	RCHS Boys Tennis FICA	215.00	0.00	0.00	0.00	0.00	215.00
50E050 1530 2140 00 000000	RCHS Boys Tennis Cch Med	80.00	0.00	0.00	0.00	0.00	80.00
50E--- 1530 2--- -- ------		295.00	0.00	0.00	0.00	0.00	295.00
50E050 1531 2120 00 000000	RCHS Football IMRF	30.00	0.00	8.41	0.00	0.00	21.59
50E050 1531 2130 00 000000	RCHS Football FICA	1,020.00	7.25	867.00	0.00	0.00	153.00
50E050 1531 2140 00 000000	RCHS Football Coach Medicare	415.00	1.70	431.59	0.00	0.00	-16.59
50E--- 1531 2--- -- ------		1,465.00	8.95	1,307.00	0.00	0.00	158.00
50E050 1532 2120 00 000000	RCHS Boys Basketball IMRF	10.00	0.00	13.67	0.00	0.00	-3.67
50E050 1532 2130 00 000000	RCHS Boys Basketball FICA	375.00	0.00	11.02	0.00	0.00	363.98
50E050 1532 2140 00 000000	RCHS Boys Basketball Medicare	115.00	0.00	33.11	0.00	0.00	81.89
50E--- 1532 2--- -- ------		500.00	0.00	57.80	0.00	0.00	442.20
50E050 1533 2120 00 000000	RCHS Boys Track IMRF	0.00	0.00	27.33	0.00	0.00	-27.33
50E050 1533 2130 00 000000	RCHS Boys Track FICA	223.00	0.00	14.51	0.00	0.00	208.49
50E050 1533 2140 00 000000	RCHS Boys Track Medicare	75.00	0.00	10.46	0.00	0.00	64.54
50E--- 1533 2--- -- ------		298.00	0.00	52.30	0.00	0.00	245.70
50E050 1534 2120 00 000000	RCHS Boys Baseball IMRF	0.00	0.00	0.00	0.00	0.00	0.00
50E050 1534 2130 00 000000	RCHS Boys Baseball FICA	75.00	0.00	0.00	0.00	0.00	75.00
50E050 1534 2140 00 000000	RCHS Boys Baseball Med	165.00	0.00	0.00	0.00	0.00	165.00
50E--- 1534 2--- -- ------		240.00	0.00	0.00	0.00	0.00	240.00
50E050 1536 2130 00 000000	RCHS Soccer Coach FICA	500.00	0.00	549.96	0.00	0.00	-49.96
50E050 1536 2140 00 000000	RCHS Soccer Coach Med	330.00	0.00	128.62	0.00	0.00	201.38

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
50E--- 1536 2--- -- ------		830.00	0.00	678.58	0.00	0.00	151.42
50E040 1540 2130 00 000000	RCMS AD FICA	0.00	0.00	0.00	0.00	0.00	0.00
50E040 1540 2140 00 000000	RCMS AD Med	50.00	4.92	22.33	0.00	0.00	27.67
50E--- 1540 2--- -- ------		50.00	4.92	22.33	0.00	0.00	27.67
50E040 1550 2130 00 000000	RCMS Chrldr Spons FICA	220.00	0.00	0.00	0.00	0.00	220.00
50E040 1550 2140 00 000000	RCMS Cheerleader Medicare	70.00	0.00	0.00	0.00	0.00	70.00
50E--- 1550 2--- -- ------		290.00	0.00	0.00	0.00	0.00	290.00
50E040 1551 2120 00 000000	RCMS X-Country IMRF	0.00	0.00	0.00	0.00	0.00	0.00
50E040 1551 2130 00 000000	RCMS X-Country FICA	286.00	0.00	12.83	0.00	0.00	273.17
50E040 1551 2140 00 000000	RCMS X-Country Medicare	50.00	0.00	53.46	0.00	0.00	-3.46
50E--- 1551 2--- -- ------		336.00	0.00	66.29	0.00	0.00	269.71
50E040 1560 2120 00 000000	RCMS Girls Basketball IMRF	300.00	0.00	0.00	0.00	0.00	300.00
50E040 1560 2130 00 000000	RCMS Girls Basketball FICA	710.00	0.00	0.00	0.00	0.00	710.00
50E040 1560 2140 00 000000	RCMS Girls Basketball Medicare	315.00	2.50	2.50	0.00	0.00	312.50
50E--- 1560 2--- -- ------		1,325.00	2.50	2.50	0.00	0.00	1,322.50
50E040 1561 2120 00 000000	RCMS Volleyball Workers IMRF	0.00	0.00	0.00	0.00	0.00	0.00
50E040 1561 2130 00 000000	RCMS Volleyball Workers FICA	0.00	0.00	0.00	0.00	0.00	0.00
50E040 1561 2140 00 000000	RCMS Volleyball Medicare	555.00	0.00	13.00	0.00	0.00	542.00
50E--- 1561 2--- -- ------		555.00	0.00	13.00	0.00	0.00	542.00
50E040 1562 2120 00 000000	RCMS Girls Track IMRF	0.00	0.00	0.00	0.00	0.00	0.00
50E040 1562 2130 00 000000	RCMS Girls Track FICA	0.00	0.00	0.00	0.00	0.00	0.00
50E040 1562 2140 00 000000	RCMS Girls Track Med	760.00	0.00	0.00	0.00	0.00	760.00
50E--- 1562 2--- -- ------		760.00	0.00	0.00	0.00	0.00	760.00
50E040 1570 2120 00 000000	RCMS Boys Basketball IMRF	0.00	0.00	0.00	0.00	0.00	0.00
50E040 1570 2130 00 000000	RCMS Boys Basketball FICA	300.00	0.00	0.00	0.00	0.00	300.00
50E040 1570 2140 00 000000	RCMS Boys Basketball Medicare	140.00	2.00	2.00	0.00	0.00	138.00
50E--- 1570 2--- -- ------		440.00	2.00	2.00	0.00	0.00	438.00
50E040 1571 2120 00 000000	RCMS Boys Track IMRF	0.00	0.00	0.00	0.00	0.00	0.00
50E040 1571 2130 00 000000	RCMS Boys Track FICA	275.00	0.00	2.79	0.00	0.00	272.21
50E040 1571 2140 00 000000	RCMS Boys Track Medicare	115.00	0.00	1.28	0.00	0.00	113.72
50E--- 1571 2--- -- ------		390.00	0.00	4.07	0.00	0.00	385.93
50E050 1572 2120 00 000000	RCHS Wrestling IMRF	0.00	0.00	0.00	0.00	0.00	0.00
50E050 1572 2130 00 000000	RCHS Wrestling Workers FICA	75.00	0.00	0.00	0.00	0.00	75.00
50E050 1572 2140 00 000000	RCHS Wrestling Medicare	90.00	0.00	0.00	0.00	0.00	90.00
50E--- 1572 2--- -- ------		165.00	0.00	0.00	0.00	0.00	165.00
50E040 1575 2140 00 000000	RCMS Yearbook Sponsor Med	55.00	3.32	19.52	0.00	0.00	35.48
50E--- 1575 2--- -- ------		55.00	3.32	19.52	0.00	0.00	35.48
50E040 1576 2140 00 000000	RCMS Student Council Med	50.00	1.46	7.93	0.00	0.00	42.07
50E--- 1576 2--- -- ------		50.00	1.46	7.93	0.00	0.00	42.07
50E050 1580 2130 00 000000	RCHS Scholar Bowl FICA	0.00	0.00	0.00	0.00	0.00	0.00

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
50E050 1580 2140 00 000000	RCHS Scholastic Bowl Med	60.00	0.00	0.00	0.00	0.00	60.00
50E--- 1580 2--- -- ------		60.00	0.00	0.00	0.00	0.00	60.00
50E050 1582 2130 00 000000	HS Musical FICA	0.00	133.46	133.46	0.00	0.00	-133.46
50E050 1582 2140 00 000000	RCHS Musical Spons Med	166.00	198.19	198.19	0.00	0.00	-32.19
50E--- 1582 2--- -- ------		166.00	331.65	331.65	0.00	0.00	-165.65
50E050 1583 2130 00 000000	RCHS Marching Band Dir FICA	0.00	0.00	3.72	0.00	0.00	-3.72
50E050 1583 2140 00 000000	RCHS Marching Band Dir Med	275.00	9.82	114.69	0.00	0.00	160.31
50E--- 1583 2--- -- ------		275.00	9.82	118.41	0.00	0.00	156.59
50E050 1584 2140 00 000000	RCHS Chorus Sponsor Med	50.00	0.00	0.00	0.00	0.00	50.00
50E--- 1584 2--- -- ------		50.00	0.00	0.00	0.00	0.00	50.00
50E050 1585 2140 00 000000	RCHS Jr Class Sponsor Med	78.00	5.73	32.52	0.00	0.00	45.48
50E--- 1585 2--- -- ------		78.00	5.73	32.52	0.00	0.00	45.48
50E050 1586 2140 00 000000	RCHS Yearbook Sponsor Medicare	45.00	3.00	17.04	0.00	0.00	27.96
50E--- 1586 2--- -- ------		45.00	3.00	17.04	0.00	0.00	27.96
50E050 1588 2120 00 000000	RCHS X-Curr Sprvsn IMRF	25.00	0.00	0.00	0.00	0.00	25.00
50E050 1588 2130 00 000000	RCHS X-Curr Sprvsn FICA	350.00	0.00	0.00	0.00	0.00	350.00
50E050 1588 2140 00 000000	RCHS X-Curr Sprvsn Med	90.00	0.00	0.44	0.00	0.00	89.56
50E--- 1588 2--- -- ------		465.00	0.00	0.44	0.00	0.00	464.56
50E050 1589 2140 00 000000	RCHS Student Council Medicare	65.00	4.32	25.00	0.00	0.00	40.00
50E--- 1589 2--- -- ------		65.00	4.32	25.00	0.00	0.00	40.00
50E050 1590 2120 00 000000	RCHS Rifle/Drill IMRF	650.00	55.08	329.36	0.00	0.00	320.64
50E050 1590 2130 00 000000	RCHS Rifle/Drill FICA	250.00	29.18	174.52	0.00	0.00	75.48
50E050 1590 2140 00 000000	RCHS Rifle/Drill Med	90.00	6.84	40.88	0.00	0.00	49.12
50E--- 1590 2--- -- ------		990.00	91.10	544.76	0.00	0.00	445.24
50E040 1591 2140 00 000000	RCMS BAND MED	45.00	4.26	25.44	0.00	0.00	19.56
50E--- 1591 2--- -- ------		45.00	4.26	25.44	0.00	0.00	19.56
50E040 1593 2140 00 000000	RCMS Talent Shw Spon Med	115.00	0.00	0.00	0.00	0.00	115.00
50E--- 1593 2--- -- ------		115.00	0.00	0.00	0.00	0.00	115.00
50E040 1594 2140 00 000000	RCMS Drama Spon Medicare	25.00	0.00	0.00	0.00	0.00	25.00
50E--- 1594 2--- -- ------		25.00	0.00	0.00	0.00	0.00	25.00
50E040 1598 2120 00 000000	RCMS Dance/Grad IMRF	0.00	0.00	0.00	0.00	0.00	0.00
50E040 1598 2130 00 000000	RCMS Dance/Grad FICA	0.00	0.00	0.00	0.00	0.00	0.00
50E040 1598 2140 00 000000	RCMS Dance/Grad Medicare	50.00	0.00	0.00	0.00	0.00	50.00
50E--- 1598 2--- -- ------		50.00	0.00	0.00	0.00	0.00	50.00
50E040 1599 2140 00 000000	RCMS Math Counts Sponsor Med	20.00	0.00	0.00	0.00	0.00	20.00
50E--- 1599 2--- -- ------		20.00	0.00	0.00	0.00	0.00	20.00
50E--- 15-- ---- -- ------		14,370.00	481.35	4,545.14	0.00	0.00	9,824.86
50E050 1700 2120 00 000000	RCHS Dr Ed TA IMRF	0.00	0.00	0.00	0.00	0.00	0.00
50E050 1700 2130 00 000000	RCHS Dr Ed TA FICA	0.00	0.00	0.00	0.00	0.00	0.00
50E050 1700 2140 00 000000	RCHS Dr Ed Medicare	2,000.00	42.41	502.02	0.00	0.00	1,497.98

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
50E--- 1700 2--- -- ------		2,000.00	42.41	502.02	0.00	0.00	1,497.98
50E--- 17-- ---- -- ------		2,000.00	42.41	502.02	0.00	0.00	1,497.98
50E010 1800 2140 00 000000	Bilingual Program Med	0.00	0.00	0.00	0.00	0.00	0.00
50E--- 1800 2--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
50E--- 18-- ---- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
50E550 1900 2120 00 550000	TAOEP IMRF	2,000.00	248.22	992.84	0.00	0.00	1,007.16
50E750 1900 2120 00 750000	TAOEP IMRF	450.00	0.00	454.52	0.00	0.00	-4.52
50E550 1900 2130 00 550000	TAOEP FICA	1,500.00	133.91	525.48	0.00	0.00	974.52
50E750 1900 2130 00 750000	TAOEP FICA	212.00	0.00	234.24	0.00	0.00	-22.24
50E550 1900 2140 00 550000	TAOEP Med	750.00	31.31	122.88	0.00	0.00	627.12
50E750 1900 2140 00 750000	TAOEP Med	50.00	0.00	54.76	0.00	0.00	-4.76
50E--- 1900 2--- -- ------		4,962.00	413.44	2,384.72	0.00	0.00	2,577.28
50E--- 19-- ---- -- ------		4,962.00	413.44	2,384.72	0.00	0.00	2,577.28
50E550 2110 2120 00 550000	TAEOP IMRF	2,150.00	0.00	0.00	0.00	0.00	2,150.00
50E750 2110 2120 00 750000	TAOEP IMRF	0.00	242.86	971.44	0.00	0.00	-971.44
50E020 2110 2130 00 000000	RCES Social Workers FICA	0.00	0.00	0.00	0.00	0.00	0.00
50E550 2110 2130 00 550000	TAOEP FICA	1,250.00	0.00	0.00	0.00	0.00	1,250.00
50E750 2110 2130 00 750000	TAOEP FICA	0.00	128.92	515.68	0.00	0.00	-515.68
50E010 2110 2140 00 000000	Social Worker Med	750.00	28.13	170.24	0.00	0.00	579.76
50E020 2110 2140 00 000000		0.00	0.00	0.00	0.00	0.00	0.00
50E550 2110 2140 00 550000	TAOEP	400.00	0.00	0.00	0.00	0.00	400.00
50E750 2110 2140 00 750000	TAOEP Social Worker Med	0.00	30.14	120.56	0.00	0.00	-120.56
50E--- 2110 2--- -- ------		4,550.00	430.05	1,777.92	0.00	0.00	2,772.08
50E020 2120 2120 00 000000	RCES Guid IMRF	300.00	0.00	0.00	0.00	0.00	300.00
50E050 2120 2120 00 000000	RCHS Guidance IMRF	3,000.00	486.00	2,460.26	0.00	0.00	539.74
50E070 2120 2120 00 000000	21st Century IMRF	0.00	0.00	0.00	0.00	0.00	0.00
50E020 2120 2130 00 000000	RCES Guid FICA	150.00	0.00	0.00	0.00	0.00	150.00
50E050 2120 2130 00 000000	RCHS Guidance FICA	1,500.00	200.06	1,049.25	0.00	0.00	450.75
50E070 2120 2130 00 000000	21st Century IMRF	10.00	0.00	0.00	0.00	0.00	10.00
50E020 2120 2140 00 000000	RCES Guid Med	1,750.00	133.36	758.12	0.00	0.00	991.88
50E040 2120 2140 00 000000	RCMS Guid Medicare	615.00	106.20	521.27	0.00	0.00	93.73
50E050 2120 2140 00 000000	RCHS Guidance Medicare	1,800.00	143.88	782.93	0.00	0.00	1,017.07
50E070 2120 2140 00 000000	21st Century Med	15.00	0.00	0.00	0.00	0.00	15.00
50E470 2120 2140 00 470000	21st Century Med	0.00	0.00	0.00	0.00	0.00	0.00
50E--- 2120 2--- -- ------		9,140.00	1,069.50	5,571.83	0.00	0.00	3,568.17
50E010 2130 2120 00 000000	District Nurse Aide IMRF	5,800.00	560.81	3,279.96	0.00	0.00	2,520.04
50E010 2130 2130 00 000000	District Nurse FICA	3,500.00	334.40	1,799.23	0.00	0.00	1,700.77
50E010 2130 2140 00 000000	District Nurse Medicare	2,100.00	205.54	1,175.33	0.00	0.00	924.67
50E--- 2130 2--- -- ------		11,400.00	1,100.75	6,254.52	0.00	0.00	5,145.48
50E140 2140 2140 00 140000	Psychologist Med	0.00	0.00	0.00	0.00	0.00	0.00

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50E--- 2140 2--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
50E280 2150 2120 00 280000	District Speech IMRF	0.00	0.00	0.00	0.00	0.00	0.00
50E280 2150 2130 00 280000	District Speech FICA	0.00	0.00	0.00	0.00	0.00	0.00
50E150 2150 2140 00 150000	Speech Path Med	0.00	0.00	0.00	0.00	0.00	0.00
50E280 2150 2140 00 280000	District Speech Medicare	4,000.00	310.62	1,785.61	0.00	0.00	2,214.39
50E--- 2150 2--- -- ------		4,000.00	310.62	1,785.61	0.00	0.00	2,214.39
50E020 2190 2120 00 000000	RCES Supervision Aide IMRF	72,000.00	28,217.96	31,872.10	0.00	0.00	40,127.90
50E020 2190 2130 00 000000	RCES Supervision Aide FICA	9,500.00	408.64	2,323.46	0.00	0.00	7,176.54
50E020 2190 2140 00 000000	RCES Supervision Aide Med	1,000.00	96.00	543.77	0.00	0.00	456.23
50E--- 2190 2--- -- ------		82,500.00	28,722.60	34,739.33	0.00	0.00	47,760.67
50E--- 21-- ---- -- ------		111,590.00	31,633.52	50,129.21	0.00	0.00	61,460.79
50E070 2210 2120 00 000000	21st Century IMRF	50.00	0.00	0.00	0.00	0.00	50.00
50E100 2210 2120 00 100000	Title I IMRF	0.00	0.00	0.00	0.00	0.00	0.00
50E110 2210 2120 00 110000	PreK Improv Instr IMRF	0.00	0.00	51.25	0.00	0.00	-51.25
50E120 2210 2120 00 120000	Improv Instruc Laptop IMRF	0.00	0.00	0.00	0.00	0.00	0.00
50E180 2210 2120 01 180000	RTtT NC IMRF	0.00	0.00	0.00	0.00	0.00	0.00
50E330 2210 2120 00 330000	Title II IMRF	0.00	0.00	0.00	0.00	0.00	0.00
50E340 2210 2120 00 340000	ESSER Prof Development IMRF	100.00	0.00	166.01	0.00	0.00	-66.01
50E470 2210 2120 00 470000	21st Century IMRF	50.00	0.00	16.11	0.00	0.00	33.89
50E500 2210 2120 00 500000	Title I Improv Inst IMRF	0.00	0.00	0.00	0.00	0.00	0.00
50E510 2210 2120 00 510000	PreK Improv Inst IMRF	0.00	0.00	0.00	0.00	0.00	0.00
50E530 2210 2120 00 530000	Title II IMRF	0.00	0.00	0.00	0.00	0.00	0.00
50E070 2210 2130 00 000000	21st Century FICA	10.00	0.00	0.00	0.00	0.00	10.00
50E100 2210 2130 00 100000	Title I Improv Of Instru FICA	100.00	0.00	0.00	0.00	0.00	100.00
50E110 2210 2130 00 110000	Pre K Imp Inst FICA	100.00	0.00	27.20	0.00	0.00	72.80
50E120 2210 2130 00 120000	Improve Instruc Laptop FICA	0.00	0.00	0.00	0.00	0.00	0.00
50E170 2210 2130 00 170000	Title IV Imp Inst FICA	0.00	0.00	0.00	0.00	0.00	0.00
50E180 2210 2130 00 180000	RTT Improv Inst FICA	0.00	0.00	0.00	0.00	0.00	0.00
50E180 2210 2130 01 180000	RTTT FICA	0.00	0.00	0.00	0.00	0.00	0.00
50E330 2210 2130 00 330000	Title II FICA	100.00	0.00	0.00	0.00	0.00	100.00
50E340 2210 2130 00 340000	ESSER Prof Development FICA	100.00	0.00	99.20	0.00	0.00	0.80
50E470 2210 2130 00 470000	21st Century FICA	100.00	0.00	87.15	0.00	0.00	12.85
50E500 2210 2130 00 500000	Title I FICA/NC	0.00	0.00	0.00	0.00	0.00	0.00
50E510 2210 2130 00 510000	At Risk Fica/NC	0.00	0.00	0.00	0.00	0.00	0.00
50E530 2210 2130 00 530000	Title II FICA	0.00	0.00	0.00	0.00	0.00	0.00
50E810 2210 2130 00 810000	ROE Flow Thru FICA	0.00	0.00	0.00	0.00	0.00	0.00
50E010 2210 2140 00 000000	Improv of Instru Dist Med	0.00	0.00	0.00	0.00	0.00	0.00
50E060 2210 2140 00 000000	Fine Arts Grant Med	0.00	0.00	0.00	0.00	0.00	0.00
50E070 2210 2140 00 000000	21st Century Med	15.00	0.00	5.06	0.00	0.00	9.94
50E100 2210 2140 00 100000	Title I Improv Medicare	100.00	0.00	0.00	0.00	0.00	100.00

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
50E110 2210 2140 00 110000	PreK Improv Instr Med	100.00	0.00	6.36	0.00	0.00	93.64
50E120 2210 2140 00 120000	Improv Instruc Laptop Grant	0.00	0.00	0.00	0.00	0.00	0.00
50E170 2210 2140 00 170000	Title IV SUB MED	100.00	0.00	0.00	0.00	0.00	100.00
50E180 2210 2140 00 180000	RTT Improv Inst Med	0.00	0.00	0.00	0.00	0.00	0.00
50E180 2210 2140 01 180000	RTTT IMentoring MED	0.00	0.00	0.00	0.00	0.00	0.00
50E270 2210 2140 00 270000	Title I S&A Impr Inst Med	0.00	0.00	0.00	0.00	0.00	0.00
50E330 2210 2140 00 330000	Title II Teach Medicare	100.00	0.00	0.00	0.00	0.00	100.00
50E340 2210 2140 00 340000	ESSER Prof Development Medicar	500.00	0.00	204.70	0.00	0.00	295.30
50E342 2210 2140 00 000000		0.00	64.21	238.87	0.00	0.00	-238.87
50E470 2210 2140 00 470000	21st Century Med	50.00	0.00	46.62	0.00	0.00	3.38
50E480 2210 2140 00 480000	Ag 3 Circles Med	136.00	0.00	0.00	0.00	0.00	136.00
50E490 2210 2140 00 490000	Ag Grant Medicare	0.00	0.00	0.00	0.00	0.00	0.00
50E500 2210 2140 00 500000	Title I Med	0.00	1.74	4.79	0.00	0.00	-4.79
50E510 2210 2140 00 510000	At Risk Med	0.00	0.00	0.00	0.00	0.00	0.00
50E530 2210 2140 00 530000	Prior Yr Title II Med	26.00	0.00	0.00	0.00	0.00	26.00
50E570 2210 2140 00 570000	Title IV Improv Instruc Med	100.00	0.00	0.00	0.00	0.00	100.00
50E810 2210 2140 00 810000	Pat Burk Flow Thru MED	0.00	0.00	0.00	0.00	0.00	0.00
50E--- 2210 2--- -- ------		1,937.00	65.95	953.32	0.00	0.00	983.68
50E020 2220 2120 00 000000	RCES IMC IMRF	0.00	0.00	0.00	0.00	0.00	0.00
50E040 2220 2120 00 000000	RCMS IMC IMRF	7,400.00	0.00	0.00	0.00	0.00	7,400.00
50E050 2220 2120 00 000000	RCHS IMC IMRF	4,800.00	0.00	358.98	0.00	0.00	4,441.02
50E020 2220 2130 00 000000	RCES IMC FICA	0.00	0.00	0.00	0.00	0.00	0.00
50E040 2220 2130 00 000000	RCMS IMC FICA	2,500.00	0.00	0.00	0.00	0.00	2,500.00
50E050 2220 2130 00 000000	RCHS IMC FICA	2,600.00	0.00	188.54	0.00	0.00	2,411.46
50E020 2220 2140 00 000000	RCES IMC Medicare	1,000.00	88.93	528.29	0.00	0.00	471.71
50E040 2220 2140 00 000000	RCMS IMC Medicare	850.00	35.34	204.00	0.00	0.00	646.00
50E050 2220 2140 00 000000	RCHS IMC Medicare	1,000.00	0.00	192.62	0.00	0.00	807.38
50E--- 2220 2--- -- ------		20,150.00	124.27	1,472.43	0.00	0.00	18,677.57
50E340 2230 2140 00 340000	ESSER MTSS Medicare	0.00	0.00	0.00	0.00	0.00	0.00
50E--- 2230 2--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
50E--- 22-- ---- -- ------		22,087.00	190.22	2,425.75	0.00	0.00	19,661.25
50E010 2310 2120 00 000000	BOE Treasure/Sec IMRF	700.00	25.31	177.49	0.00	0.00	522.51
50E010 2310 2130 00 000000	BOE Treasure/Sec FICA	400.00	27.42	163.38	0.00	0.00	236.62
50E010 2310 2140 00 000000	BOE Treas/Sec Med	150.00	6.41	38.18	0.00	0.00	111.82
50E--- 2310 2--- -- ------		1,250.00	59.14	379.05	0.00	0.00	870.95
50E010 2320 2120 00 000000	Supt Office IMRF	69,300.00	435.99	3,108.83	0.00	0.00	66,191.17
50E010 2320 2130 00 000000	Supt Office FICA	3,000.00	270.07	2,111.31	0.00	0.00	888.69
50E010 2320 2140 00 000000	Supt Office Medicare	2,800.00	244.47	1,580.50	0.00	0.00	1,219.50
50E--- 2320 2--- -- ------		75,100.00	950.53	6,800.64	0.00	0.00	68,299.36
50E010 2330 2120 00 000000	Asst Supt Sec IMRF	64,500.00	68,340.55	68,602.66	0.00	0.00	-4,102.66

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
50E070 2330 2120 00 000000	21st Century Sec IMRF	150.00	8.22	103.35	0.00	0.00	46.65
50E100 2330 2120 00 100000	Title I Admin IMRF	500.00	0.00	0.00	0.00	0.00	500.00
50E110 2330 2120 00 110000	PreK Administrative IMRF	1,000.00	107.26	628.76	0.00	0.00	371.24
50E470 2330 2120 00 470000	21st Century IMRF	900.00	0.00	118.84	0.00	0.00	781.16
50E500 2330 2120 00 500000	Title I IMRF	0.00	0.00	0.00	0.00	0.00	0.00
50E510 2330 2120 00 510000	PreK Admin IMRF Prior	0.00	0.00	1.58	0.00	0.00	-1.58
50E010 2330 2130 00 000000	Asst Supt Sec FICA	2,800.00	0.00	96.70	0.00	0.00	2,703.30
50E070 2330 2130 00 000000	21st Century FICA	100.00	4.36	54.86	0.00	0.00	45.14
50E100 2330 2130 00 100000	Title I Admin FICA	300.00	0.00	0.00	0.00	0.00	300.00
50E110 2330 2130 00 110000	PreK Administrative FICA	650.00	55.68	326.88	0.00	0.00	323.12
50E470 2330 2130 00 470000	21st Century FICA	600.00	0.00	63.10	0.00	0.00	536.90
50E500 2330 2130 00 500000	Title I FICA	0.00	0.00	0.00	0.00	0.00	0.00
50E510 2330 2130 00 510000	PreK Admin FICA Prior	0.00	0.00	0.82	0.00	0.00	-0.82
50E010 2330 2140 00 000000	Building & Grounds Dir Med	3,000.00	150.58	926.50	0.00	0.00	2,073.50
50E070 2330 2140 00 000000	21st Century Med	100.00	1.02	12.84	0.00	0.00	87.16
50E100 2330 2140 00 100000	Title I Adm Medicare	300.00	0.00	0.00	0.00	0.00	300.00
50E110 2330 2140 00 110000	PreK Adm Med	200.00	13.02	76.43	0.00	0.00	123.57
50E470 2330 2140 00 470000	21st Century Med	200.00	23.28	38.04	0.00	0.00	161.96
50E500 2330 2140 00 500000	Title I Med	0.00	0.00	0.00	0.00	0.00	0.00
50E510 2330 2140 00 510000	PreK Admin Med	0.00	0.00	0.19	0.00	0.00	-0.19
50E--- 2330 2--- -- ------		75,300.00	68,703.97	71,051.55	0.00	0.00	4,248.45
50E110 2331 2120 00 110000	PI Sec IMRF	0.00	107.26	670.15	0.00	0.00	-670.15
50E280 2331 2120 00 280000	Sp Ed Sec IMRF	6,000.00	32,306.25	33,433.68	0.00	0.00	-27,433.68
50E510 2331 2120 00 510000	PI Adm Sec IMRF	1,135.00	0.00	1.58	0.00	0.00	1,133.42
50E110 2331 2130 00 110000	PI Sec FICA	0.00	55.66	347.49	0.00	0.00	-347.49
50E280 2331 2130 00 280000	Sp Ed Sec FICA	3,000.00	132.28	738.67	0.00	0.00	2,261.33
50E510 2331 2130 00 510000	PI Adm Fica	383.00	0.00	0.82	0.00	0.00	382.18
50E110 2331 2140 00 110000	PI Sec Med	200.00	13.02	81.28	0.00	0.00	118.72
50E280 2331 2140 00 280000	Sp Needs Dir Med	2,850.00	218.28	1,244.53	0.00	0.00	1,605.47
50E510 2331 2140 00 510000	Pre K Adm Sec Med	20.00	0.00	0.19	0.00	0.00	19.81
50E--- 2331 2--- -- ------		13,588.00	32,832.75	36,518.39	0.00	0.00	-22,930.39
50E320 2333 2140 00 320000	Building Grounds Dir Med	0.00	0.00	0.00	0.00	0.00	0.00
50E--- 2333 2--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
50E--- 23-- ---- -- ------		165,238.00	102,546.39	114,749.63	0.00	0.00	50,488.37
50E020 2410 2120 00 000000	RCES Principal IMRF	72,000.00	1,034.34	6,905.18	0.00	0.00	65,094.82
50E030 2410 2120 00 000000	WRES Prins IMRF	0.00	0.00	0.00	0.00	0.00	0.00
50E040 2410 2120 00 000000	RCMS Principal IMRF	67,000.00	34,084.78	36,557.01	0.00	0.00	30,442.99
50E050 2410 2120 00 000000	RCHS Principal IMRF	69,000.00	65,605.02	68,842.87	0.00	0.00	157.13
50E020 2410 2130 00 000000	RCES Principal FICA	8,000.00	540.33	3,672.54	0.00	0.00	4,327.46
50E030 2410 2130 00 000000	WRES Princ FICA	0.00	0.00	0.00	0.00	0.00	0.00

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50E040 2410 2130 00 000000	RCMS Principal FICA	4,000.00	241.98	1,554.25	0.00	0.00	2,445.75
50E050 2410 2130 00 000000	RCHS Principal FICA	8,000.00	288.30	2,012.05	0.00	0.00	5,987.95
50E020 2410 2140 00 000000	RCES Principal Medicare	5,500.00	438.57	2,707.54	0.00	0.00	2,792.46
50E030 2410 2140 00 000000	WRES Princ MED	0.00	0.00	0.00	0.00	0.00	0.00
50E040 2410 2140 00 000000	RCMS Principal Medicare	4,000.00	237.34	1,438.31	0.00	0.00	2,561.69
50E050 2410 2140 00 000000	RCHS Principal Medicare	4,000.00	385.06	1,855.52	0.00	0.00	2,144.48
50E--- 2410 2--- -- ------		241,500.00	102,855.72	125,545.27	0.00	0.00	115,954.73
50E010 2490 2140 00 000000	Program Suprvr Medicare	0.00	0.00	0.00	0.00	0.00	0.00
50E--- 2490 2--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
50E--- 24-- ---- -- ------		241,500.00	102,855.72	125,545.27	0.00	0.00	115,954.73
50E010 2520 2120 00 000000	Fiscal Service IMRF	32,500.00	178,837.93	184,630.29	0.00	0.00	-152,130.29
50E010 2520 2130 00 000000	Fiscal Services FICA	7,000.00	580.02	3,514.57	0.00	0.00	3,485.43
50E010 2520 2140 00 000000	Fiscal Serv Med	2,000.00	135.64	821.97	0.00	0.00	1,178.03
50E--- 2520 2--- -- ------		41,500.00	179,553.59	188,966.83	0.00	0.00	-147,466.83
50E020 2540 2120 00 000000	RCES Cust IMRF	80,000.00	82,754.69	91,853.31	0.00	0.00	-11,853.31
50E030 2540 2120 00 000000	WRES Cust IMRF	0.00	0.00	0.00	0.00	0.00	0.00
50E040 2540 2120 00 000000	RCMS Custodial IMRF	12,500.00	1,469.23	8,618.33	0.00	0.00	3,881.67
50E050 2540 2120 00 000000	RCHS Custodial IMRF	20,000.00	66,919.87	77,088.85	0.00	0.00	-57,088.85
50E020 2540 2130 00 000000	RCES Cust FICA	14,000.00	978.08	5,716.66	0.00	0.00	8,283.34
50E030 2540 2130 00 000000	WRES Cust FICA	0.00	0.00	0.00	0.00	0.00	0.00
50E040 2540 2130 00 000000	RCMS Custodial FICA	9,000.00	869.87	4,355.89	0.00	0.00	4,644.11
50E050 2540 2130 00 000000	RCHS Custodial FICA	12,000.00	976.56	6,231.73	0.00	0.00	5,768.27
50E020 2540 2140 00 000000	RCES Cust Med	3,000.00	228.75	1,336.97	0.00	0.00	1,663.03
50E030 2540 2140 00 000000	WRES Cust Med	0.00	0.00	0.00	0.00	0.00	0.00
50E040 2540 2140 00 000000	RCMS Custodial Med	2,000.00	203.44	1,018.72	0.00	0.00	981.28
50E050 2540 2140 00 000000	RCHS Custodial Med	3,000.00	228.40	1,457.49	0.00	0.00	1,542.51
50E--- 2540 2--- -- ------		155,500.00	154,628.89	197,677.95	0.00	0.00	-42,177.95
50E010 2541 2120 00 000000	District Maint IMRF	15,000.00	68,739.13	72,158.53	0.00	0.00	-57,158.53
50E010 2541 2130 00 000000	District Maint FICA	10,000.00	364.62	2,134.47	0.00	0.00	7,865.53
50E010 2541 2140 00 000000	District Maint Med	2,250.00	85.27	499.20	0.00	0.00	1,750.80
50E--- 2541 2--- -- ------		27,250.00	69,189.02	74,792.20	0.00	0.00	-47,542.20
50E010 2542 2120 00 000000	District Summer Maint IMRF	3,500.00	65.41	2,167.76	0.00	0.00	1,332.24
50E010 2542 2130 00 000000	District Summer Maint FICA	3,500.00	155.56	2,643.52	0.00	0.00	856.48
50E010 2542 2140 00 000000	District Summer Maint Med	1,000.00	36.37	618.22	0.00	0.00	381.78
50E--- 2542 2--- -- ------		8,000.00	257.34	5,429.50	0.00	0.00	2,570.50
50E070 2550 2120 00 000000	21st Century Trans IMRF	500.00	0.00	2.63	0.00	0.00	497.37
50E080 2550 2120 00 000000	Trans IMRF	7,000.00	942.54	5,122.68	0.00	0.00	1,877.32
50E080 2550 2120 61 000000	Trans Reg Driver IMRF	120,000.00	186,241.02	201,096.33	0.00	0.00	-81,096.33
50E080 2550 2120 70 000000	TRans Sec IMRF	15,000.00	1,084.82	6,409.97	0.00	0.00	8,590.03
50E100 2550 2120 00 100000	Summer School IMRF	100.00	0.00	0.00	0.00	0.00	100.00

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
50E110 2550 2120 00 110000	PreK Trans IMRF	12,000.00	637.23	3,145.33	0.00	0.00	8,854.67
50E210 2550 2120 00 210000	ROE Pre K Trans IMRF	0.00	0.00	0.00	0.00	0.00	0.00
50E470 2550 2120 00 470000	21st Century IMRF	750.00	153.74	1,131.76	0.00	0.00	-381.76
50E500 2550 2120 00 500000	Title I Summer School IMRF	0.00	0.00	0.00	0.00	0.00	0.00
50E510 2550 2120 00 510000	Prek Trans IMRF	12.00	0.00	0.00	0.00	0.00	12.00
50E610 2550 2120 00 610000	Trans Voc Ed IMRF	0.00	0.00	0.00	0.00	0.00	0.00
50E620 2550 2120 00 620000	Trans Spec Ed IMRF	9,500.00	493.97	2,715.19	0.00	0.00	6,784.81
50E070 2550 2130 00 000000	21st Century Trans FICA	300.00	0.00	2.34	0.00	0.00	297.66
50E080 2550 2130 00 000000	Trans FICA	3,500.00	537.16	2,744.19	0.00	0.00	755.81
50E080 2550 2130 61 000000	TRANS Reg Driver FICA	25,000.00	2,093.51	9,886.39	0.00	0.00	15,113.61
50E080 2550 2130 70 000000	Trans Sec FICA	9,000.00	574.76	3,397.49	0.00	0.00	5,602.51
50E100 2550 2130 00 100000	Summer School FICA	50.00	0.00	0.00	0.00	0.00	50.00
50E110 2550 2130 00 110000	PreK Trans FICA	7,500.00	354.03	1,690.62	0.00	0.00	5,809.38
50E210 2550 2130 00 210000	ROE Pre K Trans FICA	0.00	0.00	0.00	0.00	0.00	0.00
50E470 2550 2130 00 470000	21st Century FICA	125.00	78.87	588.47	0.00	0.00	-463.47
50E500 2550 2130 00 500000	Title I Summer School FICA	0.00	0.00	0.00	0.00	0.00	0.00
50E510 2550 2130 00 510000	Prek Trans FICA	8.00	0.00	0.00	0.00	0.00	8.00
50E610 2550 2130 00 610000	Trans Voc Ed FICA	0.00	0.00	0.00	0.00	0.00	0.00
50E620 2550 2130 00 620000	Trans Spec Ed FICA	4,000.00	278.68	1,604.16	0.00	0.00	2,395.84
50E070 2550 2140 00 000000	21st Century Trans Med	75.00	0.00	0.55	0.00	0.00	74.45
50E080 2550 2140 00 000000	Trans Medicare	800.00	125.62	641.75	0.00	0.00	158.25
50E080 2550 2140 61 000000	Trans Reg Driv Med	5,000.00	489.61	2,312.08	0.00	0.00	2,687.92
50E080 2550 2140 70 000000	Trans Sec Med	3,000.00	134.42	794.53	0.00	0.00	2,205.47
50E100 2550 2140 00 100000	Summer School MED	100.00	0.00	0.00	0.00	0.00	100.00
50E110 2550 2140 00 110000	PreK Trans Med	1,000.00	82.78	395.39	0.00	0.00	604.61
50E470 2550 2140 00 470000	21st Century Trans Med	100.00	18.46	137.67	0.00	0.00	-37.67
50E500 2550 2140 00 500000	Title I Summer School Tran Med	0.00	0.00	0.00	0.00	0.00	0.00
50E510 2550 2140 00 510000	Prek Tran Med	2.00	0.00	0.00	0.00	0.00	2.00
50E610 2550 2140 00 610000	Trans Voc Ed Med	0.00	0.00	0.00	0.00	0.00	0.00
50E620 2550 2140 00 620000	Trans Spec Ed Med	1,000.00	65.19	375.18	0.00	0.00	624.82
50E--- 2550 2--- -- ------		225,422.00	194,386.41	244,194.70	0.00	0.00	-18,772.70
50E510 2551 2130 00 510000	PreK Trans FICA	0.00	0.00	0.00	0.00	0.00	0.00
50E510 2551 2140 00 510000	Prek Trans Medicare	0.00	0.00	0.00	0.00	0.00	0.00
50E--- 2551 2--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
50E070 2560 2120 00 000000	21st Century Food Serv IMRF	250.00	80.44	263.67	0.00	0.00	-13.67
50E420 2560 2120 00 420000	Food Service IMRF	73,262.00	112,017.26	127,806.61	0.00	0.00	-54,544.61
50E460 2560 2120 00 460000	Summer Food Prog IMRF	0.00	0.00	0.00	0.00	0.00	0.00
50E470 2560 2120 00 470000	21st Century Food Serv IMRF	250.00	0.00	99.02	0.00	0.00	150.98
50E070 2560 2130 00 000000	21st Century Food Serv FICA	300.00	41.12	135.47	0.00	0.00	164.53
50E420 2560 2130 00 420000	Food Service FICA	19,000.00	1,963.71	10,302.47	0.00	0.00	8,697.53

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
50E440 2560 2130 00 440000	Healthier US FICA	0.00	0.00	0.00	0.00	0.00	0.00
50E460 2560 2130 00 460000	Summer Food Prog FICA	0.00	0.00	0.00	0.00	0.00	0.00
50E470 2560 2130 00 470000	21st Century Food Serv FICA	150.00	0.00	51.35	0.00	0.00	98.65
50E070 2560 2140 00 000000	21st Century Food Serv Med	50.00	9.62	31.69	0.00	0.00	18.31
50E420 2560 2140 00 420000	Food Serv Med	5,000.00	459.31	2,409.61	0.00	0.00	2,590.39
50E440 2560 2140 00 440000	Healthier US Med	0.00	0.00	0.00	0.00	0.00	0.00
50E460 2560 2140 00 460000	Summer Food Prog Med	0.00	0.00	0.00	0.00	0.00	0.00
50E470 2560 2140 00 470000	21st Century Food Serv Med	50.00	0.00	12.01	0.00	0.00	37.99
50E--- 2560 2--- -- ------		98,312.00	114,571.46	141,111.90	0.00	0.00	-42,799.90
50E--- 25-- ---- -- ------		555,984.00	712,586.71	852,173.08	0.00	0.00	-296,189.08
50E070 2620 2120 00 000000	21st Century P/D IMRF	125.00	0.00	0.00	0.00	0.00	125.00
50E470 2620 2120 00 470000	21st Century Eval IMRF	200.00	0.00	0.00	0.00	0.00	200.00
50E010 2620 2130 00 000000	Plan/Research FICA	0.00	0.00	0.00	0.00	0.00	0.00
50E070 2620 2130 00 000000	21st Century P/D FICA	100.00	0.00	0.00	0.00	0.00	100.00
50E470 2620 2130 00 470000	21st Century Eval FICA	100.00	0.00	0.00	0.00	0.00	100.00
50E010 2620 2140 00 000000	Plan/Research Med	0.00	0.00	0.00	0.00	0.00	0.00
50E070 2620 2140 00 000000	21st Century Plan/Research Med	100.00	0.00	0.00	0.00	0.00	100.00
50E470 2620 2140 00 470000	21st Century Plan/Research Med	100.00	0.00	0.00	0.00	0.00	100.00
50E--- 2620 2--- -- ------		725.00	0.00	0.00	0.00	0.00	725.00
50E010 2660 2120 00 000000	District Comp Tech IMRF	14,400.00	1,466.28	9,081.26	0.00	0.00	5,318.74
50E010 2660 2130 00 000000	District Comp Tech FICA	5,000.00	638.84	4,044.12	0.00	0.00	955.88
50E010 2660 2140 00 000000	District Comp Tech Medicare	2,500.00	149.40	1,118.79	0.00	0.00	1,381.21
50E--- 2660 2--- -- ------		21,900.00	2,254.52	14,244.17	0.00	0.00	7,655.83
50E--- 26-- ---- -- ------		22,625.00	2,254.52	14,244.17	0.00	0.00	8,380.83
50E070 2900 2120 00 000000	21st Century IMRF	500.00	108.17	343.79	0.00	0.00	156.21
50E470 2900 2120 00 470000	21st Century Other IMRF	0.00	0.00	0.00	0.00	0.00	0.00
50E070 2900 2130 00 000000	21st Century FICA	250.00	56.39	179.02	0.00	0.00	70.98
50E470 2900 2130 00 470000	21st Century Other FICA	600.00	0.00	0.00	0.00	0.00	600.00
50E070 2900 2140 00 000000	21st Century Med	275.00	33.89	151.87	0.00	0.00	123.13
50E470 2900 2140 00 470000	21st Century Med	100.00	5.80	76.35	0.00	0.00	23.65
50E--- 2900 2--- -- ------		1,725.00	204.25	751.03	0.00	0.00	973.97
50E--- 29-- ---- -- ------		1,725.00	204.25	751.03	0.00	0.00	973.97
50E070 3000 2120 00 000000	21st Century Comm Serv IMRF	0.00	0.00	0.00	0.00	0.00	0.00
50E100 3000 2120 00 100000	Title I Pnt Inl Sec IMRF	0.00	0.00	0.00	0.00	0.00	0.00
50E110 3000 2120 00 110000	Pre K Babysit IMRF	8,500.00	0.00	2,282.64	0.00	0.00	6,217.36
50E470 3000 2120 00 470000	21st Century Comm Serv IMRF	50.00	0.00	0.00	0.00	0.00	50.00
50E500 3000 2120 00 500000	Title I Pnt Inl IMRF Pr	0.00	0.00	0.00	0.00	0.00	0.00
50E510 3000 2120 00 510000	PreK 0-3 Comm Serv IMRF	1,609.00	448.00	2,390.72	0.00	0.00	-781.72
50E070 3000 2130 00 000000	21st Century Comm Serv FICA	0.00	0.00	0.00	0.00	0.00	0.00
50E100 3000 2130 00 100000	Title I Pnt Inl Sec FICA	0.00	0.00	0.00	0.00	0.00	0.00

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
50E110 3000 2130 00 110000	Pre K FICA	5,000.00	0.00	1,161.10	0.00	0.00	3,838.90
50E470 3000 2130 00 470000	21st Century Comm Serv FICA	100.00	0.00	0.00	0.00	0.00	100.00
50E500 3000 2130 00 500000	Title I Pnt Inl FICA Pr	0.00	0.00	13.02	0.00	0.00	-13.02
50E510 3000 2130 00 510000	PreK 0-3 FICA	992.00	223.26	1,247.33	0.00	0.00	-255.33
50E070 3000 2140 00 000000	21st Century Comm Serv Med	0.00	0.00	0.00	0.00	0.00	0.00
50E100 3000 2140 00 100000	Title I Pnt Inl Medicare	500.00	0.00	0.00	0.00	0.00	500.00
50E110 3000 2140 00 110000	PreK 0-3 Teach Medicare	3,000.00	0.00	531.29	0.00	0.00	2,468.71
50E470 3000 2140 00 470000	21st Century Comm Serv Med	50.00	0.00	0.00	0.00	0.00	50.00
50E500 3000 2140 00 500000	Title I Prnt Inv Med Pr	0.00	0.00	3.05	0.00	0.00	-3.05
50E510 3000 2140 00 510000	PreK 0-3 Medicare Prior	561.00	203.65	888.98	0.00	0.00	-327.98
50E--- 3000 2--- -- ------		20,362.00	874.91	8,518.13	0.00	0.00	11,843.87
50E110 3001 2140 00 110000	PreK 3-5 Teach Medicare	0.00	0.00	0.00	0.00	0.00	0.00
50E510 3001 2140 00 510000	PreK 3-5 Medicare Prior	0.00	0.00	0.00	0.00	0.00	0.00
50E--- 3001 2--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
50E110 3002 2120 00 110000	PreK Blk Com Serv IMRF	150.00	0.00	59.56	0.00	0.00	90.44
50E510 3002 2120 00 510000	PreK Com Serv IMRF	0.00	0.00	0.00	0.00	0.00	0.00
50E110 3002 2130 00 110000	PreK Blk Comm Serv FICA	100.00	0.00	31.64	0.00	0.00	68.36
50E510 3002 2130 00 510000	PreK Com Serv FICA	0.00	0.00	0.00	0.00	0.00	0.00
50E110 3002 2140 00 110000	PreK Comm Serv Med	500.00	0.00	106.99	0.00	0.00	393.01
50E510 3002 2140 00 510000	PreK Comm Serv Med Prior	44.00	29.16	136.08	0.00	0.00	-92.08
50E--- 3002 2--- -- ------		794.00	29.16	334.27	0.00	0.00	459.73
50E--- 30-- ---- -- ------		21,156.00	904.07	8,852.40	0.00	0.00	12,303.60
50E100 3700 2130 00 100000	Title I St Joe Tut FICA	500.00	0.00	72.85	0.00	0.00	427.15
50E340 3700 2130 00 340000	ESSER St Joe FICA	300.00	0.00	29.76	0.00	0.00	270.24
50E500 3700 2130 00 500000	Title I St Joe FICA	0.00	0.00	96.72	0.00	0.00	-96.72
50E530 3700 2130 00 530000	Title II St Joe FICA	0.00	9.30	284.27	0.00	0.00	-284.27
50E100 3700 2140 00 100000	Title I St Joe Med	0.00	0.00	17.05	0.00	0.00	-17.05
50E150 3700 2140 00 150000	SESE Flow Thru St Joe Med	325.00	0.00	0.00	0.00	0.00	325.00
50E340 3700 2140 00 340000	ESSER St Joe Medicare	100.00	0.00	6.97	0.00	0.00	93.03
50E500 3700 2140 00 500000	Title I St Joe Med	0.00	0.00	22.62	0.00	0.00	-22.62
50E530 3700 2140 00 530000	Title II St Joe Med	100.00	2.18	66.56	0.00	0.00	33.44
50E--- 3700 2--- -- ------		1,325.00	11.48	596.80	0.00	0.00	728.20
50E--- 37-- ---- -- ------		1,325.00	11.48	596.80	0.00	0.00	728.20
5-E--- ---- ---- -- ------		1,622,919.00	1,073,282.90	1,419,479.30	0.00	0.00	203,439.70
60E010 2530 3190 00 000000	Site Construction Pur Serv	0.00	0.00	0.00	0.00	0.00	0.00
60E--- 2530 3--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
60E010 2530 4100 00 000000	Site & Construction supplies	0.00	0.00	0.00	0.00	0.00	0.00
60E--- 2530 4--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
60E010 2530 5310 00 000000	Building Improvement Perm	100,000.00	0.00	7,891.00	0.00	1.00	92,108.00
60E--- 2530 5--- -- ------		100,000.00	0.00	7,891.00	0.00	1.00	92,108.00

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
60E--- 25-- ---- -- ------		100,000.00	0.00	7,891.00	0.00	1.00	92,108.00
60E010 4100 6620 00 000000	Payback of State Funds	0.00	0.00	0.00	0.00	0.00	0.00
60E--- 4100 6--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
60E--- 41-- ---- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
6-E--- ---- ---- -- ------		100,000.00	0.00	7,891.00	0.00	1.00	92,108.00
80E320 1100 1100 00 320000	Tort Regular Salaries	528,000.00	0.00	0.00	0.00	0.00	528,000.00
80E--- 1100 1--- -- ------		528,000.00	0.00	0.00	0.00	0.00	528,000.00
80E--- 11-- ---- -- ------		528,000.00	0.00	0.00	0.00	0.00	528,000.00
80E320 1220 1100 00 320000	Tort Spec Ed Salaries	0.00	0.00	0.00	0.00	0.00	0.00
80E--- 1220 1--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
80E--- 12-- ---- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
80E320 1400 1100 00 320000	Tort Voc Salaries	75,000.00	0.00	0.00	0.00	0.00	75,000.00
80E--- 1400 1--- -- ------		75,000.00	0.00	0.00	0.00	0.00	75,000.00
80E--- 14-- ---- -- ------		75,000.00	0.00	0.00	0.00	0.00	75,000.00
80E320 2190 1110 00 320000	Tort Supervision Sal	75,000.00	0.00	0.00	0.00	0.00	75,000.00
80E--- 2190 1--- -- ------		75,000.00	0.00	0.00	0.00	0.00	75,000.00
80E--- 21-- ---- -- ------		75,000.00	0.00	0.00	0.00	0.00	75,000.00
80E320 2362 3800 00 320000	Work Comp Insurance	0.00	0.00	0.00	0.00	0.00	0.00
80E320 2362 3900 00 320000	Direct pay for W/C visits	0.00	0.00	0.00	0.00	0.00	0.00
80E--- 2362 3--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
80E320 2363 3800 00 320000	Unemployment Insurance	0.00	0.00	0.00	0.00	0.00	0.00
80E--- 2363 3--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
80E320 2364 3800 00 320000	Insurance	0.00	0.00	0.00	0.00	0.00	0.00
80E--- 2364 3--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
80E320 2365 3190 00 320000	Bush/Nav/ISCOR/Alice/SRO/Lega	328,077.00	1,121.50	54,804.37	0.00	14.00	273,258.63
80E320 2365 3800 00 320000	Tort WC Ins and all other ins	333,603.00	0.00	260,570.97	0.00	1.00	73,031.03
80E320 2365 3810 00 320000	Unemployment Ins	15,816.00	0.00	0.00	0.00	0.00	15,816.00
80E--- 2365 3--- -- ------		677,496.00	1,121.50	315,375.34	0.00	15.00	362,105.66
80E320 2366 6500 00 320000	Judgement/Settlement	0.00	0.00	0.00	0.00	0.00	0.00
80E--- 2366 6--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
80E320 2367 1100 00 320000	Tort Salaries	0.00	0.00	0.00	0.00	0.00	0.00
80E--- 2367 1--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
80E320 2367 3190 00 320000	Bushue/AT/Nav/ISCORP/Alice/SRO	0.00	0.00	3,000.00	0.00	0.00	-3,000.00
80E--- 2367 3--- -- ------		0.00	0.00	3,000.00	0.00	0.00	-3,000.00
80E320 2369 3800 00 320000	Legal Fees	0.00	0.00	0.00	0.00	0.00	0.00
80E--- 2369 3--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
80E320 2372 3800 00 320000	Vehicle Insurance	0.00	0.00	0.00	0.00	0.00	0.00
80E--- 2372 3--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
80E--- 23-- ---- -- ------		677,496.00	1,121.50	318,375.34	0.00	15.00	359,105.66
80E320 2540 1110 00 320000	Tort Custodian Salaries	169,758.00	0.00	0.00	0.00	0.00	169,758.00

FDTLOC FUNC OBJ SJ	Account Level Description	2021-22 Budget	December 2021-22 Monthly Activity	2021-22 FYTD Activity	2021-22 Batch Activity	Encumbered Amount	2021-22 Available Funds
80E--- 2540 1--- -- ------		169,758.00	0.00	0.00	0.00	0.00	169,758.00
80E320 2560 1110 00 320000	Tort Food Serv Salaries	42,000.00	0.00	0.00	0.00	0.00	42,000.00
80E--- 2560 1--- -- ------		42,000.00	0.00	0.00	0.00	0.00	42,000.00
80E--- 25-- ---- -- ------		211,758.00	0.00	0.00	0.00	0.00	211,758.00
8-E--- ---- ---- -- ------		1,567,254.00	1,121.50	318,375.34	0.00	15.00	1,248,863.66
90E370 2530 3100 00 370000	L/S MS Contractors	0.00	0.00	0.00	0.00	0.00	0.00
90E370 2530 3160 00 370000	L/S MS Arch Fees	0.00	0.00	0.00	0.00	0.00	0.00
90E010 2530 3190 00 000000	L/S Purchases Services	140,000.00	537.50	92,525.36	76.69	7.00	47,390.95
90E370 2530 3190 00 370000	L/S MS Oth Pur Serv	0.00	0.00	0.00	0.00	0.00	0.00
90E010 2530 3240 00 000000	L/S Contractor Fees	0.00	0.00	0.00	0.00	0.00	0.00
90E--- 2530 3--- -- ------		140,000.00	537.50	92,525.36	76.69	7.00	47,390.95
90E010 2530 4100 00 000000	L/S Supplies	5,000.00	0.00	861.50	0.00	1,320.00	2,818.50
90E--- 2530 4--- -- ------		5,000.00	0.00	861.50	0.00	1,320.00	2,818.50
90E010 2530 5500 00 000000	L/S Equipment	0.00	0.00	0.00	0.00	0.00	0.00
90E--- 2530 5--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
90E--- 25-- ---- -- ------		145,000.00	537.50	93,386.86	76.69	1,327.00	50,209.45
95E010 2500 0000 00 000000		0.00	0.00	0.00	0.00	0.00	0.00
95E--- 2500 0--- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
95E--- 25-- ---- -- ------		0.00	0.00	0.00	0.00	0.00	0.00
9-E--- ---- ---- -- ------		145,000.00	537.50	93,386.86	76.69	1,327.00	50,209.45
--E--- ---- ---- -- ------		30,539,958.00	3,109,931.17	15,446,867.54	41,928.70	1,951,244.83	13,099,916.93
Grand Revenue Totals		31,362,652.00	1,979,611.39	19,757,459.14	0.00	0.00	11,605,192.86
Grand Expense Totals		30,539,958.00	3,109,931.17	15,446,867.54	41,928.70	1,951,244.83	13,099,916.93
Grand Totals		822,694.00	1,130,319.78	4,310,591.60	41,928.70	1,951,244.83	1,494,724.07
		Profit	Loss	Profit	Loss	Loss	Loss

Number of Accounts: 2316

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

Richland County Community Unit #1
Certificates of Deposit

Date Invested	EOM Total	Date Due	APY Rate	Monthy Interest	
12/23/21	5,250,000.00	01/20/22	0.01%	53.67	
12/16/21	4,900,000.00	01/13/22	0.01%	37.66	
12/09/21	-	-	0.01%	5.18	
*CDARS					
Total	10,150,000.00			96.51	Interest

1% Sales Tax

FY 2019

Month Earned	Date Rcvd	1% Sales Tax	Running Total
Jul-18	Oct-18	101,041.55	101,041.55
Aug-18	Nov-18	126,386.96	227,428.51
Sep-18	Dec-18	111,016.23	338,444.74
Oct-18	Jan-19	112,226.24	450,670.98
Nov-18	Feb-19	113,308.88	563,979.86
Dec-18	Mar-19	119,079.73	683,059.59
Jan-19	Apr-19	89,472.58	772,532.17
Feb-19	May-19	87,504.12	860,036.29
Mar-19	Jun-19	106,035.53	966,071.82
Apr-19	Jul-19	108,168.52	1,074,240.34
May-19	Aug-19	111,535.35	1,185,775.69
Jun-19	Sep-19	113,928.45	1,299,704.14

FY 2020

Month Earned	Date Rcvd	1% Sales Tax	Running Total
Jul-19	Oct-19	107,430.15	107,430.15
Aug-19	Nov-19	106,243.79	213,673.94
Sep-19	Dec-19	105,609.04	319,282.98
Oct-19	Jan-20	109,937.97	429,220.95
Nov-19	Feb-20	107,184.55	536,405.50
Dec-19	Mar-20	119,950.89	656,356.39
Jan-20	Apr-20	92,802.02	749,158.41
Feb-20	May-20	83,533.71	832,692.12
Mar-20	Jun-20	95,636.77	928,328.89
Apr-20	Jul-20	104,688.17	1,033,017.06
May-20	Aug-20	116,066.20	1,149,083.26
Jun-20	Sep-20	119,945.69	1,269,028.95

FY 2021

Month Earned	Date Rcvd	1% Sales Tax	Running Total	
Jul-20	Oct-20	109,148.91	109,148.91	
Aug-20	Nov-20	106,834.64	215,983.55	
Sep-20	Dec-20	111,730.32	327,713.87	
Oct-20	Jan-21	112,797.75	440,511.62	1st Jasper Co
Nov-20	Feb-21	108,456.75	548,968.37	
Dec-20	Mar-21	128,494.78	677,463.15	
Jan-21	Apr-21	117,318.53	794,781.68	
Feb-21	May-21	100,894.34	895,676.02	
Mar-21	Jun-21	151,720.13	1,047,396.15	
Apr-21	Jul-21	137,899.08	1,185,295.23	
May-21	Aug-21	141,386.88	1,326,682.11	
Jun-21	Sep-21	146,876.31	1,473,558.42	

FY 2022

Month Earned	Date Rcvd	1% Sales Tax	Running Total
Jul-21	Oct-21	130,971.98	130,971.98
Aug-21	Nov-21	139,607.27	270,579.25
Sep-21	Dec-21	140,558.39	411,137.64
Oct-21	Jan-22		411,137.64
Nov-21	Feb-22		411,137.64
Dec-21	Mar-22		411,137.64
Jan-22	Apr-22		411,137.64
Feb-22	May-22		411,137.64
Mar-22	Jun-22		411,137.64
Apr-22	Jul-22		411,137.64
May-22	Aug-22		411,137.64
Jun-22	Sep-22		411,137.64

Richland County Community Unit #1
Certificates of Deposit

Richland County Community Unit School District #1
State Money Pending

FY21

Program		Date of Voucher
St Aide-3001	$ 472,236.00	1/14/2022
Special Ed Priv Facility-3100 *	$ 7,230.72	12/22/2021
Special Ed Personnel-3110 *		
Special Ed X-Ordinary-3105 *		
Special Ed Orphan -3120	$ 8,339.01	12/22/0221
Special Ed Summer School -3145		
Ag Ed-3235		
State Lunch/Breakfast-3360	$ 4,139.40	12/21/2021 12/28/2021
Driver's Ed-3370	$ 15,672.98	9/24/2 12/22/2021
Transportation Regular-3500 *	$ 190,077.18	12/22/2021
Transportation Spec Ed-3510 *	$ 34,587.98	12/22/2021
TAOEP 3695	$ 6,086.00	1/5/2022
Early Childhood-3705	$ 259,298.00	12/28/21 1/5/2022
Fine Arts Grant-3962		
Other State -PSAT 3999		
Federal Lunch 4210		
Federal Milk 4215		
Federal Bfast 4220		
Federal Summer Lunch 4225		
Title II - 4932		
Title I - 4300		
Title I S & A 4331		
Title IV 4400		
21st Century - 4421		
SESE PREK Flow Thru 4600		
SESE Flow Thru 4620		
Fed Room/Board 4625		
Rural Ed Grant-4107		
Other Fed Program/ESSER- 4998		
Other Fed Program/DIGITAL 4999		
* is M-CATS (Mandated Catagoricals-Qtrly)		
**Grand Total **	**$ 997,667.27**	**$997,667.27**
1/19/2022		
*M-cats	$ 231,895.88	

PROPOSAL FOR AUDIT AND PROFESSIONAL SERVICES FOR

RICHLAND COUNTY COMMUNITY UNIT SCHOOL DISTRICT #1
OLNEY, ILLINOIS

FOR FISCAL YEARS ENDED
JUNE 30, 2022, 2023, and 2024

Prepared By:



EIN: 37-0818432
802 Old Wheatland Road
Vincennes, Indiana 47591
Phone: (618) 943-3344 / (812) 882-7730
Fax: (812) 882-7778
E-mail: cbenson@kcpag.com

Contact Person:
Curt Benson, CPA, Partner

KEMPER CPA GROUP LLP
Certified Public Accountants and Consultants

Richland County Community Unit School District #1
1100 East Laurel Street
Olney, Illinois 62450

We are pleased to submit this proposal to provide professional services to Richland County Community Unit School District #1. This letter serves to explain the qualifications of our firm, the scope and approach of the services that we will be providing and our commitment to render the best in auditing, accounting, and consulting services.

We understand the scope of work to include a financial audit of all operating funds and activity funds for the year ended June 30, 2022, 2023, and 2024. The audit will be conducted in accordance with auditing standards generally accepted in the United States of America. We will also complete the Annual Financial Report to be filed with the Illinois State Board of Education, complete the Consolidated Year-End Financial Report for the State of Illinois GATA reporting purposes, and the Schedule of Federal Expenditures to be filed with the Federal Audit Clearinghouse.

The members and staff who will be responsible for services to Richland County Community Unit School District #1 are highly qualified and have in-depth experience in areas of auditing and accounting for governmental and non-for-profit entities. The following staff will be primarily responsible for this engagement: Curt Benson, CPA. Our philosophy of providing professional services emphasizes cost benefit and development approaches to our clients' needs. We also stress the importance of utilizing your personnel to the greatest extent possible in performing the accounting, rather than the auditing functions as a means of reducing costs and also as a basis for transferring skills to your organization.

If you need any additional information or would like to schedule a visit, please do not hesitate to contact us.

Kemper CPA Group LLP
Certified Public Accountants and Consultants

Vincennes, Indiana

APPENDIX A

PROPOSED FEES

We are submitting both a one-year and three-year proposal. Having the audit for a three-year term allows us to save some time and expense in planning and performing certain audit functions. Our three-year proposal reflects consideration of that savings.

If you accept our proposal, please circle one of the following proposals:

	2022	2023	2024
Three-year proposal	$ 22,000	$ 22,850	$ 23,700
One-year proposal	$ 23,000		

Note: All other services will be billed at our standard hourly rates. Out-of-pocket expenses, such as mileage, postage, etc., will be billed in addition to the time committed.

Acknowledgement:

Richland County Community Unit School District #1 agrees to the stated fees listed here and commits to the proposal marked above to have Kemper CPA Group LLP provide accounting services as listed in Appendix A.

By: _____

Title: _____

Date: _____

APPENDIX B

KEMPER CPA GROUP LLP

Kemper CPA Group LLP is a regional certified public accounting firm. Through the cooperation of our 28 operating offices, over 60 partners and over 250 professional and staff employees, we are able to provide technical and quality service commensurate with that of the largest certified public accounting firms.

Our Firm is organized to allow Partners and professional staff to develop their own areas of expertise in an industry or industries based on their areas of interest and the needs of each office. This specialization includes extensive continuing education in the area, being called upon to assist other offices in the performance of accounting, auditing, tax, or management advisory services for clients in that industry, and active involvement in industry advisory organizations. This degree of specialization is usually found only in the largest public accounting firms with impersonal offices located hundreds of miles away. Our clients can utilize our expertise and resources while also receiving unparalleled individual service normally only available from small, local public accounting firms with few resources. We offer the best of both worlds: superior service and expert knowledge in a wide range of industries.

We are members of the American Institute of Certified Public Accountants Division for CPA Firms. Member firms, among other requirements, agree to adhere to quality control standards, submit to peer reviews, require 120 hours of continuing professional education for each professional staff person every three years, and report information about the Firm to the Division.

We have structured our organization to personally serve medium size clients who have as great a need for management consulting services as they do for accounting and auditing services. We offer a full range of accounting, auditing, tax management, advisory, and information system services to our clients. In addition, we have an Employee Benefits Department which offers a wide range of services relating to employee benefits programs.

APPENDIX C

STAFFING and REFERENCES

Curt Benson, CPA, will be the partner in charge of the engagement and will be involved in all phases of the audit. Mr. Benson is an Eastern Illinois University graduate with 18 years public accounting experience in numerous governmental and non-profit audits including single audits. Curt has previously been the partner-in-charge for audits of Red Hill Community Unit School District #10 and Richland County Community Unit School District #1 as well as concurring partner on Community Unit School District #2 (Robinson), Jasper County Community Unit School District #1, and Paris Union School District #95. In addition, Mr. Benson serves as partner in charge of audit services for several municipalities, counties and special governmental districts.

Nick Gracyalny, CPA, will be the manager of the engagement. Mr. Gracyalny graduated from Eastern Illinois University at Charleston with a Bachelor of Science degree in Accounting. Nick has 5 years of experience in public accounting and has accumulated experience in single audits of both governmental and non-profit organizations. Nick has experience on several school district audits in the area including Richland County Community Unit School District #1, Community Unit School District #20 (Lawrenceville), and New Hope Community Consolidated School District #6, among several others.

A sample of relevant audit or accounting client experience for Kemper CPA Group professionals assigned to your audit includes:

- Richland County Community Unit School District #1
- Red Hill Community Unit School District #10
- Jasper County Community Unit School District #1
- Edwards County Community Unit School District #1
- Robinson Community Unit School District #2
- Paris Union School District #95

Partners and professional staff are required to keep current regarding changes in professional standards including GASB issues. All professional audit staff are required to attend annual firm sponsored continuing education classes for accounting and auditing updates. In addition, all professionals working on governmental audits are required to attend the firm sponsored annual continuing education for governmental accounting and auditing update Kemper CPA Group contracts with the accounting profession's leading educational and quality control sources, to present these seminars to Kemper professionals.

Bid Sheet
2022-2023

To: Board of Education
Richland County Community Unit School District No. 1
1099 North Van Street
Olney, IL 62450

We propose to furnish and deliver the school buses described in the Bid Notice at the following prices:

Model Year	Chassis Make	Body Make	Diesel Engine	Price
2023	Blue Bird	Blue Bird	Cummins	$105,647.00
2023	Blue Bird	Blue Bird	Cummins	$105,647.00
2023	Blue Bird	Blue Bird	Cummins	$105,647.00
2023	Blue Bird	Blue Bird	Cummins	$105,647.00
2023	Blue Bird	Blue Bird	Cummins	$105,647.00
2023	Blue Bird	Blue Bird	Cummins	$105,647.00
			Total Price	$633,882.00

Description	Trade-In Value
Bus #21 (66 passengers)	$500.00
Bus #29 (66 passengers)	$1,000.00
Bus #8 (66 passengers)	$1,750.00
Bus #14 (66 passengers)	$1,750.00
Bus #24 (66 passengers)	$1,750.00
Bus #48 (66 passengers)	$1,750.00
Bus #3 (66 passengers)	$2,000.00
Bus #45 (66 passengers)	$2,000.00
Bus #26 (66 passengers)	$2,250.00
Bus #16 (66 passengers)	$2,500.00
Total	$17,250.00

Total After Trade $616,632.00

Company Central States Bus Sales, Inc.

Dealer

Signed Ben Hanewinkel

Address 1200 Sugar Creek Square

Fenton, MO 63026

Telephone Number 800-825-8273

Bid Sheet
2022-2023

To: **Board of Education**
Richland County Community Unit School District No. 1
1099 North Van Street
Olney, IL 62450

We propose to furnish and deliver the school buses described in the Bid Notice at the following prices:

Model Year	Chassis Make	Body Make	Diesel Engine	Price
2023	FREIGHTLINER	THOMAS	CUMMINS ISB	$ 103,471.00
2023	FREIGHTLINER	THOMAS	CUMMINS ISB	$ 103,471.00
2023	FREIGHTLINER	THOMAS	CUMMINS ISB	$ 103,471.00
2023	FREIGHTLINER	THOMAS	CUMMINS ISB	$ 103,471.00
2023	FREIGHTLINER	THOMAS	CUMMINS ISB	$ 103,471.00
2023	FREIGHTLINER	THOMAS	CUMMINS ISB	$ 103,471.00
			Total Price	$ 620,826.00

Description	Trade-In Value
Bus #21 (66 passengers)	$ 500.00
Bus #29 (66 passengers)	$ 750.00
Bus #8 (66 passengers)	$ 1,500.00
Bus #14 (66 passengers)	$ 1,500.00
Bus #24 (66 passengers)	$ 1,500.00
Bus #48 (66 passengers)	$ 1,500.00
Bus #3 (66 passengers)	$ 1,800.00
Bus #45 (66 passengers)	$ 1,800.00
Bus #26 (66 passengers)	$ 1,800.00
Bus #16 (66 passengers)	$ 2,500.00
Total	$ 13,650.00

Company MIDWEST BUS SALES, INC.
Dealer

Signed [signature]

Address 18 SKYVIEW DR.
LITCHFIELD, IL 62056

Telephone Number 217-324-2119

Total After Trade $ 607,176.00 (6 NEW BUSES AND 10 TRADES)

Bid Sheet
2022-2023

To: **Board of Education**
Richland County Community Unit School District No. 1
1099 North Van Street
Olney, IL 62450

We propose to furnish and deliver the school buses described in the Bid Notice at the following prices:

Model Year	Chassis Make	Body Make	Diesel Engine	Price
2023	IC BUS- International	IC BUS- International	Cummins	$102,305.00
2023	IC BUS- International	IC BUS- International	Cummins	$102,305.00
2023	IC BUS- International	IC BUS- International	Cummins	$102,305.00
2023	IC BUS- International	IC BUS- International	Cummins	$102,305.00
2023	IC BUS- International	IC BUS- International	Cummins	$102,305.00
2023	IC BUS- International	IC BUS- International	Cummins	$102,305.00
			Total Price	$613,830.00

Description	Trade-In Value
Bus #21 (66 passengers)	$2,000.00
Bus #29 (66 passengers)	$2,000.00
Bus #8 (66 passengers)	$2,500.00
Bus #14 (66 passengers)	$2,500.00
Bus #24 (66 passengers)	$2,500.00
Bus #48 (66 passengers)	$2,500.00
Bus #3 (66 passengers)	$3,000.00
Bus #45 (66 passengers)	$3,000.00
Bus #26 (66 passengers)	$3,500.00
Bus #16 (66 passengers)	$4,000.00
Total	$27,500.00

Company Midwest Transit Equipment, Inc.
Dealer

Signed [signature]

Address 146. West Issert Drive
Kankakee, IL 60901

Telephone Number (800)933-2412

Total After Trade $586,330.00

RICHLAND COUNTY COMMUNITY UNIT NO. 1
1100 EAST LAUREL STREET - OLNEY, ILLINOIS 62450 - P/618-395-2324 - F/618-392-4147

Chris A. Simpson, Superintendent of Schools – Chad LeCrone, Assistant Superintendent

Date: January 20, 2022

To: RCCU #1 Board of Education

From: Chad LeCrone, Assistant Superintendent

Re: Bus Bid Recommendation

I recommend that Central States Bus Sales, Inc. be awarded the bid for six (6) new buses according to the terms below:

6 new buses @ $105,647 = $633,882
Total trade-in value of 10 old buses = $17,250

Total cost after trade = $616,632

ATHLETIC TRAINER SERVICES AGREEMENT

This ATHLETIC TRAINER SERVICES AGREEMENT (the "Agreement") is made by and between, Wabash General Hospital District, a Hospital District organized to pursuant to the Illinois Hospital District Law (70 ILCS 910/1 et seq.) and as an Illinois not-for-profit, tax-exempt corporation located at 1418 College Drive, Mount Carmel, Wabash County Illinois (the "Hospital") and Richland County High School located at 1200 E Laurel St., Olney, IL 62839 (the "School") and shall be effective on the _____ day of _____, 20___ (the "Effective Date") (Hospital and School are individually referred to as a "Party" and are collectively referred to as "the Parties").

RECITALS

WHEREAS, Hospital employs or contracts with Illinois licensed athletic trainers ("Athletic Trainer(s)") to provide athletic training services ("Services") individually and under the supervision of and in consultation with Illinois licensed physicians including, without limitation, Hospital's employed sports medicine physician and/or School's contracted team physician to schools, students, student-athletes and other individuals in need of such Services within Hospital's service area; and,

WHEREAS, the school desires utilize Hospital's Athletic Trainer(s) to provide Services to be performed for School's students, student athletes at School and/or at School's athletic program practices and sporting events on a limited basis.

NOW THEREFORE, in consideration of the Parties promises, covenants and representations set forth in this Agreement and other good and valuable consideration, the Parties agree as follows:

I. Hospital Duties and Responsibilities

1.1 Hospital agrees to provide School with an Illinois licensed athletic trainer or athletic trainers, as determined in Hospital's reasonable discretion to perform the Services at such times and places as set forth in Exhibit A, which is attached to and incorporated into the terms and conditions of this Agreement.

II. School Duties and Responsibilities

2.1 School agrees to provide Hospital and Athletic Trainer(s) with such facilities and personnel as are provided in Exhibit B which is attached to and incorporated into the terms and conditions of this Agreement.

III. Financial Relationship between the Parties

3.1 The Parties agree that the financial relationship between the Hospital and School shall be as set forth in Exhibit C which is attached to and incorporated into the terms and conditions of this Agreement.

IV. Term and Termination

4.1 Term. The term of this Agreement shall be for one (1) year commencing on the Effective Date and terminating on the _____ day of _____ 20____ (the "Initial Term"). This Agreement shall automatically renew for successive one (1) year terms (each a "Renewal Term") unless either Party gives notice of termination at least sixty (60) days prior to (a) the end of the Initial Term or (b) prior to any of the (1) year Renewal Terms thereafter.

4.2 Termination. This agreement may be terminated as follows:

4.2-1 Termination by Agreement. In the event Hospital and School shall mutually agree in writing, this Agreement may be terminated on terms, conditions and dates stipulated in such writing.

4.2-1 Termination without Cause. Each Party shall have the right to terminate this Agreement without cause by giving the other Party at least 90 days prior written notice.

4.3 Effect of Termination of the Agreement. If this Agreement is terminated pursuant to this Article IV neither Party will be further obligated to perform under this Agreement, with the exception of (i) obligations which accrued prior to the effective date of the termination and (ii) any obligations or covenants contained in this Agreement which are specifically stated in this Agreement as being extended beyond and surviving the Terms of this Agreement.

V. Miscellaneous

5.1 Non-Exclusive Arrangement. The Parties hereby agree that Hospital's provision of Services to School shall be non-exclusive. Hospital may provide Services to any other entity if such activity does not interfere with Hospital's duties and obligations pursuant to this Agreement.

5.2 Insurance and Indemnification

5.2.1 Hospital agrees to maintain appropriate insurance coverage with respect to the delivery of Athletic Training Services including, without limitation, professional liability insurance coverage.

5.2.3 School agrees to indemnify, defend and hold Hospital and its employees, agents and representatives including, without limitation, Hospital's Athletic Trainer and Supervising Physician harmless from and against any and all claims, demands, losses, damages, costs and expenses including reasonable attorney's fees arising from and related solely to any injury to a School student athlete in the event a School representative or other third-party organization authorizes a School student athlete to participate in School sporting events and activities against Hospital's Athletic Trainer or Supervising Physician's professional advice.

Further, Hospital shall have the absolute right to immediately terminate this agreement in the event a School representative, or other third-party organization authorizes a School student athlete to participate in School sporting events and activities against Hospital's Athletic Trainer or Supervising Physician's professional advice.

5.3 Independent Contractor Relationship. In providing Services pursuant to this Agreement, the Parties are acting as independent contractors. No relationship of employer and employee, master and servant, or principal and agent is created between the Parties by this Agreement. Neither Party, nor any of a Party's respective employees or agents shall be entitled to the other Party's employee benefits of any kind.

5.4 Amendments. This Agreement may be amended only by an instrument in writing signed by the Parties to this Agreement.

5.5 Assignment. Assignment of this Agreement or the rights of obligations hereunder shall be invalid without the specific written consent of the other Party.

5.6 Compliance with Laws. The Parties shall comply with all applicable federal, state, and local statutes, ordinances, rules, regulations, licensure requirements, and accreditation standards in the performance of the Parties' duties and obligations under this Agreement.

5.7 Entire Agreement. This Agreement supersedes all previous contracts or agreements between the Parties with respect to the same subject matter and constitutes the entire Agreement between the Parties. Neither Hospital nor School shall be entitled to other benefits than those herein specifically enumerated.

5.8 Counterparts. This Agreement may be executed by the Parties in multiple original counterparts, and each executed version will then be deemed to be an original version of this Agreement, and all of the executed versions will be deemed to constitute the same document. Signatures provided by facsimile and PDF (portable document format) shall be binding as original signatures.

5.9 Governing Law. The Agreement will be construed, interpreted, enforced and governed, in all respects, by and under the law of the State of Illinois. Exclusive venue for any dispute between the Parties related to the terms and conditions of this Agreement shall be in the Circuit Court of Wabash County, Illinois.

5.10 Notices. Notices of communications herein required or permitted shall be given the respective Parties by registered or certified mail (said notice being deemed given as of the date of mailing) or by hand delivery at the following addresses unless either Party shall otherwise designate its new address by written notice.

HOSPITAL	SCHOOL
Attn: Karissa Turner	Attention: _____
President/CEO	_____
1418 College Drive	_____
Mt. Carmel, IL 62863	_____
With a Copy to:	With a Copy to:
_____	_____
_____	_____

5.11 Severability. In the event that any provision of this Agreement is found to be invalid or unenforceable pursuant to a judicial decree or decision, the remainder of this Agreement shall remain valid and enforceable according to its terms.

5.12 Waiver of Breach. The waiver by either Party of breach or violation of any provision of this Agreement shall not operate as, nor be construed to be, a waiver of any subsequent breach hereof.

5.13 No Third-Party Beneficiaries. This Agreement is not intended to benefit any person or entity other than the Parties.

5.14 Incorporation by Reference; Recitals and Exhibits. The Agreement's Recitals and Exhibits are incorporated by reference into and made a part of this Agreement.

VI. Execution

IN WITNESS WHEREOF, the duly authorized officers and representatives of the Hospital and School have executed this Agreement below.

HOSPITAL	SCHOOL
By:_____	By:_____
Printed: Karissa Turner	Printed:_____
Title: President/CEO	Title: _____
Date:_____	Date:_____

APPENDIX A-1

ATHLETIC TRAINER COVERAGE

1. Hospital AT will provide up to 640 hours of on-site coverage annually, which shall include:

    a. Two (2) days of on-site office hours for injury evaluation, treatment and rehabilitation, for a minimum of one (1) hour, not to exceed three (3) hours for one day.

    b. Daily office hours from 3:00 PM to 6:00 PM CST Monday through Friday on days the School is in session during the Fall sports season.

    c. The Hospital AT may add additional days of on-site office hours should AT deem it appropriate for continued medical care or acute injury evaluation. Such continued medical care or acute injury evaluation will be "by appointment only" and not to exceed total allowed hours.

    d. Home event coverage will be provided and not to exceed the total hours.
        i. Event changes with less than 24 hours' notice are not guaranteed coverage.

        ii. It is the responsibility of the School to notify the Hospital's Athletic Trainer of any schedule changes as agreed upon in Exhibit B, Section 4.

    e. Consideration for away game and/or post-season coverage upon further agreement of the Parties upon the following terms:
        i. The School's Athletic Director or Athletic Director's designee shall provide written notification of proposed game/tournament coverage to the Hospital's Director of Orthopaedics, Sports Medicine and Rehabilitation, with a copy to the lead Athletic Trainer and Supervising Physician.

        ii. School shall provide the cost of travel, lodging, and meals for Hospital's Athletic Trainer.

        iii. Hospital shall be responsible for the costs of the hours AT is utilized under the terms of this Agreement, as noted in Exhibit A.

        iv. Total hours not to be exceeded unless otherwise approved by the Hospital's Director of Orthopaedics, Sports Medicine, and Rehabilitation, Lead Athletic Trainer, and Supervising Physician.

EXHIBIT A

HOSPITAL DUTIES AND RESPONSIBILITIES

1. Hospital's Athletic Trainer (AT) will be available to provide Services to the school on a regularly scheduled basis and as otherwise agreed to by the Parties.

2. Hospital's AT shall be licensed pursuant to the Illinois Athletic Trainers Practice Act (225 ILCS 5/1 et seq.) and shall provide Services to School upon discretion of a team physician or consultation physician which include, without limitation, those duties described in 225 ILCS 5/3 (4) A-J.

3. Hospital's AT will be responsible for opening, closing and supervising School's athletic training facility while providing services at that location, pursuant to the Hospital's Athletic Training Room policy. Hospital's AT will also advise the school as to supply inventory status, requisitioning of supplies and facility management generally.

4. Hospital's AT will keep accurate records of all athletic injuries reported by School student-athletes as occurring during the school athletic events and all rehabilitation procedures administered. The AT will also prepare reports on all athletic injuries sustained by school students during school events for the nursing and athletic offices as may be requested.

5. Hospital's AT acting in cooperation with School's Athletic Director and staff will develop and distribute to Athletic Director, Nurse and coaches the following information: location of emergency phone and phone numbers.

6. Hospital's AT will inspect and take inventory of all the School medical kits prior to the beginning of each season.

7. Hospital's AT will provide coordination between injured student athletes, the School coaching staff, and team or family physician.

8. Hospital's AT will report directly to School's Athletic Director and the Athletic Director's designee when on site. Notwithstanding the foregoing, the AT will report directly to the supervising physician concerning student-athlete clinical issues and treatment.

9. Hospital's AT may be requested to speak for educational programs in the School.

10. Hospital's AT shall notify the Athletic Director, or the Athletic Director's designee if an unforeseen circumstance arises that requires cancelation of AT coverage for a scheduled School event.

11. Hospital agrees that Hospital's AT may attend events according to the following guidelines:

    a) Coverage of sports depends on the availability of the athletic training staff and is subject to change as the situation demands.

    b) Contracted school sporting events are given priority over non-contracted sporting events.

c) In-season (traditional) sports will be given priority over out-of-season (non-traditional) sports. In-season is defined as the first day of practice and the last regularly scheduled game.

d) Priority must be taken into account when multiple events are occurring at the same time. Coverage is based on the amount of contact. Priority is given first to full-contact, or collision sports, followed by contact sports, then lastly, limited contact sports. See definition below for sport-grouping according to contact.

   i. In collision sports (eg, boxing, roller derby, ice hockey, [American] football, lacrosse, and rodeo), athletes purposely hit or collide with each other or with inanimate objects (including the ground) with great force. In contact sports (eg, basketball and soccer), athletes routinely make contact with each other or inanimate objects but usually with less force than in collision sports. In limited-contact sports (eg, softball and squash), contact with other athletes or with inanimate objects is infrequent or inadvertent. *(Rice SG. (2008). "Medical conditions affecting sports participation". Pediatrics. 121:841–8. doi:10.1542/peds.2008-0080. PMID 18381550.)*

e) Traditional home competition events are priority over practices and away events.

   i. In the event more than one sport is hosting at home, priority goes to the sport with the highest level of contact.

   ii. In the event of multiple home competitions, at multiple sites including the school, but no full-contact sports, it is recommended the athletic trainer cover the competition with the highest level of contact.

   iii. Should all events involve sports at the same level of contact, priority goes to the event hosted at the school. It is the athletic trainer's responsibility to notify coaches and administration of their location and instruct them to call with any situations that arise at the other venues. The AT may then travel to the other sites once that competition is complete.

f) Notwithstanding the foregoing, in the event there are two home athletic events scheduled at the same time, the covering AT will consult with Hospital's lead AT and supervising physician to determine and notify the Parties in advance as to whether the covering AT is able to i) divide AT's time between the athletic events, ii) attend only one of the athletic events, or iii) assign a second AT to supplement the athletic events AT coverage.

12. The Parties agree that when Hospital's AT is attending School's game events, the AT will not be available to provide Services at School's training facilities and Hospital shall have no obligation to provide School with an additional AT to provide services at such training facilities at such times.

13. AT's hours for providing Services at School shall be determined solely by the Hospital during the Term of this Agreement.

14. Hospital's AT will provide coverage of scheduled School home athletic events. The AT in collaboration with the supervising Physician, will determine which School home athletic events is to be covered if there are two simultaneous School events.

15. Hospital's Athletic trainer may cover School away varsity games pursuant to the Hospital's Athletic Trainer Coverage policy.

16. The Parties agree that Hospital's Athletic Trainer shall not be required by this Agreement to provide advice to School's employed nurse or teachers with respect to the physical condition of School's non-athlete students including, without limitation, junior high school students.

17. Hospital agrees to implement sufficient strategies to recruit and retrain licensed athletic trainers, such that the aforementioned coverage can be fulfilled. In the event staff procurement is not attained by the executed date of this agreement, WGH and school agree to engage in a limited arrangement of services such as baseline testing and injury prevention education. Other services may also be carried out as mutually agreed upon by both parties. Both parties understand and agree that the aforementioned coverage may not take effect until adequate staffing is procured.

EXHIBIT B

SCHOOL DUTIES AND RESPONSIBILITIES

1. School agrees to provide a dedicated area within School's facilities in which Hospital's AT(s) can perform the Services pursuant to this Agreement and where Hospital may store all necessary supplies and equipment required in order to perform the Services as approved by the Hospital's supervising physician.

2. School agrees to designate a specific School employee, such as School's Athletic Director, to directly monitor and evaluate the AT's performance of the Services pursuant to this Agreement and to facilitate communications between School, School coaches and AT and Hospital concerning the performance of such Services.

3. At the beginning of each School year, School shall share all practice and game schedules with Hospital, as well as team rosters, in order to appropriately schedule AT to provide Services as required by this Agreement.

4. School agrees to notify Hospital as to all additional School holiday practice and game schedules for which School wishes AT to provide Services at least fourteen (14) days before such School holiday. In addition, School agrees to use its best efforts to notify AT in a timely manner as to all game or practice delays or cancellations for which Services had been previously scheduled.

5. School agrees to provide Hospital's Athletic Trainer(s) with appropriate training including Athletic Trainer's participation in School compliance training sessions with respect to School's state and federal disaster preparedness planning duties and responsibilities and mandated governmental child protection and welfare reporting requirements.

6. School agrees to provide advance notice of any "special event" coverage at least fourteen (14) days in advance for approval. In the event of post-season play, school shall cover reasonable lodging expenses and provide transportation for the AT and their equipment to and from the destination.

7. School agrees to engage in a business partnership solely with Wabash General Hospital for the provision of Athletic Training services for the length of the contract term.

EXHIBIT C

FINANCIAL RELATIONSHIP BETWEEN THE PARTIES

1. Hospital agrees to provide the AT services without charge to School.

2. School agrees to provide School facility space and School personnel and student assistance to Hospital and Hospital's AT(s) without charge to Hospital.

3. School agrees to reference Hospital's provision of AT Services to School in School's game programs, athletic event advertising published in any medium and sponsorships.

4. School agrees to provide a press release to local media outlets explaining the Services provided by Hospital.

5. School will help organize one (1) Hospital sponsored event at a School varsity sport for which Services are provided by Hospital.

6. School will provide AT with an opportunity to speak with School's Booster Club and other interested civic groups to promote Hospital's Services.

7. School agrees to promote Hospital and ATs with banners/signage for the School gymnasium and ball fields.

8. School agrees to offer a program for students interested in becoming a licensed Certified Athletic Trainer to shadow and/or assist Hospital's Athletic Trainer.

9. School agrees to solicit and direct private charitable donations to help cover Hospital's expenses in providing the Services; Donations should be made to:

    Wabash General Hospital Foundation

    Attention: Danielle Stevens

    1418 College Drive

    Mt. Carmel, IL 62863