

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

**Regular Meeting
Thursday, January 15, 2026
Richland County High School
1200 E. Laurel St.
Olney, IL 62450
6:00 PM**

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school buildings and facilities and improving school sites and in an amount not to exceed \$12,000,000 for the purpose of refunding outstanding obligations of the District.

- IX. Enter Executive Session
 - A. 2(c)(1) To Consider Information Regarding Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Individual Employees
 - B. 2(c)(5) To Discuss the Purchase or Lease of Real Property
 - C. 2(c)(11) To Discuss Matters of Possible or Pending Litigation
 - D. 2(c)(21) To Discuss Matters of Closed Session Minutes
- X. Exit Executive Session
- XI. Personnel Action
- XII. Adjournment

2025-2026 Illinois State Scholars

The following students have been named Illinois State Scholars:

Lila Balding
Taylor Bloomer
Summer Downen
Marley Finan
Leah Gibson
Xander Holtz
Elizabeth Kessler
Briley Kocher
Kylie Kocher
Owen Kocher
Asher Lambird
River Logan
Seth Norwood
Kolton Odenbach
Chloe Prevo
Callista Ridgely
Ally Ryker
Andrew Smith
Nora Stevens
Giuseppe Trupiano

Special Meeting
Monday, December 15, 2025 5:00 PM Central

Richland County High School
1200 E. Laurel St.
Olney, IL 62450

The meeting is open to the public and viewable via live stream at <http://live.rccul.net>

I. Call to Order and Pledge of Allegiance – The special meeting of the Richland County Board of Education was called to order by President Scott Snyder at 5:00 p.m. on Monday, December 15, 2025.

II. Roll Call

Dennis Anderson: Absent
Jake Anderson: Present
Cindy Bailey: Present
Dusty Kocher: Present
Cindy Lockley: Present
Scott Snyder: Present
Jeff Wilson: Present

Present: 6, Absent: 1.

III. Recognition and Comments from Employees and Public – None

IV. Enter Executive Session

Motion to enter executive session at 5:02 p.m. This motion, made by Cindy Bailey and seconded by Jeff Wilson, Passed.

Dennis Anderson: Absent, Jake Anderson: Yea, Cindy Bailey: Yea, Dusty Kocher: Yea, Cindy Lockley: Yea, Scott Snyder: Yea, Jeff Wilson: Yea

Yea: 6, Nay: 0, Absent: 1

IV.A. 2(c)(1) To Consider Information Regarding Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Individual Employees

IV.B. 2(c)(9) To Discuss Student Disciplinary Cases

V. Exit Executive Session

Motion to exit executive session at 5:46 p.m. This motion, made by Jeff Wilson and seconded by Dusty Kocher, Passed.

Dennis Anderson: Absent, Jake Anderson: Yea, Cindy Bailey: Yea, Dusty Kocher: Yea, Cindy Lockley: Yea, Scott Snyder: Yea, Jeff Wilson: Yea

Yea: 6, Nay: 0, Absent: 1

VI. New Business

VI.A. Solar Discussion – **Document Registry 25-12-01**

Mr. Rusk presented firm proposals from StraightUp Solar for both RCMS and RCHS with the cost and savings over time. He explained they are roof top panels and they do not penetrate the roof. The initial investment for RCMS is \$925,996.00 and payback period for RCMS is 5.5 years. The annual electric savings start at \$46,355.00 and will continue to grow over the

years. Solar will make up 45.59% of the electricity at RCMS and there will be 534 panels on RCMS. Maintenance is the responsibility of the school and it would be recommended to have them checked every few years. Installation will include software to watch the activity of the panels. Typical lifespan of the panels is 30 years. Insurance will increase approximately \$11,000.00 total to cover cost of roof damage or panel damage due to storms, etc. at both RCMS and RCHS. The initial investment for RCHS is \$2,508,622.00 with payback period beginning in about 7.1 years and the annual electric savings start at \$95,936.00. RCHS would have 1,255 panels on the roof and solar will make up 64% of the electricity used at RCHS. Mr. Rusk explained there would be 4 inverters at RCHS and 2 inverters at RCMS. The life expectancy of an inverter is 12 years and cost approximately \$15,000.00 to replace. Mr. Rusk stated the district currently budgeted \$500,000.00 for electricity this fiscal year.

The board had discussion about asking FGMA to do an evaluation on both RCMS and RCHS roofs to make sure they can withhold the weight of the panels. It is approximate 7 lbs. per square foot for solar panels.

Mr. Rusk explained work would not begin until summer of 2026 but the district would need to sign a contract and put money up front to guarantee installation.

The board also had discussion about financing options for the solar project. Possibilities of refinancing the bonds as one project for the solar and athletic complex. But also, board members asked the difference if keeping the two projects financed separately. The board is in favor of the solar project, they would just like more discussion on financing options. Action and more discussion on the solar project will take place at the next regular meeting.

Mr. Rusk and Mr. Fox will see if John Vezzetti of Benardi Securities will be available to answer any bond questions at the next meeting.

VII. Possible Student Discipline Action on Student A – **Document Registry 25-12-02**

Motion to Expel Student A for the remainder of the 2025-2026 school year and first semester of the 2026-2027 school year. Student A will be referred to an alternative school. Student A may return on Principals' Probation the first semester of the 2026-2027 school year if Student A completes 20 hours of approved counseling, passes the hair follicle drug test and follows all rules while attending an alternative school. This motion, made by Cindy Lockley and seconded by Jeff Wilson, Passed.

Dennis Anderson: Absent, Jake Anderson: Yea, Cindy Bailey: Yea, Dusty Kocher: Yea, Cindy Lockley: Yea, Scott Snyder: Yea, Jeff Wilson: Yea
Yea: 6, Nay: 0, Absent: 1

VIII. Possible Action on Dismissal of a RCCU1 Educational Support Staff Member – **Document Registry 25-12-03**

Motion to terminate a RCCU1 Educational Support Staff Member effective immediately. This motion, made by Cindy Bailey and seconded by Jeff Wilson, Passed.

Dennis Anderson: Absent, Jake Anderson: Yea, Cindy Bailey: Yea, Dusty Kocher: Yea, Cindy Lockley: Yea, Scott Snyder: Yea, Jeff Wilson: Yea
Yea: 6, Nay: 0, Absent: 1

IX. Adjournment

Motion to adjourn at 6:33 p.m. This motion, made by Jeff Wilson and seconded by Dusty Kocher, Passed.

Dennis Anderson: Absent, Jake Anderson: Yea, Cindy Bailey: Yea, Dusty Kocher: Yea, Cindy Lockley: Yea, Scott Snyder: Yea, Jeff Wilson: Yea
Yea: 6, Nay: 0, Absent: 1

Approved:

President: _____

Secretary: _____

Regular Meeting
Thursday, December 18, 2025 6:00 PM Central

Richland County High School
1200 E. Laurel St.
Olney, IL 62450

The meeting is open to the public and viewable via live stream at <http://live.rccul.net>

I. Call to Order and Pledge of Allegiance – The regular meeting of the Richland County Board of Education was called to order by President Scott Snyder at 6:00 p.m. on Thursday, December 18, 2025.

II. Roll Call

Dennis Anderson: Present
Jake Anderson: Present
Cindy Bailey: Present
Dusty Kocher: Present
Cindy Lockley: Present
Scott Snyder: Present
Jeff Wilson: Present

Present: 7.

III. Recognition and Comments from Employees and Public

III.A. The board recognized the State FFA Agronomy CDE Winners, Ezha Biyok, Kaitlin Kocher, Kylie Kocher, and Evelyn Volk.

IV. Consent Agenda

Motion to approve the consent agenda as presented. This motion, made by Dennis Anderson and seconded by Dusty Kocher, Passed.

Dennis Anderson: Yea, Jake Anderson: Yea, Cindy Bailey: Yea, Dusty Kocher: Yea, Cindy Lockley: Yea, Scott Snyder: Yea, Jeff Wilson: Yea
Yea: 7, Nay: 0

IV.A. * Minutes of Previous Meetings

IV.A.1. * Regular and Closed Minutes of the Regular Board Meeting of November 18, 2025.

IV.B. * Closed Minutes

IV.B.1. * Approve Destruction of Audio Recordings of May 13, 2024, May 16, 2024, and May 23, 2024.

IV.B.2. * Perusal of Closed Session Minutes of January 8, 2025, January 9, 2025, January 13, 2025, January 16, 2025, January 20, 2025, January 27, 2025, February 20, 2025, March 20, 2025, April 17, 2025, May 15, 2025, May 27, 2025, June 16, 2025, June 26, 2025.

IV.C. * Communication

IV.C.1. * Thank You Note from Chris Borah for the flowers sent following the death of her sister.

IV.D. * November FOIA Log – **Document Registry 25-12-04** One from SmartProcure requesting vendors and purchasing records from 8/7/25 – 11/7/25 and one from STINSON LLP requesting contracts, proposals, plans, communications sent to or received from FGM Architects and Poettker Construction regarding the RCHS Athletic Building.

IV.E. * Building Reports – Submitted from Administration from each building.

IV.E.1. * RCELC

IV.E.2. * RCES

IV.E.3. * RCMS

IV.E.4. * RCHS

IV.E.5. * Special Education

IV.E.6. * RiseUp

IV.F. * Approve Fundraisers

IV.G. * Policies for First Reading and Consideration – **Document Registry 25-12-05**

IV.G.1. * 2.120 Board Member Development

IV.G.2. * 2.150 Committees

IV.G.3. * 2.270 Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited

IV.G.4. * 4.10 Fiscal and Business Management

IV.G.5. * 4.30 Revenue and Investment

IV.G.6. * 4.80 Accounting and Audits

IV.G.7. * 4.140 Waiver of Student Fees

IV.G.8. * 4.190 Targeted School Violence Prevention Program

IV.G.9. * 5.10 Equal Employment Opportunity and Minority Recruitment

IV.G.10. * 5.90 Abused and Neglected Child Reporting

IV.G.11. * 5.100 Staff Development Program

IV.G.12. * 5.190 Teacher Qualifications

IV.G.13. * 5.200 Terms and Conditions of Employment and Dismissal

IV.G.14. * 5.220 Substitute Teacher

IV.G.15. * 5.280 Duties and Qualifications

IV.G.16. * 5.300 Schedules and Employment Year

IV.G.17. * 6.20 School Year Calendar and Day

IV.G.18. * 6.40 Curriculum Development

IV.G.19. * 6.60 Curriculum Content

IV.G.20. * 6.130 Program for the Gifted

IV.G.21. * 6.160 English Learners

IV.G.22. * 6.210 Instructional Materials

IV.G.23. * 6.220 Bring Your Own Technology

IV.G.24. * 6.260 Complaints About Curriculum, Instructional Materials, and Programs

IV.G.25. * 6.300 Graduation Requirements

IV.G.26. * 6.310 High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students

IV.G.27. * 6.315 High School Credit for Students in Grade 7 or 8

IV.G.28. * 6.320 High School Credit for Proficiency

IV.G.29. * 7.10 Equal Educational Opportunities

IV.G.30. * 7.70 Attendance and Truancy

IV.G.31. * 7.130 Student Rights and Responsibilities

IV.G.32. * 7.140 Search and Seizure

IV.G.33. * 7.150 Agency and Law Enforcement Requests

IV.G.34. * 7.180 Prevention of and Response to Bullying, Intimidation, and Harassment

IV.G.35. * 7.190 Student Behavior

IV.G.36. * 7.290 Suicide and Depression Awareness and Prevention

IV.G.37. * 7.310 Restrictions on Publications; Elementary

IV.G.38. * 7.315 Restrictions on Publications; High Schools

IV.G.39. * 7.340 Student Records

IV.G.40. * 8.30 Visitors to and Conduct on School Property

IV.G.41. * 8.100 Relations with Other Organizations and Agencies

V. Financial Reports

Motion to approve financial reports as presented. This motion, made by Dennis Anderson and seconded by Jeff Wilson, Passed.

Dennis Anderson: Yea, Jake Anderson: Yea, Cindy Bailey: Yea, Dusty Kocher: Yea, Cindy Lockley: Yea, Scott Snyder: Yea, Jeff Wilson: Yea

Yea: 7, Nay: 0

V.A. Treasurer's Report – The monthly treasurer's report was presented.

V.B. Balance Sheet – The monthly balance sheet was presented.

V.C. Approval of Bills – The monthly bill listing in the amount of \$947,788.44 was presented for payment.

V.D. All Other Financial Reports

V.D.1. Comparison of Funds - November 2024 with November 2025

V.D.2. Monthly Financial Report – The monthly financial report was presented.

V.D.3. Financial Update/Review – Mr. Fox reviewed the financial reports.

VI. Administrative Reports

VI.A. Superintendent's Report

VI.A.1. FY25 RCCU #1 Audit Presentation by Kemper CPA Group – Nick Gracyalny with Kemper stated the audit went very well and Kemper's opinion is an unmodified opinion which is a clean opinion based on the modified cash basis. Financial profile score is recognition status.

VI.A.2. Alternative Revenue Bonds Discussion – **Document Registry 25-12-06**
Mr. Fox stated that John Vezzetti said it was too quick to get the bonding paperwork done for this meeting. It would be best for paperwork in January for the sale of bonds in February or March considering our cash flow analysis. Board members at the previous meeting had asked about the difference of keeping the financing separate with Solar and Athletic Complex. The question was if the full 9 million was put together for both projects or if we do 8 million for Athletic Complex and 1 million for solar project what the difference looks like. Mr. Fox stated we would end up paying approximately \$19,000.00 more if you separated the reissuing of bonds. Mr. Dennis Anderson asked if we could pay for the solar project (approx. 3.3 million) up front with the cash flow and not finance the solar. Mr. Fox recommends that we still finance 9 million even if all for Athletic Complex and pay for the solar up front. Mr. Fox stated we will need to start the bonding in January in order to meet deadlines to start paying bills in April. The board did not have any questions for John Vezzetti at this time. The board would like to finalize more specific plans (size, type of building, room for JROTC and wrestling) on the athletic building to determine the financing of the project. Mr. Fox recommends a special meeting the first week of January to discuss more on bonding and athletic building plans.

VII. Unfinished Business

VIII. New Business

VIII.A. Approve FY25 Richland County CUSD #1 Audit – **Document Registry 25-12-07**

Motion to approve the FY25 Richland County CUSD #1 Audit as presented. This motion, made by Jeff Wilson and seconded by Dennis Anderson, Passed.

Dennis Anderson: Yea, Jake Anderson: Yea, Cindy Bailey: Yea, Dusty Kocher: Yea, Cindy Lockley: Yea, Scott Snyder: Yea, Jeff Wilson: Yea

Yea: 7, Nay: 0

VIII.B. Approve Risk Management Plan – **Document Registry 25-12-08**

Motion to approve the December 2025 Risk Management Plan as presented. This motion, made by Cindy Lockley and seconded by Cindy Bailey, Passed.

Dennis Anderson: Yea, Jake Anderson: Yea, Cindy Bailey: Yea, Dusty Kocher: Yea, Cindy Lockley: Yea, Scott Snyder: Yea, Jeff Wilson: Yea
Yea: 7, Nay: 0

VIII.C. Approve School Maintenance Grant – **Document Registry 25-12-09**

Motion to approve the FY26 School Maintenance Grant as presented. This motion, made by Cindy Lockley and seconded by Dennis Anderson, Passed.

Dennis Anderson: Yea, Jake Anderson: Yea, Cindy Bailey: Yea, Dusty Kocher: Yea, Cindy Lockley: Yea, Scott Snyder: Yea, Jeff Wilson: Yea
Yea: 7, Nay: 0

VIII.D. Approve Shingle Roof Quote for RiseUp Building – **Document Registry 25-12-10**

Motion to approve the shingle roof quote for RiseUp from Jim Taylor, Inc in the amount of \$21,155.00. This motion, made by Dennis Anderson and seconded by Cindy Lockley, Failed.

Dennis Anderson: Nay, Jake Anderson: Nay, Cindy Bailey: Nay, Dusty Kocher: Nay, Cindy Lockley: Nay, Scott Snyder: Nay, Jeff Wilson: Nay
Yea: 0, Nay: 7

The board asked that Mr. Fox and Mr. Rusk reach out for proposals from local contractors.

VIII.E. Approve 2026 Fuel Bid – **Document Registry 25-12-11**

Motion to approve the 2026 fuel bid to Wabash Valley Service Company for Unleaded Gasoline at \$2.608 per gallon and Diesel at \$3.171 per gallon. This motion, made by Cindy Lockley and seconded by Dennis Anderson, Passed.

Dennis Anderson: Yea, Jake Anderson: Yea, Cindy Bailey: Yea, Dusty Kocher: Yea, Cindy Lockley: Yea, Scott Snyder: Yea, Jeff Wilson: Yea
Yea: 7, Nay: 0

VIII.F. Approve Nevco Scoreboard Contract – **Document Registry 25-12-12**

Motion to approve the Nevco Scoreboard Proposal in the amount of \$408,550.00 as presented. This motion, made by Dennis Anderson and seconded by Jeff Wilson, Passed.

Dennis Anderson: Yea, Jake Anderson: Yea, Cindy Bailey: Yea, Dusty Kocher: Yea, Cindy Lockley: Yea, Scott Snyder: Yea, Jeff Wilson: Yea
Yea: 7, Nay: 0

VIII.G. Approve Contract with FGMA for work on Athletic Building – **Document Registry 25-12-13**

Motion to approve the contract with FGMA for work on the Athletic Building as presented. This motion, made by Dusty Kocher and seconded by Cindy Lockley, Passed.

Dennis Anderson: Yea, Jake Anderson: Yea, Cindy Bailey: Yea, Dusty Kocher: Yea, Cindy Lockley: Yea, Scott Snyder: Yea, Jeff Wilson: Yea
Yea: 7, Nay: 0

VIII.H. Approve Contract with Poettker Construction for work on Athletic Building – **Document Registry 25-12-14**

Motion to approve the contract with Poettker Construction for work on the Athletic Building as presented. This motion, made by Jeff Wilson and seconded by Cindy Bailey, Passed.

Dennis Anderson: Yea, Jake Anderson: Yea, Cindy Bailey: Yea, Dusty Kocher: Yea, Cindy Lockley: Yea, Scott Snyder: Yea, Jeff Wilson: Yea
Yea: 7, Nay: 0

VIII.I. Approve Issuing Request for Athletic Building Bids

Motion to approve issuing request for Athletic Building bids. This motion, made by Dusty Kocher and seconded by Cindy Lockley, Passed.

Dennis Anderson: Yea, Jake Anderson: Yea, Cindy Bailey: Yea, Dusty Kocher: Yea, Cindy Lockley: Yea, Scott Snyder: Yea, Jeff Wilson: Yea
Yea: 7, Nay: 0

VIII.J. Approve StraightUp Solar Firm Proposals for RCMS and RCHS – **Document Registry 25-12-15**

Motion to approve contracts with StraightUp Solar for RCMS and RCHS as presented. This motion, made by Scott Snyder and seconded by Dennis Anderson, Passed.

Dennis Anderson: Yea, Jake Anderson: Yea, Cindy Bailey: Yea, Dusty Kocher: Yea, Cindy Lockley: Yea, Scott Snyder: Yea, Jeff Wilson: Yea
Yea: 7, Nay: 0

IX. Enter Executive Session

Motion to enter executive session at 7:12 p.m. This motion, made by Jeff Wilson and seconded by Dennis Anderson, Passed.

Dennis Anderson: Yea, Jake Anderson: Yea, Cindy Bailey: Yea, Dusty Kocher: Yea, Cindy Lockley: Yea, Scott Snyder: Yea, Jeff Wilson: Yea
Yea: 7, Nay: 0

IX.A. 2(c)(1) To Consider Information Regarding Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Individual Employees

IX.B. 2(c)(2) To Discuss Collective Negotiating Matters

IX.C. 2(c)(5) To Discuss the Purchase or Lease of Real Property

IX.D. 2(c)(11) To Discuss Matters of Possible or Pending Litigation

IX.E. 2(c)(21) To Discuss Matters of Closed Session Minutes

X. Exit Executive Session

Motion to exit executive session at 8:01 p.m. This motion, made by Dennis Anderson and seconded by Cindy Bailey, Passed.

Dennis Anderson: Yea, Jake Anderson: Yea, Cindy Bailey: Yea, Dusty Kocher: Yea, Cindy Lockley: Yea, Scott Snyder: Yea, Jeff Wilson: Yea
Yea: 7, Nay: 0

XI. Approve MOA for Sick Leave Bank – **Document Registry 25-12-16**

Motion to approve the Sick Leave Bank Memorandum of Agreement with RCEA. This motion, made by Dennis Anderson and seconded by Cindy Lockley, Passed.

Dennis Anderson: Yea, Jake Anderson: Yea, Cindy Bailey: Yea, Dusty Kocher: Yea, Cindy Lockley: Yea, Scott Snyder: Yea, Jeff Wilson: Yea
Yea: 7, Nay: 0

XII. Personnel Action

Motion to approve all personnel action as presented; the resignation of Lacie Lewis as RCES Paraprofessional effective November 24, 2025, the revised resignation of Marcella Coats as part-time Transportation Secretary and Bus Driver effective December 12, 2025, the retirement of

Janet Kuhlig as Bus Driver effective February 9, 2026, the revised intent to retire of Rob Kirby as RCHS Spanish/Art Teacher effective the end of the 2025-2026 school year, and the intent to retire of Roy Waldhoff as RCHS JROTC Instructor effective July 2029, the transfer of Emili VanGundy from RCES Teacher to RCES Counselor effective the 2026-2027 school year, and the RCHS Athletic Volunteers for Spring 2026; Jamie VanDyke, Tony Holtschlag, Jason Shock, Dewayne Shultz, TJ Hopson, Greg Garner, Kyle Shultz, Briar Shock, Ryan Fancher, and Ron Hazel for Bass Fishing, Elizabeth Sparks and Galen Slover for Softball, Charlie Butler for Boys Track and Lauren Boley for Girls Soccer. This motion, made by Dennis Anderson and seconded by Dusty Kocher, Passed.

Dennis Anderson: Yea, Jake Anderson: Yea, Cindy Bailey: Yea, Dusty Kocher: Yea, Cindy Lockley: Yea, Scott Snyder: Yea, Jeff Wilson: Yea
Yea: 7, Nay: 0

A special meeting will be scheduled for Monday, January 5, 2026 at 5:30 p.m.

XIII. Adjournment

Motion to adjourn at 8:03 p.m. This motion, made by Dennis Anderson and seconded by Cindy Lockley, Passed.

Dennis Anderson: Yea, Jake Anderson: Yea, Cindy Bailey: Yea, Dusty Kocher: Yea, Cindy Lockley: Yea, Scott Snyder: Yea, Jeff Wilson: Yea
Yea: 7, Nay: 0

Approved:

President: _____

Secretary: _____

Special Meeting
Monday, January 5, 2026 5:30 PM Central

Richland County High School
1200 E. Laurel St.
Olney, IL 62450

The meeting was open to the public and viewable via live stream at <http://live.rccul.net>

I. Call to Order and Pledge of Allegiance – The special meeting of the Richland County Board of Education was called to order by President Scott Snyder at 5:30 p.m. on Monday, January 5, 2026.

II. Roll Call

Dennis Anderson: Present
Jake Anderson: Present
Cindy Bailey: Absent
Dusty Kocher: Present (via Google Meet call)
Cindy Lockley: Present
Scott Snyder: Present
Jeff Wilson: Present
Present: 6, Absent: 1.

III. Recognition and Comments from Employees and Public - None

IV. New Business

IV.A. Discussion on the sale of Alternative Revenue Bonds

John Vezzetti of Bernardi Securities was present for the discussion of the sale and refinancing of the Alternative Revenue Bonds. Mr. Vezzetti explained to the board that they would need to set a ceiling (maximum amount) of what they want to borrow for the athletic complex. Mr. Vezzetti explained the amount can always be lowered but you cannot ask for a penny over. He said that the 12 million AR Bonds would be refinanced and the board would need to decide what additional they need to borrow, whether it be 8 or 9 million or less. He stated a resolution will need to be approved at the January 15th meeting with a not to exceed amount. A public hearing (Bond Issue Notification Act) would be held at the February 19th meeting and then the board would need to pass the bond resolution at the March 19th meeting. Once the resolution is passed, the funds will be available at any time. Mr. Snyder asked if this would include the solar project. Mr. Fox stated the solar project would be paid for out of the Education Fund and not financed. Mr. Fox and Mr. Rusk made the recommendation to the board to do a ceiling amount of 9 million for financing and 12 million will be refinanced. The board agreed to the 9 million cap but wants to tighten the numbers more and be able to ask for less when the time comes. Mr. Fox stated the field work contract (GeoSurfaces) is at about 14.5 million and the scoreboard contract (Nevco) is about \$400,000.00. Final numbers will be determined once the Athletic Building plans are finalized.

IV.B. Discussion on Athletic Building layouts – **Document Registry 26-01-01**

Emily Spindler with FGMA and John Carroll with Poettker Construction were present and offered two options for the Athletic Building. Option A (base scope) would include restrooms, concession stand, locker rooms, coaches and officials offices and storage. Option B (added programs) would include space for Vets Hall (JROTC) and a wrestling area. Option B would require a storm shelter. Option A is classified as an assembly building and Option B is considered an educational building. Option A is 10,800 sq. ft. and Option B is 16,800 sq. ft. Based on the two layouts, Poettker Construction was able to work on a budget for each building, Option A around 5.9 million and Option B around 7.9 million. The main reason for the cost difference is the increase in square footage and the requirement of the storm shelter for Option B. Mr. Carroll stated they are seeing the effects of the tariffs in the construction industry.

Mr. Carroll said if Vets Hall has a separate building, similar to what they had before, a basic cost would be \$300,000 to \$500,000. If you wanted to add additional space for wrestling and maintenance it would be an approximate \$100,000.00 more. The cost would vary as you add a/c, additional rooms, etc. A Storm shelter would not be required for the stand alone building for Vets Hall.

After discussion, the board wants to move forward with the bidding of Option A. The board will explore the options of another building to accommodate JROTC, wrestling and maintenance that would be located on the open lots on the south side of high school. The board would like it to be a year round climate controlled building. It was discussed it could cost up to \$750,000.00 for a basic building for Vets Hall that would also accommodate both wrestling and maintenance with heat and air (approx. 40' x 50' post frame industrial building).

Prior to adjournment, Mr. Fox stated to Mr. Carroll and Mrs. Spindler to put Option A out for bid and we will continue to work on another building option for Vets Hall to include wrestling and maintenance. Mr. Fox thanked them for all their hard work and bringing this information to the board.

V. Adjournment

Motion to adjourn at 6:20 p.m. This motion, made by Jeff Wilson and seconded by Cindy Lockley, Passed.

Cindy Bailey: Absent, Dennis Anderson: Yea, Jake Anderson: Yea, Dusty Kocher: Yea, Cindy

Lockley: Yea, Scott Snyder: Yea, Jeff Wilson: Yea

Yea: 6, Nay: 0, Absent: 1

Approved:

President: _____

Secretary: _____

December 2025 FOIA Request Log

Date Received	Sender	Request	Response	Date of Response
12/17/2025	C T Mills Public Info Access LLC outreach@educatorsupportnetwork.org	Requesting current staff list including full name, position title, work email, and work location.	Response emailed to outreach@educatorsupportnetwork.org with current staff list stating full name, position title, work email and work location.	12/17/2025
12/31/2025	East Central Reporter Owen Wang foia@eastcentralreporter.com	Requesting all active full-time aide contracts/collective bargaining agreements.	Response emailed to foia@eastcentralreporter.com There are no records responsive to this request. We do not have contracts/collective bargaining agreements with our full-time aides.	1/2/2026



Richland County Early Learning Center January 2026

Enrollment

Program:	Total Enrollment (1/12/26)
Birth-3	51
Preschool For All	168
Early Childhood	18

Bright Beginnings (Birth-3)

Mission: Bright Beginnings *in partnership with families and the community is* to enhance each child's development by nurturing a positive, healthy parent-child relationship as a foundation for success in all areas of life.

Preschool for All

Mission: To provide the educational foundation for the learners and leaders of tomorrow.

Current and Upcoming Events

- Bright Beginnings Playgroup - Thursday, January 15
- Preschool Screenings - Tuesday, January 20, 8:00 am - 3:00 pm
- Bright Beginnings Donuts & Discuss - Wednesday, January 21, 9:30 am - 10:30 am
- Bright Beginnings Family Event at Star Studio - Tuesday, January 27, 9:00 - 10:30 am



RCES Building Report

January 2026

Enrollment Figures by Grade Level at the beginning of January 2026: as of 01/05/26											Totals
Kg	16	16	15	17	16	15					95
1st	19	19	20	18	20	19	19				134
2nd	19	19	20	19	19	18	20				134
Pri LD/MMI	11	1	2								14
3rd	22	23	22	21	22	25	22				157
4th	23	23	24	20	23	23	22				158
5th	25	26	24	26	25	25					151
Int LD/MMI	6	5	3	10							24
Total											867

SESE Classes	
SESE Autism Room	11
Off Site Location	10
Homebound	0
RCES/SESE Total	21

December Attendance Percentage:	
Kindergarten	93.12
1st Grade	94.80
2nd Grade	93.31
3rd Grade	94.14
4th Grade	94.79
5th Grade	94.42

December Discipline Report:	
Bus Suspension	0
In School Suspension	0
Out of School Suspension	1

Updates:

- Observation days continued giving new teachers the opportunity to observe more seasoned teachers in their grade level or in the surrounding grade levels. For each observation, teachers were accompanied or given guidance by Mrs. Greenwood, Instructional Coach, and Mrs. Fox. At the end of each observation day, teachers met with these two leaders to debrief and then choose one or two areas of focus for improvement or growth in the new teachers' classrooms.
- Training for special education teachers continued with IESE. They had additional training on goal writing on December 18.
- Our second grade classes welcomed families during their Happy Holidays performances on December 5.
- A Helpful Holidays event was held at RCES on December 16 to provide groceries, gifts and activities to families in need.
- Staff enjoyed several holiday activities together during the month of December. Mrs. Fox hosted a door decorating contest which sparked incredible creativity and made the building feel very festive. Winners in several categories were recognized. Several holiday games and challenges were held throughout the week before Christmas, culminating in a holiday staff celebration on December 17. Teachers were all given RCES Tiger Pride shirts and a Christmas lunch for all they do for our students and district.
- RCES hosted its annual Singalong with a visit from Santa on December 19.

News and Events:

- 1/15 - BOE Meeting @ 6:00
- 1/16 - RCES to high school for high five Friday
- 1/19 - No School
- 1/26-1/30 - MTSS Meetings all week



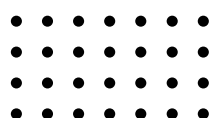


Richland County
Middle School

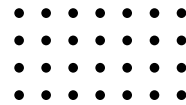


January Board Report

Jennifer Tedford, Principal
Michelle Klingler, Assistant Principal



Student Enrollment



Enrollment as of 12/19/2025

6th Grade: 161
7th Grade: 153
8th Grade: 134
Offsite: 12
Speech Only: 3

Attendance Percentage

6th Grade: 92.53%
7th Grade: 92.72%
8th Grade: 93.33%
RCMS Student Attendance: 92.53%

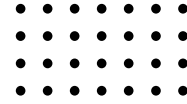
Enrollments and Withdrawals

Enrollments: 1
Withdrawals: 2

Discipline

ISS: 1
OSS: 3

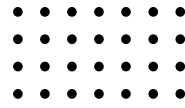
Upcoming Important Dates



MONTH	DAY	EVENT	TIME
January	19	No School	
January	28	Dismiss @ 2PM	
February	1-6	Counselor Appreciation Week	
February	6	MidTerm	
February	8	Choir Concert	2:15
February	9	Parent Teacher Conferences	4:00-7:30
February	11	Parent Teacher Conferences	4:00-7:30
February	13-14	No School	
February	15	National SRO Day	



Athletics



7/8 GRADE BOYS BASKETBALL

DATE	LOCATION	TIME
January 20	Olney	5:30PM
January 26	Vincennes Clark	5:30PM
January 27	Carmi	6:00PM
January 29	Olney	5:30PM
January 31	Albion (7 th Grade)	TBD
February 2	Olney	5:30PM

6TH GRADE BOYS BASKETBALL

DATE	LOCATION	TIME
January 19-24	Red Hill	
January 26	Olney	6:00PM
January 28	Mt.Carmel	6:00PM
January 31	Effingham	11:00AM
February 3	Red Hill	6:00PM
February 4	Olney	6:00PM
February 7	Olney	10:00AM
February 10	Olney	6:00PM
February 12	Olney	6:00PM
February 14	Olney ²⁴	10:00AM

Athletics

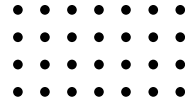
6TH GRADE GIRLS BASKETBALL

DATE	LOCATION	TIME
January 21	Carmi	6:00PM
January 28	Olney	6:00PM
January 29	Mt.Carmel	6:00PM
January 31	Effingham	9:00AM
February 4	Carmi	6:00PM
February 6	TTOWN	6:00PM

VOLLEYBALL (7TH & 8TH)

DATE	LOCATION	TIME
February 7	Robinson	9:00AM
February 10	Olney	6:00PM
February 11	Olney	6:00PM
February 14	Albion	TBD
February 16	St Joe Olney	6:00PM
February 17	Clay City	4:30PM
February 19	St. Anthony (Effingham)	5:00PM

Staff Birthdays



- Christy Travis- January 20
- Lori Ruenacker- February 2
- Amy Siders- February 2
- Taylor Henry- February 4
- Michael Groves- February 7
- Jordan Adams- February 13



Richland Co. High School School Board Report January 2026

Enrollment by Grade Level as of (12/31/25):	Totals	Attendance % by Grade Level for previous month:
Freshman	159	93.54%
Sophomore	170	92.5%
Junior	158	92.98%
Senior	152	92.4%
Total	639	92.85%

Building Discipline Report for previous month:	Freshman	Sophomore	Junior	Senior	Total
ISS	2	2	2	3	9
OSS	3	1	1	-	5
Lunch Detention	13	29	19	14	75
AM Detention	-	-	-	4	4
PM Detention	-	4	11	3	18
Bus Suspension	-	-	-	-	-
Expulsion	1	-	-	-	-

RGHS Events for January

Date	Event *Sporting events in BOLD are home games
1/2/26	Teacher Institute Tiger Basketball @ Flora - 6p
1/3/26	*Tiger FS Basketball Tournament - 9a
1/5/26	Students return to school after Winter Break *Tiger Wrestling v Mt. Carmel - 6p
1/6/26	Tiger Basketball @ Effingham - 6p Scholastic Bowl @ Paris - 5p
1/7/26	Tiger FS Basketball v Effingham - 6p *Tiger Wrestling @ Effingham - 6p
1/8/26	Lady Tiger Basketball @ Mt. Carmel - 5p *Tiger FS Basketball v Mt Carmel - 6p
1/9/26	Tiger Wrestling @ Murdale Tourney - 3p Tiger Basketball @ Marshall - 5p
1/10/26	Tiger Wrestling @ Murdale Tourney - 9a Lady Tiger Basketball @ Salem - 1p
1/12/26	Tiger FS Basketball @ Casey - 6p *Lady Tiger Basketball v Casey - 6p
1/13/26	ERFAE Meeting in RCPAC - 12p *Tiger Basketball v Fairfield - 5p Tiger Wrestling @ Fairfield - 6p JROTC Inspection
1/14/26	Freshman Orientation in PAC - 5p Tiger Wrestling @ Lawrenceville - 6p
1/15/26	RCCU1 School Board Meeting in PAC - 6p Scholastic Bowl @ Palestine - 5p *Tiger FS Basketball v Red Hill - 6p Lady Tiger Basketball @ Marshall - 6p Tiger Wrestling @ Salem - 6p
1/16/26	Early Dismissal (HS only) - 2p Tiger Basketball @ Mt. Carmel - 6p

1/17/26	FFA Alumni Breakfast *Tiger Wrestling LIC Tourney in Ron Herrin - 7a Tiger JV Wrestling @ Carmi Tourney - 9a Lady Tiger Basketball @ LIC Tourney in Marshall
1/19/26	NO SCHOOL - Martin Luther King Jr. Birthday Tiger Wrestling @ Carmi Bulldog Invite - 9a Lady Tiger Basketball @ LIC Tourney in Marshall
1/20/26	Lady Tiger Basketball @ LIC Tourney in Marshall *Tiger Basketball v Casey - 6p
1/21/26	RCMS Spelling Bee in RCPAC - 5p *Tiger Wrestling v Paris - 6p
1/22/26	Lady Tiger Basketball @ LIC Tourney in Marshall Tiger Wrestling @ Breese Central Quads - 6p *Tiger FS Basketball v Flora - 6p
1/23/26	Lady Tiger Basketball @ LIC Tourney in Marshall
1/24/26	Tiger Basketball @ LIC Tourney - Robinson *Tiger Wrestling Olney Duals - 7a Scholastic Bowl LIC Meet in Marshall - 10a
1/26/26	Tiger Basketball @ LIC Tourney - Robinson Tiger FS Basketball @ Lawrenceville - 6p *Lady Tiger Basketball v Lawrenceville - 6p
1/27/26	Tiger Basketball @ LIC Tourney - Robinson Tiger Wrestling @ Shelbyville - 6p
1/28/26	Early Dismissal (District-wide) - 2p
1/29/26	*Tiger FS Basketball v Newton - 6p Lady Tiger Basketball @ Newton - 6p
1/30/26	Tiger Boys Basketball @ LIC Tourney - Robinson
1/31/26	*Lady Tiger Basketball v Edwards Co - 1p

Staff Birthdays

1/2: Jennifer Burgener	1/13: Mandy Ginder
1/12: Sarah Burgener	1/14: Klay Wheeler

RCCU#1 Monthly Board Meeting

January 2026 —

Director of Special Services

Kristen Jurgilanis

Special Education Student Data

- 306 - Total number of students with Individual Education Plans (IEPs)
 - 4 - Total number of students with IEPs attending ASSIST
 - 54 - Number of students attending SESE classrooms or out of district
 - SESE MSI - Bridgeport Grade School (1)
 - SESE MSI I and II - North Clay Elementary (6)
 - SESE MSI III - North Clay Junior/High (1)
 - SESE MSI IV - Richland County High (5)
 - SESE ECE - Early Learning Center (19)
 - SESE ED I & II - Clay City Elementary (2)
 - SESE ED III - Clay City Junior High (0)
 - SEES Autism I,II - Richland County Elementary (11)
 - SESE Autism III - Clay City Junior High (0)
 - SESE Autism IV - Clay City High (6)
 - Willow Hill ED - Next Step Day School Willow Hill (3)
- 35 - Total number of pending re-evaluations
- 11 - Total number of pending initial evaluations
- 3 - Total number of new students with IEPs
- 8 - Total number of students who were dismissed or left district with IEPs
- 31 - Total number of meetings held in December

504 Student Data

- 85 - Total number of students with 504 Plans
 - Richland County Early Learning Center (0)
 - Richland County Elementary School (23)
 - Richland County Middle School (24)
 - Richland County High School (38)

SESE - Southeastern Special Education Cooperative
ED - Emotional Disability

ECE - Early Childhood Education
MSI - Moderate to Severely Impaired

RISEUP December School Board Report



"Learn with Purpose and RiseUp with Pride!"

Enrollment

School	Enrollment as of (1/7/26)
RGHS	5
RCMS	9

Discipline Report

Discipline Report for October:	RGHS	RCMS
Office Referral	0	1
OSS	0	0

Attendance

School	Unexcused	Excused
RGHS	2	4.5
RCMS	10	11

Events

1/2 - Teacher's Institute

1/5- Student Return

1/15- Regular Board Meeting

1/19- No School MLK Day

1/28- District Early Dismissal

RICHLAND COUNTY MIDDLE SCHOOL FUNDRAISER REQUEST

Organization Name: RCMS Music Department

Type of Project: Pay-By-Day Calendar Fundraiser

Start and End Dates of Fundraiser: Feb. 1st - Feb. 20th

Purpose of Raised Funds: Music in the Parks trip +
student essentials (reeds, oil, music, etc.)

Sponsor's Name:

Caitlin Ochs and Warren Weitkamp

Date: 01/05/2026

X Approved

 Disapproved


Principal's Signature

RICHLAND COUNTY ELEMENTARY SCHOOL FUNDRAISER REQUEST

Organization Name: Richland County Elementary School

Type of Project: Fundraiser/ Donation

Start and End Dates of Fundraiser: April 2026

Purpose of Raised Funds: To raise money and donate it to Alex's Lemonade Stand.

Sponsor's Name: Alex's Lemonade Stand Foundation
for Childhood Cancer (Erin Hardy)

Date: 1-5-26

☒ Approved

☐ Disapproved

Jennifer Fox
Principal's Signature

RICHLAND COUNTY MIDDLE SCHOOL FUNDRAISER REQUEST

Organization Name: RCMS Cheer

Type of Project: Calendar Fundraiser

Start and End Dates of Fundraiser: 1/19/26 - 2/9/26

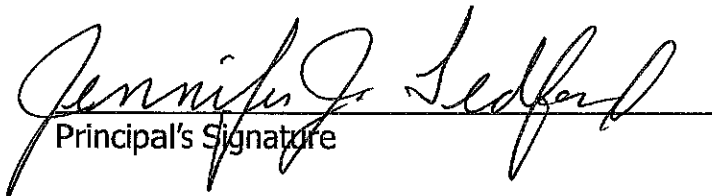
Purpose of Raised Funds: 8th Grade Night Gifts / Other Activities

Sponsor's Name: Donna Henby
Ellen Jenner

Date:

X Approved

 Disapproved


Principal's Signature

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 and leadership training in: (1) education and labor law; (2) financial oversight and accountability; (3) fiduciary responsibilities; (4) trauma-informed practices for students and staff; and (5) improving student outcomes, within the first year of his or her first term. ⁴
2. Each Board member must complete training on the Open Meetings Act (OMA) 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 OMA 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

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

² The Ill. Association of School Boards (IASB) *Foundational Principles of Effective Governance* is available online at: www.iasb.com/conference-training-and-events/training/training-resources/foundational-principles-of-effective-governance/.

³ A board may omit the description of mandatory training requirements by deleting "that are described below" and deleting the numbered list. IASB is an authorized provider of all mandatory trainings for school board members. To view IASB online trainings, see www.iasb.com/conference-training-and-events/training/online-learning/.

⁴ 105 ILCS 5/10-16a, amended by P.A. 103-771. See 105 ILCS 5/10-16a(b-5) for the required and recommended elements of the training regarding trauma-informed practices. See 105 ILCS 5/3-11, amended by P.A. 103-413, for the definitions of *trauma*, *trauma-responsive learning environments (including trauma aware, trauma responsive, and healing centered)*, and *whole child*. Training on improving student outcomes "must include information that is relevant to and within the scope of the duties of a school board member." 105 ILCS 5/10-16a(b-10), added by P.A. 103-771.

⁵ 5 ILCS 120/1.05(b) and (c).

⁶ 105 ILCS 5/24-16.5, **amended by P.A. 104-20**. This mandatory training requirement was phased in as districts implemented evaluations that may 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 are **required** to implement 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. For more information about PERA, see *PERA Overview for School Board Members*, available at: [www.iasb.com/policy-services-and-school-law/illinois-laws-affecting-schools/performance-evaluation-reform-act-\(pera\)/](http://www.iasb.com/policy-services-and-school-law/illinois-laws-affecting-schools/performance-evaluation-reform-act-(pera)/).

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 Behavior⁸

The Board President or Superintendent, or their designees, shall make reasonable efforts to provide ongoing professional development to Board members about the requirements of 105 ILCS 5/10-22.6 and 105 ILCS 5/10-20.14,⁹ adverse consequences of school exclusion and justice-system involvement, effective classroom management strategies, culturally responsive discipline, trauma-responsive learning environments,¹⁰ 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.¹¹

New Board Member Orientation¹²

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.¹³
4. All new members are encouraged to attend workshops for new members conducted by the Illinois Association of School Boards.

⁷ 105 ILCS 5/10-16a(b) 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 sample exhibit 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."

⁸ 105 ILCS 5/10-22.6(c-5), amended by P.A. 103-896. While a district must make reasonable efforts to provide professional development to board members in these areas, the inclusion of this subhead is optional. Information about professional development opportunities is available through IASB's website at: www.iasb.com/conference-training-and-events/training/.

⁹ 105 ILCS 5/10-22.6, amended by P.A. 103-896, addresses the suspension or expulsion of students and school searches. See sample policies 7:190, *Student Behavior*, 7:200, *Suspension Procedures*, 7:210, *Expulsion Procedures*, and 7:220, *Bus Conduct*. 105 ILCS 5/10-20.14, amended by P.A. 103-896, addresses parent-teacher advisory committees and their functions. See sample policy 2:150, *Committees*.

¹⁰ See 105 ILCS 5/3-11(b), amended by P.A. 103-413, for the definition of *trauma-responsive learning environments*.

¹¹ 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).

¹² New board member orientation is a critical step in helping new board members become effective and in promoting a smoothly functioning new team. The orientation process should include information about the IASB policy services to which the board subscribes, **PRESS**, **School Board Policies Online (SBPOL)**, and **PRESS Plus**.

¹³ See sample exhibit 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. ¹⁴

LEGAL REF.: 5 ILCS 120/1.05 and 120/2, Open Meetings Act.
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)

¹⁴ IASB maintains helpful resources for school board candidates, including webinars regarding running for the school board. See www.iasb.com/memberships-and-divisions/school-board-elections/information-for-candidates.

Board of Education

Committees¹

The School Board may establish committees to assist with the Board's governance function and, in some situations, to comply with State law requirements. These committees are known as *Board committees* and report directly to the Board. Committee members may include both Board members and non-Board members depending on the committee's purpose. The Board President makes all Board committee appointments unless specifically stated otherwise.² Board committee meetings shall comply with the Open Meetings Act.³ A Board committee may not take final action on behalf of the Board – it may only make recommendations to the Board.⁴

Special Board Committees

A special committee may be created for specific purposes or to investigate special issues. A special committee is automatically dissolved after presenting its final report to the Board or at the Board's discretion.⁵

¹ State or federal law controls this policy's content in that some committees are required by State law, such as, Parent-Teacher Advisory Committee and Behavioral Interventions Committee. Board committees are *public bodies* for purposes of the Open Meetings Act (OMA) (5 ILCS 120/1.02) and the Freedom of Information Act (FOIA) (5 ILCS 140/2(a)).

A board must appoint or approve a Concussion Oversight Team and charge it with establishing protocols for return-to-play and return-to-learn for students who have suffered a concussion or head injury. Youth Sports Concussion Safety Act, 105 ILCS 5/22-80(d). As this is administrative/staff work rather than governance work, the best practice is to have the Concussion Oversight Team be an *administrative* committee, but consult the board attorney for guidance. Section 22-80(d) identifies who must be on each Concussion Oversight Team. A physician, to the extent possible, must be on the Team. If the school employs an athletic trainer and/or nurse, they must be on the Team to the extent practicable. The Team must include, at a minimum, one person who is responsible for implementing and complying with the return-to-play and return-to-learn protocols adopted by the Team. Other licensed health care professionals may be appointed to serve on the Team. See sample policy 7:305, *Student Athlete Concussions and Head Injuries*.

² Alternatively, strike the "unless" clause and substitute: "subject to Board approval." Be sure this treatment is consistent with policy 2:110, *Qualifications, Term, and Duties of Board Officers*.

³ OMA includes *committees* and *subcommittees* in its definition of *public body*. 5 ILCS 120/1.02. According to a binding opinion from the Public Access Counselor, a "committee of a public body is considered to be a separate public body for purposes of compliance with the requirements of OMA." PAO 13-2. This means that board committees must independently fulfill OMA's requirements. For example, a board committee must comply with notice and agenda requirements. Since board committees seldom meet regularly, compliance steps need careful planning. Board committees should plan for an efficient way to "approve the minutes of its open meeting within 30 days after that meeting or at [its] second subsequent regular meeting, whichever is later." 5 ILCS 120/2.06(b). The only exceptions are for: (1) the Performance Educational Review Act (PERA) joint committee (105 ILCS 5/24A-4(b)); (2) the Reduction In Force (RIF) joint committee (105 ILCS 5/24-12(c)); and (3) when a committee is engaged in collective bargaining negotiations, including negotiating team strategy sessions, or grievance arbitrations (115 ILCS 5/18). Board committees must also review their closed session minutes to determine if they still require confidential treatment or will be made available for public inspection. 5 ILCS 120/2.06(d), amended by P.A. 102-653. Committees that meet regularly, such as standing committees, must conduct this review every six months, or as soon after as is practicable, taking into account the nature and meeting schedule of the committee. Committees that are *ad hoc* in nature must review their closed session minutes six months from the date of the last review of the closed session minutes or at the next scheduled meeting of the committee, whichever is later. *Id.*

Sample policy 2:200, *Types of School Board Meetings*, designates the superintendent, on behalf of each board committee, to receive the mandatory training on OMA compliance required by 5 ILCS 120/1.05(a) and administered by the Ill. Attorney General's Public Access Counselor. See policies 2:200, *Types of School Board Meetings*, and 2:220, *School Board Meeting Procedure*, for meeting requirements and protocol. Every board member must also complete OMA training as required by 5 ILCS 120/1.05(b) and (c).

⁴ Additional committee guidelines may be added, such as:

Committees shall operate under the following guidelines:

- The Board President shall appoint no more than two Board members to serve on a committee.
- The President and the committee members shall establish the committee's meeting dates, time, and place.
- The Superintendent may attend all committee meetings.

⁵ A board may list examples as in the following option: 39

Standing Board Committees ⁶

A standing committee is created for an indefinite term although its members will fluctuate. Standing committees are:

1. Board Policy Committee.⁷ This committee researches policy issues, and provides information and recommendations to the Board.
2. Parent-Teacher Advisory Committee.⁸ This committee assists in the development of student behavior policy and procedure, and provides information and recommendations to the Board. Its members are parents/guardians and teachers, and may include persons whose expertise or experience is needed. The committee reviews such issues as administering medication in the schools, reciprocal reporting between the School District and local law enforcement agencies regarding criminal and civil offenses committed by students, student discipline, disruptive classroom behavior, school bus safety procedures, and the dissemination of student conduct information.
3. Behavioral Interventions Committee.⁹ This committee develops and monitors procedures for using behavioral interventions in accordance with Board policy 7:230, *Misconduct by Students with Disabilities*, and provides information and recommendations to the Board. At the Board President's discretion, the Parent-Teacher Advisory Committee shall perform the duties assigned to the Behavioral Interventions Committee.

Nothing in this policy limits the authority of the Superintendent or designee to create and use committees that report to him or her or to other staff members. ¹⁰

Examples of special committees include the following: (1) Committee to Evaluate Procurement of Architectural, Engineering, and Land Surveying Services (see sample administrative procedure 2:170-AP, *Qualification Based Selection*), and (2) Facility Naming Committee (see sample policy 4:150, *Facility Management and Building Programs*).

⁶ The board may create and list other standing committees, e.g., an audit committee as authorized by 105 ILCS 5/10-22.45. Be sure that the creation of a committee in this policy aligns with the policy concerning the applicable topic. If an audit committee is included here, a board may want to reference it in policy 4:80, *Accounting and Audits*, and vice-versa.

⁷ A board policy committee is optional; its creation is consistent with policy 2:240, *Board Policy Development*.

⁸ 105 ILCS 5/10-20.14 requires all districts to establish and maintain a parent-teacher advisory committee to develop, with the board, policy guidelines on student discipline. The parents on this committee, as well as other non-staff members, may not have access to student records unless the student cannot be identified or prior consent is obtained. 105 ILCS 10/6. The district's parent-teacher advisory committee must also: (1) in cooperation with local law enforcement agencies, develop guidelines for reciprocal reporting of criminal and civil offenses committed by students; and (2) in cooperation with school bus personnel, develop school bus safety procedures. 105 ILCS 5/10-20.14, amended by P.A. 104-430. Completion of the statutory requirements imposed on the Parent-Teacher Advisory Committee, as well as the Behavioral Interventions Committee, should be documented.

⁹ Boards must establish and maintain a behavioral interventions committee to develop procedures that reflect consideration of ISBE's guidelines on the use of behavioral interventions with students with disabilities. 105 ILCS 5/14-8.05(c). An alternative follows:

The Behavioral Interventions Committee, coordinated by the Executive Director of the Special Education Cooperative, develops and monitors procedures for using behavioral interventions in accordance with Board policy 7:230, *Misconduct by Students with Disabilities*. Committee reports and recommendations are made to the Board upon its request.

¹⁰ OMA generally does not apply to superintendent a/k/a administrative committees. See *Univ. Professionals v. Stukel*, 344 Ill.App.3d 856 (1st Dist. 2003)(staff committees are not subject to OMA). The Act will be applicable, however, in some circumstances. For example, a staff committee containing three or more board members will be subject to OMA. 5 ILCS 120/1.02. Consult the board attorney for advice. The following are examples of superintendent committees: Communicable and Chronic Infectious Disease Program Task Force, Communicable and Chronic Infectious Disease Review Team, Employee Drug Abuse Committee, Title I Advisory Committee, Student Support Committee, Food Allergy Management Committee, and Sex Equity Committee. For further discussion, see IASB's *Clearing Up the Confusion on Board Committees: Your Questions Answered*, available at: www.iasb.com/IASB/media/School-Law40boardCommittees_FAQ.pdf.

LEGAL REF.: 5 ILCS 120/, Open Meetings Act.
105 ILCS 5/10-20.14 and 5/14-8.05.

CROSS REF.: 2:110 (Qualifications, Term, and Duties of Board Officers), 2:200 (Types of School Board Meetings), 2:240 (Board Policy Development), 7:190 (Student Behavior), 7:230 (Misconduct by Students with Disabilities)

Students

Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited

¹

Discrimination and harassment on the basis of race, color, or national origin negatively affect a student's ability to learn and an employee's ability to work. Providing an educational and workplace environment free from such discrimination and harassment is an important District goal. The District does not discriminate on the basis of actual or perceived race, color, or national origin in any of its education programs or activities, and it complies with federal and State non-discrimination laws.

Examples of Prohibited Conduct ²

Examples of conduct that may constitute discrimination on the basis of race, color, or national origin include: disciplining students more harshly and frequently because of their race, color, or national origin; denying students access to high-rigor academic courses, extracurricular activities, or other educational

¹ 105 ILCS 5/22-95, added by P.A. 103-472, requires districts to have a written policy (or policies) that prohibit discrimination and harassment based on race, color, and national origin, as well as retaliation. The policy must contain the following: (1) descriptions of various forms of discrimination and harassment based on race, color, and national origin, including examples; (2) the district's internal process for filing a complaint regarding a violation of the policy; (3) an overview of the district's prevention and response program that includes procedures for responding to complaints of discrimination and harassment based on race, color, and national origin and retaliation; (4) potential remedies for a violation of the policy; (5) a prohibition on retaliation for making a complaint or participating in the complaint process; (6) the legal recourse available to the Ill. Dept. of Human Rights (IDHR) and federal agencies if a district fails to take corrective action; and (7) directions on how to contact IDHR. *Id.* at (b)(1). Discrimination and harassment based on race, color, and national origin are also covered more generally as protected categories in sample policies 5:10, *Equal Employment Opportunity and Minority Recruitment*, 5:20, *Workplace Harassment Prohibited*, 7:10, *Equal Educational Opportunities*, and 7:20, *Harassment of Students Prohibited*.

Two laws apply to discrimination of students based on race, color, and national origin. Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color or national origin in any educational program or activity receiving federal financial assistance. 42 U.S.C. §2000d. The IHRA prohibits any district employee from harassing a student based on certain actual or perceived protected categories, including race, color, and national origin, and it requires schools to take appropriate corrective action to stop harassment if the school knows an employee or agent is engaged (or has engaged) in harassment. 775 ILCS 5/5A-101(F) and 5/5A-102(C)-(D), added by P.A. 103-472. The IHRA defines "harassment in elementary secondary, or higher education," in relevant part, as any unwelcome conduct by a school employee toward a student on the basis of a student's actual or perceived race, color, or national origin "that has the purpose or effect of substantially interfering with a student's educational performance or creating an intimidating, hostile, or offensive educational environment." 775 ILCS 5/5A-101(F), added by P.A. 103-472. The *educational environment* "includes conduct that occurs at school, school-related activities, or events, and may include conduct that occurs off school grounds, subject to applicable State and federal law. *Id.* at (G). See sample policy 7:190, *Student Behavior*, at f/n 3, for a discussion about the ability of schools to discipline for off-campus conduct and consult the board attorney for advice in specific cases.

For a discussion of laws that prohibit discrimination in the employment context, including harassment based on race, color, and national origin, see sample policies 5:10, *Equal Employment Opportunity and Minority Recruitment*, and 5:20, *Workplace Harassment Prohibited*, at f/n 1.

Districts are also required to train all **new and existing** employees on discrimination and harassment based on race, color, and national origin. A district may use the free model training program developed by the Ill. Dept. of Human Rights, available at: <https://dhr.illinois.gov/training/racism-free-schools>, or another training program that meets the requirements of 775 ILCS 5/5A-103(b), added by P.A. 103-472. Training for new employees must be provided as part of new employee training and then every two years thereafter. Initial training for existing employees must be completed by 7-31-26 and then every two years thereafter. See sample policy 5:100, *Staff Development Program*, and sample administrative procedure 2:270-AP, *Prevention and Response Program for Complaints of Discrimination and Harassment Based on Race, Color, and National Origin*, for more detail on the training requirements.

² Required by 105 ILCS 5/22-95(b)(1)(A) (~~final citation pending~~), added by P.A. 103-472. The examples of discrimination and harassment under this subhead are based on definitions provided by the U.S. Dept. of Education's Office for Civil Rights, see www.ed.gov/laws-and-policy/civil-rights-laws/race-color-and-national-origin-discrimination/education-and-title-vi and www2.ed.gov/about/offices/list/ocr/docs/ocr-factsheet-shared-ancestry-202301.pdf, and the U.S. Equal Opportunity Employment Commission, see www.eeoc.gov/racecolor-discrimination.

opportunities based on their race, color, or national origin; denying language services or other educational opportunities to English learners; and assigning students special education services based on a student's race, color, or national origin.

Harassment is a form of prohibited discrimination. Examples of conduct that may constitute harassment on the basis of race, color, or national origin include: the use of racial, ethnic or ancestral slurs or stereotypes; taunts; name-calling; offensive or derogatory remarks about a person's actual or perceived race, color, or national origin; the display of racially-offensive symbols; racially-motivated physical threats and attacks; or other hateful conduct.

Making a Report or Complaint; Investigation Process ³

Individuals are encouraged to promptly report claims or incidents of discrimination or harassment based on race, color, or national origin to the Nondiscrimination Coordinator, a Complaint Manager, or any employee with whom the student is comfortable speaking. Reports under this policy will be processed under Board policy 2:260, *Uniform Grievance Procedure*.

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

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

This policy does not impair or otherwise diminish the existing rights of unionized employees to request an exclusive bargaining representative to be present during any investigatory interviews, nor does this policy diminish any rights available under an applicable collective bargaining agreement, including, but not limited to, a grievance procedure. ⁴

Federal and State Agencies

If the District fails to take necessary corrective action to stop harassment based on race, color, or national origin, further relief may be available through the Ill. Dept. of Human Rights (IDHR) or the U.S. Dept. of Education's Office for Civil Rights.⁵ To contact IDHR, go to: <https://dhr.illinois.gov/about-us/contact-idhr.html> or call (312) 814-6200 (Chicago) or (217) 785-5100 (Springfield). ⁶

Prevention and Response Program ⁷

The Superintendent or designee shall establish a prevention and response program to respond to complaints of discrimination based on race, color, and national origin, including harassment, and retaliation. The program shall include procedures for responding to complaints which:

1. Reduce or remove, to the extent practicable, barriers to reporting discrimination, harassment, and retaliation;
2. Permit any person who reports or is the victim of an incident of alleged discrimination, harassment, or retaliation to be accompanied when making a report by a support individual of the person's choice who complies with the District's policies and rules;

³ Required by 105 ILCS 5/22-95(b)(1)(B), ~~final citation pending~~, added by P.A. 103-472.

⁴ Required by *Id.* at (b). The U.S. Supreme Court case of *National Labor Relations Board v. Weingarten*, 420 U.S. 251 (1975), established the right of unionized employees to request and have union representation at investigatory interviews if the employee reasonably believes discipline may result.

⁵ Required by 105 ILCS 5/22-95(b)(1)(F).

⁶ Required by *Id.* at (b)(1)(G).

⁷ Required by *Id.* at (b)(1)(C). Items 1-6 must be addressed in a district's procedures for responding to complaints of discrimination and harassment based on race, color, and national origin. *Id.* at (c). See sample administrative procedure 2:270-AP, *Prevention and Response Program for Complaints of Discrimination and Harassment Based on Race, Color, and National Origin*.

3. Permit anonymous reporting, except that an anonymous report may not be the sole basis of any disciplinary action;
4. Offer remedial interventions or take such disciplinary action as may be appropriate on a case-by-case basis;
5. Offer, but do not require or unduly influence, a person who reports or is the victim of an incident of harassment or retaliation the option to resolve allegations directly with the accused; and
6. Protects a person who reports or is the victim of an incident of harassment or retaliation from suffering adverse consequences as a result of a report of, investigation of, or a response to the incident.

Policy Posting and Distribution

This policy shall be posted on the District's website.⁸ The Superintendent shall annually inform staff members of this policy by posting it in a prominent and accessible location such as the District website, employee handbook, staff intranet site, and/or in other areas where policies and rules of conduct are made available to staff.⁹ The Superintendent shall annually inform students and their parents/guardians of this policy by posting it on the District's website and including an age-appropriate summary of the policy in the student handbook(s).¹⁰

Enforcement¹¹

Any District employee who is determined, after an investigation, to have engaged in conduct prohibited by this policy will be subject to remedial action and/or disciplinary action, up to and including discharge.

Any District student who is determined, after an investigation, to have engaged in conduct prohibited by this policy will be subject to remedial action and/or disciplinary action, including but not limited to, suspension and expulsion consistent with Board policy 7:190, *Student Behavior*.

Any third party who is determined, after an investigation, to have engaged in conduct prohibited by this policy 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 prohibited conduct will likewise be subject to remedial and/or disciplinary action.

Retaliation Prohibited¹²

Retaliation against any person for bringing complaints, participating in the complaint process, or otherwise providing information about discrimination or harassment based on race, color, or national origin is prohibited (see Board policy 2:260, *Uniform Grievance Procedure*).

⁸ 105 ILCS 5/22-95(b)(3), (final citation pending), added by P.A. 103-472, requires districts to post this policy in their website if one exists. If a district does not maintain a website, delete this sentence.

⁹ Id. at (b)(2) requires this policy to be "posted in a prominent and accessible location and distributed in such a manner as to ensure notice of the policy to all employees." A district website or staff intranet site qualifies as a prominent and accessible location under 105 ILCS 5/22-95(b)(2) (final citation pending), added by P.A. 103-472. If a district does not maintain a website and/or staff intranet, delete ~~District website and/or staff intranet site~~ from this sentence, as applicable.

¹⁰ Id. at (b)(3) requires a district to publish the policy on its website, if one exists, and in a student handbook. If the district does not maintain a website, delete ~~posting it on the District's website and~~ from the sentence. The law also requires a district to annually distribute a "summary of the policy in accessible, age-appropriate language" to students and parents/guardians. The summary may, but does not have to be, included in a student handbook to satisfy the annual distribution requirement. For ease of administration, this sample policy refers to inclusion in the student handbook(s). Districts may find it cumbersome to include both the policy and an age-appropriate summary of the same policy in a handbook. Consult the board attorney for guidance if the district would like to include a hyperlink to the policy, rather than the full text of the policy in the handbook. The Ill. Principals Association maintains a handbook service that coordinates with **PRESS** material, *Online Model Student Handbook (MSH)*, at: www.ilprincipals.org/msh.

¹¹ Required by Id. at (b)(1)(D).

¹² Required by Id. at (b)(1)(E).

Individuals should report allegations of retaliation to the Building Principal, an administrator, the Nondiscrimination Coordinator, and/or a Complaint Manager.

LEGAL REF.: 42 U.S.C. §2000d, Title VI of the Civil Rights Act of 1964; 34 C.F.R. Part 100.
42 U.S.C. §2000e et seq., Title VII of the Civil Rights Act of 1964; 29 C.F.R. Part 1601.
105 ILCS 5/22-95. ~~(final citation pending)~~;
775 ILCS 5/1-101 et seq., Illinois Human Rights Act.

CROSS REF.: 2:260 (Uniform Grievance Procedure), 5:10 (Equal Employment Opportunity and Minority Recruitment), 5:20 (Workplace Harassment Prohibited), 5:90 (Abused and Neglected Child Reporting), 5:120 (Employee Ethics; Code of Professional Conduct; and Conflict of Interest), 7:10 (Equal Educational Opportunities), 7:20 (Harassment of Students Prohibited), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:190 (Student Behavior), 7:240 (Conduct Code for Participants in Extracurricular Activities)

Operational Services

Fiscal and Business Management ¹

The Superintendent is responsible for the School District's fiscal and business management.² This responsibility includes annually preparing and presenting the District's statement of affairs to the School Board and publishing it by **before** December 1 as required by State law.³

The Superintendent shall ensure the efficient and cost-effective operation of the District's business management using computers, computer software, data management, communication systems, and electronic networks, including electronic mail, the Internet, and security systems. Each person using the District's electronic network shall complete an *Authorization for Access to the District's Electronic Network*.⁴

Budget Planning

The District's fiscal year is from July 1 until June 30.⁵ The Superintendent shall present to the Board, no later than the first regular meeting in August, a tentative budget with appropriate explanation.⁶ This budget shall represent the culmination of an ongoing process of planning for the fiscal support needed for the District's educational program. The District's budget shall be entered upon the Ill. State Board of Education's (ISBE) *School District Budget Form*.⁷ To the extent possible, the tentative budget shall be balanced as defined by ISBE guidelines. The Superintendent shall complete a tentative deficit reduction plan if one is required by ISBE guidelines.⁸

Preliminary Adoption Procedures

After receiving the Superintendent's proposed budget, the Board sets the date, place, and time for:

¹ State or federal law controls this policy's content. Article 17 of the School Code controls budgeting, tax levies, and tax warrants.

² Boards are authorized to hire a chief school business official. 105 ILCS 5/10-22.23a. Districts having a chief school business official may want to replace "Superintendent" with "Chief School Business Official" throughout this policy.

³ 105 ILCS 5/10-17, amended by P.A. 104-261, eff. 1-1-26. No later than December 1 each year, a school board must make its statement of affairs available to the public by posting it on the district's website and publishing it in a newspaper of general circulation. See sample exhibit 2:250-E2, *Immediately Available District Public Records and Web-Posted Reports and Records*.

⁴ See sample exhibits 6:235-AP1, E1, *Student Authorization for Access to the District's Electronic Networks*, and 6:235-AP1, E2, *Staff Authorization for Access to the District's Electronic Networks*. Use of electronic networks in the curriculum is covered in sample policy 6:235, *Access to Electronic Networks*.

⁵ The board sets the fiscal year (105 ILCS 5/17-1) and this sentence should reflect that local decision. If the board sets an alternative fiscal year, State law provides, "If the beginning of the fiscal year of a district is subsequent to the time that the tax levy due to be made in such fiscal year shall be made, then such annual budget shall be adopted prior to the time such tax levy shall be made." *Id.* Consult the board attorney for guidance on the impact of an alternative fiscal year on the deadlines in this policy.

⁶ The board must designate a person(s) to prepare a tentative budget. 105 ILCS 5/17-1. The purpose of this policy's directive for the superintendent to present a tentative budget "no later than the first regular meeting in August" is to ensure that the budget can be adopted by September 30 (see f/n 14). A board may amend this directive to give the superintendent additional flexibility by requiring him or her to present a tentative budget "during a regular Board meeting in August."

⁷ Required by 105 ILCS 5/17-1. See www.isbe.net/Pages/School-District-Joint-Agreement.aspx.

⁸ *Id.* The budget instructions from ISBE detail when a deficit reduction plan must be completed. State law requires the budget to be balanced and, if not, a three-year deficit reduction plan must be developed.

1. A public hearing on the proposed budget,⁹ and
2. The proposed budget to be available to the public for inspection.¹⁰

The Board Secretary shall arrange to publish a notice in a local newspaper stating the date, place, and time of the proposed budget's availability for public inspection and the public hearing.¹¹ The proposed budget shall be available for public inspection at least 30 days before the time of the budget hearing.

At the public hearing, the proposed budget shall be reviewed, including the cash reserve balance of all funds held by the District related to its operational levy and, if applicable, any obligations secured by those funds,¹² and the public shall be invited to comment, question, or advise the Board.¹³

Final Adoption Procedures

The Board adopts a budget before the end of the first quarter of each fiscal year, September 30, or by such alternative procedure as State law may define.¹⁴ To the extent possible, the budget shall be balanced as defined by ISBE; if not balanced, the Board will adopt a deficit reduction plan to balance the District's budget within three years according to ISBE requirements.¹⁵

The Board adopts the budget by roll call vote. The budget resolution shall be incorporated into the meeting's official minutes. Board members' names voting *yea* and *nay* shall be recorded in the minutes.¹⁶

The Superintendent or designee shall perform each of the following:

1. Post the District's final annual budget, itemized by receipts and expenditures, on the District's Internet website; notify parents/guardians that it is posted and provide the website's address.¹⁷

⁹ At least one public hearing must be held before final action is taken on the budget. 105 ILCS 5/17-1.

¹⁰ The tentative budget must be conveniently available for public inspection for at least 30 days before final action on the budget. 105 ILCS 5/17-1.

¹¹ 105 ILCS 5/17-1 makes the board secretary responsible for this public notice at least 30 days before the hearing. If there is no newspaper published in the district, notice must be given by posting notices in five of the most public places in the district. 105 ILCS 5/17-1.

¹² 105 ILCS 5/17-1.3 requires districts to disclose this cash reserve balance information "at the public hearing at which the district certifies its budget and levy for the taxable year." The statute does not specify the manner in which the disclosure must be made; for ease of administration, this sample policy manages disclosure at the budget hearing by including it in the budget review. To provide evidence of compliance, consider as a best practice recording this disclosure in the board meeting minutes and/or presenting it in writing. The term *operational levy* is not defined in the statute, but the definition of *operational funds* in 105 ILCS 5/17-1.10, added by P.A. 103-394, references 105 ILCS 5/17-1.3 and supports that it includes the educational, transportation, and operation and maintenance funds. Consult the board attorney for guidance.

¹³ State law does not address what transpires during the budget hearing. See f/n 12, above, regarding disclosure of cash reserves at the budget hearing as a means to comply with 105 ILCS 5/17-1.3.

¹⁴ Required by 105 ILCS 5/17-1 and 5/17-3.2. See f/n 5.

¹⁵ Required by 105 ILCS 5/17-1. See f/n 8.

¹⁶ Required by 105 ILCS 5/10-7.

¹⁷ Required by 105 ILCS 5/17-1.2, *only if* the district has a website. Delete this sentence if the district does not have a website.

2. File a certified copy of the budget resolution and an estimate of revenues by source anticipated to be received in the following fiscal year, certified by the District's Chief Fiscal Officer, with the County Clerk within 30 days of the budget's adoption. ¹⁸
3. Ensure disclosure to the public of the cash reserve balance of all funds held by the district related to its operational levy and, if applicable, any obligations secured by those funds, at the public hearing¹⁹ at which the Board certifies its operational levy.
4. Present a written report that includes the annual average expenditures of the District's operational funds for the previous three fiscal years at or before the board meeting at which the Board adopts its levy. In the event the District's combined cash reserve balance of its operational funds is more than 2.5 times the annual average expenditures of those funds for the previous three fiscal years, the Board will adopt and file with ISBE a reserve reduction plan by December 31. ²⁰
5. Make all preparations necessary for the Board to timely file its Certificate of Tax Levy, including preparations to comply with the Truth in Taxation Act;²¹ file the Certificate of Tax Levy with the County Clerk on or before the last Tuesday in December. The Certificate lists the amount of property tax money to be provided for the various funds in the budget.
6. Submit the annual budget, a deficit reduction plan if one is required by ISBE guidelines, and other financial information to ISBE according to its requirements. ²²

Any amendments to the budget or Certificate of Tax Levy shall be made as provided in the School Code and Truth in Taxation Act. ²³

¹⁸ Required by 35 ILCS 200/18-50, which refers to "appropriation and budget ordinances or resolutions." School districts adopt budgets by board resolution. The budget serves as the district's appropriation.

¹⁹ Required by 105 ILCS 5/17-1.3. Consult the board attorney about the meaning of the *public hearing* for the levy and if the disclosure must always be made at the board meeting at which the board certifies the district's levy, or only in those instances where notice and a *public hearing* are required by the Truth in Taxation Law. 35 ILCS 200/18-70. Similar to the disclosure of cash reserves made at the budget hearing, a district may want to manage compliance for the levy hearing by incorporating the information into the presentation of the levy at the board meeting. See f/n 12, above.

²⁰ Delete this paragraph if a district receives federal impact funding. 105 ILCS 5/17-1.10(a), added by P.A. 103-394. Federal impact aid is designed to assist local school districts that have lost a portion of their local tax base because of federal ownership of property (e.g., military bases, low-rent housing properties, or concentrations of students that have parents/guardians in the uniformed services). For more information about federal impact aid, see www.impactaid.ed.gov/resources/ and www.nafisd.org/impact-aid-resources/impact-aid-payments/. 105 ILCS 5/17-1.10(a), added by P.A. 103-394, requires a board to present "at a board meeting" a written report that includes the annual average expenditures of its *operational funds*, which include the educational, transportation, and operation and maintenance funds. *Id.* The average expenditures are calculated based on the district's most recently audited annual financial report (AFR). *Id.* For ease of administration, this sample policy manages presentation of the report in conjunction with the meeting at which a board adopts its levy, or earlier, if a district's AFR is available. Consult the board attorney if a district's AFR is not available before December 31 (the date by which a reserve reduction plan must be filed, if applicable); the board may need to rely upon estimated numbers in that scenario. If a district's ratio of its combined cash reserves of its operational funds to its average annual expenditures of those funds over the past three fiscal years exceeds 2.5, then the board must adopt and file a plan with ISBE to reduce its cash reserves to expenditures ratio to at or below 2.5 within three years. *Id.* at (b), added by P.A. 103-394.

²¹ 35 ILCS 200/18-55 et seq. The Truth in Taxation Law contains several notice, publication, and hearing requirements. A district that fails to strictly comply with the notice and publication requirements of the Truth in Taxation Act risks invalidation of its levy. *In re County Collector*, 229 Ill.App.3d 641 (3rd Dist. 1992). However, failure to post a Truth in Taxation notice on a district's website will not invalidate the notice or action taken on a tax levy. 35 ILCS 200/18-75, amended by P.A. 103-1018. See sample exhibit 2:250, *Immediately Available District Public Records and Web-Posted Reports and Records*.

²² Required by 105 ILCS 5/17-1.

²³ 105 ILCS 5/17-11 and 35 ILCS 200/18-55 et seq.

Budget Amendments

The Board may amend the budget by the same procedure as provided for in the original adoption.
²⁴

Implementation

The Superintendent or designee shall implement the District's budget and provide the Board with a monthly financial report that includes all deficit fund balances. The amount budgeted as the expenditure in each fund is the maximum amount that may be expended for that category, except when a transfer of funds is authorized by the Board.

The Board shall act on all interfund loans²⁵, interfund transfers²⁶, transfers within funds²⁷, and transfers from the working cash fund or abatements of it, if one exists. ²⁸

LEGAL REF.: 105 ILCS 5/10-17, 5/10-22.33, 5/17-1, 5/17-1.2, 5/17-1.3, 5/17-1.10, 5/17-2A, 5/17-3.2, 5/17-11, 5/20-5, 5/20-8, and 5/20-10.
 35 ILCS 200/18-55 et seq., Truth in Taxation Law.
 23 Ill.Admin.Code Part 100.

CROSS REF.: 4:20 (Fund Balances), 4:40 (Incurring Debt), 4:60 (Purchases and Contracts), 6:235 (Access to Electronic Networks)

ADMIN. PROC.: 6:235-AP1, E1 (Student Authorization for Access to the District's Electronic Networks), 6:235-AP1, E2 (Staff Authorization for Access to the District's Electronic Networks)

²⁴ 105 ILCS 5/17-1; 23 Ill.Admin.Code Part 100.

²⁵ 105 ILCS 5/10-22.33, 5/20-4, 5/20-5, 5/20-8, and 5/20-10 and 23 Ill.Admin.Code §100.50. If the district loans money from the working cash fund to another fund, Section 5/20-10 requires the district to maintain a credit to the working cash fund (meaning that borrowing fund must repay the working cash fund).

²⁶ 105 ILCS 5/17-2A, amended by P.A. 103-601, contains the requirements for a permanent transfer. P.A.s 102-895 and 103-601 extended the time period during which a district may transfer money from specified funds for any purpose through June 30, 2026.

²⁷ Transfers between the various items in any fund may not exceed in the aggregate ten percent of the total of such fund as set forth in the budget. If the aggregate exceeds 10%, the board must amend the budget. 105 ILCS 5/17-1.

²⁸ The purpose of the working cash fund is to enable the school district "to have in its treasury at all times sufficient money to meet demands for expenses." 105 ILCS 5/20-1. School officials, including board members, are liable "for any sum that may be unlawfully diverted from the working cash fund" 105 ILCS 5/20-6.

105 ILCS 5/20-10 codified a long-held practice and understanding of Ill. school districts. A district may abate (reduce the funds) money from the working cash fund at any time and transfer it to any district fund or funds most in need of the money, provided that the district maintains an amount to the credit of the working cash fund. This was a legislative overturn of a case concluding that any permanent transfer, including abatements, of the working cash fund should be transferred only to the education fund. See G.I.S. Venture v. Novak, 388 Ill.App.3d 184 (2nd Dist. 2009); G.I.S. Venture v. Novak, 385 Ill.Dec. 430 (2nd Dist. 2014). Abolishments (deplete all funds) of the working cash fund must still be transferred to the education fund only.

Operational Services

Revenue and Investments ¹

Revenue

The Superintendent or designee is responsible for making all claims for property tax revenue, State Aid, special State funds for specific programs, federal funds, and categorical grants.

Investments

The Superintendent shall either appoint a Chief Investment Officer or serve as one.² The Chief Investment Officer shall invest money that is not required for current operations, in accordance with this policy and State law.³

The Chief Investment Officer and Superintendent shall use the standard of prudence when making investment decisions. They shall use the judgment and care, under circumstances then prevailing, that persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the safety of their capital as well as its probable income.⁴

Investment Objectives ⁵

The objectives for the School District's investment activities are:

1. Safety of Principal - Every investment is made with safety as the primary and over-riding concern. Each investment transaction shall ensure that capital loss, whether from credit or market risk, is avoided.
2. Liquidity - The investment portfolio shall provide sufficient liquidity to pay District obligations as they become due. In this regard, the maturity and marketability of investments shall be considered.
3. Rate of Return - The highest return on investments is sought, consistent with the preservation of principal and prudent investment principles.
4. Diversification - The investment portfolio is diversified as to materials and investments, as appropriate to the nature, purpose, and amount of the funds.

Authorized Investments ⁶

The Chief Investment Officer may invest District funds in one or more of the following:

¹ Each district must have an investment policy; its detail and complexity must be appropriate to the nature of the funds, the funds' purpose, and the amount of the public funds within the investment portfolio. 30 ILCS 235/2.5(a).

² 30 ILCS 235/2.5(a)(7). Districts having a chief business official may use this alternative: "The Chief Business Official shall serve as the District's Chief Investment Officer." If a Township Treasurer manages the district funds, substitute this sentence:

The Township Treasurer shall serve as the Chief Investment Officer.

³ Township and school treasurers are authorized by 105 ILCS 5/8-7 to enter into agreements regarding the deposit, investment, and withdrawal of district funds.

⁴ The policy must include a standard of care. 30 ILCS 235/2.5(a)(2).

⁵ The policy must address safety, liquidity, return (30 ILCS 235/2.5(a)), as well as diversification (30 ILCS 235/2.5(a)(4)). These objectives also serve as investment guidelines. 30 ILCS 235/2.5(a)(3). How these are addressed is at the board's discretion.

⁶ The policy must contain a "listing of authorized investments." 30 ILCS 235/2.5(a)(1). 30 ILCS 235/2(a-1) allows school districts to invest public funds in interest-bearing bonds of any local government (see paragraph 6). Investments from which a board may choose are listed in this policy. See 30 ILCS 235/2, amended by P.A. 103-880. Alternatively, a board may refer to that law by stating:

The Chief Investment Officer may invest District funds in any investment as authorized in 30 ILCS 235/2, and Acts amendatory thereto.

1. Bonds, notes, certificates of indebtedness, treasury bills, or other securities now or hereafter issued, that are guaranteed by the full faith and credit of the United States of America as to principal and interest.
2. Bonds, notes, debentures, or other similar obligations of the United States of America, its agencies, and its instrumentalities.
The term “agencies of the United States of America” includes: (a) the federal land banks, federal intermediate credit banks, banks for cooperative, federal farm credit banks, or any other entity authorized to issue debt obligations under the Farm Credit Act of 1971 and Acts amendatory thereto, (b) the federal home loan banks and the federal home loan mortgage corporation, and (c) any other agency created by Act of Congress.
3. Interest-bearing savings accounts, interest-bearing certificates of deposit or interest-bearing time deposits or any other investments constituting direct obligations of any bank as defined by the Illinois Banking Act.
4. Short-term obligations of corporations organized in the United States with assets exceeding \$500,000,000 if: (a) such obligations are rated at the time of purchase at one of the three highest classifications established by at least two standard rating services and that mature not later than 270 days from the date of purchase, (b) such purchases do not exceed 10% of the corporation’s outstanding obligations, and (c) no more than one-third of the District’s funds may be invested in short-term obligations of corporations under this paragraph.
5. Obligations of corporations organized in the United States with assets exceeding \$500,000,000 if: (a) such obligations are rated at the time of purchase at one of the three highest classifications established by at least two standard rating services and which mature more than 270 days but less than 10 years from the date of purchase, (b) such purchases do not exceed 10% of the corporation's outstanding obligations, and (c) no more than one-third of the District's funds may be invested in obligations of corporations under this paragraph.
6. Money market mutual funds registered under the Investment Company Act of 1940, provided that the portfolio of any such money market mutual fund is limited to obligations described in paragraph (1) or (2) and to agreements to repurchase such obligations.
7. Interest-bearing bonds of any county, township, city, village, incorporated town, municipal corporation, school district, the State of Illinois, any other state, or any political subdivision or agency of the State of Illinois or any other state, whether the interest earned is taxable or tax-exempt under federal law. The bonds shall be (a) registered in the name of the municipality, county, or other governmental unit, or held under a custodial agreement at a bank, and (b) rated at the time of purchase within the four highest general classifications established by a rating service of nationally recognized expertise in rating bonds of states and their political subdivisions.

30 ILCS 235/2(k), added by P.A. 103-880, permits a board to adopt a resolution to allow for investment of public funds in other instruments not specifically listed in the Public Funds Investment Act provided those investments comply with: (1) any other law that authorizes a board to invest funds, and (2) the investment policy adopted by the Board. There is uncertainty regarding the potential breadth and scope of this provision and procedural requirements for implementation. The board attorney and district financial advisor(s) should be consulted before adding instruments to the list of authorized investments in this policy and the board's investment portfolio in accordance with 30 ILCS 235/2(k). Any additional investments authorized by the Board under 30 ILCS 235/2(k) should be added to this policy beginning with Item #14. If a board has adopted the alternative language above, the additional investments should be included at the end of the sentence as follows: The Chief Investment Officer may invest District funds in any investment as authorized in 30 ILCS 235/2, and Acts amendatory thereto, as well as [insert investment(s)], in accordance with the requirements of 30 ILCS 235/2(k).

Some attorneys are of the opinion that the Investment of Municipal Funds Act (IMFA) (50 ILCS 340/) authorizes school districts to invest funds in certain tax anticipation warrants. The IMFA applies to counties, park districts, sanitary districts, and other *municipal corporations*. *Id.* at 340/1. *Municipal corporation* is not specifically defined in the IMFA. Consult with the board attorney and/or bond counsel regarding the authority for such investments and the inclusion of the IMFA in this policy.

As part of its mission to protect public entities, the Municipal Securities Rulemaking Board (MSRB) has resources available that school officials may find helpful at: www.msrb.org/EdCenter. It provides information about bond issuance, required disclosures, and working with municipal advisors.

8. Short term discount obligations of the Federal National Mortgage Association or in shares or other forms of securities legally issuable by savings banks or savings and loan associations incorporated under the laws of this State or any other state or under the laws of the United States. Investments may be made only in those savings banks or savings and loan associations, the shares, or investment certificates that are insured by the Federal Deposit Insurance Corporation. Any such securities may be purchased at the offering or market price thereof at the time of such purchase. All such securities so purchased shall mature or be redeemable on a date or dates prior to the time when, in the judgment of the Chief Investment Officer, the public funds so invested will be required for expenditure by the District or its governing authority.
9. Dividend-bearing share accounts, share certificate accounts, or class of share accounts of a credit union chartered under the laws of this State or the laws of the United States; provided, however, the principal office of any such credit union must be located within the State of Illinois. Investments may be made only in those credit unions the accounts of which are insured by applicable law.
10. A Public Treasurers' Investment Pool created under Section 17 of the State Treasurer Act. The District may also invest any public funds in a fund managed, operated, and administered by a bank, subsidiary of a bank, or subsidiary of a bank holding company or use the services of such an entity to hold and invest or advise regarding the investment of any public funds.
11. The Illinois School District Liquid Asset Fund Plus.⁷
12. Repurchase agreements of government securities having the meaning set out in the Government Securities Act of 1986, as now or hereafter amended or succeeded, subject to the provisions of said Act and the regulations issued there under. The government securities, unless registered or inscribed in the name of the District, shall be purchased through banks or trust companies authorized to do business in the State of Illinois.

Except for repurchase agreements of government securities that are subject to the Government Securities Act of 1986, as now or hereafter amended or succeeded, the District may not purchase or invest in instruments that constitute repurchase agreements, and no financial institution may enter into such an agreement with or on behalf of the District unless the instrument and the transaction meet all of the following requirements:

- a. The securities, unless registered or inscribed in the name of the District, are purchased through banks or trust companies authorized to do business in the State of Illinois.
- b. The Chief Investment Officer, after ascertaining which firm will give the most favorable rate of interest, directs the custodial bank to "purchase" specified securities from a designated institution. The "custodial bank" is the bank or trust company, or agency of government, that acts for the District in connection with repurchase agreements involving the investment of funds by the District. The State Treasurer may act as custodial bank for public agencies executing repurchase agreements.
- c. A custodial bank must be a member bank of the Federal Reserve System or maintain accounts with member banks. All transfers of book-entry securities must be accomplished on a Reserve Bank's computer records through a member bank of the Federal Reserve System. These securities must be credited to the District on the records of the custodial bank and the transaction must be confirmed in writing to the District by the custodial bank.
- d. Trading partners shall be limited to banks or trust companies authorized to do business in the State of Illinois or to registered primary reporting dealers.
- e. The security interest must be perfected.

⁷ The Illinois School District Liquid Asset Fund Plus is an Illinois trust organized to permit Illinois school districts, community colleges, and educational service regions to pool their investment funds to obtain the highest possible investment yield consistent with maintaining liquidity and preserving capital, and to engage in cooperative cash management activities resulting in more efficient financial resource utilization. The program was developed in cooperation with the Ill. Association of School Boards, the Ill. Association of School Business Officials, and the Ill. Association of School Administrators. For more information, including regional representative contact information, see www.iasbop2p.org/isdlaf/home.

- f. The District enters into a written master repurchase agreement that outlines the basic responsibilities and liabilities of both buyer and seller.
 - g. Agreements shall be for periods of 330 days or less.
 - h. The Chief Investment Officer informs the custodial bank in writing of the maturity details of the repurchase agreement.
 - i. The custodial bank must take delivery of and maintain the securities in its custody for the account of the District and confirm the transaction in writing to the District. The custodial undertaking shall provide that the custodian takes possession of the securities exclusively for the District; that the securities are free of any claims against the trading partner; and that any claims by the custodian are subordinate to the District's claims to rights to those securities.
 - j. The obligations purchased by the District may only be sold or presented for redemption or payment by the fiscal agent bank or trust company holding the obligations upon the written instruction of the Chief Investment Officer.
 - k. The custodial bank shall be liable to the District for any monetary loss suffered by the District due to the failure of the custodial bank to take and maintain possession of such securities.
13. Any investment as authorized by the Public Funds Investment Act, and Acts amendatory thereto. Paragraph 13 supersedes paragraphs 1-12 and controls in the event of conflict.

Except as provided herein, investments may be made only in banks, savings banks, savings and loan associations, or credit unions that are insured by the Federal Deposit Insurance Corporation or other approved share insurer.⁸

The Chief Investment Officer and Superintendent shall regularly consider material, relevant, and decision-useful sustainability factors in evaluating investment decisions, within the bounds of financial and fiduciary prudence. Such factors include, but are not limited to: (1) corporate governance and leadership factors, (2) environmental factors, (3) social capital factors, (4) human capital factors, and (5) business model and innovation factors, as provided under the Ill. Sustainable Investing Act, 30 ILCS 238/.⁹

Selection of Depositories, Investment Managers, Dealers, and Brokers¹⁰

The Chief Investment Officer shall establish a list of authorized depositories, investment managers, dealers and brokers based upon the creditworthiness, reputation, minimum capital requirements, qualifications under State law, as well as a long history of dealing with public fund entities. The Board will review and approve the list at least annually.

In order to be an authorized depository, each institution must submit copies of the last two sworn statements of resources and liabilities or reports of examination that the institution is required to furnish to the appropriate State or federal agency.¹¹ Each institution designated as a depository shall, while acting as such depository, furnish the District with a copy of all statements of resources and liabilities or all reports of examination that it is required to furnish to the appropriate State or federal agency.¹²

The above eligibility requirements of a bank to receive or hold public deposits do not apply to investments in an interest-bearing savings account, demand deposit account, interest-bearing certificate of deposit, or

⁸ 30 ILCS 235/2.

⁹ This statement is required by 30 ILCS 235/2.5(a-5). See the Ill. Sustainable Investing Act (SIA)(30 ILCS 238/) for examples of these five *sustainability factors*. *Id.* at 238/20. Under the SIA, school districts, must “prudently integrate sustainability factors into its investment decisions-making, investment analysis, portfolio construction, due diligence, and investment ownership in order to maximize anticipated financial returns, minimize projected risk, and more effectively execute its fiduciary duty.” *Id.* See www.illinoistreasurer.gov/Local_Governments/Sustainable_Investing_Act for more information. Before being awarded a contract by a board, an investment manager is required to disclose any process through which the manager integrates sustainability factors into their investment decision-making and other fiduciary duties. *Id.* at 20(e), amended by P.A. 103-324.

¹⁰ The policy must address these topics. 30 ILCS 235/2.5(a)(11).

¹¹ 30 ILCS 235/6.

¹² *Id.*

interest-bearing time deposit if: (1) the District initiates the investment at or through a bank located in Illinois, and (2) the invested public funds are at all times fully insured by an agency or instrumentality of the federal government. ¹³

The District shall consider a financial institution's record and current level of financial commitment to its local community when deciding whether to deposit funds in that financial institution. The District may consider factors including: ¹⁴

1. For financial institutions subject to the federal Community Reinvestment Act of 1977 (CRA), the current and historical ratings that the financial institution has received, to the extent that those ratings are publicly available, under the CRA;
2. For financial institutions subject to the Ill. Community Reinvestment Act (ICRA), the current and historical ratings that the financial institution has received, to the extent that those ratings are publicly available, under the ICRA;
3. Any changes in ownership, management, policies, or practices of the financial institution that may affect the level of the financial institution's commitment to its community;
4. The financial impact that the withdrawal or denial of District deposits might have on the financial institution;
5. The financial impact to the District as a result of withdrawing public funds or refusing to deposit additional public funds in the financial institution; and
6. Any additional burden on the District's resources that might result from ceasing to maintain deposits of public funds at the financial institution under consideration.

The District may not deposit public funds in a financial institution subject to the CRA unless the institution has a current rating of satisfactory or outstanding under the CRA. ¹⁵ The District may not deposit public funds in a financial institution subject to the ICRA unless either: (1) the institution has a current rating of satisfactory under the ICRA at the time of deposit; or (2) the Ill. Dept. of Financial and Professional Regulation has not yet completed its initial examination of the institution under the ICRA. The District may not withdraw public funds from a financial institution prior to the date of maturity solely on the basis of a less than satisfactory rating under the ICRA. ¹⁶ When investing or depositing public funds, the District may give preference to financial institutions that have a current rating of outstanding under the CRA and the ICRA. ¹⁷

Collateral Requirements ¹⁸

All amounts deposited or invested with financial institutions in excess of any insurance limit shall be collateralized in accordance with the Public Funds Investment Act, 30 ILCS 235/. The Superintendent or designee shall keep the Board informed of collateral agreements.

¹³ 30 ILCS 235/6.5.

¹⁴ 30 ILCS 235/8(a), amended by P.A. 104-92, eff. 1-1-26.

¹⁵ *Id.* at (a-5).

¹⁶ *Id.* at (a-6), added by P.A. 104-92, eff. 1-1-26.

¹⁷ Optional. *Id.* at (a-10), amended by P.A. 104-92, eff. 1-1-26.

¹⁸ Collateral requirements are permissive; if used, guidelines regarding their use must be included in the policy. 30 ILCS 235/2.5(a)(5). The requirements for collateral agreements are in 30 ILCS 235/6(d). The sample policy contains one guideline, that is, that the board be kept informed of collateral agreements. An optional guideline follows:

In addition, the financial institution must provide the Board with a copy of its board of directors' meeting minutes evidencing that the board of directors approved the collateral agreement.

Safekeeping and Custody Arrangements ¹⁹

The preferred method for safekeeping is to have securities registered in the District's name and held by a third-party custodian. Safekeeping practices should qualify for the Governmental Accounting Standards Board Statement No. 3, Deposits with Financial Institutions, Investments (including Repurchase Agreements), and Reverse Repurchase Agreements, Category I, the highest recognized safekeeping procedures.

Controls and Report ²⁰

The Chief Investment Officer shall establish a system of internal controls and written operational procedures to prevent losses arising from fraud, employee error, misrepresentation by third parties, or imprudent employee action.

The Chief Investment Officer shall provide a quarterly investment report to the Board. The report will: (1) assess whether the investment portfolio is meeting the District's investment objectives, (2) identify each security by class or type, book value, income earned, and market value, (3) identify those institutions providing investment services to the District, and (4) include any other relevant information. The investment portfolio's performance shall be measured by appropriate and creditable industry standards for the investment type. ²¹

The Board will determine, after receiving the Superintendent's recommendation, which fund is in most need of interest income and the Superintendent shall execute a transfer. This provision does not apply when the use of interest earned on a particular fund is restricted. ²²

Ethics and Conflicts of Interest ²³

The Board and District officials will avoid any investment transaction or practice that in appearance or fact might impair public confidence. Board members are bound by the Board policy 2:100, *Board Member Conflict of Interest*. No District employee having influence on the District's investment decisions shall:

1. Have any interest, directly or indirectly, in any investments in which the District is authorized to invest,
2. Have any interest, directly or indirectly, in the sellers, sponsors, or managers of those investments, or
3. Receive, in any manner, compensation of any kind from any investments in that the agency is authorized to invest.

LEGAL REF.: 30 ILCS 235/, Public Funds Investment Act.
30 ILCS 238/, Ill. Sustainable Investing Act.
105 ILCS 5/8-7, 5/10-22.44, 5/17-1, and 5/17-11.

CROSS REF.: 2:100 (Board Member Conflict of Interest), 4:10 (Fiscal and Business Management),
4:80 (Accounting and Audits)

¹⁹ The policy must address safekeeping and custody arrangements. 30 ILCS 235/2.5(a)(5). Registration requirements are in 30 ILCS 235/3.

²⁰ The policy must provide for internal controls, periodic review, and at least quarterly written investment reports. 30 ILCS 235/2.5(a)(6), (9), and (10). The operational procedures to prevent losses are best addressed by each district in consultation with its auditor and legal counsel. See sample policy 4:80, *Accounting and Audits*; and sample administrative procedures 4:80-AP1, *Checklist for Internal Controls*, and 4:80-AP2, *Fraud, Waste, and Abuse Awareness Program*.

²¹ The policy must include performance measures. 30 ILCS 235/2.5(8).

²² 105 ILCS 5/10-22.44. "Chief Business Official" may replace "Superintendent." Interest income earned on any funds for IMRF, Tort Immunity Act, Fire Prevention, Safety and Environmental Energy, and Capital Improvement Act are restricted to the respective fund. *Id.*

²³ The policy must address these topics. 30 ILCS 235/2.5(a)(12). The conflict of interest prohibition is in 30 ILCS 235/2(d).

Operational Services

Accounting and Audits ¹

The School District's accounting and audit services shall comply with the *Requirements for Accounting, Budgeting, Financial Reporting, and Auditing*, as adopted by the Ill. State Board of Education (ISBE), State and federal laws and regulations, and generally accepted accounting principles. Determination of liabilities and assets, prioritization of expenditures of governmental funds, and provisions for accounting disclosures shall be made in accordance with government accounting standards as directed by the auditor designated by the Board. The Superintendent, in addition to other assigned financial responsibilities, shall report monthly on the District's financial performance, both income and expense, in relation to the financial plan represented in the budget.

Annual Audit ²

At the close of each fiscal year, the Superintendent shall arrange an audit of the District funds, accounts, statements, and other financial matters. The audit shall be performed by an independent certified public accountant designated by the Board and be conducted in conformance with prescribed standards and legal requirements. A complete and detailed written audit report shall be provided to each Board member and to the Superintendent. The Superintendent shall annually, on or before October 15, submit ~~an original and one~~ copy of the audit to the Regional Superintendent of Schools. **The Superintendent shall also ensure the District's auditing firm files the District's audit with ISBE annually on or before October 15.**

Annual Financial Report ³

The Superintendent or designee shall annually prepare and submit the Annual Financial Report (AFR) on a timely basis using the form adopted by ISBE. The Superintendent shall review and discuss the AFR with the Board before it is submitted **and submit one copy of the AFR to the Regional Superintendent of Schools annually on or before October 15.** The Superintendent shall also ensure the District's auditing firm files the District's AFR with ISBE annually on or before October 15.

¹ State or federal law controls this policy's content. A board policy or resolution is required concerning revolving funds and petty cash. 23 Ill.Admin.Code §100.70. This policy is intended to facilitate the board's fiscal oversight role. The last sentence of the first paragraph should be modified to align with local conditions.

² Audit requirements are found in 105 ILCS 5/3-7 and 5/3-15.1, **both amended by P.A. 104-261, eff. 1-1-26**, and 23 Ill.Admin.Code §100.110. The federal Single Audit Act adds audit requirements for federal programs. 31 U.S.C. §7501 et seq. Grant Accountability Transparency Act (GATA) (30 ILCS 708/) rules also require districts that receive federal pass-through and State-issued awards to have a financial statement audit conducted in accordance with 23 Ill.Admin.Code §100.110, regardless of the amount of award expenditures. 44 Ill.Admin.Code §7000.90(c)(3). See f/n 5, below, for additional information regarding GATA.

For districts in suburban Cook County, replace "Regional Superintendent of Schools" with "appropriate Intermediate Service Center Executive Director."

The last sentence in this subhead is optional. It is included to support the auditor's compliance with its filing requirement under 105 ILCS 5/3-7, amended by P.A. 104-261, eff. 1-1-26.

The following optional sentence establishes an audit committee: "The Board will annually establish an audit committee to help the Board select an external auditor, confer with the auditor regarding the audit's scope, and oversee the audit process."

Note: All board committees are subject to the Open Meetings Act (5 ILCS 120/).

The following optional sentence establishes a competitive process for selecting the external auditor; it prevents a long-term relationship with an auditor and reduces the possibility of audits being too routine or friendly: "The Board will annually advertise a request for proposals to perform the external audit." Substitute "periodically" for "annually" if desired.

³ Requirements for the annual financial report are found in 105 ILCS 5/2-3.27 and 5/3-15.1, **amended by P.A. 104-261, eff. 1-1-26**; 23 Ill.Admin.Code §100.100. The last sentence of this section should be modified to align with local conditions.

For districts in suburban Cook County, replace "Regional Superintendent of Schools" with "appropriate Intermediate Service Center Executive Director."

The last sentence in this subhead is optional. It is included to support the auditor's compliance with its filing requirement under 105 ILCS 5/3-7, amended by P.A. 104-261, eff. 1-1-26.

Inventories ⁴

The Superintendent or designee is responsible for establishing and maintaining accurate inventory records. The inventory record of supplies and equipment shall include a description of each item, quantity, location, purchase date, and cost or estimated replacement cost, unless the supplies and equipment are acquired by the District pursuant to a federal or State grant award, in which case the inventory record shall also include the information required by 2 C.F.R. §200.313, if applicable.⁵ The Superintendent shall establish procedures for the management of property acquired by the District under grant awards that comply with federal and State law. ⁶

Capitalization Threshold ⁷

To be considered a capital asset for financial reporting purposes, a capital item must be at or above a capitalization threshold of \$10,000 and have an estimated useful life greater than one year.

Disposition of District Property ⁸

The Superintendent or designee shall notify the Board, as necessary, of the following so that the Board may consider its disposition: (1) District personal property (property other than buildings and land) that is no longer needed for school purposes, and (2) school site, building, or other real estate that is unnecessary, unsuitable, or inconvenient. Notwithstanding the above, the Superintendent or designee may unilaterally dispose of personal property of a diminutive value. The Superintendent shall establish procedures for the disposition and, when permitted by the terms and conditions of the award, the retention of property acquired by the District under grant awards that comply with federal and State law.

⁴ The content of inventory records is at the district's discretion, with the exception of supplies and equipment that are governed by 2 C.F.R. §200.313. See f/n 5, below.

⁵ 2 C.F.R. §200.313. The uniform federal rules that govern federal grant awards in 2 C.F.R. Part 200 apply to State-issued awards through the Grant Accountability Transparency Act (GATA) (30 ILCS 708/), unless exempted in whole or in part by the Governor's Office of Management of Budget. 30 ILCS 708/55. See www.isbe.net/gata for further information about the scope of GATA's application to federal awards and State-funded grant programs administered by the Ill. State Board of Education (ISBE). See sample administrative procedure 4:80-AP3, *Inventory Management for Federal and State Awards*. ISBE guidance is available at: www.isbe.net/Documents/fiscal_procedure_handbk.pdf and www.isbe.net/Pages/Federal-and-State-Monitoring.aspx.

⁶ *Id.* In connection with ISBE's grant monitoring function, ISBE published an *Internal Control Checklist that includes a Checklist for Equipment and Inventory Review* which requires an approved policy (or procedure) related to the management of equipment at: www.isbe.net/Documents/Internal-Control-Checklist.pdf.

⁷ Optional. 23 Ill.Admin.Code §100.60 requires school boards to adopt a capitalization threshold, which can be done through policy. The capitalization threshold is a dollar figure above which the cost of an item will be included on financial statements and depreciated. A minimum threshold of \$10,000, or a lesser amount established by the board, and useful life greater than one year complies with the definition of *equipment* under federal grant rules. 2 C.F.R. §§200.1 and 200.313(e). Multiple thresholds can be established for different categories of capital assets. *Id.* The Government Accounting Standards Board (GASB) Statement No. 34 at para. 115(e) states that a government should disclose its policy "for capitalizing assets and for estimating the useful lives of those assets." See GASB Statement 34 and Implementation Guide No. 2015-1 both available at: www.gasb.org. District auditors may require or recommend a district have a more comprehensive capitalization policy and/or procedure. Such an accounting policy or procedure should be developed in consultation with the district's accounting professional(s) and tailored to reflect local conditions.

⁸ The requirements in this section are specified in 105 ILCS 5/5-22 (allowing property constructed or renovated by students as part of a curricular program to be sold through the services of a licensed real estate broker subject to certain requirements), 5/10-22.8 (sale of personal property); and 2 C.F.R. §200.313(e) and (f) for federal awards and State awards governed by GATA. See f/n 5, above, regarding grant award requirements. A board that desires to act on the disposition of property having *any* value should use the following alternative to this section's last sentence: "Notwithstanding the above, the Superintendent or designee may unilaterally dispose of worthless personal property."

The recipient (through either sale or donation) of any discarded school bus must immediately: (1) remove, cover, or conceal the "SCHOOL BUS" signs and any other insignia or words indicating the vehicle is a school bus; (2) render inoperable or remove entirely the stop signal arm and flashing signal system; and (3) paint the school bus a different color from those under 625 ILCS 5/12-801. 625 ILCS 5/12-806(b).

Taxable Fringe Benefits ⁹

The Superintendent or designee shall: (1) require that all use of District property or equipment by employees is for the District's convenience and best interests unless it is a Board-approved fringe benefit, and (2) ensure compliance with the Internal Revenue Service regulations regarding when to report an employee's personal use of District property or equipment as taxable compensation.

Controls for Revolving Funds and Petty Cash ¹⁰

Revolving funds and the petty cash system are established in Board policy 4:50, *Payment Procedures*. The Superintendent shall: (1) designate a custodian for each revolving fund and petty cash fund, (2) obtain a bond for each fund custodian, and (3) maintain the funds in compliance with this policy, State law, and ISBE rules. A check for the petty cash fund may be drawn payable to the designated petty cash custodian. Bank accounts for revolving funds are limited to a maximum balance of \$1,000. All expenditures from these bank accounts must be directly related to the purpose for which the account was established and supported with documentation, including signed invoices or receipts. All deposits into these bank accounts must be accompanied with a clear description of their intended purpose. The Superintendent or designee shall include checks written to reimburse revolving funds on the Board's monthly listing of bills indicating the recipient and including an explanation.

Control Requirements for Checks ¹¹

The Board must approve all bank accounts opened or established in the District's or a District school's name or with the District's Federal Employer Identification Number. All checks issued by the School District must be signed by either the Treasurer or Board President, except that checks from accounts containing student activity funds or fiduciary funds and checks from revolving accounts may be signed by their respective account custodians.

⁹ The intent of this optional section is twofold: (1) to control personal use of district property and equipment; and (2) to ensure compliance with IRS rules. As to the first point, allowing personal use of district property or equipment is arguably prohibited by the Ill. Constitution, Art. VIII, Sec. 1 which states: "Public funds, property or credit shall be used only for public purposes." As to the second point, any fringe benefit an employer provides is taxable and must be included in the recipient's pay unless the law specifically excludes it. See Publication 15-B (2025), *Employer's Tax Guide to Fringe Benefits*, at: www.irs.gov/pub/irs-pdf/p15b.pdf.

¹⁰ 105 ILCS 5/10-20.19(2); 23 Ill.Admin.Code §100.70. This paragraph's contents are mandatory, except for the \$1,000 cap on the maximum balance of revolving funds. The cap amount may be changed or the following alternative used: "Each revolving fund shall be maintained in a bank that has been approved by the Board and established in an amount approved by the Superintendent consistent with the annual budget."

The School Code defines petty cash as a type of revolving fund. *Id.* It and other revolving funds carry a standard balance and are regularly reimbursed to maintain the standard balance amount (generally referred to as an *imprest system* of financial accounting). In practice, petty cash is paid out of a *de minimis* cash amount maintained by a fund custodian. Disbursement from a revolving fund other than petty cash is typically made against an imprest checking account, by an authorized signor who is readily available in the district, e.g., a superintendent or building principal. The authorized signor manages the revolving fund and requests the board to reimburse the fund for expenses incurred to bring the imprest account back to its standard balance.

¹¹ This section is largely up to the local board's discretion; additional controls may be added. The following alternative to the second sentence will mandate two signatories for checks:

Two of the following individuals: the Treasurer, Board President, and/or Board Vice President, shall sign all checks issued by the School District, except that checks from accounts containing student activity funds or fiduciary funds and checks from revolving accounts may be signed by their respective account custodians.

See sample policy 4:90, *Student Activity and Fiduciary Funds*, for more information about a board's responsibilities for *student activity funds* and *fiduciary funds*. A board must comply with State law requirements concerning the use of facsimile or electronic signatures on checks. The Secretary of State, Index Department, maintains certified manual signatures of officers authorized to sign checks. Uniform Facsimile Signature of Public Officials Act, 30 ILCS 320/. Electronic records and signatures are governed by the Uniform Electronic Transactions Act. 815 ILCS 333/. Attorneys disagree about the applicability of these laws to school districts.

Internal Controls ¹²

The Superintendent is primarily responsible for establishing and implementing a system of internal controls for safeguarding the District's financial condition; the Board, however, will oversee these safeguards. The control objectives are to ensure efficient business and financial practices, reliable financial reporting, and compliance with State law and Board policies, and to prevent losses from fraud, waste, and abuse,¹³ as well as employee error, misrepresentation by third parties, or other imprudent employee action.

The Superintendent or designee shall annually audit the District's financial and business operations for compliance with established internal controls and provide the results to the Board. The Board may from time-to-time engage a third party to audit internal controls in addition to the annual audit.

¹² This section is largely up to the local board's discretion. The annual audit must include a "review and testing of the internal control structure." 23 Ill.Admin.Code §100.110. This review's limited scope means that boards should not rely on it to reveal uncontrolled financial risks. The board's responsibility is to establish policy to safeguard the district's financial condition. Indeed, the oath of office includes this promise: "I shall respect taxpayer interests by serving as a faithful protector of the school district's assets." In this sample policy, the board sets the control objectives and the superintendent is responsible for developing an internal controls system. In addition, ISBE has issued guidance on internal controls pursuant to its administration of the Grant Accountability and Transparency Act (GATA), 30 ILCS 708/. See ISBE's *State and Federal Grant Administration Policy, Fiscal Requirements, and Procedures*, at: www.isbe.net/Documents/fiscal_procedure_handbk.pdf, which states that "to establish a strong control environment, grantees must...[d]esign internal controls that are in compliance with guidance in *Standards for Internal Control in the Federal Government* issued by the Comptroller General of the United States" (a free resource, available at: www.gao.gov/assets/gao-25-107721.pdf) or the *Internal Control Integrated Framework* issued by the Committee of Sponsoring Organizations of the Treadway Commission (a fee-based resource, available at: www.coso.org/guidance-on-ic). Boards that wish to take a larger oversight role regarding internal controls may list the numbered sentences in the IASB sample administrative procedure 4:80-AP1, *Checklist for Internal Controls*, as required inclusions in the superintendent's program for internal controls. This alternative, for insertion at the end of this section's first paragraph, follows:

The District's system of internal controls shall include the following:

1. All financial transactions must be properly authorized and documented.
2. Financial records and data must be accurate and complete.
3. Accounts payable must be accurate and punctual.
4. District assets must be protected from loss or misuse.
5. Incompatible duties should be segregated, if possible.
6. Accounting records must be periodically reconciled.
7. Equipment and supplies must be safeguarded.
8. Staff members with financial or business responsibilities must be properly trained and supervised, and must perform their responsibilities with utmost care and competence.
9. Any unnecessary weaknesses or financial risks must be promptly corrected.

¹³ Unless specifically exempted, grantees receiving funds from any State agency, including ISBE, must comply with GATA and annually complete a *Fiscal and Administrative Internal Controls Questionnaire* (ICQ). The ICQ covers a number of different topics related to internal controls. Districts that are identified as having one or more areas of elevated risk based on their answers to the ICQ, are required to develop and implement corrective action to address the area(s). Districts that fail to take necessary corrective action to address weak areas of internal control put their grant funding at risk. One of the sections of the ICQ may address a grantee's internal controls for fraud, waste, and abuse, including whether the grantee has a *fraud awareness program*. See sample administrative procedures 4:80-AP1, *Checklist for Internal Controls*, and 4:80-AP2, *Fraud, Waste, and Abuse Awareness Program*, which incorporate ISBE-recommended practices related to fraud, waste, and abuse.

LEGAL REF.: 2 C.F.R. §200 et seq.
30 ILCS 708/, Grant Accountability and Transparency Act; ~~implemented by~~ 44
Ill.Admin.Code 7000 et seq.
105 ILCS 5/2-3.27, 5/2-3.28, 5/3-7, 5/3-15.1, 5/5-22, 5/10-21.4, 5/10-20.19, 5/10-22.8,
and 5/17-1 et seq.
23 Ill.Admin.Code Part 100.

CROSS REF.: 4:10 (Fiscal and Business Management), 4:50 (Payment Procedures), 4:55 (Use of
Credit and Procurement Cards), 4:90 (Student Activity and Fiduciary Funds)

Operational Services

Waiver of Student Fees ¹

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

Fees for textbooks, other instructional materials, and driver education, as well as fines for the loss or damage of school property are waived for students who meet the eligibility criteria for a waiver as described in this policy.² In order that no student is denied educational services or academic credit due to the inability of parents/guardians to pay student fees and fines, the Superintendent will recommend to the Board which additional fees and fines, if any, the District will waive for students who meet the eligibility criteria for a waiver.³

¹ State law requires this subject matter be covered by policy and controls its content. 105 ILCS 5/10-20.13, amended by P.A.s 103-154 and 104-391; 23 Ill.Admin.Code §1.245. *Fees* are “any monetary charge collected by a public school, public school district, or charter school from a student or the parents or guardian of a student as a prerequisite for the student’s participation in any curricular or extracurricular program of the school or school district as defined [at 23 Ill.Admin.Code §1.245(1) and (2)].” 105 ILCS 5/1-3. *Fines* include “charges for the loss of school property assessed by a district.” 23 Ill.Admin.Code §1.245(a).

State law provides that “a school board may not discriminate against, punish, or penalize a student in any way because of an unpaid balance on the student's school account or because the student's parents or guardians are unable to pay any required fees or fines for the loss of school property. This prohibition includes, but is not limited to, the lowering of grades, exclusion from any curricular or extracurricular program of the school district, or withholding student records, grades, transcripts, or diplomas.” 105 ILCS 5/10-20.13(d), added by P.A. 104-391; 23 Ill.Admin.Code §1.245(g). This policy concerns an area in which the law is unsettled (see footnotes 2 and 3). If the fee or fine waiver policy or procedures are substantively amended, then parents/guardians must be notified in writing within 30 calendar days following the adoption of the amendments. 23 Ill.Admin.Code §1.245(e).

² Districts must waive textbook/instructional materials fees and all fees and fines for the loss of school property for students whose parents/guardians are unable to afford them and for homeless children and youth. 105 ILCS 5/10-20.13, amended by P.A.s 103-154 and 104-391. While districts are only required to waive fines for the loss of school property and not the *damage* of school property, this sample policy extends fine waivers to both for ease of implementation and to encourage students to return school property even if damaged (instead of claiming property is lost to avoid a fine). Delete *or damage* if the board, after consulting with the board attorney, decides to only waive fines for the loss of school property.

In order to effectuate the law’s intent, the phrase “textbooks and instructional materials” should be interpreted broadly to include fees for any type of instructional materials, laboratory fees, and workbooks. The enforceability of 105 ILCS 5/10-20.13(b) and ISBE regulations (23 Ill.Admin.Code §1.245) requiring districts to waive other “fees” is questionable because they are unfunded mandates. ISBE regulations on school fees may not be enforceable because the General Assembly failed to make necessary appropriations. See the Weekly Message from State Superintendent Robert Schiller, 8-15-03 (contact a PRESS Asst. Editor for a copy).

The textbook block grant program operated by ISBE is found at 105 ILCS 5/2-3.155.

A school district may charge up to \$50 to students who participate in the driver education course. The fee may be increased up to \$250, provided the district completes the requirements in 105 ILCS 5/27-815, renumbered by P.A. 104-391. The fee must be waived for any student whose parent(s)/guardian(s) are unable to afford it. *Id.*; 23 Ill.Admin.Code §252.30.

Resident tuition fees are not permissible, but a board’s authority under 105 ILCS 5/10-20.13 to charge for textbooks and towel fees does not violate the Ill. Constitution’s provision guaranteeing free public education through the secondary level. *Hamer v. Board of Ed., Sch. Dist. No. 109*, 9 Ill.App.3d 663 (2nd Dist. 1973).

³ 105 ILCS 5/10-20.13(b) was added by P.A. 83-603 in 1983 to require districts to waive “other fees” in addition to the costs of textbooks and then amended by P.A. 102-805 to waive “other fees and fines.” The General Assembly, however, never appropriated the necessary funds. Thus, the amendment may be unenforceable because it violated the State Mandates Act. 30 ILCS 805/1; see above footnote. Use the following alternative if the board wants to make a longstanding commitment to waive specific fees, amending the list of fees that will be waived as desired:

Notification

The Superintendent shall ensure that a notice of waiver applicability is provided to parents/guardians with every bill for fees and/or fines,⁴ and that applications for waivers are widely available and distributed according to State law and Ill. State Board of Education (ISBE) rule and that provisions for assisting parents/guardians in completing the application are available.

Eligibility Criteria

A student shall be eligible for a fee and fine waiver when: ⁵

1. The student currently lives in a household that meets the same income guidelines, with the same limits based on household size, that are used for the federal free meals program;
2. The student's parents/guardians are veterans or active-duty military personnel with income at or below 200% of the federal poverty line; or
3. The student is homeless, as defined in the McKinney-Vento Homeless Assistance Act (42 U.S.C. §11434a).

The Superintendent or designee will give additional consideration when one or more of the following factors are present: ⁶

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

In order that no student is denied educational services or academic credit due to the inability of parents/guardians to pay student fees and fines, the following fees are also waived for students who meet the eligibility criteria for waiver: athletic participation fees, lock fees, towel fees, shop fees, laboratory fees, and registration fees.

Alternatively, a board may decide to waive all school student fees and fines and substitute the following sentence for this paragraph:

All school student fees and fines as defined by the Ill. State Board of Education (ISBE) are waived for students who meet the eligibility criteria for a waiver contained in this policy.

⁴ Required by 105 ILCS 5/10-20.13(b); 23 Ill.Admin.Code §1.245(c)(2)(A).

⁵ Required by 105 ILCS 5/10-20.13(b); 23 Ill.Admin.Code §1.245(c)(1). 105 ILCS 5/10-20.13(b) does not specify whether the *income* at or below 200% of the federal poverty line is the household income or solely the income of the veteran/active-duty military parent/guardian. Consult the board attorney for guidance.

Though 105 ILCS 5/10-20.13(b) was amended by P.A. 102-805 to make homeless students statutorily eligible for school fee and fine waivers, non-regulatory ISBE guidance states that students who are homeless, migrant, in foster care, runaway, or participating in Head Start are categorically eligible for school fee waivers. See www.isbe.net/Documents/guidance_reg.pdf.

The federal free meals program is found at 42 U.S.C. §1758; 7 C.F.R. Part 245. See f/n 7.

⁶ This paragraph is optional and may be omitted.

Verification⁷

The Superintendent or designee shall establish a process for determining a student's eligibility for a waiver of fees and fines in accordance with State law requirements.

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

Determination and Appeal⁸

Within 30 calendar days after the receipt of a waiver request, the Superintendent or designee shall mail a notice to the parent/guardian whenever a waiver request is denied. The denial notice shall include: (1) the reason for the denial, (2) the process and timelines for making an appeal, and (3) a statement that the parent/guardian may reapply for a waiver any time during the school year if circumstances change. If the denial is appealed, the District shall follow the procedures for the resolution of appeals as provided in the ISBE rule on waiver of fees.

LEGAL REF.: 42 U.S.C. §11434a, McKinney-Vento Homeless Assistance Act.
105 ILCS 5/10-20.13, 5/10-22.25, and 5/27-815. ~~24.2815, and 5/28-19.2,~~
23 Ill.Admin.Code §1.245 [may contain unenforceable provisions].

CROSS REF.: 4:130 (Free and Reduced-Price Food Services), 6:140 (Education of Homeless Children), 6:220 (Bring Your Own Technology (BYOT) Program; Responsible Use and Conduct)

⁷ Districts have two income verification options to determine eligibility for fee and fine waivers: (1) establish an application process that is completely independent of a student's application for, eligibility for, or participation in the federal free meals program, or (2) tie the application process to the federal free meals program application and only ask for *verification* in accordance with the meals program. 105 ILCS 5/10-20.13(c). See www.isbe.net/Pages/School-Fee-Waivers.aspx for further explanation. For option #1, see sample exhibit 4:140-E1, *Application for Fee Waiver*. For option #2, see sample exhibit 4:140-E2, *Application for Fee Waiver Based on Federal Free Meals Program*.

By using option #1, a district may require income verification at the time an application is submitted for a waiver and may do so thereafter, but not more than once per academic year. 105 ILCS 5/10-20.13. An application using option #1 cannot ask whether a student lives in a household that meets free lunch eligibility guidelines and request income verification with reference to *free lunch* eligibility guidelines. Instead, the district should supply its own income guidelines with the same limits based on household size that are used for the federal meals program and have the parents/guardians indicate if they meet the income guidelines used to determine eligibility for *fee and fine waivers*. The independent fee and fine waiver income guidelines should not be any higher than those for eligibility for free lunch (or reduced-price, if the district voluntarily provides fee and fine waivers for those students who qualify), but the district should not reference or indicate that the guidelines are for the free meals program. In this completely independent waiver application process, the district may ask for verification but cannot use any information it receives through this process for determining eligibility for free or reduced meals.

By using option #2, the district must follow the verification requirements of the federal free meals program at 7 C.F.R. §245.6a. 105 ILCS 5/10-20.13(c).

Income verification may include such things as payroll stubs, tax returns, or evidence of receipt of food stamps or Temporary Assistance for Needy Families. 23 Ill.Admin.Code §1.245(d).

⁸ An ISBE rule requires that the policy state that the district will mail a copy of a denial notice within 30 calendar days after the receipt of the waiver request. 23 Ill.Admin.Code §1.245(c)(3). This rule also specifies timelines and procedures, including a requirement that "the person who decides the appeal shall not be the person who initially denied the fee or fine waiver or a subordinate of this person." Thus, a board may be required to hear an appeal if the superintendent made the initial decision to deny a waiver. The board's participation is avoided by the principal making initial waiver decisions and the superintendent or other main office administrator deciding the appeals.

Operational Services

Targeted School Violence Prevention Program¹

Threats and acts of targeted school violence harm the District's environment and school community, diminishing students' ability to learn and a school's ability to educate. Providing students and staff with access to a safe and secure District environment is an important Board goal. While it is not possible for the District to completely eliminate threats in its environment, a Targeted School Violence Prevention Program (Program) using the collective efforts of local school officials, staff, students, families, and the community helps the District reduce these risks to its environment.

The Superintendent or designee shall develop and implement the Program.² The Program oversees the maintenance of a District environment that is conducive to learning and working by identifying, assessing, classifying, responding to, and managing threats and acts of targeted school violence. The Program shall be part of the District's Comprehensive Safety and Security Plan, required by Board policy 4:170, *Safety*, and shall:

1. Establish a District-level School Violence Prevention Team to: (a) develop a District-level Targeted School Violence Prevention Plan, and (b) oversee the District's Building-level Threat Assessment Team(s).³

¹ While this sample policy is optional, 105 ILCS 128/45, amended by P.A.s 103-175, 103-780, and 104-407, requires school districts to have implemented a threat assessment *procedure* by 12-21-19 that may be part of a school board targeted school violence prevention policy. Thus, regardless of whether the board adopts a policy, an administrative procedure must exist to comply with the law. See the first sentence in f/n 2 below. It contains items from *Threat Assessment in Virginia Public Schools: Model Policies, Procedures, and Guidelines*, Fifth Edition (July 2023), Virginia Center for School and Campus Safety, Virginia Dept. of Criminal Justice Services, at: https://www.dcjs.virginia.gov/sites/dcjs.virginia.gov/files/k-12_threat_assessment_management_mppg-dec2022_mpd.pdf. *Threat Assessment in Virginia Public Schools* is based upon a synthesis of established research and recognized standards of practice regarding threat assessment and management in school and workplace settings, including *Threat Assessment in Schools: A Guide to Managing Threatening Situations and to Creating Safe School Climates*, a 2004 publication of the U.S. Secret Service and the U.S. Dept. of Education, at: www.ojp.gov/ncjrs/virtual-library/abstracts/threat-assessment-schools-guide-managing-threatening-situations-0. The July 2018 update of this document was renamed *Enhancing School Safety Using a Threat Assessment Model: An Operational Guide for Preventing Targeted School Violence*, published by the U.S. Secret Service, at: www.secretservice.gov/sites/default/files/reports/2020-10/USSS_NTAC_Enhancing_School_Safety_Guide.pdf. See also *Averting Targeted School Violence*, a 2021 publication of the U.S. Dept. of Homeland Security and the U.S. Secret Service, at: www.secretservice.gov/sites/default/files/reports/2021-03/USSS%20Averting%20Targeted%20School%20Violence.2021.03.pdf.

Adopting a policy that addresses targeted school violence prevention provides (a) a way for boards to monitor that it is being done, and (b) an opportunity for each board and the superintendent to examine all current policies, collective bargaining agreements, and administrative procedures on this subject. Before adoption of this policy, each board may want to have a conversation with the superintendent to determine how local conditions and resources and current practices will support the full implementation of the requirements of 105 ILCS 128/45, amended by P.A.s 103-175 and 103-780. Its goals and program will be most effective when they reflect local conditions and circumstances.

² To balance the requirement to implement a threat assessment procedure (105 ILCS 128/45, amended by P.A.s 103-175, 103-780, and 104-407) with the practicalities of managing a district and to align with the best practices outlined in IASB's *Foundational Principles of Effective Governance* (www.iasb.com/conference-training-and-events/training/training-resources/foundational-principles-of-effective-governance/), this sentence delegates the duty to implement a procedure to the superintendent. See sample administrative procedure 4:190-AP1, *Targeted School Violence Prevention Program*, for a sample implementation procedure. Ensuring school safety begins with establishing a comprehensive targeted school violence prevention program, which "includes forming a multidisciplinary threat assessment team, establishing central reporting mechanisms, identifying behaviors of concern, defining the threshold for law enforcement intervention, identifying risk management strategies, promoting safe school climates, and providing training to stakeholders." *Enhancing School Safety Using a Threat Assessment Model: An Operational Guide for Preventing Targeted School Violence*, published by the U.S. Secret Service, at: www.secretservice.gov/sites/default/files/reports/2020-10/USSS_NTAC_Enhancing_School_Safety_Guide.pdf.

³ The establishment of threat assessment teams in K-12 public schools is Recommendation #1 of the *Recommendations of the Illinois Terrorism Task Force School Safety Working Group*, presented to the Office of the Governor on 4-5-18, at: www.iasb.com/policy-services-and-school-law/guidance-and-resources/school-safety-and-security/. Illinois higher education institutions have required threat assessment teams since the passage of the Campus Security Enhancement Act of 2008 (110 ILCS 12/20(b)(2), eff. 1-1-09) in response to the shootings that took place at Virginia Polytechnic Institute and State University on 4-16-07 and Northern Illinois University on 2-14-08. See f/n 4, below.

2. Establish Building-level Threat Assessment Team(s)⁴ to assess and intervene with individuals whose behavior may pose a threat to safety. This team may serve one or more schools.
3. Require all District staff, volunteers, and contractors to report any expressed threats or behaviors that may represent a threat to the community, school, or self.⁵
4. Encourage parents/guardians and students to report any expressed threats or behaviors that may represent a threat to the community, school, or self.⁶
5. Comply with State and federal law and align with Board policies.

The Local Governmental and Governmental Employees Tort Immunity Act protects the District from liability. The Program does not: (1) replace the care of a physician licensed to practice medicine in all of its branches or a licensed medical practitioner or professional trained in violence prevention, assessments and counseling services, (2) extend beyond available resources within the District, (3) extend beyond the school day and/or school-sponsored events, or (4) guarantee or ensure the safety of students, District staff, or visitors.⁷

⁴ 105 ILCS 128/45, amended by P.A.s 103-175, 103-780, and 104-407, requires school districts to have established a threat assessment team by 2-19-20. If a school district is unable to establish a threat assessment team with school district staff and resources, it may use a regional behavioral threat assessment and intervention team. *Id.* The district's threat assessment procedure and a list identifying the members of all district threat assessment teams must be filed with a local law enforcement agency and the regional office of education or appropriate intermediate service center before the start of each school year. 105 ILCS 128/45(b), amended by P.A. 103-175. See sample administrative procedure 4:190-AP2, *Threat Assessment Team (TAT)*, and its accompanying exhibits for further information on threat assessment teams and how to connect with a regional behavioral threat assessment team. Records concerning the work of the TAT, including but not limited to any threat assessment procedure, are exempt from disclosure under the Ill. Freedom of Information Act. 5 ILCS 140/7(l).

⁵ In alignment with this policy, sample administrative procedure 4:190-AP2, *Threat Assessment Team (TAT)*, requires the TAT to train staff and other members of the school community to recognize and report possible threats, and sample exhibit 4:190-AP2, E6, *Targeted School Violence Prevention and Threat Assessment Education*, requires all district staff, volunteers, and contractors to report any expressed threats or behaviors that may represent a threat to the community, school, or self.

⁶ In alignment with this policy, sample administrative procedure 4:190-AP2, *Threat Assessment Team (TAT)*, requires the TAT to train parents/guardians and other members of the school community to recognize and report possible threats, and sample exhibit 4:190-AP2, E6, *Targeted School Violence Prevention and Threat Assessment Education*, encourages parents/guardians and students to report any expressed threats or behaviors that may represent a threat to the community, school, or self.

⁷ **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 (TIA) likely protects districts from liability for failure to properly identify and/or respond to a student's behavior that results in injury or suicide. See 745 ILCS 10/3-108 and Grant v. Board of Trustees of Valley View School Dist. No. 365-U, 286 Ill.App.3d 642 (3rd Dist. 1997). 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 and ensuring other policies are followed.

In addition to the TIA, school officials and districts may also be entitled to qualified immunity in civil rights lawsuits that seek to hold them liable for a suicide. For further discussion, see f/n 14 in sample policy 7:290, *Suicide and Depression Awareness and Prevention*.

- LEGAL REF.: 105 ILCS 5/10-20.14, 5/10-21.7, 5/10-27.1A, 5/10-27.1B, 5/24-24, and 5/22-110.
105 ILCS 128/, School Safety Drill Act.
745 ILCS 10/, Local Governmental and Governmental Employees Tort Immunity Act.
29 Ill.Admin.Code Part 1500.
- CROSS REF.: 2:240 (Board Policy Development), 4:170 (Safety), 5:90 (Abused and Neglected Child Reporting), 5:100 (Staff Development Program), 5:230 (Maintaining Student Discipline), 6:65 (Student Social and Emotional Development), 6:270 (Guidance and Counseling Program), 7:140 (Search and Seizure), 7:150 (Agency and Law Enforcement Requests ~~Police Interviews~~), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:185 (Teen Dating Violence Prohibited), 7:190 (Student Behavior), 7:250 (Student Support Services), 7:290 (Suicide and Depression Awareness and Prevention), 7:340 (Student Records), 8:30 (Visitors to and Conduct on School Property), 8:100 (Relations with Other Organizations and Agencies)

General Personnel

Equal Employment Opportunity and Minority Recruitment ¹

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 situations.**

The School District shall provide equal employment opportunities² to all persons regardless of their race;³ color; creed; religion;⁴ national origin; sex;⁵ sexual orientation;⁶ age;⁷ ancestry; marital status;⁸ arrest

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, reproductive health decisions, unfavorable discharge from military service, arrest record, conviction record (unless authorized by law), citizenship status, work authorization status. 775 ILCS 5/1-102(A), amended by P.A. 103-785; 5/1-103, amended by P.A. 103-785; and 775 ILCS 5/2-103.1. The IHRA also prohibits employers from using artificial intelligence (AI) in a manner that subjects employees to unlawful discrimination, and it requires employers to provide notice to employees when it uses AI with respect to recruitment, hiring, promotion, renewal of employment, selection for training, discharge, discipline, tenure, or the terms, privileges, or conditions of employment. 775 ILCS 5/2-102(L), added by P.A. 103-804, eff. 1-1-26.

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 (scheduled to be repealed on 1-1-30).

Title VII of the Civil Rights Act of 1964 (Title VII) 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 (820 ILCS 96/), 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, **or from engaging in concerted activities (including collective bargaining) to address work-related issues.** *Id.* at 96/1-25, amended by P.A. 104-320, eff. 1-1-26.

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 LLFPA 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/. 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). 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 sample 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). Consult the board attorney for further guidance.

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

³ The IHRA defines race to include traits associated with race, including, but not limited to, hair texture and protective hairstyles such as braids, locks, and twists. 775 ILCS 5/1-103(M-5). The law allows employers to implement dress codes or adopt grooming policies that include restrictions on attire, clothing, or facial hair to maintain workplace safety or food sanitation. 775 ILCS 5/2-102(E-5). Title VII does not have a definition of race, but EEOC guidance provides that "[r]ace discrimination includes discrimination on the basis of ancestry or physical or cultural characteristics associated with a certain race, such as skin color, hair texture or styles, or certain facial features." See the EEOC's *Questions and Answers about Race and Color Discrimination in Employment*, at: www.eeoc.gov/laws/guidance/questions-and-answers-about-race-and-color-discrimination-employment.

⁴ 775 ILCS 5/2-102 of the IHRA 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.*

record;⁹ military status; order of protection status;¹⁰ unfavorable military discharge;¹¹ citizenship status provided the individual is authorized to work in the United States;¹² work authorization status;¹³ use of lawful products while not at work;¹⁴ being a victim of domestic violence, sexual violence, gender violence,

Regarding accommodation of an employee's religious practice under Title VII, the U.S. Supreme Court held in the case Groff v. DeJoy, 600 U.S. 447 (2023), that *undue hardship* means a burden that is "substantial in the overall context of an employer's business", rather than a mere *de minimis* standard. Id. at 468. In addition to the IHRA and Title VII (also discussed in f/n 2), see 775 ILCS 35/, Religious Freedom Restoration Act.

⁵ Discrimination on the basis of sex under Title VII 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 Title VII (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 sample policy 2:265, *Title IX 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).

⁶ *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).

⁷ 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 permits 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.

⁸ 105 ILCS 5/10-22.4 and 775 ILCS 5/1-103(Q). 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).

⁹ 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. See f/n 21, below. The Job Opportunities for Qualified Applicants Act, 820 ILCS 75/15, 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. See also the IDHR's guidance, *Conviction Record Protection – Frequently Asked Questions*, at: <https://dhr.illinois.gov/conviction-record-protection-frequently-asked-questions.html> and the EEOC's guidance, *Consideration of Arrest and Conviction Records in Employment Decisions* (2012), at: www.eeoc.gov/laws/guidance/arrest_conviction.cfm.

¹⁰ 775 ILCS 5/1-103(Q). 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 (750 ILCS 60/), Article 112A of the Code of Criminal Procedure of 1963 (725 ILCS 5/112A-1.5), the Stalking No Contact Order Act (740 ILCS 21/), the Civil No Contact Order Act (740 ILCS 22/), or an order of protection issued by a court of another state. 775 ILCS 5/1-103(K-5).

¹¹ *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.

¹² 775 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. §1324a.

¹³ 775 ILCS 5/2-102(A). *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). 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); 775 ILCS 5/2-104(D).

¹⁴ 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.

or any other crime of violence or use of District-issued equipment to record such types of violence;¹⁵ genetic information;¹⁶ physical or mental handicap or disability, if otherwise able to perform the essential functions of the job with reasonable accommodation;¹⁷ pregnancy, childbirth, or related medical conditions;¹⁸ reproductive health decisions;¹⁹ credit history, unless a satisfactory credit history is an

¹⁵ 820 ILCS 180/30 and 180/33, added by P.A. 104-171, eff. 1-1-26, Victims' Economic Security and Safety Act (VESSA). *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). In certain circumstances, an employer can be held liable for gender-related violence that occurs in the workplace if the employer failed to investigate complaints or failed to supervise, train, or monitor an employee who engaged in the violence. 740 ILCS 82/11, added by P.A. 103-202, Gender Violence Act. *Other crime of violence* under VESSA 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). VESSA also prohibits workplace discrimination and retaliation on the basis of an employee's use of employer-issued equipment to record domestic violence, sexual violence, gender violence, or any other crime of violence committed against the employee or a family or household member of the employee. *Id.* at 180/33, added by P.A. 104-171, eff. 1-1-26.

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/. The law requires the employer seeking a *workplace protection restraining order* to notify the employee who is a victim of *unlawful violence*. 820 ILCS 275/21.

¹⁶ 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 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 sample 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.

¹⁷ 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.*).

¹⁸ 775 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). Guidance from the IDHR is available at: <https://dhr.illinois.gov/publications/pregnancy-rights.html>. 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 IDHR 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). Similar to the IHRA, the federal Pregnant Workers Fairness Act (PWFA) (42 U.S.C. §2000gg *et seq.*), added by Pub.L. 117-328 and implemented by 29 C.F.R. Part 1636, requires employers to provide reasonable accommodations to an employee's known limitations related to pregnancy, childbirth, or related medical conditions, unless the accommodation will cause the employer an undue hardship. For further information about implementation of the PWFA, see the EEOC's *Summary of Key Provisions of EEOC's Final Rule to Implement the PWFA*, at: www.eeoc.gov/summary-key-provisions-eeocs-final-rule-implement-pregnant-workers-fairness-act-pwfa. Pregnant workers with pregnancy-related impairments may also have disabilities for which they may be entitled to reasonable accommodation under the ADA. Guidance from the EEOC is available at: www.eeoc.gov/pregnancy-discrimination. 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/.

¹⁹ 775 ILCS 5/1-102(A) and 5/1-103(Q), amended by P.A. 103-785. *Reproductive health decisions* means a person's decisions regarding their use of: contraception; fertility or sterilization care; assisted reproductive technologies; miscarriage management care; healthcare related to the continuation or termination of pregnancy; or prenatal, intranatal, or postnatal care. *Id.* at 5/1-103(O-2).

established bona fide occupational requirement of a particular position;²⁰ conviction record, unless authorized by law;²¹ family responsibilities;²² or other legally protected categories.^{23 24 25 26} No one will

²⁰ 820 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. *Id.* at 70/10.

²¹ 775 ILCS 5/2-103.1(A). 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 sample policy 5:30, *Hiring Process and Criteria*, at f/n 5, and sample administrative procedure 5:30-AP2, *Investigations*, for more information.

²² 775 ILCS 5/2-102(A), amended by P.A. 103-797, prohibits an employer from refusing to hire, segregating, harassing, or making other employment-related decisions on the basis of an employee's family responsibilities. *Family responsibilities* means an employee's actual or perceived provision of *personal care* to a *covered family member*, as those terms are defined in the Employee Sick Leave Act, 820 ILCS 191/5.

²³ 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.

²⁴ 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*.

²⁵ 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 username 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.

²⁶ School districts must accommodate employees who choose to continue breastfeeding after returning to work. See 740 ILCS 137/, Right to Breastfeed Act; 820 ILCS 260/, Nursing Mothers in the Workplace Act (NMWA); and 29 U.S.C. §218d, added by Pub.L. 117-328. 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 sample administrative procedure 5:10-AP, *Workplace Accommodations for Nursing Mothers*.

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/.²⁷

Persons who believe they have not received equal employment opportunities should report their claims to the Nondiscrimination Coordinator and/or a Complaint Manager under Board policy 2:260, *Uniform Grievance Procedure*, or in the case of denial of equal employment opportunities on the basis of race, color, or national origin, Board policy 2:270, *Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited*. 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 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.²⁸

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 under Board policy 2:260, *Uniform Grievance Procedure*.

The Superintendent shall appoint a Title IX Coordinator to coordinate the District's efforts to comply with Title IX.²⁹

²⁷ 410 ILCS 130/40; 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/. 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), including in a school bus or on the grounds of any preschool, or primary or secondary school. 410 ILCS 130/30(a)(2) & (3). See sample policy 5:50, *Drug- and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition*, at f/n 9 for further discussion.

²⁸ 775 ILCS 5/6-101, amended by P.A. 103-472. 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, Title VII, Title IX, ADA, ADEA, VESSA, the EPA, and the Ill. Whistleblower Act (IWA).

The IWA prohibits employers from retaliating against employees who disclose or threaten to disclose information to a government or law enforcement agency about an employer's activity, policy, or practice that the employee believes, in good faith: (1) violates a State or federal law, rule, or regulation, or (2) poses a substantial and specific danger to employees, public health, or safety. 740 ILCS 174/15(b), amended by P.A. 103-867. See 740 ILCS 174/15, 20, 20.1, and 20.2, amended by P.A. 103-867, for other specific categories of retaliation prohibited by the IWA.

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).

²⁹ 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.* See sample policy 2:265, *Title IX Grievance Procedure*, at f/n 17, for discussion about districts that have more than one Title IX Coordinator. See f/ns 24 and 25 in sample policy 2:260, *Uniform Grievance Procedure*. A district's Nondiscrimination Coordinator often also serves as its Title IX Coordinator.

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.³⁰

Nondiscrimination Coordinator:

Rylan Rusk

Name

1100 E. Laurel St., Olney, IL 62450

Address

rrusk@rccu1.net

Email

618-395-2324

Telephone

Complaint Managers:

Jeff Thompson

Name

1200 E. Laurel St., Olney, IL 62450

Address

jthompson@rccu1.net

Email

618-393-2191

Telephone

Title IX Coordinator:

Kacie Rodgers

Name

1100 E. Laurel St., Olney, IL 62450

Address

krodgers@rccu1.net

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618-395-2324

Telephone

Jennifer Tedford

Name

1099 N. Van St., Olney, IL 62450

Address

jtedford@rccu1.net

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618-395-4372

Telephone

³⁰ 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. 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.

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.³¹

Minority Recruitment ³²

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.

³¹ 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). 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.

³² 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.

- 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. §218d, Fair Labor Standards 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. §2000d et seq., Title VI of the Civil Rights Act of 1964; 34 C.F.R. Part 100.
 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. §2000gg et seq., Pregnant Workers Fairness Act; 29 C.F.R. Part 1636.
 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 and 180/33, Victims' Economic Security and Safety Act.
 820 ILCS 260/, Nursing Mothers in the Workplace Act.
- CROSS REF.: 2:260 (Uniform Grievance Procedure), 2:265 (Title IX Grievance Procedure), 2:270 (Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited), 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

Abused and Neglected Child Reporting ¹

Any District employee who suspects or receives knowledge that a student may be an abused or neglected² child or, for a student aged 18 through 22, an abused or neglected individual with a disability³, shall 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

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 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 licensed and non-licensed school employees) and educational advocates assigned to a child in accordance with the School Code. 325 ILCS 5/4(a)(4). *Education personnel* also includes board members; however, ANCRA does not require them to directly report to DCFS and instead states that a board member "shall direct or cause the school board to direct the superintendent" to report to DCFS. 325 ILCS 5/4(a)(4), (d). See the **Special School Board Member Responsibilities** subhead, below, and sample policy 2:20, *Powers and Duties of the School Board; Indemnification*.

If the report involves an *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. 325 ILCS 5/4.4a and 20 ILCS 1305/1-17(b), amended by P.A.s 103-76 and 103-752. Reports involving an 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 19 below) and the immunity for such disclosures, the sample policy directs the initial phone call to DCFS. The Dept. of Human Services Act (DHS Act) (20 ILCS 1305/) allows a *required reporter* 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. 20 ILCS 1305/1-17(k)(1). Only employees are required reporters. 20 ILCS 1305/1-17(a).

Any person required by law to report abuse and neglect who willfully fails to report is guilty of a Class A misdemeanor. 325 ILCS 5/4(m) and 20 ILCS 1305/1-17(k)(1), amended by P.A. 103-752.

A teaching license may be suspended or revoked for willful or negligent failure to report suspected child abuse or neglect as required by law and for *sexual misconduct*. 105 ILCS 5/21B-75.

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. 105 ILCS 5/10-20.71. See sample policy 7:20, *Harassment of Students Prohibited*.

² ANCRA covers abuse and neglect of children. 325 ILCS 5/3. The DHS Act covers abuse and neglect of adult students with a disability. 20 ILCS 1305/1-17(b), amended by P.A.s 103-76 and 103-752. Abuse may be generally understood as any physical or mental injury or sexual abuse inflicted on a child or 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 adult student with a disability. Neglect may be generally understood as abandoning a child or 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 adult student with a disability's welfare.

Abuse covered by ANCRA also includes *grooming* as defined in the Ill. Criminal Code of 2012 (720 ILCS 5/11-25, amended by P.A. 104-245, eff. 1-1-26). 325 ILCS 5/3(i) (*Faith's Law*).

The School Code goes further and prohibits school employees from engaging in *grooming behaviors* and *sexual misconduct*. 105 ILCS 5/10-23.13(b) (*Erin's Law*); 105 ILCS 5/22-85.5(c) (*Faith's Law*). To streamline implementation, sample policy 5:120, *Employee Ethics; Code of Professional Conduct; and Conflict of Interest*, defines prohibited *grooming behaviors* to include *sexual misconduct* and it explicitly prohibits employees from engaging in *grooming*, *grooming behaviors*, and *sexual misconduct*. While it is possible for low-level *grooming behaviors* and/or *sexual misconduct* to not amount to *grooming* prohibited by ANCRA, best practice is to report suspected *grooming behaviors* and *sexual misconduct* to DCFS.

³ 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 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), amended by P.A. 103-76. However, 105 ILCS 5/14-1.02 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 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, ."

of Illinois); or 1-800-358-5117 (TTY).⁴ Any District employee who believes a student is in immediate danger of harm, shall first call 911. The employee shall also promptly notify the Superintendent or Building Principal that a report has been made.⁵ 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.⁶ *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.⁷

Any District employee who discovers child **sexual abuse material pornography** on *electronic and information technology equipment*, **as defined in 325 ILCS 5/4.5(a)**, 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 <https://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.⁸

⁴ 325 ILCS 5/7, amended by P.A. 103-624. 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.

When two or more mandated reporters who work within the same workplace share a reasonable cause to believe that a student may be an abused or neglected child, one of them may be designated to make a single report. 325 ILCS 5/4(b). The report must include the name(s) and contact information for the other mandated reporter(s). *Id.*

⁵ ANCRA states that mandated reporters "may also notify the person in charge of [the] school[.]" 325 ILCS 5/4(e). This 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.

⁶ 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 created a *Model Policy Reporting Child 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 – it does not account for legislative changes made to ANCRA since August 2010 and 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."

⁷ 105 ILCS 5/10-23.12(c) (all district employees); 105 ILCS 5/21B-75(b) (teachers).

⁸ ANCRA requires an electronic and information technology equipment worker or the worker's employer to report a discovery of **child sexual abuse material pornography** depicted on an item of electronic and information technology equipment. 325 ILCS 5/4.5(b), amended by P.A. 104-245, eff. 1-1-26. 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*, **defined as "equipment used in the creation, manipulation, storage, display, or transmission of data, including internet and intranet systems, software applications, operating systems, video and multimedia, telecommunications products, kiosks, information transaction machines, copiers, printers, and desktop and portable computers."** 325 ILCS 5/4.5(a). 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."

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 with, holding office in, or maintaining membership in any group, organization, club, or athletic team whose members are or include other students.⁹

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.¹⁰

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.¹¹
3. Complete an annual evidence-informed training related to child sexual abuse, grooming behaviors (including *sexual misconduct* as defined in *Faith's Law*)¹², and boundary violations as required by law and policy 5:100, *Staff Development Program*.¹³

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).

⁹ 720 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.* Sample administrative procedure 7:190-AP1, *Hazing Prohibited*, uses the same definition of *hazing*; this definition is based on 720 ILCS 5/12C-50, amended by P.A. 103-765.

¹⁰ The drill during such training should be: "If in question, report."

¹¹ ANCRA 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). 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) that mandated reporters annually review Ill. State Board of Education (ISBE) materials regarding notification of DCFS (see f/n 16, 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:

5. 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.
6. 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 10 above.

¹² Sexual misconduct under *Faith's Law* is defined in 105 ILCS 5/22-85.5(c). See f/n 2, above, regarding the inclusion of *sexual misconduct* in the definition of *grooming behaviors* set forth in sample policy 5:120, *Employee Ethics; Code of Professional Conduct; and Conflict of Interest*.

¹³ 105 ILCS 5/10-23.13 (*Erin's Law*). For additional *Erin's Law* requirements and definitions, see sample 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; Code of Professional Conduct; and Conflict of Interest*; and 6:60, *Curriculum Content*.

Alleged Incidents of Sexual Abuse; Investigations ¹⁴

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. ¹⁵

If a District employee reports an alleged incident of sexual abuse to DCFS¹⁶ and DCFS accepts the report for investigation, DCFS will refer the matter to the local Children's Advocacy Center (CAC).¹⁷ 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.¹⁸ 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 Board 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. ¹⁹

¹⁴ Delete this subhead if your school district is not within a county served by an accredited CAC. 105 ILCS 5/22-85 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.

¹⁵ Though 105 ILCS 5/22-85(b) 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.

¹⁶ 105 ILCS 5/22-85(c) 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 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.

¹⁷ 105 ILCS 5/22-85(d).

¹⁸ 105 ILCS 5/22-85(j), (k).

¹⁹ 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). 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 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 sample policy 5:150, *Personnel Records*.

See also f/n 4 of sample 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.

When the Superintendent has reasonable cause to believe that a license holder (1) committed an intentional act of abuse or neglect with the result of making a child an abused child or a neglected child under ANCRA or an act of sexual misconduct under *Faith's Law*, and (2) that act resulted in the license holder's dismissal or resignation from the District, the Superintendent 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.²⁰ 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.²¹

The Superintendent shall develop procedures for notifying a student's parents/guardians when a District employee, contractor, or agent is alleged to have engaged in sexual misconduct with the student as defined in *Faith's Law*. The Superintendent shall also develop procedures for notifying the student's parents/guardians when the Board takes action relating to the employment of the employee, contractor, or agent following the investigation of sexual misconduct. Notification shall not occur when the employee, contractor, or agent alleged to have engaged in sexual misconduct is the student's parent/guardian, and/or when the student is at least 18 years of age or emancipated.²²

The Superintendent shall execute the recordkeeping requirements of *Faith's Law*.²³

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.²⁴

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.²⁵

When the Board learns that a licensed teacher was convicted of any felony, it must promptly report it to the State agencies listed in Board policy 2:20, *Powers and Duties of the School Board; Indemnification*.²⁶

²⁰ Alternative for districts in suburban Cook County: replace "Regional Superintendent" with "appropriate Intermediate Service Center Executive Director."

²¹ 105 ILCS 5/10-21.9(e-5) requires these notifications and provides superintendents immunity from any liability, whether civil or criminal or that otherwise might result by complying with the statute.

²² 105 ILCS 5/22-85.10. See sample administrative procedure 5:90-AP2, *Parent/Guardian Notification of Sexual Misconduct*.

²³ 105 ILCS 5/22-94(e). See sample administrative procedure 5:150-AP, *Personnel Records*.

²⁴ 325 ILCS 5/4(d), amended by P.A. 103-22. 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 the person 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.

²⁵ 105 ILCS 5/10-23.12(c). See f/n 7, above, and f/n 3 in sample policy 2:20, *Powers and Duties of the School Board; Indemnification*.

²⁶ 105 ILCS 5/21B-85(a) and (b), amended by P.A. 103-51. 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 sample 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, 5/21B-85, 5/22-85.5, and 5/22-85.10. 20 ILCS 1305/1-1 <u>et seq.</u> , 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), 4:60 (Purchases and Contracts), 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; Code of Professional 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 Law Enforcement Requests Police Interviews)

General Personnel

Staff Development Program ¹

The Superintendent or designee shall implement a staff development program. The goal of the 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 any School Improvement Plans so that student learning objectives meet or exceed goals established by the District and State.

Abused and Neglected Child Reporting Act (ANCRA) and Erin's Law Training

The staff development program shall include the Abused and Neglected Child Reporting Act (ANCRA) mandated reporter training and training on the awareness and prevention of child sexual abuse and grooming behaviors (*Erin's Law*) as follows (see Board policies 4:165, *Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors*, and 5:90, *Abused and Neglected Child Reporting*): ²

1. 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.
2. By January 31 of every year, all school personnel must complete evidence-informed training on preventing, reporting, and responding to child sexual abuse, grooming behaviors (including *sexual misconduct* as defined in *Faith's Law*), and boundary violations.

¹ 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).

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.

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.

² 325 ILCS 5/4(j); and 105 ILCS 5/10-23.13 (*Erin's Law*). Sexual misconduct under *Faith's Law* is defined in 105 ILCS 5/22-85.5(c).

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). Districts must provide mandated reporter training through either the Ill. Dept. of Children and Family Services (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.

In-Service Training Requirements

The staff development program shall provide, at a minimum, within six months of employment and renewed at least once every five years thereafter (unless required more frequently by other State or federal law), the in-service training of all District staff who work with pupils on: ³

1. Health conditions of students,⁴ including but not limited to training on:
 - a. Anaphylactic reactions and management, conducted by a person with expertise on anaphylactic reactions and management;
 - b. Management of asthma, prevention of asthma symptoms, and emergency response in the school setting;
 - c. The basics of seizure recognition and first aid and emergency protocols, consistent with best practice guidelines issued by the Centers for Disease Control and Prevention;
 - d. The basics of diabetes care, how to identify when a diabetic student needs immediate or emergency medical attention, and whom to contact in case of emergency;
 - e. Current best practices regarding identification and treatment of attention deficit hyperactivity disorder; and
 - f. How to respond to an incident involving life-threatening bleeding, including use of a school's trauma bleeding control kit, if applicable. ⁵

³ This list of in-service trainings is required by State law but only Nos. 4, 5(d), and 7 are required to be specified in board policy. 105 ILCS 5/10-22.39, amended by P.A.s 103-41, 103-413, 103-542, and 103-603, requires all teachers, administrators, and school support personnel to complete these trainings during an in-service training program conducted by their board or through other training opportunities, including institutes provided by regional superintendents and intermediate service center executive directors under 105 ILCS 5/3-11, amended by P.A.s 103-542 and 103-413. If teachers, administrators, or school support personnel obtain training outside of an in-service training program or from a previous school employer, they may present documentation showing current compliance to satisfy the requirement of receiving training within six months of first being employed. Id.

Different from the in-service training that school districts must provide to their staff, 105 ILCS 5/3-11, amended by P.A.s 103-542 and 103-413, contains requirements that the regional superintendents and intermediate service center executive directors must include during institutes for teachers, administrators, and school support personnel. Instruction on prevalent student chronic health conditions, as well as educator ethics and teacher-student conduct training, is also required. See also f/ns 4-12 below discussing the board's requirements in 105 ILCS 5/10-22.39.

Both 105 ILCS 5/3-11 and 5/10-22.39 use the phrase *teachers, administrators, and school support personnel*, but for brevity this material uses the phrase *all District staff*. 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. It also provides an opportunity for each board and the superintendent to examine all current policies, collective bargaining agreements, and administrative procedures on this subject.

In-service training programs on the topics listed in 105 ILCS 5/10-22.39, amended by P.A.s 103-41, 103-413, 103-542, and 103-603, shall be credited toward hours of professional development required for license renewal as outlined in 105 ILCS 5/21B-45(e). School support personnel may be exempt from in-service training if the training is not relevant to the work they do.

⁴ 105 ILCS 5/10-22.39(b-5), added by P.A. 103-542 and amended by P.A. 103-603. Nurses and school nurses, as defined by 105 ILCS 5/10-22.23 (school nurse), are exempt from training on health conditions of students. Id.

For No. 1(c), Consult the board attorney about whether:

1. 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.
2. 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.

For No. 1(d), see also 105 ILCS 150/25, amended by P.A. 103-542, and No. 6 under the subhead **Additional Training Requirements**.

For No. 1(e), see also 105 ILCS 145/25, amended by P.A. 103-542, and No. 7 under the subhead **Additional Training Requirements**.

⁵ See 105 ILCS 5/10-20.85, added by P.A. 103-128, for a definition of *trauma kit*. To avoid confusion between trauma related to life-threatening bleeding and *trauma* as defined in 105 ILCS 5/3-11(b), added by P.A. 103-413, this policy uses the phrase *trauma bleeding control kit* instead of *trauma kit*.

2. Social-emotional learning.⁶ Training may include providing education to all school personnel about the content of the Illinois Social and Emotional Learning Standards, how they apply to everyday school interactions, and examples of how social emotional learning can be integrated into instructional practices across all grades and subjects.
3. Developing cultural competency,⁷ including but not limited to understanding and reducing implicit bias, including *implicit racial bias* as defined in 105 ILCS 5/10-20.61 (implicit bias training).
4. Identifying warning signs of mental illness, trauma, and suicidal behavior in youth, along with appropriate intervention and referral techniques, including resources and guidelines as outlined in 105 ILCS 5/2-3.166 (*Ann Marie's Law*) and the definitions of *trauma*, *trauma-responsive learning environments*, and *whole child* as set forth in 105 ILCS 5/3-11.⁸
5. Domestic and sexual violence and the needs of expectant and parenting youth, conducted by persons with expertise in domestic and sexual violence and the needs of expectant and parenting youth.⁹ Training shall include, but is not limited to:
 - a. Communicating with and listening to youth victims of domestic or sexual violence and expectant and parenting youth;
 - b. Connecting 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;
 - c. Implementing the District's policies and procedures regarding such youth, including confidentiality; and
 - d. Procedures for responding to incidents of teen dating violence that take place at school, on school grounds, at school-sponsored activities, or in vehicles used for school-provided transportation as outlined in 105 ILCS 5/27-240 (see Board policy 7:185, *Teen Dating Violence Prohibited*).
6. Protections and accommodations for students,¹⁰ including but not limited to training on:

Beginning with the 2024-25 school year, training on life-threatening bleeding must be completed within six months of employment and renewed within two years. Beginning with the 2027-28 school year, training on life-threatening bleeding must be completed within six months of employment and renewed at least once every five years thereafter. 105 ILCS 5/10-22.39(b-5)(7), added by P.A. 103-542 and amended by P.A. 103-603. Trained employees using a trauma kit are generally immune from civil liability. *Id.*

⁶ 105 ILCS 5/10-22.39(b-10), added by P.A. 103-542.

⁷ 105 ILCS 5/10-22.39(b-15), added by P.A. 103-542.

⁸ 105 ILCS 5/10-22.39(b-20), added by P.A. 103-542 and amended by P.A. 103-603. Training on the implementation of trauma-informed practices satisfies the requirements of this subsection. *Id.* In addition, Illinois Mental Health First Aid training may satisfy the requirements of this subsection. If teachers, administrators, or school support personnel obtain mental health first aid training outside of an in-service training program, they may present a certificate of successful completion of that training to the school district to satisfy the requirements of this law. *Id.* For further information on Mental Health First Aid, see <https://namiillinois.org/resources/about-mental-illness/mental-health-first-aid/>.

⁹ 105 ILCS 5/10-22.39(b-25), added by P.A. 103-542. See sample policy 7:185, *Teen Dating Violence Prohibited*. 105 ILCS 5/27-240, added by P.A. 104-391.

¹⁰ 105 ILCS 5/10-22.39(b-30), added by P.A. 103-542. Beginning with the 2024-25 school year, training on homelessness must be completed within six months of employment and renewed within two years. Beginning with the 2027-28 school year, training on homelessness must be completed within six months of employment and renewed at least once every five years thereafter. Boards may work with a community-based organization specializing in working with homeless children and youth to develop and provide this training. See 105 ILCS 5/10-22.39(b-30)(1) - (5), added by P.A. 103-542, for homelessness training content requirements. **Note:** the homelessness training content requirements in 105 ILCS 5/10-22.39(b-30)(1) - (5), added by P.A. 103-542, are nearly identical to the homelessness training content requirements in 105 ILCS 5/10-22.39(h), added by P.A. 103-41.

Beginning with the 2016-17 school year, institutes under 105 ILCS 5/3-11 had to 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 Executive Director 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.

- a. The federal Americans with Disabilities Act as it pertains to the school environment; and
 - b. Homelessness.
- 7. Educator ethics and responding to child sexual abuse and grooming behavior (see Board policy 5:120, *Employee Ethics; Code of Professional Conduct; and Conflict of Interest*);¹¹ including but not limited to training on:
 - a. Teacher-student conduct;
 - b. School employee-student conduct; and
 - c. Evidence-informed training on preventing, recognizing, reporting, and responding to child sexual abuse and grooming as outlined in 105 ILCS 5/10-23.13 (*Erin's Law*).
- 8. Effective instruction in violence prevention and conflict resolution,¹² conducted in accordance with the requirements of 105 ILCS 5/27-~~11523.4~~ (violence prevention and conflict resolution education).

Additional Training Requirements

In addition, the staff development program shall include each of the following: ¹³

- 1. Ongoing professional development for all school personnel and school resource officers on the requirements of 105 ILCS 5/10-22.6 and 5/10-20.14, the adverse consequences of school exclusion and justice-system involvement, effective classroom management strategies, culturally responsive discipline, trauma-responsive learning environments as defined in 105 ILCS 5/3-11(b), 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. ¹⁴
- 2. 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. ¹⁵

¹¹ 105 ILCS 5/10-22.39(b-35), added by P.A. 103-542. Each board may want to have a conversation with the superintendent and direct him or her to develop a curriculum for the in-services that instructs all district staff to maintain boundaries and act appropriately, professionally, and ethically with students. See also sample policy 5:120, *Employee Ethics; Code of Professional Conduct; and Conflict of Interest*, and § 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.

¹² 105 ILCS 5/10-22.39(b-40), added by P.A. 103-542 and amended by P.A. 104-391, and 105 ILCS 5/27-115, renumbered by P.A. 104-391.

¹³ Optional. These in-services and/or trainings are required by State and/or federal law but are not required to be specified in board policy. The only non-School Code State and/or federal law training requirements listed are from the Abused and Neglected Child Reporting Act (325 ILCS 5/), Ill. Human Rights Act (775 ILCS 5/), Seizure Smart School Act (105 ILCS 150/), Care of Students with Diabetes Act (105 ILCS 150/), and Title IX of the Education Amendments of 1972 (20 U.S.C. §1681 *et seq.*).

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 sample policies and procedures. Many of those policies and procedures are listed in the cross-references to this policy, e.g., training requirements under the Care of Students with Diabetes Act, 105 ILCS 145/.

¹⁴ 105 ILCS 5/10-22.6(c-5), amended by P.A. 103-896. School board members are also included.

¹⁵ 7 C.F.R. Parts 210 and 235. 7 C.F.R. §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). 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/cn/professional-standards.

3. 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. ¹⁶
4. 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. ¹⁷
5. For school personnel who work with hazardous or toxic materials on a regular basis, training on the safe handling and use of such materials. ¹⁸
6. For delegated care aides performing services in connection with a student's seizure action plan, training in accordance with 105 ILCS 150/, the Seizure Smart School Act. ¹⁹
7. For delegated care aides performing services in connection with a student's diabetes care plan, training in accordance with 105 ILCS 145/, the Care of Students with Diabetes Act. ²⁰
8. For all District staff, annual sexual harassment prevention training. ²¹
9. Title IX requirements for training in accordance with 34 C.F.R. Part 106 (see Board policy 2:265, *Title IX Grievance Procedure*). ²²
10. Training for all District employees on the prevention of discrimination and harassment based on race, color, and national origin in school as part of new employee training and at least once every two years. ²³
11. Training for at least one designated employee at each school about the Prioritization of Urgency of Need for Services (PUNS) database and steps required to register students for it. ²⁴
12. Training in accordance with 105 ILCS 5/26A for at least one staff member in each school designated as a resource for students who are parents, expectant parents, or victims of domestic or sexual violence, and for any employees whose duties include the resolution of complaints of violations of 105 ILCS 5/26A (see Board policy 7:255, *Students who are Parents, Expectant Parents, or Victims of Domestic or Sexual Violence*). ²⁵

¹⁶ Required only for districts with grades 9-12 by 105 ILCS 25/1.15. Delete for elementary school districts.

¹⁷ 105 ILCS 5/22-80(h).

¹⁸ 105 ILCS 5/10-20.17a, amended by P.A. 103-780; 23 Ill.Admin.Code §1.330.

¹⁹ 105 ILCS 150/25, amended by P.A. 103-542.

²⁰ 105 ILCS 145/25, amended by P.A. 103-542.

²¹ 775 ILCS 5/2-109. See f/n 7 of sample policy 5:20, *Workplace Harassment Prohibited*, for further detail about this training requirement.

²² 34 C.F.R. §106.45. For training requirement details, see sample administrative procedure 2:265-AP1, *Title IX Response*.

²³ 775 ILCS 5/5A-103(c), added by P.A. 103-472. Initial training for existing employees must be completed by 7-31-26. See the Ill. Dept. of Human Rights' *Frequently Asked Questions (FAQs) about Racism-Free Schools Training* at: <https://dhr.illinois.gov/training/racism-free-schools.html#rfs-faq>. For training requirement details, see sample administrative procedure 2:270-AP, *Prevention and Response Program for Complaints of Discrimination and Harassment Based on Race, Color, and National Origin*.

²⁴ 105 ILCS 5/2-3.163(c), amended by P.A. 103-504.

²⁵ 105 ILCS 5/26A-35, added by P.A. 102-466, *a/k/a Ensuring Success in School (ESS) Law*, requires each designated Article 26A Resource Person to either (1) be trained to understand, provide information and referrals, and address issues pertaining to youth who are parents, expectant parents, or victims of domestic or sexual violence, including training in the subjects set forth in 105 ILCS 5/26A-35(b)(i), or (2) have participated in an in-service training program under 105 ILCS 5/10-22.39(d) that includes training on the rights of minors to consent to counseling services and psychotherapy under the Mental Health and Developmental Disabilities Code within 12 months prior to designation. *Id.* However, 105 ILCS 5/10-22.39(d) was deleted by P.A. 103-542 and its training contents are in 105 ILCS 5/10-22.39(b-25).

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*.
26 27

105 ILCS 5/26A-25(b)(1), added by P.A. 102-466, *a/k/a ESS Law*, and amended by P.A. 104-391, requires employees whose duties include resolution of Article 26A complaints to initially complete ~~at least eight hours of training~~ on issues related to domestic and sexual violence and how to conduct the district's complaint resolution procedure, and to complete ~~six hours of~~ training annually thereafter. Such training must be conducted by individual(s) with expertise in domestic or sexual violence in youth and expertise in developmentally appropriate communications with elementary and secondary students regarding topics of a sexual, violent, or sensitive nature. *Id.* See sample administrative procedures 7:255-AP1, *Supporting Students Who are Parents, Expectant Parents, or Victims of Domestic or Sexual Violence*, and 7:255-AP2, *Complaint Resolution Procedure for Students Who are Parents, Expectant Parents, or Victims of Domestic or Sexual Violence*.

See pp. 28-30 of the June 2024 report of the second ESS Task Force for existing training requirements that may be suitable to fulfill Article 26A training requirements, at: www.isbe.net/Documents/ESSTaskForce/Final-Report-ESS-Report-June-2024.pdf.

26 Required by 105 ILCS 5/2-3.166(c)(2) (*Ann Marie's Law*). See sample administrative procedures 6:60-AP1, *Comprehensive Health Education Program*, and 7:290-AP, *Resource Guide for Implementation of Suicide and Depression Awareness and Prevention Program*.

27 Districts are not required to train staff on life-saving techniques, though 105 ILCS 110/3, amended by P.A. 103-608, requires that all teachers, administrators, and other school personnel, as determined by school officials, be provided with information about emergency procedures and life-saving techniques within 30 days after the first day of each school year. *Id.* Such life-saving techniques must include the Heimlich maneuver, hands-only cardiopulmonary resuscitation (CPR), and automated external defibrillator (AED) use. The information provided must be in accordance with standards of the American Red Cross, the American Heart Association (AHA), or another nationally recognized certifying organization. *Id.* See e.g., <https://cpr.heart.org/en/cpr-courses-and-kits/hands-only-cpr/hands-only-cpr-resources>, <https://cpr.heart.org/en/training-programs/aed-implementation>, and www.redcross.org/take-a-class/resources/learn-first-aid/adult-child-choking.

For districts that have a practice of providing training in life-saving techniques and first-aid in their staff development programs, insert the following optional paragraph that aligns with 105 ILCS 5/3-11, 105 ILCS 110/3, amended by P.A. 103-608, and 77 Ill.Admin.Code §527.800:

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 using an AED are generally exempt from civil liability if they were trained and acted according to the standards of the AHA. 745 ILCS 49/12.

The board may also want to address other staff development opportunities. While not required to be in policy, 105 ILCS 5/27-1055, amended by P.A. 103-542 and renumbered by P.A. 104-391, requires a school board to collaborate with State and local law enforcement agencies on gang resistance education. 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.

- 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, 5/2-3.166, 5/3-11, 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), 5/22-95, 5/22-115, 5/24-5, and 5/26A.
 105 ILCS 25/1.15, Interscholastic Athletic Organization Act.
 105 ILCS 145/25, Care of Students with Diabetes 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 and 5/5A-103, 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 Grievance Procedure), 2:270 (Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited), 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; Code of Professional 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), 7:250 (Student Support Services), 7:255 (Students Who are Parents, Expectant Parents, or Victims of Domestic or Sexual Violence), 7:270 (Administering Medicines to Students), 7:285 (Anaphylaxis Prevention, Response, and 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 Response), 2:265-AP2 (Formal Title IX Complaint Grievance Process), 2:270-AP (Prevention and Response Program for Complaints of Discrimination and Harassment Based on Race, Color, and National Origin), 4:160-AP (Environmental Quality of Buildings and Grounds), 4:170-AP6 (Plan for Responding to a Medical Emergency at a 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), 7:250-AP2 (Protocol for Responding to Students with Social, Emotional, or Mental Health Needs), 7:255-AP1 (Supporting Students Who are Parents, Expectant Parents, or Victims of Domestic or Sexual Violence), 7:255-AP2 (Complaint Resolution Procedure for Students Who are Parents, Expectant Parents, or Victims of Domestic or Sexual Violence), 7:285-AP (Anaphylaxis Prevention, Response, and Management Program), 7:290-AP (Resource Guide for Implementation of Suicide and Depression Awareness and Prevention Program)

Professional Personnel

Teacher Qualifications ¹

A teacher, as the term is used in this policy, refers to a District employee who is required to be licensed under State law.² The following qualifications apply:

1. Each teacher must: ³
 - a. Have a valid Illinois Professional Educator License issued by the State Superintendent of Education with the required endorsements as provided in the School Code.
 - b. Provide the District Office with a complete transcript of credits earned in institutions of higher education.
 - c. On or before September 1 of each year, unless otherwise provided in an applicable collective bargaining agreement, provide the District Office with a transcript of any credits earned since the date the last transcript was filed.
 - d. Notify the Superintendent of any change in the teacher's transcript.
2. All teachers working in a program supported with federal funds under Title I, Part A must meet applicable State certification and licensure requirements. ⁴

The Superintendent or designee shall:

1. Monitor compliance with State and federal law requirements that teachers be appropriately licensed; ⁵

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 concerns an area in which the law is unsettled.

² 105 ILCS 5/21B et seq., amended by P.A. 104-111, eff. 1-1-26; 23 Ill.Admin.Code §§1.610, 1.705, and Part 25 (educator licensure); 105 ILCS 5/27-24.2; and 23 Ill.Admin.Code Part 252 (contracted driver education teacher).

³ Subparagraph 1a is required for all teachers by 105 ILCS 5/21B-15 (qualifications of educators). Four types of educator licenses are listed in 105 ILCS 5/21B-20, amended by P.A. 103-111: (1) Professional Educator License; (2) Educator License with Stipulations (including endorsements for alternative provisional educator, alternative provisional superintendent, career and technical educator, transitional bilingual educator, language, visiting international educator, paraprofessional educator, chief school business official, provisional in-state educator, school support personnel intern, and special education area); (3) Substitute Teaching License; and (4) until 6-30-28, Short-Term Substitute Teaching License. Districts may not require an individual who holds a valid Professional Educator License or Educator License with Stipulations to seek or hold a Substitute Teaching License to teach as a substitute teacher. 105 ILCS 5/21B-20(3). 105 ILCS 5/21B-120, added by P.A. 104-111, eff. 1-1-26, also provides for a short-term approval credential for teachers in accordance with rules developed by the Ill. State Board of Education (ISBE). See also 23 Ill.Admin.Code §§1.610, 1.705, and Part 25 (per §25.100, teachers are no longer endorsed in any course subjects in which they earn grades lower than a "C-" or equivalent in college). ISBE's *Educator Licensure Information System* (ELIS) is a web-based system that allows educators, administrators, and the public to access licensure information. See www.isbe.net/Pages/Educator-Licensure-Information-System.aspx.

Subparagraph 1b and 1c are required of all teachers by 105 ILCS 5/24-23. Some boards add the word "official" to the phrase, "complete official transcript of credits."

Subparagraph 1d is optional but informs the superintendent when a teacher may be eligible to change lanes on the salary schedule.

⁴ Information on State implementation of ESSA is available at: www.isbe.net/essa.

ESEA, as amended by ESSA, requires that each state plan contain assurances that the state educational agency will ensure that all teachers and paraprofessionals meet state certification/licensure requirements. 20 U.S.C. §6311(g)(2)(J).

⁵ See the ISBE webpage on educator licensure approval requirements at www.isbe.net/Pages/educator-licensure-approvals.aspx.

ESEA, as amended by ESSA, requires districts to provide parents timely notice that the parent's child has been assigned, or has been taught for four or more consecutive weeks by, a teacher who does not meet applicable State certification or licensure requirements at the grade level and subject area in which the teacher has been assigned. 20 U.S.C. §6312(e)(1)(B)(ii). For a sample notice, see 5:190-E2, *Notice to Parents When Their Child Is Assigned To or Has Been Taught for at Least Four Straight Weeks By a Teacher Who Does Not Meet Applicable State Certification/Licensure Requirements*.

2. Through incentives for voluntary transfers, professional development, recruiting programs, or other effective strategies, ensure that minority students and students from low-income families are not taught at higher rates than other students by unqualified, out-of-field, or inexperienced teachers; and
3. Ensure parents/guardians of students in schools receiving Title I funds are notified of their right to request their students' classroom teachers' professional qualifications.⁶

LEGAL REF.: 20 U.S.C. §6312(e)(1)(A).
105 ILCS 5/10-20.15, 5/21B-15, 5/21B-20, 5/21B-25, 5/21B-120, and 5/24-23.
23 Ill.Admin.Code §1.610 et seq., §1.705 et seq., and Part 25.

CROSS REF.: 6:170 (Title I Programs)

⁶ 20 U.S.C. §6312(e)(1)(A).

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

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/principles_popup.cfm. 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. See sample policy 6:20, *School Year Calendar and Day*.

⁴ 105 ILCS 5/24-2(b). See sample policy 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.103-395, prohibits districts from making a deduction "from the time or compensation of a school employee on account of any legal or special holiday."

¹⁰ 105 ILCS 5/1-24, added by P.A. 103-467 and scheduled to be repealed on 1-1-25, designated 2024 Election Day as a legal school holiday for the purposes of 105 ILCS 5/24-2 and requires any school closed on 2024 Election Day to make itself available to an election authority as a polling place on that date. No waiver exists for 2024 Election Day. 105 ILCS 5/24-2(b) and (c), amended by P.A.s 102-15 and 103-467.

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), amended by P.A. 103-560. See www.isbe.net/school-calendar for Ill. State Board of Education's (ISBE) instructional day changes notice regarding this law. See 105 ILCS 5/10-19.05, amended by P.A. 103-560, for additional exceptions to the attendance calculation.

⁶ 105 ILCS 5/24-9.

The District accommodates employees who are nursing mothers **and compensates them for reasonable time needed to express breast milk** 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 ¹⁰

The Superintendent is authorized to make teaching, study hall, extra class duty, and extracurricular assignments. In order of priority, except as otherwise provided by law, 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

Dismissal

The District will follow State law when dismissing a teacher. ¹²

⁷ 29 U.S.C. §218(d), added by Pub.L. 117-328; 42 U.S.C. §2000gg *et seq.*, added by Pub.L. 117-328; 740 ILCS 137/; 820 ILCS 260/, **as amended by P.A. 104-76, eff. 1-1-26**. Consult the board attorney to ensure the district is properly accommodating **and compensating** nursing mothers. See sample administrative procedure 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. 103-515. The Commission on Government Forecasting and Accountability is required to annually certify and publish the teacher minimum salary to be used for the 2024-2025 school year and each year thereafter. 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 https://illinoisattorneygeneral.gov/Page-Attachments/FOIAPAC/PAC-ANNUAL-REPORTS/2012_PAC_Report.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).

105 ILCS 5/22-96, added by P.A. 103-46 and amended by P.A. 103-564, requires school districts, when hiring or assigning educators for physical education, music, or visual arts, to prioritize the hiring or assigning of educators who hold an educator license and endorsement in those areas. The law also requires educators in these areas to obtain short-term approval if they are not licensed in the content area, or, if no short-term approval is available, they must meet criteria specified by ISBE. *Id.* at (b). Educators must obtain an endorsement in the area being taught prior to the end of the short-term approval period to continue to maintain the educator's employment for subsequent school years. *Id.* at (b). In the alternative, educators do not need to be licensed, obtain short-term approval, or meet other ISBE requirements if they meet the requirements of Title 23 of the Illinois Administrative Code except for Section 1.710. *Id.* at (d).

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.

¹² All dismissal laws in the chart below were amended by the *Education Reform Acts*. 105 ILCS 5/24A-5.5, 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. 104-20. 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. 103-500.
Tenured and Non-tenure Teachers	105 ILCS 5/24-12(b), amended by P.A.s 103-398, and 103-500, and (c)

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.

Reduction in Force	
Tenured Teacher Discharge Where Cause Remediable	105 ILCS 5/24-12(d) (prior reasonable warning required), amended by P.A. 103-354. 105 ILCS 5/24-12(d) (procedural mandates), amended by P.A. 103-354. 105 ILCS 5/10-22.4 (general authority)
Tenured Teacher Discharge Where Cause Irremediable	105 ILCS 5/24-12(d) (no prior warning required) amended by P.A.103-354. 105 ILCS 5/24-12(d) (procedural mandates), amended by P.A.103-354. 105 ILCS 5/10-22.4 (general authority)
Tenured Teacher Discharge Failure to complete remediation plan with a rating of <i>Proficient or Excellent</i>	105 ILCS 5/24A-5(m) (participation in remediation plan after unsatisfactory evaluation) 105 ILCS 5/24-12(d)(1) 105 ILCS 5/24-12(d) (procedural mandates), amended by P.A. 103-354. 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 <i>Proficient</i> 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 – <i>Unsatisfactory</i> 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. 104-20 (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.
Probationary Teacher (non-tenure teacher)	105 ILCS 5/24-11.

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).

105 ILCS 5/22-96 provides that in the event of a reduction in force, schools may follow the employee contract language for filling positions.

Teacher RIF procedures were changed by 105 ILCS 5/24-12(b), amended by P.A. 103-398 and 103-500, and (c). See *PERA Overview for School Board Members*, question 15, "What is the process for selecting teachers for a reduction in force/layoff (RIF)" at: www.iasb.com/law/PERAOverview.pdf.

State law does not prohibit a PERA joint committee from agreeing to put a teacher on a remediation plan if the teacher receives a second *needs improvement* (rather than *unsatisfactory*) rating after being on a professional development plan. Bd. of Educ. Rockford Public Sch. v. Rentsch, 212 N.E.3d 565 (Ill. App. 2nd 2022).

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.s 103-85 and 104-20. Teacher evaluation plans are covered in *PERA Overview for School Board Members* at: www.iasb.com/law/PERAOverview.pdf.

- LEGAL REF.: 29 U.S.C. §218(d), Pub. L. 117-328, Pump for Nursing Mothers Act.
42 U.S.C. §2000gg et seq., Pub. L. 117-328, Pregnant Workers Fairness Act.
105 ILCS 5/10-19, 5/10-19.05, 5/10-20.65, 5/14-1.09a, 5/22-96, 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.: 5:120 (Employee Ethics; Code of Professional Conduct; and Conflict of Interest), 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 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 License⁴ or Educator License with Stipulations⁵ may teach for any one licensed teacher under contract with the District only for a period not to exceed 120 paid school days.

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 through June 30, 2026, but not more than 100 paid days in the same classroom. Beginning July 1, 2026, 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. ⁶

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. ⁷

¹ State law controls this policy's content. Sample 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 sample administrative procedure 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). 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.*

105 ILCS 128/22, added by P.A. 104-198, eff. 1-1-26, requires districts to provide all substitute personnel with: (1) training on school evacuation drills and law enforcement lockdown drills, and (2) support that includes, at a minimum, the information packet given to employees with district-approved materials outlining evacuation and lockdown procedures. Maps indicating all school exits must also be prominently displayed in every classroom. *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(h). ~~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); 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) and 23 Ill.Admin.Code Part 25. 105 ILCS 5/21B-20(2)(E), amended by P.A. 103-617, 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.

⁶ 40 ILCS 5/16-118, amended by P.A.s 103-88 and 103-525 (temporarily allows for 120 paid days or 600 paid hours in each school year through 6-30-26; after 6-30-26, substitute teachers will be allowed 100 paid days or 500 paid hours in each school year) and 16-150.1. Use this alternative for districts in suburban Cook County: replace "Regional Superintendent" with "appropriate Intermediate Service Center Executive Director."

⁷ If a board provides substitute teachers other benefits, it may consider listing them here.

Short-Term Substitute Teachers⁸

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.⁹ Unless otherwise permitted by law, short-term substitutes may teach no more than five consecutive school days for each licensed teacher who is under contract with the Board.¹⁰

Emergency Situations¹¹

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 (ROE) within five business days after the employment of a substitute teacher in an emergency situation. The Board may continue to employ the same substitute teacher in a vacant position for 90 calendar days or until the end of the semester, whichever is greater, if, prior to the end of the then current 30 calendar-day-period, the District makes a written request to the ROE for a 30 calendar-day-extension and the extension is granted by the ROE.

LEGAL REF.: 105 ILCS 5/10-20.68, 5/21B-20(2), 5/21B-20(3), and 5/21B-20(4).
 105 ILCS 128/22, School Safety Drill Act.
 40 ILCS 5/16-118, Ill. Pension Code.
 23 Ill.Admin.Code §1.790 (Substitute Teacher) and §25.520 (Substitute Teaching License).

CROSS REF.: 5:30 (Hiring Process and Criteria)

⁸ 105 ILCS 5/21B-20(4), amended by P.A. 103-111, governs Short-Term Substitute Teaching Licenses, which may be issued from 7-1-18 until 6-30-28. 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.*

⁹ 105 ILCS 5/10-20.67, amended by P.A. 103-111, 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 sample administrative procedure 5:220-AP, *Substitute Teachers*, and its f/n 3. 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.

See f/n 1 above, regarding training on school evacuation drills and law enforcement lockdown drills.

¹⁰ Through 6-30-28, a district may hire a short-term substitute teacher holding a short-term substitute teaching license for up to 15 consecutive school days for each licensed teacher if the Governor has declared a disaster due to a public health emergency pursuant to the Ill. Emergency Management Agency Act, 20 ILCS 3305/7. 105 ILCS 5/21B-20(4), amended by P.A. 103-111.

¹¹ 105 ILCS 5/21B-20(3), amended by P.A. 103-193. An *emergency situation* is defined as one where an unforeseen vacancy has occurred and (i) a teacher is unexpectedly unable to fulfill his or her contractual duties, or (ii) the district's teacher capacity needs exceed previous indications or vacancies are unfilled due to a lack of qualified candidates and the district is actively engaged in advertising to hire a fully licensed teacher for the vacant position. *Id.*

In order for a substitute teacher to remain in a vacant position for up to 90 days or until the end of the semester, whichever is greater, the position must remain vacant and the district must continue to actively seek qualified candidates and provide documentation to the Regional Office of Education that it has provided training specific to the position, including training on meeting the needs of students with disabilities and English learners if applicable. *Id.*

Use this alternative for districts in suburban Cook County: replace "Regional Office of Education (ROE)" with "Intermediate Service Center (ISC)."

Educational Support Personnel

Duties and Qualifications ¹

All support staff: (1) must meet qualifications specified in job descriptions, (2) must be able to perform the essential tasks listed and/or assigned, and (3) are subject to School Board policies as they may be changed from time to time at the Board's sole discretion.

Paraprofessionals ²

Paraprofessionals provide supervised instructional support. Service as a paraprofessional requires an educator license with stipulations endorsed for a paraprofessional educator unless a specific exemption is authorized by the Ill. State Board of Education (ISBE).

Individuals with only non-instructional duties (e.g., providing technical support for computers, providing personal care services, or performing clerical duties) are not paraprofessionals, and the requirements in this section do not apply. In addition, individuals completing their clinical experiences and/or student teaching do not need to comply with this section, provided their service otherwise complies with ISBE rules. ³

Nonlicensed Personnel Working with Students and Performing Non-Instructional Duties

Nonlicensed personnel performing non-instructional duties may be used:

1. For supervising study halls, long-distance teaching reception areas used incident to instructional programs transmitted by electronic media (e.g., computers, video, and audio), detention and discipline areas, and school-sponsored extracurricular activities; ⁴
2. As supervisors, chaperones, or sponsors for non-academic school activities or for school activities connected to the academic program during any time in which the Governor has declared a disaster due to a public health emergency, in accordance with ISBE rule; or ⁵
3. For non-teaching duties not requiring instructional judgment or student evaluation. ⁶

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 ~~Educator licensure replaced the previous system of certification on 7-1-13. All Illinois teaching, administrative, and school service personnel certificates were converted to a corresponding license.~~ Except as provided in Ill. State Board of Education's (ISBE) rules at 23 Ill.Admin.Code §§1.630(b)(2), 25.433, and 25.510(a), all new applicants for a paraprofessional credential must hold an educator license with stipulations endorsed for a paraprofessional educator. 105 ILCS 5/21B-20(2)(J); 23 Ill.Admin.Code §§1.630 and 25.510. See ISBE's explanation at: www.isbe.net/Pages/Educator-Licensure-Requirements.aspx.

A district may continue to use the term *teacher aide* to describe licensed personnel performing instructional support activities. In that situation, use the following alternative for the subhead and first paragraph:

Paraprofessionals and Licensed Teacher Aides

Paraprofessionals and licensed teacher aides provide supervised instructional support. Personnel performing instructional support activities must hold a current educator license with stipulations endorsed for a paraprofessional educator unless a specific exemption is authorized by ISBE.

If a district uses teacher aides to perform non-instructional support activities, *unlicensed teacher aides* may be inserted in the subhead for next section as follows: "Nonlicensed Personnel (Including Nonlicensed Teacher Aides) Working with Students and Performing Non-Instructional Duties."

Paraprofessionals are not required to maintain discipline under 105 ILCS 5/24-24. 23 Ill.Admin.Code §1.280.

³ 105 ILCS 5/10-22.34; 23 Ill.Admin.Code §§1.630(c)(3) (other nonlicensed personnel) and 25.620 (student teaching). This paragraph is optional and may be deleted if the board desires a streamlined policy.

⁴ 105 ILCS 5/10-22.34(a)(2).

⁵ 105 ILCS 5/10-22.34(a); 23 Ill.Admin.Code §1.630(c).

⁶ 105 ILCS 5/10-22.34(a)(1); 23 Ill.Admin.Code §1.630(a).

Nothing in this policy prevents a nonlicensed person from serving as a guest lecturer or resource person under a **certificated licensed** teacher's direction and with the administration's approval. ⁷

Coaches and Athletic Trainers

Athletic coaches and trainers shall have the qualifications required by any association in which the School District maintains a membership.⁸ Regardless of whether the athletic activity is governed by an association, the Superintendent or designee shall ensure that each athletic coach: (1) is knowledgeable regarding coaching principles, (2) has first aid training, and (3) is a trained Automated External Defibrillator user according to rules adopted by the Illinois Department of Public Health.⁹ Anyone performing athletic training services shall be licensed under the Illinois Athletic Trainers Practice Act, be an athletic trainer aide performing care activities under the on-site supervision of a licensed athletic trainer, or otherwise be qualified to perform athletic trainer activities under State law. ¹⁰

Bus Drivers

All school bus drivers must have a valid school bus driver permit.¹¹ The Superintendent or designee shall inform the Illinois Secretary of State, within 30 days of being informed by a school bus driver, that the bus

⁷ 105 ILCS 5/10-22.34b. Nonlicensed personnel may be used to provide specialized instruction in a field that an individual is particularly qualified by reason of specialized knowledge or skill. 23 Ill.Admin.Code §1.630(c)(3)(C). Districts that frequently use nonlicensed individuals to provide such instruction may consider adding the following optional sentence, substituting Intermediate Service Center Executive Director for Regional Superintendent, if applicable:

When appropriate, the Superintendent may seek approval from the responsible Regional Superintendent for a nonlicensed individual to provide specialized instruction not otherwise readily available in the school environment, in the field that the individual is particularly qualified by reason of specialized knowledge or skill.

⁸ A district should consult the handbooks and by-laws of the appropriate associations, e.g., the Ill. High School Association, the Southern Ill. Junior High School Athletic Association, and the Ill. Elementary School Association.

An optional sentence follows:

The coach for an extracurricular athletic activity sponsored or sanctioned by the Illinois High School Association (IHSA) at or above the ninth grade level must have completed the IHSA's educational program and competency testing on preventing abuse of performance-enhancing substances, provided the program is available.

⁹ Optional and may be amended. The first requirement identifies a basic competency, and the second two requirements are intended to ensure coaches are trained emergency responders. For AED training program requirements, see Automated External Defibrillator Act (410 ILCS 4/15) and Automated External Defibrillator Code (77 Ill.Admin.Code §§525.300 and 525.400).

¹⁰ 225 ILCS 5/3 and 5/4.

¹¹ The regional superintendent is authorized to conduct school bus driver instruction courses and investigate whether persons hired to operate school buses have valid school bus driver permits. 105 ILCS 5/3-14.23.

School bus driver permits are issued by the Ill. Secretary of State (SOS). 625 ILCS 5/6-106.1, amended by P.A. 104-256. Districts must conduct a pre-employment interview with bus driver candidates, distribute bus driver applications and medical forms, and submit the applicant's fingerprint cards to the Ill. State Police (ISP) for criminal background investigations. Districts must also certify in writing to the SOS that all pre-employment conditions were completed, including an Illinois-specific criminal background investigation through the ISP and the submission of necessary fingerprints to the Federal Bureau of Investigation for criminal history information. *Id.* The applicant presents this certification to the SOS when submitting the school bus driver permit application. *Id.*

A school bus driver operating a school bus at the time of an accident is deemed by the implied consent law to agree to submit to tests at the direction of a law enforcement officer of the driver's breath, blood, or urine to determine the presence of alcohol, or other drugs, in the person's system. 625 ILCS 5/6-516.

Anyone driving a bus chartered to transport students to or from interscholastic athletic or interscholastic or school-sponsored activities must have a valid school bus driver permit; this does not apply to any driver employed by a public transportation provider when the bus is on a regularly scheduled route for transporting other fare-paying passengers. 625 ILCS 5/6-104(d-5).

driver permit holder **who is a service member** has been called to active duty.¹² New bus drivers and bus drivers who are returning from a lapse in their employment are subject to the requirements contained in Board policy 5:30, *Hiring Process and Criteria* and Board policy 5:285, *Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers*.

LEGAL REF.: 34 C.F.R. §200.58.
105 ILCS 5/10-22.34, 5/10-22.34a, and 5/10-22.34b.
625 ILCS 5/6-104 and 5/6-106.1, Ill. Vehicle Code.
23 Ill.Admin.Code §§1.280, 1.630, and 25.510.

CROSS REF.: 4:110 (Transportation), 4:170 (Safety), 5:30 (Hiring Process and Criteria), 5:35 (Compliance with the Fair Labor Standards Act), 5:285 (Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers), 6:250 (Community Resource Persons and Volunteers)

¹² This sentence is optional, but the notification is required by 625 ILCS 5/6-106.1(h). *Active duty* is defined in the statute as active duty pursuant to an executive order of the U.S. President, an act of the Congress, or an order of the Governor. 625 ILCS 5/6-106.1(j). **Service member** means a member of the Armed Services or reserve forces of the United States or a member of the Ill. National Guard. **Id.** Upon notification, the SOS will characterize the permit as inactive until a permit holder renews the permit pursuant to 625 ILCS 5/6-106.1(h).

Educational Support Personnel

Schedules and Employment Year¹

The Superintendent shall supervise a process for setting work schedules and an employment year for educational support employees in accordance with State and federal law, School Board policy, and applicable agreements and shall:

1. Assign each employee one supervisor who will establish a work schedule, including breaks, as required by building or District needs, workload, and the efficient management of human resources;
2. Allow for the ability to respond to changing circumstances by altering work schedules as needed; and
3. Consider the well-being of the employee. The Superintendent's approval is required to establish a flexible work schedule or job-sharing.

Breaks

An employee who works at least 7.5 continuous hours shall receive a 30-minute duty-free meal break that begins within the first five hours of the employee's workday.² The District accommodates employees who are nursing mothers and compensates them for reasonable time needed to express breast milk according to State and federal law.³

LEGAL REF.: 29 U.S.C. §§207 and 218d, Fair Labor Standards Act.
105 ILCS 5/10-20.14a, 5/10-22.34, and 5/10-23.5.
740 ILCS 137/, Right to Breastfeed Act.
820 ILCS 105/, Minimum Wage Law.
820 ILCS 260/, Nursing Mothers in the Workplace Act.

CROSS REF.: 5:10 (Equal Employment Opportunity and Minority Recruitment), 5:35 (Compliance with the Fair Labor Standards Act)

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's provisions should be customized to meet the district's needs. The local collective bargaining agreement may contain provisions that exceed these requirements. If a collective bargaining agreement contains a provision that supersedes the policy, for those covered employees, the policy should state: "Please refer to the applicable collective bargaining agreement." For employees not covered, the policy should reflect the board's current practice.

The standards listed should be customized to reflect the local board's desires and/or district practices.

² This is the minimum required by 105 ILCS 5/10-20.14a.

³ School districts must accommodate employees who choose to continue breastfeeding after returning to work and compensate the employee during their break time at the employee's regular rate of pay. See the Right to Breastfeed Act, 740 ILCS 137/; Nursing Mothers in the Workplace Act, 820 ILCS 260/, amended by P.A. 104-76, eff. 1-1-26; and Fair Labor Standards Act, 29 U.S.C. §218d, added by P.L. 117-328. Consult the board attorney to ensure the district is properly accommodating and compensating nursing mothers. See sample language for a personnel handbook in sample administrative procedure 5:10-AP, *Workplace Accommodations for Nursing Mothers*.

Instruction

School Year Calendar and Day¹

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

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. 102-15 (2022 General Election Day), 102-14 and 102-334 (both establishing Juneteenth National Freedom Day), and 103-467 (2024 General Election Day). See sample 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 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.* and 105 ILCS 5/24-2, amended by P.A. 103-467.

By July 1 each year, ISBE must prominently post on its website and distribute to each school district a nonexhaustive list of days and dates of cultural, religious, or other observances for, at a minimum, the school year that begins in the next calendar year. 105 ILCS 5/2-3.206, added by P.A. 104-115. The list is intended as a planning resource for districts to consider as they make scheduling decisions for *major school events*, which are school sanctioned or sponsored events that are part of a district's local school calendar, including, but not limited to, those that would be difficult for a student to make up. *Id.* at (a). The list encourages schools to be mindful of the days and dates of cultural, religious, or other observances that impact student participation. Districts may still include additional days and dates on its locally created school calendars based on community feedback or demographics. *Id.* at (c).

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. 105 ILCS 5/10-19 and 5/24-1; 23 Ill.Admin.Code §1.420. See sample 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 days. 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~~**may** 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 or other unexpected events. 105 ILCS 5/10-20.56, amended by P.A. 103-780. 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). Additionally, the ROE or ISC must annually verify the district's e-learning program before the district can implement any e-learning days in that school year, and the board must renew its program every three school years. More information about e-learning is available at: www.isbe.net/Pages/Electronic-Learning.aspx. The law requires that districts pay employees and contractors who provide educational support services their regular rate of pay if the employee/contractor otherwise would have worked on an e-learning day. *Id.* at (d-10) and (d-15). Consult the board attorney regarding whether the board must pay contractors for consumables, such as fuel and school meals; the legislative history supports that consumables were not intended to be part of the payment. See 102nd General Assembly House Transcript 3-1-22, p. 76, available at: www.ilga.gov/house/transcripts/htrans102/10200077.pdf.

⁴ 105 ILCS 5/24-2(c), amended by P.A.s 103-15 and 104-391, lists the following as commemorative holidays, **which are optional to observe**: 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); **the last Friday in April (Arbor and Bird Day) (105 ILCS 5/24-2(c), amended by P.A. 104-391)**; Sept. 11 (Sept. 11th Day of Remembrance); Sept. 17 (Constitution Day); the school day immediately preceding Veterans' Day (Korean War Veterans' Day); Oct. 1 (Recycling Day); Oct. 7 (Iraq and Afghanistan Veterans Remembrance Day); **October 9 (Leif Erikson Day) (105 ILCS 5/24-2(c), amended by P.A. 104-391)**; **the day immediately after Thanksgiving (Native American Heritage Day) (105 ILCS 5/24-2(c), amended by P.A. 104-391)**; and Dec. 7 (Pearl Harbor Veterans' Day).

Other commemorative holidays include, but are not limited to: Ill. Law Week during the first full school week in May (105 ILCS 5/27-**1025, renumbered by P.A. 104-391**); 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 (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); and the first full week of April each year is Autism Acceptance Week (5 ILCS 490/137).

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, 5/10-20.46, 5/10-20.56, 5/10-30, 5/18-12, 5/18-12.5, 5/24-2, 5/27-510, and 5/27-1025.

10 ILCS 5/11-4.1, Election Code.

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)

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, amended by P.A.s 103-560 and 104-250, eff. 1-1-26. See 105 ILCS 5/10-19.05, amended by P.A.s 103-560 and 104-250, eff. 1-1-26, for additional exceptions to the attendance calculation.

Contrast 105 ILCS 5/18-12. 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 5/13B-50.

⁶ 105 ILCS 5/27-510 requires the Pledge of Allegiance to be recited every day in elementary and secondary schools. 105 ILCS 5/27-510, added by P.A. 104-391. 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.

Instruction

Curriculum Development ¹

Adoption ²

The Superintendent shall recommend a comprehensive curriculum that is aligned with:

1. The District's educational philosophy and goals,
2. Student needs as identified by research, demographics, and student achievement and other data,
3. The knowledge, skills, and abilities required for students to become life-long learners,
4. The minimum requirements of State and federal law and regulations for curriculum and graduation requirements, ³
5. The curriculum of non-District schools that feed into or from a District school, provided that the necessary cooperation and information is available, ⁴
6. The Illinois State Learning Standards and any District learning standards, and
7. Any required State or federal student testing.

The School Board will adopt, upon recommendation of the Superintendent, a curriculum that meets the above criteria. ⁵

Experimental Educational Programs and Pilot Projects ⁶

The Superintendent may recommend experimental educational programs and/or pilot projects for Board consideration. Proposals must include goals, material needs, anticipated expenses, and an evaluation process. The Superintendent shall submit to the Board periodic progress reports for programs that exceed one year in duration and a final evaluation with recommendation upon the program's completion.

¹ State or federal law controls this policy's content. For information about managing curriculum objections, see sample policy 6:260, *Complaints About Curriculum, Instructional Materials, and Programs*, and its footnotes.

² This section is not dictated by State or federal law, but reflects board work regarding curriculum. Each board should review this section to ensure it articulates the board's intent.

³ 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.*

⁴ Alternative for unit districts:

5. The curriculum District-wide and articulated across all grade levels.

⁵ The following is an alternative for boards that do not want the sample language's degree of delegation:

The School Board will consider the Superintendent's recommendation and adopt a curriculum that meets the above criteria.

⁶ Experimental educational programs may require the approval of the Ill. State Board of Education and an agreement with the affected exclusive bargaining agent. 105 ILCS 5/10-19. Experimental educational programs may include, but are not limited to, e-learning days as authorized under 105 ILCS 5/10-20.56, amended by P.A.103-780; self-directed learning; or outside of formal class periods; other programs that comply with the requirements of the School Code for numbers of days of actual pupil attendance and courses of instruction.

Education preparation pilot programs are addressed in 105 ILCS 5/2-3.52A.

Single-Gender Classes and Activities⁷

The Superintendent may recommend a program of nonvocational⁸ single-gender classes and/or activities to provide diverse educational opportunities and/or meet students' identified educational needs. Participation in the classes or activities must be voluntary, both genders must be treated with substantial equality, and the program must otherwise comply with State and federal law and with Board policy 7:10, *Equal Educational Opportunities*. At least every two years, the Superintendent must periodically evaluate any single-gender class or activity to ensure that: (1) it does not rely on overly broad generalizations about the different talents, capabilities, or preferences of either gender, (2) it is substantially related to the achievement of the important objective for the class or activity, and (3) it continues to comply with State and federal law and with Board policy 7:10, *Equal Educational Opportunities*.

Development⁹

The Superintendent shall develop a curriculum review program to monitor the current curriculum and promptly suggest changes to make the curriculum more effective, to take advantage of improved teaching methods and materials, and to be responsive to social change, technological developments, student needs, and community expectations.

The Superintendent shall report to the Board as appropriate, the curriculum review program's efforts to:

1. Regularly evaluate the curriculum and instructional program.
2. Ensure the curriculum continues to meet the stated adoption criteria.
3. Include input from a cross-section of teachers, administrators, parents/guardians, and students, representing all schools, grade levels, disciplines, and specialized and alternative programs.
4. Coordinate with the process for evaluating the instructional program and materials.

Curriculum Guides and Course Outlines

The Superintendent shall develop and provide subject area curriculum guides to appropriate staff members.

⁷ This subhead may be removed if a district will not offer single-gender classes or activities. The U.S. Dept. of Education (DOE) amended its regulation implementing Title IX of the Education Amendments of 1972 (Title IX) (20 U.S.C. §1681) to make it easier for schools to have single-sex classes and extracurricular activities. 34 C.F.R. §106.34. Title IX generally protects students from discrimination on the basis of sex. However, the DOE added flexibility to its rules on single-sex classes and activities, citing research that suggests that some students benefit in single-sex classes. 71 Fed. Reg. 62530 (10-25-06). The federal rules require districts to evaluate single-sex classes and extracurricular activities at least every two years. 34 C.F.R. §106.34(b)(4)(ii). The rules are very specific and should be reviewed with the board attorney when designing single-sex classes or activities. See also an FAQ from the U.S. Dept. of Education's Office of Civil Rights at: www.ed.gov/sites/ed/files/about/offices/list/ocr/docs/faqs-title-ix-single-sex-201412.pdf.

Consult the board attorney about accommodation issues for transgender or gender non-conforming students in single sex classes. State law prohibits gender-based discrimination, including transgender and gender non-conforming students. 775 ILCS 5/5-101(A)(11); 775 ILCS 5/1-103(O-1); and 23 Ill.Admin.Code §1.240. Title IX prohibits exclusion and discrimination on the basis of sex. 20 U.S.C. §1681(a). The DOE's Office for Civil Rights has taken varying positions on the application of Title IX to transgender or gender non-conforming students depending upon the administration in office. See sample procedure 7:10-AP1, *Accommodating Transgender Students or Gender Non-Conforming Students*.

⁸ 34 C.F.R. §106.34(b)(1).

⁹ The last two sections of this policy provide a process for the board to monitor the extent that its ends for curriculum development are being pursued. However, a board may be concerned that these sections offend the board's efforts to delegate authority to the superintendent to manage the district. If so, these sections should be deleted. See the IASB *Foundational Principles of Effective Governance* at: www.iasb.com/conference-training-and-events/training/training-resources/foundational-principles-of-effective-governance/.

LEGAL REF.: 20 U.S.C. §1681, Title IX of the Education Amendments of 1972; ~~implemented by~~ 34 C.F.R. Part 106.
105 ILCS 5/10-20.8 and 5/10-19.

CROSS REF.: 6:60 (Curriculum Content), 6:65 (Student Social and Emotional Development), 6:70 (Teaching About Religions), 6:80 (Teaching About Controversial Issues) 6:100 (Using Animals in the Educational Program), 6:110 (Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program), 6:120 (Education of Children with Disabilities), 6:130 (Program for the Gifted), 6:135 (Accelerated Placement Program), 6:140 (Education of Homeless Children), 6:145 (Migrant Students), 6:150 (Home and Hospital Instruction), 6:160 (English Learners), 6:170 (Title I Programs), 6:180 (Extended Instructional Programs), **6:185 (Remote Educational Program)**, 7:10 (Equal Educational Opportunities), 7:15 (Student and Family Privacy Rights)

Instruction

Curriculum Content ¹

The curriculum shall contain instruction on subjects required by State statute or regulation as follows:

1. In kindergarten through grade 8,² subjects include: (a) language arts, (b) reading,³ (c) other communication skills, (d) science, (e) mathematics⁴, (f) social studies, (g) art, and (h) music. ~~and (i) drug and substance abuse prevention including the dangers of opioid abuse.~~ 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

¹ Districts must have a policy on: (1) physical education (23 Ill.Admin.Code §1.425), (2) what grade level(s) students will be offered cursive writing instruction (105 ILCS 5/27-315, renumbered by P.A. 104-391), (3) educating students on the effective methods of preventing and avoiding traffic injuries related to walking and bicycling (105 ILCS 5/27-110, renumbered by P.A. 104-391), (4) activities to address intergroup conflict, if offered (105 ILCS 5/27-1050, amended by P.A. 103-542 and renumbered by P.A. 104-391), and (5) Internet safety education, if a district receives e-rate funding (47 C.F.R. §54.520(c)(1)(i)). Policies on the remaining topics in this policy are optional. State or federal law controls this policy's content. 23 Ill.Admin.Code §1.410, 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.* For a resource on instructional mandates, see *Illinois Instructional Mandates* (formerly *Mandated Units of Study*), at: www.isbe.net/Pages/Learning-Standards.aspx, under the Administrator Resources tab.

² Items (a)-(h) are listed in 23 Ill.Admin.Code §1.430.

By 7-1-26, the Ill. State Board of Education (ISBE) will encourage districts to collect teaching resources to support American Sign Language (ASL) programs. 105 ILCS 5/2-3.206, added by P.A. 104-399, eff. 1-1-26. Teaching resources may include: (1) the importance and benefit of ASL instruction for early ages and the prevalence of ASL in the United States; (2) information on ways to implement ASL instruction into the K-8 curriculum; and (3) information on how to properly administer ASL for students in K-8. *Id.*

By 12-15-26, ISBE must adopt comprehensive guidance for districts about the establishment of new dual language education programs and the expansion of existing programs. 105 ILCS 5/14D, added by P.A. 104-266, eff. 1-1-26. By 7-1-27, ISBE must also establish recognition pathways for biliteracy at certain grade levels before high school. *Id.*

³ 105 ILCS 5/2-3.200, added by P.A. 103-402 and renumbered by P.A. 103-605, required ISBE to develop a Statewide literacy plan by 1-31-24, make certain resources and guidance on literacy curriculum and instruction available to schools by 7-1-24, and offer training opportunities for teachers by 7-1-25. For further information and resources, see www.isbe.net/literacyplan.

⁴ 105 ILCS 5/2-3.156 requires 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*. ISBE adopted 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 and Learning Standards* is to better prepare Ill. students for success in college and the workforce in a competitive global economy. See www.isbe.net/Documents/cc-overview-0913.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 and Learning Standards*. 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*.

⁵ 105 ILCS 5/10-20.53.

grade 5.⁶ Before the completion of grade 5, students will be offered at least one unit of cursive instruction.⁷ In grades 6, 7, or 8, students must receive 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) career and technical ~~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

⁶ 105 ILCS 5/27-715, **amended and renumbered by P.A. 104-391**. 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.* For ISBE guidance and resources, see www.isbe.net/Pages/School-Health-Issues.aspx (Unstructured Play Time/Recess dropdown).

⁷ 105 ILCS 5/27-**315, renumbered by P.A. 104-391**, 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) _____.

⁸ 105 ILCS 5/27-510(b), **added by P.A. 104-391**. Course content must include discussion on current societal issues, service learning, simulations of the democratic process, and instruction on the Australian Ballot (secret ballot) system as a method of voting at elections. If taught in grade 7 or 8, at least one hour a week, or an amount of time equal to one hour per school week through the school year, must be devoted to civics education. 105 ILCS 5/27-515, amended and renumbered by P.A. 104-391.

⁹ 105 ILCS 5/27-605, amended by P.A. 103-743 and 104-387 and renumbered by P.A. 104-391; 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 5/27-605(e)(3.5) and 5/27-605(e-5)(3.5), **both renumbered by P.A. 104-391**, require "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 7 of this policy with f/n 26, below.

¹⁰ 105 ILCS 5/2-3.156. See f/n 4.

105 ILCS 5/27-605(e-5)(3), **renumbered by P.A. 104-391**, allows the substitution of an advanced placement computer science course for a year of mathematics. For specific requirements, see sample exhibit 6:300-E2, *State Law Graduation Requirements*, and sample policy 6:310, *High School Credit for Non-District Experiences; Course Substitutions; Re-entering Students*.

¹¹ 105 ILCS 5/27-605(e-5)(5), **renumbered by P.A. 104-391**. 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. School districts may contract with a commercial driver training school (CDTS) for driver education. 105 ILCS 5/27-815, **renumbered by P.A. 104-391**. 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 5/24A. *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 5/27-815, **renumbered by P.A. 104-391**; 23 Ill.Admin.Code §252.20(c)(2).

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, including worker safety in those 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 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 all schools, drug and alcohol abuse prevention education, including: (a) in each year in grades K through 4, age- and developmentally appropriate instruction, study, and discussion of effective methods for the prevention and avoidance of drugs and the dangers of opioid and substance abuse, (b) in grades 5 through 12, age- and developmentally appropriate classroom instruction on alcohol and drug use and abuse, (c) in grades 6-12, the dangers of fentanyl, and (d) in grades 7 through 12, as well as in interscholastic athletic programs anabolic steroid abuse prevention, which must also be taught in interscholastic athletic programs.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

¹⁴ 105 ILCS 5/27-810 and 5/27-815, both renumbered by P.A. 104-391; 23 Ill.Admin.Code §252.25.

¹⁵ 105 ILCS 5/27-810 and 5/27-815, both renumbered by P.A. 104-391.

¹⁶ *Id.*

¹⁷ *Id.*, amended by P.A. 103-944 and renumbered by P.A. 104-391.

¹⁸ *Id.*

¹⁹ Required if a board offers safety education under 105 ILCS 5/27-1020, amended and renumbered by P.A. 104-391.

²⁰ The Ill. Vehicle Code, 625 ILCS 5/6-408.5 contains these requirements; they are paraphrased below.

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 State of Illinois High School Diploma (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 appropriate Intermediate Service Center Executive Director); 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 Requirements (a)-(d) are addressed in 105 ILCS 5/27-255, added by P.A. 104-391. These instructional requirements are also addressed in sample administrative procedure 6:60-AP1, *Comprehensive Health Education Program*.

²² 105 ILCS 5/27-115, renumbered by P.A. 104-391.

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, **through the 2026-2027 school year**, age-appropriate Internet safety must be taught, the scope of which shall be determined by the Superintendent or designee. The curriculum must incorporate Board 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
6. **Beginning in the fall of 2027, in grades 3-8 each year, age- and developmentally appropriate instruction on online safety.**²⁵
7. In all grades, students must receive developmentally appropriate opportunities to gain computer literacy skills that are embedded in the curriculum.²⁶

²³ Optional. 105 ILCS 5/27-1050, (anti-bias education), amended by P.A. 103-542 **and renumbered by P.A. 104-391**, 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. **If a district does not offer anti-bias education, delete "5/27-1050" from the Legal References.**

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 sample exhibit 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/msh.

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 5/27-410 **(scheduled for repeal on 7-1-27)**, amended by P.A. 104-399, eff. 1-1-26, and **renumbered by P.A. 104-391**, 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 5/27-410, **amended by P.A. 104-391**, 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." See www.isbe.net/Pages/Internet-Safety.aspx. It also invites schools to "adopt an age-appropriate curriculum for Internet safety instruction of students in grades kindergarten through 12."

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 5/27-410 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 5/27-405(b), added by P.A. 104-391. Boards locally determine the scope and duration of this unit of instruction. Topics to include in online safety instruction are not mandated but the following are recommended: (1) safe and responsible use of the Internet, social networking websites, electronic mail, online messaging and posting, and other means of communication on the Internet; (2) recognizing, avoiding, and reporting online solicitations of students, their classmates, and their friends by sexual predators; (3) risks of transmitting personal information on the Internet; (4) recognizing and avoiding unsolicited or deceptive communications received online; (5) reporting online harassment, cyber-bullying, and illegal activities and communications on the Internet; (6) the legal penalties and social ramifications for illicit actions taken online, including infringement of copyright laws and the creation and sharing of harmful, defamatory, or sexually explicit content; and (7) the relationship between responsible use of online resources and social-emotional health. *Id.* **Online safety** means safe practices relating to an individual's or group's use of the Internet, social networking website, electronic mail, online messaging and posting, and other means of communication on the Internet. *Id.* at (a).

²⁶ 105 ILCS 5/10-20.79, 5/10-20.74, and 5/27-22(e-5)(3.5), amended by P.A. 102-894, and 5/27-605(e-5)(3.5), **renumbered by P.A. 104-391**. 105 ILCS 5/10-20.74 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 sample administrative procedure 2:150-AP, *Superintendent Committees*.

8. 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 instruction on behaviors that violate Board policy 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*.²⁷
9. In all schools, citizenship values must be taught, including: (a) American patriotism, (b) 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), (c) proper use and display of the American flag, and (d) the Pledge of Allegiance and the voting process.²⁸
10. 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 at a minimum of three days per five-day week.³⁰ For exemptions and substitutions, see Board policies 6:310, *High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students* and 7:260, *Exemption from Physical Education*.³¹

²⁷ Required as part of a district's Bullying Prevention and Response Plan pursuant to 105 ILCS 5/22-110, renumbered by P.A. 104-391. 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." *Id.* at (a). This language aligns with sample policy 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*.

The Ill. General Assembly invited boards to "make suitable provisions for instruction in gang resistance education in all grades and include such instruction in the courses of study regularly taught in those grades." See 105 ILCS 5/27-1055(c), amended by P.A. 103-542 and renumbered by P.A. 104-391. A board that shares this concern may add the following option and add "5/27-1055" to the Legal References (in numerical order): "In addition, in all grades gang resistance education must be taught."

²⁸ 105 ILCS 5/27-510(a), (c), added by P.A. 104-391. This instruction may be taught as part of the curriculum in the semester of civics education for student in grades 6 through 8. See f/n 8, above. 105 ILCS 5/27-510(c) 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.

³⁰ 23 Ill.Admin.Code §1.425(b). 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 sample policy 6:50, *School Wellness*.

³¹ 105 ILCS 5/27-705, renumbered by P.A. 104-391, 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 the Critical Health Problems and Comprehensive Health Education Act (105 ILCS 5/27-205 through 5/27-230). See also 23 Ill.Admin.Code §1.425(c). 105 ILCS 5/27-710, amended and renumbered by P.A. 104-391, describes when students may be excused from P.E. See also 23 Ill.Admin.Code §1.425(d).

105 ILCS 5/27-710, amended and renumbered by P.A. 104-391, 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.

11. In all schools, health education must be stressed, including³²: (a) human ecology, health, growth, development, personal health habits, and nutrition, (b) family life, (c) prevention and control of disease, proper nutrition, (b) physical fitness, (c) personal health habits, (d) dangers and avoidance of abduction, (d) age- and developmentally appropriate and evidence-informed sexual abuse and assault awareness and prevention education in all grades, (e) public health, environmental health, disaster preparedness, and safety education, (f) mental health and illness, (g) dental health, (h) cancer education, and (i) age- and developmentally appropriate consent education and (f) in grades 6-12, the dangers of fentanyl.. The Superintendent shall implement a developmentally appropriate consent education curriculum in accordance with State law³³

105 ILCS 5/27-720, renumbered by P.A. 104-391, describes physical fitness assessments required every school year 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/Enhanced-Physical-Education.aspx. Schools must integrate the testing into the curriculum as an instructional tool, to teach students how to assess their fitness levels, set goals for improvement, and monitor progress in reaching their goals.

See also 23 Ill.Admin.Code §1.425(g) and (h); ISBE's *IL Fitness Assessments and Data Reporting Requirements Questions and Answers* (Rev. 2023) at: www.isbe.net/Documents/Physical_Fitness_Assessment_FAQ.pdf.

105 ILCS 5/27-725, amended and renumbered by P.A. 104-391, describes the goals and requirements for P.E. courses; these are re-stated in this sample policy.

³² Letters (a) - (i) are required by the comprehensive health education program (CHEP), at 105 ILCS 5/27-215, added by P.A. 104-391, in this paragraph as follows:

(a) *Id.* at (a)(1); 105 ILCS 5/2-3.139(a)(2) (nutrition education) See also sample policy 6:50, *School Wellness*.

(b) *Id.* at (a)(2).

(c) *Id.* at (a)(3).

(d) *Id.* at (a)(4), and 105 ILCS 5/10-23.13, a/k/a *Erin's Law*. 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. While 105 ILCS 5/10-23.13(b) states pre-K through 12th, this policy uses *all schools* 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 sample administrative procedure 6:60-AP1, *Comprehensive Health Education Program*, restates the basic recommendations 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 *Erin's Law*. The professional educator training component of *Erin's Law* is addressed in sample 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.

(e) *Id.* at (a)(5). 105 ILCS 5/27-815, renumbered by P.A. 104-391, also requires safety instruction in each of grades 1 through 8, equivalent to one class period each week. Neither CHEP nor 105 ILCS 5/27-815 (as it pertains to grades 1-8) define safety education or explain how it differs from the optional safety education that boards can offer under 105 ILCS 5/27-1020, renumbered by P.A. 104-391, though districts could draw from the topics listed in that section.

(f) *Id.* at (a)(6).

(g) *Id.* at (a)(7).

(h) *Id.* at (a)(8).

(i) *Id.* at (a)(9). Consent education under CHEP is limited to the definition of *consent* under 105 ILCS 5/27-215(a), added by P.A. 104-391; this basic consent instruction is separate from the more extensive, optional consent education under 105 ILCS 5/27-1010, amended and renumbered by P.A. 104-391, discussed in f/n 33, below.

³³ 105 ILCS 5/27-215, added by P.A.104-391; and 23 Ill.Admin.Code §1.420(n).

More detailed comprehensive health education program content and other health education topics covered in the *School Code* are described in sample administrative procedure 6:60-AP1, *Comprehensive Health Education Program*. That procedure 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.

The former family life and sex education programs were replaced with the National Sex Education Standards (NSES) (105 ILCS 5/27-1015, renumbered by P.A. 104-391) and an age- and developmentally appropriate consent education curriculum (105 ILCS 5/27-1010, renumbered by P.A. 104-391). But the term *family life*, "including evidence-based and medically accurate information regarding sexual abstinence," remains in the CHEP. For ease of administration, sample administrative procedure 6:60-AP1, *Comprehensive Health Education Program*, content includes reference to the new NSES curriculum that is outlined in more detail at sample administrative procedure 6:60-AP2, *Comprehensive Personal Health and Safety and Sexual Health Education Program (National Sex Education Standards (NSES))*. 105 ILCS 5/27-1015, added by P.A. 104-391. ISBE's learning standards and resources are available at www.isbe.net/sexualhealth, however, no guidance exists 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 could continue to do so. 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 future school years.

12. In all schools, abduction education that addresses the danger of and avoidance of abduction.³⁴
13. In grades 9-12, the dangers of allergies must be taught.³⁵
14. In grades 9-12, training on how to properly administer cardiopulmonary resuscitation and how to use an automated external defibrillator.³⁶
15. 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

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 5/27-1015, renumbered by P.A. 104-391, and see sample administrative procedure 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 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. *Id.* Methods for making this information available include: the district's website, if any, and in the district's offices upon request. See sample exhibit 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 sample exhibit 2:250-E2, *Immediately Available District Public Records and Web-Posted Reports and Records*); and (2) implement both administrative procedures 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 5/27-1015.

Legal Reference insertions are not necessary with the statute in the text of the policy. Ensure: (1) the implementation of both administrative procedure 6:60-AP1, *Comprehensive Health Education Program* and administrative procedure 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 sample exhibit 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 an age- and developmentally appropriate consent education curriculum pursuant to 105 ILCS 5/27-1010.

Legal Reference insertion is not necessary with the statute in the text of the policy. Ensure the implementation of administrative procedure 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 age and 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 an age- and developmentally appropriate consent education curriculum pursuant to 105 ILCS 5/27-1010.

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.

³⁴ 105 ILCS 5/27-105, added by P.A. 104-391. The Ill. State Police and ISBE must develop instruction on child abduction prevention. 20 ILCS 2605/2605-480. See www.isbe.net/Documents/Child-Abduction-Prevention.pdf. This instructional requirement is also addressed in sample administrative procedure 6:60-AP1, *Comprehensive Health Education Program*.

³⁵ 105 ILCS 5/27-245, added by P.A. 104-391. This instructional requirement is also addressed in sample administrative procedure 6:60-AP1, *Comprehensive Health Education Program*.

³⁶ 105 ILCS 5/27-250, added by P.A. 104-391. This instructional requirement is also addressed in sample administrative procedure 6:60-AP1, *Comprehensive Health Education Program*.

classroom. A career awareness and exploration program must be available at all grade levels.³⁷ In grades 6-12, students engage in career exploration and career development activities to prepare them to make informed plans and decisions about their future education and career goals.³⁸ In grades 9-12, a College and Career Pathway Endorsement is awarded to students who meet the requirements for a specific endorsement area.³⁹

³⁷ 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 5/27-1065, renumbered by P.A. 104-391

For high school and unit boards, add “5/27-1065” to the Legal References (in numerical order) and the following text to the end of number 15 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.

105 ILCS 5/27-1075, added by P.A. 103-598 and **renumbered by P.A. 104-391**, allows high schools to designate and annually observe a Workplace Readiness Week. If the week is observed, students must be provided information on their rights as workers in accordance with the topics listed in 105 ILCS 5/27-1075(a), added by P.A. 103-598 and **renumbered by P.A. 104-391**. Students in grades 11 and 12 must be provided the required information within the regular school program, but it may also be provided during special events after regular school hours. *Id.* at (b).

³⁸ 105 ILCS 5/10-20.84(a), renumbered by P.A. 103-154. For elementary districts, revise the grade levels to grades 6-8. Unless a board opted out, career exploration and career development activities in grades 6-12 (or grades 6-8 in elementary districts) had to be implemented by 7-1-25 in accordance with the model framework adopted by State agencies known as the PaCE Framework. See www.isac.org/pace/il-pace-resource-materials.html for the middle school and high school frameworks and additional implementation resources.

To fully or partially opt out of career exploration and career development activities under 105 ILCS 5/10-20.84(d), a board must adopt a set of findings that considers the following: (1) the district's current systems for college and career readiness; (2) the district's cost of implementation balanced against the potential benefits to students and families through improved postsecondary education and career outcomes; (3) the willingness and capacity of local businesses to partner with the district for successful implementation of pathways other than education; (4) the willingness of institutions of higher education to partner with the district for successful implementation of the pathway and whether the district has sought and established a partnership agreement with a community college district incorporating provisions of the Model Partnership Agreement under the Dual Credit Quality Act (110 ILCS 27/) (see www.isbe.net/Documents/DCQA-Model-Partnership-Agreement-Form.pdf); (5) the availability of a statewide database of participating local business partners, as provided under the Postsecondary and Workforce Readiness Act (110 ILCS 148/), for the purpose of career readiness and the accessibility of those work experiences and apprenticeships listed in the database to district students (see the link to the *Work-based Learning Database* at www.isbe.net/cte); and (6) the availability of properly licensed teachers or teachers meeting faculty credential standards for dual credit courses to instruct in the program required for the endorsement areas. 105 ILCS 5/10-20.84(d)(1)-(6), renumbered by P.A. 103-154. A board opting out must report its findings and decision to ISBE. A board may also reverse its decision regarding implementation in whole or in part at any time. 105 ILCS 5/10-20.84(d), renumbered by P.A. 103-154.

In practice, unless a district has created its own career exploration and career development activities framework that does not align with the PaCE Framework, a board is unlikely to opt out of the PaCE Framework under 105 ILCS 5/10-20.84(a) and still implement College and Career Pathway Endorsements under 105 ILCS 5/10-20.84(c) (CCPE) because career exploration activities are a prerequisite to award of the endorsements. 23 Ill.Admin.Code §258.20. See f/n 39, below.

Delete this sentence if the board fully opted out of implementation of career exploration and career development activities under 105 ILCS 5/10-20.84(d), renumbered by P.A. 103-154. Regarding partial opt-out from this requirement, the law does not address the types of partial opt-out(s) available. As of the date of the publication of **PRESS** Issue 120 (Oct. 2025), ISBE had not issued any rulemaking or guidance on this topic or any details regarding reporting of a full or partial opt-out to ISBE, other than to indicate to IASB that districts can submit their decision to CTE@isbe.net. Boards interested in opting out from this requirement should consult the Board attorney and check for any further guidance that may be issued by ISBE.

³⁹ 105 ILCS 5/10-20.84(b) and (c), renumbered by P.A. 103-154; 23 Ill.Admin.Code Part 258.

16. 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. ^{40 41}
17. 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. ⁴²
18. In grades 9 through 12, **through the 2026-2027 school year**, a unit of instruction on media literacy that includes, but is not limited to 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

By 7-1-25, a board had to either implement CCPE or take action to opt out of it. See www.isbe.net/pathwayendorsements for more information. 105 ILCS 5/10-20.84(c) requires a district to implement CCPE either independently, through an area career center, or through an inter-district cooperative, on the following schedule: (1) at least one endorsement area for the graduating class of 2027; (2) at least two endorsement areas for the graduating class of 2029; and (3) at least three endorsement areas for the graduating class of 2031, if a district's grade 9-12 enrollment is more than 350 students, as calculated by ISBE for the 2022-2023 school year. A board implementing CCPE had to, by 7-1-25, submit the necessary application materials (including an Endorsement Plan, see 23 Ill.Admin.Code §258.20) to ISBE, or adopt a timeline for implementation of the number of endorsement areas required by 105 ILCS 5/10-20.84(c). A board may opt out of implementing CCPE entirely or it may initially implement an endorsement area for the class of 2027 and then later choose to partially opt out by opting out of the class of 2029 and/or class of 2031 endorsement area schedule. 105 ILCS 5/10-20.84(c) and (d), renumbered by P.A. 103-154; 23 Ill.Admin.Code §258.40(a) and (b). A board that chose to fully opt out of CCPE had to submit documentation of its decision and specific findings to ISBE by 7-1-25. A board that later chooses to partially opt out of CCPE by opting out of the 2029 and/or 2031 endorsement area schedule must submit documentation of its decision and specific findings no later than July 1 immediately before the school year the district would be required to award the endorsement. *Id.* at (b).

If fully opting out of CCPE by 7-1-25 or later partially opting out of the 2029 and/or 2031 endorsement area schedule, a board must adopt a set of findings that considers the six factors described in f/n 38, above. 105 ILCS 5/10-20.84(d)(1)-(6), renumbered by P.A. 103-154. A board opting out must report its findings and decision on implementation by submitting the following information to ISBE, via the College and Career Pathway Endorsement portal: (1) the reasoning for opting out, and (2) copies of the board's meeting agenda, board findings, and board meeting minutes. 23 Ill.Admin.Code §258.40(a). A board can manage compliance with the documentation requirements by adopting a written resolution or adopting findings set forth in another document. A board may also reverse its decision regarding implementation of CCPE in whole or in part at any time. 105 ILCS 5/10-20.84(d), renumbered by P.A. 103-154.

Delete this sentence if a board has fully opted out of implementing CCPE, and delete 105 ILCS 5/10-20.84 from the Legal References if the board has fully opted out of CCPE *and* also fully opted out of the career exploration and career development activities in grades 6-12 (see f/n 37, above).

⁴⁰ 105 ILCS 5/27-305, **renumbered by P.A. 104-391**; 23 Ill.Admin.Code §1.420(k).

⁴¹ For high school and unit boards that want to offer a unit of instruction about the process of naturalization pursuant to 105 ILCS 5/27-1070, renumbered by P.A. **104-391**, add "5/27-1070" to the Legal References (in numerical order), insert an optional number 17, and amend numbers after it accordingly:

17. 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.

⁴² 105 ILCS 5/27-605(e-5)(3.5), **renumbered by P.A. 104-391**. ISBE states that *computer literacy* is broadly defined as one's knowledge of and ability to use computers and related technologies efficiently and effectively. See www.isbe.net/keeplearning for more ISBE guidance on computer literacy.

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. Beginning in the fall of 2027, in grades 9 through 12, a unit of instruction on media literacy and Internet safety that includes, but is not limited to, all of the following topics: (a) accessing and evaluating information; (b) creating media; (c) reflecting on media consumption and social responsibility; (d) legal and social penalties for illicit actions online; and (e) reporting illicit content online.⁴³

19. 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.⁴⁴
20. In all schools, environmental education, including instruction on: (a) the current problems and needs in the conservation of natural resources and (b) beginning in the fall of 2026, instruction on climate change.⁴⁵
21. In all schools, instruction as determined by the Superintendent or designee on 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, 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 Slovaks 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, (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, (i) Native American nations' sovereignty and self-determination, both historically and in the present day, with a focus on urban Native Americans,

⁴³ 105 ILCS 5/27-20.08, scheduled to be repealed on 7-1-27 by P.A. 104-391; 105 ILCS 5/27-405, added by P.A. 104-391, details the requirements for media literacy and Internet safety instruction effective for the 2027-2028 school year. ISBE is required to make available instructional resources and professional development available for the development of a unit of instruction under 105 ILCS 5/27-405, subject to appropriation. Beginning with the 2027-2028 school year, media literacy instruction must also: (1) be age- and developmentally appropriate for each grade level being taught; (2) teach about the harmful physical, emotional, and psychological effects associated with unhealthy use of the Internet and social media; and (3) provide information on resources to report cyberbullying and the illicit online behavior of others. 105 ILCS 5/27-405, added by P.A. 104-391. 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. For additional resources, see www.isbe.net/keeplearning. See also f/n 24, above, regarding internet safety.

⁴⁴ 105 ILCS 5/27-310(b), renumbered by P.A. 104-391. Subject to appropriation, school districts can apply for a competitive grant to support computer science programs. 105 ILCS 5/2-3.199, added by P.A. 103-264 and renumbered by P.A. 103-605.

⁴⁵ 105 ILCS 5/27-260, amended by P.A. 103-837 and renumbered by P.A. 104-391; 23 Ill.Admin.Code §1.420(l). Instruction on the conservation of natural resources must include, but is not limited to, air pollution, water pollution, waste reduction and recycling, the effect of excessive use of pesticides, preservation of wilderness areas, forest management, protection of wildlife, and humane care of animals. *Id.* Instruction on climate change must include, but is not limited to, identifying the environmental and ecological impacts of climate change on individuals and communities and evaluating solutions for addressing and mitigating the impact of climate change. *Id.* Instruction on climate change must align with State learning standards, as appropriate and subject to funding, and ISBE is required to make instructional resources and professional development learning opportunities available for educators. *Id.*

and (j) the events of the Native American experience and Native American history within the Midwest and Illinois since time immemorial in accordance with 105 ILCS 5/27-20.05. ⁴⁶

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. ⁴⁷

~~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.~~

22. 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, the Native American genocide in North America, Armenian Genocide, the Famine-Genocide in Ukraine, and more recent atrocities in Cambodia, Bosnia, Rwanda, and Sudan. ⁴⁸

⁴⁶ 105 ILCS 5/27-505, amended by P.A. 103-422 (adding teaching about Native American nations' sovereignty and self-determination) and renumbered by P.A. 104-391, and 105 ILCS 5/27-520, added by P.A. 103-422 (adding instruction on Native American experience and history) and amended and renumbered by P.A. 104-391; 23 Ill.Admin.Code §1.420(r). 105 ILCS 5/27-505, amended by P.A. 103-422 and renumbered by P.A. 104-391, 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. "[Evidence of having comprehensive knowledge [of United States history], which may be administered 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.

Instruction in events of the Native American experience and Native American history must include "the contributions of Native Americans in government and the arts, humanities, and sciences, as well as the contributions of Native Americans to the economic, cultural, social, and political development of their own nations and of the United States." Additionally, in grades 6 through 12, the instruction must include "the study of the genocide of and discrimination against Native Americans, as well as tribal sovereignty, treaties made between tribal nations and the United States, and the circumstances around forced Native American relocation." 105 ILCS 5/27-20.05, added by P.A. 103-422. See also f/n 48, below. ISBE's *Native American and Indigenous Peoples Resource Guide* (March 2025) is available at: www.isbe.net/keeplearning. ISBE has shared that professional development opportunities (for a fee) may also be available through Northwestern University, see Homepage | Teaching With and About Native Peoples. For additional resources, see <https://americanindian.si.edu/nk360> and www.iste.org/explore/classroom/15-resources-teaching-native-american-history-and-culture. 105 ILCS 5/27-505 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

⁴⁷ 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."

⁴⁸ 105 ILCS 5/27-525, amended by P.A.s 103-422 and 103-564 and renumbered by P.A. 104-391. 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. Beginning with the 2024-2025 school year, instruction on Native American genocide in grades 6-12 is required by 105 ILCS 5/27-520, added by P.A. 103-422 and renumbered by P.A. 104-391.

A district may include in its curriculum a unit of instruction studying the causes and effects of mass starvation in mid-19th century Ireland, known as the "Irish Famine." 105 ILCS 5/27-1030, renumbered by P.A. 104-391. If offered, the board locally determines the minimum amount of instruction time. *Id.* For a resource originally developed by the NJ Commission on Holocaust Education, see www.oregon.gov/ode/educator-resources/standards/socialsciences/Documents/IrishFamine.pdf. If a board provides this instruction, insert "the Irish Famine" before the last item listed in this sentence and insert "5/27-1030" in the Legal References (in numerical order).

23. In all schools, the curriculum includes instruction as determined by the Superintendent or designee on the history, struggles, and contributions of women. ⁴⁹
24. 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. ⁵⁰
25. In all schools offering a secondary agricultural education program, the curriculum includes courses as required by 105 ILCS 5/2-3.80. ⁵¹
26. In all schools, instruction during courses as determined by the Superintendent or designee on disability history, awareness, and the disability rights movement. ⁵²
27. 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. ⁵³
28. 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. ^{54 55}

⁴⁹ 105 ILCS 5/27-535, **renumbered by P.A. 104-391**. 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.

⁵⁰ 105 ILCS 5/27-530, **renumbered by P.A. 104-391**. 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.

⁵¹ 105 ILCS 5/2-3.80(e) or (f), as applicable.

⁵² 105 ILCS 5/27-545, **renumbered by P.A. 104-391**. 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.

⁵³ 105 ILCS 5/27-540, **renumbered by P.A. 104-391**. 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" includes the chief administrative officer of Intermediate Service Centers established under 105 ILCS 5/2-3.62. For resources, see www.isbe.net/Pages/ContinueEDResources.aspx (TEACCH Act).

⁵⁴ 105 ILCS 5/27-110, **renumbered by P.A. 104-391** 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 sample exhibit 6:60-AP1, E2, *Resources for Biking and Walking Safety Education*, for additional information.

⁵⁵ A school district may offer a course on hunting safety as part of its curriculum during the school day. 105 ILCS 5/27-1060, **renumbered by P.A. 104-391**. No grade levels are specified in the statute. Insert "5/27-1060," in the Legal References (**in numerical order**), and an optional number 29, 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), 5/10-20.79, 5/10-20.84, 5/10-23.13, 5/22-110, 5/27-105, 5/27-110, 5/27-115, 5/27-210, 5/27-215, 5/27-245, 5/27-250, 5/27-255, 5/27-260, 5/27-305, 5/27-310, 5/27-315, 5/27-405, 5/27-410 (scheduled for repeal on 7-1-27), 5/27-415 (scheduled for repeal on 7-1-27), 5/27-505, 5/27-510, 5/27-515, 5/27-520, 5/27-525, 5/27-530, 5/27-535, 5/27-540, 5/27-545, 5/27-605, 5/27-705, 5/27-710, 5/27-715, 5/27-720, 5/27-725, 5/27-810, 5/27-815, and 5/27-1050.
~~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)

Highlighted section not recommended by PRESS, specific to our district.

Instruction

Program for the Gifted ¹

The Superintendent or designee shall implement an education program for gifted and talented learners that will challenge and motivate academically advanced learners and engage them in appropriately differentiated learning experiences to develop their unique abilities.² This program will be responsive to student needs and within the budget parameters as set by the Board. If the State Superintendent of Education issues a Request for Proposals because sufficient State funding is available to support local programs of gifted education the Superintendent or designee shall inform the Board concerning the feasibility and advisability of developing a "plan for gifted education" that would qualify for State funding.³

Eligibility to participate in the gifted program shall not be conditioned upon race, religion, sex, disability, or any factor other than the student's identification as gifted or talented learner.⁴

The School Board will monitor this program's performance by meeting periodically with the Superintendent or designee to determine and/or review the indicators and data that evidence whether the educational program for gifted and talented learners is accomplishing its goals and objectives and is otherwise in compliance with this policy.

LEGAL REF.: 105 ILCS 5/14A.

23 III.Admin.Code Part 227

CROSS REF.: 6:135 (Accelerated Placement Program)

¹ State law controls this policy's content to the extent that districts can qualify for State funding for the education of gifted and talented children, should such funding be available 105 ILCS 5/14A, amended by P.A. 104-129, eff. 1-1-26. While a policy on programs for gifted and talented children is not required, a policy on accelerated placement is required. 105 ILCS 5/14A-32 (the Accelerated Placement Act). See sample policy 6:135, *Accelerated Placement Program*, and sample administrative procedure 6:135-AP, *Accelerated Placement Program Procedures*.

² The goals and objectives of this program may be modified by the board.

³ School districts have the authority and flexibility to design education programs for gifted and talented learners. 105 ILCS 5/14A-15 and 5/14A-30, amended by P.A. 104-129, eff. 1-1-26

If a board does not wish to tie the gifted program to requirements for State funding, use this alternative: The Superintendent or designee shall implement an education program for gifted and talented learners that is responsive to student needs and is within the budget parameters as set by the Board..

⁴ 105 ILCS 5/14A-25.

Instruction

English Learners ¹

The District offers opportunities for resident English Learners to achieve at high levels in academic subjects and to meet the same challenging State academic standards that all children are expected to meet. The Superintendent or designee shall develop and maintain a program for English Learners that will:

1. Assist all English Learners to achieve English proficiency, facilitate effective communication in English, and encourage their full participation in school activities and programs as well as promote participation by the parents/guardians of English Learners. ²
2. Appropriately identify students with limited English language proficiency. ³

¹ State or federal law controls this policy's content. The assessment and accountability provisions in the Elementary and Secondary Education Act (ESEA), as amended by the Every Student Succeeds Act, and State law include English Learners. 20 U.S.C. §§6312, 6314, 6315, and 6318; 34 C.F.R. Part 200.

ESEA Title III, Part A, also known as the English Language Acquisition, Language Enhancement, and Academic Achievement Act, provides funding to support schools' efforts to help children who are English learners "achieve at high levels in academic subjects so that all English learners can meet the same challenging State academic standards that all children are expected to meet." 20 U.S.C. §6812(2). Reimbursement for programs is contingent on the submission and approval of a program plan and request for reimbursement in accordance with the requirements in 105 ILCS 5/14C-12 and 23 Ill.Admin.Code Part 228. This policy uses *English Learners* (EL) rather than *English Language Learners* (ELL) or *Limited English Proficient* (LEP). LEP and ELL are no longer terms used generally among educators and researchers in the field of English language acquisition. 37 Ill. Reg. 16804. The Ill. State Board of Education (ISBE) now uses the term *English learners*, which are synonymous with LEP and ELL. P.A. 99-30 also deleted *language* from "English language learner."

For purposes of this policy, *English Learners* is synonymous with the School Code definition, which means: (1) all students in grades Pre-K through 12 who were not born in the United States, whose native tongue is a language other than English, and who are incapable of performing ordinary classwork in English; and (2) all students in grades Pre-K through 12 who were born in the United States of parents possessing no or limited English-speaking ability and who are incapable of performing ordinary classwork in English. 105 ILCS 5/14C-2. **Note:** The Ill. Administrative Code definition of *English Learner* still provides that *English Learner* means any student in preschool, kindergarten or any of grades 1 through 12, whose home language background is a language other than English and whose proficiency in speaking, reading, writing, or understanding English is not yet sufficient to provide the student with: (1) the ability to meet the State's proficient level of achievement on State assessments; (2) the ability to successfully achieve in classrooms where the language of instruction is English, or (3) the opportunity to participate fully in the school setting. 23 Ill.Admin.Code §228.10.

The Office for Civil Rights (OCR) at the U.S. Dept. of Education (DOE) and the Civil Rights Division at the U.S. Dept. of Justice (DOJ) have issued joint guidance to assist school districts and all public schools in meeting their legal obligations to ensure that English Learners can participate meaningfully and equally in educational programs and services. The guidance is available at: www2.ed.gov/about/offices/list/ocr/letters/colleague-el-201501.pdf (copy and paste link into browser if clicking doesn't work). In support of this guidance, the Office of English Language Acquisition released an *English Learner (EL) Tool Kit* to assist school districts in providing EL students with the support necessary to achieve their full academic potential. The *Tool Kit* is available at: www2.ed.gov/about/offices/list/oela/english-learner-toolkit/index.html.

² This policy's first sentence and the first numbered paragraph both allow a school board to consider the goals for its English Learners programs; a board should amend the sample policy accordingly.

³ 23 Ill.Admin.Code §228.15. Districts must administer a home language survey to each student entering the district's schools for the first time within 30 days after the student's enrollment. The survey's purpose is to identify students of non-English background. ISBE's website contains useful information about communicating with parents/guardians of English Learners (www.isbe.net/Pages/Resources-for-Families-of-English-Learners.aspx), including sample Home Language Surveys and program letters in many languages (www.isbe.net/Pages/Screening-for-English-Language-Proficiency.aspx).

For purposes of identifying students eligible to receive special education, districts must administer non-discriminatory procedures to English Learners coming from homes in which a language other than English is used. 105 ILCS 5/14-8.02.

3. Comply with State law regarding the Transitional Bilingual Educational Program (TBE) or Transitional Program of Instruction (TPI), whichever is applicable. ⁴
4. Comply with any applicable State and federal requirements for the receipt of grant money for English Learners and programs to serve them. ⁵
5. Determine the appropriate instructional program and environment for English Learners. ⁶
6. Annually assess the English proficiency of English Learners and monitor their progress in order to determine their readiness for a mainstream classroom environment. ⁷
7. Include English Learners, to the extent required by State and federal law, in the District's student assessment program to measure their achievement in reading/language arts and mathematics. ⁸
8. Provide information to the parents/guardians of English Learners about: (a) the reasons for their child's identification, (b) their child's level of English proficiency, (c) the method of instruction to be used, (d) how the program will meet their child's needs, (e) how the program will specifically help their child learn English and meet age-appropriate academic achievement standards for grade promotion and graduation, (f) specific exit requirements of the program, (g) how the program will meet their child's individualized education program, if applicable, and (h) information on parent/guardian rights. Parents/guardians will be regularly apprised of their child's progress and involvement will be encouraged. ⁹

Parent/**Guardian** Involvement ¹⁰

Parents/guardians of English Learners will be informed how they can: (1) be involved in the education of their children; (2) be active participants in assisting their children to attain English proficiency, achieve at high levels within a well-rounded education, and meet the challenging State academic standards expected of all students; and (3) participate and serve on the District's Transitional Bilingual Education Programs Parent Advisory Committee.

LEGAL REF.: 20 U.S.C. §§6312, 6314, 6315, and 6318.
 20 U.S.C. §6801 et seq.
 34 C.F.R. Part 200.
 105 ILCS 5/14C-1 et seq.
 23 Ill.Admin.Code Part 228.

CROSS REF.: 6:15 (School Accountability), 6:170 (Title I Programs), 6:340 (Student Testing and Assessment Program)

⁴ 105 ILCS 5/14C-3, **amended by P.A. 104-261, eff. 1-1-26**, and 23 Ill.Admin.Code §§228.25 and 228.30.

⁵ 20 U.S.C. §§6312, 6314, 6315, 6318, and 6801 et seq.; 34 C.F.R. Part 200; 105 ILCS 5/14C-1 et seq.; and 23 Ill.Admin.Code Part 228.

⁶ 23 Ill.Admin.Code §228.25.

⁷ 23 Ill.Admin.Code §228.25(b). Districts must annually assess the English language proficiency of all English learners using the assessment prescribed by the State Superintendent of Education. This assessment is the Assessing Comprehension and Communication in English State to State for English Language Learners (ACCESS for ELLs) test. See www.isbe.net/Pages/AccessforELL.aspx

⁸ 34 C.F.R. Part 200.

⁹ 20 U.S.C. §6312(e)(3)(A) and 23 Ill.Admin.Code §228.40.

¹⁰ 20 U.S.C. §6312(e)(3)(C) and 23 Ill.Admin.Code Part 228. 105 ILCS 5/14C-10 requires school districts to establish parental advisory committees for transitional bilingual education programs. See sample administrative procedure 2:150-AP, *Superintendent Committees*.

Instruction

Instructional Materials ¹

All 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. These materials should provide quality learning experiences for students and: ²

1. Enrich and support the curriculum;
2. Stimulate growth in knowledge, literary appreciation, aesthetic values, and ethical standards;
3. Provide background information to enable students to make informed judgments and promote critical reading and thinking;
4. Depict in an accurate and unbiased way the cultural diversity and pluralistic nature of American society; and
5. Contribute to a sense of the worth of all people regardless of sex, race, religion, nationality, ethnic origin, sexual orientation, disability, or any other differences that may exist.

The Superintendent or designee shall annually provide a list or description of textbooks and instructional materials used in the District to the School Board. Anyone may inspect any textbook or instructional material. ³

Teachers are encouraged to use age-appropriate supplemental material only when it will enhance, or otherwise illustrate, the subjects being taught. No R-rated movie shall be shown to students unless prior approval is received from the Superintendent or designee, and no movie rated NC-17 (no one 17 and under admitted) shall be shown under any circumstances. These restrictions apply to television programs and other media with equivalent ratings. The Superintendent or designee shall give parents/guardians an opportunity to request that their child not participate in a class showing a movie, television program, or other media with an R or equivalent rating. ⁴

¹ State or federal law controls some of this policy's content.

² A local board may customize these standards to be consistent with the board's mission, vision, and goals. See sample policy 6:260, *Complaints About Curriculum, Instructional Materials, and Programs*, at f/n 3, for discussion of accommodation of parent religious objections to instructional materials.

³ This paragraph is optional; either or both sentences may be struck although the second sentence describes a right granted by statute. 105 ILCS 5/28-19.1. The requirement to provide the board with a list or description of texts and instructional material allows the board to monitor this policy's implementation. Moreover, as 105 ILCS 5/28-19.1 grants anyone the right to inspect texts and instructional materials, having an annual list of texts and instructional materials facilitates compliance with such a request. Because some instructional materials, e.g., Internet sites, are difficult to list, the sample policy permits a list or *description*. Federal law grants parents/guardians the right to inspect all instructional material that will be used for a survey, analysis, or evaluation. 20 U.S.C. §1232h. See sample policy 7:15, *Student and Family Privacy Rights*.

⁴ This paragraph is optional. Its content is at the board's discretion. While allowing parents/guardians to opt their child out of viewing such material is not a legal requirement, it is a best practice.

Instructional Materials Selection and Adoption

The Superintendent shall approve the selection of all textbooks and instructional materials according to the standards described in this policy.⁵ The School Code governs the adoption and purchase of textbooks and instructional materials.⁶

LEGAL REF.: 105 ILCS 5/10-20.8 and 5/28-19.1.

CROSS REF.: 6:30 (Organization of Instruction), 6:40 (Curriculum Development), 6:80 (Teaching About Controversial Issues), 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), 8:110 (Public Suggestions and Concerns)

⁵ An alternative provision:

The Superintendent shall recommend to the Board for consideration and adoption all textbooks and instructional materials and shall include the following information: (1) title, publisher, copyright dates, number of copies desired, and cost; (2) any texts being replaced; and (3) rationale for recommendation.

A board that does not have the capacity or desire to approve all instructional materials may use the following alternative:

The Superintendent shall recommend to the Board for consideration and adoption all textbooks and primary instructional materials and shall include the following information: (1) title, publisher, copyright dates, number of copies desired, and cost; (2) any texts being replaced; and (3) rationale for recommendation. The Superintendent shall approve the selection of all other instructional materials.

⁶ 105 ILCS 5/28. The term *textbook* includes electronic or digital textbooks used for educational purposes. 105 ILCS 5/28-20. The term *instructional materials* means both print and non-print materials, including electronic textbooks being used in the educational process. *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*; *Code of Professional 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 Harassment*; 7:190, *Student Behavior*; 7:340, *Student Records*; and 7:345, *Use of Educational Technologies*; *Student Data Privacy and Security*. ⁶

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 5/27-410, renumbered by P.A. 104-391 and scheduled for repeal on 7-1-27; 5/27-405, added by P.A. 104-391, and 47 C.F.R. §54.520(c)(1)(i) require Internet safety instruction. See f/n 24 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 may target smartphone users through spam text messages. 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 at f/n 6 below).

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

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

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 **Board** policy 5:120, *Employee Ethics; Code of Professional Conduct; and Conflict of Interest*. ⁸
7. Provide a method to inform parents/guardians and students about this policy.
8. Include the program in the annual report to the Board as required under **Board** policy 6:10, *Education Philosophy and Objectives*.

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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, amended by P.A. 104-391, requires districts, at a minimum, to waive charges for textbooks, **instructional materials**, 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 sample 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/; 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 sample policy 7:345, ***Use of Educational Technologies; Student Data Privacy and Security***, 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; Code of Professional 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.

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 Use⁹

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 Board policy 6:235, *Access to Electronic Networks*. Responsible use also incorporates the established usage and conduct rules in Board policies 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 Board policies 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.

LEGAL REF.: 15 U.S.C. §§6501-6506, Children's Online Privacy Protection Act; 16 C.F.R. Part 312, Children's Online Privacy Protection Rule.
20 U.S.C. §7101, Every Student Succeeds Act. ~~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.

CROSS REF.: 1:30 (School District Philosophy), 4:140 (Waiver of Student Fees), 5:120 (Employee Ethics; Code of Professional 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), 7:345 (Use of Educational Technologies; Student Data Privacy and Security)

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 sample exhibits 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/n 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.

Instruction

Complaints About Curriculum, Instructional Materials, and Programs

Parents/guardians have the right to inspect any instructional material used as part of their child's educational curriculum pursuant to School Board policy 7:15, *Student and Family Privacy Rights*.¹

Parents/guardians, employees, and community members who believe that curriculum, instructional materials, or programs violate rights guaranteed by any law or Board policy may file a complaint using Board policy 2:260, *Uniform Grievance Procedure*.²

Parents/guardians, employees, and community members with other suggestions or complaints about curriculum, instructional materials, or programs should complete a *Curriculum Objection Form*. A parent/guardian may request that his/her child be exempt from using a particular instructional material or program by completing a *Curriculum Objection Form*. The Superintendent or designee shall establish criteria for the review of objections and inform the parent/guardian, employee, or community member, as applicable, of the District's decision.³

LEGAL REF.: 20 U.S.C. §1232h, Protection of Pupil Rights Amendment.

Mahmoud v. Taylor, 145 S.Ct. 2332 (2025).

CROSS REF.: 2:260 (Uniform Grievance Procedure), 7:15 (Student and Family Privacy Rights), 8:110 (Public Suggestions and Concerns)

¹ 20 U.S.C. §1232h(c)(1)(C)(i).

² Limiting the scope of complainants in this policy to parents/guardians, employees, and community members aligns with sample policy 2:260, *Uniform Grievance Procedure*.

³ The last sentence of this paragraph is optional. It strengthens the policy's connection to IASB's *Foundational Principles of Effective Governance*. See www.iasb.com/conference-training-and-events/training/training-resources/foundational-principles-of-effective-governance. For criteria that can be used in reviewing curriculum objections, see sample administrative procedure, 6:260-AP, *Responding to Complaints About Curriculum, Instructional Materials, and Programs*.

A school district is not required to automatically accommodate a parent's religious beliefs by allowing the parent to opt their child out of reading required materials or programs. Accommodation is required only if a district's requirement burdens the parent's free exercise of religion and the requirement is not justified by a compelling state interest. *Mahmoud v. Taylor*, 145 S.Ct. 2332 (2025). Instruction will burden parents' religious free exercise rights if it requires their children to submit to instruction "that poses 'a very real threat of undermining' the religious beliefs and practices that the parents wish to instill." *Id.* at 2342. Whether the instruction substantially interferes with the religious upbringing of a child is a fact-intensive inquiry. Relevant factors to consider include: (1) the specific religious beliefs/practices asserted, (2) the nature of the educational requirement or curriculum at issue, (3) the age of the students, and (4) whether the materials at issue are presented in a neutral manner or in a way that is hostile to religious viewpoints. *Id.* at 2353. In *Mahmoud*, the Court ruled that the district likely violated parents' free exercise rights when it refused to give notice and allow them to opt their elementary-age children out of literacy instruction that involved the use of LGBTQ+- inclusive storybooks. The Court found the books at issue contained normative messages to which young children were particularly susceptible. Moreover, the district's refusal to give notice and allow opt-outs based on administrative burden (where it previously provided notice and the ability to opt-out) was not a compelling enough a reason to justify the burden on the parents' religious exercise. Unless otherwise required by law, it is unclear from *Mahmoud* whether a district would ever need to give advance notice to all parents/guardians of the use of certain curriculum or instructional materials that could trigger religious objections. Doing so could present discrimination concerns. Given the many unsettled legal issues in this area and the fact-dependent nature of the analysis involved, boards should consult with the board attorney regarding any curriculum objections.

Instruction

Graduation Requirements ¹

To graduate from high school, unless otherwise exempted, each student is responsible for:

1. Completing all District graduation requirements that are in addition to the State requirements.²
2. Completing all courses as provided in the School Code, 105 ILCS 5/27-605. ³
3. Completing all minimum requirements for graduation as specified in State law. ⁴
4. Passing an examination on patriotism, principles of representative government, and proper use **and display** of the **American** flag **methods of voting, and the Pledge of Allegiance**⁵
5. Participating in State assessments that are required for graduation by State law. ⁶
6. Filing one of the following: (1) a Free Application for Federal Student Aid (FAFSA) with the U.S. Dept. of Education, (2) an application for State financial aid, or (3) an Ill. State Board of Education (ISBE) waiver form indicating that the student understands what these aid opportunities are and has chosen not to file an application. If the student is not at least 18 years of age or legally emancipated, the student's parent/guardian must file one of these documents on the student's behalf.

A student is exempt from this requirement if: (1) the student is unable to file a financial aid application or an ISBE waiver due to extenuating circumstances, (2) the Building Principal attests the District made a good faith effort to assist the student or the student's parent/guardian with filing

¹ State or federal law controls this policy's content. Graduation requirements are often published in student handbooks. The Illinois Principals Association maintains a handbook service that coordinates with **PRESS** material, *Online Model Student Handbook (MSH)*, at: www.ilprincipals.org/msh.

In accordance with 105 ILCS 5/2-3.159 and 23 Ill.Admin.Code Part 680, a school district may establish a program to recognize high school graduates who attained a high level of proficiency in one or more languages in addition to English by designating on a student's diploma and transcript a State Seal of Biliteracy. See sample policy 6:320, *High School Credit for Proficiency*.

² Optional. 23 Ill.Admin.Code §1.440(f). A school board should ensure that all district graduation requirements that are in addition to the State requirements are aligned with the district educational objectives. See sample policy 6:10, *Educational Philosophy and Objectives*.

³ 105 ILCS 5/27-605(e), renumbered by P.A. 104-391, contains the list of required courses in effect **for students entering 9th grade** through the 2023-2024 school year. 105 ILCS 5/27-605(e-5), **amended by P.A. 104-387 and renumbered by P.A. 104-391**, contains the list of required courses **for students entering 9th grade** beginning with the 2024-2025 school year (to include two years of laboratory science). 105 ILCS 5/27-605(e-10) **renumbered by P.A. 104-391**, increases the foreign language requirement from one to two years beginning with the 2028-2029 school year. 105 ILCS 5/27-605(e)(3) and (e-5)(3) allow the substitution of an advanced placement computer science course for a year of mathematics, and it further states that a mathematics course that includes geometry content may be offered as an integrated, applied, interdisciplinary, or career and technical education course that prepares a student for a career readiness path. 105 ILCS 5/27-605(e)(5) and 105 ILCS 5/27-605(e-5)(5), both renumbered by P.A. 104-391, require students entering the 9th grade in the 2016-2017 school year and each year thereafter to complete one semester of civics. As part of the two-year social studies requirement, districts may include a financial literacy course that is one semester or part of one semester. *Id.* For specific requirements, see sample exhibit 6:300-E2, *State Law Graduation Requirements*, and sample policy 6:310, *High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students*. The Ill. State Board of Education (ISBE) may adopt rules modifying graduation requirements for students in grades 9-12 if the Governor has declared a disaster due to a public health emergency under 20 ILCS 3305/7. 105 ILCS 5/27-605(i), renumbered by P.A. 104-391.

⁴ 105 ILCS 5/27-605(e), **renumbered by P.A. 104-391 and (e-5), amended by P.A. 104-387 and renumbered by P.A. 104-391**; 23 Ill.Admin.Code §1.440.

⁵ Required by 105 ILCS 5/27-510, **added by P.A. 104-391**.

⁶ 105 ILCS 5/2-3.64a-5(c) states that "[s]tudents who do not take the State's final accountability assessment or its approved alternate assessment may not receive a regular high school diploma unless the student is exempted." Assessments are not required if ISBE receives a waiver from the administration of assessments from the U.S. Dept. of Education. *Id.*

105 ILCS 5/2-3.64a-5(c); 23 Ill.Admin.Code §1.30. Section 2-3.64a-5(c) requires that the assessment administered by ISBE for the purpose of student application to or admissions consideration by institutions of higher education be administered on a school day during regular student attendance hours.

105 ILCS 5/2-3.64a-5(e) no longer requires that the scores attained by a student on an assessment that includes a college and career readiness determination be entered on the student's transcript. The student's final accountability assessment scores, however, must be placed in the student's permanent record. See also 23 Ill.Admin.Code §375.10.

a financial aid application or an ISBE waiver form, and (3) the student has met all other graduation requirements.⁷

The Superintendent or designee is responsible for:⁸

1. Maintaining a description of all course offerings that comply with the above graduation requirements.
2. Notifying students and their parents/guardians of graduation requirements.
3. Developing the criteria for #4 above.
4. Complying with State law requirements for students who transfer during their senior year because their parent(s)/guardian(s) are on active military duty. This includes making reasonable adjustments to ensure graduation if possible, or efforts to ensure that the original (transferor) school district issues the student a diploma.
5. Taking all other actions needed or necessary to implement this policy.

Early Graduation⁹

The Superintendent or designee shall implement procedures for students to graduate early, provided they finish seven semesters of high school and meet all graduation requirements.

Certificate of Completion¹⁰

A student with a disability who has an Individualized Education Program prescribing special education, transition planning, transition services, or related services beyond the student's four years of high school, qualifies for a certificate of completion after the student has completed four years of high school. The student is encouraged to participate in the graduation ceremony of his or her high school graduation class. The Superintendent or designee shall provide timely written notice of this requirement to children with disabilities and their parents/guardians.

⁷ 105 ILCS 5/22-87, amended by P.A.s 104-13 and 104-14; 23 Ill.Admin.Code §1.440(c)(4). See sample exhibit 6:300-E3, *Form for Exemption from Financial Aid Application Completion*. ISBE provides a waiver form, the FAFSA Nonparticipation Form, for a parent/guardian or eligible student to opt of this graduation requirement, which is available through the Ill. Student Assistance Commission's (ISAC) student portal, see <https://studentportal.isac.org/>. Instructions for the form are available at: www.isbe.net/Pages/FAFSA.aspx. The Alternative Application for Ill. Financial Aid referenced in that form is intended for use by qualifying undocumented and transgender students and is available at: <https://studentportal.isac.org/alternativeapp>.

Beginning with the 2025-2026 school year, each high school must: (1) designate at least one staff member as a contact for matters related to the financial aid application graduation requirement; (2) inform high school seniors of the designated staff member who is available to answer their questions about this requirement or refer them to an appropriate resource, such as ISAC (see www.isac.org/students/before-college/financial-aid-planning/index.html); and (3) annually provide the name and contact information of the designated staff member to ISBE and ISAC. 105 ILCS 5/22-87(b), amended by P.A.s 104-13 and 104-14. The designated staff member must complete an initial orientation and is encouraged to participate in annual briefings, for which the individual may receive professional development hours, if applicable. *Id.*

Additionally, beginning with the 2025-2026 school year, each district must offer appropriate supports to each high school student to educate and assist them with completion of the financial aid application. How, when, and where this support is offered is at a district's discretion; however, a district must provide an opportunity for students to get help during the school day completing the student portion of the application. Districts may request free assistance from ISAC to support completion of financial aid applications. *Id.*

⁸ Items #1 and #2 are required by 23 Ill.Admin.Code §1.440(d) and (e), respectively. Item #3 must be addressed because the law leaves many implementation issues unanswered. A comprehensive Student Handbook can provide notice of the district's graduation requirements, conduct rules, and other important information. Item #4 includes discussion of the adjustments required by the Educational Opportunity for Military Children Act, 105 ILCS 70/35(d).

⁹ This is optional. State law and rules are silent regarding early graduation. As an alternative, a board may delete the phrase "finish 7 semesters of high school and."

¹⁰ Required by 105 ILCS 5/14-16.

Service Member Diploma ¹¹

The District will award a diploma to a service member who was killed in action while performing active military duty with the U.S. Armed Forces or an honorably discharged veteran of World War II, the Korean Conflict, or the Vietnam Conflict, provided that he or she (1) resided within an area currently within the District at the time he or she left high school, (2) left high school before graduating in order to serve in the U.S. Armed Forces, and (3) has not received a high school diploma.

LEGAL REF.: 105 ILCS 5/2-3.64a-5, 5/22-27, 5/22-87, 5/27-510, 5/27-605, and 5/27-615.
105 ILCS 70/, Educational Opportunity for Military Children Act.
23 Ill.Admin.Code §1.440.

CROSS REF.: 6:30 (Organization of Instruction), 6:310 (High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students), 6:315 (High School Credit for Students in Grade 7 or 8), 6:320 (High School Credit for Proficiency), 7:50 (School Admissions and Student Transfers To and From Non-District Schools)

¹¹ Optional. 105 ILCS 5/22-27 does not designate a time requirement for when the service member killed in action or veteran “resided within an area currently within the district.” Thus, a reasonable interpretation may be adopted locally. The sample policy designates “at the time he or she left high school” as the pertinent time for residence. See sample exhibit 6:300-E1, *Application for a Diploma for a Service Member Killed in Action or for Veterans of WWII, the Korean Conflict, or the Vietnam Conflict*.

Instruction

High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students¹

Credit for Non-District Experiences²

A student may receive high school credit for successfully completing any of the listed courses or experiences even when it is not offered in or sponsored by the District:

1. Distance learning course, including a correspondence, virtual, or online course
2. Courses in an accredited foreign exchange program
3. Summer school or community college courses³
4. College or high school courses offering dual credit at both the college and high school level⁴

¹ State law requires that several of the programs in this policy be covered in policy. State law controls this policy's content. Note that 23 Ill.Admin.Code §1.420(b) requires "[e]very school district [to] have an organized plan for recording pupil progress and/or awarding credit, including credit for courses completed by correspondence, online, or from other external sources, that can be disseminated to other schools within the State." Section 1.460 requires "[e]ach local board of education with a high school [to] adopt a policy which defines the board's position with reference to the awarding of high school credit on the basis of local examinations to pupils who have achieved the necessary proficiencies through independent study, either with or without private tutoring, or for work taken in or from another institution." 23 Ill.Admin.Code §1.460.

Sample policy 6:185, *Remote Educational Program*, provides for educational programs **delivered by the district** in a location outside of the school.

Sample policy 6:315, *High School Credit for Students in Grade 7 or 8*, allows students enrolled in grade 7 or 8 to enroll in a course required for high school graduation. 105 ILCS 5/27-615(a), **amended and renumbered by P.A. 104-391**; 23 Ill.Admin.Code §1.440(c)(3).

² Each board may choose for which, if any, of the listed non-district experiences the district will grant high school credit. If a district does not grant credit for any of the listed activities, substitute the following alternative for all text in the entire section: "The District does not grant graduation credit for learning experiences that an enrolled student does not complete through the District."

³ 105 ILCS 5/27-905, **amended and renumbered by P.A. 104-391**, provides that no fewer than 60 hours of classroom instruction in summer school is required for one semester of high school course credit. Districts may accept courses completed in a community college (CC) toward graduation. 23 Ill.Admin.Code §1.440(f). Superintendents, pursuant to 105 ILCS 5/10-21.4, must annually report to the Ill. State Board of Education (ISBE) the number of students enrolled in accredited courses at any CC along with the name(s) and number(s) of the course(s) each student is taking.

⁴ The Dual Credit Quality Act (DCQA) (110 ILCS 27/, **amended by P.A. 104-12**) defines dual credit as a college course taken by a high school student for credit at both the college and high school level. 110 ILCS 27/5 and 105 ILCS 5/10-20.62(a). An instructor who teaches a dual credit course does not need the certification required by Article 21 of the School Code but must meet the minimum standards set forth in 110 ILCS 27/20(1), (2), (2.5), or (3). Dual credit programs require: (a) a specific partnership agreement between the district and a CC containing specified elements, as long as the district is in the CC's jurisdiction (110 ILCS 27/16), or (b) cooperation between the school district and the *postsecondary institution* (defined as an *institution of higher learning* under the Higher Education Student Assistance Act, 110 ILCS 947/10). Partnership agreements that are entered into, amended, renewed, or extended after 1-1-23, must allow high school students who do not otherwise meet the CC's academic eligibility requirements to enroll in a dual credit course taught at the high school, but only for high school credit. 110 ILCS 27/16.5(a). **Upon a district's written request for a partnership agreement, the district and community college district must each designate a liaison and begin negotiations on an agreement within 60 calendar days of the district's initial request. Id. at 27/16(a), amended by P.A. 104-12.** If the district and CC cannot agree within 180 days of a district's initial request to enter into a partnership agreement, the two parties must use the model partnership agreement referenced at 110 ILCS 27/19.

Out-of-state dual credit contracts are prohibited until a district first offers the CC in the CC district in which the district is located the opportunity to provide a dual credit course. 110 ILCS 27/17, amended by P.A. 104-12. In addition, a district seeking to enter into an agreement with an out-of-state postsecondary institution must provide notice to the Ill. Community College Board (ICCB) of its intent, to which the ICCB will have 30 days to provide the district with a list of in-state postsecondary institutions that can provide the district an equivalent dual credit opportunity. **Id. Beginning 6-30-25, a district may not enter into a contract with an out-of-state postsecondary institution until it demonstrates to the ICCB that it has taken appropriate steps to consider the listing of in-state postsecondary institutions and provides a rationale as to why the course can only be provided by an out-of-state postsecondary institution. Id.** A high school evaluation of a dual credit program must also incorporate the analysis of data from the ISBE statewide longitudinal data system (see the P-20 Longitudinal Education Data System Act, 105 ILCS 13/, for more information). **Id. at 27/30.**

5. Foreign language courses taken in an ethnic school program approved by the Illinois State Board of Education ⁵
6. Work-related training at manufacturing facilities or agencies in a Tech Prep **Partnership for Careers** program ⁶
7. Credit earned in a Vocational Academy ⁷

The student must seek approval from the Superintendent or designee to receive graduation credit for any non-District course or experience. The Superintendent or designee shall determine the amount of credit and whether a proficiency examination is required before the credit is awarded. As approval is not guaranteed, students should seek conditional approval of the experience before participating in a non-District course or experience. The student assumes responsibility for any fee, tuition, supply, or other expense. The student seeking credit is responsible for (1) providing documents or transcripts that demonstrate successful completion of the experience, and (2) taking a proficiency examination, if requested. The Superintendent or designee shall determine which, if any, non-District courses or experiences, will count toward a student's grade point average, class rank, and eligibility for athletic and extracurricular activities. When applicable, the Building Principal or designee shall, prior to the first day of class, inform individual high school students enrolled in a mixed enrollment dual credit course that includes students who have and have not met the community college's criteria for dual credit coursework of whether or not they are eligible to earn college credit for the course.⁸ This section does not govern the transfer of credits for students transferring into the District.

105 ILCS 5/10-20.62(c), requires school boards to require the district's high schools, if any, to inform all 11th and 12th grade students of dual enrollment and dual credit opportunities at public CCs for qualified students. Qualified students may enroll in an unlimited amount of dual credit courses and earn an unlimited amount of academic credits from them if the course(s) are taught by an Ill. instructor, as provided by 110 ILCS 27/. *Id.* at (b). In addition, all dual credit coursework completed by a high school student must be transferred to all public institutions in Illinois on the same basis as coursework completed by a public CC student who previously earned a high school diploma in the manner set forth under the Ill. Articulation Initiative Act. *Id.* at 27/18.

The DCQA requires partnership agreements between districts and CCs to address access to dual credit courses by individual students with disabilities. 110 ILCS 27/16(b)(8.5), amended by P.A. 104-12. 105 ILCS 5/14-8.03 also requires districts to provide special education students with information about career and technical education (CTE) opportunities, including at the postsecondary level. See *Increasing Postsecondary Opportunities and Success for Students and Youth with Disabilities* at: www.sites.ed.gov/idea/idea-files/qa-increasing-postsecondary-opportunities-success-for-students-youth-with-disabilities-sept-17-2019/#Letter for information on providing transition services to high school students who have individualized education programs (IEPs), are receiving services under the IDEA, and take courses offered by a community college or other postsecondary education institution program prior to high school graduation.

⁵ 105 ILCS 5/2-3.44 and 5/10-22.43a. An ethnic school is a part-time, private school that teaches the foreign language of a particular ethnic group as well as the culture, geography, history, and other aspects of a particular ethnic group. 105 ILCS 5/2-3.44; 23 Ill.Admin.Code §1.465(b). For requirements, see 23 Ill.Admin.Code §1.465.

⁶ Optional. 105 ILCS 5/2-3.115, amended by P.A. 104-261, eff. 1-1-26, authorizes ISBE to make grants to districts to be used for these programs. See also 23 Ill.Admin.Code §1.445.

⁷ 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 CCs, local employers, and community-based organizations to establish a vocational academy that functions as a two-year school within a school for grades 10 through 12. Grant funds may be available from ISBE when the vocational academy meets statutory requirements.

⁸ 110 ILCS 27/16.5(c). Written notification is not required by the law, but it is a best practice to show compliance with this requirement.

Substitutions for Required Courses

Vocational or technical education.⁹ A student in grades 9-12 may satisfy one or more high school courses (including physical education) or graduation requirements by successfully completing related vocational or technical education courses if: ¹⁰

1. The Building Principal approves the substitution(s) and the vocational or technical education course is completely described in curriculum material along with its relationship to the required course; and
2. The student's parent/guardian requests and approves the substitution(s) in writing on forms provided by the District.

Registered Apprenticeship Program.¹¹ The Superintendent or designee will ensure that the District complies with State law requirements for registered apprenticeship programs.¹² The opportunities and requirements for registered apprenticeship programs contained in this policy will be posted on the District's

⁹ Allowing for this substitution is optional, but, if offered, must be included in board policy. 105 ILCS 5/27-610, amended and renumbered by P.A. 104-391. By 7-1-26, ISBE is required to post on its website a form for organizations to submit opportunities for externships, internships, or volunteer work related to career and technical education pathways. After its review and approval, ISBE will annually post a list of approved opportunities on its website. 105 ILCS 5/2-3.206, added by P.A. 104-249, eff. 1-1-26.

¹⁰ The *related* requirement is met if the course contains at least 50% of the content of the required course. *Id.* 23 Ill.Admin.Code §1.445 requires that the vocational or technical education course be completely described in the policy along with its relationship to the required course. The sample policy satisfies these requirements by referring to the courses as described in curricular material.

ISBE requires that the parent/guardian of a student under the age of 18 request the course substitution "on forms that the school district makes available" and that the request must be maintained in the student's temporary record. 23 Ill.Admin.Code §1.445. See sample exhibit 6:310-E, *Class Substitution Request*. There is no parallel recordkeeping requirement in the rules for registered apprenticeships; however, it is best practice to maintain all types of substitution requests as evidence of compliance with the form requirement.

¹¹ Allowing for this substitution is optional, but, if offered, must be included in board policy. 105 ILCS 5/2-3.175; 23 Ill.Admin.Code §255.200. A *registered apprenticeship program* is an industry-based occupational training program of study with standards reviewed and approved by the U.S. Dept. of Labor that meets characteristics set forth in State law and ISBE rules. The introductory sentence and listed items 1, 3, 4, and 6 are required to be in the policy if a board decides to allow students to participate in registered apprenticeship programs. See 23 Ill.Admin.Code §255.200(b). Item #2 is not required to be stated in policy, but is required to be included in a district's website notification (if any) to parents/guardians about registered apprenticeship opportunities. See f/n 13, below.

If a board adopts a policy to allow for student participation in registered apprenticeship programs, the policy must be posted on the district's website (if any) for students, parents, and members of the business and industry community to access. 23 Ill.Admin.Code §255.200(c)(1). See sample exhibit 2:250-E2, *Immediately Available District Public Records and Web-Posted Reports and Records*, and f/ns 13 and 14 below for other related website posting requirements.

Employers providing apprenticeships may be eligible for tax credits for certain educational expenses they incur on behalf of qualifying apprentices. 35 ILCS 5/231(b), amended by P.A. 103-1059. Districts that carry out registered apprenticeship programs should, but are not required to, aid an employer in claiming an available credit by providing a written receipt documenting the apprenticeship education expenses paid to the school by the employer. 14 Ill.Admin.Code §522.50(e). See <https://dceo.illinois.gov/expandrelocate/incentives/ilapprenticeshiptaxcredit.html> for more information about the credit.

¹² 105 ILCS 5/2-3.175; 23 Ill.Admin.Code Part 255. In addition to the requirements listed in the policy, districts allowing for student participation in registered apprenticeship programs must also: (1) submit data on participating students through ISBE's Student Information System, (2) identify and attempt to eliminate any barriers to student participation, and (3) include the program in the Career Pathway Endorsement if the district awards endorsements under the Postsecondary and Workforce Readiness Act (110 ILCS 148/). 23 Ill.Admin.Code §255.200(d)-(f).

website, and parents/guardians and students will also be notified of such opportunities in the appropriate school handbook(s). ¹³

A student in grades 9-12 who is 16 years or older may satisfy one or more high school courses (including physical education) or graduation requirements by successfully completing a registered apprenticeship program if:

1. The registered apprenticeship program meets all criteria contained in State law;
2. The registered apprenticeship program is listed by the District, or the student identifies a registered (but not listed) apprenticeship program with a business or organization if one is not offered in the District;
3. The student enrolled in a registered apprenticeship program has the opportunity to earn post-secondary credit toward a certificate or degrees, as applicable;
4. The student's parent/guardian requests and approves the substitution(s) in writing on forms provided by the District and on its website; ¹⁴
5. The Building Principal approves the substitution(s); and
6. All non-academic requirements mandated by the School Code for high school graduation that would otherwise prohibit or prevent the student from participating in the registered apprenticeship program are waived.

Advanced placement computer science.¹⁵ The advanced placement computer science course is equivalent to a high school mathematics course. A student in grades 9-12 may substitute the advanced placement computer science course for one year of mathematics, in accordance with Section 27-22 of the School Code. The transcript of a student who completes the advanced placement computer science course will state that it qualifies as a mathematics-based, quantitative course.

Substitutions for physical education. 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 below.¹⁶ 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. ¹⁷

1. Ongoing participation in a marching band program for credit; ¹⁸
2. Enrollment in Reserve Officer's Training Corps (ROTC) program sponsored by the District;¹⁹

¹³ 23 Ill.Admin.Code §255.200(c). The Illinois Principals Association maintains a handbook service that coordinates with PRESS material, *Online Model Student Handbook (MSH)*, at: www.ilprincipals.org/msh. The notification to students and parents on the district's website must include: (1) a statement that a student may participate in any registered apprenticeship program listed by the district; and (2) a statement that a student may find a registered, but not listed, apprenticeship program with a business or organization, if a registered apprenticeship program is not offered in the district. 23 Ill.Admin.Code §255.200(c)(2). See sample exhibit 2:250-E2, *Immediately Available District Public Records and Web-Posted Reports and Records*. For districts that do not maintain a website, use the following alternative sentence:

Parents/guardians and students will be notified of opportunities for registered apprenticeship programs in the appropriate school handbook(s).

¹⁴ 23 Ill.Admin.Code §255.200(b)(4). See sample exhibits 6:310-E, *Class Substitution Request*, and 2:250-E2, *Immediately Available District Public Records and Web-Posted Reports and Records*. If the district does not maintain a website, delete ~~and on its website~~.

¹⁵ Optional, but allowed by 105 ILCS 5/27-605(e)(3) and 5/27-605(f-5), both renumbered by P.A. 104-391.

¹⁶ Optional, but allowed by 105 ILCS 5/27-710(b), renumbered by P.A. 104-391; 23 Ill.Admin.Code §1.425(e). A board that wants to allow any of these P.E. exemptions must include the ones it selects in a policy that excuses students on an individual basis.

¹⁷ 23 Ill.Admin.Code §1.425(e).

¹⁸ 23 Ill.Admin.Code §1.425(e)(4)(A). This policy excuses students from P.E. only during the marching band season because the statute allows the exemption "for ongoing participation in such marching band program." Thus, if the marching band season is over, the student's *ongoing participation* has ceased and the student no longer qualifies for the P.E. exemption. Common sense, however, would allow the exemption to continue until the end of the current grading period.

¹⁹ 23 Ill.Admin.Code §1.425(e)(4)(B).

3. Ongoing participation in an *interscholastic* or *extracurricular athletic program*; ²⁰
4. Enrollment in academic classes that are required for admission to an institution of higher learning (student must be in the 11th or 12th grade);²¹ or
5. Enrollment in academic classes that are required for graduation from high school, provided that failure to take such classes will result in the student being unable to graduate (student must be in the 11th or 12th grade). ²²

A student who is eligible for special education may be excused from physical education courses pursuant to 7:260, *Exemption from Physical Education*.

Volunteer service credit.²³ A student participating in the District's Volunteer Service Credit Program, if any, may earn credit toward graduation for the performance of community service. The amount of credit given for program participation shall not exceed that given for completion of one semester of language arts, math, science, or social studies.

Re-Entering Students ²⁴

Individuals younger than 21 years of age may re-enter high school to acquire a high school diploma or an equivalency certificate, subject to the limitations in Board policy 7:50, *School Admissions and Student Transfers To and From Non-District Schools*. Re-entering students may obtain credit through the successful completion of the following (not all of these may be available at any one time):

1. District courses
2. Non-District experiences described in this policy

²⁰ 23 Ill.Admin.Code §1.425(e)(2) and (e)(3)(A). Prior to P.A. 100-465, the statute only allowed students in grades 11 and 12 to be excused from P.E. "for ongoing participation in an interscholastic athletic program." 105 ILCS 5/27-710(b), renumbered by P.A. 104-391, states "on a case-by-case basis, excuse pupils in grades 7 through 12 who participate in an interscholastic or extracurricular athletic program." While the statute no longer requires such participation to be *ongoing*, 23 Ill.Admin.Code §1.425(e)(3) requires *ongoing participation*. Thus, if the athletic program is over, the student's *ongoing participation* has ceased and the student no longer qualifies for the P.E. exemption. Common sense, however, would allow the exemption to continue only until the end of the grading period during which the athletic program is active. 23 Ill. Admin. Code §1.425(e)(2) limits interscholastic and extracurricular athletic programs to those that are sponsored by the school district as defined in school board policy. Boards do not have the "authority to honor parental excuses based upon students' participation in athletic training, activities or competitions conducted outside the auspices of the school district." *Id.* at §1.425(e)(6).

State statutes do not define *interscholastic athletic program* or *extracurricular athletic program*; however, 105 ILCS 5/22-80 defines *interscholastic athletic activity* as "any organized school-sponsored or school-sanctioned activity for students, generally outside of school instructional hours, under the direction of a coach, athletic director, or band leader, including, but not limited to, baseball, basketball, cheerleading, cross country track, fencing, field hockey, football, golf, gymnastics, ice hockey, lacrosse, marching band, rugby, soccer, skating, softball, swimming and diving, tennis, track (indoor and outdoor), ultimate Frisbee, volleyball, water polo, and wrestling." 23 Ill.Admin.Code §1.425(e)(2) defines *interscholastic* and *extracurricular athletic programs* as "those programs that are sponsored by the school district as defined by school district policy." Boards have no authority to honor parental excuses based upon students' participation in athletic training, activities or competition conducted outside the auspices of the school district. 23 Ill.Admin.Code §1.425(e)(6).

For boards that want to explain the meaning of *interscholastic or extracurricular athletic program*, insert the following option at the end of #3:

(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)

For unit districts, ensure the definition matches the definition in policy 7:260, *Exemption from Physical Education*.

²¹ 23 Ill.Admin.Code §1.425(e)(3)(B).

²² 23 Ill.Admin.Code §1.425(e)(3)(C).

²³ Optional. The credit given for one semester may not exceed that stated in this policy. 105 ILCS 5/27-1035, renumbered by P.A. 104-391. The program may include participation in the organization of a high school or community blood drive or other blood donor recruitment campaign. *Id.* ISBE must provide assistance to districts opting to offer the program. 105 ILCS 5/2-3.108.

²⁴ Required by 23 Ill.Admin.Code §1.470(a). While the sample policy does not provide for it, a school board may permit adults 21 years of age or older to re-enter high school. 23 Ill.Admin.Code §1.470(b). Items #4 & #5 are optional, but must be included in a policy if credit will be granted for them. 105 ILCS 5/27-6; 27-610, **amended and renumbered by P.A. 104-391.**

3. Classes in a program established under Section 10-22.20 of the School Code, in accordance with the standards established by the Illinois Community College Board
4. Proficiency testing, correspondence courses, life experiences, and other nonformal educational endeavors
5. Military service, provided the individual making the request has a recommendation from the American Council on Education

The provisions in the section **Credit for Non-District Experiences**, above, apply to the receipt of credit for any non-District course.

LEGAL REF.: 105 ILCS 5/2-3.44, 5/2-3.108, 5/2-3.115(b), 5/2-3.142, 5/2-3.175, 5/10-22.43a, 5/10-20.62, 5/27-610, 5/27-710, and 5/27-1035.
110 ILCS 27/, Dual Credit Quality Act.
23 Ill.Admin.Code §§1.425(e), 1.440(f), 1.470(c), and Part 255.

CROSS REF.: 6:180 (Extended Instructional Programs), 6:300 (Graduation Requirements), 6:315 (High School Credit for Students in Grade 7 or 8), 6:320 (High School Credit for Proficiency),
7:50 (School Admissions and Student Transfers To and From Non-District Schools),
7:260 (Exemption from Physical Education)

Instruction

High School Credit for Students in Grade 7 or 8 ¹

The Superintendent or designee may investigate, coordinate, and implement a program for students in grades 7 and 8 to enroll in a course required for a high school diploma.

[The next two paragraphs are only for unit and high school districts; the final paragraph is only for elementary districts.]

If a program is available, students in grades 7 and 8 may enroll in a course required for a high school diploma when the course is offered by the high school that the elementary student would attend and **one** of the following is satisfied: (1) the student participates in the course at the high school and the elementary student's enrollment in the course would not prevent a high school student from being able to enroll, or (2) the student participates in the course where the student attends school as long as the **student passes the course and the end-of-course examination given at the high school granting the credit for the same course, demonstrating proficiency at the high school level, or (3) the** course is taught by a teacher who holds a professional educator license with an endorsement for the grade level and content area of the course. ²

A student who successfully completes a course required for a high school diploma while in grades 7 and 8 shall receive academic credit for the course.³ That academic credit shall satisfy the requirements of **Section 27-22 of the School Code 105 ILCS 5/27-615** for purposes of receiving a high school diploma, unless evidence about the course's rigor and content show that the course did not address the relevant Illinois learning standard at the level appropriate for the high school grade during which the course is usually taken.⁴ The student's grade in the course shall also be included in the student's grade point average. ⁵

[Elementary school districts only]

If a program is available, students in grades 7 and 8 may enroll in a course required for a high school diploma. Students in grades 7 and 8 who successfully complete a course required for a high school diploma will receive academic credit if permitted by, and in accordance with, the policy of the district where the elementary student will attend high school.

¹ While State law controls this policy's content, districts are not required to implement it. The board of any district that maintains any grades 9-12 may adopt a policy for students enrolled in grade 7 or 8 to enroll in a course required for high school graduation. 105 ILCS 5/27-615(a), **amended by P.A. 104-267, eff. 1-1-26, and renumbered by P.A. 104-391**; 23 Ill.Admin.Code §1.440(c)(3). The first sentence recognizes that this policy's implementation requires cooperation between school districts, superintendents, building principals, and other administrators.

² A high school board may choose the following alternative if it believes condition (2) would be difficult to manage because its students come from multiple districts having been taught by multiple non-district teachers:

If a program is available, students in grades 7 and 8 may enroll in a course required for a high school diploma when the course is offered by the high school that the elementary student would attend when the student participates in the course at the high school and the elementary student's enrollment in the course would not prevent a high school student from being able to enroll.

³ 105 ILCS 5/27-615(c), **amended and renumbered by P.A. 104-391**.

⁴ Id.

⁵ Id. at (d), **renumbered by P.A. 104-391**.

LEGAL REF.: 105 ILCS 5/10-22.43 and 5/27-615.
23 Ill.Admin.Code §1.460.

CROSS REF.: 6:135 (Accelerated Placement Program), 6:300 (Graduation Requirements),
6:310 (High School Credit for Non-District Experiences; Course
Substitutions; Re-Entering Students), 6:320 (High School Credit for
Proficiency)

Instruction

High School Credit for Proficiency

Proficiency Credits ¹

Subject to the limitations in this policy and State law, the Superintendent or designee is authorized to establish and approve a program for granting credit for proficiency with the goal of allowing a student who would not benefit from a course because the student is proficient in the subject area to receive credit without having to take the course. A student who demonstrates competency under this program will receive course credit for the applicable course and be excused from any requirement to take the course as a graduation prerequisite. No letter grade will be given for purposes of the student's cumulative grade point average. The Superintendent or designee shall notify students of the availability of and requirements for receiving proficiency credit.

Proficiency credit will be offered in the following subject areas: ²

Foreign language - A student is eligible to receive one year of foreign language credit if the student has graduated from an accredited elementary school and can demonstrate proficiency, according to this District's academic criteria, in a language other than English.³ A student who demonstrates proficiency in American Sign Language is deemed proficient in a foreign language and will receive one year of foreign language credit.⁴ A student who studied a foreign language in an approved ethnic school program is eligible to receive appropriate credit according to the level of proficiency reached; the student may be required to take a proficiency examination.⁵

Other proficiency testing - The program for granting credit for proficiency may allow, as the Superintendent deems appropriate, course credit to be awarded on the basis of a local examination to a student who has achieved the necessary proficiency through independent study or work taken in or through another institution.⁶ Proficiency testing may also be used to determine eligible credit for other subjects whenever students enter from non-graded schools, non-recognized or non-accredited schools, or were in a home-schooling program.

¹ An ISBE rule requires districts with a high school to have a policy on earning credit through proficiency exams. 23 Ill.Admin.Code §1.460. State law controls this policy's content. Students must *successfully complete* the courses listed in 105 ILCS 5/27-605, amended by P.A. 104-387, and amended and renumbered by P.A. 104-391, in order to receive a high school diploma. See 6:300-E2, *State Law Graduation Requirements*. 105 ILCS 5/27-305, renumbered by P.A. 104-391, no longer allows districts to grant consumer education proficiency credit.

In accordance with 105 ILCS 5/2-3.159 and 23 Ill.Admin.Code §680.20, a school district may establish a program to recognize high school graduates who attain a high level of proficiency in one or more languages in addition to English by designating on a student's diploma and transcript a State Seal of Biliteracy.

² This paragraph should be revised to reflect the actual practice concerning granting proficiency credits. A board may delete all text concerning foreign language proficiency credit and keep only the text in the second indented paragraph without using a subheading.

³ Optional, but permitted by 105 ILCS 5/10-22.43.

⁴ See f/n 2. Required only if the district offers proficiency credit for foreign language. Id.

⁵ See f/n 2. Optional, but permitted by 105 ILCS 5/10-22.43a.

⁶ Optional. *Local examination* is not defined but is generally understood to mean examinations developed by the district, school, or instructor, not standardized examinations developed by the state or an outside entity, e.g. advanced placement examinations by the College Board.

LEGAL REF.: 105 ILCS 5/10-22.43, 5/10-22.43a, and 5/27-605.
23 Ill.Admin.Code §1.460; Part 680, State Seal of Biliteracy.

CROSS REF.: 6:300 (Graduation Requirements), 6:310 (High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students), 6:315 (High School Credit for Students in Grade 7 or 8)

Students

Equal Educational Opportunities¹

Equal educational and extracurricular opportunities shall be available for all students without regard to color, race,² national origin, religion, sex,³ sexual orientation, ancestry, age, physical or mental disability, gender identity,⁴ status of being homeless, immigration status, order of protection

¹ State or federal law requires this subject matter be covered by policy and controls this policy's content. Many civil rights laws guarantee equal educational opportunities; see citations in the Legal References.

² The Ill. Human Rights Act (IHRA) defines *race* to include traits associated with race, including, but not limited to, hair texture and protective hairstyles such as braids, locks, and twists. 775 ILCS 5/1-103(M-5). The Ill. Dept. of Human Rights' (IDHR) jurisdiction over schools as "places of public accommodation" is limited, see f/n 4, below. See also sample policy 7:160, *Student Appearance*, regarding hairstyles associated with race.

³ With some exceptions, Title IX of the Education Amendments of 1972 (Title IX) guarantees that "[n]o person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving federal financial assistance..." 20 U.S.C. §1681(a). See sample policy 2:265, *Title IX Grievance Procedure*, for further discussion.

Title IX implementing regulations at 34 C.F.R. §106.40 and 49 C.F.R. §25.445 prohibit "any rule concerning a student's actual or potential parental, family, or marital status which treats students differently on the basis of sex." Ill. State Board of Education (ISBE) sex equity regulation at 23 Ill.Admin.Code §200.50(e) prohibits discrimination against a student "because of his or her actual or potential marital or parental status," and it specifies that: (1) pregnancy shall be treated as any other temporary disability, (2) pregnancy or parenthood shall not be considered cause for dismissal or exclusion from any program or activity, (3) participation in special programs provided for pregnant students or students who are parents shall be at the student's option, and (4) systems shall eliminate administrative and programmatic barriers to school attendance and school completion by pregnant students or students who are parents. *Id.* See f/n 8, below, regarding support services for pregnant and parenting students.

⁴ The IHRA and an ISBE rule prohibit schools from discriminating against students on the basis of *sexual orientation* and *gender identity*. 775 ILCS 5/1-103(Q), 5/5-101(11), and 5/5-102; 23 Ill.Admin.Code §1.240. *Sexual orientation* is defined as the "actual or perceived heterosexuality, homosexuality, bisexuality, or gender related identity, whether or not traditionally associated with the person's designated sex at birth." 775 ILCS 5/1-103(O-1). *Gender identity* is included in the definition of sexual orientation in the IHRA. The IHRA permits schools to maintain single-sex facilities that are distinctly private in nature, e.g., restrooms and locker rooms. 775 ILCS 5/5-103.

Adopting separate policies or inserting policy statements about accommodations and inclusion of transgender students in the educational program are unsettled areas of the law. Some lawyers believe doing so may open boards to equal protection challenges for not creating separate policies for other protected statuses, e.g., race, national origin, religion, etc. Governor Pritzker issued Executive Order (EO) 2019-11, titled "Strengthening Our Commitment to Affirming and Inclusive Schools" which established the Affirming and Inclusive Schools Task Force (Task Force) to identify strategies and best practices for ensuring welcoming, safe, supportive, and inclusive school environments for transgender, nonbinary, and gender nonconforming students. The Task Force delivered a report that served as the basis for two non-regulatory guidance documents entitled *Supporting Transgender, Nonbinary and Gender Nonconforming Students* and *Sample District Policy and Administrative Procedures* at www.isbe.net/supportallstudents. ISBE hosts these documents on its website. The Ill. Dept. of Human Services, the Legal Council for Health Justice and other community organizations partnered to create ILPrideConnect, which has resources for school administrators, parents, and students at www.ilprideconnect.org/school-and-education.

Consult the board attorney if your board wishes to adopt a separate policy or insert policy statements about accommodations and inclusion of transgender students.

For boards that want to incorporate ISBE's *Sample District Policy and Administrative Procedures* policy recommendation into this policy, insert the following in place of "gender identity,": gender, gender identity (whether or not traditionally associated with the student's sex assigned at birth), gender expression.

If the board inserts this option, it must also insert the options in f/n 9, below and in f/n 2 of sample policy 7:20, *Harassment of Students Prohibited*, but note the protected statuses list in this policy is different and should not be copied from here into 7:20, *Harassment of Students Prohibited*.

See sample administrative procedure 7:10-AP1, *Accommodating Transgender, Nonbinary, or Gender Nonconforming Students*, for a case-by-case procedure that school officials may use when a student requests an accommodation based upon his or her gender identity.

For a list of policies that address the equal educational opportunities, health, safety, and general welfare of students within the District, see sample exhibit 7:10-E, *Equal Educational Opportunities Within the School Community*.

status, military status, unfavorable military discharge, reproductive health decisions, or actual or potential marital or parental status, including pregnancy.⁵ Further, the District will not knowingly enter into agreements with any entity or any individual that discriminates against students on the basis of sex or any other protected status, except that the District remains viewpoint neutral when granting access to school facilities under Board policy 8:20, *Community Use of School Facilities*.⁶ Any student may file a discrimination complaint by using Board policy 2:260, *Uniform Grievance Procedure*, or in the case of discrimination on the basis of race, color, or national origin, Board policy 2:270, *Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited*.⁷

⁵ 105 ILCS 5/22-105, added by P.A. 104-288, eff. 1-1-26, codifies *Plyler v. Doe*, 457 U.S. 202 (1982), which held that it is unconstitutional for states to deny children a free public education based on immigration status. The law prohibits districts from taking any action that would deny a child free public education based on the child's or their parent's/guardian's actual or perceived citizenship or immigration status, and it requires districts to establish a policy and procedures regarding agency and law enforcement requests, to ensure this right is preserved. 105 ILCS 5/22-105(c)(1-3), added by P.A. 104-288, eff. 1-1-26. See sample policy 7:150, *Agency and Law Enforcement Requests*, and sample administrative procedure 7:150-AP, *Managing Agency and Law Enforcement Requests*. In 23 Ill.Admin.Code §1.240, ISBE states that “no school system may deny access to its schools or programs to students who lack documentation of their immigration status or legal presence in the United States, and no school system may inquire about the immigration status of a student (*Plyler v. Doe*, 457 U.S. 202 (1982)).”

775 ILCS 5/1-102(A), amended by P.A.s 103-472 and 103-785, lists the following protected categories: race, color, religion, sex, national origin, ancestry, age, order of protection status, marital status, physical or mental disability, military status, sexual orientation, pregnancy, reproductive health decisions, or unfavorable discharge from military service in connection with employment, real estate transactions, access to financial credit, and the availability of public accommodations, including in elementary, secondary, and higher education. See sample policy 5:10, *Equal Employment Opportunity and Minority Recruitment*, and its footnotes for definitions of some of these terms.

The IHRA prohibits schools from discriminating against students on the bases of *reproductive health decisions*. 775 ILCS 5/1-103(Q), amended by P.A. 103-785. See 775 ILCS 5/1-103(O-2), amended by P.A. 103-785, for a definition of *reproductive health decisions*.

The IHRA's jurisdiction in regard to schools as places of public accommodation is specifically limited to: (1) failing to enroll an individual, (2) denying or refusing full and equal enjoyment of facilities, goods, or services, or (3) failing to take corrective action to stop severe or pervasive harassment of an individual. 775 ILCS 5/5-102.2.

⁶ 23 Ill.Admin.Code §200.40(g) prohibits entering into agreements with entities that discriminate against students on the basis on sex. Section 200.80(a)(4) contains an exception for single sex youth organizations, e.g., Girl Scouts. Note that the U.S. Supreme Court refused to apply New Jersey's public accommodation law to the Boy Scouts because forcing the Scouts to accept a homosexual as a member would violate the Scouts' freedom of expressive association. *Boy Scouts of America v. Dale*, 530 U.S. 640 (2002). When deciding whether to allow non-school groups to use its facilities, a public school district may not engage in viewpoint discrimination. *Good News Club v. Milford Central Sch.*, 533 U.S. 98 (2001).

⁷ Districts must have a grievance procedure. See the Legal References following this policy and 105 ILCS 5/22-95, added by P.A. 103-472, regarding the internal complaint process for claims of discrimination on the basis of race, color, or national origin, which is addressed in sample policy 2:270, *Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited*. Absent a specific statute or rule, there is no consensus on whether students have the right to appeal a board's decision to the Regional Superintendent and thereafter to the State Superintendent pursuant to 105 ILCS 5/2-3.8.

Sex Equity⁸

No student shall, based on sex, sexual orientation, or gender identity⁹ be denied equal access to programs, activities, services, or benefits or be limited in the exercise of any right, privilege, advantage, or denied equal access to educational and extracurricular programs and activities.

Any student may file a sex equity complaint by using Board policy 2:260, *Uniform Grievance Procedure*. A student may appeal the Board's resolution of the complaint to the Regional Superintendent (pursuant to 105 ILCS 5/3-10) and, thereafter, to the State Superintendent of Education (pursuant to 105 ILCS 5/2-3.8).¹⁰

Any student may file a sexual harassment complaint by using Board policy 2:265, *Title IX Grievance Procedure*.

⁸ Every district must have a policy on sex equity. 23 Ill.Admin.Code §200.40(b). The IHRA, Public Accommodation section, prohibits schools from: (1) failing to enroll an individual, (2) denying or refusing an individual full and equal enjoyment of its facilities, goods, or services, or (3) failing take corrective action to stop severe or pervasive harassment of an individual (775 ILCS 5/5-102.2), on the basis of the individual's sex or sexual orientation, among other classifications (775 ILCS 5/5-101(11)). Every four years, districts must evaluate their policies and practices to identify and eliminate sex discrimination as well as evaluate course enrollment data to identify disproportionate enrollment based on sex. In-service training for all staff members is required. 23 Ill.Admin.Code §200.40(e).

Every four years, districts must survey students about their athletic interests and must use survey results in planning for the future and assessing current program comparability. 23 Ill.Admin.Code §200.80(b)(1). Equal participation and equal opportunity in athletics is addressed in Title IX implementing regulations. 34 C.F.R. §106.41. Generally, when a school district offers a team for one gender but not for the other, a member of the excluded gender is allowed to try out for the team unless the sport is a *contact sport*. Contact sports are boxing, wrestling, rugby, ice hockey, football, basketball, and other sports involving bodily contact. The rules also list the factors that determine whether equal opportunities are available to both genders. These include: whether the selection of athletics accommodates the interests and abilities of both genders; equipment and supplies; scheduling; opportunity to receive coaching and academic tutoring; locker rooms, practice facilities, and fields; and publicity. Title IX prohibits any person from sexually harassing a student. See sample policy 2:265, *Title IX Grievance Procedure*, for further discussion.

105 ILCS 5/10-20.60 requires public schools to provide reasonable accommodations to breastfeeding students. See sample administrative procedure 7:10-AP2, *Accommodating Breastfeeding Students*, for specific *reasonable accommodations* under Illinois law.

105 ILCS 5/10-20.63 requires school districts to make menstrual hygiene products (defined as tampons and sanitary napkins for use in connection with the menstrual cycle) available, at no cost to students, in bathrooms of every school building that is open for student use in grades 4 through 12 during the regular school day. **Note:** While P.A. 102-340 expanded the availability of menstrual hygiene products to students in grades 4 and 5, it did not expand the definition of *school building*, which remains defined as serving students in grades 6 through 12. Consult with the board attorney about implementing this law.

105 ILCS 5/26A-40, added by P.A. 102-466, *a/k/a Ensuring Success in School Law*, requires schools to "facilitate the full participation of students who are parents, expectant parents, or victims of domestic or sexual violence" by providing certain in-school support services. For further information, see sample policy 7:255, *Students Who are Parents, Expectant Parents, or Victims of Domestic or Sexual Violence*.

⁹ For boards that want to incorporate ISBE's *Sample District Policy and Administrative Procedures* policy recommendations into this policy (see f/n 4 above), insert:

1. In place of "or gender identity" as follows: "~~or~~ gender identity, or gender expression".
2. The following sentence as the second sentence of this subhead: "Students shall be supported in a manner consistent with their gender identity. This will include, but not be limited to, use of restrooms, locker rooms, and other facilities that correspond with the student's gender identity."

¹⁰ Districts must have a sex equity grievance procedure and must tell students that they may appeal a board's resolution of a sex equity complaint to the Regional Superintendent and, thereafter, to the State Superintendent. 23 Ill.Admin.Code §200.40. Student complaints regarding breastfeeding accommodations must also be processed in accordance with these procedures. See sample policy 2:260, *Uniform Grievance Procedure*, at f/n 9.

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

Administrative Implementation

The Superintendent shall appoint a Nondiscrimination Coordinator and a Title IX Coordinator.¹¹ The Superintendent and Building Principal shall use reasonable measures to inform staff members and students of this policy and related grievance procedures.¹²

- LEGAL REF.: 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. §791 et seq., Rehabilitation Act of 1973; 34 C.F.R. Part 104.
 42 U.S.C. §2000d, Title VI of the Civil Rights Act of 1964; 34 C.F.R. Part 100.
 42 U.S.C. §11431 et seq., McKinney-Vento Homeless Assistance Act.
Plyler v. Doe, 457 U.S. 202 (1982).
Good News Club v. Milford Central Sch., 533 U.S. 98 (2001).
 Ill. Constitution, Art. I, §18.
 105 ILCS 5/3.25b, 5/3.25d(b), 5/10-20.12, 5/10-20.60, 5/10-20.63, 5/10-22.5, 5/22-105, 5/26A, and 5/27-1.
 775 ILCS 5/1-101 et seq., Illinois Human Rights Act.
 775 ILCS 35/5, Religious Freedom Restoration Act.
 23 Ill.Admin.Code §1.240 and Part 200.
- CROSS REF.: 2:260 (Uniform Grievance Procedure), 2:265 (Title IX Grievance Procedure), 2:270 (Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited), 6:65 (Student Social and Emotional Development), 7:20 (Harassment of Students Prohibited), 7:50 (School Admissions and Student Transfers To and From Non-District Schools), 7:60 (Residence), 7:130 (Student Rights and Responsibilities), 7:150 (Agency and Law Enforcement Requests), 7:160 (Student Appearance), 7:165 (School Uniforms), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:185 (Teen Dating Violence Prohibited), 7:250 (Student Support Services), 7:255 (Students Who are Parents, Expectant Parents, or Victims of Domestic or Sexual Violence), 7:330 (Student Use of Buildings - Equal Access), 7:340 (Student Records), 8:20 (Community Use of School Facilities)

¹¹ Required by regulations implementing Title IX. 34 C.F.R. §106.8(a). See f/ns 24 and 25 in sample policy 2:260, *Uniform Grievance Procedure*. The Nondiscrimination Coordinator often also serves as the Title IX Coordinator.

¹² Required by regulations implementing Title IX. 34 C.F.R. Part 106; 23 Ill.Admin.Code §200.40. 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. Faculty handbooks may contain working conditions and be subject to mandatory collective bargaining. The Ill. Principals Association (IPA) maintains a handbook service that coordinates with **PRESS** material, *Online Model Student Handbook (MSH)*, at: www.ilprincipals.org/msh.

Students

Attendance and Truancy¹

Compulsory School Attendance²

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 attendance at a verified medical or therapeutic appointment (including a victim services provider),⁴ observance of a religious holiday,

¹ State law requires boards to adopt a policy covering some of the topics herein and controls this policy's content. 105 ILCS 5/22-92; 23 Ill.Admin Code Part 207. Any school receiving public funds must develop and annually communicate to its students and their parents/guardians an absenteeism and truancy policy. *Id.* The Ill. Principals Association (IPA) maintains a handbook service that coordinates with **PRESS** material, *Online Model Student Handbook* (MSH), at: www.ilprincipals.org/msh/.

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]. 105 ILCS 5/22-92(b); 23 Ill.Admin.Code §207.30(a). 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. See the **Updating** subhead and f/n 24, below.

² 105 ILCS 5/26-2 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 contains the compulsory school age exemptions. Each listed exception is specifically included in the statute, except the reference to *home school*. See sample policy 7:40, *Nonpublic School Students, Including Parochial and Home-Schooled Students*, regarding assigning students who enroll from a non-public school. See sample policy 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. 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 sample policy 7:250, *Student Support Services*.

⁴ 105 ILCS 5/26-2a, amended by P.A. 102-466, a/k/a *Ensuring Success in School (ESS) Law*.

death in the immediate family, attendance at a civic event,⁵ family emergency, other situations beyond the control of the student as determined by the Board, voting pursuant to **Board** policy 7:90, *Release During School Hours* (10 ILCS 5/7-42 and 5/17-15), other circumstances 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.⁶ For students who are parents, expectant parents, or victims of domestic or sexual violence, valid cause for absence also includes the fulfillment of a parenting responsibility and addressing circumstances resulting from domestic or sexual violence.⁷ Students absent for a valid cause may make up missed homework and classwork assignments in a reasonable timeframe.⁸

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.⁹

⁵ 105 ILCS 5/26-1 and 5/26-2a. Subject to ISBE guidelines, a middle or high school student shall be permitted one school day-long excused absence per school year to engage in a *civic event*, defined as "an event sponsored by a non-profit organization or governmental entity that is open to the public. *Civic event* includes, but is not limited to, an artistic or cultural performance or educational gathering that supports the mission of the sponsoring non-profit organization. Schools may require students to provide an appropriate administrator with reasonable advance notice of the intended absence and documentation of participation.

⁶ 105 ILCS 5/22-92(a)(1) 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 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 were added. An ISBE rule requires that the absenteeism and truancy policy define 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.

⁷ 105 ILCS 5/26-2a, amended by P.A. 102-466, a/k/a *ESS Law*. *Fulfillment of a parenting responsibility* includes, but is not limited to, arranging and providing child care, caring for a sick child, attending prenatal or other medical appointments for the expectant student, and attending medical appointments for a child. *Id.* *Circumstances resulting from domestic or sexual violence* includes, but is not limited to, experiencing domestic or sexual violence, recovering from physical or psychological injuries, seeking medical attention, seeking services from a domestic or sexual violence organization as defined in 105 ILCS 5/26A-10, seeking psychological or other counseling, participating in safety planning, temporarily or permanently relocating, seeking legal assistance or remedies, or taking any other action to increase the safety or health of the student or to protect the student from future domestic or sexual violence. *Id.* Before an absence of three or more consecutive days that is related to domestic or sexual violence, a district may require a student to verify his or her claim of domestic or sexual violence under 105 ILCS 5/26A-45. *Id.* See sample policy 7:255, *Students Who are Parents, Expectant Parents, or Victims of Domestic or Sexual Violence*, and sample administrative procedure 7:255-AP1, *Supporting Students Who are Parents, Expectant Parents, or Victims of Domestic or Sexual Violence*.

⁸ See f/n 3. In addition, 105 ILCS 5/10-20.78 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.

⁹ 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:

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. ¹⁰
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 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. ¹¹
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. ¹²
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. ¹³
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, and information about available community services relevant to such students' needs.¹⁴ 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

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.); Child Labor Law of 2024, 820 ILCS 206/, added by P.A. 103-721; 56 Ill.Admin.Code Part 250 (child labor regulations). To streamline the employment certificate process for minors, the Ill. Dept. of Labor (IDOL) has a paperless certification system for districts to provide IDOL with the name and contact information of the superintendent or designee as the *issuing officer*. The *school issuing officer* will then be granted access to electronically complete and submit either the IDOL's *Employment Certificate Form* or *Temporary Employment Certificate Form*, at: <https://labor.illinois.gov/laws-rules/fls/employment-certificates-minors.html>.

¹⁰ 105 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.

¹¹ 105 ILCS 5/26-1. 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.*

¹² This notification is required by 105 ILCS 5/26-3b. Delete for high school districts.

¹³ 105 ILCS 5/22-92(a)(2).

¹⁴ *Id.* at (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).

- b. Encourage the habit of daily attendance and promote success. ¹⁵
- 9. Reasonable efforts to provide ongoing professional development to all school personnel, Board members, and school resource officers on the appropriate and available supportive services for the promotion of student attendance and engagement. ¹⁶
- 10. 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. ¹⁷
- 11. 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. ¹⁸
- 12. 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

¹⁵ 105 ILCS 5/22-92(a)(4) 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.

¹⁶ 105 ILCS 5/10-22.6(c-5), amended by P.A. 103-896.

¹⁷ Use this alternative for districts in suburban Cook County: replace "Regional Office of Education" with "appropriate Intermediate Service Center."

¹⁸ 105 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, amended by P.A. 103-379. Truant minors in need of supervision may be required by the court to perform reasonable public service that does not interfere with school hours, school-related activities, or work commitments of the minor or the minor's parent, guardian, or legal custodian. *Id.* Fees or costs may not be ordered or imposed in contempt proceedings related to the minor's adjudication as a truant minor in need of supervision. *Id.*

Counties may regulate truants by ordinance and impose fines and/or community services on truants, as permitted by law, or, if the truant is under 10 years of age, on the parent or custodian. 55 ILCS 5/5-1078.2; 55 ILCS 5/5-1101.3, amended by P.A. 103-379. Municipalities may regulate truants by ordinance and impose fines and/or community services on truants, as permitted by law, 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.

Passed in response to a [ProPublica article](http://www.propublica.org/series/the-price-kids-pay) series entitled The Price Kids Pay, at: www.propublica.org/series/the-price-kids-pay. P.A. 103-379 restricts the ability of the juvenile courts and certain county boards to assess fines, fees, assessments, and costs to minors and the minor's parents/guardians, subject to the minor's adjudication under various ordinances and statutes.

unless available supportive services and other school resources have been provided to the student.¹⁹

13. 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.²⁰

14. An approval process for students to attend activities allowed under 105 ILCS 5/10-19.05(k), including provisions for making up missed coursework that do not penalize students.²¹

[For high school and unit districts only]

15. A process for a 17-year-old resident to participate in the District's various programs and resources for truant.²² 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 Board policy 7:50, *School Admissions and Student Transfers To and From Non-District Schools*.

16. 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.²³

¹⁹ 105 ILCS 5/26-12, amended by P.A. 104-430, prohibits punitive action "unless available supportive services and other school resources have been provided to the student." School personnel may not refer a truant, chronic truant, or truant minor to any other local public entity, school resource officer, or peace officer to issue the child a fine or fee as punishment for truancy. *Id.* 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 supportive services, compel the student to return to school." *Id.*

²⁰ 105 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.

²¹ Required by 105 ILCS 5/10-19.05(k), amended by P.A. 104-250, eff. 1-1-26, no later than the beginning of the 2026-27 school year. Allowable activities are: (1) instruction in a college course where the student is dually enrolled for both high school and college credit, (2) participation in a Supervised Career Development Experience in which student participation and learning outcomes are approved by an educator licensed under 105 ILCS 5/21B for assessment of competencies, (3) participation in any work-based learning experience in which student participation and learning outcomes are approved by an educator who holds an Educator License with Stipulations with a career and technical educator endorsement and a work-based learning designation, (4) participation in a youth apprenticeship in which student participation and learning outcomes are approved by an educator licensed under 105 ILCS 5/21B for assessment of competencies, and (5) participation in a blended learning program approved by the district in which course content, student evaluation, and instructional methods are supervised by an educator licensed under 105 ILCS 5/21B. *Id.*

²² 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.

²³ Optional, but provided in 105 ILCS 5/26-2(c)(3); ISBE's rule controls the appeal process, 23 Ill.Admin.Code §1.242.

Updating ²⁴

Pursuant to State law and Board policy 2:240, *Board Policy Development*, the Board updates this policy at least once every two years. The Superintendent or designee shall assist the Board with its update.

- LEGAL REF.: 105 ILCS 5/10-19.05(k), 5/22-92, 5/26-1 through 5/26-3, 5/26-5 through 5/26-16, 5/26-18, and 5/26A.
705 ILCS 405/3-33.5, Juvenile Court Act of 1987.
23 Ill.Admin.Code §§1.242 and Part 207.
- 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), 7:255 (Students Who are Parents, Expectant Parents, or Victims of Domestic or Sexual Violence), 7:340 (Student Records)

²⁴ 105 ILCS 5/22-92(b). Every two years this policy must be updated and, even if no updates are made, filed with ISBE and the regional superintendent of schools [or Intermediate Service Center Executive Director, whichever is appropriate]. *Id.*; 23 Ill.Admin.Code §207.30. The policy must contain all requirements of 105 ILCS 5/22-92, indicate the date of adoption (by month, day, and year) and any revision dates, and be filed electronically by September 30 each review year through ISBE's MyISBE (formerly Ill. Web Application Security (IWAS)) system. 23 Ill.Admin.Code §§207.20(a), 207.30(a). If, after review and re-evaluation of the policy, the district determines that no updates are necessary, either a copy of board minutes clearly indicating the policy was re-evaluated and no changes were deemed necessary or a signed statement from the board president indicating the policy was re-evaluated and no changes were deemed necessary must be submitted to MyISBE. 23 Ill.Admin.Code §207.30(a)(3). ISBE has stated that for districts that update the adoption date listed on a policy whenever the policy is updated, the date of adoption is sufficient to also indicate the revision date. See ISBE *Absenteeism and Truancy Policy FAQ*, at: www.isbe.net/Documents/Absenteeism-Truancy-Policy-FAQ.pdf.

Students

Student Rights and Responsibilities ¹

All students are entitled to enjoy the rights protected by the U.S. and Illinois Constitutions and laws for persons of their age and maturity in a school setting.² Students should exercise these rights reasonably and avoid violating the rights of others. Students who violate the rights of others or violate District policies or rules will be subject to disciplinary measures.³

Students may, during the school day, during noninstructional time, voluntarily engage in individually or collectively initiated, non-disruptive prayer or religious-based meetings that, consistent with the Free Exercise and Establishment Clauses of the U.S. and Illinois Constitutions, are not sponsored, promoted, or endorsed in any manner by the school or any school employee.⁴ *Noninstructional time* means time set aside by a school before actual classroom instruction begins or after actual classroom instruction ends.⁵

LEGAL REF.: 20 U.S.C. §7904.
Tinker v. Des Moines Indep. Cmty. Sch. Dist., 393 U.S. 503 (1969).
 105 ILCS 20/5, Silent Reflection and Student Prayer Act.

CROSS REF.: 7:140 (Search and Seizure), 7:150 (Agency and **Law Enforcement Requests** **Police Interviews**), 7:160 (Student Appearance), 7:190 (Student Behavior), **7:330 (Student Use of Buildings - Equal Access)**

¹ State or federal law controls this policy's content.

² In 1969 the U.S. Supreme Court changed the relationship between schools and students by finding that students "do not shed their constitutional rights at the schoolhouse door." Tinker v. Des Moines Indep. Cmty. Sch. Dist., 393 U.S. 503 (1969).

³ Consult the board attorney to ensure the district's non-discrimination coordinator and complaint managers are trained to appropriately respond to allegations of discrimination based upon bullying and/or sexual violence under Title IX's sexual harassment umbrella. U.S. Dept. of Education (DOE) guidance states that while acts of sexual violence are crimes, they may also be discrimination under Title IX. See *Dear Colleague Letter: Sexual Violence Background, Summary, and Fast Facts*, U.S. Dept. of Education Office for Civil Rights, 111 LRP 23852 (4-4-11), at https://obamawhitehouse.archives.gov/sites/default/files/fact_sheet_sexual_violence.pdf.

⁴ This language is from 105 ILCS 20/5. The statute provides these examples of religious-based meetings: prayer groups, B I B L E (Basic Instruction Before Leaving Earth) clubs, and *meet at the flagpole for prayer* days.

In addition, federal law requires districts to certify that "no [district] policy... prevents, or otherwise denies participation in, constitutionally protected prayer in both public elementary and secondary schools." 20 U.S.C. §7904(b). The State provides certification instructions and DOE provides guidance on constitutionally protected prayer in public schools. See *Guidance on Constitutionally Protected Prayer in Public Elementary and Secondary Schools*,

www.ed.gov/policy/gen/guid/religionandschools/prayer_guidance.html. Certification with the Ill. State Board of Education occurs through the signed assurances that a superintendent provides through the grant application process.

⁵ 105 ILCS 20/5.

Students

Search and Seizure ¹

In order to maintain order and security in the schools, school authorities are authorized to conduct reasonable searches of school property and equipment, as well as of students and their personal effects. “School authorities” includes school liaison police officers. ²

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

School authorities may inspect and search school property and equipment owned or controlled by the school (such as, lockers, desks, and parking lots), as well as personal effects left there by a student, without notice to or the consent of the student. Students have no reasonable expectation of privacy in these places or areas or in their personal effects left there. ³

The Superintendent may request the assistance of law enforcement officials to conduct inspections and searches of lockers, desks, parking lots, and other school property and equipment for illegal drugs, weapons, or other illegal or dangerous substances or materials, including searches conducted through the use of specially trained dogs. ⁴

¹ State or federal law controls this policy’s content. This policy concerns an area in which the law is unsettled. Consult the board’s attorney with questions about implementing this policy and searching students or seizing their possessions.

According to Fourth Amendment cases, a search by the police requires “probable cause” supported by a warrant. However, in a U.S. Supreme Court decision cited in every student search case, the Court upheld the warrantless search of a student. A search is: (1) justified at its inception when there are reasonable grounds for suspecting the search of a particular student will turn up evidence that the student violated the law or school rules, and (2) permissible in its scope when it is reasonably related to the search’s objective and not excessively intrusive. T.L.O. v. New Jersey, 469 U.S. 325 (1985).

² The Ill. Supreme Court upheld a search conducted by a school liaison officer, saying: “Decisions ... that involve police officers in school settings can generally be grouped into three categories: (1) those where school officials initiate a search or where police involvement is minimal, (2) those involving school police or liaison officers acting on their own authority, and (3) those where outside police officers initiate a search. Where school officials initiate the search or police involvement is minimal, most courts have held that the reasonable suspicion test [applies]. ... The same is true in cases involving school police or liaison officers acting on their own authority. ... However, where outside police officers initiate a search, or where school officials act at the behest of law enforcement agencies, the probable cause standard has been applied. In the present case, the record shows that Detective Ruettiger was a liaison police officer on staff at the Alternate School, which is a high school student with behavioral disorders. ... We hold that the reasonable suspicion standard applies under these facts.” People v. Dilworth, 169 Ill.2d 195 (1996).

³ The School Code 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. 105 ILCS 5/10-22.6(e). This law does not mean that school officials have an excuse for unjustifiably opening students’ possessions looking for contraband (see footnote 1). See Doe v. Little Rock Sch. Dist., 380 F.3d 349 (8th Cir. 2004) (searches conducted pursuant to the following policy were unconstitutional: “[B]ook bags, backpacks, purses and similar containers are permitted on school property as a convenience for students,” and “if brought onto school property, such containers and their contents are at all times subject to random and periodic inspections by school officials.”).

The Fourth Amendment protects individuals from searches only when the person has a legitimate expectation of privacy. While case law supports that lockers, as school property, may be searched without individualized suspicion of wrongdoing, many cases suggest that in order to search a student’s possessions left in the locker, school officials need individualized suspicion of wrongdoing. This paragraph, as well as 105 ILCS 5/10-22.6(e), attempts to avoid Fourth Amendment protection for personal property left by students on school property by telling students not to expect privacy in these places or in their personal property left there. **This is an unsettled area of the law and should be reviewed with the school board’s attorney.**

Option for high school and unit districts, insert the following paragraph:

In addition, Building Principals shall require each high school student, in return for the privilege of parking on school property, to consent in writing to school searches of his or her vehicle, and personal effects therein, without notice and without suspicion of wrongdoing.

⁴ 105 ILCS 5/10-22.6(e). The sample policy may be amended to name other staff members who are authorized to request law enforcement aid.

Students ⁵

School authorities may search a student and/or the student's personal effects in the student's possession (such as, purses, wallets, knapsacks, book bags, lunch boxes, etc.) when there is a reasonable ground for suspecting that the search will produce evidence the particular student has violated or is violating either the law or the District's student conduct rules. ⁶ The search itself must be conducted in a manner that is reasonably related to its objective and not excessively intrusive in light of the student's age and sex, and the nature of the infraction. ⁷

When feasible, the search should be conducted as follows: ⁸

1. Outside the view of others, including students,
2. In the presence of a school administrator or adult witness, and
3. By a licensed employee or liaison police officer of the same sex as the student.

Immediately following a search, a written report shall be made by the school authority who conducted the search, and given to the Superintendent.

Seizure of Property

If a search produces evidence that the student has violated or is violating either the law or the District's policies or rules, such evidence may be seized and impounded by school authorities, and disciplinary action may be taken. When appropriate, such evidence may be transferred to law enforcement authorities. ⁹

Notification Regarding Student Accounts or Profiles on Social Networking Websites ¹⁰

The Superintendent or designee shall notify students and their parents/guardians of each of the following in accordance with the Right to Privacy in the School Setting Act, 105 ILCS 75/:

⁵ For more information about searches, seizures, and interviews of students, see *Guidelines for Interviews of Students at School by Law Enforcement Authorities*, published by the Ill. Council of School Attorneys and available at: www.iasb.com/law/ICSAGuidelinesforInterviewsofStudents.pdf.

⁶ *T.L.O.*, 469 U.S. at 342. An unsubstantiated tip from a student may serve as the grounds for a search. *People v. Pruitt*, 278 Ill.App.3d 194 (1st. Dist. 1996).

⁷ 105 ILCS 5/10-22.6(e) and *T.L.O.*, 469 U.S. at 326.

⁸ Optional; these are practical guidelines that will help to ensure that all searches comply with constitutional requirements. State or federal law requires nothing in this paragraph. For an alternative to intrusive pat-down searches and guidelines on strip searches, see *Cornfield v. Consolidated High Sch. Dist. No. 230*, 991 F.2d 1316 (7th Cir. 1993). There, school officials had reason to believe that a high school student was concealing illegal drugs in his crotch area. Believing a pat down to be excessively intrusive and ineffective at detecting drugs, the school officials required the student to change into his gym clothes in a locked locker room while male school officials observed him. The search was upheld. But see *Stuczynski v. Bremen High Sch.*, 423 F.Supp.2d 823 (N.D.Ill. 2006) (the requisite individualized, reasonable suspicion to conduct a strip search was missing where the only reason for the strip search was the dean's belief that the students were the last students in a locker room before the money was reported missing.). See also *Safford Unified Sch. Dist. v. Redding*, 557 U.S. 364 (2009) (finding a strip search of student was not justified under the circumstances even though the asst. principal had reasonable suspicion but still awarded qualified immunity to the asst. principal because the law was unclear).

A school district may randomly conduct a mass search by using a metal detector. *People v. Pruitt*, 278 Ill.App.3d 194 (1st. Dist. 1996). The use of a metal detector must be according to the district's standards for when and how metal detector searches are to be conducted.

The U.S. Supreme Court upheld a random drug testing policy for student athletes and extracurricular participants. *Vernonia Sch. Dist. 47J v. Acton*, 515 U.S. 646 (1995); and *Indep. Sch. Dist. No. 92 of Pottawatomie County v. Earls*, 536 U.S. 822 (2002). The circumstances justifying random drug searches do not exist for the entire student body; thus, random drug tests of the student body would probably not survive constitutional scrutiny.

⁹ See 105 ILCS 5/10-22.6(e).

¹⁰ Right to Privacy in the School Setting Act, 105 ILCS 75/15. This law prohibits school officials from requiring or requesting a student to provide a password or other related account information. It requires districts to provide parents/guardians with notice of the law. The notification must be published in the school's disciplinary rules, policies, or handbook, or communicated by similar means. The Ill. Principals Association maintains a handbook service that coordinates with **PRESS** material, *Online Model Student Handbook (MSH)*, at: www.ilprincipals.org/msh/.

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

LEGAL REF.: T.L.O. v. New Jersey, 469 U.S. 325 (1985).
Vernonia Sch. Dist. 47J v. Acton, 515 U.S. 646 (1995).
Safford Unified Sch. Dist. No. 1 v. Redding, 557 U.S. 364 (2009).
Cornfield v. Consolidated High Sch. Dist. No. 230, 991 F.2d 1316 (7th Cir. 1993).
105 ILCS 5/10-20.14, 5/10-22.6, and 5/10-22.10a.
105 ILCS 75/, Right to Privacy in the School Setting Act.
People v. Dilworth, 169 Ill.2d 195 (1996), *cert. denied*, 517 U.S. 1197 (1996).
People v. Pruitt, 278 Ill.App.3d 194 (1st Dist. 1996), *app. denied*, 167 Ill.2d 564 (1996).

CROSS REF.: 7:130 (Student Rights and Responsibilities), 7:150 (Agency and Law Enforcement Requests Police Interviews), 7:190 (Student Behavior)

Students – RENAMED AND REWRITTEN

Agency and Law Enforcement Requests Police Interviews¹

The District recognizes the right of every student to equal access to a free public education under State and federal law, consistent with Board policy 7:10, *Equal Educational Opportunities*. District administrators and staff stand *in loco parentis*² when government agency and law enforcement authority requests occur at school.

Federal and State Law Requirements Regarding Citizenship and Immigration Status in Schools³

No student shall be denied an education based on the student's, or their parent's/guardian's, actual or perceived citizenship or immigration status. Based on such status, the District will not:

1. Exclude a student from participating in, or deny them the benefits of, any District program or activity.⁴

¹ By 7-1-26, 105 ILCS 5/22-105(d), added by P.A. 104-288, eff. 1-1-26, requires a board to adopt a policy to ensure that no child is denied a free public education based on the child's perceived or actual citizenship or immigration status, consistent with the U.S. Supreme Court's decision in *Plyler v. Doe*, 457 U.S. 202 (1982), which held that it is unconstitutional for states to deny children a free public education based on immigration status. The **Federal and State Law Requirements Regarding Citizenship and Immigration Status in Schools** subhead of this sample policy contains the policy elements required by 105 ILCS 5/22-105(d). By 7-1-26, districts are also required to develop procedures for reviewing and authorizing requests from law enforcement agents attempting to enter a school or school facility. 105 ILCS 5/22-105(c)(4), added by P.A. 104-288, eff. 1-1-26, defines law enforcement agent as "an agent of federal, State, or local law enforcement authorized with the power to arrest or detain individuals or manage the custody of detained individuals for a law enforcement purpose, including civil immigration enforcement. Law enforcement agent does not include a school resource officer as defined in 105 ILCS 5/10-20.68. *Id.* See sample administrative procedure 7:150-AP, *Managing Agency and Law Enforcement Requests*.

The Illinois TRUST Act, 5 ILCS 805/, prohibits law enforcement agencies and officials from enforcing federal civil immigration laws. Under 5 ILCS 805/15(b), law enforcement cannot stop, arrest, search, detain, or continue to detain a person solely based on an individual's citizenship or immigration status. The Keep Illinois Families Together Act, 5 ILCS 835/, further provides that no law enforcement agency or official may enter into or remain in an agreement with U.S. Immigration and Customs Enforcement (ICE) under a federal 287(g) program, which would permit ICE to delegate certain enforcement duties to State and local law enforcement agencies.

An excellent resource is the *Guidelines for Interviews of Students*, published by the Ill. Council of School Attorneys (ICSA Guidelines) at: www.iasb.com/law/ICSAGuidelinesforInterviewsofStudents.pdf. Another resource, *Policing in Schools, Developing a Governance Document for School Resource Officers in K-12 Schools*, developed by the American Civil Liberties Union (ACLU), 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 ACLU recommends that school officials create a *model governance document*, e.g., 7:150-AP, *Managing Agency and Law Enforcement Requests*, and provide it to law enforcement authorities with whom they work.

The Ill. State Board of Education (ISBE) published *Non-Regulatory Guidance on Immigration Enforcement Actions* (Jan. 2025) available at: www.isbe.net/Documents/Immigration-Enforcement-Guidance.pdf. In addition, ISBE published *Non-Regulatory Guidance on Registration: Residency & Enrollment, Immigrant Pupils, Homeless Pupils and School Fees & Waivers* (September 2025) available at: www.isbe.net/Documents/guidance_reg.pdf. Another helpful resource is *School Resource Officers, School Law Enforcement Units, and the Family Educational Rights and Privacy Act (FERPA)*, from the Privacy Technical Assistance Center of the U.S. Dept. of Educ. (2019), at: www.studentprivacy.ed.gov/resources/school-resource-officers-school-law-enforcement-units-and-ferpa.

105 ILCS 5/10-20.64 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 5/24-24. See the ICSA Guidelines, for a discussion of *in loco parentis*.

³ The contents of this subhead are required by 105 ILCS 5/22-105(d), added by P.A. 104-288, eff. 1-1-26.

⁴ 105 ILCS 5/22-105(c)(1), added by P.A. 104-288, eff. 1-1-26.

2. Use policies or procedures or engage in practices that have the effect of excluding a student from participating in or denying the benefits of any District program or activity.⁵
3. Use policies or procedures or engage in practices that have the effect of excluding participation of a student's parent(s)/guardian(s) from District parental engagement activities or programs.⁶
4. Threaten to disclose information related to the actual or perceived citizenship or immigration status of a student or a person associated with the student to any other person, entity, or immigration or law enforcement agency.⁷
5. Disclose information related to the perceived citizenship or immigration status of a student or a person associated with the student to any other person, entity, or immigration or law enforcement agency if the District does not have direct knowledge of the student's or associated person's actual citizenship or immigration status, subject to the requirements in 105 ILCS 5/22-105(c)(3).⁸
6. Disclose information related to the actual citizenship or immigration status of a student or a person associated with the student to any other person or nongovernmental entity if the District has direct knowledge of the student's or associated person's actual citizenship status, subject to the requirements in 105 ILCS 5/22-105(c)(3).⁹

State law does not prohibit or restrict the District from sending or receiving information about the citizenship or immigration status of an individual to or from the U.S. Dept. of Homeland Security or any other governmental entity under 8 U.S.C. §§1373 and 1644.¹⁰

Responding to Agency and Law Enforcement Requests¹¹

The Superintendent shall develop procedures to manage requests by government agencies or law enforcement authorities regarding students at school. Procedures will:

1. Recognize individual student rights and privacy.
2. Recognize the potential impact the release of information or an interview may have on an individual student.
3. Minimize potential disruption.
4. Foster a cooperative relationship with government agencies and law enforcement authorities.

⁵ Id. at (c)(2), added by P.A. 104-288, eff. 1-1-26.

⁶ Id., added by P.A. 104-288, eff. 1-1-26.

⁷ Id. at (c)(3)(A), added by P.A. 104-288, eff. 1-1-26.

⁸ Id. at (c)(3)(B), added by P.A. 104-288, eff. 1-1-26. Districts must also still comply with federal and State laws, e.g., FERPA and the Ill. School Student Records Act, governing the disclosure of student records or information. Id. 8 U.S.C. §1373(b) states, "Notwithstanding any other provision of Federal, State, or local law, no person or agency may prohibit, or in any way restrict, a Federal, State, or local government entity from doing any of the following with respect to information regarding the immigration status, lawful or unlawful, of any individual: (1) Sending such information to, or requesting or receiving such information from, the Immigration and Naturalization Service. (2) Maintaining such information. (3) Exchanging such information with any other Federal, State, or local government entity." 8 U.S.C. §1644 states, "Notwithstanding any other provision of Federal, State, or local law, no State or local government entity may be prohibited, or in any way restricted, from sending to or receiving from the Immigration and Naturalization Service information regarding the immigration status, lawful or unlawful, of an alien in the United States." See also, Section VII of the *ICSA Guidelines* for a discussion of the intersection of federal and state laws relating to compliance with immigration enforcement actions. This area of law is rapidly evolving and the subject of litigation by the federal government challenging Illinois laws that limit local and state cooperation with federal immigration authorities. **Consult the board attorney regarding legal requirements when requests are received from federal law enforcement agencies.**

⁹ 105 ILCS 5/22-105(c)(3)(C), added by P.A. 104-288, eff. 1-1-26, and see f/n 8, above, for additional legal compliance considerations.

¹⁰ See f/n 8, above.

¹¹ With the exception of items #6 and #7, the listed standards for procedures are at the local school board's discretion and may be omitted. For procedures addressing #1-6, refer to the *ICSA Guidelines* in consultation with the board attorney. For procedures addressing the items listed in #7, refer to sample administrative procedure 7:150-AP, *Managing Agency and Law Enforcement Requests*, in consultation with the board attorney. Procedures covering item #7 are required by 105 ILCS 5/22-105, added by P.A. 104-288, eff. 1-1-26, and must be implemented by 7-1-26.

5. Maintain discipline and recognize that school employees stand in the relationship of the parents/guardians to the students¹² during the school day.
6. Comply with State law including, but not limited to, ensuring that before a law enforcement agent, 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: ¹³
 - a. Notify or attempt to notify the student's parent(s)/guardian(s) 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, counselor, or any other mental health professional) are present during the questioning; and
 - 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. ¹⁴
7. Manage reviewing and authorizing requests from law enforcement agents attempting to enter a school or school facility, in accordance with the requirements of 105 ILCS 5/22-105(c)(4).¹⁵

¹² See f/n 2, above.

¹³ 105 ILCS 5/22-88. 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.

¹⁴ 105 ILCS 5/22-88(b)(4). 105 ILCS 5/22-88 uses the term *law enforcement officer* but does not define it, whereas 105 ILCS 5/22-105, added by P.A. 104-288, eff. 1-1-26, uses and defines the term *law enforcement agent*. See f/n 1, above. With the exception of *trained law enforcement officer* in Item #6.c, this sample policy and sample administrative procedure 7:150-AP, *Managing Agency and Law Enforcement Requests*, use *law enforcement agent*. A *trained law enforcement officer* is someone who: (1) received training in youth investigations approved or certified by his/her law enforcement agency or under 50 ILCS 705/10.22, or (2) is a juvenile police officer per 705 ILCS 405/1-3(17). 105 ILCS 5/22-88(b)(4).

¹⁵ 105 ILCS 5/22-105(c)(4), added by P.A. 104-288, eff. 1-1-26, requires a district to develop procedures that: (1) designate authorized personnel at the school and the superintendent's office or school administrative office who may contact the board attorney, (2) require the designated authorized person and board attorney to work together to review requests from law enforcement agents to enter a school or school facility, including under judicial warrants, nonjudicial warrants, and subpoenas, (3) require the designated authorized personnel to monitor or accompany and to document all interactions with law enforcement agents while on the school's premises, and (4) require the designated authorized person to notify and seek consent from a student's parent/guardian, or from the student if the student is 18 years old or older or emancipated, if a law enforcement agent requests access to a student for immigration enforcement purposes, unless such access is in compliance with a judicial warrant or subpoena that restricts the disclosure of the information to the student's parent/guardian.

Regarding requirement #2 in the paragraph immediately above, ensure that the superintendent's authority to designate others to contact the board attorney aligns with policy 2:160, *Board Attorney*. The superintendent will need to work with the board attorney to create a list of administrators authorized to consult directly with the board attorney if any agency or law enforcement request is received. Factors to consider when drafting this list include: the type of request received, the type of agency or law enforcement unit making the request, whether or not a warrant is presented, and whether or not exigent circumstances are claimed.

- LEGAL REF.: U.S. Constitution, Amend. IV.
8 U.S.C. §1373 and §1644.
Plyler v. Doe, 457 U.S. 202 (1982).
Ill. Constitution, Art. I, §6.
105 ILCS 5/10-20.64, 5/10-20.68, 5/22-88, 5/22-105, and 5/24-24.
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.: 2:160 (Board Attorney), 2:260 (Uniform Grievance Procedure), and 2:270 (Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited), 5:90 (Abused and Neglected Child Reporting), 7:10 (Equal Educational Opportunities), 7:130 (Student Rights and Responsibilities), 7:140 (Search and Seizure), 7:190 (Student Behavior)

Prevention of and Response to Bullying, Intimidation, and Harassment¹

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, religion, sex, national origin, ancestry, physical appearance, socioeconomic status, academic status, pregnancy, parenting status, homelessness, age, marital status, physical or mental disability, military status, sexual orientation, gender-related identity or expression, unfavorable discharge from military service, order of protection status, 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.

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, no later than September 30 of the review year. 105 ILCS 5/22-110, amended by P.A. 103-47 and renumbered by P.A. 104-391; 23 Ill.Admin.Code §1.295. The policy must be based on ISBE's template for a model bullying prevention policy (available at www.isbe.net/Documents/Model-Bullying-Prevention-Policy.pdf), contain all requirements of 105 ILCS 5/22-110, renumbered by P.A. 104-391, indicate the date of adoption (by month, day, and year), and be filed electronically each review year through ISBE's MyISBE system (formerly known as Ill. Web Application Security (IWAS)). 105 ILCS 5/22-110(d), amended by P.A. 103-47 and renumbered by P.A. 104-391; 23 Ill.Admin.Code §1.295(b), (c).

ISBE monitors policy implementation, including by providing technical assistance upon receipt of an allegation by a parent/guardian that a school or district has not substantially complied with its bullying policy. 23 Ill.Admin.Code §1.295(e). If ISBE finds that a school or district has not substantially complied with its bullying policy, the school or district must accept technical assistance from ISBE. 23 Ill.Admin.Code §1.295(f). If a district fails to file its policy by the deadline or submits a deficient policy, ISBE will provide a written request for filing and provide the district with technical assistance and resources to assist it in meeting bullying policy requirements and, as appropriate, notify the district's regional office of education or intermediate service center. 105 ILCS 5/22-110(d), renumbered by P.A. 104-391; 23 Ill.Admin.Code §1.295(g). If the district still fails to file its policy within 14 days of receipt of ISBE's written request, ISBE shall issue a letter of non-compliance, publish notice of non-compliance on its website, and maintain the school or district on its website until thirty days after the district comes into compliance. 105 ILCS 5/22-110(d), renumbered by P.A. 104-391; 23 Ill.Admin.Code §1.295(e)(3).

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, amended by P.A. 104-430; 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 sample policy 7:190, *Student Behavior*, and sample exhibit 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 9, below.

Additionally, 105 ILCS 5/22-110(f), added by P.A. 103-47 and renumbered by P.A. 104-391, requires districts to collect non-identifiable data regarding verified allegations of bullying within the District and submit it in an annual report to ISBE by no later than August 15 of each year, beginning with the 2024-25 school year through the 2030-31 school year. ISBE rules for data submission require that data be submitted electronically on a form approved by ISBE and include: (1) a record of each verified allegation of bullying and action taken; (2) whether the instance of bullying was based on actual or perceived characteristics identified in 105 ILCS 5/22-110(a) and, if so, lists the relevant characteristics; and (3) a record demonstrating that the district adhered to its bullying policy. 23 Ill.Admin.Code §1.295(h). If a school or district fails to submit the required data, ISBE will provide a written request for submission. *Id.* See www.isbe.net/Pages/Bullying-Prevention.aspx for ISBE's *Racism-Free Schools Law and Bullying Prevention Data Collection Guidance* (8-7-24) and *Bullying Racism Free Schools Data Collection Template*.

² This paragraph and its subparts 1-4 are from the bullying prevention statute. 105 ILCS 5/22-110(a), renumbered by P.A. 104-391; see also 775 ILCS 5/1-103 and 23 Ill.Admin.Code §1.240. With the exception of order of protection status, the protected statuses are mandated by the bullying prevention statute. *Order of protection status* is not a basis for bullying in 105 ILCS 5/22-110, amended by P.A. 103-47 and renumbered by P.A. 104-391, but it is listed here because the Ill. Human Rights Act (IHRA) prohibits harassment based on *order of protection status*. 775 ILCS 5/1-103(K-5), (Q). Including *order of protection status* in the list of protected statuses aligns with the protected statuses listed in sample policy 7:20, *Harassment of Students Prohibited*.

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 5/22-110³

Artificial intelligence means a machine-based system that, for explicit or implicit objectives, infers, from the input it receives, how to generate outputs such as predictions, content, recommendations, or decisions that can influence physical or virtual environments. *Artificial intelligence* includes generative artificial intelligence.

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;
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, *posting or distributing sexually explicit images*, 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*. *Cyberbullying* also includes the posting or distribution of an unauthorized digital replica by electronic means if the posting or distribution creates any of the effects enumerated in the definition of *bullying*.⁴

Digital replica means a newly created, electronic representation of the identity of an actual individual created using a computer, algorithm, software, tool, artificial intelligence, or other technology that is fixed in a sound recording or audiovisual work in which that individual did not actually perform or appear and

³ All definitions are directly from 105 ILCS 5/22-110, amended by P.A. 104-338, eff. 7-1-26, and renumbered by P.A. 104-391, or any other statutes it incorporates by reference. See also resources from Cyberbullying Research Center, available at: www.cyberbullying.org/, and the U.S. School Safety Clearinghouse website at: www.SchoolSafety.gov, discussed in f/n 1, para. 3 of sample policy 4:170, *Safety*.

⁴ This sentence is required beginning with the 2026-27 school year. 105 ILCS 5/22-110, amended by P.A. 104-338, eff. 7-1-26, and renumbered by P.A. 104-391.

that is so realistic that a reasonable observer would believe it is a performance by the individual being portrayed and no other individual.

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.

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 social workers, school counselors, school psychologists, school nurses, cafeteria workers, custodians, bus drivers, school resource officers, and security guards.

Unauthorized digital replica means the use of a digital replica of an individual without the consent of the depicted individual.

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.⁵

1. The District uses the definition of *bullying* as provided in this policy.⁶
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, Title IX Coordinator, Building Principal, Assistant Building Principal, Dean of Students, a Complaint Manager, or any staff member with whom the student is comfortable speaking.⁷ 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

⁵ Each numbered requirement, 1-12, corresponds with the same number in 5/22-110(b)(1) - (b)(12), renumbered by P.A. 104-391, and the requirements of 105 ILCS 5/22-110(b)(13), renumbered by P.A. 104-391, are included in numbered requirement 4. As a result, there are no reference citations in footnotes. All non-statutory requirements, plus alternatives and optional provisions, are described in footnotes.

⁶ 105 ILCS 5/22-110(b), para. 3(1), renumbered by P.A. 104-391. 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.

⁷ 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 sample 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. A telephone number for making anonymous reports may also be added.

help with a bully or to make a report about bullying.⁸ 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:⁹

Rylan Rusk

Name

1100 E. Laurel St., Olney, IL 62450

Address

rrusk@rccu1.net

Email

618-395-2324

Telephone

Title IX Coordinator:

Kacie Rodgers

Name

1100 E. Laurel St., Olney, IL 62450

Address

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Email

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Telephone

Complaint Managers:

Jeff Thompson

Name

1200 E. Laurel St., Olney, IL 62450

Address

jthompson@rccu1.net

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618-393-2191

Telephone

Jennifer Tedford

Name

1099 N. Van St., Olney, IL 62450

Address

jtedford@rccu1.net

Email

618-395-4372

Telephone

1. Consistent with federal and State laws and rules governing student privacy rights, the parents/guardians of all students involved in an alleged incident of bullying will be notified of such, along with threats, suggestions, or instances of self-harm determined to be the result of bullying, within 24 hours after the school's administration is made aware of the student's involvement in the incident. As appropriate, the school's administration shall also discuss the availability of social work services, counseling, school psychological services, other interventions, and restorative

⁸ 105 ILCS 5/22-110(d), renumbered by P.A. 104-391, 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.

⁹ Sample policy 2:260, *Uniform Grievance Procedure*, states that a district's Nondiscrimination Coordinator often also serves as its Title IX Coordinator. 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.

measures. The school shall make diligent efforts to notify a parent or legal guardian, utilizing all contact information the school has available or that can be reasonably obtained within the 24-hour period.¹⁰

2. 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.¹¹

3. 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.¹²
4. A reprisal or retaliation against any person who reports an act of bullying **is prohibited**. Any person'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 expulsion¹³ with regard to students.
5. 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 falsely accused another of bullying, as a means of retaliation, as a means of bullying, or provided 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.
6. The District's bullying prevention and response plan is based on the engagement of a range of school stakeholders, including students and parents/guardians.

¹⁰ 105 ILCS 5/10-20.14(d) contains a similar requirement. See sample exhibit 7:190-E1, *Aggressive Behavior Reporting Letter and Form*.

¹¹ This sentence contains requirements found in 105 ILCS 5/22-110(d), renumbered by P.A. 104-391.

¹² 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. A list of grant funding opportunities is available at: www.isbe.net/Pages/Grants.aspx. ISBE is also directed to create the Illinois Bullying and Cyberbullying Prevention Fund, through which a grant may be available to support anti-bullying programming. 30 ILCS 105/5.997 and 105 ILCS 5/22-110(i)-(j), all added by P.A. 103-47 and renumbered by P.A. 104-391.

¹³ Consult the board attorney about the potential conflict of 105 ILCS 5/22-110(b)(7), renumbered by P.A. 104-391, (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 sample policies 7:200, *Suspension Procedures*, at f/n 8 and 7:210, *Expulsion Procedures*, at f/ns 11 and 13.

7. The Superintendent or designee shall post this policy on the District's publicly accessible 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. ¹⁴
8. Pursuant to State law and Board 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: ¹⁵
 - 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:

- i. An updated version of the policy with the amendment/modification date specifying the date of adoption (indicated by month, date, and year) included in the reference portion of the policy;
- ii. 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
- iii. 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.

9. The Superintendent or designee shall fully implement the Board policies, including without limitation, the following: ¹⁶

¹⁴ 105 ILCS 5/22-110(b)(10), amended by P.A. 103-47 and renumbered by P.A. 104-391. The policy posted on the district's website may not be password protected and must be easily accessible to students and parents/guardians. 23 Ill. Admin. Code §1.295(c)(1).

¹⁵ 105 ILCS 5/22-110, renumbered by P.A. 104-391. See the ISBE guidance document that is cited in f/n 7, above. Including the month, date, and year that an updated policy was adopted is required by 23 Ill. Admin.Code §1.295(c)(2).

¹⁶ 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 licensed employees maintain discipline.
- 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.

- a. 2:260, *Uniform Grievance Procedure*. A student may use this policy to complain about bullying.
- b. 2:265, *Title IX 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. 2:270, *Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited*. Any person may use this policy to complain about discrimination or harassment on the basis of race, color, or national origin in violation of Title VI of the Civil Rights Act of 1964 and/or the Illinois Human Rights Act.
- d. 6:60, *Curriculum Content*. Bullying prevention and character instruction is provided in all grades in accordance with State law.
- e. 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.
- f. 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.
- g. 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).
- h. 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.
- i. 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.
- j. 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.¹⁷

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- 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.

¹⁷ 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: "These policies prohibits students from and provides."

LEGAL REF.: 105 ILCS 5/10-20.14, 5/10-22.6(b-20), 5/22-110, and 5/24-24.
405 ILCS 49/, Children's Mental Health Act.
775 ILCS 5/1-103, Ill. Human Rights Act.
23 Ill.Admin.Code §§1.240, 1.280, and 1.295.

CROSS REF.: 2:240 (Board Policy Development), 2:260 (Uniform Grievance Procedure), 2:265 (Title IX Grievance Procedure), 2:270 (Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited), 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 (Anaphylaxis Prevention, Response, and 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:

¹ All districts must have a policy on student discipline, including school searches and bullying prevention (105 ILCS 5/10-20.14, amended by P.A.s 103-896); re-engagement of students returning from an exclusionary discipline or an alternative school (105 ILCS 5/10-22.6(b-25), amended by P.A. 103-896); 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), amended by P.A.s 103-896 and 104-391. 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 sample policy 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), amended by P.A.s 103-896 and 104-430. See sample administrative procedure 7:190-AP3, *Guidelines for Reciprocal Reporting of Offenses Committed by Students*. See also *Development of Reciprocal Reporting Systems Guidance*, developed by the Ill. State Board of Education (ISBE) in consultation with stakeholders, available at: www.isbe.net/Documents/Reciprocal-Reporting-June-2025.pdf.

105 ILCS 5/10-20.14(b), amended by P.A.s 103-896 and 104-430, encourages districts to create memoranda of understanding that define law enforcement's role in schools. Beginning 7-1-26, a memorandum of understanding with a local law enforcement agency is required for any district that uses a school resource officer. 105 ILCS 5/10-20.68(a-5), added by P.A. 104-430. See sample exhibit 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 sample 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.*, 594 U.S. 180 (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).

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:

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).

Historically, schools have had more leeway in disciplining participants in athletics and extracurricular activities; however, the Mahanoy decision raises unresolved questions about the degree of leeway now afforded to school officials. See sample policy 7:240, *Conduct Code for Participants in Extracurricular Activities* at f/n 3 for further discussion.

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, e.g., Doe v. Superintendent of Schs. of Stoughton, 767 N.E.2d 1054 (Mass. 2002)(suspension for off-campus commission of a felony was upheld). See f/n 3, above.

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 2004, 20 U.S.C. §7971 *et seq.* Districts that fail to comply risk a civil penalty of up to \$1,000 per violation per day. 20 U.S.C. §7973(e)(1). See sample policy 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. 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/tobacco-products

www.cdc.gov/tobacco/e-cigarettes/index.html

www.dph.illinois.gov/topics-services/prevention-wellness/tobacco/e-cigarettes-and-vapes

<https://nida.nih.gov/research-topics/tobacco-nicotine-vaping>

⁷ Alcoholic beverages are defined in 235 ILCS 5/1-3.01 to 3.05.

- 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
- 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.

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. 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*.

⁹ *Anabolic steroid* is defined in 720 ILCS 570/102(c-1).

¹⁰ See sample 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/. 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). *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). 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) 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). For more information, see f/ns 22-32 in sample policy 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.

- 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
- 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. ¹⁶
- 6. 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. Unless otherwise banned under this policy or by the Building Principal, all electronic devices must be kept powered off or silenced and out-of-sight¹⁷ 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) or Section 504 plan; (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. ¹⁸

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.

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), amended by P.A. 103-336. 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.

¹⁶ 105 ILCS 5/10-21.10.

¹⁷ Delete "and out-of-sight" if the district wants to provide greater flexibility. A board should, in consultation with the superintendent and board attorney, carefully review its policy on the use of electronic devices to ensure it aligns with building-level practices and any student handbook provisions addressing student use of personal mobile devices, including, but not limited to, cell phones, smartwatches, and smart glasses.

¹⁸ 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 #6:

7. *Sexting*, which, for purposes of this policy, is the act of creating, sending, sharing, viewing, receiving, or possessing sexually explicit messages, images, or videos electronically, regardless of whether they are authentic or computer-generated, through the use of a computer, electronic communication device, or cellular phone. Sexting also includes creating, sending, sharing, viewing, receiving, or possessing *indecent visual depictions*, *non-consensual dissemination of private sexual images*, and *non-consensual dissemination of sexually explicit digitized depictions*, as defined in State law.¹⁹
8. Using or possessing a laser pointer unless under a staff member's direct supervision and in the context of instruction.
9. 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.
10. Engaging in academic dishonesty, including cheating, intentionally plagiarizing, using a writing service and/or generative artificial intelligence technology in place of original work unless specifically authorized by staff,²⁰ wrongfully giving or receiving help during an academic examination, altering report cards, and wrongfully obtaining test copies or scores.
11. 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.²¹

Using or possessing a cellular telephone, 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.

¹⁹ This definition of *sexting* is adapted from Merriam-Webster's definition at www.merriam-webster.com/dictionary/sexting, and it incorporates offenses under State law that address the dissemination of explicit images. A district may wish to use another definition or create its own with the board attorney. See sample administrative procedure 7:190-AP6, *Guidelines for Investigating Sexting Allegations*, for definitions of the italicized terms in this paragraph and their accompanying citations. See also sample administrative procedure 7:190-AP5, *Student Handbook - Electronic Devices*.

²⁰ Optional. *Artificial intelligence* (AI) is defined in State law to mean "a machine-based system that, for explicit or implicit objectives, infers, from the input it receives, how to generate outputs such as predictions, content, recommendations, or decisions that can influence physical or virtual environments" and to also include generative artificial intelligence. 105 ILCS 5/22-110, renumbered by P.A. 104-391 and incorporating by reference the definition of AI in the Digital Voice and Likeness Protection Act, 815 ILCS 550/. *Generative artificial intelligence* (Gen AI) is defined in State law as "an automated computing system that, when prompted with human prompts, descriptions, or queries, can produce outputs that simulate human-produced content, including, but not limited to, the following: (1) textual outputs, such as short answers, essays, poetry, or longer compositions or answers; (2) image outputs, such as fine art, photographs, conceptual art, diagrams, and other images; (3) multimedia outputs, such as audio or video in the form of compositions, songs, or short-form or long-form audio or video; and (4) other content that would be otherwise produced by human means." *Id.* When not used for academic dishonesty purposes, Gen AI tools may present innovative learning opportunities for students and teaching opportunities for educators. For further information, see sample policy 6:235, *Access to Electronic Networks*, and its f/n 17, and sample administrative procedure 6:235-AP3, *Development of an Artificial Intelligence (AI) Plan and AI Responsible Use Guidelines*.

²¹ All districts must have a policy on bullying. 105 ILCS 5/22-110(d), amended by P.A. 103-47 and renumbered by P.A. 104-391. Sample 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. See sample policy 7:20, *Harassment of Students Prohibited*, and its f/n 9 for further detail.

12. 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.
13. Teen dating violence, as described in Board policy 7:185, *Teen Dating Violence Prohibited*.²²
14. Causing or attempting to cause damage to, or stealing or attempting to steal, school property or another person's personal property.²³
15. Entering school property or a school facility without proper authorization.
16. 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.
17. Being absent without a recognized excuse; State law and School Board policy regarding truancy control will be used with chronic and habitual truants.²⁴
18. 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.²⁵
19. Being involved in gangs or gang-related activities, including displaying gang symbols or paraphernalia.²⁶

105 ILCS 5/10-20.14(d), amended by P.A. 103-896, 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 sample exhibit 7:190-E1, *Aggressive Behavior Reporting Letter and Form*. *Guidance for Evidence-Based Intervention Procedures, developed by ISBE in consultation with stakeholders, is available at: www.isbe.net/Documents/Evidence-Based-Intervention-June-2025.pdf*. Evidence-based intervention means an intervention that has demonstrated a statistically significant effect on improving student outcomes, documented in a peer-reviewed scholarly journal. *Id.*

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.

²² All school boards must have a policy on prohibited teen dating violence. 105 ILCS 5/27-240, **renumbered by P.A. 104-391**. Verify that the board adopted the policy listed and amend its title in this policy, if necessary.

²³ 720 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.

²⁴ 105 ILCS 5/26-2a; 5/26-9; and 5/26-12. **School personnel cannot refer a truant, chronic truant, or truant minor to any other local public entity, school resource officer, or peace officer to have them issue a fine or fee as punishment for truancy. 105 ILCS 5/26-12(b), amended by P.A. 104-430.** See sample policies 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*.

²⁵ State law requires schools to suspend or expel any student who engages in this activity. 105 ILCS 5/31-3.

²⁶ 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).

20. Violating any criminal law, including but not limited to, assault, battery, arson, theft, gambling, eavesdropping, vandalism, and hazing.
21. 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. ²⁷
22. 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. ²⁸
23. 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. ²⁹

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. ³⁰

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.³¹ The failure to provide such notification does not limit the Board's authority to impose discipline, including suspension or expulsion, for such behavior.

No disciplinary action shall be taken against 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. ³²

Disciplinary Measures ³³

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

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.

²⁷ This statement of misconduct restates 105 ILCS 5/10-22.6(d-5). 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).

²⁸ For more information regarding unmanned aircraft systems, see www.faa.gov/uas.

²⁹ 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 sample policy 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."

³⁰ Possession should be defined to avoid vagueness problems.

³¹ See f/n 21.

³² Mandated by 105 ILCS 5/10-20.36.

³³ A student cannot be issued a monetary fine, fee, ticket, or citation as a school-based disciplinary consequence or for a municipal code violation on school grounds during school hours or while taking school transportation by any person. 105 ILCS 5/10-22.6(i), amended by P.A. 104-430.

discipline before using out-of-school suspensions or expulsions.³⁴ School personnel shall not advise or encourage students to drop out voluntarily due to behavioral or academic difficulties.³⁵ Potential disciplinary measures include, without limitation, any of the following: ³⁶

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. ³⁷
6. In-school suspension. The Building Principal or designee shall ensure that the student is properly supervised. ³⁸
7. After-school study or Saturday study³⁹ 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.

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). The amendments to 105 ILCS 5/10-22.6 called into question the validity of relying on past misconduct in suspension or expulsion decisions. At least one Ill. appellate court has held that the Robinson factors no longer apply because the legislature incorporated specific criteria for expulsion directly into 105 ILCS 5/10-22.6 when it amended the statute. A.A. v. Bd. of Educ., 257 N.E.3d 617 (Ill. App. Ct. 1st Dist. 2024). **Consult the board attorney for guidance.**

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).

³⁴ 105 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 all school personnel, school board members, and school resource officers on the requirements of [105 ILCS 5/10-20.14], the adverse consequences of school exclusion and justice-system involvement, effective classroom management strategies, culturally responsive discipline, trauma-responsive learning environments, as defined in [105 ILCS 5/3-11(b)], 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. 103-896.

³⁵ 105 ILCS 5/10-22.6(h).

³⁶ 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).

³⁷ 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 f/n 2 in sample policy 7:170, *Vandalism*.

³⁸ 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). Providing programming during in-school suspensions is not required, however providing such programming will help distinguish them from exclusionary suspensions. See f/n 4 in sample policy 5:230, *Maintaining Student Discipline*, for further discussion of in-school suspension programs.

³⁹ Teachers may not be required to teach on Saturdays. 105 ILCS 5/24-2.

8. Community service with local public and nonprofit agencies that enhances community efforts to meet human, educational, environmental, or public safety needs.⁴⁰ 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.⁴¹
10. Suspension of bus riding privileges in accordance with Board policy 7:220, *Bus Conduct*.⁴²
11. Out-of-school suspension from school and all school activities in accordance with Board policy 7:200, *Suspension Procedures*.⁴³ A student who has been suspended may also be restricted from being on school grounds and at school activities.⁴⁴
12. Expulsion from school and all school activities for a definite time period not to exceed two calendar years in accordance with Board policy 7:210, *Expulsion Procedures*.⁴⁵ A student who has been expelled may also be restricted from being on school grounds and at school activities.⁴⁶
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.⁴⁷
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.⁴⁸

⁴⁰ 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).

⁴¹ 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).

⁴² 105 ILCS 5/10-22.6(b) and (b-30). *School Bus Safety Guidance*, developed by ISBE in consultation with stakeholders, is available at: www.isbe.net/Documents/Bus-Safety-Guidance-June-2025.pdf.

⁴³ 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)-(b-25). This is explained in sample board policy 7:200, *Suspension Procedures*, and its footnotes.

⁴⁴ This sentence is optional. A board may make this mandatory by replacing "may also be" with "shall also be."

⁴⁵ 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.

⁴⁶ This sentence is optional. A board may make this mandatory by replacing "may also be" with "shall also be."

⁴⁷ 105 ILCS 5/10-22.6(a) and (b), amended by P.A. 103-896. 105 ILCS 5/13A, amended by P.A. 103-473, a/k/a *Safe Schools Law*, governs the transfer of *disruptive students*, defined to include suspension- or expulsion-eligible students in grades 6-12, to an alternative school program. See sample administrative procedure 7:190-AP9, *Administrative Transfer to Regional Safe School Program*, and the ISBE regional safe schools program webpage at: www.isbe.net/Pages/Regional-Safe-Schools-Program.aspx. 105 ILCS 5/13B governs the transfer of students to an alternative learning opportunities program. See ISBE's alternative learning opportunities program webpage at: www.isbe.net/Pages/Special-Education-Alternative-Learning-Opportunities-Programs.aspx.

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.

⁴⁸ 105 ILCS 5/22-88. See sample policy 7:150, *Agency and Law Enforcement Requests*.

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.⁴⁹

Corporal punishment is prohibited in all circumstances. *Corporal punishment* is defined as a discipline method in which a person deliberately inflicts pain upon a student in response to the student's unacceptable behavior or inappropriate language, with an aim to halt an offense, prevent its recurrence, or set an example for others.⁵⁰ It includes 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 permitted by 105 ILCS 5/10-20.33.⁵¹

⁴⁹ **Note:** Districts that receive early childhood block grant funding (authorized by 105 ILCS 5/1C-2, amended by P.A. 103-594, of the School Code) are prohibited from expelling children from their early childhood programs. 105 ILCS 5/2-3.71(a)(7), amended by P.A. 103-594 (making it inoperative on 7-1-26), and 105 ILCS 5/10-22.6(k). On and after 7-1-26, the Dept. of Early Childhood Act, 325 ILCS 3/15-30(a)(7), added by P.A. 103-594, will prohibit expulsion of children enrolled in early childhood programs funded under 325 ILCS 3/1-10. 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) (inoperative on 7-1-26); 325 ILCS 3/15-30(a)(7)(C) on and after 7-1-26. 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) (inoperative on 7-1-26); 325 ILCS 3/15-30(a)(7) on and after 7-1-26. ISBE rules implementing these requirements are at 23 Ill.Admin.Code §§ 235.300-235.340. For guidance on behavior support and transition plans, including links to ISBE Form 37-50A, *Early Childhood Block Grant (ECBG) Program Transition Plan*, and ISBE Form 37-50B, *Early Childhood Block Grant (ECBG) Behavior Support Plan*, see ISBE's *Frequently Asked Questions: Behavior Support and Program Transition* (November 2024) at: www.isbe.net/Documents/EC-FAQ-Behavior-Transition-Plan.pdf. **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.

⁵⁰ 105 ILCS 5/22-100, added by **P.A. 103-806**.

⁵¹ The last two sentences of this paragraph paraphrase 105 ILCS 5/24-24, amended by P.A. 103-806.

Isolated Time Out, Time Out, and Physical Restraint ⁵²

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, Ill. State Board of Education (ISBE) rules (23 Ill.Admin.Code §§ 1.280, 1.285), and the District's procedure(s).

Weapons ⁵³

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 2012 (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. ⁵⁴

⁵² *Physical restraint* or *restraint* does not include momentary periods of physical restriction by direct person to person contact, without the aid of material or mechanical devices, that are accomplished with limited force and that are designed to prevent a student from completing an act that would result in potential physical harm to himself, herself, or another or damage to property. 105 ILCS 5/10-20.33(b). 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 and 5/10-20.33; 105 ILCS 5/24-24; 23 Ill.Admin.Code §§1.280(c) and 1.285. See sample administrative procedure 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; 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) replace the contents of this subhead with "The district prohibits the use of isolated time out, time out, and physical restraint, as defined in 105 ILCS 5/10-20.33."; (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)."

⁵³ 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.

⁵⁴ Optional.

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. ⁵⁵

Re-Engagement of Returning Students ⁵⁶

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. ⁵⁷

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 school grounds, becomes aware of any person in possession of a firearm on school grounds, or becomes aware of any threat of gun violence on 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 or is subject to a battery.⁵⁸ *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.

Upon receiving a report of (1), above, the Building Principal or designee shall immediately notify local law enforcement. If the report of (1), above, pertains to a threat of firearm violence made by a student, the Building Principal or designee shall attempt to notify the student's parent/guardian as soon as possible and shall further attempt to contact the parent/guardian to ensure that the student does not have access to a firearm. In addition, upon receiving a report on any of the above (1)-(3), the Building Principal or designee shall notify the Superintendent or designee and any involved student's parent/guardian. ⁵⁹

⁵⁵ 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 in 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.

⁵⁶ Required by 105 ILCS 5/10-22.6(b-25), amended by P.A. 103-896. See sample administrative procedure 7:190-AP8, *Student Re-Engagement Guidelines*. *Guidance for Re-Engagement*, developed by ISBE in consultation with stakeholders, is available at: www.isbe.net/Documents/Re-Engagement-Guidance-June-2025.pdf.

⁵⁷ A goal for re-engagement is optional. Schools must permit students who were suspended, including students suspended from the school bus who do not have alternate transportation to school, to makeup work for equivalent academic credit. 105 ILCS 5/10-22.6(b-30).

⁵⁸ 105 ILCS 5/10-27.1A(a), amended by P.A. 104-174; 105 ILCS 5/10-27.1B, amended by P.A.s 103-609 (first to pass both houses) and 103-780 (second to pass both houses and controlling); and 105 ILCS 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.

⁵⁹ *Id.* State law imposes the 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 parent/guardian only when the alleged offense is firearm possession by a student or a threat of firearm violence by a student. 105 ILCS 5/10-27.1A(b), amended by P.A. 104-174. The policy expands this notification duty to include drug-related incidents and battery of a staff member; a board disinclined to do this should amend the second sentence as follows:

In addition, upon receiving a report on any of the above (1)-(3), the Building Principal or designee shall notify the Superintendent or designee and, if a student is reportedly in possession of a firearm or threatens firearm violence, also any involved student's parent/guardian.

Upon receiving a report on any of the above (1)-(3), the Superintendent or designee shall immediately notify local law enforcement. The Superintendent or designee shall also report these incidents to ISBE through its web-based School Incident Reporting System as they occur during the year and no later than July 31 for the preceding school year.⁶⁰

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 licensed educational employees, and any other persons (whether or not a licensed employee) providing a related service for or with respect to a student, may only use reasonable force as permitted by 105 ILCS 5/10-20.33. Teachers may temporarily remove students from a classroom for disruptive behavior.⁶¹

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 10 consecutive school days, provided the appropriate procedures are followed.⁶² The Board may suspend a student from riding the bus in excess of 10 school days for safety reasons.⁶³

Student Handbook⁶⁴

The Superintendent, with input from the parent-teacher advisory committee,⁶⁵ 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.

⁶⁰ 105 ILCS 5/10-27.1A, amended by P.A.s 103-34, 103-609 (first to pass both houses), 103-780 (second to pass both houses and controlling), and 104-174; 105 ILCS 5/10-27.1B, amended by P.A.s 103-609 (first to pass both houses) and 103-780 (second to pass both houses and controlling); and 105 ILCS 5/10-21.7. See f/n 6 and subhead **J. Required Notices** of sample administrative procedure 4:170-AP1, *Comprehensive Safety and Security Plan*. Reporting on SIRS does not satisfy the requirement to report incidents to local law enforcement authorities.

⁶¹ 105 ILCS 5/24-24, amended by P.A. 103-806, requires: (1) teachers, other licensed educational employees, and any other person (whether or not a licensed employee) providing a related service for or with respect to a student (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 licensed employee, and any other person, whether or not a licensed employee, providing a related service for or with respect to a student may only use reasonable force as permitted under [105 ILCS 5/10-20.33], 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 prohibit the use of corporal punishment, as defined in [105 ILCS 5/22-100], in all circumstances. 105 ILCS 5/24-24, amended by P.A. 103-806.

⁶² Required by 105 ILCS 5/10-22.6(b).

⁶³ Id.

⁶⁴ 105 ILCS 5/10-20.14(a), amended by P.A. 104-391, requires schools to provide a copy of the student discipline policy to parents/guardians within 15 days after the beginning of the school year, or within 15 days after a transfer student starts classes, but it does not specify how to provide copies. For ease of administration, this policy specifies that copies will be provided via student handbooks.

⁶⁵ The board must establish and maintain a parent-teacher advisory committee to develop guidelines on student discipline. See sample policy 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/msh/.

Incorporated

by Reference: 7:190-AP4 (Use of Isolated Time Out, Time Out, and Physical Restraint)

LEGAL REF.: 20 U.S.C. §7971 et seq., Pro-Children Act of 2004.
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, 5/22-100, 5/22-110, 5/24-24, 5/26-12, 5/27-240, and 5/31-3.
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 Law Enforcement Requests), 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)

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 5/27-215 (requiring education for students on mental health and illness to develop a sound mind and 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:

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 5/27-215, *added by P.A. 104-391*.

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.

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 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. 105 ILCS 5/10-22.39(b-20), added by P.A. 103-542, requires teachers, administrators, and school support personnel who work with pupils be trained on identifying warning signs of mental illness, trauma, and suicidal behavior in youth. Such training must include, but is not limited to, appropriate intervention and referral techniques, including resources and guidelines as outlined in 105 ILCS 5/3.166. 105 ILCS 5/10-22.39, amended by P.A. 103-542, uses the phrase *teachers, administrators, and school support personnel*, but for brevity this material uses the phrase *all District staff*.

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.

Ann Marie's Law requires ISBE to develop and recommend materials. See the discussion in f/n 7, below, on ISBE-recommended materials.

See f/n 1 in sample policy 4:170, *Safety*, for information on the U.S. School Safety Clearinghouse website at: www.schoolsafety.gov.

- a. The training required by 105 ILCS 5/10-22.39 for all District staff 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
 - 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. 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. 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. 7:250, *Student Support Services*, implementing the Children's Mental Health Act, 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

See sample policy 5:100, *Staff Development Program*, for further discussion of these training requirements.

⁴ Required by 105 ILCS 5/2-3.166(c)(4). For further discussion of 105 ILCS 5/10-22.24b, see f/n 2 in sample 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, above, regarding the addition of the word *possibly*.

⁵ Required by 105 ILCS 5/2-3.166(c)(5). See sample administrative procedure 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, 405 ILCS 49/.

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
6. A process to incorporate ISBE-recommended resources⁷ 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

Monitoring¹⁰

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 and staff identification (ID) cards, the District's website, and student handbooks and planners will contain the support information as required by State law.¹³

⁶ Required by 105 ILCS 5/2-3.166(c)(6).

⁷ 105 ILCS 5/2-3.166(b)(2), 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 *Illinois Suicide Prevention Strategic Plan* may be found at:

<https://dph.illinois.gov/content/dam/soi/en/web/idph/files/publications/illinoisstrategicplan2020reduced.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. See also the Suicide Prevention Resource Center page at <https://sprc.org/> for more information.

¹⁰ Required by 105 ILCS 5/2-3.166(d).

¹¹ *Id.* See sample exhibit 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: <https://ilprincipals.org/msh/>.

¹³ 105 ILCS 5/10-20.81, amended by P.A. 103-143 (districts must insert contact information for the National Suicide Prevention Lifeline, the Crisis Text Line, and the Safe2Help Illinois helpline on student identification (ID) cards for students in grades 6-12, and contact information must identify each helpline that may be contacted through text messaging; the same must be included 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) and P.A. 104-264 (districts must insert the same contact information required for student ID cards on employee ID cards for employees serving any of grades 6 through 12). See f/n 1 in sample administrative procedure 7:290-AP, *Resource Guide for Implementation of Suicide and Depression Awareness and Prevention Program*, for further information regarding Safe2Help Illinois.

Implementation

This policy shall be implemented in a manner consistent with State and federal laws, including the Student Confidential Reporting Act, 5 ILCS 860/, Children's Mental Health Act, 405 ILCS 49/, Mental Health and Developmental Disabilities 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 (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 F.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. § 12101 et seq., Individuals with Disabilities Education Act.
105 ILCS 5/2-3.166, ~~105 ILCS 5/2-3.139~~ 5/3-14.8, ~~5/10-20.76~~, 5/10-20.81, 5/10-22.24a,
5/10-22.24b, 5/10-22.39, 5/14-1.01 et seq., 5/14-7.02, 5/14-7.02b, and 5/27-~~215~~.
5 ILCS 860/, Student Confidential Reporting Act.
405 ILCS 49/, Children's Mental Health Act.
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 Websites

School-sponsored publications, productions, and websites 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, flash memory, etc.), or combinations of these whether off-line (e.g., a printed book, digital files, 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 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 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

¹ State or federal law controls this policy's content. This policy concerns an area in which the law is unsettled. It applies 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, 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*, 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 websites 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).

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).

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 Board policy 7:190, *Student Behavior*, and/or Student Handbooks;
4. Is reasonably viewed as promoting illegal drug use;⁷ 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 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.⁸

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.⁹

Non-School Sponsored Publications Accessed or Distributed Off-Campus¹⁰

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.

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"). But see L.M. v. Town of Middleborough, Mass., 103 F.4th 854 (1st Cir. 2024) (holding a school could prohibit a student from wearing a shirt that read "There Are Only Two Genders" because the message directly attacked the personal characteristics of transgender and nonconforming students, which could cause lower grades and increased absences).

J.C. v. Beverly Hills Unified Sch. Dist., 711 F.Supp.2d 1094 (C.D.Cal. 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 Morse v. Frederick, 551 U.S. 393 (2007).

⁸ 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 Cnty. Unit Sch. Dist. No. 118, 9 F.3d 1295 (7th Cir. 1993); Leal v. Everett Public Schs., 88 F.Supp.3d 1220 (W.D.Wa. 2015).

⁹ See f/n 5, above.

¹⁰ 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 for failure to follow an extracurricular conduct code (see sample policy 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 sample policy 7:190, *Student Behavior*). For example, see:

Mahanoy Area School Dist. v. B.L., 594 U.S. 180 (2021), (a school could not suspend a student from the cheerleading team for vulgar posts that she made on a social media platform where there was no evidence of substantial disruption of a school activity; schools also have more limited authority to punish students for vulgar, off-campus speech, unless there are circumstances involving severe bullying or harassment, threats aimed at teachers or other students, failure to follow rules concerning lessons, writing of papers, use of computers, participation in other online school activities, or breaches of school security devices including school computers).

Bullying and Cyberbullying ¹¹

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 5/22-110.
Hazelwood v. Kuhlmeier, 484 U.S. 260 (1988).
Tinker v. Des Moines Indep. Cmty. Sch. Dist., 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), 7:190 (Student Behavior), 7:315 (Restrictions on Publications; High Schools), 8:25 (Advertising and Distributing Materials in Schools Provided by Non-School Related Entities)

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 5/22-110, amended by P.A. 104-338, eff. 7-1-26, and renumbered by P.A. 104-391); these terms are defined in sample policy 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*.

Consult the board attorney for guidance concerning off-campus speech. Every situation is fact-specific and the issues require careful evaluation.

¹¹ 105 ILCS 5/22-110, amended by P.A. 104-338, eff. 7-1-26, and renumbered by P.A. 104-391.

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

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;

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 (SRSJA), 105 ILCS 80/5. 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 (1988). See the last sentence in f/n 6, below.

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) the SRSJA, and (c) providing student journalists opportunities to apply the 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 and is listed at 105 ILCS 5/27-415, renumbered by P.A. 104-391 and scheduled for repeal on 7-1-27, and sample policy 6:60, *Curriculum Content*. Beginning with the 2027-2028 school year, media literacy instruction is combined with instruction on Internet safety under 105 ILCS 5/27-405(c), added by P.A. 104-391. *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 105 ILCS 5/27-20.08", and (3) delete number 6.

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
 - a. Commit an unlawful act;
 - b. Violate any of the District's policies; or
 - c. Materially and substantially disrupt the orderly operation of the school.

The District will not engage in prior restraint of material prepared by student journalists for school-sponsored media, unless the material fits into one of the four prohibited categories listed above, in which case the Superintendent or designee and/or student media adviser may review, edit, and delete such media material before publication or distribution of the media. ⁹

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

⁶ 105 ILCS 80/15. 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.

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).

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.

While 105 ILCS 80/20 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: , including but not limited to (1) its educational mission in Board 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 Board 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.

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, flash memory, etc.), or combinations of these whether off-line (e.g., a printed book, digital files, 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 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 District.

Students are prohibited from creating, distributing, and/or accessing at school any publication that:

1. Will cause a material and substantial disruption of the proper and orderly operation and discipline of the school or school activities; 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 Board policy 7:190, *Student Behavior*, and/or Student Handbooks;
4. Is reasonably viewed as promoting illegal drug use; ¹⁵
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

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 websites 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.

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"). But see L.M. v. Town of Middleborough, Massachusetts, 103 F.4th 854 (1st Cir. 2024) (holding a school could prohibit a student from wearing a shirt which read "There Are Only Two Genders" because the message directly attacked the personal characteristics of transgender and nonconforming students, which could cause lower grades and increased absences).

J.C. v. Beverly Hills Unified Sch. Dist., 711 F.Supp.2d 1094 (C.D.Cal. 2010) (discussed the "rights of others to be secure and let alone" argument from Tinker v. Des Moines Indep. Cmty. Sch. Dist., 393 U.S. 503 (1969), 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 Morse v. Frederick, 551 U.S. 393 (2007).

to such sources may be allowed, as long as the material to be distributed or accessed is primarily prepared by students; ¹⁶ or

6. Encourages or 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. ¹⁷

Non-School Sponsored Publications Accessed or Distributed Off-Campus ¹⁸

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 ¹⁹

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.

¹⁶ 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.3d 1295 (7th Cir. 1993); Leal v. Everett Pub. Schs., 88 F.Supp.3d 1220 (W.D.Wa. 2015).

¹⁷ See f/n 13, above.

¹⁸ 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 sample policy 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 sample policy 7:190, *Student Behavior*). For example, see:

Mahanoy Area School Dist. v. B.L., 594 U.S. 180 (2021) (a school could not suspend a student from the cheerleading team for vulgar posts that she made on a social media platform where there was no evidence of substantial disruption of a school activity; schools have more limited authority to punish students for vulgar, off-campus speech, unless there are circumstances involving severe bullying or harassment, threats aimed at teachers or other students, failure to follow rules concerning lessons, writing of papers, use of computers, participation in other online school activities, or breaches of school security devices including school computers).

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 5/22-110, **renumbered by P.A. 104-391**); these terms are defined in sample policy 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*.

Consult the board attorney for guidance concerning off-campus speech. Every situation is fact specific, and the issues require careful evaluation.

¹⁹ 105 ILCS 5/22-110, **amended by P.A. 104-338, eff. 7-1-26 and renumbered by P.A. 104-391.**

- LEGAL REF.: 105 ILCS 5/22-110, ~~5/27-20.08 and 5/27-23.7~~ 5/27-405, and 5/27-415 (scheduled for repeal on 7-1-27).
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, 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).
- 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), 7:190 (Student Behavior), 7:310 (Restrictions on Publications; Elementary Schools), 8:25 (Advertising and Distributing Materials in Schools Provided by Non-School Related Entities)

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

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 102-466, *a/k/a Ensuring Success in School (ESS) Law*, and 104-356, eff. 7-1-26, 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/, 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 (HHS), 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, HHS and DOE issued an update to its *Joint Guidance on the Application of FERPA and HIPAA to Student Health Records*, at:

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/) 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 sample policy 7:345, *Use of Educational Technologies; Student Data Privacy and Security*, and sample administrative procedure 7:345-AP, *Use of Educational Technologies; Student Data Privacy and Security*, for a description of SOPPA obligations.

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 professionals officers working in the school.⁴
3. Video and other electronic recordings (including without limitation, electronic recordings made on school buses⁵) 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 professionals 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 years who has been arrested or taken into custody.⁶

State and federal law grants students, parents/guardians, and when applicable, the Ill. Dept. of Children and Family Services' Office of Education and Transition Services, certain rights, including the right to inspect,

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8. School employees or agents may not disclose information concerning a student's status and related experiences as a parent, expectant parent, or victim of domestic or sexual violence, or a student's status as a named perpetrator of domestic or sexual violence except under certain circumstances and only upon prior notice to, and discussion with, the student. 105 ILCS 5/26A-30, added by P.A. 102-466, *a/k/a ESS Law*. See sample policy 7:255, *Students Who are Parents, Expectant Parents, or Victims of Domestic or Sexual Violence*, and the **Confidentiality** subhead of sample administrative procedure 7:255-AP1, *Supporting Students Who are Parents, Expectant Parents, or Victims of Domestic or Sexual Violence*.

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.**

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 sample policy 7:150, *Agency and Police Interviews Law Enforcement Requests*.

⁵ For an explanation, see footnotes in sample 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.

copy⁷, and/or 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 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

⁷ 105 ILCS 10/5(a). ISSRA does not give DCFS representatives the right to challenge student records. 105 ILCS 10/7. For more information about DCFS liaison qualifications and duties, see sample policy 7:50, *School Admissions and Student Transfers To and From Non-District Schools*, at f/n 16.

105 ILCS 10/5(c) 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) 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:

9. The requested records are stored in whole or in part at other locations than the office having charge of the requested records;
10. The request required the collection of a substantial number of specified records;
11. The request is couched in categorical terms and requires an extensive search for the records responsive to it;
12. The requested records have not been located in the course of routine search and additional efforts are being made to locate them;
13. 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
14. 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 sample exhibit 7:340-AP1, E1, *Notice to Parents/Guardians and Students of Their Rights Concerning a Student's School Records*, for an example.

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.

This sample 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.

federal law with regard to release of 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 Collection¹⁴

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 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.

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.

See sample administrative procedure 7:150-AP, *Managing Agency and Law Enforcement Requests*, at f/n 6, for a discussion about 105 ILCS 5/22-105(c)(4)(B), added by P.A. 104-288, eff. 1-1-26, which prohibits districts from designating place of birth as directory information.

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. 104-356, eff. 7-1-26.

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; 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 sample exhibit 7:340-AP1, E1, *Notice to Parents/Guardians and Students of Their Rights Concerning a Student's School Records*, and sample administrative procedure 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.

Before collecting student biometric information, the District shall obtain written permission from the person having legal custody/parental responsibility¹⁶ 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

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 sample exhibit 7:340-AP1, E5, *Biometric Information Collection Authorization*.

¹⁸ Districts must reissue exhibit 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 5/10-20.40(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 16 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; 34 C.F.R. Part 99.
50 ILCS 205/7, Local Records Act.
105 ILCS 5/10-20.12b, 5/10-20.40, 5/14-1.01 et seq., and 5/26A-30.
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), 7:255 (*Students Who are Parents, Expectant Parents, or Victims of Domestic or Sexual Violence*), 7:345 (Use of Educational Technologies; Student Data Privacy and Security)

ADMIN. PROC.: 7:15-E (Notification to Parents of Family Privacy Rights), 7:255-AP1 (*Supporting Students Who are Parents, Expectant Parents, or Victims of Domestic or Sexual Violence*), 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)

Community Relations

Visitors to and Conduct on School Property ¹

The following definitions apply to this policy:

School property - District and school buildings, grounds, and parking areas; vehicles used for school purposes; and any location used for a School Board meeting, school athletic event, or other school-sponsored or school-sanctioned events or activities. ²

Visitor - Any person other than an enrolled student or District employee.

All visitors to school property are required to report to the Building Principal's office and receive permission to remain on school property. All visitors must sign a visitors' log, show identification, and wear a visitor's badge. When leaving the school, visitors must return their badge.³ On those occasions when large groups of parents/guardians, friends, and/or community members are invited onto school property or when community members are attending Board meetings, visitors are not required to sign in but must follow school officials' instructions. Persons on school property without permission will be directed to leave and may be subject to criminal prosecution. ⁴

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

Requests to access a school building, facility, and/or educational program, or to interview personnel or a student for purposes of assessing the student's special education needs, should be made at the appropriate building. Access shall be facilitated according to guidelines from the Superintendent or designee. ⁵

¹ State or federal law controls this policy's content. Boards may make and enforce reasonable rules of conduct and sportsmanship for school events and deny future admission to school events to violators for up to one year provided a notice and hearing are given. 105 ILCS 5/24-24. See f/n 20 below.

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 School-sponsored or school-sanctioned events or activities aligns with the text of 105 ILCS 5/22-110, renumbered by P.A. 104-391.

³ This sentence and the one preceding it should be customized to reflect local practices for visitors.

⁴ This paragraph is up to the local board's discretion. Many public school buildings were built before school security was the concern it is now. A first step in creating a secure environment is to manage access to school buildings. Along with limiting the entrances that may be used, school officials should post signs with instructions for visitors and a warning to trespassers. Signs may be as simple as "Visitors Must Report to Office" and "No Trespassing – Violators will be Prosecuted." Applicable criminal trespass laws include: 720 ILCS 5/21-1 (criminal damage to property); 5/21-1.2 (institutional vandalism); 5/21-3 (criminal trespass to real property); 5/21-5 (criminal trespass to State supported land); 5/21-5.5 (criminal trespass to a safe school zone); 5/21-9 (criminal trespass to a place of public amusement); 5/21-11 (distributing or delivering written or printed solicitation on school property). This sample policy identifies board members as visitors.

The following optional provisions must be modified according to local conditions:

Option 1: The Superintendent or designee may post certain school facilities for the community's use on non-school days when they are not being used for school purposes.

Option 2: The Superintendent or designee shall manage a program to allow community use of the following facilities on non-school days, during the daylight, provided they are not being used for school purposes: tennis courts, playground, and track.

⁵ 105 ILCS 5/14-8.02(g-5). See sample administrative procedure 6:120-AP2, *Access to Classrooms and Personnel*, and sample exhibit 6:120-AP2, E1, *Request to Access Classroom(s) or Personnel for Special Education Evaluation and/or Observation Purposes*.

The School District expects mutual respect, civility, and orderly conduct among all people on school property or at a school event. No person on school property or at a school event (including visitors, students, and employees) shall perform any of the following acts:

1. Strike, injure, threaten, harass, or intimidate a staff member, Board member, sports official or coach, or any other person. ⁶
2. Behave in an unsportsmanlike manner, or use vulgar or obscene language.
3. Unless specifically permitted by State law, possess a weapon, any object that can reasonably be considered a weapon or looks like a weapon, or any dangerous device. ⁷
4. Damage or threaten to damage another's property. ⁸
5. Damage or deface school property. ⁹
6. Violate any Illinois law,¹⁰ or town or county ordinance.
7. Smoke or otherwise use tobacco products. ¹¹
8. Distribute, consume, use, possess, or be impaired by or under the influence of an alcoholic beverage, cannabis, other lawful product, or illegal drug. ¹²

⁶ See e.g., 720 ILCS 5/12-2 (aggravated assault); 5/12-2(b)(9) (aggravated assault against a sports official or coach); 5/12-3.05(c) (aggravated battery on public property); 5/12-3.05(d)(3) (aggravated battery against a school employee); 5/12-9 (threats to public officials); 5/24-1.2 (discharge of a firearm).

⁷ With one exception, a license to carry a firearm does not permit an individual to carry a concealed firearm on or into any building, real property, and/or parking area under the control of an elementary or secondary school, or any bus paid for in whole or part with public funds. 430 ILCS 66/65(a). The following optional provision adds that exception, which is a restatement of 430 ILCS 66/65(b), to the text in number 3:

An individual licensed to carry a concealed firearm under the Illinois Firearm Concealed Carry Act is permitted to: (a) carry a concealed firearm within a vehicle into a parking area controlled by a school or the District and may store a firearm or ammunition concealed in a case within a locked vehicle or locked container out of plain view within the vehicle in the parking area, and/or (b) carry a concealed firearm in the immediate area surrounding his or her vehicle in a parking area controlled by a school or the District for the limited purpose of storing or retrieving a firearm within the vehicle's trunk.

Other relevant weapons laws include 705 ILCS 405/5-407 (juvenile in possession of a firearm), 720 ILCS 5/24-9 (firearms; child protection); 720 ILCS 5/24-1(c) (unlawful use of weapons in schools); 720 ILCS 5/24-1.2, 5/24-3 (unlawful delivery or sale of a firearm near school); 705 ILCS 405/5-130, 405/5-805 (minor 15 years or older who commits aggravated battery with a firearm at school is tried as an adult).

720 ILCS 5/24-1(c)(3) states an exception to the criminal offense of unlawful possession of weapons where law enforcement officers or security officers of a school or students are "carrying or possessing firearms for use in training courses, parades, hunting, target shooting on school ranges, or otherwise with the consent of school authorities and which firearms are transported unloaded enclosed in a suitable case, box, or transportation package." Consult the board attorney about the presence of firearms on school property for use by school sports teams, such as trap and skeet teams.

⁸ See e.g., 720 ILCS 5/2-19.5 (definition of school), 5/16-1 (theft), 5/18-1 (robbery; aggravated robbery), 5/19-1 (burglary), and 21-1 (criminal damage to property).

⁹ See e.g., 720 ILCS 5/21-1.01 (criminal damage to government supported property), 21-1.2 (institutional vandalism), and 21-1.3 (criminal defacement of property).

¹⁰ See e.g., 720 ILCS 5/11-9.3 (presence within school zone by child sex offenders prohibited), 5/11-14 (prostitution), and 5/11-18, amended by P.A. 103-1071, eff. 7-1-25 (patronizing a person engaged in the sex trade); 720 ILCS 5/21-11 (soliciting students to commit illegal acts).

¹¹ Required by 105 ILCS 5/10-20.5b and 410 ILCS 82/1 *et seq.* Federal law prohibits smoking inside schools (20 U.S.C. §7973); districts failing to comply with the federal no-smoking ban risk a civil penalty of up to \$1000 per violation per day.

¹² See 720 ILCS 570/407 (delivery of controlled substance on or within 1000 feet of a school) and 410 ILCS 705/ (Cannabis Regulation and Tax Act). See also the discussion in f/n's 5 and 6 of sample policy 5:50, *Drug- and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition*; this statement must be consistent with employee working conditions and employee conduct standards (see sample administrative procedure 5:120-AP2, *Employee Conduct Standards*).

9. Be present when the person's alcoholic beverage, cannabis, other lawful product, or illegal drug consumption is detectible, regardless of when and/or where the use occurred. ¹³
10. Use or possess medical cannabis, unless he or she has complied with policy 7:270, *Administering Medicines to Students*, implementing *Ashley's Law*. ¹⁴
11. Impede, delay, disrupt, or otherwise interfere with any school activity or function (including using cellular phones in a disruptive manner). ¹⁵
12. Enter upon any portion of school premises at any time for purposes other than those that are lawful and authorized by the Board.
13. Operate a motor vehicle: (a) in a risky manner, (b) in excess of 20 miles per hour, or (c) in violation of an authorized District employee's directive. ¹⁶
14. Engage in any risky behavior, including roller-blading, roller-skating, or skateboarding. ¹⁷
15. Violate other District policies or regulations, or a directive from an authorized security officer or District employee.
16. Engage in any conduct that interferes with, disrupts, or adversely affects the District or a School function.

Convicted Child Sex Offender ¹⁸

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 is:

1. 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 at the school with

¹³ Each board and superintendent may want to engage in a conversation regarding how the district might partner with local law enforcement to enforce this policy and the penalties available under the Cannabis Regulation and Tax Act, e.g., posting signs barring community members from bringing in weapons, alcohol, cannabis, tobacco, etc. Signage reminding visitors of the policy may make it easier for staff and/or local law enforcement to enforce.

¹⁴ Managing cannabis on district property and the school setting presents many unsettled and complex legal issues. To legally use medical cannabis in Illinois, 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 Act (Medical Cannabis Program Act (MCPA)). 410 ILCS 130/. There are many situations in which no one, even a *registered qualifying patient*, may possess or use cannabis, including (a) in a school bus, (b) on the grounds of any preschool or primary or secondary school, or (c) in close physical proximity to anyone under the age of 18 years of age. 410 ILCS 130/30(a)(2), (3), and (4). However, *Ashley's Law*, 105 ILCS 5/22-33(b) and (g), allows parents/guardians and other *designated caregivers* to administer medical cannabis infused products to students who are *registered qualifying patients* at school or on the school bus, and requires school boards to adopt a policy to implement the law unless the district would lose federal funding. See sample policy 7:270, *Administering Medicines to Students* and its f/n 22.

Remember that *Ashley's Law* requires the designated caregiver to remove the product from the school premises or the school bus after administering it to the student, so as a result, sample policy 7:270, *Administering Medicines to Students*, requires immediate removal of medical cannabis infused products after administering them to the student (see f/n 27 of that policy for further discussions).

¹⁵ See e.g., 720 ILCS 5/21.2-1 *et seq.* (interference with a public institution of education).

¹⁶ See e.g., 625 ILCS 5/11-605 (special speed limit zones). 625 ILCS 5/12-610.1(e) prohibits wireless telephone use while operating a motor vehicle on a roadway in a school speed zone except for emergency purposes. 625 ILCS 5/12-803(f), added by P.A. 103-404, prohibits motor vehicle drivers from making contact with any portion of a stopped school bus or making contact with a school child within 30 feet of the school bus.

¹⁷ The pivotal question in a negligence case is whether the defendant acted reasonably. A ban on rollerblading demonstrates that the district took reasonable steps to reduce the risk of injury.

¹⁸ 720 ILCS 5/11-9.3(a). The definition of *child sex offender* is found at 720 ILCS 11-9.3(d), amended by P.A.s 103-1071 and 104-245. 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 who is a certified employee, to supervise a child sex offender whenever the offender is in a child's vicinity. See also the Sex Offender Community Notification Law (730 ILCS 152/101 *et seq.*); Murderer and Violent Offender Against Youth Community Notification Law (730 ILCS 154/75 - 154/105); sample policy 4:170, *Safety*; and sample administrative procedure 4:175-AP1, *Criminal Offender Notification Laws; Screening*.

- 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. Has permission to be present from the Board, Superintendent, or Superintendent's designee. If permission is granted, the Superintendent or Board President shall provide the details of the offender's upcoming visit to the Building Principal.

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

Exclusive Bargaining Representative Agent ¹⁹

Upon notifying the Building Principal's office, authorized agents of an exclusive bargaining representative will be provided reasonable access to employees in the bargaining unit they represent in accordance with State law. Such access shall be conducted in a manner that will not impede the normal operations of the District.

Enforcement

Any staff member may request identification from any person on school property; refusal to provide such information is a criminal act.²⁰ The Building Principal or designee shall seek the immediate removal of any person who refuses to provide requested identification.

Any person who engages in conduct prohibited by this policy may be ejected from or denied admission to school property in accordance with State law.²¹ The person also may be subject to being denied admission to school athletic or extracurricular events for up to one calendar year in accordance with the procedures below. ²²

¹⁹ 105 ILCS 5/24-25; 115 ILCS 5/3(c). If a provision contained in a collective bargaining agreement addresses this issue, it will supersede this policy for those covered employees. In such cases, the board policy should be amended to state, "Please refer to the applicable collective bargaining agreement." For employees whose collective bargaining agreement does not address this subject, the policy should reflect the board's current practice. Consult the board attorney about this subhead. It is an item on which collective bargaining may be required. Any policy that impacts wages, hours, or 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. Amend the language to reflect what is recommended by the board attorney.

The School Code permits bargaining representatives to meet with employees during *duty-free time* upon notice to the school office. The Ill. Educational Labor Relations Act expanded the rights of access by bargaining representatives to also include meeting with employees during the employee work day if the meeting: (1) is to investigate and discuss grievances and workplace-related complaints (no time limit is specified) or (2) is with a newly hired employee within the first two weeks of employment (or on a later date if mutually agreed upon by the employee and bargaining representative) for one hour or less. In those circumstances, the district may not dock employee pay or charge leave time. 115 ILCS 5/3(c). However, the access must be *reasonable* and "shall at all times be conducted in a manner so as not to impede normal operations." *Id.* Consult the board attorney for guidance regarding specific requests and whether, if granted, they would impede normal operations, e.g., requests for access to staff while they are performing instructional or supervisory duties. Determining whether normal operations are impeded will likely depend upon the position and duties of the employee in the district.

²⁰ 105 ILCS 5/24-25. Refusal to provide such information is a Class A misdemeanor.

²¹ 105 ILCS 5/10-20.5 (rules), 5/10-22.10 (control and supervision of school houses and school grounds); 720 ILCS 5/21-3 (criminal trespass to real property), 5/21-5 (criminal trespass to State supported land), 5/21-5.5 (criminal trespass to a safe school zone). See f/n 3, above.

²² See Nuding v. Cerro Gordo Comm. Unit Sch. Dist., 313 Ill. App.3d 344 (4th Dist. 2000) (board was authorized to ban parent from attending all school events and extracurricular activities by 105 ILCS 5/24-24 and to enforce conduct rules at its meetings by 105 ILCS 5/10-20.5; the ban was based on the parent's exposing a toy gun and a pocketknife at a board meeting); Jordan ex rel. Edwards v. O'Fallon Tp. High Sch. Dist., 302 Ill.App.3d 1070 (5th Dist. 1999) (105 ILCS 5/24-24 did not give a high school athlete the right, under the due process clause, to a notice and hearing before he could be suspended from participating in interscholastic athletics; the statute expands the schools' authority to ban people from attending school events for breaching conduct and sportsmanship code).

Procedures to Deny Future Admission to Athletic or Extracurricular School Events

Before any person may be denied admission to athletic or extracurricular school events, the person has a right to a hearing before the Board. The Superintendent may refuse the person admission pending such hearing. The Superintendent or designee must provide the person with a hearing notice, delivered or sent by certified mail with return receipt requested, at least ten days before the Board hearing date. The hearing notice must contain: ²³

1. The date, time, and place of the Board hearing;
2. A description of the prohibited conduct;
3. The proposed time period that admission to school events will be denied; and
4. Instructions on how to waive a hearing. ²⁴

- LEGAL REF.: 20 U.S.C. §7971 et seq., Pro-Children Act of 2001.
Nuding v. Cerro Gordo Community Unit School Dist., 313 Ill. App.3d 344 (4th Dist. 2000).
 105 ILCS 5/10-20.5, 10-20.5b, 5/10-22.10, 5/22-33, 5/22-110, and 5/24-25.
 115 ILCS 5/3(c), Ill. Educational Labor Relations Act.
 410 ILCS 130/, Compassionate Use of Medical Cannabis Program Act.
 410 ILCS 705/, Cannabis Tax and Regulation Act.
 430 ILCS 66/, Firearm Concealed Carry Act.
 720 ILCS 5/11-9.3, 5/21-1, 5/21-1.2, 5/21-3, 5/21-5, 5/21-5.5, 5/21-9, and 5/21-11.
- CROSS REF.: 2:200 (Types of School Board Meetings), 2:230 (Public Participation at School Board Meetings and Petitions to the Board), 4:170 (Safety), 5:50 (Drug- and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition), 6:120 (Education of Children with Disabilities), 6:250 (Community Resource Persons and Volunteers), 7:190 (Student Behavior), 7:270 (Administering Medicines to Students), 8:20 (Community Use of School Facilities)

²³ 105 ILCS 5/24-24. If a violator is a student, the hearing should be held in a closed meeting. 5 ILCS 120/2(c)(9). Otherwise, a hearing regarding denial of admission to *school events or property* pursuant to 105 ILCS 5/24-24, may take place in an open meeting or in a closed meeting so long as the board prepares and makes available for public inspection a written decision setting forth its determinative reasoning. 5 ILCS 120/2(c)(4.5), added by P.A. 103-311. Note: while 5 ILCS 120/2(c)(4.5), added by P.A. 103-311, refers to *school events or property*, 105 ILCS 5/24-24, only authorizes boards to deny admission to athletic and extracurricular *events*. The term *events* is arguably broader than *property* as school events may take place offsite; consult the board attorney for guidance.

Some boards prefer an open meeting hearing to make it publicly known what alleged conduct could result in someone being denied admission to athletic or extracurricular events, while others prefer a closed meeting hearing so as not to provide a public platform to someone alleged to have engaged in prohibited conduct. Consult the board attorney to determine the best approach for the district and to ensure alignment with local practices and conditions.

This text aligns with 105 ILCS 5/24-24, and only requires a hearing for denying admission to *school events*. The court in *Nuding* (see f/n 20, above) did not specifically answer whether a board meeting qualified as a *school event* under 105 ILCS 5/24-24, but it upheld the board's right to enforce conduct rules at its meetings under 105 ILCS 5/10-20.5.

Consult the board attorney if the district would like to deny an individual admission to board meetings. This issue involves a balancing of a board's interest in the orderly transaction of its public business and the efficiency of its meetings against an individual's: (a) statutory rights to attend meetings and/or comment to and ask questions of the board (105 ILCS 5/10-16 and 5 ILCS 120/2.06(g)), and (b) constitutional freedoms and rights of speech, the press, assembly, and to petition the government (U.S. Constitution, First Amendment and Ill. Constitution, Art. I, §§ 1, 2, 4, and 5).

²⁴ The hearing requirement is for the violator's benefit and, consequently, the violator should be able to waive it.

Community Relations

Relations with Other Organizations and Agencies

The District shall cooperate with other organizations and agencies, including but not limited to:

- County Health Department
- Law enforcement agencies ¹
- Fire authorities
- Planning authorities
- Zoning authorities ²
- Illinois Emergency Management Agency (IEMA), local organizations for civil defense, and other appropriate disaster relief organizations concerned with civil defense ³
- Other school districts

CROSS REF.: 1:20 (District Organization, Operations, and Cooperative Agreements), 4:170 (Safety), 4:180 (Pandemic Preparedness; Management; and Recovery), 5:90 (Abused and Neglected Child Reporting), 7:150 (Agency and **Police Interviews Law Enforcement Requests**)

¹ A number of sample materials address interactions between schools and law enforcement. See e.g., sample policies 4:170, *Safety* and 7:150, *Agency and Law Enforcement Requests*; sample administrative procedures 4:170-AP1, *Comprehensive Safety and Security Plan* and 7:190-AP3, *Guidelines for Reciprocal Reporting of Offenses Committed by Students*; and sample exhibits 3:60-E, *Event Reporting and Notice Requirements for Building Principals Concerning School Safety and Security* and 7:190-E3, *Memorandum of Understanding*.

² 105 ILCS 5/10-22.13a, and *Gruba v. Cmty. High Sch. Dist.* 155, 40 N.E.3d 1 (Ill. 2015) (holding school districts are subject to, and school boards must comply with, local government zoning and storm water restrictions, i.e., a city's zoning powers). See also 55 ILCS 5/5-12021; 60 ILCS 1/110-70; and 65 ILCS 5/11-13-27 (outlining specific zoning provisions related to public schools, including requirements for counties, townships, and municipalities to refrain from regulating educational activities and make reasonable efforts to streamline zoning application and review process for public school districts, along with reducing fees and costs).

³ 105 ILCS 5/10-22.35.

Richland County Community Unit #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	Difference from Prior Month	Certificate of Deposit Investments	CD and Cash Total
Fund	11/30/25	12/31/25	12/31/25	12/31/25	12/31/25	12/31/25	12/31/25	12/31/25
Education	\$ 29,046,678.38	\$ 743,298.65	\$ 3,274,593.90		\$ 26,515,383.13	\$ (2,531,295.25)	-	26,515,383.13
Operations & Maint	\$ 3,984,351.88	\$ 28,790.12	\$ 59,556.09		\$ 3,953,585.91	\$ (30,765.97)	-	3,953,585.91
Debt Service	\$ 770,853.34	\$ 66,908.87	\$ -		\$ 837,762.21	\$ 66,908.87	-	837,762.21
Transportation	\$ 1,329,510.55	\$ 10,804.81	\$ 174,140.67		\$ 1,166,174.69	\$ (163,335.86)	-	1,166,174.69
IMRF/Social Security	\$ 1,452,335.54	\$ 14,536.52	\$ 124,726.24		\$ 1,342,145.82	\$ (110,189.72)	-	1,342,145.82
Capital Projects	\$ 867,034.68	\$ 1,243,522.30	\$ 297,618.90		\$ 1,812,938.08	\$ 945,903.40		1,812,938.08
Working Cash	\$ 1,608,605.21	\$ 7,581.34	\$ -		\$ 1,616,186.55	\$ 7,581.34	-	1,616,186.55
Tort	\$ 1,171,165.02	\$ 15,112.11	\$ 19,086.42		\$ 1,167,190.71	\$ (3,974.31)		1,167,190.71
Fire Prevention/Life Safety	\$ 367,445.80	\$ 3,330.22	\$ 10,903.00		\$ 359,873.02			359,873.02
Total	40,597,980.40	2,133,884.94	3,960,625.22	-	38,771,240.12		-	38,771,240.12
					38,771,240.12			
Add CD's	-							
Total with CD's	40,597,980.40	2,133,884.94	3,960,625.22		38,771,240.12			
Assets								
Student Activity Fund	\$ 553,965.84				\$ 553,965.84			
IHI Reserve Checking	\$ 14,476.17				\$ 14,524.37			
Health Fund Checking	\$ 73,016.79				\$ 164,874.96			
Building Trades								
Revolving Funds	\$ 8,000.00				\$ 8,000.00			
Total Assets	649,458.80				741,365.17			
Total with Assets	41,247,439.20				39,512,605.29			

				Account Level	Beginning	December 2025-26	December 2025-26	Ending	2025-26	
FDTLOC	FUNC	OBJ	SJ	Description	Balance	Beginning Balance	Monthly Activity	Balance	FYTD Activity	
10A010	1052	0000	00	0000000	RCHS Revolving Fund	6,000.00	6,000.00	0.00	6,000.00	0.00
10A010	1053	0000	00	0000000	RCMS Revolving Fund	2,000.00	2,000.00	0.00	2,000.00	0.00
10A010	1120	0000	00	0000000	ED Cash On Hand	10,453,179.77	29,046,678.38	-2,531,295.25	26,515,383.13	16,062,203.36
10A010	1125	0000	00	0000000	IHI Reserve MMCH	13,031.06	13,268.16	48.20	13,316.36	285.30
10A010	1126	0000	00	0000000	RCCU Health Ins CH	65,127.48	73,016.79	91,858.17	164,874.96	99,747.48
10A010	1210	0000	00	0000000	ED CD	15,300,000.00	0.00	0.00	0.00	-15,300,000.00
10A010	1721	0000	00	0000000	Building Trades 1403 Heather L	0.00	0.00	0.00	0.00	0.00
10A010	1722	0000	00	0000000		0.00	0.00	0.00	0.00	0.00
10A010	1723	0000	00	0000000	1311 Heather Lane	0.00	0.00	0.00	0.00	0.00
10A999	1260	0000	00	0000000	Studnt Activ Fnd Cash/Invest	553,965.84	553,965.84	0.00	553,965.84	0.00
10A---	----	----	--	-----		26,393,304.15	29,694,929.17	-2,439,388.88	27,255,540.29	862,236.14
10L010	4310	0000	00	0000000	Accounts Payable	-100.03	-100.03	0.00	-100.03	0.00
10L010	4811	0000	00	0000000	TRS (Teacher Retire System)	0.00	0.00	0.00	0.00	0.00
10L010	4812	0000	00	0000000	FIT (Federal Income Tax)	0.00	-7.36	0.00	-7.36	-7.36
10L010	4813	0000	00	0000000	SIT (State Income Tax)	0.00	-45.97	0.00	-45.97	-45.97
10L010	4814	0000	00	0000000	IMRF(IL Municipal Retire Fund)	0.00	0.00	0.00	0.00	0.00
10L010	4815	0000	00	0000000	Annuities Payable	0.00	0.00	0.00	0.00	0.00
10L010	4816	0000	00	0000000	Employee Ins Payable	-63,661.55	-71,773.07	-91,906.37	-163,679.44	-100,017.89
10L010	4817	0000	00	0000000	FICA (Fed Ins Contrib Act)	0.00	-60.29	0.00	-60.29	-60.29
10L010	4817	0000	10	0000000	Medicare - N/C	0.00	0.00	0.00	0.00	0.00
10L010	4818	0000	00	0000000	Medicare Cert	0.00	-14.10	0.00	-14.10	-14.10
10L010	4819	0000	00	0000000	Other P/R Deduction	-7,388.05	-7,388.05	0.00	-7,388.05	0.00
10L010	4990	0000	00	0000000	Misc Liab Direct Deposit	0.00	0.00	0.00	0.00	0.00
10L100	9235	0000	00	0000000	Future Tigers	0.00	0.00	0.00	0.00	0.00
10L---	----	----	--	-----		-71,149.63	-79,388.87	-91,906.37	-171,295.24	-100,145.61
10Q010	7300	0000	00	0000000	ED Fund Balance	-2,170,047.95	-2,170,047.95	0.00	-2,170,047.95	0.00
10Q010	7310	0000	00	0000000	ED Rev/Exp Summary	-22,485,308.29	-25,778,694.07	2,531,295.25	-23,247,398.82	-762,090.53
10Q010	7320	0000	00	0000000	Emcumbrance	0.00	0.00	0.00	0.00	0.00
10Q010	7330	0000	00	0000000	Excess/Difference	-1,112,832.44	-1,112,832.44	0.00	-1,112,832.44	0.00
10Q999	7150	0000	00	0000000	Reserved StudentActiv Fund Bal	-553,965.84	-553,965.84	0.00	-553,965.84	0.00
10Q---	----	----	--	-----		-26,322,154.52	-29,615,540.30	2,531,295.25	-27,084,245.05	-762,090.53
10----	----	----	--	-----		0.00	0.00	0.00	0.00	0.00
20A010	1120	0000	00	0000000	BLDG CASH ON HAND	1,797,936.99	3,984,351.88	-30,765.97	3,953,585.91	2,155,648.92
20A010	1210	0000	00	0000000	BLDG CD	1,200,000.00	0.00	0.00	0.00	-1,200,000.00
20A010	1310	0000	00	0000000	DUE FROM BLDG FUND	0.00	0.00	0.00	0.00	0.00
20A---	----	----	--	-----		2,997,936.99	3,984,351.88	-30,765.97	3,953,585.91	955,648.92

FDTLOC	FUNC	OBJ	SJ	Account Level Description	Beginning Balance	December 2025-26 Beginning Balance	December 2025-26 Monthly Activity	Ending Balance	2025-26 FYTD Activity
20L010	4310	0000	00	000000	Accounts Payable	0.00	0.00	0.00	0.00
20L010	4812	0000	00	000000	FIT	0.00	0.00	0.00	0.00
20L010	4813	0000	00	000000	SIT	0.00	0.00	0.00	0.00
20L010	4814	0000	00	000000	IMRF	0.00	0.00	0.00	0.00
20L010	4815	0000	00	000000	ANNUITIES PAYABLE	0.00	0.00	0.00	0.00
20L010	4816	0000	00	000000	EMPLOYEE INS PAYABLE	0.00	0.00	0.00	0.00
20L010	4817	0000	00	000000	FICA	0.00	0.00	0.00	0.00
20L010	4817	0000	10	000000	MEDICARE N/C	0.00	0.00	0.00	0.00
20L010	4818	0000	00	000000	MEDICARE CERT	0.00	0.00	0.00	0.00
20L010	4819	0000	00	000000	OTHER P/R DEDUCTIONS	3.80	3.80	3.80	0.00
20L010	4990	0000	00	000000	MISC LIAB DIRECT DEP	0.00	0.00	0.00	0.00
20L---	----	----	--	-----		3.80	3.80	0.00	0.00
20Q010	7300	0000	00	000000	BLDG FUND BALANCE	-120,593.72	-120,593.72	0.00	-120,593.72
20Q010	7310	0000	00	000000	BLDG REV/EXP SUMMARY	-2,569,687.18	-3,556,102.07	30,765.97	-3,525,336.10
20Q010	7320	0000	00	000000	Emcumbrance	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
20Q---	----	----	--	-----		-2,997,940.79	-3,984,355.68	30,765.97	-3,953,589.71
20----	----	----	--	-----		0.00	0.00	0.00	0.00
30A010	1120	0000	00	000000	DEBT SERVICES CASH ON HAND	257,113.52	770,853.34	66,908.87	837,762.21
30A010	1210	0000	00	000000	DEBT SERVICES CD	0.00	0.00	0.00	0.00
30A---	----	----	--	-----		257,113.52	770,853.34	66,908.87	837,762.21
30L010	4310	0000	00	000000	Accounts Payable	0.00	0.00	0.00	0.00
30L---	----	----	--	-----		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
30Q010	7310	0000	00	000000	BOND REV/EXP SUMMARY	539,844.21	26,104.39	-66,908.87	-40,804.48
30Q010	7320	0000	00	000000	BOND AND INTEREST	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
30Q---	----	----	--	-----		-257,113.52	-770,853.34	-66,908.87	-837,762.21
30----	----	----	--	-----		0.00	0.00	0.00	0.00
40A010	1120	0000	00	000000	TRANS CASH ON HAND	952,122.65	1,329,510.55	-163,335.86	1,166,174.69
40A010	1125	0000	00	000000	TRANS IHI RESERVE	1,208.01	1,208.01	0.00	1,208.01
40A010	1210	0000	00	000000	TRANS CD	0.00	0.00	0.00	0.00
40A---	----	----	--	-----		953,330.66	1,330,718.56	-163,335.86	1,167,382.70

FDTLOC	FUNC	OBJ	SJ	Account Level Description	Beginning Balance	December 2025-26 Beginning Balance	December 2025-26 Monthly Activity	Ending Balance	2025-26 FYTD Activity
40L010	4310	0000	00	000000	Accounts Payable	0.00	0.00	0.00	0.00
40L010	4811	0000	00	000000	TRS	0.00	0.00	0.00	0.00
40L010	4812	0000	00	000000	FIT	0.00	0.00	0.00	0.00
40L010	4813	0000	00	000000	SIT	0.00	0.00	0.00	0.00
40L010	4814	0000	00	000000	IMRF	0.00	0.00	0.00	0.00
40L010	4815	0000	00	000000	ANNUITIES PAYABLE	0.00	0.00	0.00	0.00
40L010	4816	0000	00	000000	EMPLOYEE INS PAYABLE	0.00	0.00	0.00	0.00
40L010	4817	0000	00	000000	FICA	0.00	0.00	0.00	0.00
40L010	4817	0000	10	000000	MEDICARE N/C	0.00	0.00	0.00	0.00
40L010	4818	0000	00	000000	MEDICARE CERT	0.00	0.00	0.00	0.00
40L010	4819	0000	00	000000	OTHER P/R DEDUCTIONS	-121.45	-121.45	-121.45	0.00
40L010	4990	0000	00	000000	MISC LIAB DIRECT DEPOSIT	0.00	0.00	0.00	0.00
40L---	----	----	--	-----		-121.45	-121.45	-121.45	0.00
40Q010	7300	0000	00	000000	TRANS FUND BALANCE	191,152.90	191,152.90	191,152.90	0.00
40Q010	7310	0000	00	000000	TRAN REV/EXP SUMMARY	-1,028,015.01	-1,405,402.91	-1,242,067.05	-214,052.04
40Q010	7320	0000	00	000000	Emcumbrance	0.00	0.00	0.00	0.00
40Q010	7330	0000	00	000000	EXCESS/DIFFERENCE	-116,347.10	-116,347.10	-116,347.10	0.00
40Q---	----	----	--	-----		-953,209.21	-1,330,597.11	-1,167,261.25	-214,052.04
40----	----	----	--	-----		0.00	0.00	0.00	0.00
50A010	1120	0000	00	000000	IMRF CASH ON HAND	806,281.80	1,452,335.54	1,342,145.82	535,864.02
50A010	1210	0000	00	000000	IMRF CD	0.00	0.00	0.00	0.00
50A---	----	----	--	-----		806,281.80	1,452,335.54	1,342,145.82	535,864.02
50L010	4310	0000	00	000000	Accounts Payable	0.00	0.00	0.00	0.00
50L010	4814	0000	00	000000	IMRF	0.00	0.00	0.00	0.00
50L010	4816	2120	00	000000		0.00	0.00	0.00	0.00
50L010	4816	2130	00	000000		0.00	0.00	0.00	0.00
50L010	4816	2140	00	000000		0.00	0.00	0.00	0.00
50L010	4817	0000	00	000000	FICA	0.00	-60.29	-60.29	-60.29
50L010	4818	0000	00	000000	MEDICARE	0.00	-14.10	-14.10	-14.10
50L010	4990	0000	00	000000	MISC LIAB DD	0.00	0.00	0.00	0.00
50L---	----	----	--	-----		0.00	-74.39	-74.39	-74.39
50Q010	7300	0000	00	000000	IMRF FUND BALANCE	-108,931.74	-108,931.74	-108,931.74	0.00
50Q010	7310	0000	00	000000	IMRF/SS REV/EXP SUMMARY	-496,003.62	-1,141,982.97	-1,031,793.25	-535,789.63
50Q010	7330	0000	00	000000	EXCESS/DIFFERENCE	-201,346.44	-201,346.44	-201,346.44	0.00
50Q---	----	----	--	-----		-806,281.80	-1,452,261.15	-1,342,071.43	-535,789.63

Account Level					Beginning	December 2025-26	December 2025-26	Ending	2025-26	
FDTLOC	FUNC	OBJ	SJ	Description	Balance	Beginning Balance	Monthly Activity	Balance	FYTD Activity	
50----	----	----	--	-----	0.00	0.00	0.00	0.00	0.00	
60A010	1120	0000	00	000000	Site & Construction Cash in on	1,029,516.35	867,034.68	945,903.40	1,812,938.08	783,421.73
60A010	1210	0000	00	000000	Site CD	0.00	0.00	0.00	0.00	0.00
60A---	----	----	--	-----	1,029,516.35	867,034.68	945,903.40	1,812,938.08	783,421.73	
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	-1,029,516.35	-867,034.68	-945,903.40	-1,812,938.08	-783,421.73
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---	----	----	--	-----	-1,029,516.35	-867,034.68	-945,903.40	-1,812,938.08	-783,421.73	
60----	----	----	--	-----	0.00	0.00	0.00	0.00	0.00	
70A010	1120	0000	00	000000	WORKING CASH - CASH ON HAND	910,649.63	1,608,605.21	7,581.34	1,616,186.55	705,536.92
70A010	1210	0000	00	000000	WORKING CASH CD	500,000.00	0.00	0.00	0.00	-500,000.00
70A---	----	----	--	-----	1,410,649.63	1,608,605.21	7,581.34	1,616,186.55	205,536.92	
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	185,893.04	-12,062.54	-7,581.34	-19,643.88	-205,536.92
70Q010	7330	0000	00	000000	EXCESS/DIFFERENCE	-114,502.46	-114,502.46	0.00	-114,502.46	0.00
70Q---	----	----	--	-----	-1,410,649.63	-1,608,605.21	-7,581.34	-1,616,186.55	-205,536.92	
70----	----	----	--	-----	0.00	0.00	0.00	0.00	0.00	
80A010	1120	0000	00	000000	Tort Cash on Hand	13,752.77	1,171,165.02	-3,974.31	1,167,190.71	1,153,437.94
80A---	----	----	--	-----	13,752.77	1,171,165.02	-3,974.31	1,167,190.71	1,153,437.94	
80L010	4310	0000	00	000000	Accounts Payable	0.00	0.00	0.00	0.00	0.00
80L010	4812	0000	00	000000		0.00	0.00	0.00	0.00	0.00
80L010	4813	0000	00	000000		0.00	0.00	0.00	0.00	0.00
80L010	4814	0000	00	000000		0.00	0.00	0.00	0.00	0.00
80L010	4817	0000	00	000000		0.00	0.00	0.00	0.00	0.00
80L010	4818	0000	00	000000		0.00	0.00	0.00	0.00	0.00
80L010	4990	0000	00	000000		0.00	0.00	0.00	0.00	0.00
80L---	----	----	--	-----	0.00	0.00	0.00	0.00	0.00	0.00

Account Level						Beginning	December 2025-26	December 2025-26	Ending	2025-26
FDTLOC	FUNC	OBJ	SJ	Description		Balance	Beginning Balance	Monthly Activity	Balance	FYTD Activity
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	213,577.67	-943,834.58	3,974.31	-939,860.27	-1,153,437.94
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----	----	----	--	-----		-13,752.77	-1,171,165.02	3,974.31	-1,167,190.71	-1,153,437.94
80-----	----	----	--	-----		0.00	0.00	0.00	0.00	0.00
90A010	1120	0000	00	000000	LIFE SAFETY CASH ON HAND	213,877.76	367,445.80	-7,572.78	359,873.02	145,995.26
90A010	1210	0000	00	000000	LIFE SAFETY CD	0.00	0.00	0.00	0.00	0.00
90A----	----	----	--	-----		213,877.76	367,445.80	-7,572.78	359,873.02	145,995.26
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	204,256.93	50,688.89	7,572.78	58,261.67	-145,995.26
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----	----	----	--	-----		-213,877.76	-367,445.80	7,572.78	-359,873.02	-145,995.26
90-----	----	----	--	-----		0.00	0.00	0.00	0.00	0.00
Grand Asset Totals						34,075,763.63	41,247,439.20	-1,734,833.91	39,512,605.29	5,436,841.66
Grand Liability Totals						-71,267.28	-79,580.91	-91,906.37	-171,487.28	-100,220.00
Grand Equity Totals						-34,004,496.35	-41,167,858.29	1,826,740.28	-39,341,118.01	-5,336,621.66
Grand Totals						0.00	0.00	0.00	0.00	0.00

Number of Accounts: 120

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

REPORT SPECIFICATIONS
DISTRICT: Richland County Community Unit #1
REPORT TITLE: AP Invoice Listing Report
REQUESTED BY: cgraves DATE: 01/14/26
PROGRAM NAME: fin/3aprpt01. TIME: 3:08:17 PM
COPIES: 1 LPI: 6
RUN ON SERVER: yes CREATE ASCII FILE: NO

REPORT SEQUENCE: Vendor
INVOICE TYPE(S): 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:	ZZZZZZZZZZ
STARTING BATCH #:	DECA	ENDING BATCH #:	DECZ
STARTING BANK CASH CODE:	TRUST	ENDING BANK CASH CODE:	TRUST
STARTING INVOICE DATE:		ENDING INVOICE DATE:	12/31/9999
STARTING DUE DATE:		ENDING DUE DATE:	12/31/9999
STARTING CREATED BY:		ENDING CREATED BY:	ZZZZZZZZZZ
STARTING CREATED DATE:	07/01/2025	ENDING CREATED DATE:	12/31/9999
STARTING INVOICE AMOUNT:	-999,999,999.00	ENDING INVOICE AMOUNT:	9999,999,999.99

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
AHMADATA000	AHMAD, ATALLAH	122725	0000000000	DECPP	Trust	REIMBURSEMENT RCES SUPPLIES	H	12/29/2025	12/29/2025	A		\$215.04
							25-26			252600413		\$215.04
NUMBER OF INVOICES: 1												\$215.04
BAKERHEA001	BAKER, HEATHER	112525	4502600023	DECPP	Trust	Domino's Pizza for Reward party	H	11/25/2025	12/01/2025	A		\$38.00
							25-26			252600355		\$38.00
NUMBER OF INVOICES: 1												\$38.00
BERRYNAT001	BERRY, NATALIE	110325	3002600235	DECPP	Trust	HP CE5-05A (4) for Hannah and Tracey	H	12/06/2025	12/04/2025	A		\$82.00
							25-26			252600359		\$82.00
NUMBER OF INVOICES: 1												\$82.00
BURGEJEN000	BURGENER, JENNIFER	ERIN20251218A	0000000000	DECPP	Trust	12/10/2025-12/12/2025 Reimbursement for meals from ACTE Conference in Nashville, TN	H	12/18/2025	12/18/2025	A		\$87.54
							25-26			252600410		\$87.54
NUMBER OF INVOICES: 1												\$87.54
DEARBORN000	DEARBORN LIFE INSURANCE CO	120125	9002600007	DECPP	Trust	LIFE INSURANCE	H	12/20/2025	12/18/2025	W		\$3,390.68
							25-26			202500402		\$3,390.68
NUMBER OF INVOICES: 1												\$3,390.68
GEIERELI000	GEIER, ELIZABETH	111425	0000000000	DECPP	Trust	REFUND BRILEY FORE-GEIER REGISTRATION FEES	H	11/14/2025	11/24/2025	R		\$75.00
							25-26			39472		\$75.00
NUMBER OF INVOICES: 1												\$75.00
GINDESTE000	GINDER, STEPHANIE	111425	0000000000	DECPP	Trust	REFUND JOSIE GINDER	H	11/14/2025	11/24/2025	R		\$25.00

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
GINDESTE000	GINDER, STEPHANIE	111425		*****CONTINUED*****		REGISTRATION FEES						
							25-26			39473		\$25.00
						NUMBER OF INVOICES: 1						\$25.00
GROVETIF000	GROVE, TIFFANY	111425	0000000000	DECPP	Trust	REFUND BLAIR GROVE	H		11/14/2025	11/24/2025	A	\$212.00
						REGISTRATION FEES						
							25-26			252600353		\$212.00
						NUMBER OF INVOICES: 1						\$212.00
IL STATE000	IL STATE BOARD OF ED	012026	0000000000	DECPP	Trust	REFUND 3705-01	H		12/05/2025	12/08/2025	R	\$5,494.00
						2025-3705-01-12-080-0010-26						
						EARLY CHILDHOOD BLOCK GRANT						
							25-26			39477		\$5,494.00
						NUMBER OF INVOICES: 1						\$5,494.00
JOE'S PI001	JOE'S PIZZA	121825	1002600296	DECPP	Trust	Catered Meal for RCES Staff	H		12/18/2025	12/18/2025	R	\$1,264.00
							25-26			39594		\$1,264.00
						NUMBER OF INVOICES: 1						\$1,264.00
JOHN D H000	JOHN D HURN & SON, INC	603222	0000000000	DECHURN	Trust	MS SUPPLIES	H		12/18/2025	12/18/2025	R	\$66.46
					3.50		25-26			39593		\$69.96
JOHN D H000	JOHN D HURN & SON, INC	603516	0000000000	DECHURN	Trust	ES SUPPLIES	H		12/22/2025	12/18/2025	R	\$132.78
					6.99		25-26			39593		\$139.77
JOHN D H000	JOHN D HURN & SON, INC	603637	0000000000	DECHURN	Trust	MS SUPPLIES	H		12/23/2025	12/18/2025	R	\$66.69
					3.51		25-26			39593		\$70.20
JOHN D H000	JOHN D HURN & SON, INC	603745	0000000000	DECHURN	Trust	ES SUPPLIES	H		12/23/2025	12/18/2025	R	\$24.30
					1.28		25-26			39593		\$25.58

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
NUMBER OF INVOICES: 4												\$290.23
JOHN DEE000	JOHN DEERE FINANCIAL	D32480	3002600106	DECJD	Trust	Flap discs, pliers, cut off wheels, soap stone, degreaser, sawzall blades. etc	H	12/03/2025	12/18/2025	R		\$24.28
							25-26			39592		\$24.28
JOHN DEE000	JOHN DEERE FINANCIAL	D39433	0000000000	DECJD	Trust	HS SUPPLIES	H	12/19/2025	12/18/2025	R		\$214.92
							25-26			39592		\$214.92
JOHN DEE000	JOHN DEERE FINANCIAL	D40704	0000000000	DECJD	Trust	MS SUPPLIES	H	12/22/2025	12/18/2025	R		\$24.00
							25-26			39592		\$24.00
NUMBER OF INVOICES: 3												\$263.20
KERR JEN000	KERR, JENNIFER	ERIN20251215A	0000000000	DECPP	Trust	12/9/2025-12/15/2025 Meal Reimbursement for CTEI Conference in Nashville, TN	H	12/15/2025	08/01/2024	A		\$103.80
							25-26			252600399		\$103.80
NUMBER OF INVOICES: 1												\$103.80
KINKAHAY000	KINKADE, HAYDEN	112525	3002600214	DECPP	Trust	DUNKIN DONUTS BUILD CONFERENCE	H	11/27/2025	12/01/2025	A		\$14.38
							25-26			252600356		\$14.38
KINKAHAY000	KINKADE, HAYDEN	120625	3002600214	DECPP	Trust	CTEI Travel - Term 2 PO - Kinkade's meals at the following FFA Events: State Land Use CDE, National FFA Convention & Expo, State Food Science CDE, Lincoln Land Agronomy CDE, LakeLand Agronomy CDE, BUILD Conference, Section 23	H	12/06/2025	12/09/2025	A		\$48.24

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
KINKAHAY000	KINKADE, HAYDEN	120625		*****CONTINUED*****		Agronomy CDE, State Agronomy/Dairy Foods CDE.	25-26		252600360		\$48.24
KINKAHAY000	KINKADE, HAYDEN	121125	0000000000	DECPP	Trust	TRAVEL REIMBURSEMENT NAAE CONFERENCE	H	12/11/2025	12/09/2025	A	\$161.34
							25-26		252600363		\$161.34
NUMBER OF INVOICES: 3											\$223.96
MUELLALE000	MUELLER, ALEXIS	103125	0000000000	DECPP	Trust	AG TRAVEL TO CTEI TRAVEL	H	11/27/2025	12/01/2025	W	\$0.00
							25-26		202500360		\$0.00
MUELLALE000	MUELLER, ALEXIS	113025	3002600276	DECPP	Trust	CTEI SUPPLIES - L MUELLER REIMBURSE - Supplies from Walmart for Basic Agriculture Science Course - Paint, stain, oil, sanding disks, etc.	H	11/30/2025	12/04/2025	A	\$45.93
							25-26		252600361		\$45.93
MUELLALE000	MUELLER, ALEXIS	121125	3002600281	decpp	Trust	Meals for Nashville Trip NAAE 12/10-12/11	H	12/11/2025	12/09/2025	A	\$113.30
							25-26		252600400		\$113.30
NUMBER OF INVOICES: 3											\$159.23
NOSEKTRO000	NOSEK, TROY	121825	0000000000	DECPP	Trust	FUEL REIMBURSEMENT	H	12/18/2025	12/18/2025	R	\$20.00
							25-26		39595		\$20.00
NUMBER OF INVOICES: 1											\$20.00
RCCU #1 000 RCCU #1		111425	3502600011	DECPP	Trust	Postage bill for returning Jacksonville's ipad	H	11/14/2025	12/01/2025	W	\$0.00
							25-26		202500354		\$0.00

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
RCCU #1 000	RCCU #1	26024	0000000000	DECPP	Trust	NEW TEACHER BREAKFAST	H	12/10/2025	12/18/2025	W		\$0.00
							25-26			202500404		\$0.00
RCCU #1 000	RCCU #1	26025	0000000000	DECPP	Trust	BOARD MEETING	H	12/18/2025	12/18/2025	W		\$0.00
							25-26			202500405		\$0.00
NUMBER OF INVOICES: 3												\$0.00
RCHS - A000	RCHS - ACTIVITY	111225	0000000000	DECPP	Trust	AG FAIR PREMIUMS	H	11/12/2025	12/04/2025	R		\$4,577.92
							25-26			39478		\$4,577.92
NUMBER OF INVOICES: 1												\$4,577.92
RCHS - R000	RCHS - REVOLVING	113025	0000000000	DECPP	Trust	NOVEMBER 2025 RCHS REVOLVING	H	12/04/2025	12/09/2025	R		\$1,415.00
						REIMBURSEMENT						
							25-26			39479		\$1,415.00
NUMBER OF INVOICES: 1												\$1,415.00
RCMS 000	RCMS	103125	0000000000	DECPP	Trust	SCHOLASTIC REIMBURSEMENT	H	10/31/2025	12/04/2025	R		\$748.37
							25-26			39480		\$748.37
RCMS 000	RCMS	113025	0000000000	DECPP	Trust	RCMS REVOLVING REIMBURSEMENT	H	12/08/2025	12/09/2025	R		\$1,060.00
							25-26			39481		\$1,060.00
NUMBER OF INVOICES: 2												\$1,808.37
RODGEKAC000	RODGERS, KACIE	112425	0000000000	DECPP	Trust	BOE TRIP REIMBURSEMENT	H	11/24/2025	12/04/2025	A		\$100.97
							25-26			252600362		\$100.97
NUMBER OF INVOICES: 1												\$100.97
RUSK AMY000	RUSK, AMY	121825	3002600289	DECPP	Trust	Work-Based Learning Manners	H	12/19/2025	12/18/2025	A		\$397.96
						Unit Breakfast at Hovey's						
							25-26			252600415		\$397.96

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
RUSK AMY000	RUSK, AMY	ERIN20251218A	0000000000	DECPP	Trust	10/1/2025-12/17/2025 Work-Based Learning Mileage for Work-Site Visits & Job-Site Tours	H		12/18/2025	12/18/2025	A	\$84.70
								25-26		252600411		\$84.70
						NUMBER OF INVOICES: 2						\$482.66
RUSK EMI000	RUSK, EMILY	111425	0000000000	DECPP	Trust	REFUND CARSON AMETER REGISTRATION FEES	H		11/14/2025	11/24/2025	A	\$50.00
								25-26		252600354		\$50.00
						NUMBER OF INVOICES: 1						\$50.00
RUSK RYL000	RUSK, RYLAN	121225	0000000000	DECPP	Trust	FUEL REIMBURSEMENT	H		12/12/2025	12/09/2025	A	\$37.67
								25-26		252600401		\$37.67
RUSK RYL000	RUSK, RYLAN	ERIN20251215A	0000000000	DECPP	Trust	12/12/2025 Drinks for Admin Meeting	H		12/15/2025	08/01/2024	A	\$25.89
								25-26		252600364		~~\$25.89~~
						NUMBER OF INVOICES: 2						\$63.56
STALLBRE000	STALLARD, BRENDA	ERIN20251215A	0000000000	DECPP	Trust	12/15/2025 ACTE Conference Meal Reimbursement	H		12/15/2025	08/01/2024	A	\$92.83
								25-26		252600402		\$92.83
						NUMBER OF INVOICES: 1						\$92.83
STRAIGHT000	STRAIGHT UP SOLAR	42560	0000000000	DECPP	Trust	RCHS SOLAR PANELS	H		12/29/2025	12/29/2025	A	\$490,000.00
								25-26		252600414		\$490,000.00
STRAIGHT000	STRAIGHT UP SOLAR	42567	0000000000	DECPP	Trust	RCMS SOLAR PANELS	H		12/29/2025	12/29/2025	A	\$180,000.00
								25-26		252600414		\$180,000.00

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
NUMBER OF INVOICES: 2												\$670,000.00
VANDYJAM000	VANDYKE, JAMIE	121225	3002600159	DECPP	Trust	CTEI CONFERENCE TRAVEL REIMBURSEMENTS	H		12/12/2025	12/09/2025	A	\$113.61
							25-26			252600365		\$113.61
NUMBER OF INVOICES: 1												\$113.61
WEST PAU000	WEST, PAULA	ERIN20251218A	0000000000	DECPP	Trust	12/9/2025-12/12/2025 Meals 12/9 13.00 12/10 9.60 12/10 45.33 12/11 4.56 12/11 16.99 12/12 12.69 Total for all meals: 102.17	H		12/18/2025	08/01/2024	A	\$102.17
							25-26			252600412		\$102.17
NUMBER OF INVOICES: 1												\$102.17
WISNEANG000	WISNER, ANGELA	121325	0000000000	DECPP	Trust	CHRISTMAS SUPPLIES BOE	H		12/13/2025	12/09/2025	A	\$29.95
							25-26			252600403		\$29.95
NUMBER OF INVOICES: 1												\$29.95
TOTAL NUMBER OF HISTORY INVOICES: 44												\$690,780.72
23 ACH CHECK INVOICES \$672,157.32												
16 COMPUTER CHECK INVOICES \$15,232.72												
5 WIRE TRAN CHECK INVOICES \$3,390.68												
TOTAL INVOICES: 44 \$690,780.72												
BANK TOTALS: BANK BANK ACCOUNT # INVOICE AMOUNT NET AMOUNT												
Trust **A010 1120 0000 00 000000 \$690,796.00 \$690,780.72												

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 *****

REPORT SPECIFICATIONS
DISTRICT: Richland County Community Unit #1
REPORT TITLE: AP Invoice Listing Report
REQUESTED BY: cgraves DATE: 01/14/26
PROGRAM NAME: fin/3aprpt01. TIME: 3:03:13 PM
COPIES: 1 LPI: 6
RUN ON SERVER: yes CREATE ASCII FILE: NO

REPORT SEQUENCE: Vendor
INVOICE TYPE(S): 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:	ZZZZZZZZZZ
STARTING BATCH #:	bbjan	ENDING BATCH #:	bbjan
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:	ZZZZZZZZZZ
STARTING CREATED DATE:	07/01/2025	ENDING CREATED DATE:	12/31/9999
STARTING INVOICE AMOUNT:	-999,999,999.00	ENDING INVOICE AMOUNT:	9999,999,999.99

<u>VEN-KEY</u>	<u>VENDOR NAME</u>	<u>INVOICE #</u>	<u>PO NUMBER</u>	<u>BATCH</u>	<u>BANK</u>	<u>DESCRIPTION</u>	<u>LQ</u>	<u>S</u>	<u>INV DATE</u>	<u>DUE DATE</u>	<u>C</u>	<u>NET AMOUNT</u>
	<u>ACH VOID DOWNLOAD</u>	<u>DISCOUNT DESCRIPTION</u>		<u>DISC AMT</u>		<u>ADJUSTMENT DESCRIPTION</u>	<u>FY</u>		<u>ADJ AMT</u>	<u>CHECK NBR</u>		<u>INVOICE AMOUNT</u>
A & R ME000	A & R MECHANICAL CONTRACTORS, INC	97701	0000000000	BBJAN	Trust	REPAIR RCHS	H	12/29/2025	12/29/2025	R		\$1,347.22
							25-26			39611		\$1,347.22
NUMBER OF INVOICES: 1												\$1,347.22
AMAZON C000	AMAZON CAPITAL SERVICES, INC	113M-RY6K-3LN7	9002600075	BBJAN	Trust	elementary school	H	01/12/2026	01/15/2026	A		\$274.99
							25-26			252600450		\$274.99
AMAZON C000	AMAZON CAPITAL SERVICES, INC	11KC-GNV1-VR9R	1002600308	BBJAN	Trust	Library Books and Supplies	H	01/12/2025	01/15/2026	A		\$203.66
							25-26			252600450		\$203.66
AMAZON C000	AMAZON CAPITAL SERVICES, INC	143N-VJL6-WVTL	9002600066	BBJAN	Trust	middle school	H	12/19/2025	12/18/2025	A		\$1,181.94
							25-26			252600424		\$1,181.94
AMAZON C000	AMAZON CAPITAL SERVICES, INC	14Y7-D4F7-61VF	1002600292	BBJAN	Trust	Items for Maddy Rusk	H	12/31/2025	12/31/2025	A		\$165.76
							25-26			252600424		\$165.76
AMAZON C000	AMAZON CAPITAL SERVICES, INC	169N-WVN9-1NWD	3002600258	BBJAN	Trust	Books for the library.	H	12/28/2025	01/02/2026	A		\$26.18
							25-26			252600424		\$26.18
222												
AMAZON C000	AMAZON CAPITAL SERVICES, INC	169R-TJXM-RCJJ	1002600085	BBJAN	Trust	Hall-Book Order	H	12/20/2025	12/18/2025	A		\$34.99
							25-26			252600424		\$34.99
AMAZON C000	AMAZON CAPITAL SERVICES, INC	17LC-MP4C-7QQP	1002600280	BBJAN	Trust	Library books and supplies	H	12/23/2025	12/18/2025	A		\$268.59
							25-26			252600424		\$268.59
AMAZON C000	AMAZON CAPITAL SERVICES, INC	17RC-1CV1-LW14	9002600069	BBJAN	Trust	middle school	H	01/14/2026	01/15/2026	A		\$43.32
							25-26			252600450		\$43.32
AMAZON C000	AMAZON CAPITAL SERVICES, INC	17V7-LD9C-Q3P1	1002600305	BBJAN	Trust	Valentine's Socks - Mrs. Fox	H	01/12/2026	01/15/2026	A		\$142.96
							25-26			252600450		\$142.96
AMAZON C000	AMAZON CAPITAL SERVICES, INC	19MH-WQH3-WR9V	9002600065	BBJAN	Trust	high school	H	12/11/2025	12/18/2025	A		\$19.99
							25-26			252600424		\$19.99

VEN-KEY	VENDOR NAME	INVOICE #	PO NUMBER	BATCH	BANK	DESCRIPTION	LQ	S	INV DATE	DUE DATE	C	NET AMOUNT
	ACH VOID DOWNLOAD	DISCOUNT DESCRIPTION				ADJUSTMENT DESCRIPTION	FY		ADJ AMT	CHECK NBR		INVOICE AMOUNT
AMAZON C000	AMAZON CAPITAL SERVICES, INC	1C97-KYWX-YM9K	1002600254	BBJAN	Trust	Classroom/Art Supplies for Heidi Inskeep	H	01/02/2026	12/31/2025	A		\$228.99
							25-26			252600424		\$228.99
AMAZON C000	AMAZON CAPITAL SERVICES, INC	1CW6-MYJF-W9VQ	1002600270	BBJAN	Trust	Items for Helpful Holiday Event	H	01/02/2026	01/02/2026	A		\$275.37
							25-26			252600424		\$275.37
AMAZON C000	AMAZON CAPITAL SERVICES, INC	1DVT-V9YK-CNNH	2002600094	BBJAN	Trust	stapler, self-inking stamps, card deck storage	H	12/18/2025	12/18/2025	A		\$66.48
							25-26			252600424		\$66.48
AMAZON C000	AMAZON CAPITAL SERVICES, INC	1GP7-6FYL-3J3G	3002600291	BBJAN	Trust	upsimples 8.5x11 Picture Frame Set of 10, Display Pictures 6x8 with Mat or 8.5x11 Without, Multi Photo Frames Collage for Wall or Tabletop Display, Black (2 sets of 10)	H	01/05/2026	01/02/2026	A		\$59.98
							25-26			252600424		~~\$59.98~~ 223
AMAZON C000	AMAZON CAPITAL SERVICES, INC	1L9N-R11W-KPYF	1002600280	BBJAN	Trust	Library books and supplies	H	01/12/2026	01/15/2026	A		\$18.47
							25-26			252600450		\$18.47
AMAZON C000	AMAZON CAPITAL SERVICES, INC	1L9Q-NKRV-GK3V	1002600289	BBJAN	Trust	Hand towels for Kensley Kocher Misc. Office Supplies	H	12/17/2025	12/18/2025	A		\$118.62
							25-26			252600424		\$118.62
AMAZON C000	AMAZON CAPITAL SERVICES, INC	1LT3-T74D-9YCP	3002600258	BBJAN	Trust	Books for the library.	H	12/29/2025	01/02/2026	A		\$391.38
							25-26			252600424		\$391.38
AMAZON C000	AMAZON CAPITAL SERVICES, INC	1LT7-4RNQ-GQN1	1002600284	BBJAN	Trust	Items for PALS Classroom	H	12/21/2025	12/18/2025	A		\$186.84
							25-26			252600424		\$186.84

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
AMAZON C000	AMAZON CAPITAL SERVICES, INC	1LTY-4KDJ-4P1F	1002600280	BBJAN	Trust	Library books and supplies	H	12/31/2025	12/31/2025	A	\$63.79
							25-26			252600424	\$63.79
AMAZON C000	AMAZON CAPITAL SERVICES, INC	1N31-4L9R-G4KL	6002600048	BBJAN	Trust	Scratcher for DG	H	12/30/2025	01/02/2026	A	\$19.27
							25-26			252600424	\$19.27
AMAZON C000	AMAZON CAPITAL SERVICES, INC	1NFC-F136-RTYD	1002600284	BBJAN	Trust	Items for PALS Classroom	H	12/29/2025	01/02/2026	A	\$34.98
							25-26			252600424	\$34.98
AMAZON C000	AMAZON CAPITAL SERVICES, INC	1NY4-4KDG-RPHP	2002600099	BBJAN	Trust	RCMS Social Studies Department	H	01/09/2026	01/15/2026	A	\$38.08
							25-26			252600450	\$38.08
AMAZON C000	AMAZON CAPITAL SERVICES, INC	1P3V-WP6R-YRRQ	2002600103	BBJAN	Trust	Classroom Supplies	H	01/13/2026	01/15/2026	A	\$57.89
							25-26			252600450	\$57.89
AMAZON C000	AMAZON CAPITAL SERVICES, INC	1QG4-37MX-9Y7G	1002600295	BBJAN	Trust	Printer toner for Mrs. Hahn and Mr. Peno	H	01/05/2026	01/02/2026	A	\$229.92
							25-26			252600424	\$229.92
											224
AMAZON C000	AMAZON CAPITAL SERVICES, INC	1QG4-37MX-CJ7T	9002600072	BBJAN	Trust	Office Supplies	H	01/05/2026	01/02/2026	A	\$164.37
							25-26			252600424	\$164.37
AMAZON C000	AMAZON CAPITAL SERVICES, INC	1RXF-MH9Q-137X	5502600063	BBJAN	Trust	Cups for PK Snack	H	12/23/2025	12/18/2025	A	\$156.98
							25-26			252600424	\$156.98
AMAZON C000	AMAZON CAPITAL SERVICES, INC	1TD3-LCDW-66XK	2002600090	BBJAN	Trust	Advisory supplies	H	01/13/2026	01/15/2026	A	\$101.88
							25-26			252600450	\$101.88
AMAZON C000	AMAZON CAPITAL SERVICES, INC	1THC-1N99-3XPK	2002600090	BBJAN	Trust	Advisory supplies	H	01/07/2026	01/02/2026	A	\$788.34
							25-26			252600424	\$788.34
AMAZON C000	AMAZON CAPITAL SERVICES, INC	1W4V-HQKQ-YQWG	9002600071	BBJAN	Trust	elementary school	H	01/02/2026	12/31/2025	A	\$43.98
							25-26			252600424	\$43.98

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
AMAZON C000	AMAZON CAPITAL SERVICES, INC	1W9F-QFY3-VMM4	1002600283	BBJAN	Trust	Library Books	H	12/20/2025	12/18/2025	A		\$26.18
							25-26			252600424		\$26.18
AMAZON C000	AMAZON CAPITAL SERVICES, INC	1WF3-DQDK-7GJH	1002600053	BBJAN	Trust	Henton-approved classroom supplies for the 25/26 SY	H	01/13/2026	01/15/2026	A		\$10.24
							25-26			252600450		\$10.24
AMAZON C000	AMAZON CAPITAL SERVICES, INC	1WYK-WRD9-3LHW	6002600049	BBJAN	Trust	Adapted copies of Huckleberry Finn, To Kill A Mockingbird, and Macbeth for Low Readers.	H	01/12/2026	01/15/2026	A		\$55.98
							25-26			252600450		\$55.98
AMAZON C000	AMAZON CAPITAL SERVICES, INC	1WYW-QTWP-7GTC	4502600024	BBJAN	Trust	Supplies	H	12/19/2025	01/02/2026	A		\$70.52
							25-26			252600424		\$70.52
AMAZON C000	AMAZON CAPITAL SERVICES, INC	1X7C-D7X7-43Q3	9002600070	BBJAN	Trust	AJ ordered wrong filters. Tara was having problems ordering them. She sent me the link to order. Jami	H	01/05/2026	01/02/2026	A		\$259.99
							25-26			252600424		\$259.99
AMAZON C000	AMAZON CAPITAL SERVICES, INC	1XKT-YK3W-V3TJ	1002600287	BBJAN	Trust	Library Books	H	12/20/2025	12/18/2025	A		\$34.85
							25-26			252600424		\$34.85
AMAZON C000	AMAZON CAPITAL SERVICES, INC	1XVG-73MR-CHD7	1002600288	BBJAN	Trust	Laminating Film	H	12/15/2025	01/02/2026	A		\$344.84
							25-26			252600424		\$344.84
AMAZON C000	AMAZON CAPITAL SERVICES, INC	1XVG-73MR-PC6T	5502600059	BBJAN	Trust	B3 Supplies	H	12/15/2025	01/02/2026	A		\$36.99
							25-26			252600424		\$36.99
AMAZON C000	AMAZON CAPITAL SERVICES, INC	1Y46-NN1N-1V66	3002600294	BBJAN	Trust	Lab and classroom supplies	H	01/08/2026	01/02/2026	A		\$143.32
							25-26			252600424		\$143.32
AMAZON C000	AMAZON CAPITAL SERVICES, INC	1YDD-4R9T-HWQW	9002600063	BBJAN	Trust	Step Wars	H	12/29/2025	12/18/2025	A		\$445.30
							25-26			252600424		\$445.30

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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
AMAZON C000	AMAZON CAPITAL SERVICES, INC	1YDF-W4QG-7VVL	1002600307	BBJAN	Trust	Batteries for STEM Class - Melinda Smith "The Reflection in Me" book -7 hardback copies - Erin Hardy	H	01/08/2026	01/15/2026	A		\$82.13
							25-26			252600450		\$82.13
AMAZON C000	AMAZON CAPITAL SERVICES, INC	1YFT-PKFF-T6TF	2002600104	BBJAN	Trust	RCMS Social Studies Department	H	01/12/2026	01/15/2026	A		\$70.95
							25-26			252600450		\$70.95
NUMBER OF INVOICES: 41												\$6,989.28
AUTO WHE000	AUTO WHEEL AND RIM SERVICE CO, INC 4079490-00		8002600265	BBJAN	Trust	Band Clamps (6)	H	12/09/2025	12/09/2025	R		\$77.70
							25-26			39612		\$77.70
AUTO WHE000	AUTO WHEEL AND RIM SERVICE CO, INC 4079687-00		8002600270	BBJAN	Trust	Fuel/water separator spin on (3), fuel spin on (2), lube spin on (5), & transmission spin on (3)	H	12/16/2025	12/18/2025	R		\$468.30
							25-26			39612		~~\$468.30~~ 226
AUTO WHE000	AUTO WHEEL AND RIM SERVICE CO, INC 4079905-00		8002600280	BBJAN	Trust	Scotseal, fuel spin on(2), transmission spin on(2) & rotor	H	12/20/2025	01/02/2026	R		\$515.53
							25-26			39612		\$515.53
NUMBER OF INVOICES: 3												\$1,061.53
BSN SPOR001	BSN SPORTS LLC	932652765	2502600022	BBJAN	Trust	Softball Uniforms for 25-26 school year.	H	12/18/2025	12/18/2025	R		\$1,425.00
							25-26			39613		\$1,425.00
NUMBER OF INVOICES: 1												\$1,425.00
BUSHUE B000	BUSHUE BACKGROUND SCREENING	1-20251231	0000000000	BBJAN	Trust	FINGERPRINTING	H	01/02/2026	01/02/2026	A		\$324.00
							25-26			252600425		\$324.00

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
BUSHUE B000	BUSHUE BACKGROUND SCREENING	VOLS-20251231	0000000000	BBJAN	Trust	VOLUNTEERS	H	01/02/2026	01/02/2026	A		\$40.00
							25-26			252600425		\$40.00
NUMBER OF INVOICES: 2												\$364.00
C & T / 000	C & T / RICHLAND MOTOR PARTS	252907	0000000000	BBJAN	Trust	HS SUPPLIES	H	12/09/2025	11/10/2025	R		\$44.10
							25-26			39614		\$44.10
C & T / 000	C & T / RICHLAND MOTOR PARTS	253008	0000000000	BBJAN	Trust	ES SUPPLIES	H	12/10/2025	12/09/2025	R		\$31.12
							25-26			39614		\$31.12
C & T / 000	C & T / RICHLAND MOTOR PARTS	253662	0000000000	BBJAN	Trust	ELC SUPPLIES	H	12/19/2025	12/18/2025	R		\$139.60
							25-26			39614		\$139.60
C & T / 000	C & T / RICHLAND MOTOR PARTS	253781	0000000000	BBJAN	Trust	MS SUPPLIES	H	12/22/2025	12/18/2025	R		\$20.99
							25-26			39614		\$20.99
C & T / 000	C & T / RICHLAND MOTOR PARTS	253827	0000000000	BBJAN	Trust	MS SUPPLIES	H	12/23/2025	12/18/2025	R		\$11.58
							25-26			39614		\$11.58
NUMBER OF INVOICES: 5												227
NUMBER OF INVOICES: 5												\$247.39
CARLE 000	CARLE	121125	8002600281	BBJAN	Trust	Bus driver drug tests for renewal (2)	H	12/11/2025	01/02/2026	R		\$76.00
							25-26			39615		\$76.00
NUMBER OF INVOICES: 1												\$76.00
CENTRAL 003	CENTRAL STATES BUS SALES	IN683783	8002600253	BBJAN	Trust	Sensor pressure differential	H	12/04/2025	12/09/2025	R		\$230.79
							25-26			39617		\$230.79
CENTRAL 003	CENTRAL STATES BUS SALES	IN683941	8002600262	BBJAN	Trust	Driver side mirror base (2), Pass side mirror base, fuel filter watsep racor, fuel supply system fitting (2), fuel system system (2), fuel	H	12/05/2025	12/09/2025	R		\$1,129.87

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
CENTRAL 003	CENTRAL STATES BUS SALES	IN683941		*****CONTINUED*****		system supply line clamp (2), tailpipe, and clevis pin						
							25-26			39617		\$1,129.87
CENTRAL 003	CENTRAL STATES BUS SALES	IN684931	8002600266	BBJAN	Trust	Turn signal switch kit	H	12/15/2025	12/09/2025	R		\$373.01
							25-26			39617		\$373.01
CENTRAL 003	CENTRAL STATES BUS SALES	IN685171	8002600272	BBJAN	Trust	Engine heater block cable assy, turn signal switch kit, side exhaust bracket, & exhaust hanger	H	12/16/2025	01/02/2026	R		\$549.34
							25-26			39617		\$549.34
CENTRAL 003	CENTRAL STATES BUS SALES	IN685838	8002600276	BBJAN	Trust	2 way connector(2), terminal(4), & heater block cable assy	H	12/22/2025	01/02/2026	R		\$122.66
							25-26			39617		\$122.66
												228
CENTRAL 003	CENTRAL STATES BUS SALES	IN686180	8002600283	BBJAN	Trust	Surge tank bracket	H	12/29/2025	01/02/2026	R		\$77.20
							25-26			39617		\$77.20
CENTRAL 003	CENTRAL STATES BUS SALES	IN686319	8002600285	BBJAN	Trust	Crossing arm base (2), crossing arm motor kit (1), & horn kit (5)	H	12/30/2025	01/02/2026	R		\$1,453.75
							25-26			39617		\$1,453.75
CENTRAL 003	CENTRAL STATES BUS SALES	IN686450	8002600284	BBJAN	Trust	Bus #7 - Replaced low coolant level switch & harness	H	12/31/2025	01/02/2026	R		\$702.00
							25-26			39617		\$702.00
NUMBER OF INVOICES: 8												\$4,638.62
CHADDOCK000	CHADDOCK	CATSIN-003790	0000000000	BBJAN	Trust	TUITION	H	01/02/2026	01/02/2026	A		\$22,253.84

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
CHADDOCK000	CHADDOCK	CATSIN-003790		*****CONTINUED*****								
							25-26			252600426		\$22,253.84
NUMBER OF INVOICES: 1												\$22,253.84
CINTAS 000	CINTAS	4251420511	0000000000	BBJAN	Trust	ELC SERVICE	H	12/04/2025	12/04/2025	R		\$96.16
							25-26			39618		\$96.16
CINTAS 000	CINTAS	4252196353	0000000000	BBJAN	Trust	RCES SERVICE	H	12/09/2025	12/10/2025	R		\$241.94
							25-26			39618		\$241.94
CINTAS 000	CINTAS	4252196392	0000000000	BBJAN	Trust	RCMS SERVICE	H	12/09/2025	12/10/2025	R		\$239.04
							25-26			39618		\$239.04
CINTAS 000	CINTAS	4252196415	0000000000	BBJAN	Trust	RCMS SERVICE	H	12/09/2025	12/10/2025	R		\$140.00
							25-26			39618		\$140.00
CINTAS 000	CINTAS	4253799880	0000000000	BBJAN	Trust	RCMS SERVICE	H	12/29/2025	12/30/2025	R		\$140.00
							25-26			39618		\$140.00
229												
CINTAS 000	CINTAS	4253799943	0000000000	BBJAN	Trust	RCES SERVICE	H	12/29/2025	12/30/2025	R		\$241.94
							25-26			39618		\$241.94
CINTAS 000	CINTAS	4253799972	0000000000	BBJAN	Trust	RCMS SERVICE	H	12/29/2025	12/30/2025	R		\$239.04
							25-26			39618		\$239.04
CINTAS 000	CINTAS	4254450352	0000000000	BBJAN	Trust	ELC SERVICE	H	12/30/2025	12/30/2025	R		\$96.16
							25-26			39618		\$96.16
NUMBER OF INVOICES: 8												\$1,434.28
CLAY CIT003	CLAY CITY SCHOOL DISTRICT #10	2026-1230	0000000000	BBJAN	Trust	BREAKFASTS AND LUNCHES	H	01/13/2026	01/13/2026	R		\$302.90
							25-26			39665		\$302.90
NUMBER OF INVOICES: 1												\$302.90
CONCORD 000	CONCORD THEATRICALS CORP	2696438/11327518	3002600305	BBJAN	Trust	DRAMA 101 LICENSING /	H	01/12/2026	01/15/2026	R		\$497.14

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
CONCORD 000	CONCORD THEATRICALS CORP	2696438/11327518	*****CONTINUED*****			SCRIPTS						
							25-26			39666		\$497.14
						NUMBER OF INVOICES: 1						\$497.14
CONSTELL000	CONSTELLATION NEWENERGY, INC	72044972501	9002600005	BBJAN	Trust	HS ELECTRIC	H		12/10/2025	12/18/2025	A	\$1,652.71
							25-26			252600427		\$1,652.71
						NUMBER OF INVOICES: 1						\$1,652.71
COOPEJES000	COOPER, JESSICA R.	ERIN20251229A	0000000000	BBJAN	Trust	12/5/2025-12/19/2025	H		12/29/2025	12/29/2025	A	\$9.80
						Traveling between buildings in the district.						
							25-26			252600428		\$9.80
						NUMBER OF INVOICES: 1						\$9.80
CORONLAU000	CORONA, LAURA	010526	5502600066	BBJAN	Trust	Language Interpreter	H		01/05/2026	01/02/2026	R	\$50.00
							25-26			39619		\$50.00
						NUMBER OF INVOICES: 1						\$50.00
D PATRIC000	D PATRICK MOTOPLEX	343944	0000000000	BBJAN	Trust	ES MAINTENANCE TRUCK	H		01/12/2026	01/13/2026	R	\$711.76
							25-26			39667		\$711.76
						NUMBER OF INVOICES: 1						\$711.76
DATA MAN000	DATA MANAGEMENT SHREDDING	75288	9002600006	BBJAN	Trust	SHREDDING SERVICES	H		12/17/2025	12/18/2025	R	\$45.00
							25-26			39620		\$45.00
						NUMBER OF INVOICES: 1						\$45.00
DECKER I000	DECKER INC	641172A	0000000000	BBJAN	Trust	MS SUPPLIES	H		12/18/2025	12/18/2025	R	\$511.45
							25-26			39621		\$511.45

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
NUMBER OF INVOICES: 1												\$511.45
DELTA MA000	DELTA MATH SOLUTIONS INC	28914	3002600252	BBJAN	Trust	DeltaMath PLUS Subscription	H	01/06/2026	01/15/2026	R		\$460.00
							25-26			39668		\$460.00
NUMBER OF INVOICES: 1												\$460.00
DOLL'S I000	DOLL'S INC	75044	0000000000	BBJAN	Trust	RCES TRACK LOADER RENTAL	H	01/05/2026	01/06/2026	R		\$165.00
							25-26			39622		\$165.00
DOLL'S I000	DOLL'S INC	75045	0000000000	BBJAN	Trust	HS CALCIUM	H	01/05/2026	01/06/2026	R		\$280.00
							25-26			39622		\$280.00
DOLL'S I000	DOLL'S INC	75046	0000000000	BBJAN	Trust	SAND MIDDLE SCHOOL	H	01/05/2026	01/06/2026	R		\$23.10
							25-26			39622		\$23.10
NUMBER OF INVOICES: 3												\$468.10
EAGLESON001	EAGLESON AUTOMOTIVE CENTER INC	267097	3002600284	BBJAN	Trust	Oil change on Driver Ed car	H	12/11/2025	12/18/2025	R		\$87.53
						12/11/25						231
							25-26			39623		\$87.53
NUMBER OF INVOICES: 1												\$87.53
EDPUZZLE000	EDPUZZLE, INC	46469	9502600053	BBJAN	Trust	Edpuzzle Pro renewal	H	01/06/2026	01/02/2026	R		\$6,100.00
							25-26			39624		\$6,100.00
NUMBER OF INVOICES: 1												\$6,100.00
ENRICHED000	ENRICHED STITCHES	1563	3002600309	BBJAN	Trust	PE Uniforms for HS	H	01/12/2026	01/15/2026	R		\$680.00
							25-26			39669		\$680.00
NUMBER OF INVOICES: 1												\$680.00
ENTEC SE000	ENTEC SERVICES, INC	SIN062110	0000000000	BBJAN	Trust	SERVICE RCES	H	12/29/2025	12/30/2025	A		\$6,442.86
							25-26			252600429		\$6,442.86

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
ENTEC SE000	ENTEC SERVICES, INC	SIN062371	0000000000	BBJAN	Trust	DELTRA CONTROLS RETROFIT	H	01/12/2026	01/13/2026	A	\$30,400.00
							25-26			252600451	\$30,400.00
NUMBER OF INVOICES: 2											\$36,842.86
ERWINMEL000	ERWIN, MELISSA	ERIN20251219A	0000000000	BBJAN	Trust	12/1/2025-12/18/2025	H	12/19/2025	08/01/2024	A	\$210.70
						Mileage for December home visits					
							25-26			252600430	\$210.70
NUMBER OF INVOICES: 1											\$210.70
FEHRENBA001	FEHRENBACHER OIL CO, INC	1011973	3002600287	BBJAN	Trust	Driver Ed Car Inspection	H	12/18/2025	12/18/2025	R	\$45.00
							25-26			39625	\$45.00
FEHRENBA001	FEHRENBACHER OIL CO, INC	1012008	8002600274	BBJAN	Trust	Bus #14 Inspection	H	12/18/2025	12/18/2025	R	\$66.00
							25-26			39625	\$66.00
FEHRENBA001	FEHRENBACHER OIL CO, INC	1016964	8002600247	BBJAN	Trust	Bus #4 Inspection	H	12/02/2025	01/02/2026	R	\$66.00
							25-26			39625	\$66.00
FEHRENBA001	FEHRENBACHER OIL CO, INC	1018866	8002600256	BBJAN	Trust	Bus #10 Inspection	H	12/08/2025	12/09/2025	R	\$66.00
							25-26			39625	\$66.00
FEHRENBA001	FEHRENBACHER OIL CO, INC	1018938	8002600257	BBJAN	Trust	Bus #47 Inspection	H	12/08/2025	12/09/2025	R	\$66.00
							25-26			39625	\$66.00
FEHRENBA001	FEHRENBACHER OIL CO, INC	1021423	8002600258	BBJAN	Trust	Bus #17 Inspection	H	12/08/2025	12/09/2025	R	\$66.00
							25-26			39625	\$66.00
NUMBER OF INVOICES: 6											\$375.00
FGM ARCH000	FGM ARCHITECTS INC	25-4390.01-4	0000000000	BBJAN	Trust	RCMS PLAYGROUND IMPROVEMENT	H	12/29/2025	12/29/2025	R	\$749.54
							25-26			39626	\$749.54

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
NUMBER OF INVOICES: 1												\$749.54
FIELD WR000	FIELD WRXS INC	4723	0000000000	BBJAN	Trust	NEW HS CAMERA	H	01/09/2026	01/12/2026	R		\$600.00
							25-26			39670		\$600.00
NUMBER OF INVOICES: 1												\$600.00
FISHER A000	FISHER AUTO PARTS	358-230701	8002600245	BBJAN	Trust	2 gallons DEF	H	12/01/2025	12/04/2025	R		\$34.22
							25-26			39627		\$34.22
FISHER A000	FISHER AUTO PARTS	358-230718	8002600246	BBJAN	Trust	1 gallon DEF	H	12/01/2025	12/04/2025	R		\$17.11
							25-26			39627		\$17.11
FISHER A000	FISHER AUTO PARTS	358-230896	8002600271	BBJAN	Trust	Oil dry (3)	H	12/17/2025	12/18/2025	R		\$36.84
							25-26			39627		\$36.84
NUMBER OF INVOICES: 3												\$88.17
FOLLETT 004	FOLLETT CONTENT SOLUTIONS, LLC	671761F	2002600093	BBJAN	Trust	New Books	H	12/19/2025	01/02/2026	A		\$416.98
							25-26			252600431		\$416.98
NUMBER OF INVOICES: 1												\$416.98
GEOSURFA000	GEOSURFACES	123025	0000000000	BBJAN	Trust	CURRENT PAYMENT DUE	H	01/12/2026	01/13/2026	A		\$967,500.00
							25-26			252600452		\$967,500.00
NUMBER OF INVOICES: 1												\$967,500.00
GLOBAL W000	GLOBAL WATER TECHNOLOGY	175762	9002600058	BBJAN	Trust	WATER TESTING AND EQUIPMENT	P H	12/29/2025	12/18/2025	R		\$5,499.60
							25-26			39628		\$5,499.60
GLOBAL W000	GLOBAL WATER TECHNOLOGY	1THC-1N99-3XPK	9002600058	BBJAN	Trust	WATER TESTING AND EQUIPMENT	P H	01/07/2026	01/02/2026	R		\$6,262.94
							25-26			39628		\$6,262.94
NUMBER OF INVOICES: 2												\$11,762.54
GRAINGER000	GRAINGER	9746197095	0000000000	BBJAN	Trust	MS SUPPLIES	H	12/17/2025	12/18/2025	R		\$139.22

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
GRAINGER000	GRAINGER	9746197095		*****CONTINUED*****								
							25-26			39629		\$139.22
GRAINGER000	GRAINGER	9751350001	0000000000	BBJAN	Trust	ES SUPPLIES	H	12/22/2025	12/18/2025	R		\$41.18
							25-26			39629		\$41.18
NUMBER OF INVOICES: 2												\$180.40
HARMOMIR000	HARMON, MIRANDA	ERIN20251219A	0000000000	BBJAN	Trust	12/1/2025-12/19/2025	H	12/19/2025	08/01/2024	A		\$39.90
						Nurse travel reimbursement						
							25-26			252600432		\$39.90
NUMBER OF INVOICES: 1												\$39.90
HART JOS000	HART, JOSY	010226	0000000000	BBJAN	Trust	WALMART REIMBURSEMENT	H	01/02/2026	01/02/2026	A		\$32.77
							25-26			252600433		\$32.77
NUMBER OF INVOICES: 1												\$32.77
HD SUPPL000	HD SUPPLY FACILITIES MAINTENANCE	9243577892	3002600298	BBJAN	Trust	Peroxy buckets, gojo, toilet paper	H	12/03/2025	01/02/2026	R		\$976.36
							25-26			39630		\$976.36
HD SUPPL000	HD SUPPLY FACILITIES MAINTENANCE	9243755380	3002600292	BBJAN	Trust	pallet of salt to divide with the other schools	H	12/08/2025	01/02/2026	R		\$549.50
							25-26			39630		\$549.50
HD SUPPL000	HD SUPPLY FACILITIES MAINTENANCE	9243792975	1002600301	BBJAN	Trust	custodial supplies	H	12/09/2025	01/02/2026	R		\$737.59
							25-26			39630		\$737.59
HD SUPPL000	HD SUPPLY FACILITIES MAINTENANCE	9243898396	1002600300	BBJAN	Trust	custodial supplies	H	12/11/2025	01/02/2026	R		\$125.08
							25-26			39630		\$125.08
HD SUPPL000	HD SUPPLY FACILITIES MAINTENANCE	9244132208	1002600299	BBJAN	Trust	custodial supplies	H	12/18/2025	01/02/2026	R		\$32.34
							25-26			39630		\$32.34

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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
HD SUPPL000	HD SUPPLY FACILITIES MAINTENANCE	9244175713	1002600299	BBJAN	Trust	custodial supplies	H	12/19/2025	01/02/2026	R		\$-32.34
							25-26			39630		\$-32.34
HD SUPPL000	HD SUPPLY FACILITIES MAINTENANCE	9244222237	1002600299	BBJAN	Trust	custodial supplies	H	12/22/2025	01/02/2026	R		\$30.58
							25-26			39630		\$30.58
NUMBER OF INVOICES: 7												\$2,419.11
HEARTLAN009	HEARTLAND MECHANICAL CONTRACTORS,	W38116	0000000000	BBJAN	Trust	RCHS REPAIR	H	12/29/2025	12/29/2025	R		\$2,157.40
							25-26			39631		\$2,157.40
NUMBER OF INVOICES: 1												\$2,157.40
HENDRBRE000	HENDRICKSON, BRENDA	ERIN20260105A	0000000000	BBJAN	Trust	12/1/2025-12/31/2025 Visits	Home	H	01/05/2026	08/01/2024	A	\$249.20
							25-26			252600434		\$249.20
NUMBER OF INVOICES: 1												\$249.20
HINCKLEY001	HINCKLEY SPRINGS	16201054 122125	8002600277	BBJAN	Trust	Water for Bus Barn	H	12/21/2025	01/02/2026	R		\$235.94
							25-26			39632		\$83.94
NUMBER OF INVOICES: 1												\$83.94
HITES CU000	HITES CUSTOM WORKS	421799	0000000000	BBJAN	Trust	WALKING CHALLENGE T SHIRTS	H	12/09/2025	12/31/2025	R		\$1,174.00
							25-26			39633		\$1,174.00
NUMBER OF INVOICES: 1												\$1,174.00
HOBART S000	HOBART SERVICE	37104540	0000000000	BBJAN	Trust	ES SUPPLIES	H	12/11/2025	12/18/2025	R		\$1,057.95
							25-26			39634		\$1,057.95
NUMBER OF INVOICES: 1												\$1,057.95
HOMETOWN000	HOMETOWN REGISTER-MT CARMEL, SO IL	122825	0000000000	BBJAN	Trust	INVITATION FOR PROPOSAL	H	12/28/2025	12/31/2025	R		\$65.10
							25-26			39635		\$65.10

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
NUMBER OF INVOICES: 1												\$65.10
HOUCHENS000	HOUCHENS NORTH FOODS, LLC	002-00313169	3002600178	BBJAN	Trust	Local purchases for FCS Department Shared by all 3 teachers Food and supplies.	H	12/05/2025	01/02/2026	R		\$8.99
							25-26			39636		\$8.99
HOUCHENS000	HOUCHENS NORTH FOODS, LLC	003-00305388	3002600178	BBJAN	Trust	Local purchases for FCS Department Shared by all 3 teachers Food and supplies.	H	12/08/2025	01/02/2026	R		\$6.25
							25-26			39636		\$6.25
HOUCHENS000	HOUCHENS NORTH FOODS, LLC	003-00305499	0000000000	BBJAN	Trust	FUNERAL FLOWERS	H	12/11/2025	01/02/2026	R		\$30.00
							25-26			39636		\$30.00
HOUCHENS000	HOUCHENS NORTH FOODS, LLC	003-00305501	0000000000	BBJAN	Trust	FUNERAL FLOWERS	H	12/11/2025	01/02/2026	R		\$30.00
							25-26			39636		\$30.00
HOUCHENS000	HOUCHENS NORTH FOODS, LLC	00308689	8002600263	BBJAN	Trust	Christmas Party Supplies	H	12/11/2025	12/09/2025	R		\$217.68
							25-26			39636		\$217.68
HOUCHENS000	HOUCHENS NORTH FOODS, LLC	00312967	3002600178	BBJAN	Trust	Local purchases for FCS Department Shared by all 3 teachers Food and supplies.	H	12/03/2025	12/18/2025	R		\$16.74
							25-26			39636		\$16.74
NUMBER OF INVOICES: 6												\$309.66
IL DEPAR002	IL DEPARTMENT OF PUBLIC HEALTH/V & 010626		0000000000	BBJAN	Trust	VISION AND HEARING TRAINING MIRANDA HARMON	H	01/05/2026	01/02/2026	R		\$400.00
							25-26			39637		\$400.00
NUMBER OF INVOICES: 1												\$400.00
JOHN D H000	JOHN D HURN & SON, INC	603819	0000000000	BBJAN	Trust	ES SUPPLIES	H	12/29/2025	01/02/2026	R		\$212.94
					11.21		25-26			39638		\$224.15

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
JOHN D H000	JOHN D HURN & SON, INC	603869	0000000000	BBJAN	Trust	ES SUPPLIES	H	12/29/2025	01/02/2026	R		\$44.09
					2.32		25-26			39638		\$46.41
JOHN D H000	JOHN D HURN & SON, INC	603950	0000000000	BBJAN	Trust	ES SUPPLIES	H	12/29/2025	12/18/2025	R		\$50.67
					2.67		25-26			39638		\$53.34
JOHN D H000	JOHN D HURN & SON, INC	604166	0000000000	BBJAN	Trust	BUS BARN SUPPLIES	H	01/02/2026	12/31/2025	R		\$235.39
					12.39		25-26			39638		\$247.78
JOHN D H000	JOHN D HURN & SON, INC	604317	0000000000	BBJAN	Trust	HS SUPPLIES	H	01/05/2026	01/02/2026	R		\$101.91
					5.36		25-26			39638		\$107.27
JOHN D H000	JOHN D HURN & SON, INC	604351	0000000000	BBJAN	Trust	HS SUPPLIES	H	01/05/2026	01/02/2026	R		\$19.27
					1.01		25-26			39638		\$20.28
JOHN D H000	JOHN D HURN & SON, INC	604420	0000000000	BBJAN	Trust	ES SUPPLIES	H	01/05/2026	01/02/2026	R		\$52.84
					2.78		25-26			39638		\$55.62
JOHN D H000	JOHN D HURN & SON, INC	604514	0000000000	BBJAN	Trust	ES SUPPLIES	H	01/06/2026	01/02/2026	R		\$33.03
					1.74		25-26			39638		\$34.77
JOHN D H000	JOHN D HURN & SON, INC	604769	0000000000	BBJAN	Trust	Air filter	H	01/08/2026	01/02/2026	R		\$12.33
					0.65		25-26			39638		\$12.98
JOHN D H000	JOHN D HURN & SON, INC	604811	0000000000	BBJAN	Trust	ES SUPPLIES	H	01/08/2026	01/02/2026	R		\$141.70
							25-26			39638		\$141.70
JOHN D H000	JOHN D HURN & SON, INC	604880	1002600263	BBJAN	Trust	custodial supplies	H	01/09/2026	01/02/2026	R		\$70.35
					3.70		25-26			39671		\$74.05
JOHN D H000	JOHN D HURN & SON, INC	605121	0000000000	BBJAN	Trust	RISE UP SUPPLIES	H	01/12/2026	01/15/2026	R		\$12.10
					0.64		25-26			39671		\$12.74
JOHN D H000	JOHN D HURN & SON, INC	605190	0000000000	BBJAN	Trust	MS SUPPLIES	H	01/13/2026	01/15/2026	R		\$79.45
					4.18		25-26			39671		\$83.63

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
JOHN D H000	JOHN D HURN & SON, INC	605221	2002600012	BBJAN	Trust	Custodial Supplies	H	01/13/2026	01/15/2026	R		\$79.77
					4.20		25-26			39671		\$83.97
JOHN D H000	JOHN D HURN & SON, INC	605334	0000000000	BBJAN	Trust	ES SUPPLIES	H	01/14/2026	01/15/2026	R		\$16.13
					0.85		25-26			39671		\$16.98
JOHN D H000	JOHN D HURN & SON, INC	605344	3002600307	BBJAN	Trust	supplies for wood shop and construction class	H	01/14/2026	01/15/2026	R		\$56.94
					3.00		25-26			39671		\$59.94
JOHN D H000	JOHN D HURN & SON, INC	E87690	0000000000	BBJAN	Trust	CREDIT	H	01/06/2026	01/02/2026	R		\$-5.16
					-0.27		25-26			39638		\$-5.43
NUMBER OF INVOICES: 17												\$1,213.75
JOHN DEE000	JOHN DEERE FINANCIAL	D46958	8002600298	BBJAN	Trust	Black gloss spray paint, inverted fluorescent red spray paints (3), & inverted red-orange spray paint	H	01/09/2026	01/15/2026	R		\$48.95
							25-26			39672		\$148.95
JOHN DEE000	JOHN DEERE FINANCIAL	D47971	0000000000	BBJAN	Trust	SHOP SUPPLIES	H	01/13/2026	01/15/2026	R		\$134.69
							25-26			39672		\$134.69
NUMBER OF INVOICES: 2												\$183.64
KIDDER M000	KIDDER MEDIA	2976	0000000000	BBJAN	Trust	NEWSLETTER	H	12/29/2025	12/29/2025	R		\$5,935.50
							25-26			39639		\$5,935.50
NUMBER OF INVOICES: 1												\$5,935.50
KIRBY RI000	KIRBY RISK SUPPLY CO	S211120826.001	0000000000	BBJAN	Trust	HS SUPPLIES	H	12/18/2025	12/29/2025	A		\$128.58
							25-26			252600435		\$128.58
NUMBER OF INVOICES: 1												\$128.58
KOCHEBRI000	KOCHER, BRITTANIA	ERIN20260105A	0000000000	BBJAN	Trust	12/1/2025-12/31/2025	H	01/05/2026	08/01/2024	A		\$193.90

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
KOCHEBRI000	KOCHER, BRITTANIA	ERIN20260105A		*****CONTINUED*****		December 2025 Mileage						
							25-26			252600436		\$193.90
						NUMBER OF INVOICES: 1						\$193.90
KOHL WHO000	KOHL WHOLESALE	123125	4002600043	BBJAN	Trust	Food & Supply Purchases Dec 2025	H		12/31/2025	01/02/2026	R	\$28,873.33
							25-26			39640		\$28,873.33
						NUMBER OF INVOICES: 1						\$28,873.33
LAKESHOR000	LAKESHORE LEARNING MATERIALS, LLC	92719132	1002600243	BBJAN	Trust	Kidney table for S. McGriff	H		12/01/2025	01/15/2026	A	\$439.00
							25-26			252600453		\$439.00
LAKESHOR000	LAKESHORE LEARNING MATERIALS, LLC	93000158	1002600286	BBJAN	Trust	Easel for Kensley Kocher	H		12/13/2025	12/18/2025	A	\$499.00
							25-26			252600437		\$499.00
LAKESHOR000	LAKESHORE LEARNING MATERIALS, LLC	93229775	1002600302	BBJAN	Trust	Math Center Supplies for J. Hall	H		01/05/2026	01/15/2026	A	\$369.87
							25-26			252600453		\$369.87
LAKESHOR000	LAKESHORE LEARNING MATERIALS, LLC	93235948	1002600302	BBJAN	Trust	Math Center Supplies for J. Hall	H		01/06/2026	01/15/2026	A	\$11.99
							25-26			252600453		\$11.99
LAKESHOR000	LAKESHORE LEARNING MATERIALS, LLC	93244113	5502600067	BBJAN	Trust	Preschool transition backpacks	H		01/08/2026	01/15/2026	A	\$399.00
							25-26			252600453		\$399.00
						NUMBER OF INVOICES: 5						\$1,718.86
MAKEMUSI000	MAKEMUSIC	T2XF-JVDH	3002600044	BBJAN	Trust	MakeMusic	H		01/07/2026	01/15/2026	R	\$557.62
							25-26			39673		\$557.62

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
NUMBER OF INVOICES: 1												\$557.62
MCCORKEV000	MCCORMICK, KEVIN	102425	0000000000	BBJAN	Trust	SRO COVERAGE FOOTBALL GAME	H	10/24/2025	12/18/2025	A		\$99.00
							25-26			252600438		\$99.00
NUMBER OF INVOICES: 1												\$99.00
MILLER T000	MILLER, TRACY, BRAUN	109508	0000000000	BBJAN	Trust	PROFESSIONAL SERVICES	H	01/08/2026	01/12/2026	R		\$200.00
							25-26			39674		\$200.00
NUMBER OF INVOICES: 1												\$200.00
NORRIS E000	NORRIS ELECTRIC CO-OP	011826	9002600013	BBJAN	Trust	ELECTRIC ES & ELC	H	01/05/2026	01/02/2026	R		\$18,460.51
							25-26			39641		\$18,460.51
NUMBER OF INVOICES: 1												\$18,460.51
O'REILLY001	O'REILLY AUTO PARTS	1411-277946	8002600254	BBJAN	Trust	Work Light	H	12/09/2025	12/09/2025	R		\$39.98
							25-26			39642		\$39.98
240												
O'REILLY001	O'REILLY AUTO PARTS	1411-277952	8002600255	BBJAN	Trust	CV Pliers	H	12/09/2025	12/09/2025	R		\$13.99
							25-26			39642		\$13.99
O'REILLY001	O'REILLY AUTO PARTS	1411-278433	8002600264	BBJAN	Trust	Oil filters (6)	H	12/12/2025	12/09/2025	R		\$72.06
							25-26			39642		\$72.06
O'REILLY001	O'REILLY AUTO PARTS	1411-279072	8002600275	BBJAN	Trust	Oil filters (2)	H	12/17/2025	12/18/2025	R		\$6.56
							25-26			39642		\$6.56
O'REILLY001	O'REILLY AUTO PARTS	1411-279119	3002600288	BBJAN	Trust	Windshield wipers for Driver	H	12/18/2025	12/18/2025	R		\$22.20
						Ed car						
							25-26			39642		\$22.20
NUMBER OF INVOICES: 5												\$154.79
OLNEY CE001	OLNEY CENTRAL COLLEGE	010526	0000000000	BBJAN	Trust	DUAL CREDIT BOOKS	H	01/05/2026	01/02/2026	R		\$572.72

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
OLNEY CE001	OLNEY CENTRAL COLLEGE	010526		*****CONTINUED*****								
							25-26			39643		\$572.72
						NUMBER OF INVOICES: 1						\$572.72
PALS ELE000	PALS ELECTRIC INC	20469	0000000000	BBJAN	Trust	TOOK DOWN 6 LIGHT POLES RCHS ATHLETICS PROJECT	H		12/29/2025	12/30/2025	R	\$1,285.00
							25-26			39644		\$1,285.00
PALS ELE000	PALS ELECTRIC INC	20689	0000000000	BBJAN	Trust	RCHS SERVICE	H		01/14/2026	01/14/2026	R	\$1,035.00
							25-26			39681		\$1,035.00
						NUMBER OF INVOICES: 2						\$2,320.00
PRAIRIE 001	PRAIRIE FARMS DAIRY, INC	123125	4002600041	BBJAN	Trust	Milk & Dairy Purchases Dec 2025	H		12/31/2025	01/02/2026	A	\$6,944.08
							25-26			252600439		\$6,944.08
						NUMBER OF INVOICES: 1						\$6,944.08
QUILL CO000	QUILL CORPORATION	47073554	3002600286	BBJAN	Trust	Library plotter paper	H		12/19/2025	01/02/2026	A	\$120.68
							25-26			252600440		\$120.68
QUILL CO000	QUILL CORPORATION	47348608	5502600069	BBJAN	Trust	Supplies	H		01/13/2026	01/15/2026	A	\$18.82
							25-26			252600454		\$18.82
						NUMBER OF INVOICES: 2						\$139.50
RC ELC 000	RC ELC	121625	5502600064	BBJAN	Trust	Reimbursement to Activity Account	H		12/13/2025	12/18/2025	R	\$75.00
							25-26			39645		\$75.00
						NUMBER OF INVOICES: 1						\$75.00
REPUBLIC000	REPUBLIC SERVICES, INC	0694-003938893	9002600010	BBJAN	Trust	TRASH SERVICES	H		12/20/2025	12/18/2025	A	\$6,754.60
							25-26			252600441		\$6,754.60

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
NUMBER OF INVOICES: 1												\$6,754.60
REVTRAK,000	REVTRAK, INC	123125	9002600011	BBJAN	Trust	FEEs	H	01/05/2026	01/02/2026	W		\$223.13
							25-26			202500412		\$223.13
NUMBER OF INVOICES: 1												\$223.13
REYNOBOB001	REYNOLDS, BOBBY	ERIN20260102A	0000000000	BBJAN	Trust	12/1/2025-12/31/2025	H	01/02/2026	01/02/2026	A		\$28.00
						December Milage						
							25-26			252600442		\$28.00
NUMBER OF INVOICES: 1												\$28.00
RICHLAND009	RICHLAND CO TREASURER	1 010626	0000000000	BBJAN	Trust	SRO OFFICERS	H	01/08/2026	01/12/2026	R		\$12,602.60
							25-26			39675		\$12,602.60
NUMBER OF INVOICES: 1												\$12,602.60
ROE 12 -001	ROE 12 - ROBINSON	1675	0000000000	BBJAN	Trust	GEN Z UNFILTERED ST JOSEPH	H	01/07/2026	01/15/2026	R		\$250.00
						SCHOOL						242
							25-26			39676		\$250.00
NUMBER OF INVOICES: 1												\$250.00
ROE 12 -002	ROE 12 - OLNEY	010226	0000000000	BBJAN	Trust	JOB BANK SUBSCRIPTION	H	01/02/2026	12/31/2025	R		\$200.00
							25-26			39646		\$200.00
NUMBER OF INVOICES: 1												\$200.00
ROUTIROS000	ROUTIEN, ROSA	123125	0000000000	BBJAN	Trust	DECEMBER MILEAGE	H	12/31/2025	01/02/2026	R		\$2,125.20
							25-26			39647		\$2,125.20
NUMBER OF INVOICES: 1												\$2,125.20
RUSK RYL000	RUSK, RYLAN	ERIN20260102A	0000000000	BBJAN	Trust	12/22/2025 Mileage for	H	01/02/2026	01/02/2026	A		\$19.60
						December						

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
RUSK RYL000	RUSK, RYLAN	ERIN20260102A		*****CONTINUED*****							
							25-26		252600443		\$19.60
						NUMBER OF INVOICES: 1					\$19.60
SECURITY000	SECURITY ALARM CORP, INC	241999	0000000000	BBJAN	Trust	REMOTE VIDEO SUPPORT RCES	H	12/29/2025	12/30/2025	R	\$540.00
						RCHS RCMS					
							25-26		39648		\$540.00
SECURITY000	SECURITY ALARM CORP, INC	243263	0000000000	BBJAN	Trust	RCMS FIRE ALARM	H	12/29/2025	12/30/2025	R	\$705.00
							25-26		39648		\$705.00
SECURITY000	SECURITY ALARM CORP, INC	243264	0000000000	BBJAN	Trust	RCHS FIRE ALARM	H	12/29/2025	12/30/2025	R	\$2,670.00
							25-26		39648		\$2,670.00
SECURITY000	SECURITY ALARM CORP, INC	243265	0000000000	BBJAN	Trust	RCES FIRE ALARM	H	12/29/2025	12/30/2025	R	\$2,305.00
							25-26		39648		\$2,305.00
SECURITY000	SECURITY ALARM CORP, INC	243266	0000000000	BBJAN	Trust	RCELC FIRE ALARM INSPECTION	H	12/29/2025	12/30/2025	R	\$630.00
							25-26		39648		\$630.00
						NUMBER OF INVOICES: 5					\$6,850.00
SHILLIS000	SHILLING, LISA	ERIN20251229A	0000000000	BBJAN	Trust	12/5/2025 mileage	H	12/29/2025	12/29/2025	A	\$1.40
							25-26		252600444		\$1.40
SHILLIS000	SHILLING, LISA	ERIN20251229B	0000000000	BBJAN	Trust	12/8/2025 mileage	H	12/29/2025	12/29/2025	A	\$1.40
							25-26		252600444		\$1.40
SHILLIS000	SHILLING, LISA	ERIN20251229C	0000000000	BBJAN	Trust	12/10/2025 mileage	H	12/29/2025	12/29/2025	A	\$1.40
							25-26		252600444		\$1.40
SHILLIS000	SHILLING, LISA	ERIN20251229D	0000000000	BBJAN	Trust	12/12/2025 Travel to the Middle School	H	12/29/2025	12/29/2025	A	\$1.40
							25-26		252600444		\$1.40

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
SHILLIS000	SHILLING, LISA	ERIN20251229E	0000000000	BBJAN	Trust	12/15/2025 Travel to the middle school	H	12/29/2025	12/29/2025	A		\$1.40
							25-26		252600444			\$1.40
SHILLIS000	SHILLING, LISA	ERIN20251229F	0000000000	BBJAN	Trust	12/17/2025 Travel to the middle school and back to Rise up for work	H	12/29/2025	12/29/2025	A		\$2.80
							25-26		252600444			\$2.80
NUMBER OF INVOICES: 6												\$9.80
SOUTH EA000	SOUTH EASTERN SPECIAL EDUCATION	020126	0000000000	BBJAN	Trust	MONTHLY SERVICES	H	01/06/2026	01/06/2026	R		\$148,951.25
							25-26			39649		\$148,951.25
NUMBER OF INVOICES: 1												\$148,951.25
SOUTHERN009	SOUTHERN BUS & MOBILITY	RO#BR-73512	8002600282	BBJAN	Trust	Bus #21 - Replaced entry door switch	H	12/19/2025	01/02/2026	R		\$552.74
							25-26			39650		\$552.74
NUMBER OF INVOICES: 1												\$552.74
SPILLSCO000	SPILLMAN, SCOTT	123125	0000000000	BBJAN	Trust	MILEAGE	H	12/31/2025	01/02/2026	A		\$1,241.80
							25-26			252600445		\$1,241.80
NUMBER OF INVOICES: 1												\$1,241.80
SUMMIT F000	SUMMIT FINANCIAL RESOURCES, LP	S286574	4002600040	BBJAN	Trust	Commodity Delivery Fees Dec 2025	H	12/31/2025	12/18/2025	A		\$272.69
							25-26			252600446		\$272.69
NUMBER OF INVOICES: 1												\$272.69
SYSCO FO000	SYSCO FOOD SERVICE	010126	4002600042	BBJAN	Trust	Food & Supplies not able to get from Kohls Dec 2025	H	01/01/2026	01/02/2026	R		\$1,793.66
							25-26			39651		\$1,793.66

<u>VEN-KEY</u>	<u>VENDOR NAME</u>	<u>INVOICE #</u>	<u>PO NUMBER</u>	<u>BATCH</u>	<u>BANK</u>	<u>DESCRIPTION</u>	<u>LQ</u>	<u>S</u>	<u>INV DATE</u>	<u>DUE DATE</u>	<u>C</u>	<u>NET AMOUNT</u>
	<u>ACH VOID DOWNLOAD</u>	<u>DISCOUNT DESCRIPTION</u>			<u>DISC AMT</u>	<u>ADJUSTMENT DESCRIPTION</u>	<u>FY</u>		<u>ADJ AMT</u>	<u>CHECK NBR</u>		<u>INVOICE AMOUNT</u>
NUMBER OF INVOICES: 1												\$1,793.66
THE MUSI000	THE MUSIC SHOPPE, INC	4045322	3002600300	BBJAN	Trust	Sheet Music	H	10/08/2025	01/15/2026	R		\$106.25
							25-26			39677		\$106.25
THE MUSI000	THE MUSIC SHOPPE, INC	4048291	3002600028	BBJAN	Trust	Repair for instruments not on a school maintenance contract. This open PO are for mainly concert instruments that may need servicing during the course of a school year.	H	10/21/2025	01/02/2026	R		\$20.00
							25-26			39652		\$20.00
THE MUSI000	THE MUSIC SHOPPE, INC	4056307	3002600300	BBJAN	Trust	Sheet Music	H	10/22/2025	01/15/2026	R		\$16.14
							25-26			39677		\$16.14
THE MUSI000	THE MUSIC SHOPPE, INC	4082611	3002600028	BBJAN	Trust	Repair for instruments not on a school maintenance contract. This open PO are for mainly concert instruments that may need servicing during the course of a school year.	H	12/04/2025	01/02/2026	R		\$30.00
							25-26			39652		\$30.00
THE MUSI000	THE MUSIC SHOPPE, INC	4088404	3002600301	BBJAN	Trust	Sheet Music	H	12/08/2025	01/15/2026	R		\$136.00
							25-26			39677		\$136.00
THE MUSI000	THE MUSIC SHOPPE, INC	4089892	3002600300	BBJAN	Trust	Sheet Music	H	12/11/2025	01/15/2026	R		\$140.25
							25-26			39677		\$140.25
NUMBER OF INVOICES: 6												\$448.64
THE OLNE003	THE OLNEY GAZETTE	082125	0000000000	BBJAN	Trust	PUBLIC NOTICE PLAYGROUND PROJECT	H	08/21/2025	12/31/2025	R		\$187.20

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
THE OLNE003	THE OLNEY GAZETTE	082125		*****CONTINUED*****								
							25-26			39653		\$187.20
THE OLNE003	THE OLNEY GAZETTE	092525	0000000000	BBJAN	Trust	PUBLIC NOTICE PLAYGROUND BIDS	H	09/25/2025	12/31/2025	R		\$185.60
							25-26			39653		\$185.60
NUMBER OF INVOICES: 2												\$372.80
TRI-M PL000	TRI-M PLUMBING	111202601	0000000000	BBJAN	Trust	RCMS WATER LINE REPAIR	H	01/12/2026	01/13/2026	R		\$558.58
							25-26			39678		\$558.58
TRI-M PL000	TRI-M PLUMBING	1217202501	0000000000	BBJAN	Trust	BRONZE CIRCULATING PUMP RCES	H	12/18/2025	12/29/2025	R		\$1,529.22
							25-26			39654		\$1,529.22
NUMBER OF INVOICES: 2												\$2,087.80
VISA	000 VISA	10	5502600058	BBJAN	Trust	CC J WEIDNER J FANCHER WALMART	H	12/02/2025	01/15/2026	R		\$158.20
							25-26			39680		\$158.20
VISA	000 VISA	11	5502600061	BBJAN	Trust	CC J WEIDNER J FANCHER WALMART	H	12/02/2025	01/15/2026	R		\$181.39
							25-26			39680		\$181.39
VISA	000 VISA	12	5502600060	BBJAN	Trust	CC J WEIDNER J FANCHER WALMART	H	12/09/2025	01/15/2026	R		\$235.16
							25-26			39680		\$235.16
VISA	000 VISA	123125	0000000000	BBJAN	Trust	ST JOE VISA	H	12/31/2025	01/15/2026	R		\$2,503.28
							25-26			39682		\$2,503.28
VISA	000 VISA	13	5502600062	BBJAN	Trust	CC J WEIDNER J FANCHER WALMART	H	12/15/2026	01/15/2026	R		\$66.13
							25-26			39680		\$66.13

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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
VISA	000 VISA	14	4002600039	BBJAN	Trust	CC A THOMAS WALMART	H	12/15/2026	01/15/2026	R	\$231.98
							25-26			39680	\$231.98
VISA	000 VISA	15	0000000000	BBJAN	Trust	CC A WISNER DECEMBER RING	H	12/15/2026	01/15/2026	R	\$81.72
						CENTRAL IGA	25-26			39680	\$81.72
VISA	000 VISA	16	0000000000	BBJAN	Trust	CC C GRAVES A AHAMD	H	12/15/2026	01/15/2026	R	\$883.27
						SUPPLYHOUSE	25-26			39680	\$883.27
VISA	000 VISA	17	9502600054	BBJAN	Trust	CC C GRAVES T TAHITEN	H	12/15/2026	01/15/2026	R	\$63.40
						WALMART SURGE PROTECTORS MS	25-26			39680	\$63.40
VISA	000 VISA	18	9002600067	BBJAN	Trust	CC C GRAVES S HIGGINBOTHAM	H	12/15/2026	01/15/2026	R	\$250.00
						IASPA membership	25-26			39680	\$250.00
VISA	000 VISA	19	2002600092	BBJAN	Trust	CC J TEDFORD HUMBLE AND KIND	H	12/15/2026	01/15/2026	R	\$260.00
							25-26			39680	\$260.00
VISA	000 VISA	20	0000000000	BBJAN	Trust	CC J TEDFORD M KLINGLER AP	H	12/15/2026	01/15/2026	R	\$275.00
						DEAN SUMMIT	25-26			39680	\$275.00
VISA	000 VISA	21	0000000000	BBJAN	Trust	CC R RUSK NAAE CONFERENCE	H	12/15/2026	01/15/2026	R	\$3,646.42
						TRAVEL	25-26			39680	\$3,646.42
VISA	000 VISA	22	0000000000	BBJAN	Trust	CC R RUSK WEBSTAURANT STORE	H	12/15/2026	01/15/2026	R	\$2,479.00
							25-26			39680	\$2,479.00
VISA	000 VISA	23	0000000000	BBJAN	Trust	CC JA FOX DEC 2025	H	12/15/2026	01/15/2026	R	\$1,986.38
							25-26			39680	\$1,986.38

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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
VISA	000 VISA	24	3002600264	BBJAN	Trust	CC J THOMPSON J KERR WALMAR DEC 2025	H	12/15/2026	01/15/2026	R		\$562.51
							25-26			39680		\$562.51
VISA	000 VISA	25	3002600285	BBJAN	Trust	CC J THOMPSON N BERRY WALMART	H	01/06/2026	01/02/2026	R		\$33.71
							25-26			39680		\$33.71
VISA	000 VISA	26	3002600280	BBJAN	Trust	CC J THOMPSON C JONES AIR BNB	H	12/15/2026	01/15/2026	R		\$1,493.59
							25-26			39680		\$1,493.59
VISA	000 VISA	27	0000000000	BBJAN	Trust	CC J THOMPSON M POWELL BIO CORP	H	01/13/2026	01/15/2026	R		\$305.84
							25-26			39680		\$305.84
VISA	000 VISA	28	1002600293	BBJAN	Trust	CC JEN FOX GET YOUR TEACH ON NASHVILLE	H	12/15/2026	01/15/2026	R		\$1,314.00
							25-26			39680		\$1,314.00
VISA	000 VISA	29	1002600291	BBJAN	Trust	CC JEN FOX WALMART	H	12/15/2026	01/15/2026	R		\$34.66
							25-26			39680		\$34.66
VISA	000 VISA	30	1002600290	BBJAN	Trust	CC JEN FOX WALMART	H	12/15/2026	01/15/2026	R		\$7.84
							25-26			39680		\$7.84
VISA	000 VISA	31	1002600285	BBJAN	Trust	CC JEN FOX K WEIDNER WALMART	H	12/15/2026	01/15/2026	R		\$19.97
							25-26			39680		\$19.97
VISA	000 VISA	32	1002600275	BBJAN	Trust	CC JEN FOX WALMART	H	12/15/2026	01/15/2026	R		\$93.04
							25-26			39680		\$93.04
NUMBER OF INVOICES: 24												\$17,166.49
VROBI SP000	VROBI SPORTS LLC	D12639	3502600014	BBJAN	Trust	Softball Uniforms '26	H	01/13/2026	01/15/2026	R		\$2,294.46
							25-26			39683		\$2,294.46

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
NUMBER OF INVOICES: 1												\$2,294.46
WABASH V002	WABASH VALLEY SERVICE CO	123125	8002600229	BBJAN	Trust	Fuel for School Year 2025-2026	H	12/31/2025	01/02/2026	R		\$14,603.69
							25-26			39655		\$14,603.69
WABASH V002	WABASH VALLEY SERVICE CO	315054850	0000000000	BBJAN	Trust	LP BOTTLE REFILL	H	12/09/2025	01/02/2026	R		\$25.00
							25-26			39655		\$25.00
NUMBER OF INVOICES: 2												\$14,628.69
WEASE EQ000	WEASE EQUIPMENT, INC	S13768	8002600260	BBJAN	Trust	Band Clamp (2)	H	12/09/2025	12/09/2025	R		\$29.92
							25-26			39656		\$29.92
WEASE EQ000	WEASE EQUIPMENT, INC	W32053	8002600279	BBJAN	Trust	Bus #55 - Repaired broken wire in harness for DPF system	DH	12/17/2025	01/02/2026	W		\$265.68
							25-26			202500414		\$265.68
WEASE EQ000	WEASE EQUIPMENT, INC	W32053	8002600279	BBJAN	Trust	Bus #55 - Repaired broken wire in harness for DPF system	H	12/17/2025	01/02/2026	R		\$265.68
							25-26			39658		\$265.68
WEASE EQ000	WEASE EQUIPMENT, INC	W32053	8002600279	BBJAN	Trust	Bus #55 - Repaired broken wire in harness for DPF system	VH	12/17/2025	01/02/2026	W		\$265.68
							25-26			202500414		\$265.68
WEASE EQ000	WEASE EQUIPMENT, INC	W32089	8002600278	BBJAN	Trust	Bus #11 - Replaced water in fuel sensor & fuel/water separator	DH	12/19/2025	01/02/2026	W		\$161.35
							25-26			202500413		\$161.35
WEASE EQ000	WEASE EQUIPMENT, INC	W32089	8002600278	BBJAN	Trust	Bus #11 - Replaced water in fuel sensor & fuel/water	H	12/19/2025	01/02/2026	R		\$161.35

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
WEASE EQ000	WEASE EQUIPMENT, INC	W32089		*****CONTINUED*****		separator						
							25-26			39658		\$161.35
WEASE EQ000	WEASE EQUIPMENT, INC	W32089	8002600278	BBJAN	Trust	Bus #11 - Replaced water in fuel sensor & fuel/water separator	VH	12/19/2025	01/02/2026	W		\$161.35
							25-26			202500413		\$161.35
NUMBER OF INVOICES: 7												\$456.95
WELLS FA005	WELLS FARGO	5037166952	0000000000	BBJAN	Trust	COPIER LEASE	H	01/03/2026	01/02/2026	R		\$5,239.52
							25-26			39657		\$5,239.52
NUMBER OF INVOICES: 1												\$5,239.52
TOTAL NUMBER OF HISTORY INVOICES: 241												\$1,370,469.97
76 ACH CHECK INVOICES \$1,054,112.45												
160 COMPUTER CHECK INVOICES \$316,141.99												250
5 WIRE TRAN CHECK INVOICES \$223.13												
TOTAL INVOICES: 241												\$1,370,469.97
BANK TOTALS: BANK BANK ACCOUNT # INVOICE AMOUNT NET AMOUNT												
Trust **A010 1120 0000 00 000000 \$1,370,526.40 \$1,370,469.97												

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 *****

Comparison of Funds for December		
FUND	2024 December	2025 December
Education	\$ 26,600,602.73	\$ 26,515,383.13
Operations and Maintenance	\$ 3,401,978.44	\$ 3,953,585.91
Debt Services	\$ 928,515.59	\$ 837,762.21
Transportation	\$ 1,094,048.25	\$ 1,166,174.69
IMRF/Social Security	\$ 1,295,890.96	\$ 1,342,145.82
Capital Projects	\$ 156,403.53	\$ 1,812,938.08
Working Cash	\$ 1,371,366.44	\$ 1,616,186.55
Tort Fund	\$ 965,621.68	\$ 1,167,190.71
Fire Prevention and Safety	\$ 245,468.24	\$ 359,873.02
Total Cash (Includes CD's)	\$ 36,059,895.86	\$ 38,771,240.12
Assets	\$ 722,787.81	\$ 741,365.17
Total Cash and Assets	\$ 36,782,683.67	\$ 39,512,605.29
GRAND TOTAL	\$ 36,782,683.67	\$ 39,512,605.29

					Account Level	2025-26	December 2025-26	2025-26	2025-26	Encumbered	2025-26
FDTLOC	FUNC	OBJ	SJ		Description	Budget	Monthly Activity	FYTD Activity	Batch Activity	Amount	Available Funds
10R010	1110	0000	00	000000	Tax Levy Education	6,340,000.00	25,098.46	6,340,355.07	0.00	0.00	-355.07
10R---	1110	0---	--	-----		6,340,000.00	25,098.46	6,340,355.07	0.00	0.00	-355.07
10R010	1140	0000	00	000000	Sp Ed Levy	137,000.00	545.63	136,918.62	0.00	0.00	81.38
10R---	1140	0---	--	-----		137,000.00	545.63	136,918.62	0.00	0.00	81.38
10R010	1210	0000	00	000000	Mobile Home Tax	28,000.00	0.00	26,127.59	0.00	0.00	1,872.41
10R---	1210	0---	--	-----		28,000.00	0.00	26,127.59	0.00	0.00	1,872.41
10R010	1220	0000	00	000000	Local Housing Aut Tax	18,000.00	0.00	19,451.85	0.00	0.00	-1,451.85
10R---	1220	0---	--	-----		18,000.00	0.00	19,451.85	0.00	0.00	-1,451.85
10R010	1230	0000	00	000000	Corp Pers Prop Tax	750,000.00	117,016.33	335,903.39	0.00	0.00	414,096.61
10R---	1230	0---	--	-----		750,000.00	117,016.33	335,903.39	0.00	0.00	414,096.61
10R010	1311	0000	00	000000	Jump Start Tuition	0.00	0.00	162.30	0.00	0.00	-162.30
10R---	1311	0---	--	-----		0.00	0.00	162.30	0.00	0.00	-162.30
10R010	1510	0000	00	000000	Earnings on Investments	1,100,000.00	136,744.43	710,309.90	0.00	0.00	389,690.10
10R---	1510	0---	--	-----		1,100,000.00	136,744.43	710,309.90	0.00	0.00	389,690.10
10R010	1613	0000	00	000000	Sales to Pupil Ala Carte	6,000.00	685.00	4,434.50	0.00	0.00	1,565.50
10R---	1613	0---	--	-----		6,000.00	685.00	4,434.50	0.00	0.00	1,565.50
10R010	1615	0000	00	000000	Bfst Lunch Debit Card	15,000.00	-26.45	1,585.60	0.00	0.00	13,414.40
10R---	1615	0---	--	-----		15,000.00	-26.45	1,585.60	0.00	0.00	13,414.40
10R010	1620	0000	00	000000	Sales to Adults	8,000.00	846.40	4,643.10	0.00	0.00	3,356.90
10R---	1620	0---	--	-----		8,000.00	846.40	4,643.10	0.00	0.00	3,356.90
10R010	1690	0000	00	000000	Other Food Sales	2,500.00	0.00	485.26	0.00	0.00	2,014.74
10R---	1690	0---	--	-----		2,500.00	0.00	485.26	0.00	0.00	2,014.74
10R010	1711	0000	00	000000	Athletic Admissions	60,000.00	6,087.00	44,667.50	0.00	0.00	15,332.50
10R---	1711	0---	--	-----		60,000.00	6,087.00	44,667.50	0.00	0.00	15,332.50
10R010	1720	0000	00	000000	Lab/Lock Fees	0.00	0.00	24.80	0.00	0.00	-24.80
10R---	1720	0---	--	-----		0.00	0.00	24.80	0.00	0.00	-24.80
10R010	1790	0000	00	000000	Other Pupil Fees	7,000.00	350.00	6,226.80	0.00	0.00	773.20
10R---	1790	0---	--	-----		7,000.00	350.00	6,226.80	0.00	0.00	773.20
10R010	1811	0000	00	000000	Book Rental Fees	160,000.00	3,012.75	139,942.85	112.50	0.00	19,944.65
10R---	1811	0---	--	-----		160,000.00	3,012.75	139,942.85	112.50	0.00	19,944.65
10R010	1910	0000	00	000000	Facilities Rental	5,000.00	0.00	60,800.00	0.00	0.00	-55,800.00
10R---	1910	0---	--	-----		5,000.00	0.00	60,800.00	0.00	0.00	-55,800.00
10R010	1940	0000	00	000000	Serv Provided For SESE	0.00	1,544.10	1,544.10	0.00	0.00	-1,544.10
10R---	1940	0---	--	-----		0.00	1,544.10	1,544.10	0.00	0.00	-1,544.10
10R010	1950	0000	00	000000	Refund Pr Yr Expenses	75,000.00	26,483.35	26,583.79	0.00	0.00	48,416.21
10R---	1950	0---	--	-----		75,000.00	26,483.35	26,583.79	0.00	0.00	48,416.21
10R010	1970	0000	00	000000	Drivers Ed Fees	20,000.00	175.00	14,309.75	0.00	0.00	5,690.25
10R---	1970	0---	--	-----		20,000.00	175.00	14,309.75	0.00	0.00	5,690.25
10R010	1999	0000	00	000000	Other Non-Pupil Fees	1,500.00	32,221.66	72,507.91	0.00	0.00	-71,007.91
10R010	1999	0000	01	000000	E-Rate Refund	30,000.00	27,357.76	68,922.88	0.00	0.00	-38,922.88

				Account Level	2025-26	December 2025-26	2025-26	2025-26	Encumbered	2025-26
FDTLOC	FUNC	OBJ	SJ	Description	Budget	Monthly Activity	FYTD Activity	Batch Activity	Amount	Available Funds
10R010	1999	0000	09	000000	Other Local Revenues	2,000.00	0.00	0.00	0.00	2,000.00
10R680	1999	0000	00	680000	Carrie Winters	1,500.00	0.00	0.00	0.00	1,500.00
10R690	1999	0000	00	690000	CEO Program	37,000.00	0.00	18,285.68	0.00	18,714.32
10R730	1999	0000	00	730000	JFF Programs	5,000.00	0.00	0.00	0.00	5,000.00
10R---	1999	0---	--	-----	77,000.00	59,579.42	159,716.47	0.00	0.00	-82,716.47
10R---	1---	----	--	-----	8,808,500.00	378,141.42	8,034,193.24	112.50	0.00	774,194.26
10R010	3001	0000	00	000000	General State Aid	11,954,019.00	0.00	4,346,912.00	0.00	7,607,107.00
10R---	3001	0---	--	-----	11,954,019.00	0.00	4,346,912.00	0.00	0.00	7,607,107.00
10R260	3100	0000	00	260000	Sp Ed Priv Facility	0.00	11,757.79	11,757.79	0.00	-11,757.79
10R---	3100	0---	--	-----	0.00	11,757.79	11,757.79	0.00	0.00	-11,757.79
10R640	3120	0000	00	640000	Sp Ed Orphan	100,000.00	0.00	193,383.86	0.00	-93,383.86
10R---	3120	0---	--	-----	100,000.00	0.00	193,383.86	0.00	0.00	-93,383.86
10R490	3235	0000	00	490000	Ag Inc 3 Circles	38,000.00	5,268.00	16,988.00	0.00	21,012.00
10R---	3235	0---	--	-----	38,000.00	5,268.00	16,988.00	0.00	0.00	21,012.00
10R780	3299	0000	00	780000	Voc Ed Formula	110,000.00	57,538.66	85,520.33	0.00	24,479.67
10R---	3299	0---	--	-----	110,000.00	57,538.66	85,520.33	0.00	0.00	24,479.67
10R350	3360	0000	00	350000	St Lunch/Bfast Reimb	12,000.00	962.68	4,921.07	0.00	7,078.93
10R---	3360	0---	--	-----	12,000.00	962.68	4,921.07	0.00	0.00	7,078.93
10R310	3370	0000	00	310000	Drivers Education Reimb	24,000.00	5,405.20	10,810.40	0.00	13,189.60
10R---	3370	0---	--	-----	24,000.00	5,405.20	10,810.40	0.00	0.00	13,189.60
10R110	3705	0000	00	110000	Early Child Block Grant	800,000.00	0.00	128,838.00	0.00	671,162.00
10R510	3705	0000	00	510000	ECE Block Grant-FY06	140,000.00	0.00	234,556.00	0.00	-94,556.00
10R---	3705	0---	--	-----	940,000.00	0.00	363,394.00	0.00	0.00	576,606.00
10R240	3999	0000	00	240000	Library Grant	1,500.00	0.00	0.00	0.00	1,500.00
10R---	3999	0---	--	-----	1,500.00	0.00	0.00	0.00	0.00	1,500.00
10R---	3---	----	--	-----	13,179,519.00	80,932.33	5,033,687.45	0.00	0.00	8,145,831.55
10R420	4210	0000	00	420000	Fed Lunch Prog Reimb	720,000.00	63,582.16	272,254.62	0.00	447,745.38
10R---	4210	0---	--	-----	720,000.00	63,582.16	272,254.62	0.00	0.00	447,745.38
10R420	4215	0000	00	420000	Fed Special Milk Program	240,000.00	0.00	0.00	0.00	240,000.00
10R---	4215	0---	--	-----	240,000.00	0.00	0.00	0.00	0.00	240,000.00
10R430	4220	0000	00	430000	Fed Bfast Prog Reimb	180,000.00	18,206.20	73,626.42	0.00	106,373.58
10R---	4220	0---	--	-----	180,000.00	18,206.20	73,626.42	0.00	0.00	106,373.58
10R100	4300	0000	00	100000	Title I Grant - Reading	500,000.00	0.00	273,138.00	0.00	226,862.00
10R500	4300	0000	00	500000	Title I	700,000.00	52,320.00	189,921.00	0.00	510,079.00
10R---	4300	0---	--	-----	1,200,000.00	52,320.00	463,059.00	0.00	0.00	736,941.00
10R170	4400	0000	00	170000	Title IV Grant	18,000.00	975.00	1,742.00	0.00	16,258.00
10R570	4400	0000	00	570000	Title IV Grant	50,000.00	0.00	21,199.00	0.00	28,801.00
10R---	4400	0---	--	-----	68,000.00	975.00	22,941.00	0.00	0.00	45,059.00
10R150	4600	0000	00	150000	Sp Ed IDEA Pre School	40,000.00	2,453.00	14,718.00	0.00	25,282.00
10R---	4600	0---	--	-----	40,000.00	2,453.00	14,718.00	0.00	0.00	25,282.00

				Account Level	2025-26	December 2025-26	2025-26	2025-26	Encumbered	2025-26
FDTLOC	FUNC	OBJ	SJ	Description	Budget	Monthly Activity	FYTD Activity	Batch Activity	Amount	Available Funds
10R150	4620	0000	00	150000	Sp Ed Flow thru SESE	700,000.00	51,298.00	303,345.00	0.00	396,655.00
10R344	4620	0000	00	344000	ARP IDEA Flow Thru SESE	50,000.00	0.00	0.00	0.00	50,000.00
10R---	4620	0---	--	-----	750,000.00	51,298.00	303,345.00	0.00	0.00	446,655.00
10R260	4625	0000	00	260000	Fed SpEd IDEA Rm/Board	0.00	44,621.67	104,946.91	0.00	-104,946.91
10R---	4625	0---	--	-----	0.00	44,621.67	104,946.91	0.00	0.00	-104,946.91
10R782	4745	0000	00	000000	METT Grant Revenue	35,000.00	16,784.99	16,784.99	0.00	18,215.01
10R---	4745	0---	--	-----	35,000.00	16,784.99	16,784.99	0.00	0.00	18,215.01
10R390	4799	0000	00	390000	V E Perkins T-IIC 2 Tutor	20,000.00	13,114.00	13,114.00	0.00	6,886.00
10R---	4799	0---	--	-----	20,000.00	13,114.00	13,114.00	0.00	0.00	6,886.00
10R330	4932	0000	00	330000	Title II Teacher Quality	65,000.00	0.00	39,743.00	0.00	25,257.00
10R530	4932	0000	00	530000	Title II	120,500.00	11,650.00	33,277.00	0.00	87,223.00
10R---	4932	0---	--	-----	185,500.00	11,650.00	73,020.00	0.00	0.00	112,480.00
10R920	4991	0000	00	920000	Medicaid Adm Outreach	25,000.00	0.00	64,407.35	0.00	-39,407.35
10R---	4991	0---	--	-----	25,000.00	0.00	64,407.35	0.00	0.00	-39,407.35
10R920	4992	0000	00	920000	Medicaid Fee For Service	90,000.00	2,441.74	4,929.66	0.00	85,070.34
10R---	4992	0---	--	-----	90,000.00	2,441.74	4,929.66	0.00	0.00	85,070.34
10R345	4998	0000	00	000000	ARP McKinney Vento	2,500.00	0.00	0.00	0.00	2,500.00
10R---	4998	0---	--	-----	2,500.00	0.00	0.00	0.00	0.00	2,500.00
10R410	4999	0000	00	000000	JROTC	65,000.00	6,778.14	33,797.42	0.00	31,202.58
10R---	4999	0---	--	-----	65,000.00	6,778.14	33,797.42	0.00	0.00	31,202.58
10R---	4---	----	----	-----	3,621,000.00	284,224.90	1,460,944.37	0.00	0.00	2,160,055.63
1-R---	----	----	----	-----	25,609,019.00	743,298.65	14,528,825.06	112.50	0.00	11,080,081.44
20R010	1111	0000	00	000000	Building Levy	1,722,000.00	6,820.21	1,711,391.08	0.00	10,608.92
20R---	1111	0---	--	-----	1,722,000.00	6,820.21	1,711,391.08	0.00	0.00	10,608.92
20R010	1510	0000	00	000000	Earnings on Investments	130,000.00	21,933.29	90,380.20	0.00	39,619.80
20R---	1510	0---	--	-----	130,000.00	21,933.29	90,380.20	0.00	0.00	39,619.80
20R010	1999	0000	00	000000	Other Bldg Rev-Ins Reim etc	0.00	36.62	3,714.98	0.00	-3,714.98
20R---	1999	0---	--	-----	0.00	36.62	3,714.98	0.00	0.00	-3,714.98
20R---	1---	----	----	-----	1,852,000.00	28,790.12	1,805,486.26	0.00	0.00	46,513.74
20R010	3925	0000	00	000000	St Maint Grant Bldg	50,000.00	0.00	0.00	0.00	50,000.00
20R---	3925	0---	--	-----	50,000.00	0.00	0.00	0.00	0.00	50,000.00
20R---	3---	----	----	-----	50,000.00	0.00	0.00	0.00	0.00	50,000.00
2-R---	----	----	----	-----	1,902,000.00	28,790.12	1,805,486.26	0.00	0.00	96,513.74
30R010	1112	0000	00	000000	Bond & Interest Levy	1,859,000.00	7,354.80	1,855,333.64	0.00	3,666.36
30R---	1112	0---	--	-----	1,859,000.00	7,354.80	1,855,333.64	0.00	0.00	3,666.36
30R010	1510	0000	00	000000	Earnings on Investments	25,000.00	7,247.20	29,092.93	0.00	-4,092.93
30R---	1510	0---	--	-----	25,000.00	7,247.20	29,092.93	0.00	0.00	-4,092.93
30R010	1983	0000	00	000000	School Facility Occp Sales Tax	987,769.00	52,306.87	987,769.00	0.00	0.00
30R---	1983	0---	--	-----	987,769.00	52,306.87	987,769.00	0.00	0.00	0.00
30R---	1---	----	----	-----	2,871,769.00	66,908.87	2,872,195.57	0.00	0.00	-426.57

				Account Level	2025-26	December 2025-26	2025-26	2025-26	Encumbered	2025-26
FDTLOC	FUNC	OBJ	SJ	Description	Budget	Monthly Activity	FYTD Activity	Batch Activity	Amount	Available Funds
3-R---	----	----	----		2,871,769.00	66,908.87	2,872,195.57	0.00	0.00	-426.57
40R080	1113	0000	00 000000	Trans Levy	688,700.00	2,728.10	684,592.92	0.00	0.00	4,107.08
40R---	1113	0---	--		688,700.00	2,728.10	684,592.92	0.00	0.00	4,107.08
40R080	1412	0000	00 000000	Reg Trans from Pre-K	10,000.00	0.00	33,086.40	0.00	0.00	-23,086.40
40R---	1412	0---	--		10,000.00	0.00	33,086.40	0.00	0.00	-23,086.40
40R080	1413	0000	00 000000	Reg Trans Fee Private	1,500.00	0.00	3,115.08	0.00	0.00	-1,615.08
40R---	1413	0---	--		1,500.00	0.00	3,115.08	0.00	0.00	-1,615.08
40R080	1415	0000	00 000000	Reg Trans Pupil Co-Curr	15,000.00	0.00	0.00	0.00	0.00	15,000.00
40R---	1415	0---	--		15,000.00	0.00	0.00	0.00	0.00	15,000.00
40R080	1510	0000	00 000000	Earnings on Investments	45,000.00	8,076.71	26,754.56	0.00	0.00	18,245.44
40R---	1510	0---	--		45,000.00	8,076.71	26,754.56	0.00	0.00	18,245.44
40R080	1999	0000	00 000000	Insrnc Rmb/Othr Misc	2,500.00	0.00	46.00	0.00	0.00	2,454.00
40R---	1999	0---	--		2,500.00	0.00	46.00	0.00	0.00	2,454.00
40R---	1---	----	--		762,700.00	10,804.81	747,594.96	0.00	0.00	15,105.04
40R080	3500	0000	00 000000	Transportation Regular	650,000.00	0.00	140,100.18	0.00	0.00	509,899.82
40R---	3500	0---	--		650,000.00	0.00	140,100.18	0.00	0.00	509,899.82
40R620	3510	0000	00 620000	State Trans Spec Ed	140,000.00	0.00	64,251.43	0.00	0.00	75,748.57
40R---	3510	0---	--		140,000.00	0.00	64,251.43	0.00	0.00	75,748.57
40R---	3---	----	--		790,000.00	0.00	204,351.61	0.00	0.00	585,648.39
4-R---	----	----	--		1,552,700.00	10,804.81	951,946.57	0.00	0.00	600,753.43
50R010	1114	0000	00 000000	IMRF Levy	445,950.00	1,764.26	447,314.85	0.00	0.00	-1,364.85
50R---	1114	0---	--		445,950.00	1,764.26	447,314.85	0.00	0.00	-1,364.85
50R010	1150	0000	00 000000	Tax Levy Social Security	516,100.00	2,042.18	516,854.82	0.00	0.00	-754.82
50R---	1150	0---	--		516,100.00	2,042.18	516,854.82	0.00	0.00	-754.82
50R010	1230	0000	00 000000	Corp Pers Prop Tax	96,000.00	0.00	96,000.00	0.00	0.00	0.00
50R---	1230	0---	--		96,000.00	0.00	96,000.00	0.00	0.00	0.00
50R010	1510	0000	00 000000	Earnings on Investments	25,000.00	10,730.08	29,555.39	0.00	0.00	-4,555.39
50R---	1510	0---	--		25,000.00	10,730.08	29,555.39	0.00	0.00	-4,555.39
50R---	1---	----	--		1,083,050.00	14,536.52	1,089,725.06	0.00	0.00	-6,675.06
5-R---	----	----	--		1,083,050.00	14,536.52	1,089,725.06	0.00	0.00	-6,675.06
60R010	1510	0000	00 000000	Cap Projects Int	15,000.00	6,382.48	21,243.03	0.00	0.00	-6,243.03
60R---	1510	0---	--		15,000.00	6,382.48	21,243.03	0.00	0.00	-6,243.03
60R010	1983	0000	00 000000	School Fac Occp Sales Tax	850,000.00	150,411.82	150,411.82	0.00	0.00	699,588.18
60R---	1983	0---	--		850,000.00	150,411.82	150,411.82	0.00	0.00	699,588.18
60R---	1---	----	--		865,000.00	156,794.30	171,654.85	0.00	0.00	693,345.15
60R010	3001	0000	00 000000	EVIDENCE BASED FUNDING	0.00	1,086,728.00	1,086,728.00	0.00	0.00	-1,086,728.00
60R---	3001	0---	--		0.00	1,086,728.00	1,086,728.00	0.00	0.00	-1,086,728.00
60R---	3---	----	--		0.00	1,086,728.00	1,086,728.00	0.00	0.00	-1,086,728.00
6-R---	----	----	--		865,000.00	1,243,522.30	1,258,382.85	0.00	0.00	-393,382.85
70R010	1115	0000	00 000000	Working Cash Levy	172,170.00	682.01	171,148.17	0.00	0.00	1,021.83

				Account Level	2025-26	December 2025-26	2025-26	2025-26	Encumbered	2025-26
FDTLOC	FUNC	OBJ	SJ	Description	Budget	Monthly Activity	FYTD Activity	Batch Activity	Amount	Available Funds
70R---	1115	0---	--	-----	172,170.00	682.01	171,148.17	0.00	0.00	1,021.83
70R010	1510	0000	00	000000	Earnings on Investments	45,000.00	6,899.33	34,388.75	0.00	10,611.25
70R---	1510	0---	--	-----	45,000.00	6,899.33	34,388.75	0.00	0.00	10,611.25
70R---	1---	----	--	-----	217,170.00	7,581.34	205,536.92	0.00	0.00	11,633.08
7-R---	----	----	--	-----	217,170.00	7,581.34	205,536.92	0.00	0.00	11,633.08
80R010	1120	0000	00	000000	TORT LEVY	1,703,400.00	6,740.70	1,689,647.29	0.00	13,752.71
80R---	1120	0---	--	-----	1,703,400.00	6,740.70	1,689,647.29	0.00	0.00	13,752.71
80R010	1510	0000	00	000000	Tort Int	25,000.00	8,371.41	17,756.83	0.00	7,243.17
80R---	1510	0---	--	-----	25,000.00	8,371.41	17,756.83	0.00	0.00	7,243.17
80R---	1---	----	--	-----	1,728,400.00	15,112.11	1,707,404.12	0.00	0.00	20,995.88
8-R---	----	----	--	-----	1,728,400.00	15,112.11	1,707,404.12	0.00	0.00	20,995.88
90R010	1118	0000	00	000000	Life Safety Levy	172,170.00	682.01	171,148.17	0.00	1,021.83
90R---	1118	0---	--	-----	172,170.00	682.01	171,148.17	0.00	0.00	1,021.83
90R010	1510	0000	00	000000	Earnings on Investments	5,000.00	2,648.21	7,276.06	0.00	-2,276.06
90R---	1510	0---	--	-----	5,000.00	2,648.21	7,276.06	0.00	0.00	-2,276.06
90R---	1---	----	--	-----	177,170.00	3,330.22	178,424.23	0.00	0.00	-1,254.23
9-R---	----	----	--	-----	177,170.00	3,330.22	178,424.23	0.00	0.00	-1,254.23
--R---	----	----	--	-----	36,006,278.00	2,133,884.94	24,597,926.64	112.50	0.00	11,408,238.86
10E730	1100	3190	00	730000	JFF Purchased Services	4,000.00	0.00	0.00	0.00	4,000.00
10E---	1100	3---	--	-----	4,000.00	0.00	0.00	0.00	0.00	4,000.00
10E730	1100	4100	00	730000	JFF SUPPLIES	10,000.00	0.00	0.00	572.72	9,427.28
10E010	1100	4990	00	000000	Teacher Retention Supplies	0.00	107.69	1,150.97	1,174.00	448.36
10E---	1100	4---	--	-----	10,000.00	107.69	1,150.97	1,746.72	448.36	6,653.95
10E730	1100	5500	00	730000	JFF Equipment	10,000.00	0.00	0.00	0.00	10,000.00
10E---	1100	5---	--	-----	10,000.00	0.00	0.00	0.00	0.00	10,000.00
10E010	1100	6000	00	000000	Other Expenditures	15,000.00	-23,750.14	10,114.13	0.00	4,885.87
10E---	1100	6---	--	-----	15,000.00	-23,750.14	10,114.13	0.00	0.00	4,885.87
10E015	1105	1100	00	000000	ELC Mentoring Salaries	0.00	132.00	297.00	0.00	-297.00
10E---	1105	1---	--	-----	0.00	132.00	297.00	0.00	0.00	-297.00
10E015	1105	2110	00	000000		0.00	14.88	33.46	0.00	-33.46
10E---	1105	2---	--	-----	0.00	14.88	33.46	0.00	0.00	-33.46
10E015	1105	3190	00	000000	RCELC Purchased Services	6,200.00	648.28	1,443.80	0.00	4,756.20
10E---	1105	3---	--	-----	6,200.00	648.28	1,443.80	0.00	0.00	4,756.20
10E015	1105	4100	00	000000	Early Learning Center Supplies	3,000.00	97.28	215.34	0.00	29.42
10E015	1105	4700	00	000000	Early Learning Center Software	500.00	0.00	0.00	0.00	500.00
10E---	1105	4---	--	-----	3,500.00	97.28	215.34	0.00	29.42	3,255.24
10E015	1105	5500	00	000000	Early Learning Center Equipm	3,000.00	0.00	0.00	0.00	3,000.00
10E015	1105	5500	61	000000	ELC Computer Equipment	2,000.00	0.00	0.00	0.00	2,000.00
10E---	1105	5---	--	-----	5,000.00	0.00	0.00	0.00	0.00	5,000.00
10E020	1110	1100	00	000000	RCES Teach Sal	2,977,580.00	281,975.67	1,304,137.18	0.00	1,673,442.82

				Account Level	2025-26	December 2025-26	2025-26	2025-26	Encumbered	2025-26
FDTLOC	FUNC	OBJ	SJ	Description	Budget	Monthly Activity	FYTD Activity	Batch Activity	Amount	Available Funds
10E020	1110	1110	00 000000	RCES Aide/TA Sal	179,257.00	19,098.06	68,639.10	0.00	0.00	110,617.90
10E020	1110	1200	00 000000	RCES Sub Teach Sal	20,867.00	24,182.03	70,235.29	0.00	0.00	-49,368.29
10E020	1110	1210	00 000000	RCES Sub Teach Aide Sal	42,641.00	5,727.26	27,242.16	0.00	0.00	15,398.84
10E---	1110	1---	-- -----		3,220,345.00	330,983.02	1,470,253.73	0.00	0.00	1,750,091.27
10E020	1110	2110	00 000000	RCES TRS	327,616.00	31,913.23	152,267.76	0.00	0.00	175,348.24
10E020	1110	2200	00 000000	RCES Ins Benefit	235,000.00	39,409.46	181,074.19	0.00	0.00	53,925.81
10E020	1110	2300	00 000000	RCES Tuition Reimbursement	15,000.00	0.00	11,680.00	0.00	0.00	3,320.00
10E---	1110	2---	-- -----		577,616.00	71,322.69	345,021.95	0.00	0.00	232,594.05
10E020	1110	3190	00 000000	RCES Pur Ser Agreements	153,000.00	3,037.37	28,526.30	0.00	0.00	124,473.70
10E020	1110	3190	12 000000	RCES Music Purchased Service	260.00	0.00	0.00	0.00	0.00	260.00
10E020	1110	3190	31 000000	RCES Stem Purchased Services	1,000.00	0.00	0.00	0.00	0.00	1,000.00
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
10E020	1110	3320	00 000000	RCES Travel	500.00	0.00	0.00	0.00	0.00	500.00
10E---	1110	3---	-- -----		155,760.00	3,037.37	28,526.30	0.00	0.00	127,233.70
10E020	1110	4100	00 000000	RCES Supplies	130,000.00	6,817.24	55,575.59	0.00	6,903.03	67,521.38
10E020	1110	4110	00 000000	RCES Instructional Supp	2,500.00	0.00	0.00	0.00	0.00	2,500.00
10E020	1110	4200	00 000000	RCES Textbooks	1,250.00	0.00	0.00	0.00	0.00	1,250.00
10E020	1110	4240	00 000000	RCES Copier Paper/Toner	10,000.00	0.00	10,735.08	0.00	0.00	-735.08
10E020	1110	4700	00 000000	RCES Software	10,000.00	0.00	1,598.75	0.00	0.00	8,401.25
10E---	1110	4---	-- -----		153,750.00	6,817.24	67,909.42	0.00	6,903.03	78,937.55
10E020	1110	5500	00 000000	RCES Equipment	10,000.00	0.00	622.71	0.00	0.00	9,377.29
10E020	1110	5500	61 000000	RCES Computer Equipment	4,000.00	0.00	0.00	0.00	0.00	4,000.00
10E---	1110	5---	-- -----		14,000.00	0.00	622.71	0.00	0.00	13,377.29
10E040	1120	1100	00 000000	RCMS Teach Sal	1,642,463.00	173,953.23	807,206.36	0.00	0.00	835,256.64
10E040	1120	1110	00 000000	RCMS TA/Aide Sal	32,036.00	3,121.59	16,207.50	0.00	0.00	15,828.50
10E040	1120	1200	00 000000	RCMS Sub Teach Sal	60,000.00	4,497.50	12,818.64	0.00	0.00	47,181.36
10E040	1120	1210	00 000000	RCMS Sub TA/Aide Sal	1,000.00	231.00	1,602.75	0.00	0.00	-602.75
10E---	1120	1---	-- -----		1,735,499.00	181,803.32	837,835.25	0.00	0.00	897,663.75
10E040	1120	2110	00 000000	RCMS TRS	179,795.00	19,891.09	91,343.48	0.00	0.00	88,451.52
10E040	1120	2200	00 000000	RCMS Ins Benefit	265,000.00	22,392.27	108,472.10	0.00	0.00	156,527.90
10E---	1120	2---	-- -----		444,795.00	42,283.36	199,815.58	0.00	0.00	244,979.42
10E040	1120	3190	00 000000	RCMS Pur Serv Agreements	48,400.00	839.06	39,601.25	0.00	0.00	8,798.75
10E---	1120	3---	-- -----		48,400.00	839.06	39,601.25	0.00	0.00	8,798.75
10E040	1120	4100	00 000000	RCMS Gen Classroom Supp	6,500.00	160.95	1,057.01	0.00	398.36	5,044.63
10E040	1120	4100	02 000000	RCMS Art Supplies	3,500.00	0.00	3,038.23	0.00	51.96	409.81
10E040	1120	4100	05 000000	RCMS Lang Art Supp	650.00	0.00	0.00	0.00	0.00	650.00
10E040	1120	4100	08 000000	RCMS Health Class Supp	150.00	0.00	0.00	0.00	0.00	150.00
10E040	1120	4100	10 000000	RCMS Enrichment Class Supplies	250.00	0.00	0.00	0.00	0.00	250.00
10E040	1120	4100	11 000000	RCMS Math Supplies	1,000.00	0.00	0.00	0.00	0.00	1,000.00

FDTLOC FUNC OBJ SJ				Account Level	2025-26	December 2025-26	2025-26	2025-26	Encumbered	2025-26
				Description	Budget	Monthly Activity	FYTD Activity	Batch Activity	Amount	Available Funds
10E040	1120	4100	12	000000	RCMS Band Supp	2,400.00	0.00	0.00	489.84	1,910.16
10E040	1120	4100	13	000000	RCMS Science Supplies	2,000.00	0.00	248.68	900.55	850.77
10E040	1120	4100	15	000000	RCMS Social Studies Supp	1,000.00	0.00	0.00	0.00	1,000.00
10E040	1120	4100	50	000000	RCMS PE Supplies	1,300.00	0.00	0.00	0.00	1,300.00
10E040	1120	4100	61	000000	RCMS Computer Supplies	4,000.00	38.36	38.36	0.00	3,961.64
10E040	1120	4200	00	000000	RCMS Textbooks	30,000.00	0.00	18,093.60	0.00	11,906.40
10E040	1120	4240	00	000000	RCMS Copier Ppr/Tnr	10,000.00	0.00	5,046.16	0.00	4,953.84
10E040	1120	4700	00	000000	RCMS Software	1,000.00	0.00	0.00	0.00	1,000.00
10E040	1120	4910	00	000000	RCMS PE Uniforms	7,625.00	0.00	6,870.00	0.00	755.00
10E---	1120	4---	--	-----	71,375.00	199.31	34,392.04	0.00	1,840.71	35,142.25
10E040	1120	5500	00	000000	RCMS Equipment	12,000.00	180,000.00	182,892.32	0.00	-170,892.32
10E040	1120	5500	61	000000	RCMS Computer Equipment	2,000.00	0.00	0.00	0.00	2,000.00
10E040	1120	5500	80	000000	RCMS Band & Chorus Equip	2,400.00	799.00	799.00	0.00	1,601.00
10E---	1120	5---	--	-----	16,400.00	180,799.00	183,691.32	0.00	0.00	-167,291.32
10E110	1125	1100	00	110000	Pre K Teacher Salary	24,500.00	-4,113.60	9,281.34	0.00	15,218.66
10E510	1125	1100	00	510000	Pre K Teacher Salary	254,149.00	21,121.55	105,393.84	0.00	148,755.16
10E110	1125	1110	00	110000	Pre K Aide Salary	0.00	0.00	15,018.61	0.00	-15,018.61
10E510	1125	1110	00	510000	Pre K Aide Salary	176,791.00	23,750.64	74,210.24	0.00	102,580.76
10E510	1125	1200	00	510000	Pre K Sub Teach Salary	5,206.00	990.00	1,980.00	0.00	3,226.00
10E110	1125	1210	00	110000	Pre K Sub Aide Salary	2,000.00	0.00	57.75	0.00	1,942.25
10E510	1125	1210	00	510000	Pre K Sub Aide Salary	3,940.00	173.25	693.00	0.00	3,247.00
10E---	1125	1---	--	-----	466,586.00	41,921.84	206,634.78	0.00	0.00	259,951.22
10E110	1125	2110	00	110000	Pre K TRS	6,100.00	-463.36	1,045.32	0.00	5,054.68
10E510	1125	2110	00	510000	Pre K TRS	22,446.00	3,588.82	11,638.56	0.00	10,807.44
10E110	1125	2200	00	110000	Pre K Ins Ben	75,000.00	-883.51	4,048.14	0.00	70,951.86
10E510	1125	2200	00	510000	Pre K Ins Ben	12,000.00	11,778.62	33,284.05	0.00	-21,284.05
10E---	1125	2---	--	-----	115,546.00	14,020.57	50,016.07	0.00	0.00	65,529.93
10E510	1125	3190	00	510000	Pre K Pur Serv	1,990.00	0.00	1,990.00	0.00	0.00
10E---	1125	3---	--	-----	1,990.00	0.00	1,990.00	0.00	0.00	0.00
10E510	1125	4100	00	510000	Pre K Supplies	2,000.00	239.96	684.99	0.00	1,315.01
10E---	1125	4---	--	-----	2,000.00	239.96	684.99	0.00	0.00	1,315.01
10E050	1130	1100	00	000000	RCHS Teacher Salary	1,880,827.00	199,396.50	929,981.65	0.00	950,845.35
10E050	1130	1110	00	000000	RCHS Aide/Asst Sal	77,126.00	5,999.10	14,071.30	0.00	63,054.70
10E050	1130	1200	00	000000	RCHS Sub Teach Sal	16,564.00	6,700.50	21,033.38	0.00	-4,469.38
10E050	1130	1210	00	000000	RCHS Sub Aide/Asst Sal	0.00	66.00	66.00	0.00	-66.00
10E---	1130	1---	--	-----	1,974,517.00	212,162.10	965,152.33	0.00	0.00	1,009,364.67
10E050	1130	2110	00	000000	RCHS Teach TRS	202,968.00	22,628.12	125,448.39	0.00	77,519.61
10E050	1130	2200	00	000000	RCHS Ins Benefit	245,000.00	25,017.84	117,297.93	0.00	127,702.07
10E050	1130	2300	00	000000	RCHS Tuition Reimbursement	10,000.00	0.00	0.00	0.00	10,000.00
10E---	1130	2---	--	-----	457,968.00	47,645.96	242,746.32	0.00	0.00	215,221.68

Account Level					2025-26	December 2025-26	2025-26	2025-26	Encumbered	2025-26
FDTLOC	FUNC	OBJ	SJ	Description	Budget	Monthly Activity	FYTD Activity	Batch Activity	Amount	Available Funds
10E050	1130	3190	00 000000	RCHS Purchase Serv	28,200.00	21,301.76	38,814.32	0.00	0.00	-10,614.32
10E050	1130	3190	06 000000	RCHS Foreign Lang P/S	2,100.00	0.00	1,550.35	0.00	0.00	549.65
10E050	1130	3190	11 000000	HS Math Purchased Services	2,000.00	0.00	26.17	0.00	550.00	1,423.83
10E050	1130	3190	12 000000	RCHS Vocal Music Pur Ser	1,800.00	550.00	650.00	0.00	460.00	690.00
10E050	1130	3190	13 000000	RCHS Science Pur Serv	11,000.00	0.00	4.56	0.00	0.00	10,995.44
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	8,065.00	0.00	6,099.00	0.00	1,341.75	624.25
10E050	1130	3230	00 000000	RCHS Repair/Maint	750.00	0.00	0.00	0.00	0.00	750.00
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	4,090.00	0.00	3,780.00	0.00	306.00	4.00
10E050	1130	3320	00 000000	RCHS Travel	1,000.00	0.00	0.00	0.00	273.77	726.23
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	1,600.00	0.00	0.00	0.00	1,493.59	106.41
10E---	1130	3---	-- -----		64,305.00	21,851.76	50,924.40	0.00	4,425.11	8,955.49
10E050	1130	4100	00 000000	RCHS Gen Clsrn Supplies	2,100.00	136.80	2,210.44	0.00	0.00	-110.44
10E050	1130	4100	02 000000	RCHS Art Supplies	5,400.00	0.00	2,537.43	0.00	0.00	2,862.57
10E050	1130	4100	04 000000	RCHS Yearbook Supplies	1,500.00	0.00	0.00	0.00	0.00	1,500.00
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	250.00	0.00	263.51	0.00	0.00	-13.51
10E050	1130	4100	08 000000	RCHS Health Supplies	250.00	0.00	0.00	0.00	0.00	250.00
10E050	1130	4100	11 000000	RCHS Math Supplies	12,000.00	0.00	11,835.46	0.00	24.68	139.86
10E050	1130	4100	12 000000	RCHS Vocal Music Supp	1,200.00	0.00	966.69	0.00	33.31	200.00
10E050	1130	4100	13 000000	RCHS Science Supplies	6,350.00	0.00	567.52	28.08	0.00	5,754.40
10E050	1130	4100	15 000000	RCHS Social Studies Supp	1,215.00	0.00	683.44	0.00	0.00	531.56
10E050	1130	4100	28 000000	RCHS Communications Supp	810.00	0.00	0.00	0.00	0.00	810.00
10E050	1130	4100	50 000000	RCHS PE Supplies	3,000.00	50.98	146.22	0.00	0.00	2,853.78
10E050	1130	4100	60 000000	RCHS Renaissance Supp	3,500.00	0.00	0.00	0.00	0.00	3,500.00
10E050	1130	4100	61 000000	RCHS Computer Supplies	5,000.00	511.25	3,300.08	0.00	0.00	1,699.92
10E050	1130	4100	80 000000	RCHS Instrum Music Supp	3,845.00	1,359.92	1,532.91	0.00	1,590.87	721.22
10E050	1130	4200	00 000000	RCHS New Textbooks	30,000.00	12,184.20	29,477.41	0.00	0.00	522.59
10E050	1130	4240	00 000000	RCHS Copier Paper/Toner	9,500.00	188.20	10,025.25	0.00	0.00	-525.25
10E050	1130	4700	00 000000	RCHS Software	1,000.00	0.00	0.00	0.00	0.00	1,000.00
10E050	1130	4910	00 000000	RCHS PE Uniforms	7,000.00	0.00	5,413.00	0.00	0.00	1,587.00
10E---	1130	4---	-- -----		94,720.00	14,431.35	68,959.36	28.08	1,648.86	24,083.70
10E050	1130	5500	00 000000	RCHS Equipment	15,000.00	499,999.00	500,698.96	0.00	0.00	-485,698.96
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	0.00	0.00	0.00	2,000.00
10E050	1130	5500	80 000000	RCHS Instru Music Equipment	5,080.00	0.00	540.00	0.00	4,184.86	355.14
10E---	1130	5---	-- -----		24,580.00	499,999.00	501,238.96	0.00	4,184.86	-480,843.82

				Account Level	2025-26	December 2025-26	2025-26	2025-26	Encumbered	2025-26
FDTLOC	FUNC	OBJ	SJ	Description	Budget	Monthly Activity	FYTD Activity	Batch Activity	Amount	Available Funds
10E045	1145	1100	00 000000	RISE UP Certified Salary	114,109.00	13,213.86	39,707.56	0.00	0.00	74,401.44
10E045	1145	1110	00 000000	RISE Up Support Staff Salary	46,884.00	56.34	195.24	0.00	0.00	46,688.76
10E045	1145	1200	00 000000		0.00	135.00	270.00	0.00	0.00	-270.00
10E045	1145	1210	00 000000	Rise Up Non Cert Subs Salary	0.00	0.00	302.75	0.00	0.00	-302.75
10E---	1145	1---	-- -----		160,993.00	13,405.20	40,475.55	0.00	0.00	120,517.45
10E045	1145	2110	00 000000	RISE UP Teacher TRS	12,853.00	1,425.00	3,999.43	0.00	0.00	8,853.57
10E045	1145	2200	00 000000		0.00	2,381.52	5,556.88	0.00	0.00	-5,556.88
10E---	1145	2---	-- -----		12,853.00	3,806.52	9,556.31	0.00	0.00	3,296.69
10E045	1145	3190	00 000000	Rise Up Purchased Services	3,000.00	0.00	0.00	0.00	0.00	3,000.00
10E045	1145	3320	00 000000	RISE UP Travel	2,500.00	0.00	64.67	19.60	0.00	2,415.73
10E---	1145	3---	-- -----		5,500.00	0.00	64.67	19.60	0.00	5,415.73
10E045	1145	4100	00 000000	Rise Up Supplies	6,500.00	322.20	2,057.56	0.00	326.32	4,116.12
10E---	1145	4---	-- -----		6,500.00	322.20	2,057.56	0.00	326.32	4,116.12
10E045	1145	5500	00 000000	Rise Up Equipment	6,500.00	0.00	4,917.00	0.00	0.00	1,583.00
10E---	1145	5---	-- -----		6,500.00	0.00	4,917.00	0.00	0.00	1,583.00
10E330	1170	1100	00 330000	Title II Teach Qual Salary	80,000.00	0.00	15,087.85	0.00	0.00	64,912.15
10E530	1170	1100	00 530000	Title II Teach Sal	69,043.00	9,415.20	28,245.56	0.00	0.00	40,797.44
10E---	1170	1---	-- -----		149,043.00	9,415.20	43,333.41	0.00	0.00	105,709.59
10E330	1170	2110	00 330000	Title II Teach Qual TRS	18,000.00	0.00	3,413.53	0.00	0.00	14,586.47
10E530	1170	2110	00 530000	Title II Teach TRS	5,000.00	1,060.50	3,181.49	0.00	0.00	1,818.51
10E530	1170	2200	00 530000	Title II Ins Ben	6,884.00	0.00	0.00	0.00	0.00	6,884.00
10E---	1170	2---	-- -----		29,884.00	1,060.50	6,595.02	0.00	0.00	23,288.98
10E710	1180	4100	00 710000	Elementary Career Supplies	5,337.00	0.00	12,739.91	0.00	996.20	-8,399.11
10E---	1180	4---	-- -----		5,337.00	0.00	12,739.91	0.00	996.20	-8,399.11
10E140	1200	1100	00 140000	Special Ed IEP Salaries	4,080.00	206.25	1,542.75	0.00	0.00	2,537.25
10E---	1200	1---	-- -----		4,080.00	206.25	1,542.75	0.00	0.00	2,537.25
10E140	1200	2110	00 140000		0.00	23.21	173.69	0.00	0.00	-173.69
10E---	1200	2---	-- -----		0.00	23.21	173.69	0.00	0.00	-173.69
10E140	1204	1110	00 140000	Prsnl Aide/Asst Sal	289,460.00	21,017.53	112,513.31	0.00	0.00	176,946.69
10E140	1204	1210	00 140000	Prsnl Aide/Ast Sub Sal	34,932.00	519.75	2,368.25	0.00	0.00	32,563.75
10E---	1204	1---	-- -----		324,392.00	21,537.28	114,881.56	0.00	0.00	209,510.44
10E140	1204	2110	00 140000	Prsnl Aide/Ast TRS	0.00	0.00	5.07	0.00	0.00	-5.07
10E140	1204	2200	00 140000	Prsnl Aide/Ast Ins Ben	55,000.00	0.00	6,615.40	0.00	0.00	48,384.60
10E---	1204	2---	-- -----		55,000.00	0.00	6,620.47	0.00	0.00	48,379.53
10E920	1204	4100	00 920000	Ind Supp 504 status	500.00	0.00	454.99	0.00	0.00	45.01
10E---	1204	4---	-- -----		500.00	0.00	454.99	0.00	0.00	45.01
10E920	1204	5500	00 920000	Ind Equip 504 Status	1,000.00	0.00	28.83	0.00	0.00	971.17
10E---	1204	5---	-- -----		1,000.00	0.00	28.83	0.00	0.00	971.17
10E140	1205	1100	00 140000	LD Teacher Sal	305,533.00	24,845.85	128,154.73	0.00	0.00	177,378.27
10E140	1205	1200	00 140000	LD Sub Teacher Sal	18,700.00	617.50	2,512.50	0.00	0.00	16,187.50

				Account Level	2025-26	December 2025-26	2025-26	2025-26	Encumbered	2025-26
FDTLOC	FUNC	OBJ	SJ	Description	Budget	Monthly Activity	FYTD Activity	Batch Activity	Amount	Available Funds
10E140	1205	1300	00 140000	Late Stay Salaries	5,167.00	456.67	1,877.41	0.00	0.00	3,289.59
10E---	1205	1---	--		329,400.00	25,920.02	132,544.64	0.00	0.00	196,855.36
10E140	1205	2110	00 140000	LD Teacher TRS	34,414.00	2,802.75	14,791.21	0.00	0.00	19,622.79
10E140	1205	2200	00 140000	LD Insurance Ben	31,000.00	3,572.28	21,036.76	0.00	0.00	9,963.24
10E---	1205	2---	--		65,414.00	6,375.03	35,827.97	0.00	0.00	29,586.03
10E920	1205	3190	00 920000	LD Speaker Fee	3,000.00	0.00	2,100.00	0.00	0.00	900.00
10E920	1205	3320	00 920000	LD Travel	625.00	0.00	0.00	0.00	0.00	625.00
10E---	1205	3---	--		3,625.00	0.00	2,100.00	0.00	0.00	1,525.00
10E920	1205	4100	00 920000	LD Self Cont Supp	500.00	0.00	55.04	0.00	0.00	444.96
10E920	1205	4110	00 920000	LD Inclusion Supplies	1,000.00	0.00	122.74	0.00	0.00	877.26
10E---	1205	4---	--		1,500.00	0.00	177.78	0.00	0.00	1,322.22
10E140	1206	1110	00 140000	Visually Imaired Non Cert Sal	0.00	0.00	1,585.25	0.00	0.00	-1,585.25
10E140	1206	1200	00 140000		0.00	0.00	250.50	0.00	0.00	-250.50
10E140	1206	1210	00 140000		0.00	0.00	231.00	0.00	0.00	-231.00
10E---	1206	1---	--		0.00	0.00	2,066.75	0.00	0.00	-2,066.75
10E140	1206	2110	00 140000		0.00	0.00	1.69	0.00	0.00	-1.69
10E---	1206	2---	--		0.00	0.00	1.69	0.00	0.00	-1.69
10E920	1206	3190	00 920000	Visually Impaired Purch Serv	150.00	0.00	0.00	0.00	0.00	150.00
10E---	1206	3---	--		150.00	0.00	0.00	0.00	0.00	150.00
10E920	1206	4100	00 920000	Visual Imp Supplies	500.00	0.00	0.00	0.00	0.00	500.00
10E---	1206	4---	--		500.00	0.00	0.00	0.00	0.00	500.00
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	500.00	0.00	0.00	0.00	0.00	500.00
10E---	1207	4---	--		500.00	0.00	0.00	0.00	0.00	500.00
10E920	1207	5500	00 920000	Hearing Equipment	3,000.00	0.00	615.09	0.00	0.00	2,384.91
10E---	1207	5---	--		3,000.00	0.00	615.09	0.00	0.00	2,384.91
10E920	1212	4100	00 920000	RCHS ED Supp	300.00	0.00	0.00	0.00	0.00	300.00
10E---	1212	4---	--		300.00	0.00	0.00	0.00	0.00	300.00
10E280	1213	1100	00 280000	Homebound Teach Sal	19,965.00	1,320.00	3,168.00	0.00	0.00	16,797.00
10E280	1213	1200	00 280000		263.00	0.00	0.00	0.00	0.00	263.00
10E---	1213	1---	--		20,228.00	1,320.00	3,168.00	0.00	0.00	17,060.00
10E280	1213	2110	00 280000	Homebound Teach TRS	2,500.00	92.92	241.60	0.00	0.00	2,258.40
10E---	1213	2---	--		2,500.00	92.92	241.60	0.00	0.00	2,258.40
10E920	1213	3320	00 920000	Homebound Travel	1,000.00	0.00	0.00	0.00	0.00	1,000.00
10E---	1213	3---	--		1,000.00	0.00	0.00	0.00	0.00	1,000.00
10E280	1216	1110	00 280000	Autism Aide Sal	25,000.00	0.00	4,347.42	0.00	0.00	20,652.58
10E280	1216	1200	00 280000	Autism Sub Salary	112.00	0.00	0.00	0.00	0.00	112.00
10E280	1216	1210	00 280000	Autism Sub Aide Sal	458.00	0.00	0.00	0.00	0.00	458.00
10E---	1216	1---	--		25,570.00	0.00	4,347.42	0.00	0.00	21,222.58

Account Level				2025-26	December 2025-26	2025-26	2025-26	Encumbered	2025-26	
FDTLOC	FUNC	OBJ	SJ	Description	Budget	Monthly Activity	FYTD Activity	Batch Activity	Amount	Available Funds
10E920	1216	3190	00 920000	Autism Purchase Serv	750.00	0.00	0.00	0.00	0.00	750.00
10E---	1216	3---	--	-----	750.00	0.00	0.00	0.00	0.00	750.00
10E920	1216	4100	00 920000	Autism Supplies	1,000.00	0.00	0.00	0.00	19.27	980.73
10E---	1216	4---	--	-----	1,000.00	0.00	0.00	0.00	19.27	980.73
10E920	1216	5500	00 920000	Autism Equipment	1,000.00	0.00	0.00	0.00	0.00	1,000.00
10E---	1216	5---	--	-----	1,000.00	0.00	0.00	0.00	0.00	1,000.00
10E140	1220	1100	00 140000	Cross Cat Teacher Sal	690,615.00	83,871.63	369,996.68	0.00	0.00	320,618.32
10E140	1220	1110	00 140000	Cross Cat Aide/Asst Sal	159,512.00	15,412.27	71,719.05	0.00	0.00	87,792.95
10E140	1220	1200	00 140000	Cross Cat Sub Teach Sal	9,518.00	8,232.50	13,558.00	0.00	0.00	-4,040.00
10E140	1220	1210	00 140000	Cross Cat Sub Aide/Asst Sal	3,704.00	288.75	577.50	0.00	0.00	3,126.50
10E---	1220	1---	--	-----	863,349.00	107,805.15	455,851.23	0.00	0.00	407,497.77
10E140	1220	2110	00 140000	Cross Cat Teacher TRS	73,303.00	9,527.13	41,789.87	0.00	0.00	31,513.13
10E140	1220	2200	00 140000	Cross Cat Insurance Ben	130,000.00	12,433.77	65,727.05	0.00	0.00	64,272.95
10E---	1220	2---	--	-----	203,303.00	21,960.90	107,516.92	0.00	0.00	95,786.08
10E920	1220	3190	00 920000	Cross Cat PUR SERV	1,000.00	0.00	168.00	0.00	0.00	832.00
10E920	1220	3320	00 920000	Cross Cat Travel	800.00	0.00	0.00	0.00	0.00	800.00
10E---	1220	3---	--	-----	1,800.00	0.00	168.00	0.00	0.00	1,632.00
10E920	1220	4100	00 920000	Cross Cat Supplies	5,000.00	423.29	2,126.81	0.00	457.80	2,415.39
10E920	1220	4100	61 000000	Cross Cat Comp Supp	500.00	0.00	0.00	0.00	0.00	500.00
10E920	1220	4200	00 920000	Cross Cat Textbks	2,500.00	0.00	1,241.40	0.00	0.00	1,258.60
10E---	1220	4---	--	-----	8,000.00	423.29	3,368.21	0.00	457.80	4,173.99
10E100	1250	1100	00 100000	Title I Teacher Sal	75,000.00	0.00	3,554.82	0.00	0.00	71,445.18
10E500	1250	1100	00 500000	Title I Teach Sal Prior	260,432.00	5,680.50	17,041.47	0.00	0.00	243,390.53
10E100	1250	1110	00 100000	Title I Aide/Asst Sal	80,000.00	0.00	73,360.46	0.00	0.00	6,639.54
10E500	1250	1110	00 500000	Title I Aide/Asst Sal Pr	281,680.00	48,616.00	150,784.39	0.00	0.00	130,895.61
10E500	1250	1210	00 500000	Title I Sub TA Sal	0.00	-115.50	0.00	0.00	0.00	0.00
10E100	1250	1300	00 100000	Title I Tutoring Sal	8,250.00	0.00	6,225.76	0.00	0.00	2,024.24
10E500	1250	1300	00 500000	Title I Tutor Sal	32,102.00	1,089.00	1,089.00	0.00	0.00	31,013.00
10E100	1250	1310	00 100000	Title I N/C Tutoring	1,000.00	0.00	2,814.20	0.00	0.00	-1,814.20
10E500	1250	1310	00 500000	Title I Tutor Aide Sal	3,827.00	0.00	0.00	0.00	0.00	3,827.00
10E---	1250	1---	--	-----	742,291.00	55,270.00	254,870.10	0.00	0.00	487,420.90
10E100	1250	2110	00 100000	Title I Teacher TRS	16,000.00	0.00	3,442.87	0.00	0.00	12,557.13
10E500	1250	2110	00 500000	Title I TRS	73,351.00	1,316.42	4,101.81	0.00	0.00	69,249.19
10E100	1250	2200	00 100000	Title I Insurance Ben	51,500.00	0.00	5,953.80	0.00	0.00	45,546.20
10E500	1250	2200	00 500000	Title I Ins Ben Prior	0.00	4,613.10	14,938.51	0.00	0.00	-14,938.51
10E---	1250	2---	--	-----	140,851.00	5,929.52	28,436.99	0.00	0.00	112,414.01
10E100	1250	3190	00 100000	Title I Pur Serv	0.00	0.00	36,052.00	0.00	0.00	-36,052.00
10E500	1250	3190	00 500000	Title I Pur Serv	55,000.00	8,650.52	8,650.52	0.00	0.00	46,349.48
10E---	1250	3---	--	-----	55,000.00	8,650.52	44,702.52	0.00	0.00	10,297.48
10E100	1250	4100	00 100000	Title I Supplies	15,000.00	0.00	7,588.15	0.00	0.00	7,411.85

				Account Level	2025-26	December 2025-26	2025-26	2025-26	Encumbered	2025-26
FDTLOC	FUNC	OBJ	SJ	Description	Budget	Monthly Activity	FYTD Activity	Batch Activity	Amount	Available Funds
10E170	1250	4100	00	1700000 Title IV Deprived Supplies	0.00	1,100.00	1,100.00	0.00	0.00	-1,100.00
10E500	1250	4100	00	5000000 Title I Supp	17,000.00	1,442.70	4,785.39	34.99	0.00	12,179.62
10E---	1250	4---	--	-----	32,000.00	2,542.70	13,473.54	34.99	0.00	18,491.47
10E050	1400	1100	00	0000000 RCHS Voc Teach Sal	538,499.00	62,157.96	287,087.65	0.00	0.00	251,411.35
10E390	1400	1100	00	3900000 Vocational Tutor-Perki Sal	6,205.00	231.00	594.00	0.00	0.00	5,611.00
10E480	1400	1100	00	4800000 Ag 3 Circles	26,867.00	2,498.04	12,367.47	0.00	0.00	14,499.53
10E780	1400	1100	00	7800000 CTEI SALARIES	5,000.00	0.00	17,074.63	0.00	0.00	-12,074.63
10E050	1400	1200	00	0000000 RCHS Voc Sub Teach Sal	12,000.00	5,170.00	10,437.50	0.00	0.00	1,562.50
10E---	1400	1---	--	-----	588,571.00	70,057.00	327,561.25	0.00	0.00	261,009.75
10E050	1400	2110	00	0000000 RCHS Voc TRS	60,654.00	7,057.90	35,717.78	0.00	0.00	24,936.22
10E390	1400	2110	00	3900000 Perkins TRS	705.00	41.02	101.17	0.00	0.00	603.83
10E480	1400	2110	00	4800000 Ag 3 Circles TRS	3,026.00	281.34	1,392.97	0.00	0.00	1,633.03
10E780	1400	2110	00	7800000	0.00	0.00	1,923.22	0.00	0.00	-1,923.22
10E050	1400	2200	00	0000000 RCHS Voc Ins Benefit	75,000.00	7,283.07	36,766.10	0.00	0.00	38,233.90
10E---	1400	2---	--	-----	139,385.00	14,663.33	75,901.24	0.00	0.00	63,483.76
10E050	1400	3140	00	0000000 RCHS OCC Dual Credit Classes	65,000.00	17,485.00	50,928.00	0.00	0.00	14,072.00
10E050	1400	3190	01	0000000 RCHS Ag Entry Fees	7,000.00	774.34	4,678.00	0.00	624.00	1,698.00
10E390	1400	3190	00	3900000 Perkins Pur Serv	13,320.00	0.00	12,751.00	0.00	0.00	569.00
10E780	1400	3190	00	7800000 CTEI Pur Serv	14,952.00	2,845.00	13,194.00	0.00	0.00	1,758.00
10E050	1400	3230	00	0000000 RCHS Gen Voc Rep/Maint	1,500.00	0.00	0.00	0.00	0.00	1,500.00
10E050	1400	3230	01	0000000 RCHS Ag Repair/Maint	100.00	0.00	0.00	0.00	0.00	100.00
10E050	1400	3320	01	0000000 RCHS Ag Travel	3,650.00	0.00	2,349.87	0.00	581.45	718.68
10E780	1400	3320	00	7800000 CTEI Travel	4,100.00	90.36	1,887.24	0.00	0.00	2,212.76
10E---	1400	3---	--	-----	109,622.00	21,194.70	85,788.11	0.00	1,205.45	22,628.44
10E050	1400	4100	01	0000000 RCHS Ag Supplies	12,000.00	771.63	4,708.89	0.00	1,336.12	5,954.99
10E050	1400	4100	07	0000000 RCHS Health Occ Supplies	500.00	0.00	75.98	0.00	0.00	424.02
10E050	1400	4100	09	0000000 RCHS FCS SUPPLIES	6,480.00	62.45	326.00	0.00	118.76	6,035.24
10E050	1400	4100	14	0000000 RCHS Business Supplies	1,000.00	0.00	195.17	0.00	0.00	804.83
10E050	1400	4100	61	0000000 RCHS Computer Lab Supp	2,500.00	274.55	1,774.78	0.00	0.00	725.22
10E390	1400	4100	00	3900000 Perkins Grant Supp	1,680.00	0.00	0.00	0.00	0.00	1,680.00
10E490	1400	4100	00	4900000 RCHS AG Grant Supplies	2,000.00	0.00	3,132.76	0.00	7.53	-1,140.29
10E780	1400	4100	00	7800000 CTEI Supplies	35,506.00	6,915.17	21,012.92	0.00	1,019.43	13,473.65
10E782	1400	4100	00	000782 METT Supplies	5,000.00	228.93	3,278.78	0.00	0.00	1,721.22
10E050	1400	4200	00	0000000 RCHS Textbooks	90,000.00	0.00	805.73	0.00	486.00	88,708.27
10E780	1400	4700	00	7800000 CTEI Software	4,389.00	0.00	614.25	0.00	0.00	3,774.75
10E782	1400	4700	00	000782 METT Software	5,000.00	0.00	0.00	0.00	0.00	5,000.00
10E---	1400	4---	--	-----	166,055.00	8,252.73	35,925.26	0.00	2,967.84	127,161.90
10E050	1400	5500	01	0000000 RCHS Ag Equipment	3,000.00	0.00	539.59	0.00	0.00	2,460.41
10E050	1400	5500	14	0000000 RCHS Voc Busns Equip	500.00	0.00	0.00	0.00	0.00	500.00
10E490	1400	5500	00	4900000 Ag Grant Equip	3,000.00	0.00	0.00	0.00	0.00	3,000.00

				Account Level	2025-26	December 2025-26	2025-26	2025-26	Encumbered	2025-26
FDTLOC	FUNC	OBJ	SJ	Description	Budget	Monthly Activity	FYTD Activity	Batch Activity	Amount	Available Funds
10E780	1400	5500	00 780000	CTEI Equipment	40,962.00	0.00	32,034.60	-37.99	0.00	8,965.39
10E782	1400	5500	00 000782	METT Equipment	35,000.00	0.00	14,556.09	0.00	0.00	20,443.91
10E---	1400	5---	-- -----		82,462.00	0.00	47,130.28	-37.99	0.00	35,369.71
10E050	1400	6400	00 000000	RCHS Dues/Fees	3,000.00	0.00	0.00	0.00	0.00	3,000.00
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
10E---	1400	6---	-- -----		6,000.00	0.00	0.00	0.00	0.00	6,000.00
10E410	1459	1110	00 410000	JROTC Instructor Sal	210,967.00	19,839.30	82,444.22	0.00	0.00	128,522.78
10E---	1459	1---	-- -----		210,967.00	19,839.30	82,444.22	0.00	0.00	128,522.78
10E050	1500	1100	00 000000	RCHS A D Sal	58,420.00	6,577.02	32,126.13	0.00	0.00	26,293.87
10E---	1500	1---	-- -----		58,420.00	6,577.02	32,126.13	0.00	0.00	26,293.87
10E050	1500	2110	00 000000	RCHS A D TRS	6,420.00	740.79	6,137.81	0.00	0.00	282.19
10E050	1500	2200	00 000000		0.00	714.45	2,857.80	0.00	0.00	-2,857.80
10E---	1500	2---	-- -----		6,420.00	1,455.24	8,995.61	0.00	0.00	-2,575.61
10E050	1500	3190	00 000000	RCHS AD Purchased Services	20,000.00	0.00	16,796.00	0.00	0.00	3,204.00
10E050	1500	3230	00 000000	RCHS A D Rep/Maint	600.00	0.00	198.85	0.00	0.00	401.15
10E050	1500	3260	00 000000	RCHS A D Postage	100.00	11.50	11.50	0.00	0.00	88.50
10E050	1500	3320	00 000000	RCHS A D Travel	900.00	0.00	0.00	0.00	0.00	900.00
10E050	1500	3910	00 000000	RCHS A D Playoffs	8,000.00	0.00	1,574.11	0.00	0.00	6,425.89
10E---	1500	3---	-- -----		29,600.00	11.50	18,580.46	0.00	0.00	11,019.54
10E050	1500	4100	00 000000	RCHS A D Supplies	1,500.00	0.00	1,006.99	0.00	236.50	256.51
10E050	1500	4110	00 000000	RCHS A D Awards	3,000.00	0.00	800.00	0.00	0.00	2,200.00
10E050	1500	4120	00 000000	RCHS Sport uniforms	12,000.00	2,520.00	2,520.00	0.00	0.00	9,480.00
10E---	1500	4---	-- -----		16,500.00	2,520.00	4,326.99	0.00	236.50	11,936.51
10E050	1500	5500	00 000000	RCHS AD Equipment	6,000.00	2,992.40	3,742.40	0.00	0.00	2,257.60
10E---	1500	5---	-- -----		6,000.00	2,992.40	3,742.40	0.00	0.00	2,257.60
10E050	1500	6400	00 000000	RCHS A D Dues/Fees	150.00	0.00	156.00	0.00	0.00	-6.00
10E---	1500	6---	-- -----		150.00	0.00	156.00	0.00	0.00	-6.00
10E050	1505	1100	00 000000	RCHS FBLA Sponsor Sal	3,358.00	387.60	1,772.16	0.00	0.00	1,585.84
10E---	1505	1---	-- -----		3,358.00	387.60	1,772.16	0.00	0.00	1,585.84
10E050	1505	2110	00 000000	RCHS FBLA Spon TRS	370.00	43.65	199.61	0.00	0.00	170.39
10E---	1505	2---	-- -----		370.00	43.65	199.61	0.00	0.00	170.39
10E050	1509	1100	00 000000	RCHS Pep Club Advisor Sal	1,247.00	144.00	767.88	0.00	0.00	479.12
10E---	1509	1---	-- -----		1,247.00	144.00	767.88	0.00	0.00	479.12
10E050	1509	2110	00 000000	RCHS Pep Club TRS	140.00	16.23	86.51	0.00	0.00	53.49
10E---	1509	2---	-- -----		140.00	16.23	86.51	0.00	0.00	53.49
10E050	1510	1100	00 000000	RCHS Cheerldr Spons Sal	11,432.00	0.00	5,099.76	0.00	0.00	6,332.24
10E---	1510	1---	-- -----		11,432.00	0.00	5,099.76	0.00	0.00	6,332.24
10E050	1510	2110	00 000000	RCHS Cheerldr Spons TRS	450.00	0.00	287.21	0.00	0.00	162.79
10E---	1510	2---	-- -----		450.00	0.00	287.21	0.00	0.00	162.79
10E050	1510	3190	00 000000	RCHS Cheerldr Part Exp	750.00	500.00	875.00	0.00	0.00	-125.00

FDTLOC FUNC OBJ SJ				Account Level	2025-26	December 2025-26	2025-26	2025-26	Encumbered	2025-26
				Description	Budget	Monthly Activity	FYTD Activity	Batch Activity	Amount	Available Funds
10E---	1510	3---	--	-----	750.00	500.00	875.00	0.00	0.00	-125.00
10E050	1510	4100	00	000000	230.00	0.00	0.00	0.00	0.00	230.00
10E---	1510	4---	--	-----	230.00	0.00	0.00	0.00	0.00	230.00
10E050	1511	1100	00	000000	9,166.00	0.00	9,746.69	0.00	0.00	-580.69
10E---	1511	1---	--	-----	9,166.00	0.00	9,746.69	0.00	0.00	-580.69
10E050	1511	2110	00	000000	1,050.00	0.00	643.36	0.00	0.00	406.64
10E---	1511	2---	--	-----	1,050.00	0.00	643.36	0.00	0.00	406.64
10E050	1511	3190	00	000000	2,000.00	0.00	2,032.91	0.00	0.00	-32.91
10E---	1511	3---	--	-----	2,000.00	0.00	2,032.91	0.00	0.00	-32.91
10E050	1511	4100	00	000000	275.00	0.00	242.00	0.00	0.00	33.00
10E---	1511	4---	--	-----	275.00	0.00	242.00	0.00	0.00	33.00
10E050	1512	1100	00	000000	8,609.00	0.00	8,609.09	0.00	0.00	-0.09
10E050	1512	1120	00	000000	63.00	0.00	250.80	0.00	0.00	-187.80
10E---	1512	1---	--	-----	8,672.00	0.00	8,859.89	0.00	0.00	-187.89
10E050	1512	2110	00	000000	915.00	0.00	1,034.82	0.00	0.00	-119.82
10E---	1512	2---	--	-----	915.00	0.00	1,034.82	0.00	0.00	-119.82
10E050	1512	3190	00	000000	1,000.00	0.00	987.20	0.00	0.00	12.80
10E---	1512	3---	--	-----	1,000.00	0.00	987.20	0.00	0.00	12.80
10E050	1512	4100	00	000000	250.00	0.00	0.00	0.00	250.00	0.00
10E---	1512	4---	--	-----	250.00	0.00	0.00	0.00	250.00	0.00
10E050	1514	3190	00	000000	500.00	0.00	705.00	0.00	0.00	-205.00
10E---	1514	3---	--	-----	500.00	0.00	705.00	0.00	0.00	-205.00
10E050	1514	4100	00	000000	275.00	0.00	0.00	0.00	0.00	275.00
10E---	1514	4---	--	-----	275.00	0.00	0.00	0.00	0.00	275.00
10E050	1520	1100	00	000000	4,082.00	0.00	0.00	0.00	0.00	4,082.00
10E050	1520	1110	00	000000	0.00	0.00	4,034.97	0.00	0.00	-4,034.97
10E---	1520	1---	--	-----	4,082.00	0.00	4,034.97	0.00	0.00	47.03
10E050	1520	3190	00	000000	150.00	0.00	110.00	0.00	0.00	40.00
10E---	1520	3---	--	-----	150.00	0.00	110.00	0.00	0.00	40.00
10E050	1520	4100	00	000000	225.00	0.00	0.00	0.00	0.00	225.00
10E---	1520	4---	--	-----	225.00	0.00	0.00	0.00	0.00	225.00
10E050	1521	1100	00	000000	22,532.00	0.00	15,596.36	0.00	0.00	6,935.64
10E050	1521	1110	00	000000	0.00	0.00	65.00	0.00	0.00	-65.00
10E050	1521	1120	00	000000	1,780.00	0.00	1,385.00	0.00	0.00	395.00
10E---	1521	1---	--	-----	24,312.00	0.00	17,046.36	0.00	0.00	7,265.64
10E050	1521	2110	00	000000	850.00	0.00	1,447.56	0.00	0.00	-597.56
10E---	1521	2---	--	-----	850.00	0.00	1,447.56	0.00	0.00	-597.56
10E050	1521	3100	00	000000	1,750.00	0.00	1,440.00	0.00	0.00	310.00
10E050	1521	3190	00	000000	1,250.00	0.00	1,020.00	0.00	0.00	230.00
10E---	1521	3---	--	-----	3,000.00	0.00	2,460.00	0.00	0.00	540.00

				Account Level	2025-26	December 2025-26	2025-26	2025-26	Encumbered	2025-26
FDTLOC	FUNC	OBJ	SJ	Description	Budget	Monthly Activity	FYTD Activity	Batch Activity	Amount	Available Funds
10E050	1521	4100	00 000000	RCHS Volleyball Supplies	700.00	0.00	700.00	0.00	0.00	0.00
10E---	1521	4---	-- -----		700.00	0.00	700.00	0.00	0.00	0.00
10E050	1522	1100	00 000000	RCHS Girls Basketball Coach	16,507.00	0.00	0.00	0.00	0.00	16,507.00
10E050	1522	1120	00 000000	RCHS Girls Basketball Wkr Sal	1,045.00	550.00	550.00	0.00	0.00	495.00
10E---	1522	1---	-- -----		17,552.00	550.00	550.00	0.00	0.00	17,002.00
10E050	1522	2110	00 000000	RCHS Girls Basketball Cch TRS	1,500.00	6.19	6.19	0.00	0.00	1,493.81
10E---	1522	2---	-- -----		1,500.00	6.19	6.19	0.00	0.00	1,493.81
10E050	1522	3100	00 000000	RCHS Girls Basketball Official	4,000.00	150.00	150.00	0.00	0.00	3,850.00
10E050	1522	3190	00 000000	RCHS Girls Basketball Part Exp	500.00	0.00	0.00	0.00	0.00	500.00
10E---	1522	3---	-- -----		4,500.00	150.00	150.00	0.00	0.00	4,350.00
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	8,383.00	0.00	700.00	0.00	0.00	7,683.00
10E050	1523	1120	00 000000	RCHS Girls Track Workers	877.00	0.00	40.00	0.00	0.00	837.00
10E---	1523	1---	-- -----		9,260.00	0.00	740.00	0.00	0.00	8,520.00
10E050	1523	2110	00 000000	RCHS Girls Track TRS	675.00	0.00	0.00	0.00	0.00	675.00
10E---	1523	2---	-- -----		675.00	0.00	0.00	0.00	0.00	675.00
10E050	1523	3100	00 000000	RCHS Girls Track Official	500.00	0.00	0.00	0.00	0.00	500.00
10E050	1523	3190	00 000000	RCHS Girls Track Part Exp	1,750.00	0.00	150.00	0.00	0.00	1,600.00
10E---	1523	3---	-- -----		2,250.00	0.00	150.00	0.00	0.00	2,100.00
10E050	1523	4100	00 000000	RCHS Girls Track Supplies	640.00	0.00	0.00	0.00	0.00	640.00
10E---	1523	4---	-- -----		640.00	0.00	0.00	0.00	0.00	640.00
10E050	1524	1100	00 000000	RCHS Girls Softball Cch Sal	8,434.00	0.00	0.00	0.00	0.00	8,434.00
10E---	1524	1---	-- -----		8,434.00	0.00	0.00	0.00	0.00	8,434.00
10E050	1524	2110	00 000000	RCHS Girls Softball Cch TRS	1,210.00	0.00	0.00	0.00	0.00	1,210.00
10E---	1524	2---	-- -----		1,210.00	0.00	0.00	0.00	0.00	1,210.00
10E050	1524	3100	00 000000	RCHS Girls Softball Official	4,250.00	0.00	0.00	0.00	0.00	4,250.00
10E050	1524	3190	00 000000	RCHS Girls Softball Part Exp	1,100.00	0.00	0.00	0.00	0.00	1,100.00
10E---	1524	3---	-- -----		5,350.00	0.00	0.00	0.00	0.00	5,350.00
10E050	1524	4100	00 000000	RCHS Girls Softtball Supplies	1,575.00	0.00	0.00	0.00	0.00	1,575.00
10E---	1524	4---	-- -----		1,575.00	0.00	0.00	0.00	0.00	1,575.00
10E050	1525	1100	00 000000	RCHS Girls Soccer Coach	11,152.00	0.00	2,241.65	0.00	0.00	8,910.35
10E050	1525	1120	00 000000	RCHS Girls Soccer Ticket	230.00	0.00	0.00	0.00	0.00	230.00
10E---	1525	1---	-- -----		11,382.00	0.00	2,241.65	0.00	0.00	9,140.35
10E050	1525	3100	00 000000	RCHS Girls Soccer Officl	2,500.00	0.00	0.00	0.00	0.00	2,500.00
10E050	1525	3190	00 000000	RCHS Girls Soccer Part Exp	500.00	0.00	70.00	0.00	0.00	430.00
10E---	1525	3---	-- -----		3,000.00	0.00	70.00	0.00	0.00	2,930.00
10E050	1525	4100	00 000000	RCHS Girls Soccer Supp	900.00	0.00	0.00	0.00	0.00	900.00
10E---	1525	4---	-- -----		900.00	0.00	0.00	0.00	0.00	900.00
10E050	1530	1100	00 000000	RCHS Boys Tennis Coach Sal	4,930.00	0.00	0.00	0.00	0.00	4,930.00

				Account Level	2025-26	December 2025-26	2025-26	2025-26	Encumbered	2025-26
FDTLOC	FUNC	OBJ	SJ	Description	Budget	Monthly Activity	FYTD Activity	Batch Activity	Amount	Available Funds
10E---	1530	1---	--	-----	4,930.00	0.00	0.00	0.00	0.00	4,930.00
10E050	1530	3190	00	000000	RCHS Boys Tennis Part Exp	400.00	0.00	0.00	0.00	400.00
10E---	1530	3---	--	-----	400.00	0.00	0.00	0.00	0.00	400.00
10E050	1530	4100	00	000000	RCHS Boys Tennis Supplies	225.00	0.00	0.00	0.00	225.00
10E---	1530	4---	--	-----	225.00	0.00	0.00	0.00	0.00	225.00
10E050	1531	1100	00	000000	RCHS Football Coach Sal	22,476.00	0.00	29,422.47	0.00	-6,946.47
10E050	1531	1120	00	000000	RCHS Football Game Wrks	3,366.00	195.00	4,071.00	0.00	-705.00
10E---	1531	1---	--	-----	25,842.00	195.00	33,493.47	0.00	0.00	-7,651.47
10E050	1531	2110	00	000000	RCHS Football Coach TRS	1,900.00	0.00	1,600.79	0.00	299.21
10E---	1531	2---	--	-----	1,900.00	0.00	1,600.79	0.00	0.00	299.21
10E050	1531	3100	00	000000	RCHS Football Officials	5,000.00	0.00	4,650.00	0.00	350.00
10E050	1531	3190	00	000000	RCHS Football Part Exp	500.00	0.00	6,080.25	0.00	-5,580.25
10E050	1531	3230	00	000000	RCHS Football Recond Equip	6,000.00	0.00	0.00	0.00	6,000.00
10E---	1531	3---	--	-----	11,500.00	0.00	10,730.25	0.00	0.00	769.75
10E050	1531	4100	00	000000	RCHS Football Supplies	7,450.00	0.00	904.80	215.40	6,329.80
10E---	1531	4---	--	-----	7,450.00	0.00	904.80	0.00	215.40	6,329.80
10E050	1531	5500	00	000000	RCHS Football Equipment	17,550.00	0.00	17,519.37	0.00	30.63
10E---	1531	5---	--	-----	17,550.00	0.00	17,519.37	0.00	0.00	30.63
10E050	1532	1100	00	000000	RCHS Boys Basketball Cch Sal	19,747.00	0.00	-3,446.62	0.00	23,193.62
10E050	1532	1120	00	000000	RCHS Boys Basketball Wrk Sal	2,599.00	480.00	480.00	0.00	2,119.00
10E---	1532	1---	--	-----	22,346.00	480.00	-2,966.62	0.00	0.00	25,312.62
10E050	1532	2110	00	000000	RCHS Boys Basketball TRS	1,500.00	0.00	-388.21	0.00	1,888.21
10E---	1532	2---	--	-----	1,500.00	0.00	-388.21	0.00	0.00	1,888.21
10E050	1532	3100	00	000000	RCHS Boys Basketball Official	4,900.00	0.00	0.00	0.00	4,900.00
10E050	1532	3190	00	000000	RCHS Boys Basketball Part Exp	500.00	0.00	0.00	0.00	500.00
10E---	1532	3---	--	-----	5,400.00	0.00	0.00	0.00	0.00	5,400.00
10E050	1532	4100	00	000000	RCHS Boys Basketball Supplies	1,275.00	0.00	849.79	0.00	425.21
10E---	1532	4---	--	-----	1,275.00	0.00	849.79	0.00	0.00	425.21
10E050	1533	1100	00	000000	RCHS Boys Track Coach Sal	9,019.00	0.00	700.00	0.00	8,319.00
10E050	1533	1110	00	000000	RCHS Boys Track Non Cert Coach	750.00	0.00	-1,576.33	0.00	2,326.33
10E---	1533	1---	--	-----	9,769.00	0.00	-876.33	0.00	0.00	10,645.33
10E050	1533	2110	00	000000	RCHS Boys Track Coach TRS	1,030.00	0.00	0.00	0.00	1,030.00
10E---	1533	2---	--	-----	1,030.00	0.00	0.00	0.00	0.00	1,030.00
10E050	1533	3100	00	000000	RCHS Boys Track Officials	500.00	0.00	0.00	0.00	500.00
10E050	1533	3190	00	000000	RCHS Boys Track Part Exp	2,250.00	0.00	150.00	0.00	2,100.00
10E---	1533	3---	--	-----	2,750.00	0.00	150.00	0.00	0.00	2,600.00
10E050	1533	4100	00	000000	RCHS Boys Track Supplies	640.00	0.00	0.00	0.00	640.00
10E---	1533	4---	--	-----	640.00	0.00	0.00	0.00	0.00	640.00
10E050	1534	1100	00	000000	RCHS Boys Baseball Cch Sal	6,567.00	0.00	0.00	0.00	6,567.00
10E050	1534	1120	00	000000	RCHS Baseball Workers	750.00	0.00	0.00	0.00	750.00

Account Level				2025-26	December 2025-26	2025-26	2025-26	Encumbered	2025-26	
FDTLOC	FUNC	OBJ	SJ	Description	Budget	Monthly Activity	FYTD Activity	Batch Activity	Amount	Available Funds
10E---	1534	1---	--	-----	7,317.00	0.00	0.00	0.00	0.00	7,317.00
10E050	1534	2110	00	000000	RCHS Boys Baseball TRS	760.00	0.00	0.00	0.00	760.00
10E---	1534	2---	--	-----	760.00	0.00	0.00	0.00	0.00	760.00
10E050	1534	3100	00	000000	RCHS Boys Baseball Official	3,750.00	0.00	0.00	0.00	3,750.00
10E050	1534	3190	00	000000	RCHS Boys Baseball Part Exp	150.00	0.00	0.00	0.00	150.00
10E---	1534	3---	--	-----	3,900.00	0.00	0.00	0.00	0.00	3,900.00
10E050	1534	4100	00	000000	RCHS Boys Baseball Supplies	1,575.00	0.00	0.00	0.00	1,575.00
10E---	1534	4---	--	-----	1,575.00	0.00	0.00	0.00	0.00	1,575.00
10E050	1536	1100	00	000000	RCHS Soccer Coach Sal	8,776.00	0.00	6,949.12	0.00	1,826.88
10E---	1536	1---	--	-----	8,776.00	0.00	6,949.12	0.00	0.00	1,826.88
10E050	1536	3100	00	000000	RCHS Soccer Officials	2,500.00	0.00	2,570.00	0.00	-70.00
10E050	1536	3190	00	000000	RCHS Soccer Part Exp	500.00	135.00	710.00	0.00	-210.00
10E---	1536	3---	--	-----	3,000.00	135.00	3,280.00	0.00	0.00	-280.00
10E050	1536	4100	00	000000	RCHS Soccer Supplies	900.00	0.00	900.00	0.00	60.75
10E---	1536	4---	--	-----	900.00	0.00	900.00	0.00	60.75	-60.75
10E050	1537	1100	00	000000	RCHS Bass Fishing Coach Sal	2,465.00	0.00	0.00	0.00	2,465.00
10E---	1537	1---	--	-----	2,465.00	0.00	0.00	0.00	0.00	2,465.00
10E050	1537	3190	00	000000	Bass Fishing Particip Expenses	300.00	0.00	0.00	0.00	300.00
10E---	1537	3---	--	-----	300.00	0.00	0.00	0.00	0.00	300.00
10E040	1540	1100	00	000000	RCMS A D Sal	38,000.00	4,384.68	20,461.84	0.00	17,538.16
10E---	1540	1---	--	-----	38,000.00	4,384.68	20,461.84	0.00	0.00	17,538.16
10E040	1540	2110	00	000000	RCMS A D TRS	4,280.00	493.89	1,683.73	0.00	2,596.27
10E040	1540	2200	00	000000		0.00	476.31	2,105.24	0.00	-2,105.24
10E---	1540	2---	--	-----	4,280.00	970.20	3,788.97	0.00	0.00	491.03
10E040	1540	3190	00	000000	RCMS AD Pur Serv	250.00	0.00	300.00	0.00	-50.00
10E040	1540	3320	00	000000	RCMS A D Travel	700.00	0.00	0.00	0.00	700.00
10E040	1540	3910	00	000000	RCMS A D State Plyoffs	365.00	0.00	245.93	0.00	119.07
10E---	1540	3---	--	-----	1,315.00	0.00	545.93	0.00	0.00	769.07
10E040	1540	4100	00	000000	RCMS A D Supplies	305.00	0.00	199.85	0.00	105.15
10E040	1540	4110	00	000000	RCMS A D Awards	1,700.00	0.00	697.25	0.00	1,002.75
10E040	1540	4120	00	000000	RCMS Athletic Uniforms	20,000.00	0.00	6,474.30	0.00	1,425.00
10E---	1540	4---	--	-----	22,005.00	0.00	7,371.40	0.00	1,425.00	13,208.60
10E040	1540	6400	00	000000	RCMS A D Dues/Fees	1,200.00	0.00	550.00	0.00	650.00
10E---	1540	6---	--	-----	1,200.00	0.00	550.00	0.00	0.00	650.00
10E040	1550	1100	00	000000	RCMS Chrlldr Spons Sal	5,604.00	0.00	0.00	0.00	5,604.00
10E040	1550	1110	00	000000	RCMS Cheer Sponsor Non Cert	5,000.00	0.00	0.00	0.00	5,000.00
10E---	1550	1---	--	-----	10,604.00	0.00	0.00	0.00	0.00	10,604.00
10E040	1550	4100	00	000000	RCMS Chrlldr Supplies	500.00	0.00	0.00	0.00	500.00
10E---	1550	4---	--	-----	500.00	0.00	0.00	0.00	0.00	500.00
10E040	1551	1100	00	000000	RCMS X-Country Coach Sal	4,386.00	0.00	5,416.33	0.00	-1,030.33

Account Level				2025-26	December 2025-26	2025-26	2025-26	Encumbered	2025-26	
FDTLOC	FUNC	OBJ	SJ	Description	Budget	Monthly Activity	FYTD Activity	Batch Activity	Amount	Available Funds
10E040	1551	1120	00 000000	RCMS X-Country Wrk Sal	770.00	0.00	0.00	0.00	0.00	770.00
10E---	1551	1---	-- -----		5,156.00	0.00	5,416.33	0.00	0.00	-260.33
10E040	1551	2110	00 000000	RCMS X-Country Coach TRS	510.00	0.00	508.14	0.00	0.00	1.86
10E040	1551	2200	00 000000		0.00	0.00	395.02	0.00	0.00	-395.02
10E---	1551	2---	-- -----		510.00	0.00	903.16	0.00	0.00	-393.16
10E040	1551	3100	00 000000	MS Cross Country Officials	100.00	0.00	382.00	0.00	0.00	-282.00
10E040	1551	3190	00 000000	RCMS X-Country Part Exp	150.00	0.00	485.00	0.00	0.00	-335.00
10E---	1551	3---	-- -----		250.00	0.00	867.00	0.00	0.00	-617.00
10E040	1551	4100	00 000000	RCMS X-Country Supplies	500.00	0.00	500.00	0.00	0.00	0.00
10E---	1551	4---	-- -----		500.00	0.00	500.00	0.00	0.00	0.00
10E040	1552	1100	00 000000	RCMS Baseball Coaches Salary	3,699.00	0.00	2,784.43	0.00	0.00	914.57
10E---	1552	1---	-- -----		3,699.00	0.00	2,784.43	0.00	0.00	914.57
10E040	1552	2110	00 000000	RCMS Baseball Coaches TRS	275.00	0.00	275.72	0.00	0.00	-0.72
10E---	1552	2---	-- -----		275.00	0.00	275.72	0.00	0.00	-0.72
10E040	1552	3100	00 000000	RCMS Baseball Officals	1,500.00	0.00	480.00	0.00	0.00	1,020.00
10E040	1552	3190	00 000000	RCMS Baseball Particip Expense	750.00	0.00	550.00	0.00	0.00	200.00
10E---	1552	3---	-- -----		2,250.00	0.00	1,030.00	0.00	0.00	1,220.00
10E040	1552	4100	00 000000	RCMS Baseball Supplies	1,250.00	0.00	105.90	0.00	500.04	644.06
10E---	1552	4---	-- -----		1,250.00	0.00	105.90	0.00	500.04	644.06
10E040	1552	5500	00 000000	RCMS Baseball Equipment	750.00	0.00	0.00	0.00	0.00	750.00
10E---	1552	5---	-- -----		750.00	0.00	0.00	0.00	0.00	750.00
10E040	1553	1100	00 000000	RCMS Softball Coaches Salary	3,923.00	0.00	4,079.80	0.00	0.00	-156.80
10E---	1553	1---	-- -----		3,923.00	0.00	4,079.80	0.00	0.00	-156.80
10E040	1553	2110	00 000000	RCMS Softball Coaches TRS	320.00	0.00	459.53	0.00	0.00	-139.53
10E040	1553	2200	00 000000		0.00	0.00	940.87	0.00	0.00	-940.87
10E---	1553	2---	-- -----		320.00	0.00	1,400.40	0.00	0.00	-1,080.40
10E040	1553	3100	00 000000	RCMS Softball Officials	1,500.00	0.00	160.00	0.00	0.00	1,340.00
10E040	1553	3190	00 000000	RCMS Softball Particip Expense	750.00	0.00	1,030.00	0.00	0.00	-280.00
10E---	1553	3---	-- -----		2,250.00	0.00	1,190.00	0.00	0.00	1,060.00
10E040	1553	4100	00 000000	RCMS Softball Supplies	1,250.00	0.00	393.25	0.00	0.00	856.75
10E---	1553	4---	-- -----		1,250.00	0.00	393.25	0.00	0.00	856.75
10E040	1553	5500	00 000000	RCMS Softball Equipment	750.00	0.00	0.00	0.00	0.00	750.00
10E---	1553	5---	-- -----		750.00	0.00	0.00	0.00	0.00	750.00
10E040	1560	1100	00 000000	RCMS Girls Basketball Cch Sal	8,070.00	0.00	4,034.97	0.00	0.00	4,035.03
10E040	1560	1120	00 000000	RCMS Girls Basketball Wrks Sal	3,003.00	995.00	1,125.00	0.00	0.00	1,878.00
10E---	1560	1---	-- -----		11,073.00	995.00	5,159.97	0.00	0.00	5,913.03
10E040	1560	2110	00 000000	RCMS Girls Basketball Coach TR	420.00	0.00	0.00	0.00	0.00	420.00
10E---	1560	2---	-- -----		420.00	0.00	0.00	0.00	0.00	420.00
10E040	1560	3100	00 000000	RCMS Girls Basketball Official	2,500.00	320.00	480.00	0.00	0.00	2,020.00
10E040	1560	3190	00 000000	RCMS Girls Basketball Part Exp	0.00	100.00	200.00	0.00	0.00	-200.00

FDTLOC FUNC OBJ SJ				Account Level	2025-26	December 2025-26	2025-26	2025-26	Encumbered	2025-26
				Description	Budget	Monthly Activity	FYTD Activity	Batch Activity	Amount	Available Funds
10E---	1560	3---	--	-----	2,500.00	420.00	680.00	0.00	0.00	1,820.00
10E040	1560	4100	00	000000	RCMS Girls Basketball Supplies	1,250.00	0.00	347.00	0.00	903.00
10E---	1560	4---	--	-----	1,250.00	0.00	347.00	0.00	0.00	903.00
10E040	1560	6400	00	000000	RCMS Girls Basktbball Due/Fees	100.00	0.00	0.00	0.00	100.00
10E---	1560	6---	--	-----	100.00	0.00	0.00	0.00	0.00	100.00
10E040	1561	1100	00	000000	RCMS Volleybl Coach Sal	9,606.00	0.00	0.00	0.00	9,606.00
10E040	1561	1120	00	000000	RCMS Volleybl Gm Wrk Sal	767.00	55.00	130.00	0.00	637.00
10E---	1561	1---	--	-----	10,373.00	55.00	130.00	0.00	0.00	10,243.00
10E040	1561	2110	00	000000	RCMS Volleybl Coach TRS	1,800.00	0.00	0.00	0.00	1,800.00
10E---	1561	2---	--	-----	1,800.00	0.00	0.00	0.00	0.00	1,800.00
10E040	1561	3100	00	000000	RCMS Volleybl Officials	1,100.00	0.00	0.00	0.00	1,100.00
10E040	1561	3190	00	000000	RCMS Volleybl Part Exp	700.00	0.00	0.00	0.00	700.00
10E---	1561	3---	--	-----	1,800.00	0.00	0.00	0.00	0.00	1,800.00
10E040	1561	4100	00	000000	RCMS Volleybl Supplies	500.00	0.00	0.00	0.00	500.00
10E---	1561	4---	--	-----	500.00	0.00	0.00	0.00	0.00	500.00
10E040	1562	1100	00	000000	RCMS Grls Trk Coach Sal	3,531.00	0.00	0.00	0.00	3,531.00
10E040	1562	1120	00	000000	RCMS Girls Track Workers	1,084.00	0.00	0.00	0.00	1,084.00
10E---	1562	1---	--	-----	4,615.00	0.00	0.00	0.00	0.00	4,615.00
10E040	1562	2110	00	000000	RCMS Grls Trk Cch TRS	420.00	0.00	0.00	0.00	420.00
10E---	1562	2---	--	-----	420.00	0.00	0.00	0.00	0.00	420.00
10E040	1562	3190	00	000000	RCMS Girls Track Part Exp	400.00	375.00	375.00	0.00	25.00
10E---	1562	3---	--	-----	400.00	375.00	375.00	0.00	0.00	25.00
10E040	1562	4100	00	000000	RCMS Grls Trk Supplies	750.00	0.00	0.00	0.00	750.00
10E---	1562	4---	--	-----	750.00	0.00	0.00	0.00	0.00	750.00
10E040	1563	1100	00	000000	RCMS 6th girls BBall Coach Sal	3,100.00	0.00	0.00	0.00	3,100.00
10E---	1563	1---	--	-----	3,100.00	0.00	0.00	0.00	0.00	3,100.00
10E040	1563	2110	00	000000	RCMS 6th girls BBall Coach TRS	330.00	0.00	0.00	0.00	330.00
10E---	1563	2---	--	-----	330.00	0.00	0.00	0.00	0.00	330.00
10E040	1563	3100	00	000000	RCMS 6th girls BBall Officials	1,000.00	0.00	0.00	0.00	1,000.00
10E040	1563	3190	00	000000	MS 6th girls BBall Partic Exp	100.00	0.00	0.00	0.00	100.00
10E---	1563	3---	--	-----	1,100.00	0.00	0.00	0.00	0.00	1,100.00
10E040	1564	1100	00	000000	RCMS 6th Boys Bb Coach Salary	3,138.00	0.00	0.00	0.00	3,138.00
10E040	1564	1120	00	000000	RCMS 6th Boys Bball workers	84.00	0.00	0.00	0.00	84.00
10E---	1564	1---	--	-----	3,222.00	0.00	0.00	0.00	0.00	3,222.00
10E040	1564	3100	00	000000	RCMS 6th Boys Bball Officials	1,000.00	0.00	0.00	0.00	1,000.00
10E040	1564	3190	00	000000	RCMS 6th Boys Bball Partic Exp	100.00	0.00	0.00	0.00	100.00
10E---	1564	3---	--	-----	1,100.00	0.00	0.00	0.00	0.00	1,100.00
10E040	1570	1100	00	000000	RCMS Boys Basketball Coach Sal	8,070.00	0.00	0.00	0.00	8,070.00
10E040	1570	1120	00	000000	RCMS Boys Basketball Wrk Sal	1,756.00	1,195.00	1,195.00	0.00	561.00
10E---	1570	1---	--	-----	9,826.00	1,195.00	1,195.00	0.00	0.00	8,631.00

				Account Level	2025-26	December 2025-26	2025-26	2025-26	Encumbered	2025-26
FDTLOC	FUNC	OBJ	SJ	Description	Budget	Monthly Activity	FYTD Activity	Batch Activity	Amount	Available Funds
10E040	1570	2110	00 000000	RCMS Boys Basketball Coach TRS	730.00	0.00	0.00	0.00	0.00	730.00
10E---	1570	2---	--		730.00	0.00	0.00	0.00	0.00	730.00
10E040	1570	3100	00 000000	RCMS Boys Basketball Official	2,500.00	640.00	640.00	0.00	0.00	1,860.00
10E---	1570	3---	--		2,500.00	640.00	640.00	0.00	0.00	1,860.00
10E040	1570	4100	00 000000	RCMS Boys Basketball Supplies	1,250.00	0.00	322.00	0.00	248.00	680.00
10E---	1570	4---	--		1,250.00	0.00	322.00	0.00	248.00	680.00
10E040	1570	6400	00 000000	RCMS Boys Basketball Due/Fees	100.00	0.00	0.00	0.00	0.00	100.00
10E---	1570	6---	--		100.00	0.00	0.00	0.00	0.00	100.00
10E040	1571	1100	00 000000	RCMS Boys Track Coach Sal	5,915.00	0.00	0.00	0.00	0.00	5,915.00
10E040	1571	1120	00 000000	RCMS Boys Track Workers	717.00	0.00	0.00	0.00	0.00	717.00
10E---	1571	1---	--		6,632.00	0.00	0.00	0.00	0.00	6,632.00
10E040	1571	3190	00 000000	RCMS Boys Track Part Exp	400.00	375.00	375.00	0.00	0.00	25.00
10E---	1571	3---	--		400.00	375.00	375.00	0.00	0.00	25.00
10E040	1571	4100	00 000000	RCMS Boys Track Supplies	750.00	0.00	0.00	0.00	0.00	750.00
10E---	1571	4---	--		750.00	0.00	0.00	0.00	0.00	750.00
10E050	1572	1100	00 000000	RCHS Wrestling Coach	7,846.00	0.00	0.00	0.00	0.00	7,846.00
10E050	1572	1120	00 000000	RCHS Wrestling Workers Sal	108.00	50.00	50.00	0.00	0.00	58.00
10E---	1572	1---	--		7,954.00	50.00	50.00	0.00	0.00	7,904.00
10E050	1572	3100	00 000000	RCHS Wrestling Officials	1,400.00	0.00	390.00	0.00	0.00	1,010.00
10E050	1572	3190	00 000000	RCHS Wrestling Entry Fees	1,300.00	550.00	550.00	0.00	0.00	750.00
10E---	1572	3---	--		2,700.00	550.00	940.00	0.00	0.00	1,760.00
10E050	1572	4100	00 000000	RCHS Wrestling Supp	510.00	0.00	0.00	0.00	0.00	510.00
10E---	1572	4---	--		510.00	0.00	0.00	0.00	0.00	510.00
10E040	1575	1100	00 000000	RCMS Yearbook Sponsor Sal	4,158.00	479.85	2,398.70	0.00	0.00	1,759.30
10E---	1575	1---	--		4,158.00	479.85	2,398.70	0.00	0.00	1,759.30
10E040	1575	2110	00 000000	RCMS Yearbook Sponsor TRS	425.00	54.06	270.20	0.00	0.00	154.80
10E---	1575	2---	--		425.00	54.06	270.20	0.00	0.00	154.80
10E040	1576	1100	00 000000	RCMS Student Council Sp	2,354.00	282.60	923.24	0.00	0.00	1,430.76
10E---	1576	1---	--		2,354.00	282.60	923.24	0.00	0.00	1,430.76
10E040	1576	2110	00 000000	RCMS Student Council TRS	230.00	31.86	109.43	0.00	0.00	120.57
10E040	1576	2200	00 000000		0.00	0.00	13.98	0.00	0.00	-13.98
10E---	1576	2---	--		230.00	31.86	123.41	0.00	0.00	106.59
10E040	1577	1100	00 000000	RCMS Musical Salary	1,569.00	0.00	0.00	0.00	0.00	1,569.00
10E---	1577	1---	--		1,569.00	0.00	0.00	0.00	0.00	1,569.00
10E040	1577	2110	00 000000	RCMS Musical TRS	140.00	0.00	0.00	0.00	0.00	140.00
10E---	1577	2---	--		140.00	0.00	0.00	0.00	0.00	140.00
10E050	1580	1100	00 000000	RCHS Scholastic Bowl Coach Sal	2,401.00	0.00	831.65	0.00	0.00	1,569.35
10E050	1580	1120	00 000000	RCHS Scholar Bowl Workers	918.00	55.00	55.00	0.00	0.00	863.00
10E---	1580	1---	--		3,319.00	55.00	886.65	0.00	0.00	2,432.35
10E050	1580	2110	00 000000	RCHS Scholastic Bowl TRS	365.00	0.00	93.67	0.00	0.00	271.33

				Account Level	2025-26	December 2025-26	2025-26	2025-26	Encumbered	2025-26
FDTLOC	FUNC	OBJ	SJ	Description	Budget	Monthly Activity	FYTD Activity	Batch Activity	Amount	Available Funds
10E---	1580	2---	--	-----	365.00	0.00	93.67	0.00	0.00	271.33
10E050	1580	3190	00	000000	0.00	80.00	80.00	0.00	0.00	-80.00
10E---	1580	3---	--	-----	0.00	80.00	80.00	0.00	0.00	-80.00
10E050	1581	1100	00	000000	3,923.00	0.00	0.00	0.00	0.00	3,923.00
10E---	1581	1---	--	-----	3,923.00	0.00	0.00	0.00	0.00	3,923.00
10E050	1581	2110	00	000000	460.00	0.00	0.00	0.00	0.00	460.00
10E---	1581	2---	--	-----	460.00	0.00	0.00	0.00	0.00	460.00
10E050	1582	1100	00	000000	14,066.00	6,299.05	14,301.77	0.00	0.00	-235.77
10E---	1582	1---	--	-----	14,066.00	6,299.05	14,301.77	0.00	0.00	-235.77
10E050	1582	2110	00	000000	1,320.00	406.51	1,307.92	0.00	0.00	12.08
10E---	1582	2---	--	-----	1,320.00	406.51	1,307.92	0.00	0.00	12.08
10E050	1582	3190	00	000000	2,200.00	0.00	0.00	0.00	0.00	2,200.00
10E---	1582	3---	--	-----	2,200.00	0.00	0.00	0.00	0.00	2,200.00
10E050	1582	4100	00	000000	300.00	0.00	0.00	0.00	0.00	300.00
10E---	1582	4---	--	-----	300.00	0.00	0.00	0.00	0.00	300.00
10E050	1583	1100	00	000000	23,271.00	2,036.70	10,196.24	0.00	0.00	13,074.76
10E050	1583	1110	00	000000	4,600.00	0.00	2,447.88	0.00	0.00	2,152.12
10E---	1583	1---	--	-----	27,871.00	2,036.70	12,644.12	0.00	0.00	15,226.88
10E050	1583	2110	00	000000	1,542.00	171.15	1,314.21	0.00	0.00	227.79
10E---	1583	2---	--	-----	1,542.00	171.15	1,314.21	0.00	0.00	227.79
10E050	1583	3190	00	000000	3,920.00	0.00	3,920.00	0.00	0.00	0.00
10E---	1583	3---	--	-----	3,920.00	0.00	3,920.00	0.00	0.00	0.00
10E010	1583	4100	00	000000	6,000.00	0.00	0.00	0.00	0.00	6,000.00
10E050	1583	4100	00	000000	2,400.00	0.00	271.27	0.00	1,348.86	779.87
10E---	1583	4---	--	-----	8,400.00	0.00	271.27	0.00	1,348.86	6,779.87
10E050	1585	1100	00	000000	8,042.00	968.40	4,355.33	0.00	0.00	3,686.67
10E---	1585	1---	--	-----	8,042.00	968.40	4,355.33	0.00	0.00	3,686.67
10E050	1585	2110	00	000000	850.00	109.11	490.67	0.00	0.00	359.33
10E---	1585	2---	--	-----	850.00	109.11	490.67	0.00	0.00	359.33
10E050	1586	1100	00	000000	3,531.00	423.75	1,950.29	0.00	0.00	1,580.71
10E---	1586	1---	--	-----	3,531.00	423.75	1,950.29	0.00	0.00	1,580.71
10E050	1586	2110	00	000000	420.00	47.72	219.60	0.00	0.00	200.40
10E---	1586	2---	--	-----	420.00	47.72	219.60	0.00	0.00	200.40
10E050	1586	4100	00	000000	1,500.00	0.00	259.88	0.00	793.10	447.02
10E---	1586	4---	--	-----	1,500.00	0.00	259.88	0.00	793.10	447.02
10E050	1589	1100	00	000000	2,354.00	283.05	1,372.84	0.00	0.00	981.16
10E---	1589	1---	--	-----	2,354.00	283.05	1,372.84	0.00	0.00	981.16
10E050	1589	2110	00	000000	320.00	31.89	154.64	0.00	0.00	165.36
10E---	1589	2---	--	-----	320.00	31.89	154.64	0.00	0.00	165.36
10E050	1590	1110	00	000000	7,771.00	549.30	2,229.90	0.00	0.00	5,541.10

Account Level					2025-26	December 2025-26	2025-26	2025-26	Encumbered	2025-26
FDTLOC	FUNC	OBJ	SJ	Description	Budget	Monthly Activity	FYTD Activity	Batch Activity	Amount	Available Funds
10E---	1590	1---	--	-----	7,771.00	549.30	2,229.90	0.00	0.00	5,541.10
10E050	1590	3320	00	000000	RCHS Rifle/Drill Travel	50.00	0.00	0.00	0.00	50.00
10E---	1590	3---	--	-----	50.00	0.00	0.00	0.00	0.00	50.00
10E040	1591	1100	00	000000	RCMS Band Director Sal	4,708.00	1,035.30	4,678.81	0.00	29.19
10E---	1591	1---	--	-----	4,708.00	1,035.30	4,678.81	0.00	0.00	29.19
10E040	1591	2110	00	000000	RCMS Band Directors TRS	300.00	116.61	526.98	0.00	-226.98
10E---	1591	2---	--	-----	300.00	116.61	526.98	0.00	0.00	-226.98
10E040	1591	3190	00	000000	RCMS Band Pur Serv	1,000.00	0.00	0.00	0.00	1,000.00
10E---	1591	3---	--	-----	1,000.00	0.00	0.00	0.00	0.00	1,000.00
10E040	1591	6400	00	000000	RCMS Band Dues/Fees	100.00	0.00	100.00	0.00	0.00
10E---	1591	6---	--	-----	100.00	0.00	100.00	0.00	0.00	0.00
10E040	1592	3190	00	000000	RCMS Choir Entry Fees	1,000.00	0.00	90.00	70.00	840.00
10E---	1592	3---	--	-----	1,000.00	0.00	90.00	0.00	70.00	840.00
10E040	1593	1100	00	000000	RCMS Talent Shw Spon Sal	1,569.00	0.00	1,631.92	0.00	-62.92
10E---	1593	1---	--	-----	1,569.00	0.00	1,631.92	0.00	0.00	-62.92
10E040	1593	2110	00	000000	RCMS Talent Shw Spon TRS	185.00	0.00	183.81	0.00	1.19
10E---	1593	2---	--	-----	185.00	0.00	183.81	0.00	0.00	1.19
10E040	1593	4100	00	000000	RCMS Talent Shw Supp	200.00	0.00	0.00	0.00	200.00
10E---	1593	4---	--	-----	200.00	0.00	0.00	0.00	0.00	200.00
10E040	1598	1100	00	000000	RCMS Dance/Grad Sup Sal	250.00	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	30.00	0.00	0.00	0.00	30.00
10E---	1598	2---	--	-----	30.00	0.00	0.00	0.00	0.00	30.00
10E040	1599	1100	00	000000	RCMS Math Counts Sponsor	2,000.00	0.00	0.00	0.00	2,000.00
10E---	1599	1---	--	-----	2,000.00	0.00	0.00	0.00	0.00	2,000.00
10E040	1599	2110	00	000000	RCMS Math Counts Sponsor TRS	230.00	0.00	0.00	0.00	230.00
10E---	1599	2---	--	-----	230.00	0.00	0.00	0.00	0.00	230.00
10E040	1599	3320	00	000000	RCMS Team Quest Travel	1,000.00	0.00	0.00	0.00	1,000.00
10E---	1599	3---	--	-----	1,000.00	0.00	0.00	0.00	0.00	1,000.00
10E050	1700	1100	00	000000	Drivers Ed Teach Salary	50,435.00	247.50	19,569.00	0.00	30,866.00
10E050	1700	1200	00	000000	Drivers Ed Sub Sal	0.00	2,871.00	4,834.50	0.00	-4,834.50
10E---	1700	1---	--	-----	50,435.00	3,118.50	24,403.50	0.00	0.00	26,031.50
10E050	1700	2110	00	000000	Drivers Ed TRS	11,000.00	27.88	1,022.76	0.00	9,977.24
10E050	1700	2200	00	000000	Drivers Ed Ins Ben	5,200.00	0.00	0.00	0.00	5,200.00
10E---	1700	2---	--	-----	16,200.00	27.88	1,022.76	0.00	0.00	15,177.24
10E050	1700	3190	00	000000	Drivers Ed Pur Serv	230.00	0.00	110.00	0.00	120.00
10E050	1700	3230	00	000000	Drivers Ed Rep/Maint	500.00	0.00	56.40	109.20	334.40
10E050	1700	3320	00	000000	Drivers Ed Travel	25.00	0.00	0.00	0.00	25.00
10E---	1700	3---	--	-----	755.00	0.00	166.40	0.00	109.20	479.40
10E050	1700	4100	00	000000	Drivers Ed Supplies	1,000.00	0.00	45.53	45.53	908.94

				Account Level	2025-26	December 2025-26	2025-26	2025-26	Encumbered	2025-26
FDTLOC	FUNC	OBJ	SJ	Description	Budget	Monthly Activity	FYTD Activity	Batch Activity	Amount	Available Funds
10E050	1700	4640	00 000000	Drivers Ed Fuel	2,500.00	0.00	0.00	0.00	0.00	2,500.00
10E---	1700	4---	-- -----		3,500.00	0.00	45.53	0.00	45.53	3,408.94
10E010	1800	1100	00 000000	Bilingual Prog Sal	1,421.00	0.00	767.25	0.00	0.00	653.75
10E010	1800	1110	00 000000	LLS Aide Sal	10,000.00	0.00	0.00	0.00	0.00	10,000.00
10E---	1800	1---	-- -----		11,421.00	0.00	767.25	0.00	0.00	10,653.75
10E010	1800	2110	00 000000	Bilingual Program TRS	500.00	0.00	86.42	0.00	0.00	413.58
10E---	1800	2---	-- -----		500.00	0.00	86.42	0.00	0.00	413.58
10E010	1800	4100	00 000000	Bilingual Supplies	1,000.00	0.00	128.00	0.00	0.00	872.00
10E---	1800	4---	-- -----		1,000.00	0.00	128.00	0.00	0.00	872.00
10E010	1911	6700	00 000000	Residential Tuition	5,000.00	525.00	2,095.48	0.00	0.00	2,904.52
10E---	1911	6---	-- -----		5,000.00	525.00	2,095.48	0.00	0.00	2,904.52
10E260	1912	6700	00 260000	Sp Ed Priv Tuition	200,000.00	22,203.34	142,441.39	22,253.84	0.00	35,304.77
10E---	1912	6---	-- -----		200,000.00	22,203.34	142,441.39	22,253.84	0.00	35,304.77
10E---	1---	----	-- -----		15,249,544.00	2,133,190.71	7,789,877.40	24,045.24	30,755.61	7,404,865.75
10E100	2110	3190	00 100000	Title I Coaching Purch Service	0.00	0.00	3,800.00	0.00	0.00	-3,800.00
10E500	2110	3190	00 500000	Title I Purchased Services	3,500.00	0.00	0.00	0.00	0.00	3,500.00
10E---	2110	3---	-- -----		3,500.00	0.00	3,800.00	0.00	0.00	-300.00
10E020	2120	1100	00 000000	RCES Guidance Sal	61,218.00	6,890.55	31,608.79	0.00	0.00	29,609.21
10E040	2120	1100	00 000000	RCMS Guidance Sal	96,924.00	11,486.25	44,214.99	0.00	0.00	52,709.01
10E050	2120	1100	00 000000	RCMS Guidance Salary SAL	119,732.00	20,241.81	92,844.52	0.00	0.00	26,887.48
10E020	2120	1110	00 000000	RCES Guidance Non Cert	0.00	3,416.10	3,416.10	0.00	0.00	-3,416.10
10E050	2120	1110	00 000000	RCMS Guidance Sec Salary	35,560.00	4,253.73	19,840.61	0.00	0.00	15,719.39
10E500	2120	1110	00 500000	Title I Neg/Deliq NC Salary	0.00	0.00	-0.12	0.00	0.00	0.12
10E---	2120	1---	-- -----		313,434.00	46,288.44	191,924.89	0.00	0.00	121,509.11
10E020	2120	2110	00 000000	RCES Guidance TRS	11,500.00	776.13	3,560.24	0.00	0.00	7,939.76
10E040	2120	2110	00 000000	RCMS Guidance TRS	5,500.00	1,293.80	4,980.26	0.00	0.00	519.74
10E050	2120	2110	00 000000	RCMS Guidance TRS	20,000.00	2,280.03	10,736.69	0.00	0.00	9,263.31
10E020	2120	2200	00 000000	RCES Ins Ben	21,000.00	2,337.42	6,703.54	0.00	0.00	14,296.46
10E040	2120	2200	00 000000	RCMS Guidance Ins Ben	10,500.00	2,381.52	9,129.16	0.00	0.00	1,370.84
10E050	2120	2200	00 000000	RCMS Guidance Ins Ben	42,500.00	4,887.75	22,892.36	0.00	0.00	19,607.64
10E---	2120	2---	-- -----		111,000.00	13,956.65	58,002.25	0.00	0.00	52,997.75
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	0.00	0.00	0.00	150.00
10E170	2120	3190	00 170000	Title IV Counseling Consulting	5,000.00	0.00	3,100.00	0.00	0.00	1,900.00
10E500	2120	3190	00 500000	Title I Guid Pur Serv CHAT	5,000.00	0.00	0.00	0.00	0.00	5,000.00
10E570	2120	3190	00 570000	TilteIV Counseling Consult Sal	5,000.00	0.00	0.00	0.00	0.00	5,000.00
10E040	2120	3320	00 000000	RCMS Guidance Travel	500.00	0.00	0.00	0.00	0.00	500.00
10E050	2120	3320	00 000000	RCMS Guidance Travel	600.00	0.00	0.00	0.00	0.00	600.00
10E---	2120	3---	-- -----		16,350.00	0.00	3,100.00	0.00	0.00	13,250.00
10E040	2120	4100	00 000000	RCMS Guidance Supplies	500.00	0.00	437.88	0.00	0.00	62.12

Account Level					2025-26	December 2025-26	2025-26	2025-26	Encumbered	2025-26
FDTLOC	FUNC	OBJ	SJ	Description	Budget	Monthly Activity	FYTD Activity	Batch Activity	Amount	Available Funds
10E050	2120	4100	00 000000	RCHS Guidance Supplies	500.00	14.24	169.06	0.00	0.00	330.94
10E170	2120	4100	00 170000	Title IV Improv of Inst Suppl	1,257.00	0.00	677.73	0.00	0.00	579.27
10E---	2120	4---	-- -----		2,257.00	14.24	1,284.67	0.00	0.00	972.33
10E050	2120	5500	00 000000	RCHS Guidance Equipment	1,000.00	0.00	0.00	0.00	0.00	1,000.00
10E---	2120	5---	-- -----		1,000.00	0.00	0.00	0.00	0.00	1,000.00
10E050	2120	6400	00 000000	RCHS Guidance Membership/Dues	150.00	0.00	378.00	0.00	0.00	-228.00
10E---	2120	6---	-- -----		150.00	0.00	378.00	0.00	0.00	-228.00
10E010	2130	1100	00 000000	District Nurse Salary	32,502.00	14,787.30	67,506.57	0.00	0.00	-35,004.57
10E010	2130	1110	00 000000	District Nurse NC	27,470.00	17,572.65	72,883.62	0.00	0.00	-45,413.62
10E010	2130	1200	00 000000	District Sub Nurse Sal	1,044.00	857.50	857.50	0.00	0.00	186.50
10E010	2130	1210	00 000000	Sub Nurse Sec Sal	0.00	2,869.13	3,112.38	0.00	0.00	-3,112.38
10E---	2130	1---	-- -----		61,016.00	36,086.58	144,360.07	0.00	0.00	-83,344.07
10E010	2130	2110	00 000000	District Nurse TRS	15,500.00	1,665.60	7,603.62	0.00	0.00	7,896.38
10E010	2130	2200	00 000000	District Nurse Ins Ben	21,000.00	2,315.44	11,047.68	0.00	0.00	9,952.32
10E---	2130	2---	-- -----		36,500.00	3,981.04	18,651.30	0.00	0.00	17,848.70
10E010	2130	3190	00 000000	District Nurse V & H Screening	7,500.00	5,034.00	5,034.00	0.00	0.00	2,466.00
10E920	2130	3190	00 920000	District Immuniz/Reg Fee	3,500.00	0.00	2,161.00	0.00	0.00	1,339.00
10E920	2130	3230	00 920000	District Nurse Rep/Maint	500.00	0.00	0.00	0.00	0.00	500.00
10E920	2130	3320	00 920000	District Nurse Travel	0.00	40.60	190.40	39.90	0.00	-230.30
10E---	2130	3---	-- -----		11,500.00	5,074.60	7,385.40	39.90	0.00	4,074.70
10E140	2140	1100	00 140000	Psychologist Sal	970.00	0.00	0.00	0.00	0.00	970.00
10E---	2140	1---	-- -----		970.00	0.00	0.00	0.00	0.00	970.00
10E280	2150	1100	00 280000	District Speech Salary	309,995.00	33,936.30	162,163.02	0.00	0.00	147,831.98
10E---	2150	1---	-- -----		309,995.00	33,936.30	162,163.02	0.00	0.00	147,831.98
10E280	2150	2110	00 280000	District Speech TRS	34,893.00	3,822.43	18,265.24	0.00	0.00	16,627.76
10E280	2150	2200	00 280000	District Speech Ins Ben	45,000.00	4,763.04	22,227.52	0.00	0.00	22,772.48
10E---	2150	2---	-- -----		79,893.00	8,585.47	40,492.76	0.00	0.00	39,400.24
10E920	2150	3190	00 920000	Speech Purchase Services	600.00	0.00	387.00	0.00	0.00	213.00
10E920	2150	3320	00 920000	District Speech Travel	500.00	0.00	0.00	0.00	0.00	500.00
10E---	2150	3---	-- -----		1,100.00	0.00	387.00	0.00	0.00	713.00
10E920	2150	4100	00 920000	District Speech Supplies	800.00	0.00	261.27	0.00	0.00	538.73
10E920	2150	4130	00 920000	District Speech Testing Suppli	617.00	252.01	411.05	0.00	0.00	205.95
10E920	2150	4200	00 920000	District Bilingual Test Suppli	1,000.00	0.00	0.00	0.00	0.00	1,000.00
10E---	2150	4---	-- -----		2,417.00	252.01	672.32	0.00	0.00	1,744.68
10E920	2150	6400	00 920000	District Speech Dues & Fees	2,700.00	0.00	1,761.25	0.00	250.00	688.75
10E---	2150	6---	-- -----		2,700.00	0.00	1,761.25	0.00	250.00	688.75
10E020	2190	1100	00 000000	RCES Behavior Interv. Salary	1,000.00	0.00	12,332.38	0.00	0.00	-11,332.38
10E040	2190	1100	00 000000	RCMS Detention/In School Susp	347.00	0.00	0.00	0.00	0.00	347.00
10E050	2190	1100	00 000000	RCES Detention/In School Susp	2,108.00	0.00	0.00	0.00	0.00	2,108.00
10E020	2190	1110	00 000000	Supervision Aide Salary	135,728.00	13,714.05	63,728.54	0.00	0.00	71,999.46

				Account Level	2025-26	December 2025-26	2025-26	2025-26	Encumbered	2025-26
FDTLOC	FUNC	OBJ	SJ	Description	Budget	Monthly Activity	FYTD Activity	Batch Activity	Amount	Available Funds
10E020	2190	1200	00 000000	Sub Supervision Cert Sal	0.00	0.00	115.50	0.00	0.00	-115.50
10E020	2190	1210	00 000000	RCES Sub Supervision Aide	3,000.00	519.75	1,287.00	0.00	0.00	1,713.00
10E---	2190	1---	-- -----		142,183.00	14,233.80	77,463.42	0.00	0.00	64,719.58
10E010	2210	1100	00 000000	District Instructional Coach	143,191.00	16,560.15	75,837.00	0.00	0.00	67,354.00
10E100	2210	1100	00 100000	Title I Imp Stipends	56,000.00	0.00	0.00	0.00	0.00	56,000.00
10E110	2210	1100	00 110000	At Risk Improv Salary	0.00	-165.00	-165.00	0.00	0.00	165.00
10E170	2210	1100	00 170000	Title IV Stipends	2,500.00	0.00	0.00	0.00	0.00	2,500.00
10E480	2210	1100	00 480000	Ag 3 Circles Impr of Inst Sal	11,000.00	624.51	2,914.36	0.00	0.00	8,085.64
10E500	2210	1100	00 500000	Title I Imp Stipends	0.00	7,555.20	22,665.60	0.00	0.00	-22,665.60
10E510	2210	1100	00 510000	At Risk Improv Sal	1,335.00	165.00	165.00	0.00	0.00	1,170.00
10E530	2210	1100	00 530000	Title II Stipend	3,300.00	1,200.00	1,530.00	0.00	0.00	1,770.00
10E510	2210	1110	00 510000	PreK Professional Devel Salary	50.00	0.00	0.00	0.00	0.00	50.00
10E100	2210	1200	00 100000	Title I Improv Subs	1,000.00	0.00	0.00	0.00	0.00	1,000.00
10E330	2210	1200	00 330000	Title II Teach Sub Sal	2,500.00	0.00	0.00	0.00	0.00	2,500.00
10E510	2210	1200	00 510000	Pre K Imp Inst Sub Salary	456.00	0.00	0.00	0.00	0.00	456.00
10E570	2210	1200	00 570000	Title IV Sub Sal	5,000.00	0.00	0.00	0.00	0.00	5,000.00
10E---	2210	1---	-- -----		226,332.00	25,939.86	102,946.96	0.00	0.00	123,385.04
10E010	2210	2110	00 000000	District Improv of Instr TRS	16,128.00	1,864.86	8,541.50	0.00	0.00	7,586.50
10E100	2210	2110	00 100000	Title I Improv TRS	23,000.00	0.00	0.00	0.00	0.00	23,000.00
10E110	2210	2110	00 110000	EC Sub TRS	0.00	-18.58	-18.58	0.00	0.00	18.58
10E170	2210	2110	00 170000	Title IV Subs TRS	535.00	0.00	0.00	0.00	0.00	535.00
10E480	2210	2110	00 480000	Ag 3 Circles TRS	1,300.00	70.29	328.09	0.00	0.00	971.91
10E500	2210	2110	00 500000	Title I TRS	250.00	1,423.16	3,125.11	0.00	0.00	-2,875.11
10E510	2210	2110	00 510000	EC TRS	0.00	18.58	18.58	0.00	0.00	-18.58
10E530	2210	2110	00 530000	Prior Yr Title II TRS	0.00	0.00	37.10	0.00	0.00	-37.10
10E570	2210	2110	00 570000	Title IV Sub TRS	600.00	0.00	0.00	0.00	0.00	600.00
10E010	2210	2200	00 000000	District Instr Coach Insurance	31,500.00	3,184.62	14,861.56	0.00	0.00	16,638.44
10E100	2210	2200	00 100000	Title I Impr Of Instruc Insura	10,500.00	0.00	0.00	0.00	0.00	10,500.00
10E---	2210	2---	-- -----		83,813.00	6,542.93	26,893.36	0.00	0.00	56,919.64
10E330	2210	3140	00 330000	Title II Consultant	3,000.00	0.00	0.00	0.00	0.00	3,000.00
10E010	2210	3190	00 000000	District Improv of Instr Regis	3,000.00	0.00	0.00	0.00	0.00	3,000.00
10E100	2210	3190	00 100000	Title I Improv Reg Fee	5,000.00	0.00	32,653.25	0.00	0.00	-27,653.25
10E110	2210	3190	00 110000	EC 3-5 Pur Serv	0.00	0.00	750.00	0.00	0.00	-750.00
10E170	2210	3190	00 170000	Title IV Purchase Service	6,500.00	0.00	3,177.00	400.00	70.00	2,853.00
10E330	2210	3190	00 330000	Title II Purchase Serv	5,000.00	0.00	5,523.00	0.00	0.00	-523.00
10E500	2210	3190	00 500000	Title I Pur Serv	28,000.00	660.00	660.00	0.00	0.00	27,340.00
10E510	2210	3190	00 510000	PI Reg, Mileage	1,990.00	0.00	0.00	0.00	0.00	1,990.00
10E530	2210	3190	00 530000	Title II Pur Serv	14,000.00	1,890.00	5,754.00	0.00	1,314.00	6,932.00
10E570	2210	3190	00 570000	Title IV Purchase Service	6,000.00	0.00	4,206.91	0.00	0.00	1,793.09
10E780	2210	3190	00 780000	CTEI PD Purch Service	4,100.00	5,240.00	7,175.00	0.00	4,325.00	-7,400.00

FDTLOC FUNC OBJ SJ				Account Level	2025-26	December 2025-26	2025-26	2025-26	Encumbered	2025-26
				Description	Budget	Monthly Activity	FYTD Activity	Batch Activity	Amount	Available Funds
10E782	2210	3190	00	000782	METT Workshop	0.00	0.00	0.00	865.00	-865.00
10E010	2210	3320	00	000000	District Improv of Instr Mieag	1,000.00	0.00	0.00	0.00	1,000.00
10E330	2210	3320	00	330000	Title II Travel	3,000.00	4,510.65	0.00	0.00	-1,510.65
10E510	2210	3320	00	510000	At Risk Improv Trav	3,000.00	0.00	0.00	0.00	3,000.00
10E530	2210	3320	00	530000	Prior Yr Title II Travel	8,000.00	897.54	0.00	0.00	7,102.46
10E570	2210	3320	00	570000	Title IV Travel	5,000.00	4,026.60	0.00	0.00	973.40
10E780	2210	3320	00	780000	CTEI PD Travel	4,410.00	1,391.54	89.22	0.00	2,439.07
10E782	2210	3320	00	000782	METT PD Travel	0.00	0.00	174.00	0.00	-174.00
10E---	2210	3---	--	-----		101,000.00	9,181.54	71,215.66	663.22	6,574.00
10E100	2210	4100	00	100000	Title I Supp	0.00	0.00	1,429.02	0.00	-1,429.02
10E500	2210	4100	00	500000	Title I Supplies	0.00	5,824.00	5,921.22	2,963.00	-8,884.22
10E510	2210	4100	00	510000	Early Childhood PD Supplies	250.00	0.00	0.00	0.00	250.00
10E530	2210	4100	00	530000	Title II Supplies	1,598.00	0.00	153.72	0.00	1,444.28
10E---	2210	4---	--	-----		1,848.00	5,824.00	7,503.96	2,963.00	-8,618.96
10E020	2220	1100	00	000000	RCES IMC Salary	62,068.00	7,161.90	32,853.35	0.00	29,214.65
10E040	2220	1100	00	000000	RCMS IMC Salary	51,168.00	5,904.15	27,083.59	0.00	24,084.41
10E050	2220	1100	00	000000	RCHS IMC Teach Sal	75,254.00	8,683.35	39,702.48	0.00	35,551.52
10E040	2220	1110	00	000000	RCMS Aide/Asst Salary	14,124.00	1,583.19	7,393.53	0.00	6,730.47
10E050	2220	1110	00	000000	RCHS Library TA	14,102.00	1,583.16	7,393.42	0.00	6,708.58
10E020	2220	1200	00	000000	RCES IMC Sub Sal	634.00	337.50	877.50	0.00	-243.50
10E040	2220	1200	00	000000	RCMS Lib Sub Sal	1,000.00	0.00	0.00	0.00	1,000.00
10E050	2220	1200	00	000000	RCHS IMC Sub Teach Sal	395.00	0.00	0.00	0.00	395.00
10E---	2220	1---	--	-----		218,745.00	25,253.25	115,303.87	0.00	103,441.13
10E020	2220	2110	00	000000	RCES IMC TRS	6,991.00	810.95	3,711.48	0.00	3,279.52
10E040	2220	2110	00	000000	RCMS IMC TRS	5,763.00	665.01	3,050.56	0.00	2,712.44
10E050	2220	2110	00	000000	RCHS IMC TRS	8,476.00	978.09	4,471.99	0.00	4,004.01
10E020	2220	2200	00	000000	RCES IMC Ins Benefit	10,500.00	1,592.31	7,430.78	0.00	3,069.22
10E040	2220	2200	00	000000	RCMS IMC Ins Benefit	10,500.00	1,190.76	5,556.88	0.00	4,943.12
10E050	2220	2200	00	000000	RCHS IMC Ins Benefit	10,500.00	1,190.76	5,556.88	0.00	4,943.12
10E---	2220	2---	--	-----		52,730.00	6,427.88	29,778.57	0.00	22,951.43
10E020	2220	3140	00	000000	RCES Library Fees	1,000.00	0.00	0.00	0.00	1,000.00
10E020	2220	3190	00	000000	RCES Library Purchased Service	2,100.00	0.00	1,135.56	0.00	964.44
10E040	2220	3190	00	000000	RCMS Library Pur Serv	1,230.00	0.00	1,135.56	0.00	94.44
10E050	2220	3190	00	000000	RCHS IMC Pur Service	4,000.00	0.00	1,913.97	17.97	2,068.06
10E020	2220	3230	00	000000	RCES IMC Repair/Maint	1,000.00	0.00	0.00	0.00	1,000.00
10E---	2220	3---	--	-----		9,330.00	0.00	4,185.09	17.97	5,126.94
10E020	2220	4100	00	000000	RCES IMC Supplies	3,500.00	115.91	1,453.40	655.46	3.99
10E040	2220	4100	00	000000	RCMS IMC Supplies	1,620.00	179.83	1,010.73	98.37	510.90
10E050	2220	4100	00	000000	RCHS IMC Supplies	1,200.00	0.00	1,170.67	132.47	-103.14
10E240	2220	4100	00	240000	IL St Library Grnt Supp	3,000.00	303.05	797.98	18.26	2,183.76

				Account Level	2025-26	December 2025-26	2025-26	2025-26	Encumbered	2025-26
FDTLOC	FUNC	OBJ	SJ	Description	Budget	Monthly Activity	FYTD Activity	Batch Activity	Amount	Available Funds
10E570	2220	4100	00	570000	Title IV LibraryMedia Supplies	0.00	0.00	3,550.60	0.00	-3,550.60
10E020	2220	4300	00	000000	RCES IMC Books	7,000.00	516.14	4,652.12	0.00	1,664.99
10E040	2220	4300	00	000000	RCMS IMC Books	6,600.00	40.00	4,552.40	0.00	1,499.58
10E050	2220	4300	00	000000	RCHS IMC Books	7,000.00	600.57	4,141.71	473.02	1,955.66
10E020	2220	4400	00	000000	RCES IMC Periodicals	300.00	0.00	0.00	0.00	300.00
10E050	2220	4400	00	000000	RCHS IMC Periodicals	2,000.00	0.00	0.00	0.00	2,000.00
10E020	2220	4700	00	000000	RCES IMC Software	300.00	0.00	0.00	0.00	300.00
10E040	2220	4700	00	000000	RCMS IMC Software/E-Resources	3,000.00	0.00	3,000.00	0.00	0.00
10E---	2220	4---	--	-----		35,520.00	1,755.50	24,329.61	1,128.48	8,148.30
10E050	2220	5500	00	000000	RCHS IMC Equip	1,000.00	0.00	0.00	0.00	1,000.00
10E---	2220	5---	--	-----		1,000.00	0.00	0.00	0.00	1,000.00
10E020	2220	6400	00	000000	RCES IMC Dues/Fees	400.00	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	601.00
10E---	2220	6---	--	-----		1,100.00	0.00	0.00	0.00	1,001.00
10E100	2230	3140	00	100000	Title I Scoring	35,000.00	0.00	0.00	0.00	35,000.00
10E500	2230	3140	00	500000	Title I Scoring	27,000.00	0.00	26,615.15	0.00	384.85
10E780	2230	3190	00	780000	CTEI Testing/Certification	1,279.00	0.00	0.00	0.00	1,279.00
10E---	2230	3---	--	-----		63,279.00	0.00	26,615.15	0.00	36,663.85
10E010	2310	3170	00	000000	BOE Audit Fee	34,000.00	0.00	18,000.00	0.00	16,000.00
10E010	2310	3180	00	000000	BOE Reg Chicago	20,000.00	1,091.97	11,534.00	0.00	8,466.00
10E010	2310	3190	00	000000	BOE Other Pur Ser	12,000.00	114.68	329.36	200.00	11,470.64
10E010	2310	3320	00	000000	BOE Travel	1,600.00	0.00	150.97	0.00	1,449.03
10E010	2310	3500	00	000000	BOE Advertising	2,000.00	1,309.60	1,505.15	437.90	56.95
10E010	2310	3800	00	000000	BOE Pd Cert Life Ins	42,000.00	3,390.68	20,223.78	0.00	21,776.22
10E---	2310	3---	--	-----		111,600.00	5,906.93	51,743.26	637.90	59,218.84
10E010	2310	4100	00	000000	BOE Supplies	15,000.00	369.89	11,758.52	5,995.50	-2,754.02
10E010	2310	4110	00	000000	BOE Serv Awards Supp	250.00	0.00	0.00	0.00	250.00
10E---	2310	4---	--	-----		15,250.00	369.89	11,758.52	5,995.50	-2,504.02
10E010	2310	6400	00	000000	BOE Dues/Fees	7,200.00	0.00	0.00	0.00	7,200.00
10E---	2310	6---	--	-----		7,200.00	0.00	0.00	0.00	7,200.00
10E010	2320	1100	00	000000	Superintendent Salary	168,575.00	20,596.20	99,834.35	0.00	68,740.65
10E010	2320	1110	00	000000	Supt Secretary Salary	63,779.00	7,645.08	33,992.29	0.00	29,786.71
10E---	2320	1---	--	-----		232,354.00	28,241.28	133,826.64	0.00	98,527.36
10E010	2320	2110	00	000000	Superintendent TRS	20,105.00	5,068.72	13,993.69	0.00	6,111.31
10E010	2320	2200	00	000000	Supt Office Ins Ben	10,500.00	1,592.31	7,430.78	0.00	3,069.22
10E---	2320	2---	--	-----		30,605.00	6,661.03	21,424.47	0.00	9,180.53
10E010	2320	3190	00	000000	Supt Office Pur Serv	6,700.00	267.36	2,398.29	45.00	4,256.71
10E010	2320	3250	00	000000	Supt Office Rental	4,000.00	0.00	1,903.92	0.00	2,096.08
10E010	2320	3260	00	000000	Supt Office Postage	3,000.00	-11.50	-11.50	0.00	3,011.50
10E010	2320	3320	00	000000	Supt Office Travel	5,000.00	133.54	874.29	0.00	4,125.71

FDTLOC FUNC OBJ SJ				Account Level	2025-26	December 2025-26	2025-26	2025-26	Encumbered	2025-26
				Description	Budget	Monthly Activity	FYTD Activity	Batch Activity	Amount	Available Funds
10E---	2320	3---	--	-----	18,700.00	389.40	5,165.00	45.00	0.00	13,490.00
10E010	2320	4100	00	000000	Supt Office Supplies	10,000.00	25.99	3,090.85	0.00	6,890.13
10E---	2320	4---	--	-----	10,000.00	25.99	3,090.85	0.00	19.02	6,890.13
10E010	2320	5500	00	000000	District Off Equipment	5,000.00	0.00	0.00	0.00	5,000.00
10E---	2320	5---	--	-----	5,000.00	0.00	0.00	0.00	0.00	5,000.00
10E010	2320	6400	00	000000	Supt Office Dues/Fees	3,000.00	0.00	0.00	250.00	2,750.00
10E---	2320	6---	--	-----	3,000.00	0.00	0.00	0.00	250.00	2,750.00
10E010	2330	1100	00	000000	Asst Supt/Cur Dir Sal	171,100.00	24,115.56	113,385.44	0.00	57,714.56
10E100	2330	1100	00	100000	Title I Admin Sal	11,000.00	0.00	1,269.24	0.00	9,730.76
10E500	2330	1100	00	500000	Title Admin Salary	14,000.00	1,269.24	3,807.72	0.00	10,192.28
10E010	2330	1110	00	000000	Asst Supt Sec Sal	48,464.00	6,240.00	26,191.53	0.00	22,272.47
10E100	2330	1110	00	100000	Title I Admin Sec Sal	6,273.00	0.00	629.77	0.00	5,643.23
10E110	2330	1110	00	110000	PreK Admin Sec Sal	2,100.00	0.00	3,310.91	0.00	-1,210.91
10E500	2330	1110	00	500000	Title I Admin Sec Salary	661.00	720.81	2,202.56	0.00	-1,541.56
10E510	2330	1110	00	510000	PreK Adm Sec Sal Prior	25,472.00	2,953.02	9,866.75	0.00	15,605.25
10E---	2330	1---	--	-----	279,070.00	35,298.63	160,663.92	0.00	0.00	118,406.08
10E010	2330	2110	00	000000	Asst Supt TRS	23,541.00	2,846.10	13,386.56	0.00	10,154.44
10E100	2330	2110	00	100000	Title I Admin TRS	1,239.00	0.00	157.38	0.00	1,081.62
10E500	2330	2110	00	500000	Title I TRS	75.00	157.38	472.14	0.00	-397.14
10E010	2330	2200	00	000000	Asst Supt/CurDir/Sec Ben	10,500.00	2,246.55	10,563.28	0.00	-63.28
10E100	2330	2200	00	100000		0.00	0.00	119.07	0.00	-119.07
10E500	2330	2200	00	500000		0.00	119.07	357.21	0.00	-357.21
10E510	2330	2200	00	510000	Pre K Sec Ins Ben	8.00	0.00	0.00	0.00	8.00
10E---	2330	2---	--	-----	35,363.00	5,369.10	25,055.64	0.00	0.00	10,307.36
10E100	2330	3170	00	100000	Title I Audit Fee	1,500.00	0.00	1,500.00	0.00	0.00
10E010	2330	3190	00	000000	Asst Supt Purchase Serv	3,500.00	0.00	532.31	0.00	2,967.69
10E010	2330	3320	00	000000	Asst Supt Travel	1,500.00	45.49	1,533.84	19.60	-53.44
10E---	2330	3---	--	-----	6,500.00	45.49	3,566.15	19.60	0.00	2,914.25
10E110	2330	4100	00	110000	Pre K Adm Supp	40.00	0.00	339.30	0.00	-299.30
10E510	2330	4100	00	510000	Pre K Adm Supp	750.00	0.00	0.00	0.00	750.00
10E---	2330	4---	--	-----	790.00	0.00	339.30	0.00	0.00	450.70
10E010	2330	6400	00	000000	Asst Supt Dues/Fees	600.00	0.00	1,398.00	0.00	-798.00
10E---	2330	6---	--	-----	600.00	0.00	1,398.00	0.00	0.00	-798.00
10E280	2331	1100	00	280000	Sp Ed Dir Sal	105,912.00	11,529.00	53,801.65	0.00	52,110.35
10E110	2331	1110	00	110000	Admin PI Sec Sal	0.00	0.00	2,446.95	0.00	-2,446.95
10E280	2331	1110	00	280000	Sp Ed Sec Sal	38,000.00	3,404.65	20,033.47	0.00	17,966.53
10E510	2331	1110	00	510000	0-3 Pre K Adm Sec	10,917.00	1,265.58	4,228.60	0.00	6,688.40
10E---	2331	1---	--	-----	154,829.00	16,199.23	80,510.67	0.00	0.00	74,318.33
10E280	2331	2110	00	280000	Sp Needs Dir TRS	11,929.00	1,298.61	6,059.96	0.00	5,869.04
10E280	2331	2200	00	280000	Sp Ed Ins Ben	21,000.00	1,190.76	7,460.58	0.00	13,539.42

				Account Level	2025-26	December 2025-26	2025-26	2025-26	Encumbered	2025-26
FDTLOC	FUNC	OBJ	SJ	Description	Budget	Monthly Activity	FYTD Activity	Batch Activity	Amount	Available Funds
10E510	2331	2200 00	510000	Admin PI Sec Ben	4.00	0.00	0.00	0.00	0.00	4.00
10E---	2331	2--- --	-----		32,933.00	2,489.37	13,520.54	0.00	0.00	19,412.46
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	20,000.00	0.00	8,998.80	0.00	0.00	11,001.20
10E920	2331	3320 00	920000	Sp Ed Travel	650.00	0.00	0.00	0.00	0.00	650.00
10E---	2331	3--- --	-----		22,650.00	0.00	10,998.80	0.00	0.00	11,651.20
10E510	2331	4100 00	510000	PI Adm Supp	1,500.00	0.00	0.00	0.00	0.00	1,500.00
10E920	2331	4100 00	920000	Sp Ed Supplies	5,000.00	270.00	384.60	0.00	129.49	4,485.91
10E920	2331	4700 00	920000	Sp Ed Dir Software	10,000.00	0.00	8,435.94	0.00	0.00	1,564.06
10E---	2331	4--- --	-----		16,500.00	270.00	8,820.54	0.00	129.49	7,549.97
10E920	2331	5500 00	920000	Sp Ed Adm Equip	2,500.00	0.00	0.00	0.00	0.00	2,500.00
10E---	2331	5--- --	-----		2,500.00	0.00	0.00	0.00	0.00	2,500.00
10E920	2331	6400 00	920000	Sp Needs Coord. Dues/Fees	300.00	0.00	424.00	0.00	0.00	-124.00
10E---	2331	6--- --	-----		300.00	0.00	424.00	0.00	0.00	-124.00
10E015	2410	1100 00	000000	ELC Principal Salary	67,500.00	8,653.95	40,385.10	0.00	0.00	27,114.90
10E020	2410	1100 00	000000	RCES Prin Sal	282,615.00	36,232.95	169,087.10	0.00	0.00	113,527.90
10E040	2410	1100 00	000000	RCMS Principal Sal	185,825.00	23,823.90	111,178.20	0.00	0.00	74,646.80
10E045	2410	1100 00	000000	RISE UP Director Salary	72,000.00	8,307.75	38,769.50	0.00	0.00	33,230.50
10E050	2410	1100 00	000000	RCHS Principal Salary	184,500.00	23,654.10	110,385.80	0.00	0.00	74,114.20
10E020	2410	1110 00	000000	RCES Sec Sal	160,088.00	17,852.16	74,616.87	0.00	0.00	85,471.13
10E040	2410	1110 00	000000	RCMS Secretarial Sal	62,634.00	8,179.86	35,011.10	0.00	0.00	27,622.90
10E045	2410	1110 00	000000	RISE UP Secretary Salary	33,024.00	4,303.44	14,024.88	0.00	0.00	18,999.12
10E050	2410	1110 00	000000	RCHS Principal Sec Sal	101,827.00	12,574.80	60,133.73	0.00	0.00	41,693.27
10E020	2410	1210 00	000000	RCES Sub Sec Sal	2,000.00	0.00	0.00	0.00	0.00	2,000.00
10E050	2410	1210 00	000000	RCHS Principal Sub Sec Sal	2,000.00	0.00	0.00	0.00	0.00	2,000.00
10E---	2410	1--- --	-----		1,154,013.00	143,582.91	653,592.28	0.00	0.00	500,420.72
10E015	2410	2110 00	000000	ELC Principal TRS	8,448.00	974.76	8,246.88	0.00	0.00	201.12
10E020	2410	2110 00	000000	RCES Prin TRS	35,369.00	4,081.14	19,045.08	0.00	0.00	16,323.92
10E040	2410	2110 00	000000	RCMS Principal TRS	23,256.00	2,683.47	12,522.70	0.00	0.00	10,733.30
10E045	2410	2110 00	000000	RISE UP Director TRS	8,110.00	935.76	6,558.19	0.00	0.00	1,551.81
10E050	2410	2110 00	000000	RCHS Principal TRS	23,090.00	2,664.27	12,433.26	0.00	0.00	10,656.74
10E015	2410	2200 00	000000	ELC Principal Ins Benefit	10,500.00	1,592.31	7,430.78	0.00	0.00	3,069.22
10E020	2410	2200 00	000000	RCES Prin Ins Benefit	41,500.00	2,783.07	14,879.86	0.00	0.00	26,620.14
10E040	2410	2200 00	000000	RCMS Principal Ins Ben	21,000.00	2,381.52	11,113.76	0.00	0.00	9,886.24
10E045	2410	2200 00	000000	RISE UP Director Insurance	0.00	1,190.76	5,159.96	0.00	0.00	-5,159.96
10E050	2410	2200 00	000000	RCHS Principal Ins Ben	21,000.00	1,190.76	5,556.88	0.00	0.00	15,443.12
10E---	2410	2--- --	-----		192,273.00	20,477.82	102,947.35	0.00	0.00	89,325.65
10E015	2410	3190 00	000000	ELC Principal Purch Services	2,500.00	2,317.92	2,347.92	0.00	0.00	152.08
10E020	2410	3190 00	000000	RCES Prin Off Pur Serv	13,000.00	2,317.92	10,733.58	0.00	0.00	2,266.42
10E040	2410	3190 00	000000	RCMS Principal Purchase Serv	10,000.00	2,317.92	10,982.55	0.00	310.00	-1,292.55

				Account Level	2025-26	December 2025-26	2025-26	2025-26	Encumbered	2025-26
FDTLOC	FUNC	OBJ	SJ	Description	Budget	Monthly Activity	FYTD Activity	Batch Activity	Amount	Available Funds
10E050	2410	3190	00 000000	RCHS Principal Purchase Serv	13,000.00	2,592.92	11,275.08	0.00	0.00	1,724.92
10E015	2410	3320	00 000000	ELC Principal Travel	1,000.00	0.00	0.00	0.00	0.00	1,000.00
10E020	2410	3320	00 000000	RCES Prin Off Travel	2,500.00	0.00	67.20	0.00	0.00	2,432.80
10E040	2410	3320	00 000000	RCMS Principal Travel	1,000.00	0.00	213.17	0.00	0.00	786.83
10E045	2410	3320	00 000000	RISE UP Director Travel	1,000.00	0.00	30.00	0.00	0.00	970.00
10E050	2410	3320	00 000000	RCHS Principal Travel	1,800.00	0.00	0.00	0.00	0.00	1,800.00
10E020	2410	3600	00 000000	RCES Printing	2,500.00	483.50	930.80	0.00	0.00	1,569.20
10E040	2410	3600	00 000000	RCMS Printing	1,400.00	0.00	322.00	0.00	0.00	1,078.00
10E050	2410	3600	00 000000	RCHS Printing	500.00	0.00	135.74	0.00	0.00	364.26
10E---	2410	3---	-- -----		50,200.00	10,030.18	37,038.04	0.00	310.00	12,851.96
10E015	2410	4100	00 000000	ELC Principal Office Supplies	1,000.00	0.00	106.85	0.00	181.39	711.76
10E020	2410	4100	00 000000	RCES Prin Off Supplies	10,000.00	149.99	706.50	0.00	0.00	9,293.50
10E040	2410	4100	00 000000	RCMS Principal Supplies	5,000.00	0.00	925.91	0.00	354.57	3,719.52
10E050	2410	4100	00 000000	RCHS Principal Supplies	10,000.00	32.85	6,247.50	0.00	859.96	2,892.54
10E---	2410	4---	-- -----		26,000.00	182.84	7,986.76	0.00	1,395.92	16,617.32
10E020	2410	5500	00 000000	RCES Principal Equip	5,000.00	0.00	0.00	0.00	0.00	5,000.00
10E040	2410	5500	00 000000	RCMS Principal Equip	5,000.00	0.00	0.00	0.00	0.00	5,000.00
10E050	2410	5500	00 000000	RCHS Principal Equip	3,000.00	0.00	625.00	0.00	0.00	2,375.00
10E---	2410	5---	-- -----		13,000.00	0.00	625.00	0.00	0.00	12,375.00
10E015	2410	6400	00 000000	ELC Principal Dues/Fees	750.00	0.00	349.00	0.00	0.00	401.00
10E020	2410	6400	00 000000	RCES Prin Dues/Fees	2,000.00	0.00	1,247.00	0.00	0.00	753.00
10E040	2410	6400	00 000000	RCMS Principal Dues/Fees	1,200.00	0.00	449.00	0.00	0.00	751.00
10E045	2410	6400	00 000000	RISE UP Director Dues/Fees	800.00	0.00	150.00	0.00	0.00	650.00
10E050	2410	6400	00 000000	RCHS Principal Dues/Fees	1,500.00	0.00	798.00	0.00	0.00	702.00
10E---	2410	6---	-- -----		6,250.00	0.00	2,993.00	0.00	0.00	3,257.00
10E010	2520	1110	00 000000	Fiscal Service Salaries	185,532.00	16,355.18	92,777.14	0.00	0.00	92,754.86
10E---	2520	1---	-- -----		185,532.00	16,355.18	92,777.14	0.00	0.00	92,754.86
10E010	2520	2200	00 000000	Fiscal Service Ins Ben	10,500.00	1,592.31	7,430.78	0.00	0.00	3,069.22
10E---	2520	2---	-- -----		10,500.00	1,592.31	7,430.78	0.00	0.00	3,069.22
10E010	2520	3190	00 000000	Fiscal Service Pur Serv	48,000.00	6,574.30	46,302.69	0.00	0.00	1,697.31
10E010	2520	3320	00 000000	Fiscal Service Travel	2,000.00	0.00	233.55	0.00	0.00	1,766.45
10E---	2520	3---	-- -----		50,000.00	6,574.30	46,536.24	0.00	0.00	3,463.76
10E010	2520	4100	00 000000	Fiscal Service Supplies	4,000.00	0.00	917.15	0.00	145.35	2,937.50
10E---	2520	4---	-- -----		4,000.00	0.00	917.15	0.00	145.35	2,937.50
10E010	2521	4100	00 000000	District Co-op Supplies	10,000.00	0.00	7,078.27	0.00	0.00	2,921.73
10E080	2521	4100	00 000000	Trans Co-op Supplies	1,500.00	115.34	458.08	0.00	301.62	740.30
10E---	2521	4---	-- -----		11,500.00	115.34	7,536.35	0.00	301.62	3,662.03
10E015	2540	1110	00 000000	ELC Custodian Salary	32,000.00	5,044.89	22,562.22	0.00	0.00	9,437.78
10E020	2540	1110	00 000000	RCES Cust Sal	211,137.00	30,842.28	135,673.04	0.00	0.00	75,463.96
10E040	2540	1110	00 000000	RCMS Custodial Salary	128,255.00	20,959.43	93,918.42	0.00	0.00	34,336.58

				Account Level	2025-26	December 2025-26	2025-26	2025-26	Encumbered	2025-26
FDTLOC	FUNC	OBJ	SJ	Description	Budget	Monthly Activity	FYTD Activity	Batch Activity	Amount	Available Funds
10E050	2540	1110 00 000000		RCHS Custodial Salary	348,461.00	33,361.27	165,341.79	0.00	0.00	183,119.21
10E050	2540	1200 00 000000		RCHS Custodial Sub Sal	0.00	46.25	1,692.77	0.00	0.00	-1,692.77
10E015	2540	1210 00 000000		ELC Sub Custodian Salary	265.00	0.00	0.00	0.00	0.00	265.00
10E020	2540	1210 00 000000		RCES Cust Sub Sal	2,410.00	753.88	2,079.23	0.00	0.00	330.77
10E040	2540	1210 00 000000		RCMS Custodial Sub Sal	841.00	0.00	0.00	0.00	0.00	841.00
10E050	2540	1210 00 000000		RCHS Custodial Sub Salary	8,323.00	1,842.75	4,673.51	0.00	0.00	3,649.49
10E---	2540	1--- -- -----			731,692.00	92,850.75	425,940.98	0.00	0.00	305,751.02
10E015	2540	2200 00 000000		ELC Custodian Ins Benefit	10,500.00	1,190.76	5,556.88	0.00	0.00	4,943.12
10E020	2540	2200 00 000000		RCES Cust Ins Benefit	41,500.00	4,763.04	22,227.52	0.00	0.00	19,272.48
10E040	2540	2200 00 000000		RCMS Custodial Ins Ben	31,000.00	2,506.14	11,695.32	0.00	0.00	19,304.68
10E050	2540	2200 00 000000		RCHS Custodial Ins Ben	53,000.00	3,973.83	20,926.06	0.00	0.00	32,073.94
10E---	2540	2--- -- -----			136,000.00	12,433.77	60,405.78	0.00	0.00	75,594.22
10E110	2540	3190 00 110000		Pre K Playground Pur Serv	0.00	0.00	1,950.00	0.00	0.00	-1,950.00
10E---	2540	3--- -- -----			0.00	0.00	1,950.00	0.00	0.00	-1,950.00
10E015	2540	4100 00 000000		ELC Playground Supplies	500.00	0.00	0.00	0.00	0.00	500.00
10E110	2540	4100 00 110000		Pre K Playground Supp	0.00	0.00	3,145.00	0.00	0.00	-3,145.00
10E170	2540	4100 00 170000		Title IV SRO Supplies	500.00	0.00	0.00	0.00	0.00	500.00
10E570	2540	4100 00 570000		Title IV Maintenance Supplies	0.00	0.00	4,300.00	0.00	0.00	-4,300.00
10E020	2540	4650 00 000000		RCES Natural Gas	55,000.00	5,622.42	15,736.24	0.00	0.00	39,263.76
10E040	2540	4650 00 000000		RCMS Natural Gas	8,000.00	483.31	1,380.82	0.00	0.00	6,619.18
10E050	2540	4650 00 000000		RCHS Natural Gas	35,000.00	3,618.79	8,868.31	0.00	0.00	26,131.69
10E015	2540	4660 00 000000		ELC Electric	60,000.00	3,126.06	19,971.60	4,274.01	0.00	35,754.39
10E020	2540	4660 00 000000		RCES Electric	215,000.00	15,479.80	114,261.29	14,186.50	0.00	86,552.21
10E040	2540	4660 00 000000		RCMS Electric	105,000.00	6,883.74	53,251.70	0.00	0.00	51,748.30
10E045	2540	4660 00 000000		RISE UP Electric	15,000.00	286.24	1,408.87	0.00	0.00	13,591.13
10E050	2540	4660 00 000000		RCHS Electric	165,000.00	5,468.20	99,545.60	1,652.71	0.00	63,801.69
10E---	2540	4--- -- -----			659,000.00	40,968.56	321,869.43	20,113.22	0.00	317,017.35
10E100	2550	1110 00 100000		Summer School Trans Sal	5,000.00	0.00	0.00	0.00	0.00	5,000.00
10E110	2550	1110 00 110000		PreK Transport Sal	4,500.00	-2,166.75	4.99	0.00	0.00	4,495.01
10E510	2550	1110 00 510000		At Risk Trans Sal	137,665.00	13,144.82	37,619.57	0.00	0.00	100,045.43
10E110	2550	1210 00 110000		Pre K Bus Sub Salary	0.00	0.00	16.00	0.00	0.00	-16.00
10E510	2550	1210 00 510000		Pre K Sub Bus Salary	1,739.00	87.13	495.52	0.00	0.00	1,243.48
10E---	2550	1--- -- -----			148,904.00	11,065.20	38,136.08	0.00	0.00	110,767.92
10E080	2550	3190 00 000000		Trans Pur Serv	100.00	0.00	173.00	0.00	0.00	-73.00
10E080	2550	3230 00 000000		Van Repair / Maintenance	3,000.00	0.00	0.00	0.00	0.00	3,000.00
10E100	2550	3310 00 100000		Title I Summer School	10,000.00	0.00	0.00	0.00	0.00	10,000.00
10E110	2550	3310 00 110000		Pre-K Trans Operations	40,500.00	0.00	33,086.40	0.00	0.00	7,413.60
10E510	2550	3310 00 510000		PreK Trans Operation Exp	1,884.00	0.00	0.00	0.00	0.00	1,884.00
10E080	2550	3700 00 000000		Bus Barn Water/Sewer	500.00	320.00	320.00	0.00	0.00	180.00
10E---	2550	3--- -- -----			55,984.00	320.00	33,579.40	0.00	0.00	22,404.60

Account Level				2025-26	December 2025-26	2025-26	2025-26	Encumbered	2025-26	
FDTLOC	FUNC	OBJ	SJ	Description	Budget	Monthly Activity	FYTD Activity	Batch Activity	Amount	Available Funds
10E080	2550	4100	00 000000	Van Supplies	4,000.00	8.76	174.26	0.00	0.00	3,825.74
10E080	2550	4640	00 000000	Bus Barn Van Fuel(Wh/Sil)	21,000.00	283.85	1,257.16	0.00	0.00	19,742.84
10E080	2550	4650	00 000000	Bus Barn Natural Gas	4,000.00	998.49	1,550.12	0.00	0.00	2,449.88
10E080	2550	4660	00 000000	Bus Barn Electric	3,000.00	253.83	1,860.12	0.00	0.00	1,139.88
10E---	2550	4---	-- -----		32,000.00	1,544.93	4,841.66	0.00	0.00	27,158.34
10E080	2550	5520	00 000000	Other vehicle purchase	150,000.00	0.00	148,501.18	0.00	0.00	1,498.82
10E---	2550	5---	-- -----		150,000.00	0.00	148,501.18	0.00	0.00	1,498.82
10E420	2560	1110	00 420000	Food Service Salary	467,464.00	58,308.30	243,842.34	0.00	0.00	223,621.66
10E420	2560	1200	00 420000	Food Serv Sub Sal	0.00	0.00	877.60	0.00	0.00	-877.60
10E420	2560	1210	00 420000	Food Service Sub Sal	9,676.00	3,364.36	7,001.58	0.00	0.00	2,674.42
10E---	2560	1---	-- -----		477,140.00	61,672.66	251,721.52	0.00	0.00	225,418.48
10E420	2560	2130	00 420000		0.00	0.00	67.65	0.00	0.00	-67.65
10E420	2560	2200	00 420000	Food Service Ins Ben	70,000.00	9,169.17	36,561.35	0.00	0.00	33,438.65
10E---	2560	2---	-- -----		70,000.00	9,169.17	36,629.00	0.00	0.00	33,371.00
10E350	2560	3190	00 350000	Food Service Purch Serv	15,000.00	210.00	11,648.00	0.00	0.00	3,352.00
10E---	2560	3---	-- -----		15,000.00	210.00	11,648.00	0.00	0.00	3,352.00
10E420	2560	4100	00 420000	Food Service Supplies	595,000.00	47,158.12	212,581.95	0.00	504.67	381,913.38
10E510	2560	4100	00 510000	Pre K Food Supp	10,000.00	700.78	3,223.49	0.00	536.83	6,239.68
10E420	2560	4640	00 420000	Food Service Fuel	100.00	0.00	0.00	0.00	0.00	100.00
10E420	2560	4700	00 420000	Food Service Software	5,200.00	0.00	0.00	0.00	0.00	5,200.00
10E---	2560	4---	-- -----		610,300.00	47,858.90	215,805.44	0.00	1,041.50	393,453.06
10E430	2560	5500	00 430000	Food Serv Equip	30,000.00	0.00	0.00	0.00	0.00	30,000.00
10E---	2560	5---	-- -----		30,000.00	0.00	0.00	0.00	0.00	30,000.00
10E010	2630	3410	00 000000	District Wide Phone System	10,000.00	61.72	947.89	0.00	0.00	9,052.11
10E010	2630	3420	00 000000	District Wide Internet	40,000.00	6,324.27	14,026.77	0.00	0.00	25,973.23
10E---	2630	3---	-- -----		50,000.00	6,385.99	14,974.66	0.00	0.00	35,025.34
10E010	2660	1110	00 000000	District Comp Tech Salary	263,145.00	29,592.97	143,862.89	0.00	0.00	119,282.11
10E010	2660	1120	00 000000	RCPAC Tech Support Salary	0.00	419.74	2,007.77	0.00	0.00	-2,007.77
10E---	2660	1---	-- -----		263,145.00	30,012.71	145,870.66	0.00	0.00	117,274.34
10E010	2660	2110	00 000000	District Comp Tech TRS	0.00	0.00	18.58	0.00	0.00	-18.58
10E010	2660	2200	00 000000	District Computer Tech Ins	21,000.00	3,696.90	17,252.20	0.00	0.00	3,747.80
10E---	2660	2---	-- -----		21,000.00	3,696.90	17,270.78	0.00	0.00	3,729.22
10E010	2660	3190	00 000000	District Comp Tech Pur Serv	180,000.00	19,545.34	181,394.23	0.00	6,100.00	-7,494.23
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	11.20	135.10	28.00	0.00	336.90
10E---	2660	3---	-- -----		181,500.00	19,556.54	181,529.33	28.00	6,100.00	-6,157.33
10E010	2660	4100	00 000000	District Comp Tech Supplies	100,000.00	3,748.47	74,204.97	0.00	0.00	25,795.03
10E010	2660	4700	00 000000	District Comp Tech Software	2,500.00	0.00	1,040.00	0.00	0.00	1,460.00
10E---	2660	4---	-- -----		102,500.00	3,748.47	75,244.97	0.00	0.00	27,255.03
10E010	2660	5500	00 000000	District Comp Tech Equipment	225,800.00	49,526.77	78,161.76	0.00	0.00	147,638.24

				Account Level	2025-26	December 2025-26	2025-26	2025-26	Encumbered	2025-26
FDTLOC	FUNC	OBJ	SJ	Description	Budget	Monthly Activity	FYTD Activity	Batch Activity	Amount	Available Funds
10E---	2660	5---	--	-----	225,800.00	49,526.77	78,161.76	0.00	0.00	147,638.24
10E020	2900	1100	00	000000 ES Team Leader	16,869.00	2,026.95	10,329.08	0.00	0.00	6,539.92
10E040	2900	1100	00	000000 MS Team Leader	17,199.00	1,719.45	7,955.34	0.00	0.00	9,243.66
10E050	2900	1100	00	000000 HS Team Leader	21,776.00	2,296.35	11,275.57	0.00	0.00	10,500.43
10E070	2900	1100	00	000000 21st Century Fac Sal	0.00	0.00	16.27	0.00	0.00	-16.27
10E---	2900	1---	--	-----	55,844.00	6,042.75	29,576.26	0.00	0.00	26,267.74
10E020	2900	2110	00	000000 ES Team Leader TRS	1,900.00	228.27	1,163.41	0.00	0.00	736.59
10E040	2900	2110	00	000000 MS Team Leader TRS	1,700.00	193.65	896.11	0.00	0.00	803.89
10E050	2900	2110	00	000000 HS Team Leader TRS	2,600.00	258.57	1,269.85	0.00	0.00	1,330.15
10E---	2900	2---	--	-----	6,200.00	680.49	3,329.37	0.00	0.00	2,870.63
10E500	2900	3190	00	500000 Title I SES Services	1,000.00	0.00	0.00	0.00	0.00	1,000.00
10E---	2900	3---	--	-----	1,000.00	0.00	0.00	0.00	0.00	1,000.00
10E100	2900	4100	00	100000 Title I Homeless Supplies	5,000.00	0.00	2,846.16	0.00	0.00	2,153.84
10E500	2900	4100	00	500000 Title I Homeless supplies	5,000.00	443.03	1,601.18	0.00	50.00	3,348.82
10E---	2900	4---	--	-----	10,000.00	443.03	4,447.34	0.00	50.00	5,502.66
10E010	2900	6900	00	000000 Property Taxes	1,760.00	0.00	5,636.16	0.00	0.00	-3,876.16
10E---	2900	6---	--	-----	1,760.00	0.00	5,636.16	0.00	0.00	-3,876.16
10E---	2---	----	--	-----	8,614,443.00	941,698.90	4,720,354.73	28,670.82	21,560.48	3,843,856.97
10E100	3000	1100	00	100000 Title I Prnt Invl Sal	0.00	0.00	800.25	0.00	0.00	-800.25
10E110	3000	1100	00	110000 PreK 0-3 Teach Sal	3,500.00	0.00	37,808.89	0.00	0.00	-34,308.89
10E150	3000	1100	00	150000 SESE Flow Thru St Joe Spch Sal	7,879.00	0.00	0.00	0.00	0.00	7,879.00
10E500	3000	1100	00	500000 Title I Prnt Invl Sal Pr	11,065.00	1,897.50	2,796.75	0.00	0.00	8,268.25
10E510	3000	1100	00	510000 Prek 0-3 Cert Salary	177,471.00	33,630.85	66,803.41	0.00	0.00	110,667.59
10E100	3000	1110	00	100000 Title I N/C	10,000.00	0.00	0.00	0.00	0.00	10,000.00
10E510	3000	1110	00	510000 Pre K Non Cert Salary	6,930.00	0.00	0.00	0.00	0.00	6,930.00
10E---	3000	1---	--	-----	216,845.00	35,528.35	108,209.30	0.00	0.00	108,635.70
10E110	3000	2110	00	110000 PreK 0-3 Teacher TRS	433.00	0.00	2,994.36	0.00	0.00	-2,561.36
10E500	3000	2110	00	500000 Title I Prnt Inl Vl TRS	1,257.00	0.00	0.00	0.00	0.00	1,257.00
10E510	3000	2110	00	510000 PI 0-3 TRS	18,836.00	1,859.22	5,581.37	0.00	0.00	13,254.63
10E110	3000	2200	00	110000 PreK 0-3 Teach Ins Ben	8,280.00	0.00	0.00	0.00	0.00	8,280.00
10E510	3000	2200	00	510000 PI 0-3 Ins Ben Prior	102.00	0.00	0.00	0.00	0.00	102.00
10E---	3000	2---	--	-----	28,908.00	1,859.22	8,575.73	0.00	0.00	20,332.27
10E010	3000	3190	00	000000 District Comm Serv Pur Serv	1,000.00	0.00	0.00	0.00	0.00	1,000.00
10E510	3000	3190	00	510000 PI 0-3 Pur Servcs	1,126.00	144.00	214.00	0.00	75.00	837.00
10E110	3000	3320	00	110000 PreK 0-3 Travel	492.00	0.00	1,195.60	0.00	0.00	-703.60
10E510	3000	3320	00	510000 PI 0-3 Trav	0.00	651.70	2,013.90	653.80	0.00	-2,667.70
10E---	3000	3---	--	-----	2,618.00	795.70	3,423.50	653.80	75.00	-1,534.30
10E100	3000	4100	00	100000 Title I Prnt Invl Supp	7,500.00	0.00	2,952.10	0.00	0.00	4,547.90
10E110	3000	4100	00	110000 PreK 0-3 Supplies	32,600.00	0.00	21,942.65	0.00	0.00	10,657.35
10E500	3000	4100	00	500000 Title I Parent Coord Supplies	7,000.00	112.90	554.54	0.00	281.06	6,164.40

Account Level				2025-26	December 2025-26	2025-26	2025-26	Encumbered	2025-26
FDTLOC	FUNC	OBJ	SJ	Description	Budget	Monthly Activity	FYTD Activity	Batch Activity	Amount Available Funds
10E510	3000	4100	00 510000	PI 0-3 Supp	29,975.00	366.19	1,372.15	0.00	126.14 28,476.71
10E500	3000	4110	00 500000	Title I St Joe Supp	250.00	0.00	0.00	0.00	250.00
10E---	3000	4---	-- -----		77,325.00	479.09	26,821.44	0.00	407.20 50,096.36
10E110	3002	1100	00 110000	PreK Comm Serv Sal	12,813.00	0.00	1,072.49	0.00	0.00 11,740.51
10E510	3002	1100	00 510000	PreK Com Serv Sal Prior	16,964.00	726.00	2,970.00	0.00	0.00 13,994.00
10E---	3002	1---	-- -----		29,777.00	726.00	4,042.49	0.00	0.00 25,734.51
10E110	3002	2110	00 110000	PreK Comm Serv TRS	0.00	0.00	99.42	0.00	0.00 -99.42
10E510	3002	2110	00 510000	Pre-K Comm Serv TRS	1,911.00	0.00	39.96	0.00	0.00 1,871.04
10E---	3002	2---	-- -----		1,911.00	0.00	139.38	0.00	0.00 1,771.62
10E510	3002	3190	00 510000	PreK Comm Serv Purch Services	202.00	499.90	819.90	0.00	0.00 -617.90
10E---	3002	3---	-- -----		202.00	499.90	819.90	0.00	0.00 -617.90
10E510	3002	4100	00 510000	PreKdg. Comm Serv Supp	0.00	489.21	530.69	0.00	0.00 -530.69
10E---	3002	4---	-- -----		0.00	489.21	530.69	0.00	0.00 -530.69
10E150	3700	1100	00 150000	SESE Flow Thru-NonPublicSpeech	53,639.00	7,108.20	25,747.59	0.00	0.00 27,891.41
10E150	3700	1110	00 150000	Non Cert SpecialEd Flow St Joe	0.00	0.00	150.00	0.00	0.00 -150.00
10E100	3700	1300	00 100000	Title I St Joe Tutor Sal	10,500.00	112.50	5,955.00	0.00	0.00 4,545.00
10E500	3700	1300	00 500000	Title I St Joe Tutor Sal	13,041.00	1,239.00	2,832.75	0.00	0.00 10,208.25
10E---	3700	1---	-- -----		77,180.00	8,459.70	34,685.34	0.00	0.00 42,494.66
10E150	3700	2110	00 150000	SESE Flow Thru Non Public TRS	9,636.00	1,238.94	5,032.09	0.00	0.00 4,603.91
10E500	3700	2110	00 500000	Title I St. Joe TRS	1,481.00	0.00	0.00	0.00	0.00 1,481.00
10E---	3700	2---	-- -----		11,117.00	1,238.94	5,032.09	0.00	0.00 6,084.91
10E100	3700	3190	00 100000	NonPublic School Purchase Serv	6,000.00	0.00	0.00	0.00	0.00 6,000.00
10E170	3700	3190	00 170000	Title IV St Joe MMM Reg	1,900.00	0.00	0.00	0.00	0.00 1,900.00
10E500	3700	3190	00 500000	TITLE I ST JOE PURCHASED SERV	6,000.00	274.00	5,432.25	0.00	0.00 567.75
10E530	3700	3190	00 500000	Title II St Joe Reg	7,243.00	35.00	5,970.00	0.00	0.00 1,273.00
10E570	3700	3190	00 570000	Title IV St Joe Pur Serv	1,000.00	0.00	0.00	0.00	0.00 1,000.00
10E330	3700	3320	00 330000	Title II St Joe MMM	3,000.00	0.00	883.52	0.00	0.00 2,116.48
10E500	3700	3320	00 500000	Title I St Joe Trav	0.00	0.00	219.30	0.00	0.00 -219.30
10E530	3700	3320	00 500000	Title II St Joe Trav	0.00	351.13	1,459.51	32.77	0.00 -1,492.28
10E570	3700	3320	00 570000	Title IV St Joe MMM	1,500.00	0.00	0.00	0.00	0.00 1,500.00
10E---	3700	3---	-- -----		26,643.00	660.13	13,964.58	32.77	0.00 12,645.65
10E100	3700	4100	00 100000	Title ST Joe	10,000.00	0.00	162.08	0.00	0.00 9,837.92
10E500	3700	4110	00 500000	Title I St Joe Supp	6,000.00	16.80	2,270.95	0.00	0.00 3,729.05
10E---	3700	4---	-- -----		16,000.00	16.80	2,433.03	0.00	0.00 13,566.97
10E---	3---	----	-- -----		488,526.00	50,753.04	208,677.47	686.57	482.20 278,679.76
10E150	4120	3190	00 150000	IDEA Flow thru SESE	587,453.00	45,683.17	319,782.19	45,683.17	0.00 221,987.64
10E150	4120	3190	01 150000	IDEA Flow Thru SESE PreSchool	25,725.00	2,453.08	17,171.56	2,453.08	0.00 6,100.36
10E---	4120	3---	-- -----		613,178.00	48,136.25	336,953.75	48,136.25	0.00 228,088.00
10E050	4170	3190	00 000000	IECC Distance Learning Pur Ser	6,000.00	0.00	0.00	0.00	0.00 6,000.00
10E---	4170	3---	-- -----		6,000.00	0.00	0.00	0.00	0.00 6,000.00

				Account Level	2025-26	December 2025-26	2025-26	2025-26	Encumbered	2025-26
FDTLOC	FUNC	OBJ	SJ	Description	Budget	Monthly Activity	FYTD Activity	Batch Activity	Amount	Available Funds
10E010	4190	3190	00 000000	In-State Govt Purchased Serv	5,000.00	0.00	0.00	0.00	0.00	5,000.00
10E---	4190	3---	--		5,000.00	0.00	0.00	0.00	0.00	5,000.00
10E010	4220	6700	00 000000	Sp Ed Public SESE Tutition	1,210,000.00	100,815.00	705,705.00	100,815.00	0.00	403,480.00
10E---	4220	6---	--		1,210,000.00	100,815.00	705,705.00	100,815.00	0.00	403,480.00
10E---	4---	----	--		1,834,178.00	148,951.25	1,042,658.75	148,951.25	0.00	642,568.00
1-E---	----	----	--		26,186,691.00	3,274,593.90	13,761,568.35	202,353.88	52,798.29	12,169,970.48
20E010	2540	3190	00 000000	District Maint-Purch Serv/Phys	1,500.00	495.00	1,349.00	0.00	0.00	151.00
20E015	2540	3190	00 000000	ELC Maintenance Agreement	5,000.00	96.16	384.64	192.32	0.00	4,423.04
20E020	2540	3190	00 000000	RCES Maint Agreement	230,000.00	241.94	267,681.86	8,541.63	0.00	-46,223.49
20E040	2540	3190	00 000000	RCMS Maint agreement	15,000.00	1,776.60	7,954.42	717.12	2,749.80	3,578.66
20E045	2540	3190	00 000000	RISE UP Custodian P/S	2,000.00	0.00	2,045.00	0.00	0.00	-45.00
20E050	2540	3190	00 000000	RCHS Purchase Services	55,000.00	8,531.15	58,471.43	4,204.90	2,749.80	-10,426.13
20E050	2540	3200	00 000000	RCHS Athletic Fld Maintenance	5,000.00	0.00	0.00	0.00	0.00	5,000.00
20E010	2540	3210	00 000000	District Terminx	0.00	0.00	375.00	0.00	0.00	-375.00
20E015	2540	3210	00 000000	ELC Terminx/Trash Services	10,000.00	459.43	1,964.44	0.00	0.00	8,035.56
20E020	2540	3210	00 000000	RCES Termnx/Trash Serv	15,000.00	1,604.11	8,160.73	0.00	0.00	6,839.27
20E040	2540	3210	00 000000	RCMS Termnxs/Trash Serv	10,000.00	933.13	5,064.87	0.00	0.00	4,935.13
20E045	2540	3210	00 000000	RISE UP Terminx/Trash	1,500.00	0.00	0.00	0.00	1.00	1,499.00
20E050	2540	3210	00 000000	RCHS Termnx/Trash Serv	32,000.00	4,274.79	14,991.30	0.00	0.00	17,008.70
20E010	2540	3320	00 000000	District Maint Travel	500.00	0.00	0.00	0.00	0.00	500.00
20E015	2540	3700	00 000000	ELC Water/Sewer	1,500.00	332.61	782.58	0.00	0.00	717.42
20E020	2540	3700	00 000000	RCES Water/Sewer	22,000.00	4,322.53	9,562.90	0.00	0.00	12,437.10
20E040	2540	3700	00 000000	RCMS Water/Sewer	20,000.00	2,392.72	7,607.10	0.00	0.00	12,392.90
20E045	2540	3700	00 000000	RISE UP Water & Sewer	2,500.00	76.38	212.16	0.00	0.00	2,287.84
20E050	2540	3700	00 000000	RCHS Water/Sewer	18,000.00	2,982.90	9,067.89	0.00	0.00	8,932.11
20E---	2540	3---	--		446,500.00	28,519.45	395,675.32	13,655.97	5,500.60	31,668.11
20E010	2540	4100	00 000000	District Maint Supplies	15,000.00	1,655.10	11,386.66	260.39	730.00	2,622.95
20E015	2540	4100	00 000000	ELC Custodian Supplies	8,000.00	346.34	1,021.10	276.96	0.00	6,701.94
20E020	2540	4100	00 000000	RCES Cust Supp	45,000.00	1,837.21	13,704.89	1,868.23	9,797.46	19,629.42
20E040	2540	4100	00 000000	RCMS Custodial Supplies	22,000.00	2,329.01	8,990.42	843.72	2,001.99	10,163.87
20E045	2540	4100	00 000000	RISE UP Custodian Supplies	3,500.00	44.63	2,594.09	0.00	723.65	182.26
20E050	2540	4100	00 000000	RCHS Custodial Supplies	40,000.00	4,071.76	20,543.15	1,636.88	2,837.50	14,982.47
20E050	2540	4110	00 000000	RCHS Athletic Fld Supp	5,000.00	0.00	0.00	0.00	0.00	5,000.00
20E010	2540	4640	00 000000	District Maint Fuel	5,000.00	0.00	0.00	0.00	0.00	5,000.00
20E---	2540	4---	--		143,500.00	10,284.05	58,240.31	4,886.18	16,090.60	64,282.91
20E010	2540	5500	00 000000	District Maint Equip	5,000.00	5,895.00	22,395.00	0.00	0.00	-17,395.00
20E015	2540	5500	00 000000	ELC Custodian Equipment	2,500.00	0.00	0.00	0.00	0.00	2,500.00
20E020	2540	5500	00 000000	RCES Cust Equipment	8,000.00	0.00	11,073.62	1,379.22	2,668.23	-7,121.07
20E040	2540	5500	00 000000	RCMS Custodial Equip	5,000.00	0.00	0.00	0.00	6,189.70	-1,189.70
20E050	2540	5500	00 000000	RCHS Custodian Equip	10,000.00	0.00	8,156.00	0.00	0.00	1,844.00

Account Level				2025-26	December 2025-26	2025-26	2025-26	Encumbered	2025-26	
FDTLOC	FUNC	OBJ	SJ	Description	Budget	Monthly Activity	FYTD Activity	Batch Activity	Amount	Available Funds
20E---	2540	5---	--	-----	30,500.00	5,895.00	41,624.62	1,379.22	8,857.93	-21,361.77
20E010	2541	1110	00	000000	District Maint Sal	82,177.00	12,677.36	54,609.64	0.00	27,567.36
20E---	2541	1---	--	-----	82,177.00	12,677.36	54,609.64	0.00	0.00	27,567.36
20E010	2541	2200	00	000000	District Maint Ins Ben	10,500.00	1,190.76	5,556.88	0.00	4,943.12
20E---	2541	2---	--	-----	10,500.00	1,190.76	5,556.88	0.00	0.00	4,943.12
20E010	2541	4650	00	000000	District Warehouse Nat Gas	3,000.00	140.72	352.89	0.00	2,647.11
20E---	2541	4---	--	-----	3,000.00	140.72	352.89	0.00	0.00	2,647.11
20E010	2542	1110	00	000000	District Summer Maint Sal	138,282.00	848.75	81,119.01	0.00	57,162.99
20E---	2542	1---	--	-----	138,282.00	848.75	81,119.01	0.00	0.00	57,162.99
20E010	2542	3190	00	000000	District Summer Maint Pur Serv	950,000.00	0.00	164,416.16	0.00	785,583.84
20E010	2542	3320	00	000000	District Summer Maint Trav	500.00	0.00	116.71	0.00	383.29
20E---	2542	3---	--	-----	950,500.00	0.00	164,532.87	0.00	0.00	785,967.13
20E010	2542	4100	00	000000	District Summer Maint Supp	60,000.00	0.00	39,079.98	0.00	20,920.02
20E---	2542	4---	--	-----	60,000.00	0.00	39,079.98	0.00	0.00	20,920.02
20E010	2542	5500	00	000000	Sumr Maint Equipment	10,000.00	0.00	9,045.82	0.00	954.18
20E---	2542	5---	--	-----	10,000.00	0.00	9,045.82	0.00	0.00	954.18
20E---	2---	----	--	-----	1,874,959.00	59,556.09	849,837.34	19,921.37	30,449.13	974,751.16
2-E---	----	----	--	-----	1,874,959.00	59,556.09	849,837.34	19,921.37	30,449.13	974,751.16
30E010	5200	6200	00	000000	Long Term Bond Interest	1,444,140.00	0.00	760,546.88	0.00	683,593.12
30E010	5200	6250	00	000000	Long Term Bond Maintenance Fee	2,000.00	0.00	1,000.00	0.00	1,000.00
30E---	5200	6---	--	-----	1,446,140.00	0.00	761,546.88	0.00	0.00	684,593.12
30E010	5300	6100	00	000000	Long Term Bond Principal	1,385,000.00	0.00	1,530,000.00	0.00	-145,000.00
30E---	5300	6---	--	-----	1,385,000.00	0.00	1,530,000.00	0.00	0.00	-145,000.00
30E---	5---	----	--	-----	2,831,140.00	0.00	2,291,546.88	0.00	0.00	539,593.12
3-E---	----	----	--	-----	2,831,140.00	0.00	2,291,546.88	0.00	0.00	539,593.12
40E080	2550	1110	00	000000	Trans Mechanic/Maint Sal	91,864.00	12,978.80	43,913.69	0.00	47,950.31
40E080	2550	1110	61	000000	Trans Bus Drivers Sal	309,934.00	65,622.88	261,031.28	0.00	48,902.72
40E080	2550	1110	70	000000	Trans Sec/Supervisor Sal	320,716.00	16,898.09	80,450.80	0.00	240,265.20
40E620	2550	1110	00	620000	Trans Spec Ed bus Aide Sal	159,040.00	11,810.64	41,934.64	0.00	117,105.36
40E080	2550	1210	00	000000	Trans Sub Drivers Sal	0.00	5,887.31	11,969.84	0.00	-11,969.84
40E080	2550	1210	61	000000	Reg Rte Sub Bus Driver Sal	15,114.00	2,271.88	6,594.86	0.00	8,519.14
40E620	2550	1210	00	620000	Trans Sub Spec Ed Aide Sal	786.00	381.00	666.00	0.00	120.00
40E080	2550	1310	00	000000	Trans Trip Drvr Sal	71,285.00	8,056.23	34,473.63	0.00	36,811.37
40E---	2550	1---	--	-----	968,739.00	123,906.83	481,034.74	0.00	0.00	487,704.26
40E080	2550	2110	00	000000	Trans TRS	0.00	0.00	75.15	0.00	-75.15
40E080	2550	2200	00	000000	Trans Dir Ins Benefit	0.00	1,720.02	2,866.71	0.00	-2,866.71
40E080	2550	2200	61	000000	Trans Drivers Ins Ben	125,000.00	12,775.08	52,807.33	0.00	72,192.67
40E080	2550	2200	70	000000	Trans Sec/Supvr Ins Ben	21,000.00	1,190.76	17,861.48	0.00	3,138.52
40E620	2550	2200	00	620000	Trans Spec Ed Ins Ben	24,000.00	3,440.04	10,320.12	0.00	13,679.88
40E---	2550	2---	--	-----	170,000.00	19,125.90	83,930.79	0.00	0.00	86,069.21

				Account Level	2025-26	December 2025-26	2025-26	2025-26	Encumbered	2025-26
FDTLOC	FUNC	OBJ	SJ	Description	Budget	Monthly Activity	FYTD Activity	Batch Activity	Amount	Available Funds
40E080	2550	3190	00 000000	Trans Physicals/LicenseRenewal	10,000.00	0.00	-1,086.44	0.00	0.00	11,086.44
40E620	2550	3190	00 620000	Sp Ed Trans Contract Fee	16,000.00	3,721.20	15,264.20	3,367.00	0.00	-2,631.20
40E080	2550	3210	00 000000	Trans Trash P/U	2,500.00	340.29	1,105.97	0.00	0.00	1,394.03
40E080	2550	3230	00 000000	Trans Repair/Maint	40,000.00	1,183.90	27,978.39	0.00	1,427.06	10,594.55
40E080	2550	3270	00 000000	Trans Charter Bus Service	1,500.00	0.00	0.00	0.00	0.00	1,500.00
40E080	2550	3320	00 000000	Trans Travel	0.00	0.00	51.46	0.00	0.00	-51.46
40E080	2550	3390	00 000000	Trans Drug/Fngrprnt Fee	5,000.00	994.00	4,486.00	0.00	76.00	438.00
40E080	2550	3600	00 000000	Trans Printing	500.00	0.00	18.88	0.00	0.00	481.12
40E080	2550	3900	00 000000	Trans Bus Inspection Fee	7,500.00	245.00	2,736.00	0.00	330.00	4,434.00
40E---	2550	3---	-- -----		83,000.00	6,484.39	50,554.46	3,367.00	1,833.06	27,245.48
40E080	2550	4100	00 000000	Trans Supplies	65,000.00	4,357.94	36,789.40	0.00	3,732.15	24,478.45
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	8,000.00	2,916.83	2,916.83	0.00	0.00	5,083.17
40E080	2550	4640	00 000000	Trans Fuel	180,000.00	17,348.78	74,616.36	0.00	22,979.63	82,404.01
40E080	2550	4700	00 000000	Trans Software	20,000.00	0.00	0.00	0.00	0.00	20,000.00
40E---	2550	4---	-- -----		273,250.00	24,623.55	114,322.59	0.00	26,711.78	132,215.63
40E080	2550	5500	00 000000	Trans Equipment	50,000.00	0.00	8,051.95	0.00	0.00	41,948.05
40E---	2550	5---	-- -----		50,000.00	0.00	8,051.95	0.00	0.00	41,948.05
40E---	2---	----	-- -----		1,544,989.00	174,140.67	737,894.53	3,367.00	28,544.84	775,182.63
4-E---	----	----	-- -----		1,544,989.00	174,140.67	737,894.53	3,367.00	28,544.84	775,182.63
50E343	1100	2120	00 000000	ESSER III IMRF	1,000.00	0.00	0.00	0.00	0.00	1,000.00
50E470	1100	2120	00 470000	21st Century IMRF	3,700.00	0.00	0.00	0.00	0.00	3,700.00
50E070	1100	2130	00 000000	21st Century FICA	10.00	0.00	0.00	0.00	0.00	10.00
50E343	1100	2130	00 000000	ESSER III FICA	750.00	0.00	0.00	0.00	0.00	750.00
50E470	1100	2130	00 470000	21st Century FICA	4,400.00	0.00	0.00	0.00	0.00	4,400.00
50E070	1100	2140	00 000000	21st Century Med	30.00	0.00	0.00	0.00	0.00	30.00
50E343	1100	2140	00 000000	ESSER III Inst. Medicare	750.00	0.00	0.00	0.00	0.00	750.00
50E470	1100	2140	00 470000	21st Century Med	3,350.00	0.00	0.00	0.00	0.00	3,350.00
50E---	1100	2---	-- -----		13,990.00	0.00	0.00	0.00	0.00	13,990.00
50E015	1105	2120	00 000000	ELC IMRF	510.00	0.00	0.00	0.00	0.00	510.00
50E015	1105	2130	00 000000	ELC FICA	510.00	0.00	0.00	0.00	0.00	510.00
50E015	1105	2140	00 000000	ELC Medicare	255.00	1.88	4.23	0.00	0.00	250.77
50E---	1105	2---	-- -----		1,275.00	1.88	4.23	0.00	0.00	1,270.77
50E020	1110	2120	00 000000	RCES IMRF	2,289.00	1,888.79	7,322.21	0.00	0.00	-5,033.21
50E020	1110	2130	00 000000	RCES FICA	14,897.00	1,529.42	5,814.14	0.00	0.00	9,082.86
50E020	1110	2140	00 000000	RCES Medicare	45,626.00	4,531.86	20,038.33	0.00	0.00	25,587.67
50E---	1110	2---	-- -----		62,812.00	7,950.07	33,174.68	0.00	0.00	29,637.32
50E040	1120	2120	00 000000	RCMS IMRF	3,168.00	308.71	1,602.91	0.00	0.00	1,565.09
50E040	1120	2130	00 000000	RCMS FICA	10,009.00	355.13	1,136.50	0.00	0.00	8,872.50
50E040	1120	2140	00 000000	RCMS Medicare	24,280.00	2,434.10	11,051.15	0.00	0.00	13,228.85

				Account Level	2025-26	December 2025-26	2025-26	2025-26	Encumbered	2025-26
FDTLOC	FUNC	OBJ	SJ	Description	Budget	Monthly Activity	FYTD Activity	Batch Activity	Amount	Available Funds
50E---	1120	2---	--	-----	37,457.00	3,097.94	13,790.56	0.00	0.00	23,666.44
50E110	1125	2120	00	110000 Pre K IMRF	12,000.00	0.00	1,485.35	0.00	0.00	10,514.65
50E510	1125	2120	00	510000 Pre K IMRF	3,016.00	1,240.44	7,501.04	0.00	0.00	-4,485.04
50E110	1125	2130	00	110000 Pre K FICA	7,350.00	0.00	880.64	0.00	0.00	6,469.36
50E510	1125	2130	00	510000 Pre K FICA	12,087.00	708.47	4,454.34	0.00	0.00	7,632.66
50E110	1125	2140	00	110000 Pre K Medicare	3,500.00	-52.92	324.59	0.00	0.00	3,175.41
50E510	1125	2140	00	510000 Pre K Medicare	5,716.00	601.14	2,431.94	0.00	0.00	3,284.06
50E---	1125	2---	--	-----	43,669.00	2,497.13	17,077.90	0.00	0.00	26,591.10
50E050	1130	2120	00	000000 RCHS IMRF	3,675.00	606.34	1,409.55	0.00	0.00	2,265.45
50E050	1130	2130	00	000000 RCHS FICA	5,250.00	371.69	853.72	0.00	0.00	4,396.28
50E050	1130	2140	00	000000 RCHS Medicare	27,922.00	2,837.39	12,977.87	0.00	0.00	14,944.13
50E---	1130	2---	--	-----	36,847.00	3,815.42	15,241.14	0.00	0.00	21,605.86
50E045	1145	2120	00	000000	0.00	2.04	15.77	0.00	0.00	-15.77
50E045	1145	2130	00	000000	2,907.00	1.25	28.47	0.00	0.00	2,878.53
50E045	1145	2140	00	000000	2,334.00	180.25	552.09	0.00	0.00	1,781.91
50E---	1145	2---	--	-----	5,241.00	183.54	596.33	0.00	0.00	4,644.67
50E330	1170	2140	00	330000 Title II Teach Qual MED	1,900.00	0.00	218.78	0.00	0.00	1,681.22
50E530	1170	2140	00	530000 Title II Med	0.00	136.50	409.50	0.00	0.00	-409.50
50E---	1170	2---	--	-----	1,900.00	136.50	628.28	0.00	0.00	1,271.72
50E140	1200	2130	00	140000	253.00	0.00	0.00	0.00	0.00	253.00
50E140	1200	2140	00	140000	59.00	2.86	18.66	0.00	0.00	40.34
50E---	1200	2---	--	-----	312.00	2.86	18.66	0.00	0.00	293.34
50E140	1204	2120	00	140000 Prsnl Aide/Ast IMRF	4,186.00	2,078.60	11,127.52	0.00	0.00	-6,941.52
50E140	1204	2130	00	140000 Prsnl Aide/Ast FICA	11,770.00	1,321.34	6,912.92	0.00	0.00	4,857.08
50E140	1204	2140	00	140000 Prsnl Aide/Ast Med	2,753.00	309.02	1,622.65	0.00	0.00	1,130.35
50E---	1204	2---	--	-----	18,709.00	3,708.96	19,663.09	0.00	0.00	-954.09
50E140	1205	2120	00	140000 LD Aide/Asst IMRF	0.00	45.17	185.67	0.00	0.00	-185.67
50E140	1205	2130	00	140000 LD Aide/Asst FICA	7,048.00	564.92	1,705.71	0.00	0.00	5,342.29
50E140	1205	2140	00	140000 LD Medicare	4,776.00	354.72	1,798.98	0.00	0.00	2,977.02
50E---	1205	2---	--	-----	11,824.00	964.81	3,690.36	0.00	0.00	8,133.64
50E140	1206	2120	00	140000	0.00	0.00	156.78	0.00	0.00	-156.78
50E140	1206	2130	00	140000	0.00	0.00	119.77	0.00	0.00	-119.77
50E140	1206	2140	00	140000	0.00	0.00	29.97	0.00	0.00	-29.97
50E---	1206	2---	--	-----	0.00	0.00	306.52	0.00	0.00	-306.52
50E280	1213	2130	00	280000 Homebound FICA	1,254.00	0.00	0.00	0.00	0.00	1,254.00
50E280	1213	2140	00	280000 Homebound Medicare	293.00	18.67	44.90	0.00	0.00	248.10
50E---	1213	2---	--	-----	1,547.00	18.67	44.90	0.00	0.00	1,502.10
50E280	1216	2120	00	280000 Autism IMRF	3,000.00	0.00	429.96	0.00	0.00	2,570.04
50E280	1216	2130	00	280000 Autism FICA	35.00	0.00	264.86	0.00	0.00	-229.86
50E280	1216	2140	00	280000 Autism Med	8.00	0.00	61.95	0.00	0.00	-53.95

FDTLOC FUNC OBJ SJ				Account Level	2025-26	December 2025-26	2025-26	2025-26	Encumbered	2025-26
				Description	Budget	Monthly Activity	FYTD Activity	Batch Activity	Amount	Available Funds
50E---	1216	2---	--	-----	3,043.00	0.00	756.77	0.00	0.00	2,286.23
50E140	1220	2120	00	140000	4,696.00	1,524.26	7,093.05	0.00	0.00	-2,397.05
50E140	1220	2130	00	140000	8,189.00	893.46	4,093.65	0.00	0.00	4,095.35
50E140	1220	2140	00	140000	10,965.00	1,451.42	6,133.04	0.00	0.00	4,831.96
50E---	1220	2---	--	-----	23,850.00	3,869.14	17,319.74	0.00	0.00	6,530.26
50E100	1250	2120	00	100000	38,000.00	0.00	6,993.60	0.00	0.00	31,006.40
50E500	1250	2120	00	500000	0.00	4,861.61	14,965.99	0.00	0.00	-14,965.99
50E100	1250	2130	00	100000	27,500.00	0.00	4,294.21	0.00	0.00	23,205.79
50E500	1250	2130	00	500000	21,545.00	2,936.03	9,090.96	0.00	0.00	12,454.04
50E100	1250	2140	00	100000	8,400.00	0.00	1,212.85	0.00	0.00	7,187.15
50E500	1250	2140	00	500000	7,050.00	773.91	2,361.96	0.00	0.00	4,688.04
50E---	1250	2---	--	-----	102,495.00	8,571.55	38,919.57	0.00	0.00	63,575.43
50E050	1400	2130	00	000000	850.00	0.00	57.50	0.00	0.00	792.50
50E390	1400	2130	00	390000	385.00	0.00	0.00	0.00	0.00	385.00
50E780	1400	2130	00	780000	310.00	0.00	0.00	0.00	0.00	310.00
50E050	1400	2140	00	000000	7,808.00	888.05	3,909.71	0.00	0.00	3,898.29
50E390	1400	2140	00	390000	90.00	3.26	8.33	0.00	0.00	81.67
50E480	1400	2140	00	480000	390.00	32.62	163.93	0.00	0.00	226.07
50E780	1400	2140	00	780000	73.00	0.00	241.68	0.00	0.00	-168.68
50E---	1400	2---	--	-----	9,906.00	923.93	4,381.15	0.00	0.00	5,524.85
50E410	1459	2120	00	410000	16,000.00	1,962.11	8,153.71	0.00	0.00	7,846.29
50E410	1459	2130	00	410000	13,080.00	1,230.01	5,111.49	0.00	0.00	7,968.51
50E410	1459	2140	00	410000	3,059.00	287.65	1,195.41	0.00	0.00	1,863.59
50E---	1459	2---	--	-----	32,139.00	3,479.77	14,460.61	0.00	0.00	17,678.39
50E050	1500	2120	00	000000	55.00	0.00	0.00	0.00	0.00	55.00
50E050	1500	2130	00	000000	88.00	0.00	0.00	0.00	0.00	88.00
50E050	1500	2140	00	000000	847.00	94.47	462.20	0.00	0.00	384.80
50E---	1500	2---	--	-----	990.00	94.47	462.20	0.00	0.00	527.80
50E050	1505	2140	00	000000	49.00	4.06	19.51	0.00	0.00	29.49
50E---	1505	2---	--	-----	49.00	4.06	19.51	0.00	0.00	29.49
50E050	1509	2140	00	000000	18.00	2.10	11.16	0.00	0.00	6.84
50E---	1509	2---	--	-----	18.00	2.10	11.16	0.00	0.00	6.84
50E050	1510	2120	00	000000	325.00	0.00	0.00	0.00	0.00	325.00
50E050	1510	2130	00	000000	280.00	0.00	158.09	0.00	0.00	121.91
50E050	1510	2140	00	000000	166.00	0.00	72.92	0.00	0.00	93.08
50E---	1510	2---	--	-----	771.00	0.00	231.01	0.00	0.00	539.99
50E050	1511	2120	00	000000	55.00	0.00	399.06	0.00	0.00	-344.06
50E050	1511	2130	00	000000	228.00	0.00	228.18	0.00	0.00	-0.18
50E050	1511	2140	00	000000	133.00	0.00	136.18	0.00	0.00	-3.18
50E---	1511	2---	--	-----	416.00	0.00	763.42	0.00	0.00	-347.42

FDTLOC FUNC OBJ SJ				Account Level	2025-26	December 2025-26	2025-26	2025-26	Encumbered	2025-26
				Description	Budget	Monthly Activity	FYTD Activity	Batch Activity	Amount	Available Funds
50E050	1512	2120	00 000000	RCHS X-Country IMRF	0.00	0.00	12.45	0.00	0.00	-12.45
50E050	1512	2130	00 000000	RCHS X Country FICA	254.00	0.00	549.06	0.00	0.00	-295.06
50E050	1512	2140	00 000000	RCHS X Country Medicare	126.00	0.00	127.05	0.00	0.00	-1.05
50E---	1512	2---	-- -----		380.00	0.00	688.56	0.00	0.00	-308.56
50E050	1520	2120	00 000000		0.00	0.00	399.06	0.00	0.00	-399.06
50E050	1520	2130	00 000000	RCHS Girls Tennis FICA	253.00	0.00	250.17	0.00	0.00	2.83
50E050	1520	2140	00 000000	RCHS Girls Tennis Medicare	59.00	0.00	58.51	0.00	0.00	0.49
50E---	1520	2---	-- -----		312.00	0.00	707.74	0.00	0.00	-395.74
50E050	1521	2120	00 000000	RCHS Volleyball Wkrs IMRF	35.00	0.00	38.07	0.00	0.00	-3.07
50E050	1521	2130	00 000000	RCHS Volleyball Wkrs FICA	277.00	0.00	524.56	0.00	0.00	-247.56
50E050	1521	2140	00 000000	RCHS Volleyball Medi	353.00	0.00	240.52	0.00	0.00	112.48
50E---	1521	2---	-- -----		665.00	0.00	803.15	0.00	0.00	-138.15
50E050	1522	2120	00 000000	RCHS Girls Basketball IMRF	60.00	13.35	13.35	0.00	0.00	46.65
50E050	1522	2130	00 000000	RCHS Grls Basketball Wkr FICA	65.00	30.06	30.06	0.00	0.00	34.94
50E050	1522	2140	00 000000	RCHS Grls Basketballl Cch Med	255.00	7.57	7.57	0.00	0.00	247.43
50E---	1522	2---	-- -----		380.00	50.98	50.98	0.00	0.00	329.02
50E050	1523	2120	00 000000	RCHS Girls Track IMRF	0.00	0.00	69.23	0.00	0.00	-69.23
50E050	1523	2130	00 000000	RCHS Girls Track FICA	54.00	0.00	45.88	0.00	0.00	8.12
50E050	1523	2140	00 000000	RCHS Girls Track Medicare	134.00	0.00	10.68	0.00	0.00	123.32
50E---	1523	2---	-- -----		188.00	0.00	125.79	0.00	0.00	62.21
50E050	1524	2130	00 000000	RCHS Girls Softball FICA	146.00	0.00	0.00	0.00	0.00	146.00
50E050	1524	2140	00 000000	RCHS Girls Softtball Medicare	122.00	0.00	0.00	0.00	0.00	122.00
50E---	1524	2---	-- -----		268.00	0.00	0.00	0.00	0.00	268.00
50E050	1525	2130	00 000000	RCHS Girls Soccer FICA	691.00	0.00	138.98	0.00	0.00	552.02
50E050	1525	2140	00 000000	RCHS Girls Soccer Med	162.00	0.00	32.50	0.00	0.00	129.50
50E---	1525	2---	-- -----		853.00	0.00	171.48	0.00	0.00	681.52
50E050	1530	2130	00 000000	RCHS Boys Tennis FICA	306.00	0.00	0.00	0.00	0.00	306.00
50E050	1530	2140	00 000000	RCHS Boys Tennis Cch Med	71.00	0.00	0.00	0.00	0.00	71.00
50E---	1530	2---	-- -----		377.00	0.00	0.00	0.00	0.00	377.00
50E050	1531	2120	00 000000	RCHS Football IMRF	110.00	0.00	123.11	0.00	0.00	-13.11
50E050	1531	2130	00 000000	RCHS Football FICA	1,167.00	12.09	1,645.03	0.00	0.00	-478.03
50E050	1531	2140	00 000000	RCHS Football Coach Medicare	375.00	2.83	494.19	0.00	0.00	-119.19
50E---	1531	2---	-- -----		1,652.00	14.92	2,262.33	0.00	0.00	-610.33
50E050	1532	2120	00 000000	RCHS Boys Basketball IMRF	170.00	10.88	10.88	0.00	0.00	159.12
50E050	1532	2130	00 000000	RCHS Boys Basketball FICA	829.00	29.48	29.48	0.00	0.00	799.52
50E050	1532	2140	00 000000	RCHS Boys Basketball Medicare	324.00	6.63	-42.79	0.00	0.00	366.79
50E---	1532	2---	-- -----		1,323.00	46.99	-2.43	0.00	0.00	1,325.43
50E050	1533	2120	00 000000	RCHS Boys Track IMRF	60.00	0.00	0.00	0.00	0.00	60.00
50E050	1533	2130	00 000000	RCHS Boys Track FICA	130.00	0.00	43.40	0.00	0.00	86.60
50E050	1533	2140	00 000000	RCHS Boys Track Medicare	131.00	0.00	10.15	0.00	0.00	120.85

FDTLOC FUNC OBJ SJ				Account Level	2025-26	December 2025-26	2025-26	2025-26	Encumbered	2025-26
				Description	Budget	Monthly Activity	FYTD Activity	Batch Activity	Amount	Available Funds
50E---	1533	2---	--	-----	321.00	0.00	53.55	0.00	0.00	267.45
50E050	1534	2130	00	000000	152.00	0.00	0.00	0.00	0.00	152.00
50E050	1534	2140	00	000000	95.00	0.00	0.00	0.00	0.00	95.00
50E---	1534	2---	--	-----	247.00	0.00	0.00	0.00	0.00	247.00
50E050	1536	2130	00	000000	152.00	0.00	430.85	0.00	0.00	-278.85
50E050	1536	2140	00	000000	127.00	0.00	100.76	0.00	0.00	26.24
50E---	1536	2---	--	-----	279.00	0.00	531.61	0.00	0.00	-252.61
50E050	1537	2130	00	000000	153.00	0.00	0.00	0.00	0.00	153.00
50E050	1537	2140	00	000000	36.00	0.00	0.00	0.00	0.00	36.00
50E---	1537	2---	--	-----	189.00	0.00	0.00	0.00	0.00	189.00
50E040	1540	2140	00	000000	551.00	62.99	294.38	0.00	0.00	256.62
50E---	1540	2---	--	-----	551.00	62.99	294.38	0.00	0.00	256.62
50E040	1550	2130	00	000000	347.00	0.00	0.00	0.00	0.00	347.00
50E040	1550	2140	00	000000	81.00	0.00	0.00	0.00	0.00	81.00
50E---	1550	2---	--	-----	428.00	0.00	0.00	0.00	0.00	428.00
50E040	1551	2130	00	000000	48.00	0.00	320.34	0.00	0.00	-272.34
50E040	1551	2140	00	000000	75.00	0.00	76.88	0.00	0.00	-1.88
50E---	1551	2---	--	-----	123.00	0.00	397.22	0.00	0.00	-274.22
50E040	1552	2130	00	000000	83.00	0.00	20.87	0.00	0.00	62.13
50E040	1552	2140	00	000000	54.00	0.00	40.38	0.00	0.00	13.62
50E---	1552	2---	--	-----	137.00	0.00	61.25	0.00	0.00	75.75
50E040	1553	2130	00	000000	0.00	0.00	73.43	0.00	0.00	-73.43
50E040	1553	2140	00	000000	57.00	0.00	57.15	0.00	0.00	-0.15
50E---	1553	2---	--	-----	57.00	0.00	130.58	0.00	0.00	-73.58
50E040	1560	2120	00	000000	275.00	32.13	32.13	0.00	0.00	242.87
50E040	1560	2130	00	000000	687.00	60.75	318.98	0.00	0.00	368.02
50E040	1560	2140	00	000000	161.00	13.51	73.46	0.00	0.00	87.54
50E---	1560	2---	--	-----	1,123.00	106.39	424.57	0.00	0.00	698.43
50E040	1561	2120	00	000000	170.00	0.00	0.00	0.00	0.00	170.00
50E040	1561	2130	00	000000	157.00	3.41	8.06	0.00	0.00	148.94
50E040	1561	2140	00	000000	150.00	0.78	1.85	0.00	0.00	148.15
50E---	1561	2---	--	-----	477.00	4.19	9.91	0.00	0.00	467.09
50E040	1562	2120	00	000000	60.00	0.00	0.00	0.00	0.00	60.00
50E040	1562	2130	00	000000	67.00	0.00	0.00	0.00	0.00	67.00
50E040	1562	2140	00	000000	67.00	0.00	0.00	0.00	0.00	67.00
50E---	1562	2---	--	-----	194.00	0.00	0.00	0.00	0.00	194.00
50E040	1563	2120	00	000000	25.00	0.00	0.00	0.00	0.00	25.00
50E040	1563	2130	00	000000	200.00	0.00	0.00	0.00	0.00	200.00
50E040	1563	2140	00	000000	60.00	0.00	0.00	0.00	0.00	60.00
50E---	1563	2---	--	-----	285.00	0.00	0.00	0.00	0.00	285.00

				Account Level	2025-26	December 2025-26	2025-26	2025-26	Encumbered	2025-26
FDTLOC	FUNC	OBJ	SJ	Description	Budget	Monthly Activity	FYTD Activity	Batch Activity	Amount	Available Funds
50E040	1564	2120	00 000000	RCMS 6th Boys Basketball IMRF	30.00	0.00	0.00	0.00	0.00	30.00
50E040	1564	2130	00 000000	RCMS 6th Boys Basketball FICA	200.00	0.00	0.00	0.00	0.00	200.00
50E040	1564	2140	00 000000	RCMS 6th Boy Basketbl Medicare	47.00	0.00	0.00	0.00	0.00	47.00
50E---	1564	2---	-- -----		277.00	0.00	0.00	0.00	0.00	277.00
50E040	1570	2120	00 000000	RCMS Boys Basketball IMRF	105.00	47.96	47.96	0.00	0.00	57.04
50E040	1570	2130	00 000000	RCMS Boys Basketball FICA	609.00	74.09	74.09	0.00	0.00	534.91
50E040	1570	2140	00 000000	RCMS Boys Basketball Medicare	142.00	16.82	16.82	0.00	0.00	125.18
50E---	1570	2---	-- -----		856.00	138.87	138.87	0.00	0.00	717.13
50E040	1571	2120	00 000000	RCMS Boys Track IMRF	60.00	0.00	0.00	0.00	0.00	60.00
50E040	1571	2130	00 000000	RCMS Boys Track FICA	411.00	0.00	0.00	0.00	0.00	411.00
50E040	1571	2140	00 000000	RCMS Boys Track Medicare	96.00	0.00	0.00	0.00	0.00	96.00
50E---	1571	2---	-- -----		567.00	0.00	0.00	0.00	0.00	567.00
50E050	1572	2120	00 000000	RCHS Wrestling IMRF	60.00	4.94	4.94	0.00	0.00	55.06
50E050	1572	2130	00 000000	RCHS Wrestling Workers FICA	493.00	2.47	2.47	0.00	0.00	490.53
50E050	1572	2140	00 000000	RCHS Wrestling Medicare	115.00	0.58	0.58	0.00	0.00	114.42
50E---	1572	2---	-- -----		668.00	7.99	7.99	0.00	0.00	660.01
50E040	1575	2140	00 000000	RCMS Yearbook Sponsor Med	60.00	5.61	30.12	0.00	0.00	29.88
50E---	1575	2---	-- -----		60.00	5.61	30.12	0.00	0.00	29.88
50E040	1576	2140	00 000000	RCMS Student Council Med	34.00	3.90	12.57	0.00	0.00	21.43
50E---	1576	2---	-- -----		34.00	3.90	12.57	0.00	0.00	21.43
50E040	1577	2140	00 000000	RCMS Musical Medicare	23.00	0.00	0.00	0.00	0.00	23.00
50E---	1577	2---	-- -----		23.00	0.00	0.00	0.00	0.00	23.00
50E050	1580	2130	00 000000	RCHS Scholar Bowl FICA	57.00	3.41	3.41	0.00	0.00	53.59
50E050	1580	2140	00 000000	RCHS Scholastic Bowl Med	48.00	0.72	10.94	0.00	0.00	37.06
50E---	1580	2---	-- -----		105.00	4.13	14.35	0.00	0.00	90.65
50E050	1581	2130	00 000000	HS Play FICA	60.00	0.00	0.00	0.00	0.00	60.00
50E050	1581	2140	00 000000	HS Play Medicare	57.00	0.00	0.00	0.00	0.00	57.00
50E---	1581	2---	-- -----		117.00	0.00	0.00	0.00	0.00	117.00
50E050	1582	2130	00 000000	HS Musical FICA	167.00	0.00	246.45	0.00	0.00	-79.45
50E050	1582	2140	00 000000	RCHS Musical Spons Med	204.00	90.48	204.02	0.00	0.00	-0.02
50E---	1582	2---	-- -----		371.00	90.48	450.47	0.00	0.00	-79.47
50E050	1583	2130	00 000000	RCHS Marching Band Dir FICA	278.00	0.00	0.00	0.00	0.00	278.00
50E050	1583	2140	00 000000	RCHS Marching Band Dir Med	337.00	27.46	189.07	0.00	0.00	147.93
50E---	1583	2---	-- -----		615.00	27.46	189.07	0.00	0.00	425.93
50E050	1585	2140	00 000000	RCHS Jr Class Sponsor Med	117.00	11.96	57.59	0.00	0.00	59.41
50E---	1585	2---	-- -----		117.00	11.96	57.59	0.00	0.00	59.41
50E050	1586	2140	00 000000	RCHS Yearbook Sponsor Medicare	51.00	4.36	24.43	0.00	0.00	26.57
50E---	1586	2---	-- -----		51.00	4.36	24.43	0.00	0.00	26.57
50E050	1588	2120	00 000000	RCHS X-Curr Sprvsn IMRF	35.00	0.00	0.00	0.00	0.00	35.00
50E050	1588	2130	00 000000	RCHS X-Curr Sprvsn FICA	35.00	0.00	0.00	0.00	0.00	35.00

				Account Level	2025-26	December 2025-26	2025-26	2025-26	Encumbered	2025-26
FDTLOC	FUNC	OBJ	SJ	Description	Budget	Monthly Activity	FYTD Activity	Batch Activity	Amount	Available Funds
50E050	1588	2140	00 000000	RCHS X-Curr Sprvsn Med	35.00	0.00	0.00	0.00	0.00	35.00
50E---	1588	2---	-- -----		105.00	0.00	0.00	0.00	0.00	105.00
50E050	1589	2140	00 000000	RCHS Student Council Medicare	34.00	3.31	18.23	0.00	0.00	15.77
50E---	1589	2---	-- -----		34.00	3.31	18.23	0.00	0.00	15.77
50E050	1590	2120	00 000000	RCHS Rifle/Drill IMRF	710.00	54.33	220.55	0.00	0.00	489.45
50E050	1590	2130	00 000000	RCHS Rifle/Drill FICA	482.00	34.06	138.27	0.00	0.00	343.73
50E050	1590	2140	00 000000	RCHS Rifle/Drill Med	113.00	7.98	32.37	0.00	0.00	80.63
50E---	1590	2---	-- -----		1,305.00	96.37	391.19	0.00	0.00	913.81
50E040	1591	2130	00 000000		0.00	20.43	61.29	0.00	0.00	-61.29
50E040	1591	2140	00 000000	RCMS BAND MED	68.00	15.00	67.79	0.00	0.00	0.21
50E---	1591	2---	-- -----		68.00	35.43	129.08	0.00	0.00	-61.08
50E040	1593	2140	00 000000	RCMS Talent Shw Spon Med	23.00	0.00	22.63	0.00	0.00	0.37
50E---	1593	2---	-- -----		23.00	0.00	22.63	0.00	0.00	0.37
50E040	1594	2140	00 000000	RCMS Drama Spon Medicare	35.00	0.00	0.00	0.00	0.00	35.00
50E---	1594	2---	-- -----		35.00	0.00	0.00	0.00	0.00	35.00
50E040	1598	2120	00 000000	RCMS Dance/Grad IMRF	10.00	0.00	0.00	0.00	0.00	10.00
50E040	1598	2130	00 000000	RCMS Dance/Grad FICA	10.00	0.00	0.00	0.00	0.00	10.00
50E040	1598	2140	00 000000	RCMS Dance/Grad Medicare	10.00	0.00	0.00	0.00	0.00	10.00
50E---	1598	2---	-- -----		30.00	0.00	0.00	0.00	0.00	30.00
50E040	1599	2140	00 000000	RCMS Math Counts Sponsor Med	30.00	0.00	0.00	0.00	0.00	30.00
50E---	1599	2---	-- -----		30.00	0.00	0.00	0.00	0.00	30.00
50E050	1700	2130	00 000000	RCHS Dr Ed TA FICA	3,127.00	0.00	0.00	0.00	0.00	3,127.00
50E050	1700	2140	00 000000	RCHS Dr Ed Medicare	731.00	45.15	353.19	0.00	0.00	377.81
50E---	1700	2---	-- -----		3,858.00	45.15	353.19	0.00	0.00	3,504.81
50E010	1800	2120	00 000000	LLS Aide IMRF	2,200.00	0.00	0.00	0.00	0.00	2,200.00
50E010	1800	2130	00 000000	LLS AIDE FICA	88.00	0.00	0.00	0.00	0.00	88.00
50E010	1800	2140	00 000000	LLS Aide Med	21.00	0.00	10.22	0.00	0.00	10.78
50E---	1800	2---	-- -----		2,309.00	0.00	10.22	0.00	0.00	2,298.78
50E---	1---	----	-----		431,727.00	40,084.28	190,122.46	0.00	0.00	241,604.54
50E020	2120	2120	00 000000	RCES Guid IMRF	0.00	337.85	337.85	0.00	0.00	-337.85
50E050	2120	2120	00 000000	RCHS Guidance IMRF	3,475.00	420.70	1,962.24	0.00	0.00	1,512.76
50E500	2120	2120	00 500000		0.00	0.00	-0.01	0.00	0.00	0.01
50E020	2120	2130	00 000000	RCES Guid FICA	93.00	204.96	204.96	0.00	0.00	-111.96
50E050	2120	2130	00 000000	RCHS Guidance FICA	2,218.00	173.31	844.92	0.00	0.00	1,373.08
50E500	2120	2130	00 500000		0.00	0.00	-0.43	0.00	0.00	0.43
50E020	2120	2140	00 000000	RCES Guid Med	888.00	147.19	503.07	0.00	0.00	384.93
50E040	2120	2140	00 000000	RCMS Guid Medicare	1,395.00	155.95	591.71	0.00	0.00	803.29
50E050	2120	2140	00 000000	RCHS Guidance Medicare	2,252.00	314.14	1,448.07	0.00	0.00	803.93
50E470	2120	2140	00 470000	21st Century Med	25.00	0.00	0.00	0.00	0.00	25.00
50E500	2120	2140	00 500000		0.00	0.00	-0.11	0.00	0.00	0.11

				Account Level	2025-26	December 2025-26	2025-26	2025-26	Encumbered	2025-26
FDTLOC	FUNC	OBJ	SJ	Description	Budget	Monthly Activity	FYTD Activity	Batch Activity	Amount	Available Funds
50E---	2120	2---	--	-----	10,346.00	1,754.10	5,892.27	0.00	0.00	4,453.73
50E010	2130	2120	00	000000 District Nurse Aide IMRF	6,300.00	1,737.93	7,208.19	0.00	0.00	-908.19
50E320	2130	2120	00	320000	0.00	3.26	31.00	0.00	0.00	-31.00
50E010	2130	2130	00	000000 District Nurse FICA	6,988.00	1,301.18	4,675.78	0.00	0.00	2,312.22
50E320	2130	2130	00	320000	0.00	1.98	18.87	0.00	0.00	-18.87
50E010	2130	2140	00	000000 District Nurse Medicare	3,493.00	513.68	2,011.59	0.00	0.00	1,481.41
50E320	2130	2140	00	320000	0.00	0.46	4.41	0.00	0.00	-4.41
50E---	2130	2---	--	-----	16,781.00	3,558.49	13,949.84	0.00	0.00	2,831.16
50E140	2140	2130	00	140000	60.00	0.00	0.00	0.00	0.00	60.00
50E140	2140	2140	00	140000 Psychologist Med	14.00	0.00	0.00	0.00	0.00	14.00
50E---	2140	2---	--	-----	74.00	0.00	0.00	0.00	0.00	74.00
50E280	2150	2130	00	280000 District Speech FICA	13.00	0.00	0.00	0.00	0.00	13.00
50E280	2150	2140	00	280000 District Speech Medicare	4,495.00	458.27	2,194.37	0.00	0.00	2,300.63
50E---	2150	2---	--	-----	4,508.00	458.27	2,194.37	0.00	0.00	2,313.63
50E020	2190	2120	00	000000 RCES Supervision Aide IMRF	12,000.00	1,356.34	6,716.32	0.00	0.00	5,283.68
50E020	2190	2130	00	000000 RCES Supervision Aide FICA	6,944.00	877.31	4,232.87	0.00	0.00	2,711.13
50E040	2190	2130	00	000000	21.00	0.00	0.00	0.00	0.00	21.00
50E050	2190	2130	00	000000	131.00	0.00	0.00	0.00	0.00	131.00
50E020	2190	2140	00	000000 RCES Behavior Intervention Med	1,624.00	205.16	1,108.16	0.00	0.00	515.84
50E040	2190	2140	00	000000	5.00	0.00	0.00	0.00	0.00	5.00
50E050	2190	2140	00	000000	31.00	0.00	0.00	0.00	0.00	31.00
50E---	2190	2---	--	-----	20,756.00	2,438.81	12,057.35	0.00	0.00	8,698.65
50E110	2210	2120	00	110000 PreK Improv Instr IMRF	35.00	0.00	0.00	0.00	0.00	35.00
50E470	2210	2120	00	470000 21st Century IMRF	55.00	0.00	0.00	0.00	0.00	55.00
50E110	2210	2130	00	110000 Pre K Imp Inst FICA	35.00	0.00	0.00	0.00	0.00	35.00
50E470	2210	2130	00	470000 21st Century FICA	110.00	0.00	0.00	0.00	0.00	110.00
50E510	2210	2130	00	510000 At Risk Fica/NC	114.00	0.00	0.00	0.00	0.00	114.00
50E010	2210	2140	00	000000 Improv of Instru Dist Med	2,076.00	214.20	978.66	0.00	0.00	1,097.34
50E100	2210	2140	00	100000 Title I Improv Medicare	35.00	0.00	0.00	0.00	0.00	35.00
50E110	2210	2140	00	110000 PreK Improv Instr Med	0.00	-2.34	-2.34	0.00	0.00	2.34
50E330	2210	2140	00	330000 Title II Teach Medicare	35.00	0.00	0.00	0.00	0.00	35.00
50E343	2210	2140	00	000000 ESSER III Imp of Instr Med	400.00	0.00	0.00	0.00	0.00	400.00
50E470	2210	2140	00	470000 21st Century Med	55.00	0.00	0.00	0.00	0.00	55.00
50E480	2210	2140	00	480000 Ag 3 Circles Med	175.00	8.18	38.52	0.00	0.00	136.48
50E500	2210	2140	00	500000 Title I Med	0.00	108.06	324.18	0.00	0.00	-324.18
50E510	2210	2140	00	510000 At Risk Med	27.00	2.34	2.34	0.00	0.00	24.66
50E530	2210	2140	00	530000 Prior Yr Title II Med	0.00	0.00	4.53	0.00	0.00	-4.53
50E570	2210	2140	00	570000 Title IV Improv Instruc Med	100.00	0.00	0.00	0.00	0.00	100.00
50E---	2210	2---	--	-----	3,252.00	330.44	1,345.89	0.00	0.00	1,906.11
50E040	2220	2120	00	000000 RCMS IMC IMRF	0.00	156.59	731.26	0.00	0.00	-731.26

				Account Level	2025-26	December 2025-26	2025-26	2025-26	Encumbered	2025-26
FDTLOC	FUNC	OBJ	SJ	Description	Budget	Monthly Activity	FYTD Activity	Batch Activity	Amount	Available Funds
50E050	2220	2120	00 000000	RCHS IMC IMRF	440.00	156.57	731.19	0.00	0.00	-291.19
50E020	2220	2130	00 000000	RCES IMC FICA	39.00	0.00	0.00	0.00	0.00	39.00
50E040	2220	2130	00 000000	RCMS IMC FICA	876.00	98.16	458.41	0.00	0.00	417.59
50E050	2220	2130	00 000000	RCHS IMC FICA	899.00	98.15	458.37	0.00	0.00	440.63
50E020	2220	2140	00 000000	RCES IMC Medicare	909.00	88.18	393.10	0.00	0.00	515.90
50E040	2220	2140	00 000000	RCMS IMC Medicare	947.00	105.31	484.78	0.00	0.00	462.22
50E050	2220	2140	00 000000	RCHS IMC Medicare	1,301.00	143.65	659.06	0.00	0.00	641.94
50E---	2220	2---	-- -----		5,411.00	846.61	3,916.17	0.00	0.00	1,494.83
50E010	2310	2120	00 000000	BOE Treasure/Sec IMRF	950.00	0.00	0.00	0.00	0.00	950.00
50E010	2310	2130	00 000000	BOE Treasure/Sec FICA	550.00	0.00	0.00	0.00	0.00	550.00
50E010	2310	2140	00 000000	BOE Treas/Sec Med	110.00	0.00	0.00	0.00	0.00	110.00
50E---	2310	2---	-- -----		1,610.00	0.00	0.00	0.00	0.00	1,610.00
50E010	2320	2120	00 000000	Supt Office IMRF	5,800.00	756.10	3,362.15	0.00	0.00	2,437.85
50E010	2320	2130	00 000000	Supt Office FICA	3,954.00	473.99	2,107.53	0.00	0.00	1,846.47
50E010	2320	2140	00 000000	Supt Office Medicare	3,513.00	407.55	1,828.77	0.00	0.00	1,684.23
50E---	2320	2---	-- -----		13,267.00	1,637.64	7,298.45	0.00	0.00	5,968.55
50E010	2330	2120	00 000000	Asst Supt Sec IMRF	4,300.00	617.13	2,590.32	0.00	0.00	1,709.68
50E100	2330	2120	00 100000	Title I Admin IMRF	110.00	0.00	62.28	0.00	0.00	47.72
50E110	2330	2120	00 110000	PreK Administrative IMRF	0.00	0.00	327.45	0.00	0.00	-327.45
50E470	2330	2120	00 470000	21st Century IMRF	250.00	0.00	0.00	0.00	0.00	250.00
50E500	2330	2120	00 500000	Title I IMRF	0.00	71.28	217.79	0.00	0.00	-217.79
50E510	2330	2120	00 510000	PreK Admin IMRF Prior	0.00	292.05	975.81	0.00	0.00	-975.81
50E010	2330	2130	00 000000	Asst Supt Sec FICA	3,005.00	377.37	1,579.49	0.00	0.00	1,425.51
50E070	2330	2130	00 000000	21st Century FICA	10.00	0.00	0.00	0.00	0.00	10.00
50E100	2330	2130	00 100000	Title I Admin FICA	389.00	0.00	39.05	0.00	0.00	349.95
50E110	2330	2130	00 110000	PreK Administrative FICA	2,100.00	0.00	202.59	0.00	0.00	1,897.41
50E470	2330	2130	00 470000	21st Century FICA	145.00	0.00	0.00	0.00	0.00	145.00
50E500	2330	2130	00 500000	Title I FICA	41.00	44.69	136.54	0.00	0.00	-95.54
50E510	2330	2130	00 510000	PreK Admin FICA Prior	1,579.00	180.66	603.91	0.00	0.00	975.09
50E010	2330	2140	00 000000	Building & Grounds Dir Med	3,733.00	430.98	1,980.51	0.00	0.00	1,752.49
50E070	2330	2140	00 000000	21st Century Med	160.00	0.00	0.00	0.00	0.00	160.00
50E100	2330	2140	00 100000	Title I Adm Medicare	250.00	0.00	26.78	0.00	0.00	223.22
50E110	2330	2140	00 110000	PreK Adm Med	1,300.00	0.00	47.38	0.00	0.00	1,252.62
50E470	2330	2140	00 470000	21st Century Med	110.00	0.00	0.00	0.00	0.00	110.00
50E500	2330	2140	00 500000	Title I Med	10.00	28.09	84.86	0.00	0.00	-74.86
50E510	2330	2140	00 510000	PreK Admin Med	369.00	42.25	141.23	0.00	0.00	227.77
50E---	2330	2---	-- -----		17,861.00	2,084.50	9,015.99	0.00	0.00	8,845.01
50E110	2331	2120	00 110000	PI Sec IMRF	1,100.00	0.00	242.00	0.00	0.00	858.00
50E280	2331	2120	00 280000	Sp Ed Sec IMRF	3,700.00	336.71	1,981.27	0.00	0.00	1,718.73
50E510	2331	2120	00 510000	PI Adm Sec IMRF	0.00	125.16	418.19	0.00	0.00	-418.19

				Account Level	2025-26	December 2025-26	2025-26	2025-26	Encumbered	2025-26
FDTLOC	FUNC	OBJ	SJ	Description	Budget	Monthly Activity	FYTD Activity	Batch Activity	Amount	Available Funds
50E110	2331	2130	00 110000	PI Sec FICA	950.00	-0.01	149.69	0.00	0.00	800.31
50E280	2331	2130	00 280000	Sp Ed Sec FICA	2,200.00	207.18	1,212.60	0.00	0.00	987.40
50E510	2331	2130	00 510000	PI Adm Fica	677.00	77.44	258.86	0.00	0.00	418.14
50E110	2331	2140	00 110000	PI Sec Med	265.00	-0.01	35.01	0.00	0.00	229.99
50E280	2331	2140	00 280000	Sp Needs Dir Med	1,536.00	212.43	1,048.84	0.00	0.00	487.16
50E510	2331	2140	00 510000	Pre K Adm Sec Med	158.00	18.12	60.57	0.00	0.00	97.43
50E---	2331	2---	-- -----		10,586.00	977.02	5,407.03	0.00	0.00	5,178.97
50E015	2410	2120	00 000000	ELC Principal IMRF	510.00	0.00	0.00	0.00	0.00	510.00
50E020	2410	2120	00 000000	RCES Principal IMRF	11,000.00	1,572.58	6,997.96	0.00	0.00	4,002.04
50E040	2410	2120	00 000000	RCMS Principal IMRF	5,250.00	808.99	3,463.31	0.00	0.00	1,786.69
50E045	2410	2120	00 000000		0.00	425.60	1,387.04	0.00	0.00	-1,387.04
50E050	2410	2120	00 000000	RCHS Principal IMRF	12,600.00	1,243.66	5,642.96	0.00	0.00	6,957.04
50E015	2410	2130	00 000000	ELC Principal FICA	510.00	0.00	0.00	0.00	0.00	510.00
50E020	2410	2130	00 000000	RCES Principal FICA	9,925.00	1,186.77	4,647.86	0.00	0.00	5,277.14
50E040	2410	2130	00 000000	RCMS Principal FICA	3,883.00	497.04	2,145.58	0.00	0.00	1,737.42
50E045	2410	2130	00 000000		2,047.00	255.33	838.93	0.00	0.00	1,208.07
50E050	2410	2130	00 000000	RCHS Principal FICA	6,313.00	761.56	3,644.68	0.00	0.00	2,668.32
50E015	2410	2140	00 000000	ELC Principal Medicare	1,088.00	106.11	495.18	0.00	0.00	592.82
50E020	2410	2140	00 000000	RCES Principal Medicare	6,875.00	785.85	3,459.15	0.00	0.00	3,415.85
50E040	2410	2140	00 000000	RCMS Principal Medicare	3,902.00	452.63	2,050.84	0.00	0.00	1,851.16
50E045	2410	2140	00 000000		1,523.00	176.59	742.84	0.00	0.00	780.16
50E050	2410	2140	00 000000	RCHS Principal Medicare	4,449.00	509.84	2,400.55	0.00	0.00	2,048.45
50E---	2410	2---	-- -----		69,875.00	8,782.55	37,916.88	0.00	0.00	31,958.12
50E050	2490	2140	00 000000	RCHS Team leader Medicare	250.00	0.00	0.00	0.00	0.00	250.00
50E---	2490	2---	-- -----		250.00	0.00	0.00	0.00	0.00	250.00
50E010	2520	2120	00 000000	Fiscal Service IMRF	11,500.00	1,617.93	9,176.09	0.00	0.00	2,323.91
50E010	2520	2130	00 000000	Fiscal Services FICA	11,503.00	853.69	4,924.41	0.00	0.00	6,578.59
50E010	2520	2140	00 000000	Fiscal Serv Med	2,690.00	199.65	1,151.65	0.00	0.00	1,538.35
50E---	2520	2---	-- -----		25,693.00	2,671.27	15,252.15	0.00	0.00	10,440.85
50E015	2540	2120	00 000000	ELC Custodian IMRF	4,052.00	498.93	2,231.36	0.00	0.00	1,820.64
50E020	2540	2120	00 000000	RCES Cust IMRF	13,008.00	3,099.71	13,594.01	0.00	0.00	-586.01
50E040	2540	2120	00 000000	RCMS Custodial IMRF	4,362.00	2,072.86	9,288.51	0.00	0.00	-4,926.51
50E050	2540	2120	00 000000	RCHS Custodial IMRF	17,752.00	3,325.23	16,206.24	0.00	0.00	1,545.76
50E015	2540	2130	00 000000	ELC Custodian FICA	5,591.00	294.50	1,310.36	0.00	0.00	4,280.64
50E020	2540	2130	00 000000	RCES Cust FICA	16,512.00	1,826.35	7,929.90	0.00	0.00	8,582.10
50E040	2540	2130	00 000000	RCMS Custodial FICA	9,992.00	1,158.21	5,163.65	0.00	0.00	4,828.35
50E050	2540	2130	00 000000	RCHS Custodial FICA	27,522.00	2,058.75	9,978.01	0.00	0.00	17,543.99
50E015	2540	2140	00 000000	ELC Custodian Medicare	1,308.00	68.87	306.46	0.00	0.00	1,001.54
50E020	2540	2140	00 000000	RCES Cust Med	3,862.00	427.12	1,854.56	0.00	0.00	2,007.44
50E040	2540	2140	00 000000	RCMS Custodial Med	2,337.00	270.87	1,207.59	0.00	0.00	1,129.41

				Account Level	2025-26	December 2025-26	2025-26	2025-26	Encumbered	2025-26
FDTLOC	FUNC	OBJ	SJ	Description	Budget	Monthly Activity	FYTD Activity	Batch Activity	Amount	Available Funds
50E050	2540	2140	00 000000	RCHS Custodial Med	6,437.00	481.47	2,333.48	0.00	0.00	4,103.52
50E---	2540	2---	-- -----		112,735.00	15,582.87	71,404.13	0.00	0.00	41,330.87
50E010	2541	2120	00 000000	District Maint IMRF	7,800.00	1,253.79	5,400.90	0.00	0.00	2,399.10
50E010	2541	2130	00 000000	District Maint FICA	5,095.00	750.66	3,220.90	0.00	0.00	1,874.10
50E010	2541	2140	00 000000	District Maint Med	1,192.00	175.56	753.28	0.00	0.00	438.72
50E---	2541	2---	-- -----		14,087.00	2,180.01	9,375.08	0.00	0.00	4,711.92
50E010	2542	2120	00 000000	District Summer Maint IMRF	7,300.00	0.00	2,586.06	0.00	0.00	4,713.94
50E010	2542	2130	00 000000	District Summer Maint FICA	8,574.00	52.62	4,993.54	0.00	0.00	3,580.46
50E010	2542	2140	00 000000	District Summer Maint Med	2,005.00	12.31	1,167.86	0.00	0.00	837.14
50E---	2542	2---	-- -----		17,879.00	64.93	8,747.46	0.00	0.00	9,131.54
50E070	2550	2120	00 000000	21st Century Trans IMRF	750.00	0.00	0.00	0.00	0.00	750.00
50E080	2550	2120	00 000000	Trans IMRF	11,500.00	2,350.43	7,544.29	0.00	0.00	3,955.71
50E080	2550	2120	61 000000	Trans Reg Driver IMRF	44,000.00	6,481.74	25,687.72	0.00	0.00	18,312.28
50E080	2550	2120	70 000000	TRans Sec IMRF	12,600.00	1,671.22	7,956.57	0.00	0.00	4,643.43
50E100	2550	2120	00 100000	Summer School IMRF	110.00	0.00	0.00	0.00	0.00	110.00
50E110	2550	2120	00 110000	PreK Trans IMRF	8,000.00	-214.29	-8.43	0.00	0.00	8,008.43
50E470	2550	2120	00 470000	21st Century IMRF	1,700.00	0.00	0.00	0.00	0.00	1,700.00
50E510	2550	2120	00 510000	Prek Trans IMRF	0.00	1,283.85	3,701.30	0.00	0.00	-3,701.30
50E610	2550	2120	00 610000	Trans Voc Ed IMRF	6,600.00	0.00	0.00	0.00	0.00	6,600.00
50E620	2550	2120	00 620000	Trans Spec Ed IMRF	6,000.00	1,153.89	3,975.72	0.00	0.00	2,024.28
50E070	2550	2130	00 000000	21st Century Trans FICA	450.00	0.00	0.00	0.00	0.00	450.00
50E080	2550	2130	00 000000	Trans FICA	10,115.00	1,627.04	5,451.51	0.00	0.00	4,663.49
50E080	2550	2130	61 000000	TRANS Reg Driver FICA	20,153.00	3,850.17	14,867.70	0.00	0.00	5,285.30
50E080	2550	2130	70 000000	Trans Sec FICA	19,114.00	1,026.03	4,872.68	0.00	0.00	14,241.32
50E100	2550	2130	00 100000	Summer School FICA	110.00	0.00	0.00	0.00	0.00	110.00
50E110	2550	2130	00 110000	PreK Trans FICA	5,500.00	-133.80	5.57	0.00	0.00	5,494.43
50E470	2550	2130	00 470000	21st Century FICA	550.00	0.00	0.00	0.00	0.00	550.00
50E510	2550	2130	00 510000	Prek Trans FICA	8,643.00	742.22	2,117.57	0.00	0.00	6,525.43
50E610	2550	2130	00 610000	Trans Voc Ed FICA	5,500.00	0.00	0.00	0.00	0.00	5,500.00
50E620	2550	2130	00 620000	Trans Spec Ed FICA	6,854.00	644.57	2,309.80	0.00	0.00	4,544.20
50E070	2550	2140	00 000000	21st Century Trans Med	110.00	0.00	0.00	0.00	0.00	110.00
50E080	2550	2140	00 000000	Trans Medicare	2,366.00	379.95	1,283.56	0.00	0.00	1,082.44
50E080	2550	2140	61 000000	Trans Reg Driv Med	4,713.00	900.44	3,477.05	0.00	0.00	1,235.95
50E080	2550	2140	70 000000	Trans Sec Med	4,650.00	239.96	1,139.58	0.00	0.00	3,510.42
50E100	2550	2140	00 100000	Summer School MED	60.00	0.00	0.00	0.00	0.00	60.00
50E110	2550	2140	00 110000	PreK Trans Med	1,150.00	-31.29	1.30	0.00	0.00	1,148.70
50E470	2550	2140	00 470000	21st Century Trans Med	220.00	0.00	0.00	0.00	0.00	220.00
50E510	2550	2140	00 510000	Prek Tran Med	2,021.00	173.60	495.28	0.00	0.00	1,525.72
50E610	2550	2140	00 610000	Trans Voc Ed Med	1,100.00	0.00	0.00	0.00	0.00	1,100.00
50E620	2550	2140	00 620000	Trans Spec Ed Med	1,603.00	150.71	540.14	0.00	0.00	1,062.86

				Account Level	2025-26	December 2025-26	2025-26	2025-26	Encumbered	2025-26
FDTLOC	FUNC	OBJ	SJ	Description	Budget	Monthly Activity	FYTD Activity	Batch Activity	Amount	Available Funds
50E---	2550	2---	--	-----	186,242.00	22,296.44	85,418.91	0.00	0.00	100,823.09
50E070	2560	2120	00	000000	21st Century Food Serv IMRF	40.00	0.00	0.00	0.00	40.00
50E420	2560	2120	00	420000	Food Service IMRF	9,082.00	5,784.35	24,175.43	0.00	-15,093.43
50E470	2560	2120	00	470000	21st Century Food Serv IMRF	775.00	0.00	0.00	0.00	775.00
50E070	2560	2130	00	000000	21st Century Food Serv FICA	10.00	0.00	0.00	0.00	10.00
50E420	2560	2130	00	420000	Food Service FICA	31,108.00	3,495.51	14,326.21	0.00	16,781.79
50E470	2560	2130	00	470000	21st Century Food Serv FICA	775.00	0.00	0.00	0.00	775.00
50E420	2560	2140	00	420000	Food Serv Med	7,275.00	817.49	3,350.39	0.00	3,924.61
50E470	2560	2140	00	470000	21st Century Food Serv Med	90.00	0.00	0.00	0.00	90.00
50E---	2560	2---	--	-----	49,155.00	10,097.35	41,852.03	0.00	0.00	7,302.97
50E470	2620	2120	00	470000	21st Century Eval IMRF	80.00	0.00	0.00	0.00	80.00
50E470	2620	2130	00	470000	21st Century Eval FICA	25.00	0.00	0.00	0.00	25.00
50E470	2620	2140	00	470000	21st Century Plan/Research Med	25.00	0.00	0.00	0.00	25.00
50E---	2620	2---	--	-----	130.00	0.00	0.00	0.00	0.00	130.00
50E010	2660	2120	00	000000	District Comp Tech IMRF	23,000.00	2,968.26	14,410.30	0.00	8,589.70
50E010	2660	2130	00	000000	District Comp Tech FICA	16,315.00	1,689.22	8,148.33	0.00	8,166.67
50E010	2660	2140	00	000000	District Comp Tech Medicare	3,816.00	395.06	1,907.96	0.00	1,908.04
50E---	2660	2---	--	-----	43,131.00	5,052.54	24,466.59	0.00	0.00	18,664.41
50E070	2900	2120	00	000000	21st Century IMRF	0.00	0.00	1.61	0.00	-1.61
50E470	2900	2120	00	470000	21st Century Other IMRF	950.00	0.00	0.00	0.00	950.00
50E040	2900	2130	00	000000		146.00	0.00	0.00	0.00	146.00
50E050	2900	2130	00	000000		146.00	0.00	0.00	0.00	146.00
50E070	2900	2130	00	000000	21st Century FICA	0.00	0.00	1.01	0.00	-1.01
50E470	2900	2130	00	470000	21st Century Other FICA	550.00	0.00	0.00	0.00	550.00
50E020	2900	2140	00	000000	ES Team Leader Medicare	245.00	28.50	144.77	0.00	100.23
50E040	2900	2140	00	000000	MS Team Leader Medicare	249.00	20.33	94.00	0.00	155.00
50E050	2900	2140	00	000000	HS Team Leader Medicare	316.00	29.24	145.70	0.00	170.30
50E070	2900	2140	00	000000	21st Century Med	0.00	0.00	0.24	0.00	-0.24
50E470	2900	2140	00	470000	21st Century Med	440.00	0.00	0.00	0.00	440.00
50E---	2900	2---	--	-----	3,042.00	78.07	387.33	0.00	0.00	2,654.67
50E---	2---	----	--	-----	626,671.00	80,891.91	355,897.92	0.00	0.00	270,773.08
50E110	3000	2120	00	110000	Pre K Babysit IMRF	5,800.00	0.00	1,110.04	0.00	4,689.96
50E510	3000	2120	00	510000	PreK 0-3 Comm Serv IMRF	0.00	1,707.83	1,720.36	0.00	-1,720.36
50E100	3000	2130	00	100000	Title I Pnt Inl Sec FICA	0.00	0.00	49.62	0.00	-49.62
50E110	3000	2130	00	110000	Pre K FICA	3,400.00	0.00	682.99	0.00	2,717.01
50E150	3000	2130	00	150000		489.00	0.00	0.00	0.00	489.00
50E500	3000	2130	00	500000	Title I Pnt Inl FICA Pr	686.00	117.66	173.41	0.00	512.59
50E510	3000	2130	00	510000	PreK 0-3 FICA	2,283.00	1,049.83	1,057.69	0.00	1,225.31
50E100	3000	2140	00	100000	Title I Pnt Inl Medicare	0.00	0.00	11.60	0.00	-11.60
50E110	3000	2140	00	110000	PreK 0-3 Teach Medicare	3,100.00	0.00	543.71	0.00	2,556.29

				Account Level	2025-26	December 2025-26	2025-26	2025-26	Encumbered	2025-26
FDTLOC	FUNC	OBJ	SJ	Description	Budget	Monthly Activity	FYTD Activity	Batch Activity	Amount	Available Funds
50E150	3000	2140	00	150000	114.00	0.00	0.00	0.00	0.00	114.00
50E500	3000	2140	00	500000	160.00	27.51	40.55	0.00	0.00	119.45
50E510	3000	2140	00	510000	2,590.00	483.99	963.19	0.00	0.00	1,626.81
50E---	3000	2---	--	-----	18,622.00	3,386.82	6,353.16	0.00	0.00	12,268.84
50E110	3002	2120	00	110000	110.00	0.00	0.00	0.00	0.00	110.00
50E510	3002	2120	00	510000	0.00	0.00	31.64	0.00	0.00	-31.64
50E110	3002	2130	00	110000	60.00	0.00	11.77	0.00	0.00	48.23
50E510	3002	2130	00	510000	1,064.00	45.00	180.96	0.00	0.00	883.04
50E110	3002	2140	00	110000	625.00	0.00	15.55	0.00	0.00	609.45
50E510	3002	2140	00	510000	249.00	10.53	47.46	0.00	0.00	201.54
50E---	3002	2---	--	-----	2,108.00	55.53	287.38	0.00	0.00	1,820.62
50E100	3700	2130	00	100000	575.00	6.98	378.52	0.00	0.00	196.48
50E150	3700	2130	00	150000	0.00	101.19	217.32	0.00	0.00	-217.32
50E330	3700	2130	00	330000	240.00	0.00	0.00	0.00	0.00	240.00
50E500	3700	2130	00	500000	809.00	76.82	175.63	0.00	0.00	633.37
50E100	3700	2140	00	100000	145.00	1.63	88.56	0.00	0.00	56.44
50E150	3700	2140	00	150000	778.00	103.08	373.37	0.00	0.00	404.63
50E330	3700	2140	00	330000	15.00	0.00	0.00	0.00	0.00	15.00
50E500	3700	2140	00	500000	189.00	18.00	41.11	0.00	0.00	147.89
50E---	3700	2---	--	-----	2,751.00	307.70	1,274.51	0.00	0.00	1,476.49
50E---	3---	----	--	-----	23,481.00	3,750.05	7,915.05	0.00	0.00	15,565.95
5-E---	----	-----	--	-----	1,081,879.00	124,726.24	553,935.43	0.00	0.00	527,943.57
60E010	2530	3190	00	000000	500,000.00	297,618.90	433,798.94	749.54	0.00	65,451.52
60E---	2530	3---	--	-----	500,000.00	297,618.90	433,798.94	749.54	0.00	65,451.52
60E010	2530	4100	00	000000	40,000.00	0.00	41,162.18	0.00	0.00	-1,162.18
60E---	2530	4---	--	-----	40,000.00	0.00	41,162.18	0.00	0.00	-1,162.18
60E010	2530	5500	00	000000	100,000.00	0.00	0.00	0.00	0.00	100,000.00
60E---	2530	5---	--	-----	100,000.00	0.00	0.00	0.00	0.00	100,000.00
60E---	2---	----	--	-----	640,000.00	297,618.90	474,961.12	749.54	0.00	164,289.34
6-E---	----	-----	--	-----	640,000.00	297,618.90	474,961.12	749.54	0.00	164,289.34
80E320	1100	1100	00	320000	104,976.00	0.00	0.00	0.00	0.00	104,976.00
80E---	1100	1---	--	-----	104,976.00	0.00	0.00	0.00	0.00	104,976.00
80E320	1400	1100	00	320000	74,293.00	0.00	0.00	0.00	0.00	74,293.00
80E---	1400	1---	--	-----	74,293.00	0.00	0.00	0.00	0.00	74,293.00
80E---	1---	----	--	-----	179,269.00	0.00	0.00	0.00	0.00	179,269.00
80E320	2130	1100	00	320000	179,914.00	33.00	313.50	0.00	0.00	179,600.50
80E---	2130	1---	--	-----	179,914.00	33.00	313.50	0.00	0.00	179,600.50
80E320	2130	4100	00	320000	7,000.00	562.16	5,042.56	0.00	477.09	1,480.35
80E---	2130	4---	--	-----	7,000.00	562.16	5,042.56	0.00	477.09	1,480.35
80E320	2190	1110	00	320000	42,000.00	0.00	0.00	0.00	0.00	42,000.00

Account Level				2025-26	December 2025-26	2025-26	2025-26	Encumbered	2025-26	
FDTLOC	FUNC	OBJ	SJ	Description	Budget	Monthly Activity	FYTD Activity	Batch Activity	Amount	Available Funds
80E---	2190	1---	--	-----	42,000.00	0.00	0.00	0.00	0.00	42,000.00
80E320	2320	1100	00	320000 Tort Supt Salary	8,925.00	0.00	0.00	0.00	0.00	8,925.00
80E---	2320	1---	--	-----	8,925.00	0.00	0.00	0.00	0.00	8,925.00
80E320	2330	1100	00	320000 Tort Asst Supt Salary	20,900.00	0.00	0.00	0.00	0.00	20,900.00
80E---	2330	1---	--	-----	20,900.00	0.00	0.00	0.00	0.00	20,900.00
80E320	2365	3190	00	320000 Bush/Nav/ISCOR/Alice/SRO/Lega	350,000.00	18,491.26	135,396.44	463.00	0.00	214,140.56
80E320	2365	3800	00	320000 Tort WC Ins and all other ins	489,000.00	0.00	410,169.97	0.00	0.00	78,830.03
80E320	2365	3810	00	320000 Unemployment Ins	10,000.00	0.00	0.00	0.00	0.00	10,000.00
80E---	2365	3---	--	-----	849,000.00	18,491.26	545,566.41	463.00	0.00	302,970.59
80E320	2365	4100	00	320000 Tort Risk Mngmnt Supplies	2,000.00	0.00	1,237.29	0.00	0.00	762.71
80E---	2365	4---	--	-----	2,000.00	0.00	1,237.29	0.00	0.00	762.71
80E320	2365	5500	00	320000 Tort Equipment	0.00	0.00	1,806.42	0.00	0.00	-1,806.42
80E---	2365	5---	--	-----	0.00	0.00	1,806.42	0.00	0.00	-1,806.42
80E320	2410	1100	00	320000 Tort Principal Salaries	80,048.00	0.00	0.00	0.00	0.00	80,048.00
80E---	2410	1---	--	-----	80,048.00	0.00	0.00	0.00	0.00	80,048.00
80E320	2540	1110	00	320000 Tort Custodian Salaries	179,962.00	0.00	0.00	0.00	0.00	179,962.00
80E---	2540	1---	--	-----	179,962.00	0.00	0.00	0.00	0.00	179,962.00
80E320	2550	1110	00	320000 Tort Transportation Salaries	131,250.00	0.00	0.00	0.00	0.00	131,250.00
80E---	2550	1---	--	-----	131,250.00	0.00	0.00	0.00	0.00	131,250.00
80E320	2560	1110	00	320000 Tort Food Serv Salaries	24,603.00	0.00	0.00	0.00	0.00	24,603.00
80E---	2560	1---	--	-----	24,603.00	0.00	0.00	0.00	0.00	24,603.00
80E---	2---	----	--	-----	1,525,602.00	19,086.42	553,966.18	463.00	477.09	970,695.73
80E320	4120	3190	00	320000 Tort SESE Administration	22,808.00	0.00	0.00	0.00	0.00	22,808.00
80E---	4120	3---	--	-----	22,808.00	0.00	0.00	0.00	0.00	22,808.00
80E---	4---	----	--	-----	22,808.00	0.00	0.00	0.00	0.00	22,808.00
8-E---	----	----	--	-----	1,727,679.00	19,086.42	553,966.18	463.00	477.09	1,172,772.73
90E010	2530	3190	00	000000 L/S Purchases Services	50,000.00	705.00	12,862.86	6,550.00	0.00	30,587.14
90E---	2530	3---	--	-----	50,000.00	705.00	12,862.86	6,550.00	0.00	30,587.14
90E010	2530	4100	00	000000 L/S Supplies	10,000.00	0.00	4,558.11	300.00	0.00	5,141.89
90E---	2530	4---	--	-----	10,000.00	0.00	4,558.11	300.00	0.00	5,141.89
90E010	2530	5500	00	000000 L/S Equipment	15,000.00	10,198.00	15,008.00	0.00	0.00	-8.00
90E---	2530	5---	--	-----	15,000.00	10,198.00	15,008.00	0.00	0.00	-8.00
90E---	2---	----	--	-----	75,000.00	10,903.00	32,428.97	6,850.00	0.00	35,721.03
9-E---	----	----	--	-----	75,000.00	10,903.00	32,428.97	6,850.00	0.00	35,721.03
--E---	----	----	--	-----	35,962,337.00	3,960,625.22	19,256,138.80	233,704.79	112,269.35	16,360,224.06
Grand Revenue Totals					36,006,278.00	2,133,884.94	24,597,926.64	112.50	0.00	11,408,238.86
Grand Expense Totals					35,962,337.00	3,960,625.22	19,256,138.80	233,704.79	112,269.35	16,360,224.06
Grand Totals					43,941.00	1,826,740.28	5,341,787.84	233,592.29	112,269.35	4,951,985.20
					Profit	Loss	Profit	Loss	Loss	Loss

				Account Level	2025-26	December	2025-26	2025-26	2025-26	Encumbered	2025-26
FDTLOC	FUNC	OBJ	SJ	Description	Budget	Monthly Activity	FYTD Activity	Batch Activity	Amount	Available Funds	
Number of Accounts:				1397							

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

Richland County Community Unit #1 Certificates of Deposit

Date Invested	EOM Total	Date Due	APY Rate	Monthly Interest
				-
Total	-			-

FY2019

Month Earned	Date Rcvd	1% Sales Tax	Running Total
Jul	Oct	101,041.55	101,041.55
Aug	Nov	126,386.96	227,428.51
Sep	Dec	111,016.23	338,444.74
Oct	Jan	112,226.24	450,670.98
Nov	Feb	113,308.88	563,979.86
Dec	Mar	119,079.73	683,059.59
Jan	Apr	89,472.58	772,532.17
Feb	May	87,504.12	860,036.29
Mar	Jun	106,035.53	966,071.82
Apr	Jul	108,168.52	1,074,240.34
May	Aug	111,535.35	1,185,775.69
Jun	Sep	113,928.45	1,299,704.14

FY2020

1% Sales Tax	Running Total
107,430.15	107,430.15
106,243.79	213,673.94
105,609.04	319,282.98
109,937.97	429,220.95
107,184.55	536,405.50
119,950.89	656,356.39
92,802.02	749,158.41
83,533.71	832,692.12
95,636.77	928,328.89
104,688.17	1,033,017.06
116,066.20	1,149,083.26
119,945.69	1,269,028.95

FY2021

1% Sales Tax	Running Total
109,148.91	109,148.91
106,834.64	215,983.55
111,730.32	327,713.87
112,797.75	440,511.62
108,456.75	548,968.37
128,494.78	677,463.15
117,318.53	794,781.68
100,894.34	895,676.02
151,720.13	1,047,396.15
137,899.08	1,185,295.23
141,386.88	1,326,682.11
146,876.31	1,473,558.42

FY2022

1% Sales Tax	Running Total
130,971.98	130,971.98
139,607.27	270,579.25
140,558.39	411,137.64
141,901.46	553,039.10
146,360.62	699,399.72
167,303.75	866,703.47
121,234.79	987,938.26
113,565.12	1,101,503.38
158,137.16	1,259,640.54
146,646.61	1,406,287.15
166,258.67	1,572,545.82
174,596.01	1,747,141.83

FY2023

Month Earned	Date Rcvd	1% Sales Tax	Running Total
Jul	Oct	179,251.46	179,251.46
Aug	Nov	150,231.38	329,482.84
Sep	Dec	149,275.57	478,758.41
Oct	Jan	168,212.99	646,971.40
Nov	Feb	160,559.34	807,530.74
Dec	Mar	174,650.00	982,180.74
Jan	Apr	122,190.93	1,104,371.67
Feb	May	128,347.34	1,232,719.01
Mar	Jun	150,608.77	1,383,327.78
Apr	Jul	140,372.06	1,523,699.84
May	Aug	170,573.35	1,694,273.19
Jun	Sep	153,949.10	1,848,222.29

FY2024

1% Sales Tax	Running Total
142,891.15	142,891.15
156,472.18	299,363.33
150,994.73	450,358.06
170,731.61	621,089.67
153,781.16	774,870.83
163,862.51	938,733.34
138,946.55	1,077,679.89
124,306.83	1,201,986.72
158,646.96	1,360,633.68
147,763.00	1,508,396.68
160,395.34	1,668,792.02
155,790.00	1,824,582.02

FY2025

1% Sales Tax	Running Total
136,480.56	136,480.56
145,407.92	281,888.48
171,417.35	453,305.83
157,361.81	610,667.64
154,571.06	765,238.70
174,885.00	940,123.70
142,173.10	1,082,296.80
148,880.99	1,231,177.79
179,544.21	1,410,722.00
177,243.21	1,587,965.21
208,918.88	1,796,884.09
191,359.47	1,988,243.56

FY2026[illegible]

Richland County Community Unit School District #1

State Money Pending

FY26

Program		Date of Voucher
St Aide-3001		
Special Ed Priv Facility-3100 *	\$11,500.13	12/22/2025
Special Ed Personnel-3110 *		
Special Ed X-Ordinary-3105 *		
Special Ed Orphan -3120	\$23,515.17	12/22/2025
Special Ed Summer School -3145		
Ag Ed-3235	\$2,634.00	1/7/2026
State Lunch/Breakfast-3360	\$1,451.32	12/16/2025 1/13/2026
Driver's Ed-3370		
Transportation Regular-3500 *	\$143,613.67	12/22/2025
Transportation Spec Ed-3510 *	\$60,132.85	12/22/2025
TAOEP 3695		
Early Childhood-3705	\$148,314.00	12/24/2025 1/7/2026
Fine Arts Grant-3962		
Other State -PSAT 3999		
Federal Lunch 4210	\$59,066.32	1/13/2026
Federal Milk 4215		
Federal Bfast 4220	\$15,492.00	1/13/2026
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	\$2,453.00	1/7/2026
SESE Flow Thru 4620	\$54,030.00	1/7/2026
Fed Room/Board 4625		
Rural Ed Grant-4107		
Other Fed Program/ESSER-DE(21)		
Other Fed Program/ESSER- 4998		
Other Fed Program/ESSER-E2 4998		
Other Fed Program/ESSER-E3 4998		
Other Fed Program/D24999		
Other Fed Program/PS-ID		
Other Fed Program/HL		
* is M-CATS (Mandated Catagoricals-Qtrly)		
Grand Total	\$522,202.46	\$522,202.46
1/14/2026		

**

\$215,246.65

FY26 Original Budget					
Fund	Fund Balance July 1, 2025	FY26 Revenue	FY26 Expenditures	Fund Balance July 1, 2026	Difference
10-Education*	\$25,768,189.00	\$26,830,026.00	\$27,489,927.00	\$25,108,288.00	-\$659,901.00
20-Operations & Maintenance**	\$2,997,941.00	\$1,902,000.00	\$1,874,959.00	\$3,024,982.00	\$27,041.00
30-Debt Service	\$257,114.00	\$2,871,769.00	\$2,831,140.00	\$297,743.00	\$40,629.00
40-Transportation***	\$953,209.00	\$1,552,700.00	\$1,544,989.00	\$960,920.00	\$7,711.00
50-IMRF/SS	\$806,282.00	\$1,083,050.00	\$1,081,989.00	\$807,343.00	\$1,061.00
60-Capital Projects****	\$1,029,516.00	\$865,000.00	\$840,000.00	\$1,054,516.00	\$25,000.00
70-Working Cash	\$1,410,650.00	\$217,170.00	\$0.00	\$1,627,820.00	\$217,170.00
80-Tort Immunity	\$13,753.00	\$1,728,400.00	\$1,727,679.00	\$14,474.00	\$721.00
90-Fire Prevention & Safety	\$213,878.00	\$177,170.00	\$75,000.00	\$316,048.00	\$102,170.00
					\$0.00
Total	\$33,450,532.00	\$37,227,285.00	\$37,465,683.00	\$33,212,134.00	-\$238,398.00
Current Revenue/Expenditure Compared to Budgeted					
Fund	Current Revenue	% Compared to Budget	Current Expenditure	% Compared to Budget	
10-Education	\$14,528,712.56	54.15%	\$13,767,025.83	50.08%	
20-Operations & Maintenance	\$1,805,486.26	94.93%	\$849,837.34	45.33%	
30-Debt Service	\$2,872,195.57	100.01%	\$2,291,546.88	80.94%	
40-Transportation	\$951,946.57	61.31%	\$737,894.53	47.76%	
50-IMRF/SS	\$1,089,725.06	100.62%	\$553,935.43	51.20%	
60-Capital Projects	\$1,258,382.85	145.48%	\$474,961.12	56.54%	
70-Working Cash	\$205,536.92	94.64%	\$0.00	100%	
80-Tort Immunity	\$1,707,404.12	98.79%	\$553,966.18	32.06%	
90-Fire Prevention & Safety	\$178,424.23	100.71%	\$32,428.97	43.24%	
	\$24,597,814.14		\$19,261,596.28		
Total All Fund Comparison					
	Total Revenue Compared to Budget	Total Expenditure Compared to Budget			
Total for All Funds	66.07%	51.41%			

Richland County Community Unit School District No. 1



State of the District Report
2026

www.rccul.net

RCCU 1 Annual State of the District Report

January 15, 2026

Introduction

Each January since 2003, the Richland County School District has created an annual State of the District Report to communicate with the Board of Education the state of education in the district. This communication typically includes an assortment of student data, specific initiatives in the different schools, financial data for the District, and much more.

This year's report includes a review of 2025 accomplishments and a snapshot of what is planned for 2026.

Review of 2025

The 2025 calendar year was a year of many positive changes and outcomes for RCCU#1. Those changes came in a variety of ways and forms. Some of those areas included academic awards, curriculum changes, the addition of new staff positions and programs, and facility improvements.

Academic Programs

- The district created advanced coursework opportunities within Richland County Middle School for students who are excelling at higher rates and needed to be challenged academically. These opportunities began at the 7th-grade level in 2025 and will continue into 8th grade in 2026.
- The district officially opened the Rise Up alternative education facility which serves up to 30 students who need alternative programming in order to find academic success.
- Richland County High School began the process of replacing their Math curriculum which has been in place for many years. As part of the process, RCHS will return to a traditional program after using an integrated approach for years.
- Richland County Middle School saw the implementation of TCI Social Studies curriculum in the fall. They had previously used a wide variety of curricular sources for their classes. This change has allowed them to truly scaffold the learning of their students.
- The Social Science Department at Richland County High School adopted new curriculum after using their previous curriculum for over 15 years. The new curriculum allows for a strong vertical alignment with what is happening at Richland County Middle School.
- Richland County Elementary School began its second year using the CKLA language arts curriculum with the Dibels Reading Intervention Program. They have seen great growth through the use of this program and even began adding Skills from CKLA at the 3rd grade level.
- With the change by the Illinois State Board of Education to move from the SAT to the ACT as the standardized test for high school students, Richland County High School teachers and district staff have undergone significant professional development. The district's curriculum director, academic coaches and some members of core subject area have participated in ACT Mastery Courses to better understand what students will experience and need to know before taking this new assessment.

The Addition of New Positions and Programs

- Richland County Middle School added a second school counselor. This will provide one counselor for approximately every 225 students. This will be a major improvement from the current one counselor for every 450 students.
- Richland County CUSD #1 implemented a structured mentoring program for our first and second year teachers in the district. This program allows for new teachers to have an experienced mentor to rely on for assistance and guidance throughout the year. There are currently 49 new staff members involved in the program.
- Richland County CUSD #1 implemented another component of its communications plan through the development of a quarterly newsletter that is mailed directly to the homes of every resident that lives within RCCU #1 boundaries. This newsletter aids the district in spreading the news of what is happening throughout the district in a different manner than just through social media.
- Richland County CUSD #1 implemented the Raptor security system in 2025 equipping every employee with a safety badge for better communication, a visitor admission system that allows better screening of guests and a district wide notification system in the case of emergencies.

Facility Improvements

- Richland County Elementary School saw the installation of a new playground system. The new system replaced the original system that was installed 26 years ago.
- Richland County Middle School underwent phase 2 of the lighting project started in 2024. This phase finished the first floor and made the building considerably brighter while improving electrical efficiency.
- Richland County Community Unit #1 began the process of replacing the mechanical automation control systems at RCES and RCMS. The system at RCES was replaced first and the building has seen a drastic improvement in temperature control, electrical efficiency and a more comfortable learning environment.
- Richland County Middle School started to receive a playground overhaul in 2025. The old tennis courts and basketball courts were resurfaced into eight pickleball courts and three basketball courts, two gaga ball pits and a nine square play area. This project was started in the fall of 2025 and will see completion in the spring of 2026.
- The Board of Education selected GEO Surfaces as the contractor for the new athletic complex and selected an overall design for the facility. In December, GEO Surfaces began demolition and the process of preparing the site for our new fields.
- Richland County Community Unit #1 began work to design a lighting upgrade project at Richland County Elementary School similar to the one being completed at RCMS. RCES is the last school building in the district still using fluorescent light bulbs.

What has us excited about 2026?

The 2026 calendar year brings a great deal of excitement to Richland County Community Unit #1 as we continue to build upon the growth and momentum of our district. RCCU #1 has a long-standing tradition of academic excellence and strong extracurricular programs, and the year ahead reflects our commitment to that legacy. In 2026, we will see continued expansion of academic offerings, the addition of new staff, and ongoing improvements to district facilities. As a progressive district, RCCU #1 remains dedicated to seeking new opportunities that enhance the experiences and expand the possibilities available to our students and staff.

Academic Programs

- Richland County Elementary School will begin to build out a more detailed and structured Math Intervention program. This will allow students to receive more strategic interventions to directly impact areas of weakness and specific skill sets.
- Richland County Elementary School will also see more focus on Math core work in the areas of hands-on learning through the use of a centers approach. This will allow more discovery in the learning process and greater opportunity for differentiation.
- Richland County Middle School will be looking to incorporate more Career and Technical Education opportunities through the use of the PACE Framework and a Family and Career Services class.
- Richland County Middle School will also be implementing a new Reading Intervention program as a way of continuing the support for students who struggle in this area. This will align vertically to what is already happening at RCES.
- Richland County High School will be implementing their new Math curriculum moving back to an Algebra, Geometry, Algebra II format. This will also align vertically with the advanced coursework happening at RCMS.

The Addition of New Positions

- Richland County CUSD #1 will be partnering with the Richland County Sheriff's Department to add a third School Resource Officer. This will allow the district to have a full-time officer at all three of the large campuses.
- Richland County High School is looking to add a part-time construction teacher to head up the newly designed construction trades program.

Facility Improvements

- RCCU #1 will see the completion of the Athletic Complex project and the impact that it will start to have on the school and community.
- Richland County High School and Middle School will have solar arrays installed on their rooftops. This will allow the district to produce approximately half the electricity currently being consumed by each of these facilities. That is a significant savings each year and especially over time.

- Richland County Elementary School will also see the design and installation of a new canopy for the parent pick up/drop off areas. This canopy is needed to keep our students out of the weather as much as possible while waiting to be picked up.
- Richland County Middle School started to receive a playground overhaul in 2025. The old tennis courts and basketball courts were resurfaced into eight pickle ball courts and three basketball courts, two gaga ball pits and a nine square play area. This project was started in the fall of 2025 and will see completion in the spring of 2026.
- Richland County Community Unit #1 will begin the process of replacing the mechanical automation control system at RCMS. The replacement of this system will allow for better control of the educational environment and ultimately a more comfortable learning environment.
- Richland County CUSD #1 will be finalizing the athletic buildings that will be built as part of the overall facility plan at Richland County High School. One building will be located on the north side of the high school and located within the athletic complex. The other will be located on the south side of the high school.

In closing, Richland County Community Unit #1 remains steadfast in its commitment to academic excellence and continuous growth that positively impacts both students and staff. Our district is strengthened by the dedication and talent of our teachers, support staff, and administrators who collaboratively design, develop, and lead initiatives that foster an exceptional educational environment across downstate Illinois. The progress achieved in recent years, along with the work planned for 2026 and beyond, reflects our ongoing commitment to our students and community by providing high-quality academic and extracurricular experiences that prepare learners with the skills, knowledge, and adaptability needed to thrive as productive citizens in an ever-changing society.

MINUTES of a regular public meeting of the Board of Education of Community Unit School District Number 1, Richland, Wayne, Jasper, Clay and Lawrence Counties, Illinois, held at the Richland County High School, 1200 East Laurel Street, Olney, Illinois, in said School District at 6:00 o'clock P.M., on the 15th day of January, 2026.

* * *

The meeting was called to order by the President, and upon the roll being called, Scott Snyder, the President, and the following members were physically present at said location:

The following members were allowed by a majority of the members of the Board of Education in accordance with and to the extent allowed by rules adopted by the Board of Education to attend the meeting by video or audio conference: _____

No member was not permitted to attend the meeting by video or audio conference.

The following members were absent and did not participate in the meeting in any manner or to any extent whatsoever: _____

The President announced that in view of the need to (a) alter, repair and equip school buildings and facilities and improve school sites and (b) refund outstanding obligations of the District, the Board of Education would consider the adoption of a resolution authorizing the issuance of General Obligation School Bonds (Alternate Revenue Source) and directing the publication of a notice setting forth the determination of the Board to issue such bonds.

Whereupon Member _____ presented and the Secretary read by title a resolution as follows, a copy of which was provided to each member of the Board of Education prior to said meeting and to everyone in attendance at said meeting who requested a copy:

**NOTICE OF INTENT TO ISSUE BONDS
AND RIGHT TO FILE PETITION**

Notice is hereby given that pursuant to a resolution adopted on the 15th day of January, 2026 (the "*Resolution*"), Community Unit School District Number 1, Richland, Wayne, Jasper, Clay and Lawrence Counties, Illinois (the "*District*"), intends to issue General Obligation School Bonds (Alternate Revenue Source) (the "*Bonds*") in an aggregate principal amount not to exceed (a) \$9,000,000 for the purpose of altering, repairing and equipping school buildings and facilities and improving school sites (the "*Project Bonds*"), and (b) \$12,000,000 for the purpose of refunding outstanding obligations of the District (the "*Refunding Bonds*" and, together with the Project Bonds, the "*Bonds*"). The Bonds will be payable from (i) collections distributed to the District from those taxes imposed in The Counties of Richland, Jasper and Lawrence, Illinois, pursuant to the County School Facility Occupation Tax Law of the State of Illinois, as amended, and (ii) corporate personal property replacement taxes paid to the District by the State of Illinois and lawfully available for such purpose. If such revenue sources are insufficient to pay the Bonds, ad valorem property taxes upon all taxable property in the District without limitation as to rate or amount are authorized to be extended to pay the principal of and interest on the Bonds. A complete copy of the Resolution follows this notice.

Notice is hereby further given that a petition signed by 843 or more electors of the District, said number of electors being equal to the greater of (i) 7.5% of the number of registered voters in the District or (ii) 200 of those registered voters or 15% of those registered voters, whichever is less, may be submitted to the Secretary of the Board of Education of the District (the "*Secretary*") within thirty (30) days of publication of this notice and the Resolution asking that the question of the issuance of the Project Bonds be submitted to referendum. If such petition is filed with the Secretary within thirty (30) days after the date of publication of this notice, an election on the proposition to issue said bonds shall be held on the 3rd day of November, 2026. The Circuit Court may declare that an emergency referendum should be held prior to said election date pursuant to the provisions of Section 2A-1.4 of the Election Code of the State of Illinois, as amended (the "*Election Code*"). If no such petition is filed within said thirty (30) day period, then the District shall thereafter be authorized to issue the Project Bonds for the purpose hereinabove provided.

Notice is hereby further given that a petition signed by 843 or more electors of the District, said number of electors being equal to the greater of (i) 7.5% of the number of registered voters in the District or (ii) 200 of those registered voters or 15% of those registered voters, whichever is less, may be submitted to the Secretary within thirty (30) days of publication of this notice and the Resolution asking that the question of the issuance of the Refunding Bonds be submitted to referendum. If such petition is filed with the Secretary within thirty (30) days after the date of publication of this notice, an election on the proposition to issue said bonds shall be held on the 3rd day of November, 2026. The Circuit Court may declare that an emergency referendum should be held prior to said election date pursuant to the provisions of Section 2A-1.4 of the Election Code. If no such petition is filed within said thirty (30) day period, then the District shall thereafter be authorized to issue the Refunding Bonds for the purpose hereinabove provided.

By order of the Board of Education of the District.

DATED this 15th day of January, 2026.

Cindy Lockley
Secretary, Board of Education,
Community Unit School District Number 1,
Richland, Wayne, Jasper, Clay and Lawrence
Counties, Illinois

RESOLUTION authorizing the issuance of General Obligation School Bonds (Alternate Revenue Source) of Community Unit School District Number 1, Richland, Wayne, Jasper, Clay and Lawrence Counties, Illinois, in an aggregate principal amount not to exceed \$9,000,000 for the purpose of altering, repairing and equipping school buildings and facilities and improving school sites and in an aggregate principal amount not to exceed \$12,000,000 for the purpose of refunding outstanding obligations of the District.

* * *

WHEREAS, Community Unit School District Number 1, Richland, Wayne, Jasper, Clay and Lawrence Counties, Illinois (the “*District*”), is a duly organized and existing school district created under the provisions of the laws of the State of Illinois, and is now operating under the provisions of the School Code of the State of Illinois, as amended; and

WHEREAS, the Board of Education of the District (the “*Board*”), has considered the existing school facilities and the improvements and extensions necessary to be made thereto in order that the same will adequately serve the educational needs of the District; and

WHEREAS, the Board has determined that it is advisable, necessary and in the best interests of the District to pay the costs of altering, repairing and equipping school buildings and facilities and improving school sites (the “*Project*”), all in accordance with the preliminary estimate of cost heretofore approved by the Board and now on file in the office of the Secretary of the Board; and

WHEREAS, the Board has further determined that the Project is a “school facility purpose” within the meaning of the County School Facility Occupation Tax Law of the State of Illinois, as amended (the “*Sales Tax Law*”); and

WHEREAS, the Board has further determined the estimated cost of the Project, including legal, financial, bond discount, capitalized interest, printing and publication costs and other expenses, to be not less than \$9,000,000, and there are insufficient funds on hand and lawfully available to pay such costs; and

WHEREAS, the Board has further determined that it is advisable, necessary and in the best interests of the District that the Project be undertaken and, in order to raise the funds required to pay such costs, that the District borrow an amount not to exceed \$9,000,000 and, in evidence thereof, issue General Obligation School Bonds (Alternate Revenue Source) in an aggregate principal amount not to exceed \$9,000,000 (the “*Project Bonds*”), in accordance with the provisions of Section 15 of the Local Government Debt Reform Act of the State of Illinois, as amended (the “*Debt Reform Act*”); and

WHEREAS, the District has issued and has outstanding alternate bonds (the “*Outstanding Bonds*”); and

WHEREAS, the Board has further determined the Outstanding Bonds were issued for “school facility purposes” within the meaning of the Sales Tax Law; and

WHEREAS, the Board has further determined the estimated cost of refunding all or a portion of the Outstanding Bonds in order to restructure the debt burden of the District and/or realize debt service savings (the “*Refunding*”), including legal, financial, bond discount, capitalized interest, printing and publication costs and other expenses, to be not less than \$12,000,000, and there are insufficient funds on hand and lawfully available to pay such costs; and

WHEREAS, the Board has further determined that it is advisable, necessary and in the best interests of the District to refund the Outstanding Bonds and, in order to raise the funds required for the Refunding, that the District borrow an amount not to exceed \$12,000,000 and, in evidence thereof, issue General Obligation School Bonds (Alternate Revenue Source) in an aggregate principal amount not to exceed \$12,000,000 (the “*Refunding Bonds*” and, together with the Project Bonds, the “*Bonds*”), in accordance with the provisions of Section 15 of the Debt Reform Act; and

WHEREAS, the principal of and interest on the Bonds will be payable from (i) collections distributed to the District from those taxes imposed in The Counties of Richland, Jasper and Lawrence, Illinois, pursuant to the County School Facility Occupation Tax Law of the State of Illinois, as amended, and (ii) corporate personal property replacement taxes paid to the District by the State of Illinois and lawfully available for such purpose (together, the “*Pledged Revenues*”); and

WHEREAS, if the Pledged Revenues are insufficient to pay the Bonds, ad valorem property taxes upon all taxable property in the District without limitation as to rate or amount are authorized to be extended to pay the principal of and interest on the Bonds:

NOW, THEREFORE, Be It and It Is Hereby Resolved by the Board of Education of Community Unit School District Number 1, Richland, Wayne, Jasper, Clay and Lawrence Counties, Illinois, as follows:

Section 1. Incorporation of Preambles. The Board hereby finds that all of the recitals contained in the preambles to this Resolution are full, true and correct and does incorporate them into this Resolution by this reference.

Section 2. Determination to Issue Bonds. It is advisable, necessary and in the best interests of the District to undertake the Project and the Refunding and the Bonds are hereby authorized to be issued and sold for such purposes.

Section 3. Publication. This Resolution, together with a notice in the statutory form, shall be published in the *Olney Hometown Register*, the same being a newspaper of general circulation in the District, and if no petition, signed by 843 electors, the same being equal to the greater of (i) 7.5% of the number of registered voters in the District or (ii) 200 of those registered voters or 15% of those registered voters, whichever is less, asking that the issuance of the Project Bonds be submitted to referendum, is filed with the Secretary of the Board within thirty (30) days

after the date of the publication of this Resolution and said notice, then the Project Bonds shall be authorized to be issued. Additionally, if no petition signed by 843 electors asking that the issuance of the Refunding Bonds be submitted to referendum is filed with the Secretary within thirty (30) days after the date of the publication of this Resolution and said notice, then the Refunding Bonds shall be authorized to be issued.

Section 4. Additional Resolutions. If no petition meeting the requirements of applicable law is filed during the petition period hereinabove referred to, then the Board may adopt additional resolutions or proceedings supplementing or amending this Resolution providing for the issuance and sale of the Bonds and prescribing all the details of the Bonds, so long as the maximum amount of the Bonds as set forth in this Resolution is not exceeded and there is no material change in the purposes described herein. Such additional resolutions or proceedings shall in all instances become effective immediately without publication or posting or any further act or requirement. This Resolution, together with such additional resolutions or proceedings, shall constitute complete authority for the issuance of the Bonds under applicable law.

Section 5. Severability. If any section, paragraph, clause or provision of this Resolution shall be held invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the other provisions of this Resolution.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

Section 6. Repealer. All resolutions or orders, or parts thereof, in conflict herewith be and the same are hereby repealed, and that this Resolution be in full force and effect forthwith upon its adoption.

Adopted January 15, 2026.

President, Board of Education

Secretary, Board of Education

Member _____ moved and Member _____ seconded the motion that said resolution as presented and read by title be adopted.

After a full discussion thereof, the President directed that the roll be called for a vote upon the motion to adopt said resolution.

Upon the roll being called, the following members voted AYE: _____

The following members voted NAY: _____

Whereupon the President declared the motion carried and the resolution adopted, and henceforth did approve and sign the same in open meeting and did direct the Secretary to record the same in full in the records of the Board of Education of Community Unit School District Number 1, Richland, Wayne, Jasper, Clay and Lawrence Counties, Illinois, which was done.

Other business not pertinent to the adoption of said resolution was duly transacted at said meeting.

Upon motion duly made, seconded and carried, the meeting was adjourned.

Secretary, Board of Education

STATE OF ILLINOIS)
) SS
COUNTY OF RICHLAND)

CERTIFICATION OF RESOLUTION AND MINUTES

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of the Board of Education of Community Unit School District Number 1, Richland, Wayne, Jasper, Clay and Lawrence Counties, Illinois (the “*Board*”), and as such official I am the keeper of the books, records and files of the Board.

I do further certify that the foregoing constitutes a full, true and complete transcript of the minutes of the meeting of the Board held on the 15th day of January, 2026, insofar as same relates to the adoption of a resolution entitled:

RESOLUTION authorizing the issuance of General Obligation School Bonds (Alternate Revenue Source) of Community Unit School District Number 1, Richland, Wayne, Jasper, Clay and Lawrence Counties, Illinois, in an aggregate principal amount not to exceed \$9,000,000 for the purpose of altering, repairing and equipping school buildings and facilities and improving school sites and in an aggregate principal amount not to exceed \$12,000,000 for the purpose of refunding outstanding obligations of the District.

a true, correct and complete copy of which said resolution as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

I do further certify that the deliberations of the Board on the adoption of said resolution were taken openly, that the vote on the adoption of said resolution was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that an agenda for said meeting was posted at the location where said meeting was held and at the principal office of the Board at least 48 hours in advance of the holding of said meeting, that at least one copy of said agenda was continuously available for public review during the entire 48-hour period preceding said meeting, that a true, correct and complete copy of said agenda as so posted is attached hereto as *Exhibit A*, that said meeting was called and held in strict accordance with the provisions of the School Code of the State of Illinois, as amended, the Open Meetings Act of the State of Illinois, as amended, and the Local Government Debt Reform Act of the State of Illinois, and that the Board has complied with all of the applicable provisions of said Code and said Acts and its procedural rules in the adoption of said resolution.

IN WITNESS WHEREOF, I hereunto affix my official signature, this 15th day of January, 2026.

Secretary, Board of Education

STATE OF ILLINOIS)
) SS
COUNTY OF _____)

PETITION – PROJECT BONDS

We, the undersigned, being registered voters of Community Unit School District Number 1, Richland, Wayne, Jasper, Clay and Lawrence Counties, Illinois, do hereby petition you to cause the following question to be submitted to the voters of said School District: “Shall Richland Community Unit School District Number 1, Richland, Wayne, Jasper, Clay and Lawrence Counties, Illinois, be authorized to issue \$9,000,000 general obligation alternate bonds of said School District to pay the costs of altering, repairing and equipping school buildings and facilities and improving school sites, as provided for by the Resolution adopted by the Board of Education of said School District on 15th day of January, 2026, said bonds being payable from (i) collections distributed to said School District from those taxes imposed in The Counties of Richland, Jasper and Lawrence, Illinois, pursuant to the County School Facility Occupation Tax Law of the State of Illinois, as amended, and (ii) corporate personal property replacement taxes paid to said School District by the State of Illinois and lawfully available for such purpose, unless said revenue sources are insufficient to pay said bonds, in which case ad valorem property taxes upon all taxable property in said School District without limitation as to rate or amount are authorized to be extended for such purpose?”, and we do hereby further request that said question be certified to the County Clerks of The Counties of Richland, Wayne, Jasper, Clay and Lawrence, Illinois, and submitted to the electors of said School District at the general election to be held on the 3rd day of November, 2026:

SIGNATURE	PRINTED NAME	STREET ADDRESS OR RURAL ROUTE NUMBER	CITY, VILLAGE OR TOWN	
_____	_____	_____,	_____,	_____ County, Illinois
_____	_____	_____,	_____,	_____ County, Illinois
_____	_____	_____,	_____,	_____ County, Illinois
_____	_____	_____,	_____,	_____ County, Illinois
_____	_____	_____,	_____,	_____ County, Illinois
_____	_____	_____,	_____,	_____ County, Illinois
_____	_____	_____,	_____,	_____ County, Illinois
_____	_____	_____,	_____,	_____ County, Illinois
_____	_____	_____,	_____,	_____ County, Illinois
_____	_____	_____,	_____,	_____ County, Illinois

The undersigned, being first duly sworn, deposes and certifies that he or she is at least 18 years of age, his or her residence address is _____
(Street Address), _____ (City, Village or Town), _____
County, _____ (State), that he or she is a citizen of the United States of America, that the signatures on the foregoing petition were signed in his or her presence and are genuine, that to the best of his or her knowledge and belief the persons so signing were at the time of signing said petition registered voters of said School District and that their respective residences are correctly stated therein.

Signed and sworn to before me this _____
_____ day of _____, 2026.

Illinois Notary Public
My commission expires _____
(NOTARY SEAL)

STATE OF ILLINOIS)
) SS
COUNTY OF _____)

PETITION – REFUNDING BONDS

We, the undersigned, being registered voters of Community Unit School District Number 1, Richland, Wayne, Jasper, Clay and Lawrence Counties, Illinois, do hereby petition you to cause the following question to be submitted to the voters of said School District: “Shall Richland Community Unit School District Number 1, Richland, Wayne, Jasper, Clay and Lawrence Counties, Illinois, be authorized to issue \$12,000,000 general obligation alternate bonds of said School District to refund outstanding obligations of the District, as provided for by the Resolution adopted by the Board of Education of said School District on 15th day of January, 2026, said bonds being payable from (i) collections distributed to said School District from those taxes imposed in The Counties of Richland, Jasper and Lawrence, Illinois, pursuant to the County School Facility Occupation Tax Law of the State of Illinois, as amended, and (ii) corporate personal property replacement taxes paid to said School District by the State of Illinois and lawfully available for such purpose, unless said revenue sources are insufficient to pay said bonds, in which case ad valorem property taxes upon all taxable property in said School District without limitation as to rate or amount are authorized to be extended for such purpose?”, and we do hereby further request that said question be certified to the County Clerks of The Counties of Richland, Wayne, Jasper, Clay and Lawrence, Illinois, and submitted to the electors of said School District at the general election to be held on the 3rd day of November, 2026:

SIGNATURE	PRINTED NAME	STREET ADDRESS OR RURAL ROUTE NUMBER	CITY, VILLAGE OR TOWN	
_____	_____	_____	_____	_____ County, Illinois
_____	_____	_____	_____	_____ County, Illinois
_____	_____	_____	_____	_____ County, Illinois
_____	_____	_____	_____	_____ County, Illinois
_____	_____	_____	_____	_____ County, Illinois
_____	_____	_____	_____	_____ County, Illinois
_____	_____	_____	_____	_____ County, Illinois
_____	_____	_____	_____	_____ County, Illinois
_____	_____	_____	_____	_____ County, Illinois
_____	_____	_____	_____	_____ County, Illinois

The undersigned, being first duly sworn, deposes and certifies that he or she is at least 18 years of age, his or her residence address is _____
(Street Address), _____ (City, Village or Town), _____
County, _____ (State), that he or she is a citizen of the United States of America, that the signatures on the foregoing petition were signed in his or her presence and are genuine, that to the best of his or her knowledge and belief the persons so signing were at the time of signing said petition registered voters of said School District and that their respective residences are correctly stated therein.

Signed and sworn to before me this _____
_____ day of _____, 2026.

Illinois Notary Public
My commission expires _____
(NOTARY SEAL)