

Board of Education Meeting

Monday, May 15, 2023 6:00 PM

Central 301 District Office, 275 South St, P.O. Box 396, Burlington, IL 60109

1. Meeting Call to Order

1.A. Roll Call

1.B. Approval of Agenda

2. Pledge of Allegiance

3. Public Open Forum

3.A. Recognition of Visitors

3.B. Public Comments

3.C. Athletics and Activities Recognition

3.D. Recognition of Board Service

4. Action Reports

4.A. Consent Agenda

4.A.1) Minutes:
Regular Meeting April 17, 2023
Board Retreat April 24, 2023

4.A.2) Treasurer's Reports

4.A.3) Payment of Bills

4.A.4) Payment of Bills - Northern Kane County
Regional Vocational System

4.A.5) Personnel Report

4.B. Approve FFA Overnight Trip

4.C. Approve SkillsUSA National Competition
Overnight Trip

4.D. Approve Bass Fishing Overnight Trip

4.E. Approve Best Buddies Overnight Trip

4.F. Approve Girls Track State Competition Overnight
Trip

4.G. Approve Mid-Valley Special Education
Cooperative Classroom Use Agreement

4.H. Approve Veterinary Affiliation Agreements

4.H.1) Renewals: Companion Animal Specialty and
Emergency, Tails Humane Society, Animal Care
Clinic of Randall Pointe, Animal Care Clinic of
Pingree Grove, Elgin Animal Clinic, Ruffner's
Luxury Pet Boarding, Spring Hill Veterinary

Clinic, Pet Vet Animal Clinic and Mobile Practice, Batavia Animal Clinic, Cobb & Co. Veterinary Clinic, Kountry Pet Resort, South Town Animal Hospital, Autumn Green Animal Hospital, Animal Medical Clinic of Saint Charles, Carol Stream Animal Hospital, Meadow View Veterinary Clinic, Critters Pet Shop, Animal House Shelter, Loyal Companions Animal Hospital Pet Resort, Bartlett Animal Hospital, Amber Leaf Animal Hospital

4.I. Approve the Paper Bid

4.J. Approve the Fuel Bid

4.K. Approve Board Delegate Authority

5. Information Items

5.A. Enrollment Report

5.B. Howard B. Thomas SIP Presentation

5.C. Central Middle School SIP Presentation

5.D. Referendum Update

6. Freedom of Information Act

6.A. Local Labs

6.B. Data Research Partners

6.C. Laurie McDevitt

7. Executive Session

7.A. Adjourn to Closed Session to Hear Information Regarding:

The appointment, employment, resignation, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee or against legal counsel for the public body to determine its validity [5 ILCS 120/2(c)(1)]. To consider the placement of individual students in special education programs and other matters relating to individual students [5 ILCS 120/2(c)(10)]. Student disciplinary cases [5 ILCS 120/2(c)(9)]. Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees [5 ILCS 120/2(c)(2)]. Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or

administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting. [5 ILCS 120/2(c)(11)].

8. Open Session

8.A. Adjourn Closed Session to Return to Open Session

8.B. Action Items from Closed Session

8.B.1) Action relevant to suspension hearing #1

8.B.2) Action relevant to CEA Grievance 22/23-02

9. Adjourn



MEMORANDUM

FROM: Patrick Podgorski

TO: Dr. Todd Stirn and District 301 Board of Education

CC: Chris Testone

DATE: May 1, 2023

RE: Skills USA

Central Community Unit School District 301 students performed exceptionally well at the SkillsUSA state competition in Peoria this year. This was our first year competing at the event and we are extremely proud of the showing we had. SkillsUSA is a career and technical organization which serves over 400,000 students nationwide. It is an organization of partnerships among students, teachers and industry representatives that work together to ensure America has a skilled workforce.

In the Digital Cinema Productions competition, Central High School took first, second, and fourth place in the State. **Nate Fellhauer** and **Peter D'Antonio** were the first place winners. **Keenan Eilrich** and **Osiris Gutierrez** took second, while **Rachel Burton** and **Mia Ortiz** took fourth place.

Meanwhile, **Declan Siepman** placed 2nd in the CNC 2 Axis Programming competition. Declan is a 301 student who is enrolled in the Regional CTE Pathway program through Hampshire High School. **Reiker Cho** and **Daniel Schmuldt** also took 4th in Welding Fabrication competition through their Pathway courses as well.

We would like to take a moment to honor these students and all who competed, as well as their coaches and teachers: Mr. Bilen, Mr. Loomis & Mrs. Greene.

**Central Community Unit School District 301
Board of Education Minutes**

Where: Central CUSD #301 District Office
Date: April 17, 2023

Meeting: Regular
Time: 6:00 p.m.

Board Members Present

Afeef, Junaid	Y
Falk, Marc	Y
Hemphill, Dornetria	N
Nolan, Eric	Y
Penar, Mitch	Y
Rabe, Laura	Y
Gorman, Jeff	Y

Administrators Present

Stirn, Todd	Y
Mongan, Esther	Y
Pflug, Daina	Y
Ahlstedt, Carrie	N
Barr, Christine	Y
Birkmeier, Shayne	N
Britts-Axen, Cathy	Y
Buchs, Stephen	Y
Culpepper, Cambron	N
Engle, Graydon	Y
Farrington, Sarah	N
Haug, Matthew	Y
Jurs, Rebecca	Y
Juske, Ted	Y
Kim, Karen	Y
Lewis, Kim	Y
McCastland, Kerri	N
Minehart, Megan	N
Newquist, Matt	Y
Nolan, Sarah	Y
Paszt, Alex	Y
Pereda, Edgar	N
Podgorski, Patrick	Y
Polowy, Dan	Y
Porto, Pam	N
Potsic, Mike	N
Rodewald, Matt	N
Rourke, Melissa	N
Testone, Chris	N
Tobin, Brian	Y

Roll Call Roll was called at 6:01 p.m.

Present: Afeef, Falk, Nolan, Penar, Rabe, Gorman
Absent: Hemphill

Approve Agenda Motion by Nolan, second by Falk, to approve the agenda as presented.

Voting yes: Afeef, Falk, Nolan, Penar, Rabe, Gorman
Voting no: None
Absent: Hemphill

- Consent Agenda Motion by Penar, second by Nolan, to approve the consent agenda as presented.
- Voting yes: Afeef, Falk, Nolan, Penar, Rabe, Gorman
Voting no: None
Absent: Hemphill
- Approve Softball
Spring Break
Overnight Trip Motion by Afeef, second by Falk, to approve the softball team's spring break overnight trip that occurred March 31 to April 1, 2023.
- Voting yes: Afeef, Falk, Nolan, Penar, Rabe, Gorman
Voting no: None
Absent: Hemphill
- Approve Math Team
State Overnight
Trip Motion by Falk, second by Afeef, to approve the math team overnight trip to the state competition scheduled for April 21-22, 2023.
- Voting yes: Afeef, Falk, Nolan, Penar, Rabe, Gorman
Voting no: None
Absent: Hemphill
- Approve the Skills
USA Team
Overnight Trip Motion by Afeef, second by Nolan, to approve the SkillsUSA team's state competition overnight trip scheduled for April 27-29, 2023.
- Voting yes: Afeef, Falk, Nolan, Penar, Rabe, Gorman
Voting no: None
Absent: Hemphill
- Approve the IMEG
Engineering
Contract Motion by Falk, second by Nolan, to approve the contract with IMEG Engineering for MEP engineering services.
- Voting yes: Afeef, Falk, Nolan, Penar, Rabe, Gorman
Voting no: None
Absent: Hemphill
- Executive Session Motion by Afeef, second by Penar, to adjourn open session and move into executive session at 6:53 p.m.
- Voting yes: Afeef, Falk, Nolan, Penar, Rabe, Gorman
Voting no: None
Absent: Hemphill
- Open Session Motion by Penar, second by Falk, to adjourn executive session and return to open session at 8:23 p.m.
- Voting yes: Afeef, Falk, Nolan, Penar, Rabe, Gorman
Voting no: None
Absent: Hemphill

Action Items from Closed Session Motion by Falk, second by Afeef, to uphold the suspension of student #1 as assigned by administration.

Voting yes: Afeef, Falk, Nolan, Penar, Rabe, Gorman
Voting no: None
Absent: Hemphill

Action Items from Closed Session Motion by Falk, second by Afeef, to uphold the suspension of student #2 as assigned by administration.

Voting yes: Afeef, Falk, Nolan, Penar, Rabe, Gorman
Voting no: None
Absent: Hemphill

Action Items from Closed Session Motion by Falk, second by Afeef, to uphold the suspension of student #3 as assigned by administration.

Voting yes: Afeef, Falk, Nolan, Penar, Rabe, Gorman
Voting no: None
Absent: Hemphill

Adjourn Motion by Afeef, second by Nolan, to adjourn at 8:50 p.m.

Voting yes: Afeef, Falk, Nolan, Rabe, Gorman
Voting no: Penar
Absent: Hemphill

BOE Meeting

1. Roll Call
2. Pledge of Allegiance
3. Public Open Forum
 - 3.A Recognition of Visitors – President Gorman and Dr. Stirn welcomed guests and thanked guests attending remotely.
 - 3.B Public Comments – Public comment was heard regarding a community member’s apology for incorrect statements made at a previous meeting and concerns about the mission of the culture blast event.
 - 3.C Athletics and Activities Recognition - Activities and Athletics Director Juske recognized students who won awards at the recent Fox Valley Art Show conference.
 - 3.D State Seal of Biliteracy Recognition - Curriculum Director Buchs and Assistant Principal Podgorski explained the State Seal of Biliteracy program and recognized students who earned the State Seal and State Commendation of Biliteracy this year. Over 30 students tested; 12 earned the State Seal and 7 earned the commendation.
4. Action Items
 - 4.A Consent Agenda– Business Manager Pflug reviewed the revenues and expenditures. The district

received \$42,443.76 in impact fees for 8 home starts for March but there were no transition fees. The bills payable are normal for April for both Central and Northern Kane. We made a payment of \$1,701,867 to Mid Valley for tuition for the second half of this school year.

- 4.B Approve Softball Spring Break Overnight Trip – Athletics and Activities Director Juske shared that the softball team participated in this trip over spring break.
 - 4.C Approve Math Team State Overnight Trip – Athletics and Activities Director Juske shared that they are excited to have two teams, as well as individual students, qualify for the state math competition this year.
 - 4.D Approve SkillsUSA Team State Overnight Trip – Athletics and Activities Director Juske shared that 10 students from video production and business courses will be traveling to Peoria to compete in the state competition.
 - 4.E Approve IMEG Engineering Contract – Facilities Director Dan Polowy shared that this is a master contract to partner with IMEG Engineering for mechanical, electrical, and plumbing engineering services on upcoming projects. Each project will have an addendum to the master contract.
5. Information Items
- 5.A Enrollment Report – We have added the early grad numbers to the enrollment report so we can see those trends as well. We are currently up 134 students from last year at this time.
 - 5.B Mid-Valley Special Education Cooperative Classroom Use Agreement – Dr. Stirn explained that we partner with Mid-Valley to provide specialized education programming for some of our students. They currently house two programs at CMS and one at CHS. We are in discussion to possibly add a fourth classroom for next school year. This will be an action item next month.
 - 5.C Country Trails SIP Presentation – Principal Graydon Engle and Assistant Principal Theresa Kolkebeck shared information regarding Country Trails’ exemplary designation and the house system they implemented to support social emotional learning and a greater sense of community among students.
 - 5.D Lily Lake SIP Presentation – Principal Rebecca Jurs shared a video to show the work of teachers and students to support meeting academic and SEL goals at Lily Lake Grade School.
6. Freedom of Information Act
- 6.A Government Data Support – We received a FOIA requesting information regarding the purchase of bus parts. We requested verification of a named representative but have not received a response.
7. Executive Session
- 7.A Adjourn to Closed Session
8. Open Session
- 8.A Adjourn Closed Session to Return to Open Session
 - 8.B Action Items from Closed Session
 - 8.B.1 The Board approved upholding the suspension of student #1 as assigned by administration.

8.B.2 The Board approved upholding the suspension of student #2 as assigned by administration.

8.B.3 The Board approved upholding the suspension of student #3 as assigned by administration.

9. Adjourn

Next Meeting – May 15, 2023

Board President

Board Secretary

**Central Community Unit School District 301
Board of Education Minutes**

Where: Central CUSD #301 District Office
Date: April 24, 2023

Meeting: Special
Time: 6:00 p.m.

Board Members Present

Afeef, Junaid	Y (Entered at 6:10pm)
Falk, Marc	Y
Hemphill, Dornetria	Y (Entered at 4:14pm)
Nolan, Eric	Y
Penar, Mitch	Y
Rabe, Laura	Y
Gorman, Jeff	Y

Administrators Present

Stirn, Todd	Y
Mongan, Esther	Y
Pflug, Daina	Y
Ahlstedt, Carrie	N
Barr, Christine	N
Birkmeier, Shayne	Y
Britts-Axen, Cathy	N
Buchs, Stephen	Y
Culpepper, Cambron	N
Engle, Graydon	N
Farrington, Sarah	N
Haug, Matthew	Y
Jurs, Rebecca	N
Juske, Ted	N
Kim, Karen	N
Lewis, Kim	N
McCastland, Kerri	N
Minehart, Megan	N
Newquist, Matt	N
Nolan, Sarah	Y
Paszt, Alex	N
Pereda, Edgar	N
Podgorski, Patrick	N
Polowy, Dan	N
Porto, Pam	N
Potsic, Mike	Y
Rodewald, Matt	Y
Rourke, Melissa	N
Testone, Chris	N
Tobin, Brian	Y

Roll Call Roll was called at 4:05 p.m.

Present: Falk, Nolan, Penar, Rabe, Gorman
Absent: Afeef, Hemphill

Approve Agenda Motion by Falk, second by Nolan, to approve the agenda as presented.

Voting yes: Falk, Nolan, Penar, Rabe, Gorman
Voting no: None
Absent: Afeef, Hemphill

- Executive Session Motion by Penar, second by Hemphill, to adjourn open session and move into executive session at 8:01 p.m.
- Voting yes: Afeef, Falk, Hemphill, Penar, Rabe, Gorman
Voting no: None
Absent: Nolan
- Open Session Motion by Penar, second by Rabe, to adjourn executive session and return to open session at 8:31 p.m.
- Voting yes: Afeef, Falk, Hemphill, Rabe, Gorman
Voting no: Penar
Absent: Nolan
- Approve the
Personnel Report Motion by Afeef, second by Rabe, to approve the personnel report.
- Voting yes: Afeef, Falk, Hemphill, Rabe, Gorman
Voting no: Penar
Absent: Nolan
- Adjourn Motion by Afeef, second by Hemphill, to adjourn at 8:33 p.m.
- Voting yes: Afeef, Falk, Hemphill, Rabe, Gorman
Voting no: Penar
Absent: Nolan

BOE Retreat

1. Roll Call
2. Public Comment - There was no public comment.
3. Information Items
 - 3.A Board Retreat Presentation – District administrators shared updates and plans related to student services, curriculum, technology, communications, and finances. Hemphill entered the meeting at 4:14 pm and Afeef entered the meeting at 6:10 pm.
4. Executive Session
 - 4.A Adjourn to Closed Session
5. Open Session
 - 5.A Adjourn Closed Session to Return to Open Session
 - 5.B Action Items from Closed Session
 - 5.B.1 Approve the Personnel Report - The Board approved the personnel report as presented.
6. Adjourn

Next Meeting – May 15, 2023

Board President

Board Secretary

MEMORANDUM

TO: Dr. Todd Stirn, Superintendent, Board of Education

FROM: Daina Pflug, Business Manager

DATE: May 15, 2023

RE: Board Financial Report

- The Revenue and Expenditure Summary Reports are included in your Board Packet. Revenues are currently at 48.21% compared to 47.87% a year ago. Expenditures are at 64.39% as compared to 60.41% a year ago.
- The district received impact fees for \$97,222.19 for 13 home starts for April. There were no transition fees received this month. With only one deposit remaining to be received in FY23, we are anticipating impact fees to be under budget approximately \$350,000 and transition fees are estimated to be \$40,000 under budget.
- The bills payable reports are normal for the month of May.

FD Description	April 2022-23 Beginning Balance	April 2022-23 Deposits	April 2022-23 Withdrawals	April 2022-23 Monthly Activity	Ending Balance
10 IMPREST-DISTRICT	1,268.61	8,000.00	7,716.27	283.73	1,552.34
10 IMPREST-CHS	3,770.39	12,000.00	13,051.90	-1,051.90	2,718.49
10 CASH IN BANK-EDUCATION	4,710,656.77	5,450,066.24	5,640,241.64	-190,175.40	4,520,481.37
10 CASH IN BANK - PAYROLL	989.33	2,593,673.97	2,593,596.89	77.08	1,066.41
10 PAYFLEX ACCOUNT	3,305.73	15,249.80	12,092.63	3,157.17	6,462.90
10 PETTY CASH	1,380.00				1,380.00
10 INVESTMENT- BUSINESS NOW/SWEEP	18,170,035.62	59,343.11	3,738,519.75	-3,679,176.64	14,490,858.98
10 CHS ACTIVITY CASH	139,229.17	121,418.10	55,024.50	66,393.60	205,622.77
10 ELEM MS ACTIVITY CASH	34,282.13	904.30	2,928.63	-2,024.33	32,257.80
10 INTERGOVERNMENTAL A/R NK					
10	23,064,917.75	8,260,655.52	12,063,172.21	-3,802,516.69	19,262,401.06
=====					
20 IMPREST-DISTRICT					
20 CASH IN BANK-O&M	856,030.89	545,412.29	695,337.71	-149,925.42	706,105.47
20 CASH IN BANK - PAYROLL	1,113.35	171,274.93	171,074.80	200.13	1,313.48
20 INVESTMENT-BUSINESS NOW/SWEEP	5,926,856.10	84,147.98	500,000.00	-415,852.02	5,511,004.08
20	6,784,000.34	800,835.20	1,366,412.51	-565,577.31	6,218,423.03
=====					
30 CASH IN BANK-DEBT SERVICE	244,861.93				244,861.93
30 INVESTMENT-BUSINESS NOW/SWEEP	1,160,537.91	3,790.30		3,790.30	1,164,328.21
30	1,405,399.84	3,790.30		3,790.30	1,409,190.14
=====					
40 IMPREST-DISTRICT					
40 IMPREST-CHS					
40 CASH IN BANK-TRANSPORTATION	784,811.08	698,841.63	289,266.68	409,574.95	1,194,386.03
40 CASH IN BANK - PAYROLL	1,130.55	186,440.86	186,393.36	47.50	1,178.05
40 INVESTMENT-BUSINESS NOW/SWEEP	5,145,462.31	16,805.01		16,805.01	5,162,267.32
40	5,931,403.94	902,087.50	475,660.04	426,427.46	6,357,831.40
=====					
50 CASH IN BANK-IMRF	476,611.11	108,967.85	251,112.47	-142,144.62	334,466.49
50 CASH IN BANK-PAYROLL		108,109.19	108,109.19		
50 INVESTMENT-BUSINESS NOW/SWEEP	1,835,571.24	5,994.95		5,994.95	1,841,566.19
50 INTERGOVERNMENTAL A/R NK					
50	2,312,182.35	223,071.99	359,221.66	-136,149.67	2,176,032.68
=====					
60 CASH IN BANK-CAPITAL PROJECT	763,505.34	142,443.76		142,443.76	905,949.10
60 INVESTMENTS-BUSINESS NOW/SWEEP	3,538,506.64	11,556.73	100,000.00	-88,443.27	3,450,063.37
60	4,302,011.98	154,000.49	100,000.00	54,000.49	4,356,012.47
=====					
70 CASH IN BANK-WORKING CASH	463.01				463.01
70 INVESTMENT-BUSINESS NOW/SWEEP	2,687,984.57	8,778.92		8,778.92	2,696,763.49
70	2,688,447.58	8,778.92		8,778.92	2,697,226.50
=====					
80 CASH IN BANK-TORT	8,152.66	30,000.00	13,586.88	16,413.12	24,565.78
80 INVESTMENT- BUSINESS NOW/SWEEP	827,201.65	2,701.63	30,000.00	-27,298.37	799,903.28
80	835,354.31	32,701.63	43,586.88	-10,885.25	824,469.06
=====					
Grand Asset Totals	47,323,718.09	10,385,921.55	14,408,053.30	-4,022,131.75	43,301,586.34

Number of Accounts: 31

Central Community Unit School Dist. 301
Revenue Summary Report
April 2023

	2022-23 Original Budget	% of Fund	April MTD	2022-23 FYTD	Remaining Budget	FYTD Percent
<u>10-Education Fund</u>						
Total Local Revenue	40,126,854.00	55.53%	743,532.08	20,754,238.35	19,372,615.65	51.72%
Total State Revenue	29,598,274.00	40.96%	1,017,698.56	8,468,556.54	21,129,717.46	28.61%
Total Federal Revenue	2,539,437.00	3.51%	109,239.88	2,454,741.57	84,695.43	96.66%
Total Education Fund	72,264,565.00	100.00%	1,870,470.52	31,677,536.46	40,587,028.54	43.84%
<u>20-O&M Fund</u>						
Total Local Revenue	6,619,606.00	83.79%	113,721.41	3,443,996.33	3,175,609.67	52.03%
Total State Revenue	50,000.00	0.63%	-	50,000.00	-	100.00%
Total Federal Revenue	1,230,384.00	15.57%	-	1,231,383.85	(999.85)	100.08%
Total O&M Fund	7,899,990.00	100.00%	113,721.41	4,725,380.18	3,174,609.82	59.82%
<u>30-Debt Service Fund</u>						
Total Local Revenue	8,945,925.00	100.00%	3,790.30	4,641,202.46	4,304,722.54	51.88%
Total Debt Service Fund	8,945,925.00	100.00%	3,790.30	4,641,202.46	4,304,722.54	51.88%
<u>40-Transportation Fund</u>						
Total Local Revenue	2,698,256.00	48.82%	16,972.01	1,486,951.67	1,211,304.33	55.11%
Total State Revenue	2,828,900.00	51.18%	697,995.01	2,854,391.03	(25,491.03)	100.90%
Total Transportation Fund	5,527,156.00	100.00%	714,967.02	4,341,342.70	1,185,813.30	78.55%
<u>50-IMRF/SS Fund</u>						
Total Local Revenue	1,918,086.00	100.00%	5,994.95	1,110,896.75	807,189.25	57.92%
Total IMRF/SS Fund	1,918,086.00	100.00%	5,994.95	1,110,896.75	807,189.25	57.92%
<u>60-Capital Projects Fund</u>						
Total Local Revenue	920,000.00	100.00%	54,000.49	441,497.63	478,502.37	47.99%
Total Capital Projects Fund	920,000.00	100.00%	54,000.49	441,497.63	478,502.37	47.99%
<u>70-Working Cash Fund</u>						
Total Local Revenue	99,090.00	100.00%	8,778.92	105,286.08	(6,196.08)	106.25%
Total Working Cash Fund	99,090.00	100.00%	8,778.92	105,286.08	(6,196.08)	106.25%
<u>80-Tort Fund</u>						
Total Local Revenue	883,598.00	100.00%	2,701.63	423,657.13	459,940.87	47.95%
Total Tort Fund	883,598.00	100.00%	2,701.63	423,657.13	459,940.87	47.95%
Revenue-All Funds						
1000 Total Local Revenue	62,211,415.00	63.19%	949,491.79	32,407,726.40	29,803,688.60	52.09%
3000 Total State Revenue	32,477,174.00	32.99%	1,715,693.57	11,372,947.57	21,104,226.43	35.02%
4000 Total Federal Revenue	3,769,821.00	3.83%	109,239.88	3,686,125.42	83,695.58	97.78%
Total Revenue-All Funds	98,458,410.00	100.00%	2,774,425.24	47,466,799.39	50,991,610.61	48.21%

Central Community Unit School Dist. 301
Revenue Detail Report
April 2023

Account Number	Description	2022-23 Original Budget	April MTD	2022-23 FYTD	Remaining Budget	FYTD Percent
10R000 1110 0000	TAXES	30,490,856.00	-	14,271,546.43	16,219,309.57	46.81%
10R000 1140 0000	SPECIAL ED TAXES	6,340,098.00	-	2,954,205.05	3,385,892.95	46.60%
10R001 1510 0000	INTEREST	210,100.00	59,343.11	581,717.55	(371,617.55)	276.88%
10R002 1611 0000	LUNCH, STUDENTS	558,000.00	101,764.79	998,193.88	(440,193.88)	178.89%
10R002 1620 0000	LUNCH, ADULTS	3,700.00	-	-	3,700.00	0.00%
10R000 1711 0000	ATHLETIC ADMISSION	50,000.00	140.00	53,690.52	(3,690.52)	107.38%
10R000 1720 0000	ATHLETIC PART FEE	175,000.00	10,275.00	144,575.00	30,425.00	82.61%
10R002 1720 0000	OTHER FEES	270,100.00	29,846.29	253,985.87	16,114.13	94.03%
10R000 1799 0000	ACTIVITY ACCOUNTS REVENUE	429,000.00	122,322.40	327,105.07	101,894.93	76.25%
10R000 1811 0000	TEXTBOOK INCOME	775,000.00	211,973.86	696,732.18	78,267.82	89.90%
10R000 1830 0000	TECHNOLOGY FEES	425,000.00	108,408.50	271,934.03	153,065.97	63.98%
10R000 1930 0000	TRANSITION FEES	55,000.00	-	14,420.00	40,580.00	26.22%
10R000 1950 0000	REFUND OF PRIOR YEAR EXPEND	100,000.00	-	1,409.00	98,591.00	1.41%
10R000 1970 0000	DRIVERS ED B-T-W	50,000.00	13,573.98	49,196.50	803.50	98.39%
10R002 1991 0000	CAREER PATHWAYS	145,000.00	37,500.00	61,500.00	83,500.00	42.41%
10R000 1999 0000	OTHER LOCAL REVENUES	50,000.00	48,384.15	74,027.27	(24,027.27)	148.05%
Total Local Revenue		40,126,854.00	743,532.08	20,754,238.35	19,372,615.65	51.72%
10R000 3001 0000	EVIDENCE-BASE FUNDING	9,066,540.00	824,230.00	7,420,678.55	1,645,861.45	81.85%
10R001 3001 0000	EVIDENCE-BASE FUNDING-MV COOP	225,000.00	-	191,195.91	33,804.09	84.98%
10R002 3001 0000	EVIDENCE BASED FUNDING-ALOP	78,000.00	14,872.32	72,814.21	5,185.79	0.00%
10R000 3100 0000	SPECIAL ED - PRIVATE FACILITY	425,000.00	174,329.10	635,549.77	(210,549.77)	149.54%
10R000 3120 0000	SPECIAL ED - ORPHANAGE	2,000.00	-	-	2,000.00	0.00%
10R000 3220 0000	CAREER & TECHNICAL EDUCATION	98,849.00	20.00	86,223.75	12,625.25	87.23%
10R000 3235 0000	CTE AGRICULTURE EDUCATION	1,970.00	-	2,452.00	(482.00)	124.47%
10R002 3235 0000	CTE FFA 3 CIRCLES GRANT	23,615.00	4,032.00	21,744.00	1,871.00	92.08%
10R000 3360 0000	STATE FREE LUNCH & BREAKFAST	20,000.00	215.14	814.42	19,185.58	4.07%
10R000 3370 0000	DRIVER ED	48,000.00	-	37,083.93	10,916.07	77.26%
10R000 3998 0000	TRS-ON BEHALF PAYMENTS	19,600,000.00	-	-	19,600,000.00	0.00%
10R000 3999 0000	OTHER STATE REVENUE	5,000.00	-	-	5,000.00	0.00%
10R001 3999 0000	LIBRARY GRANT	4,300.00	-	-	4,300.00	0.00%
Total State Revenue		29,598,274.00	1,017,698.56	8,468,556.54	21,129,717.46	28.61%
10R000 4210 0000	NATL SCHOOL LUNCH PROGRAM	260,000.00	43,532.95	498,242.04	(238,242.04)	0.00%
10R000 4300 0000	TITLE I LOW INCOME	290,000.00	-	96,799.00	193,201.00	33.38%
10R000 4400 0000	TITLE IV-A SSAE GRANT	16,100.00	-	11,911.00	4,189.00	73.98%
10R000 4600 0000	IDEA PRESCHOOL	7,180.00	-	523.00	6,657.00	7.28%
10R000 4620 0000	IDEA FLOW THROUGH	790,620.00	-	634,981.00	155,639.00	80.31%
10R000 4625 0000	IDEA FLOW THROUGH ROOM & BOARD	140,000.00	-	288,064.73	(148,064.73)	205.76%
10R000 4745 0000	CARL PERKINS	15,744.00	2,962.00	18,792.95	(3,048.95)	119.37%
10R000 4905 0000	TITLE III IEP GRANT	1,200.00	-	1,988.00	(788.00)	165.67%
10R000 4909 0000	TITLE III ELL-TBE/TPI LIPLEPS	35,235.00	-	36,100.00	(865.00)	102.45%
10R000 4932 0000	TITLE II-TEACHER QUALITY	42,912.00	-	30,500.00	12,412.00	71.08%
10R000 4991 0000	MEDICAID MATCHING-ADMIN OUTREACH	110,000.00	-	58,070.18	51,929.82	52.79%
10R000 4992 0000	MEDICAID MATCHING-FEE FOR SVC	190,000.00	62,744.93	290,930.52	(100,930.52)	153.12%
10R003 4998 0000	ESSER III GRANT (ARP)	439,166.00	-	280,682.15	158,483.85	63.91%
10R004 4998 0000	ARP IDEA FLOW-THROUGH	181,814.00	-	191,290.00	(9,476.00)	0.00%
10R005 4998 0000	ARP IDEA PRESCHOOL	19,466.00	-	15,867.00	3,599.00	0.00%
Total Federal Revenue		2,539,437.00	109,239.88	2,454,741.57	84,695.43	96.66%
Total Education Fund		72,264,565.00	1,870,470.52	31,677,536.46	40,587,028.54	43.84%
20R000 1111 0000	TAXES	6,070,624.00	-	2,830,376.39	3,240,247.61	46.62%
20R000 1230 0000	CORP PERSONAL PROPERTY TAX	369,932.00	54,882.32	278,968.71	90,963.29	75.41%
20R001 1510 0000	INTEREST	70,050.00	29,265.66	237,867.94	(167,817.94)	339.57%
20R001 1720 0000	PARKING FEES	34,000.00	-	33,150.00	850.00	97.50%
20R000 1910 0000	RENTALS	40,000.00	250.00	31,166.50	8,833.50	77.92%
20R000 1950 0000	REFUND OF PRIOR YEAR EXPENDITURES	5,000.00	-	1,215.42	3,784.58	24.31%
20R000 1999 0000	OTHER REVENUE	30,000.00	29,323.43	31,251.37	(1,251.37)	104.17%
Total Local Revenue		6,619,606.00	113,721.41	3,443,996.33	3,175,609.67	52.03%
20R000 3925 0000	SCHOOL MAINTENANCE GRANT	50,000.00	-	50,000.00	-	0.00%
Total State Revenue		50,000.00	-	50,000.00	-	100.00%
20R002 4998 0000	ESSER II GRANT (CRRSA)	112,760.00	-	112,759.00	1.00	100.00%
20R003 4998 0000	ESSER III GRANT (ARP)	1,117,624.00	-	1,118,624.85	(1,000.85)	100.09%
Total Federal Revenue		1,230,384.00	-	1,231,383.85	(999.85)	100.08%
Total O&M Fund		7,899,990.00	113,721.41	4,725,380.18	3,174,609.82	59.82%

Central Community Unit School Dist. 301
Revenue Detail Report
April 2023

Account Number Description	2022-23 Original Budget	April MTD	2022-23 FYTD	Remaining Budget	FYTD Percent
30R000 1112 0000 TAXES	8,395,075.00	-	4,041,047.03	4,354,027.97	48.14%
30R001 1510 0000 INTEREST	35,050.00	3,790.30	84,355.43	(49,305.43)	240.67%
30R000 1930 0000 IMPACT FEES	515,800.00	-	515,800.00	-	100.00%
Total Local Revenue	8,945,925.00	3,790.30	4,641,202.46	4,304,722.54	51.88%
Total Debt Service Fund	8,945,925.00	3,790.30	4,641,202.46	4,304,722.54	51.88%
40R000 1113 0000 TAXES	2,640,736.00	-	1,332,005.99	1,308,730.01	50.44%
40R000 1415 0000 FIELD TRIP FEES	500.00	167.00	375.00	125.00	75.00%
40R001 1510 0000 INTEREST	30,020.00	16,805.01	135,130.18	(105,110.18)	450.13%
40R000 1950 0000 PRIOR YEAR REFUND	17,000.00	-	16,853.00	147.00	99.14%
40R000 1999 0000 OTHER REVENUE	10,000.00	-	2,587.50	7,412.50	25.88%
Total Local Revenue	2,698,256.00	16,972.01	1,486,951.67	1,211,304.33	55.11%
40R000 3500 0000 STATE AID, REGULAR	1,510,500.00	376,435.10	1,584,246.86	(73,746.86)	104.88%
40R000 3510 0000 STATE AID, SPECIAL ED	1,318,400.00	321,559.91	1,270,144.17	48,255.83	96.34%
Total State Revenue	2,828,900.00	697,995.01	2,854,391.03	(25,491.03)	100.90%
Total Transportation Fund	5,527,156.00	714,967.02	4,341,342.70	1,185,813.30	78.55%
50R000 1114 0000 IMRF TAXES	916,538.00	-	480,479.64	436,058.36	52.42%
50R000 1151 0000 SOC SEC/MEDICARE TAXES	916,538.00	-	480,479.64	436,058.36	52.42%
50R000 1230 0000 CORP PERSONAL PROPERTY TAX	64,000.00	-	88,192.97	(24,192.97)	137.80%
50R001 1510 0000 INTEREST	21,010.00	5,994.95	61,744.50	(40,734.50)	293.88%
Total Local Revenue	1,918,086.00	5,994.95	1,110,896.75	807,189.25	57.92%
Total IMRF/SS Fund	1,918,086.00	5,994.95	1,110,896.75	807,189.25	57.92%
60R001 1510 0000 INTEREST	20,000.00	11,556.73	85,595.55	(65,595.55)	427.98%
60R000 1930 0000 IMPACT FEES	900,000.00	42,443.76	355,902.08	544,097.92	39.54%
Total Local Revenue	920,000.00	54,000.49	441,497.63	478,502.37	47.99%
Total Capital Projects Fund	920,000.00	54,000.49	441,497.63	478,502.37	47.99%
70R000 1115 0000 TAXES	84,080.00	-	40,440.25	43,639.75	48.10%
70R001 1510 0000 INTEREST	15,010.00	8,778.92	64,845.83	(49,835.83)	432.02%
Total Local Revenue	99,090.00	8,778.92	105,286.08	(6,196.08)	106.25%
Total Working Cash Fund	99,090.00	8,778.92	105,286.08	(6,196.08)	106.25%
80R000 1120 0000 TAXES	840,798.00	-	404,348.89	436,449.11	48.09%
80R001 1510 0000 INTEREST	2,800.00	2,701.63	19,308.24	(16,508.24)	689.58%
80R000 1999 0000 REFUND PRIOR YEAR EXPENDITURES	40,000.00	-	-	40,000.00	0.00%
Total Local Revenue	883,598.00	2,701.63	423,657.13	459,940.87	47.95%
Total Tort Fund	883,598.00	2,701.63	423,657.13	459,940.87	47.95%
Revenue-All Funds					
1000 Total Local Revenue	62,211,415.00	949,491.79	32,407,726.40	29,803,688.60	52.09%
3000 Total State Revenue	32,477,174.00	1,715,693.57	11,372,947.57	21,104,226.43	35.02%
4000 Total Federal Revenue	3,769,821.00	109,239.88	3,686,125.42	83,695.58	97.78%
Total Revenue-All Funds	98,458,410.00	2,774,425.24	47,466,799.39	50,991,610.61	48.21%

Impact Fee Analysis

Date	City/Village	Amount	Houses	Transition		Fund	YTD	YTD
				Fees	Fund			
FY23		(Capital Projects/Debt Svc fund)		(Ed fund)				
7/11/2022	City of Elgin (June)	155,657.58	23	7,210.00	Debt Svc			
8/8/2022	City of Elgin (July)	215,312.61	25	0.00	Debt Svc			
9/12/2022	City of Elgin (Aug)	102,314.19	14	7,210.00	Debt Svc			
10/7/2022	City of Elgin (Sept)	116,694.00	15	0.00	Debt Svc/Cap Proj			
11/17/2022	City of Elgin (Oct)	50,046.00	9	0.00	Capital Projects			
12/20/2022	City of Elgin (Nov)	49,555.31	8	0.00	Capital Projects			
1/10/2022	City of Elgin (Dec)	35,062.12	5	0.00	Capital Projects			
2/10/2023	City of Elgin (Jan)	68,098.46	10	0.00	Capital Projects			
3/7/2023	City of Elgin (Feb)	36,518.05	6	0.00	Capital Projects			
4/7/2023	City of Elgin (Mar)	42,443.76	8	0.00	Capital Projects			
5/8/2023	City of Elgin (Apr)	97,222.19	13	0.00	Capital Projects	968,924.27	136	
Total FY23		\$ 968,924.27	136	\$ 14,420.00				
	<i>Budget FY23-Cap Proj</i>	900,000.00		55,000.00				
	<i>Budget FY23-Debt Svc</i>	515,800.00						
FY22		(Capital Projects/Debt Svc fund)		(Ed fund)				
7/13/2021	City of Elgin (June)	142,895.33	22	29,425.04	Debt Svc			
8/16/2021	City of Elgin (July)	72,627.88	14	0.00	Debt Svc			
10/5/2021	City of Elgin (Aug)	185,073.87	32	0.00	Debt Svc			
11/2/2021	City of Elgin (Sept)	56,813.62	10	4,190.04	Debt Svc			
11/8/2021	City of Elgin (Oct)	113,970.16	16	0.00	Debt Svc/Cap Proj			
12/6/2021	Kane County	3,454.40	2	0.00	Land Cash/Cap Proj			
12/13/2021	City of Elgin (Nov)	138,752.49	22	2,095.02	Capital Projects			
1/10/2022	City of Elgin (Dec)	121,286.29	15	0.00	Capital Projects			
2/8/2022	City of Elgin (Jan)	36,526.53	5	9,305.02	Capital Projects			
3/7/2022	City of Elgin (Feb)	106,896.38	18	9,305.02	Capital Projects			
4/12/2022	City of Elgin (Mar)	291,910.58	37	0.00	Capital Projects			
5/11/2022	City of Elgin (Apr)	271,003.52	30	0.00	Capital Projects	1,541,211.05	223	
6/17/2022	City of Elgin (May)	163,200.44	19	0.00	Capital Projects			
Total FY22		\$ 1,704,411.49	242	\$ 54,320.14				
	<i>Budget FY22-Cap Proj</i>	478,000.00		140,000.00				
	<i>Budget FY22-Debt Svc</i>	522,000.00						
FY21		(Capital Projects/Debt Svc fund)		(Ed fund)				
6/29/2020	City of Elgin (May)	54,190.09	8	10,815.00	Debt Svc			
8/17/2020	City of Elgin (June)	123,782.79	26	18,610.04	Debt Svc			
8/17/2020	City of Elgin (July)	125,785.42	21	19,195.08	Debt Svc			
9/14/2020	City of Elgin (Aug)	97,690.96	15	6,285.06	Debt Svc			
10/3/2020	City of Elgin (Sept)	114,824.67	24	16,515.02	Debt Svc			
11/6/2020	City of Elgin (Oct)	191,750.53	28	20,120.02	Debt Svc/Cap Proj			
12/11/2020	City of Elgin (Nov)	109,137.36	15	9,305.02	Capital Projects			
1/11/2021	City of Elgin (Dec)	70,362.23	12	16,515.02	Capital Projects			
2/17/2021	City of Elgin (Jan)	113,563.63	17	14,420.00	Capital Projects			
3/15/2021	City of Elgin (Feb)	86,472.83	12	5,700.02	Capital Projects			
4/13/2021	City of Elgin (Mar)	184,600.64	38	18,610.04	Capital Projects			
5/10/2021	City of Elgin (Apr)	76,971.88	13	28,840.00	Capital Projects	1,349,133.03	229	
6/15/2021	City of Elgin (May)	118,463.45	18	18,025.00	Capital Projects			
Total FY21		\$ 1,467,596.48	247	\$ 202,955.32				
	<i>Budget FY21-Cap Proj</i>	150,000.00		80,000.00				
	<i>Budget FY21-Debt Svc</i>	525,000.00						

Central Community Unit School Dist. 301
Expenditure Summary by Fund Report
April 2023

	2022-23 Original Budget	% of Fund	April MTD	2022-23 FYTD	Encumbered Amount	Budget Remaining	FYTD Percent
10-Education							
1000 Salaries	32,163,472.00	44.52%	2,562,401.93	25,511,330.51	-	6,652,141.49	79.32%
2000 Benefits	8,809,859.00	12.19%	715,321.06	7,456,929.24	900.00	1,352,029.76	84.65%
3000 Purchased Services	3,432,182.00	4.75%	417,467.87	1,970,833.97	299,776.99	1,161,571.04	66.16%
4000 Supplies	3,056,061.00	4.23%	201,624.95	1,666,186.88	1,003,116.37	386,757.75	87.34%
5000 Capital Outlay	255,596.00	0.35%	-	24,417.00	7,066.16	224,112.84	12.32%
6000 Other/Dues/Fees	24,341,774.00	33.69%	1,735,494.44	3,527,654.74	181,731.38	20,632,387.88	15.24%
7000 Non-Capital Equipment	191,193.00	0.26%	44,092.42	194,139.48	94,940.78	(97,887.26)	151.20%
Total Education Fund	72,250,137.00	100.00%	5,676,402.67	40,351,491.82	1,587,531.68	30,311,113.50	58.05%
20-O&M							
1000 Salaries	2,205,890.00	27.65%	171,039.35	1,694,163.64	-	511,726.36	76.80%
2000 Benefits	572,390.00	7.17%	43,238.49	455,465.74	-	116,924.26	79.57%
3000 Purchased Services	1,258,500.00	15.78%	63,097.44	1,107,466.10	37,442.09	113,591.81	90.97%
4000 Supplies	1,664,000.00	20.86%	75,798.41	1,041,422.63	119,993.92	502,583.45	69.80%
5000 Capital Outlay	2,149,857.00	26.95%	283,757.30	1,849,508.16	167,651.64	132,697.20	93.83%
6000 Other/Dues/Fees	2,000.00	0.03%	-	2,054.56	45.00	(99.56)	104.98%
7000 Non-Capital Equipment	125,000.00	1.57%	43,183.35	217,614.97	-	(92,614.97)	174.09%
Total O&M	7,977,637.00	100.00%	680,114.34	6,367,695.80	325,132.65	1,284,808.55	83.89%
30-Debt Service							
3000 Purchased Services	3,000.00	0.03%	-	2,380.00	-	620.00	79.33%
6000 Other/Bonds	8,785,976.00	99.97%	-	8,323,375.00	-	462,601.00	94.73%
Total Debt Service	8,788,976.00	100.00%	-	8,325,755.00	-	463,221.00	94.73%
40-Transportation							
1000 Salaries	2,405,730.00	45.35%	185,292.61	1,916,157.05	-	489,572.95	79.65%
2000 Benefits	130,160.00	2.45%	10,274.61	113,336.56	-	16,823.44	87.07%
3000 Purchased Services	1,714,000.00	32.31%	50,123.35	1,894,756.48	24,149.98	(204,906.46)	111.95%
4000 Supplies	720,400.00	13.58%	40,825.54	357,159.47	22,363.80	340,876.73	52.68%
5000 Capital Outlay	60,000.00	1.13%	-	-	-	60,000.00	0.00%
6000 Other/Dues/Fees	215,000.00	4.05%	2,023.45	8,730.20	1,081.00	205,188.80	4.56%
7000 Non-Capital Equipment	60,000.00	1.13%	-	1,660.00	-	58,340.00	2.77%
Total Transportation	5,305,290.00	100.00%	288,539.56	4,291,799.76	47,594.78	965,895.46	81.79%
50-IMRF/SS							
2000 Benefits	1,976,776.00	100.00%	142,144.62	1,472,247.11	-	504,528.89	74.48%
Total IMRF/SS	1,976,776.00	100.00%	142,144.62	1,472,247.11	-	504,528.89	74.48%
60-Capital Projects							
5000 Capital Outlay	900,000.00	100.00%	-	315,774.46	-	584,225.54	35.09%
Total Capital Projects	900,000.00	100.00%	-	315,774.46	-	584,225.54	35.09%
70-Working Cash							
6000 Transfers	-	-	-	-	-	-	0.00%
Total Working Cash	-	0.00%	-	-	-	-	0.00%
80-Tort							
3000 Purchased Services	993,000.00	100.00%	13,586.88	143,568.01	66.00	849,365.99	14.46%
Total Tort	993,000.00	100.00%	13,586.88	143,568.01	66.00	849,365.99	14.46%
Total Expenditures	98,191,816.00		6,800,788.07	61,268,331.96	1,960,325.11	34,963,158.93	64.39%
Expenditures Across All Funds							
1000 Salaries	36,775,092.00	37.45%	2,918,733.89	29,121,651.20	-	7,653,440.80	79.19%
2000 Benefits	11,489,185.00	11.70%	910,978.78	9,497,978.65	900.00	1,990,306.35	82.68%
3000 Purchased Services	7,400,682.00	7.54%	544,275.54	5,119,004.56	361,435.06	1,920,242.38	74.05%
4000 Supplies	5,440,461.00	5.54%	318,248.90	3,064,768.98	1,145,474.09	1,230,217.93	77.39%
5000 Capital Outlay	3,365,453.00	3.43%	283,757.30	2,189,699.62	174,717.80	1,001,035.58	70.26%
6000 Other/Dues/Fees/Bonds	33,344,750.00	33.96%	1,737,517.89	11,861,814.50	182,857.38	21,300,078.12	36.12%
7000 Non-Capital Equipment	376,193.00	0.38%	87,275.77	413,414.45	94,940.78	(132,162.23)	135.13%
Total Expenditures Across all Funds	98,191,816.00	100.00%	6,800,788.07	61,268,331.96	1,960,325.11	34,963,158.93	64.39%

VENDOR	INVOICE #	INVOICE DESCRIPTION	ACCOUNT NUMBER	AMOUNT
A DISCOUNT T	20234522	Student Shirts	10E011 1120 4900 00 000000 0000	400.00
		Totals for A DISCOUNT T		400.00
A TO Z RENTALS	111538	Drywall Cart	20E001 2540 4110 00 000000 0000	250.00
A TO Z RENTALS	111537	Supplies	20E001 2540 4110 00 000000 0000	934.52
		Totals for A TO Z RENTALS		1,184.52
AAA GLASS TINT	4693	Clear Solargard Security Film 50% deposit	20E001 2540 5300 00 000000 0000	48,653.61
AAA GLASS TINT	4694	Clear Solargard Security Film Final Payment	20E001 2540 5300 00 000000 0000	48,653.60
		Totals for AAA GLASS TINT		97,307.21
ADVANCE AUTO PARTS	2454-483467	Misc. Parts	40E001 2550 4100 00 000000 0000	37.94
ADVANCE AUTO PARTS	2454-483904	Misc. Parts	40E001 2550 4100 00 000000 0000	174.24
		Totals for ADVANCE AUTO PARTS		212.18
ADVOCATE SHERMAN OCC	842980	Annual School Bus Driver Physical, Non DOT visit	40E001 2550 3190 00 000000 0000	210.00
ADVOCATE SHERMAN OCC	842980	Annual School Bus Driver Physical, Non DOT visit	80E001 2362 3820 00 000000 0000	66.00
ADVOCATE SHERMAN OCC	843856	Annual School Bus Physical, Non DOT visit	40E001 2550 3190 00 000000 0000	105.00
ADVOCATE SHERMAN OCC	843856	Annual School Bus Physical, Non DOT visit	80E001 2362 3820 00 000000 0000	66.00
ADVOCATE SHERMAN OCC	843855	Post Accident Drug Screen	80E001 2362 3820 00 000000 0000	66.00
		Totals for ADVOCATE SHERMAN OCCUPATIONAL		513.00
AGUINAGA, JACOB	Apr 2023	Reimb for Mileage Apr 2023	10E001 2660 3320 00 000000 0000	135.19
		Totals for AGUINAGA, JACOB		135.19
AHW LLC	11594302	Grounds Supplies	20E001 2540 4120 00 000000 0000	24.85
AHW LLC	11598288	Grounds Supplies	20E001 2540 4120 00 000000 0000	48.26
AHW LLC	11597631	Grounds Supplies	20E001 2540 4120 00 000000 0000	152.64
AHW LLC	11603569	Grounds Vehicle Repair	20E002 2540 3230 00 000000 0000	88.20
		Totals for AHW LLC		313.95
AL WARREN OIL CO, IN	W1553578	Fuel	40E001 2550 4640 00 000000 0000	2,694.60
AL WARREN OIL CO, IN	W1553579	Fuel	40E001 2550 4640 00 000000 0000	3,018.48
AL WARREN OIL CO, IN	W1554969	Fuel	40E001 2550 4640 00 000000 0000	7,125.31
AL WARREN OIL CO, IN	W1554968	Fuel, Drivers Ed fuel Feb 2023	10E002 1730 4100 00 000000 0000	83.11
AL WARREN OIL CO, IN	W1554968	Fuel, Drivers Ed fuel Feb 2023	40E001 2550 4640 00 000000 0000	2,921.18
AL WARREN OIL CO, IN	W1556178	Fuel	40E001 2550 4640 00 000000 0000	3,257.58
AL WARREN OIL CO, IN	W1556179	Fuel	40E001 2550 4640 00 000000 0000	2,567.21
AL WARREN OIL CO, IN	W1557060	Fuel	40E001 2550 4640 00 000000 0000	2,613.83
AL WARREN OIL CO, IN	W1557061	Fuel	40E001 2550 4640 00 000000 0000	3,698.53
AL WARREN OIL CO, IN	W1545096	Fuel	40E001 2550 4640 00 000000 0000	3,163.10
AL WARREN OIL CO, IN	W1545097	Fuel	40E001 2550 4640 00 000000 0000	3,760.59
AL WARREN OIL CO, IN	W1558290	Fuel	40E001 2550 4640 00 000000 0000	4,249.83
AL WARREN OIL CO, IN	W1558289	Fuel	40E001 2550 4640 00 000000 0000	2,126.49
		Totals for AL WARREN OIL CO, INC		41,279.84
ALEXANDER LEIGH CENT	4098	Monthly tuition Apr 2023	10E001 1912 6700 00 000000 0000	10,211.17
		Totals for ALEXANDER LEIGH CENTER FOR AU		10,211.17
ALPHA BAKING COMPANY	230273094017	Bread	10E002 2560 4100 00 000000 0000	167.02

VENDOR	INVOICE #	INVOICE DESCRIPTION	ACCOUNT NUMBER	AMOUNT
ALPHA BAKING COMPANY	230260093017	Bread	10E011 2560 4100 00 000000 0000	98.37
ALPHA BAKING COMPANY	230273100016	Bread	10E005 2560 4100 00 000000 0000	16.07
ALPHA BAKING COMPANY	230260100020	Bread	10E011 2560 4100 00 000000 0000	50.04
ALPHA BAKING COMPANY	230273101013	Bread	10E004 2560 4100 00 000000 0000	44.50
ALPHA BAKING COMPANY	230273094018	Bread	10E003 2560 4100 00 000000 0000	95.61
ALPHA BAKING COMPANY	230273094019	Bread	10E004 2560 4100 00 000000 0000	67.28
ALPHA BAKING COMPANY	230260100022	Bread	10E010 2560 4100 00 000000 0000	70.10
ALPHA BAKING COMPANY	230273101012	Bread	10E002 2560 4100 00 000000 0000	290.96
ALPHA BAKING COMPANY	230260107023	Bread	10E010 2560 4100 00 000000 0000	105.09
ALPHA BAKING COMPANY	230273107019	Bread	10E005 2560 4100 00 000000 0000	47.61
ALPHA BAKING COMPANY	230260114019	Bread	10E010 2560 4100 00 000000 0000	48.40
ALPHA BAKING COMPANY	230273108015	Bread	10E002 2560 4100 00 000000 0000	536.35
ALPHA BAKING COMPANY	230273110018	Bread	10E002 2560 4100 00 000000 0000	74.76
ALPHA BAKING COMPANY	230273115018	Bread	10E004 2560 4100 00 000000 0000	76.84
ALPHA BAKING COMPANY	230273114017	Bread	10E005 2560 4100 00 000000 0000	30.80
ALPHA BAKING COMPANY	230260107022	Bread	10E008 2560 4100 00 000000 0000	75.85
ALPHA BAKING COMPANY	230260100021	Bread	10E008 2560 4100 00 000000 0000	35.46
ALPHA BAKING COMPANY	230260093018	Bread	10E008 2560 4100 00 000000 0000	34.72
ALPHA BAKING COMPANY	230260114018	Bread	10E008 2560 4100 00 000000 0000	49.96
ALPHA BAKING COMPANY	230273115016	Bread	10E002 2560 4100 00 000000 0000	470.36
ALPHA BAKING COMPANY	230273115017	Bread	10E003 2560 4100 00 000000 0000	37.30
ALPHA BAKING COMPANY	230273108016	Bread	10E003 2560 4100 00 000000 0000	97.75
ALPHA BAKING COMPANY	230260118024	Bread	10E011 2560 4100 00 000000 0000	47.80
ALPHA BAKING COMPANY	230260107021	Bread	10E011 2560 4100 00 000000 0000	26.04
ALPHA BAKING COMPANY	230260115021	Bread	10E011 2560 4100 00 000000 0000	65.10
ALPHA BAKING COMPANY	230260121021	Bread	10E010 2560 4100 00 000000 0000	64.05
ALPHA BAKING COMPANY	230273108017	Bread	10E004 2560 4100 00 000000 0000	34.73
Totals for ALPHA BAKING COMPANY				2,858.92
AMAZON CAPITAL SERVI	13Q4-VLX4-4JC4	Athletics Books for students	10E002 1500 4900 00 000000 0000	121.50
AMAZON CAPITAL SERVI	1JV7-CC76-HNGC	Books for IC's	10E002 2212 4100 00 000000 0000	42.28
AMAZON CAPITAL SERVI	1RLD-GLLW-9VWK	General supplies	10E004 1110 4100 00 000000 0000	48.84
AMAZON CAPITAL SERVI	1RLD-GLLW-9VWK	General supplies	10E004 2410 4100 00 000000 0000	364.05
AMAZON CAPITAL SERVI	1WTC-P631-9HDC	EC Student Supplies	10E010 1225 4100 00 000000 0000	27.49
AMAZON CAPITAL SERVI	19J6-K16H-9X3N	Retirement Gift	10E001 2310 4100 00 000000 0000	119.95
AMAZON CAPITAL SERVI	1F6R-VRTF-3DLW	Retirement Clock	10E001 2310 4100 00 000000 0000	182.98
AMAZON CAPITAL SERVI	1N9Y-9F66-1QHF	Supplies	10E011 1120 4900 00 000000 0000	108.90
AMAZON CAPITAL SERVI	1WM6-YJG1-4TYQ	DO Supplies	10E001 2520 4100 00 000000 0000	167.59
AMAZON CAPITAL SERVI	1LD7-X6G3-LJ9X	Lamp bulb	10E001 2660 4100 00 000000 0000	77.98
AMAZON CAPITAL SERVI	1LRD-CL6X-GHFM	Office Supplies	10E010 2410 4100 00 000000 0000	166.64
AMAZON CAPITAL SERVI	1KRH-TYFV-7H4L	Classroom Supplies	10E010 1110 4100 00 000000 0000	186.73
AMAZON CAPITAL SERVI	13GK-RLCD-3QGD	Book for K. Paulus	10E002 2212 4100 00 000000 0000	24.72
AMAZON CAPITAL SERVI	1G9G-R4YJ-3DRW	General supplies	10E004 1110 4100 00 000000 0000	87.92
AMAZON CAPITAL SERVI	1G9G-R4YJ-3DRW	General supplies	10E004 1110 4250 00 000000 0000	27.98
AMAZON CAPITAL SERVI	1G9G-R4YJ-3DRW	General supplies	10E004 2410 4100 00 000000 0000	67.76
AMAZON CAPITAL SERVI	1YXP-QDV9-CMCC	General supplies building	10E004 2410 4100 00 000000 0000	295.94
AMAZON CAPITAL SERVI	1Y96-YWL9-93H3	General supplies building	10E004 1225 4100 00 000000 0000	59.97
AMAZON CAPITAL SERVI	1WR4-KTD1-6QVH	Folders	10E001 1800 4100 00 000000 0000	54.86
AMAZON CAPITAL SERVI	1VTJ-KK6Q-3PT9	Maintenance Supplies	20E001 2540 4110 00 000000 0000	144.90
AMAZON CAPITAL SERVI	1KMG-GW11-LMLJ	Supplies	10E011 1120 4110 00 000000 0000	42.47
AMAZON CAPITAL SERVI	1FX7-X19G-171T	Supplies	10E011 1120 4110 00 000000 0000	260.87
AMAZON CAPITAL SERVI	199V-1Y6G-3XJ3	Supplies	10E011 1120 4110 00 000000 0000	23.97
AMAZON CAPITAL SERVI	13MP-CPCP-3MX9	Classroom Supplies, Art	10E005 1110 4100 00 000000 0000	89.23
AMAZON CAPITAL SERVI	1WF4-1LPX-1MX4	Office Supplies, Apply Credit to Inv #1LRD-CL6X-GHFM	10E010 2410 4100 00 000000 0000	-7.95
AMAZON CAPITAL SERVI	1MWL-QMXY-3TFP	Life Skills supplies	10E002 1205 4100 00 000000 0000	29.42

VENDOR	INVOICE #	INVOICE DESCRIPTION	ACCOUNT NUMBER	AMOUNT
AMAZON CAPITAL SERVI	1J9Y-4YTR-16P7	Office supplies	10E002 2410 4100 00 000000 0000	53.99
AMAZON CAPITAL SERVI	1YMG-66XM-1F7Y	Office supplies	10E002 2410 4100 00 000000 0000	186.35
AMAZON CAPITAL SERVI	1TYD-FMWX-17T9	23.24 General supplies	10E004 1110 4100 00 000000 0000	18.99
AMAZON CAPITAL SERVI	1X16-NPQN-HXGH	23.24 General supplies	10E004 1110 4100 00 000000 0000	250.64
AMAZON CAPITAL SERVI	1X16-NPQN-HXGH	23.24 General supplies	10E004 2410 4100 00 000000 0000	16.29
AMAZON CAPITAL SERVI	1KCF-GVN6-9Y63	23.24 General supplies	10E004 1110 4100 00 000000 0000	420.10
AMAZON CAPITAL SERVI	1KCF-GVN6-9Y63	23.24 General supplies	10E004 2110 4100 00 000000 0000	99.97
AMAZON CAPITAL SERVI	13MN-7G1C-PLHH	23.24 PE Budget	10E004 1110 4100 00 000000 0000	209.82
AMAZON CAPITAL SERVI	1KH4-DK46-14XC	23.24 PE Budget	10E004 1110 4100 00 000000 0000	123.58
AMAZON CAPITAL SERVI	1GFK-J3VY-43GW	Mailboxes, New Drivers Room	40E001 2550 4110 00 000000 0000	521.73
AMAZON CAPITAL SERVI	1KK3-QQ93-4XF3	RTI Order	10E001 1200 4100 00 462000 0000	40.96
AMAZON CAPITAL SERVI	1MC9-1L77-6VP9	Ipad case for student	10E001 1200 4100 00 462000 0000	36.98
AMAZON CAPITAL SERVI	1GRD-YK9P-7NCT	Supplies	10E011 2410 4900 00 000000 0000	42.31
AMAZON CAPITAL SERVI	1NHL-1QR7-1YJQ	Nurse Supply, Bags for Ice	10E008 1110 4250 00 000000 0000	24.89
AMAZON CAPITAL SERVI	1GRD-YK9P-7CD4	ELL Supplies	10E008 1800 4100 00 000000 0000	42.00
AMAZON CAPITAL SERVI	1WKX-V91G-79DR	Supplies	10E008 2410 4100 00 000000 0000	99.07
AMAZON CAPITAL SERVI	1H63-VQM4-16DW	2023/2024 supplies	10E008 1110 4100 00 000000 0000	29.18
AMAZON CAPITAL SERVI	1GKP-HP9Q-4FXX	2023-2024 supplies	10E008 1110 4100 00 000000 0000	119.54
AMAZON CAPITAL SERVI	1H63-VQM4-4HCK	2023/2024 supplies	10E008 1110 4100 00 000000 0000	136.40
AMAZON CAPITAL SERVI	19CR-HN46-6TNJ	Library Books	10E008 2220 4300 00 000000 0000	353.96
AMAZON CAPITAL SERVI	1T3W-XK3C-KJY4	2023/2024 EC supplies	10E008 1225 4100 00 000000 0000	133.10
AMAZON CAPITAL SERVI	1JV7-CC76-71VH	EC Left handed & spring scissors	10E008 1225 4100 00 000000 0000	64.41
AMAZON CAPITAL SERVI	1P4C-9P6D-K9H9	2023/2024 supplies	10E008 1110 4100 00 000000 0000	119.69
AMAZON CAPITAL SERVI	139T-X76X-GP6W	2023/2024 supplies	10E008 1110 4100 00 000000 0000	8.54
AMAZON CAPITAL SERVI	1VF4-VPKV-6YCJ	Butterfly Kits	10E008 1110 4100 00 000000 0000	147.96
AMAZON CAPITAL SERVI	14TM-1C1Q-JCYN	2023/2024 EC supplies	10E008 1225 4100 00 000000 0000	132.56
AMAZON CAPITAL SERVI	17XC-7X1P-GMLF	Nurses Supplies	10E008 1110 4250 00 000000 0000	91.77
AMAZON CAPITAL SERVI	1MW9-T3PW-6NMH	Frames and Teacher Appreciation	10E005 2410 4100 00 000000 0000	193.06
AMAZON CAPITAL SERVI	1YFP-X7R1-H3HH	Books for Writing Contest, Assembly Props and Teacher Appreciation	10E005 2410 4100 00 000000 0000	177.98
AMAZON CAPITAL SERVI	1RPR-W4NJ-TTTJ	Supplies	10E011 1120 4110 00 000000 0000	200.33
AMAZON CAPITAL SERVI	1G9G-R4YJ-4JTL	Supplies	10E011 1120 4110 00 000000 0000	82.54
AMAZON CAPITAL SERVI	17LT-6KHN-6GJ7	Supplies	10E011 1120 4900 00 000000 0000	213.45
AMAZON CAPITAL SERVI	1JV7-CC76-6W9X	Supplies	10E011 1120 4900 00 000000 0000	27.92
AMAZON CAPITAL SERVI	1YFP-X7R1-9GFP	Replacement Batteries for AED machines	10E002 1130 4250 00 000000 0000	27.92
AMAZON CAPITAL SERVI	1YFP-X7R1-9GFP	Replacement Batteries for AED machines	10E002 1500 4100 00 000000 0000	111.66
AMAZON CAPITAL SERVI	1YFP-X7R1-9GFP	Replacement Batteries for AED machines	10E010 1110 4250 00 000000 0000	27.92
AMAZON CAPITAL SERVI	17QW-VXL3-D9X3	Office Supplies	10E010 2410 4100 00 000000 0000	47.36
AMAZON CAPITAL SERVI	1VPT-JMFQ-NF94	Supplies	10E011 1120 4110 00 000000 0000	100.89
AMAZON CAPITAL SERVI	11LP-QD11-1QCC	Supplies	10E011 1120 4110 00 000000 0000	172.68
AMAZON CAPITAL SERVI	1T9N-77WM-4PCY	Supplies	10E011 2410 4100 00 000000 0000	255.95
AMAZON CAPITAL SERVI	1QLP-1PQ6-1JLP	Supplies	10E011 2140 4100 00 000000 0000	125.13
AMAZON CAPITAL SERVI	1K1G-V4XT-7Q3L	AP Exam Testing supplies	10E002 1130 4900 00 000000 0000	474.82
AMAZON CAPITAL SERVI	1TMK-N74Q-4PHK	PE office chairs	10E002 2410 4100 00 000000 0000	310.50
AMAZON CAPITAL SERVI	14VQ-W6TP-13M3	Guidance office supplies	10E002 2120 4100 00 000000 0000	13.96
AMAZON CAPITAL SERVI	137L-3W7F-1HY4	CTE supplies	10E002 1400 4100 03 000000 0000	18.06
AMAZON CAPITAL SERVI	1W41-PL9V-6C39	Roller Assembly Kit	10E001 2660 4100 00 000000 0000	35.49
AMAZON CAPITAL SERVI	17GW-QGDJ-6GT4	Maintenance Supplies	20E001 2540 4110 00 000000 0000	662.33
AMAZON CAPITAL SERVI	1KR3-DGWM-DCT6	CTE supplies	10E002 1400 4100 03 000000 0000	47.94
AMAZON CAPITAL SERVI	1WQ1-TX6T-P3C7	Library supplies	10E002 2220 4100 00 000000 0000	14.99
AMAZON CAPITAL SERVI	1M3P-DGWP-1XCV	Social Studies supplies	10E003 1120 4100 00 000000 0000	14.99
AMAZON CAPITAL SERVI	16L1-NNKC-6K4N	CMS Showcase, Art	10E003 2410 4100 00 000000 0000	23.99

VENDOR	INVOICE #	INVOICE DESCRIPTION	ACCOUNT NUMBER	AMOUNT
AMAZON CAPITAL SERVI	14DK-743X-7N4D	Lysol Disinfectant	40E001 2550 4100 00 000000 0000	26.94
AMAZON CAPITAL SERVI	1LMQ-HTDX-4RDX	General supplies	10E004 1110 4100 00 000000 0000	30.21
		Totals for AMAZON CAPITAL SERVICES, INC		9,780.78
AMERICAN APPAREL & P	124149	Supplies	10E011 1120 4900 00 000000 0000	121.25
		Totals for AMERICAN APPAREL & PROMOTIONS		121.25
AMSTERDAM PRINTING A	7336084	Staff Planners	10E005 2410 4100 00 000000 0000	272.68
		Totals for AMSTERDAM PRINTING AND LITHO		272.68
APPLE INC	AL16943626	Ipad order for SPED	10E001 1200 3140 00 462000 0000	2,940.00
APPLE INC	AL21729822	14-inch MacBook Pro: For the production truck	10E002 1130 7100 00 474500 0000	1,849.00
APPLE INC	AL21729822	14-inch MacBook Pro: For the production truck	10E002 1130 3100 00 322000 0000	209.00
		Totals for APPLE INC		4,998.00
ARCO MECHANICAL EQUI	20888	Gas Detection Calibration Services of Toxalert CMS	20E001 2540 3100 00 000000 0000	590.00
		Totals for ARCO MECHANICAL EQUIPMENT SAL		590.00
ASTOUND BUSINESS SOL	416615501-001616	Internet	10E001 2660 3160 00 000000 0000	1,107.07
		Totals for ASTOUND BUSINESS SOLUTIONS/RC		1,107.07
AVI SYSTEMS, INC	88874846	Equipment	10E001 2660 4100 00 000000 0000	1,372.16
AVI SYSTEMS, INC	88874846	Equipment	10E001 2660 7100 00 000000 0000	10,703.30
		Totals for AVI SYSTEMS, INC		12,075.46
BANNER UP SIGNS	79882	Supplies	10E011 1500 4100 00 000000 0000	281.00
		Totals for BANNER UP SIGNS		281.00
BARRE CONSULTING, LL	Apr 19	DEI Speaker	10E003 2410 4900 00 000000 0000	1,000.00
		Totals for BARRE CONSULTING, LLC		1,000.00
BATTERIES PLUS	P61712916	Maintenance Supplies	20E001 2540 4110 00 000000 0000	605.90
BATTERIES PLUS	P61712966	Maintenance Supplies	20E001 2540 4110 00 000000 0000	116.95
		Totals for BATTERIES PLUS		722.85
BAVARO, ANGELA	Apr 4	Professional Day TESOL Virtual Conference 04/04/23	10E010 2210 6400 00 000000 0000	95.00
		Totals for BAVARO, ANGELA		95.00
BEAN'S FARM LANDSCAP	8554	Grounds Supplies	20E001 2540 4120 00 000000 0000	240.00
		Totals for BEAN'S FARM LANDSCAPE SUPPLY		240.00
BENDER, AMY	Mar 7	PKMS Scholastic Bowl Team Supplies	10E011 1500 4100 00 000000 0000	80.30
		Totals for BENDER, AMY		80.30
BILEN, MATTHEW	Apr 27	Reimb for Parking, Skills USA State	40E001 2550 3320 00 000000 0000	10.00
		Totals for BILEN, MATTHEW		10.00
BIO RAD LABORATORIES	906214543	Science supplies	10E002 1130 4100 00 000000 0000	346.06
BIO RAD LABORATORIES	906177713	Science supplies	10E002 1130 4100 00 000000 0000	449.52
BIO RAD LABORATORIES	906282392	Science supplies	10E002 1130 4100 00 000000 0000	118.22

VENDOR	INVOICE #	INVOICE DESCRIPTION	ACCOUNT NUMBER	AMOUNT
			Totals for BIO RAD LABORATORIES, INC	913.80
BIRCH AGENCY	3950006783	Contracted employee	10E001 1205 3100 00 000000 0000	2,496.00
BIRCH AGENCY	3950006741	Contracted employee	10E001 1205 3100 00 000000 0000	2,496.00
			Totals for BIRCH AGENCY	4,992.00
BLICK ART MATERIALS	645580	Classroom Supplies	10E010 1110 4100 00 000000 0000	330.31
			Totals for BLICK ART MATERIALS	330.31
BLUE CROSS BLUE SHIE	Dental 04-23	Dental Claims	10E002 1130 2230 00 000000 0000	-4,501.93
BLUE CROSS BLUE SHIE	Dental 04-23	Dental Claims	20E001 2540 2230 00 000000 0000	225.01
BLUE CROSS BLUE SHIE	Dental 04-23	Dental Claims	40E001 2550 2230 00 000000 0000	484.83
			Totals for BLUE CROSS BLUE SHIELD	-3,792.09
BOSTON HIGASHI SCHOO	2304600	Monthly Tuition and Room & Board Apr 2023	10E001 1912 6700 00 000000 0000	19,132.90
BOSTON HIGASHI SCHOO	2304613	Monthly Tuition and Room & Board Apr 2023	10E001 1912 6700 00 000000 0000	19,132.90
			Totals for BOSTON HIGASHI SCHOOL, INC	38,265.80
BRIGHTSTAR CARE	IVC7607705	Contracted nurse	10E001 2130 3100 00 000000 0000	2,465.00
BRIGHTSTAR CARE	IVC7627037	Contracted nurse	10E001 2130 3100 00 000000 0000	3,017.50
BRIGHTSTAR CARE	IVC7642924	Contracted nurse	10E001 2130 3100 00 000000 0000	4,055.00
			Totals for BRIGHTSTAR CARE	9,537.50
BRITTS-AXEN, CATHERI	Mar 25	Reimb for CMS Play Materials	10E003 2410 4100 00 000000 0000	236.22
BRITTS-AXEN, CATHERI	Mar 30	CMS Reimb for Play Material	10E003 1120 3900 00 000000 0000	48.16
BRITTS-AXEN, CATHERI	Apr 25	CMS Reimb for SIP team supplies	10E003 2410 4100 00 000000 0000	107.73
			Totals for BRITTS-AXEN, CATHERINE	392.11
BSN SPORTS, INC	921090244	Lacrosse Goals and Bucket Ball Bag	10E002 1500 4100 00 000000 0000	746.24
BSN SPORTS, INC	921090246	Soccer Match Goal	10E002 1500 5400 00 000000 0000	7,066.16
BSN SPORTS, INC	921280839	Indoor Scoreboard w/remote PKMS	10E011 1500 7100 00 000000 0000	1,034.16
BSN SPORTS, INC	919932635	PE supplies	10E002 1130 3100 00 000000 0000	187.93
			Totals for BSN SPORTS, INC	9,034.49
BW TEAM GEAR & ATHLE	2280	Uniforms-Boys/Girls Basketball	10E011 1500 4110 00 000000 0000	4,255.00
			Totals for BW TEAM GEAR & ATHLETIC EQUIP	4,255.00
CALO-CHANGE ACADEMY	INV067155	Monthly tuition and room and board for residential student Apr 2023	10E001 1912 6700 00 000000 0000	14,144.50
CALO-CHANGE ACADEMY	INV058916	Monthly tuition and room and board for residential student Dec 2022	10E001 1912 6700 00 000000 0000	14,050.17
CALO-CHANGE ACADEMY	INV060989	Monthly tuition and room and board for residential student Jan 2023	10E001 1912 6700 00 000000 0000	14,474.53
CALO-CHANGE ACADEMY	INV063272	Monthly tuition and room and board for residential student Feb 2023	10E001 1912 6700 00 000000 0000	13,484.44
CALO-CHANGE ACADEMY	INV065172	Monthly tuition and room and board for residential student Mar 2023	10E001 1912 6700 00 000000 0000	15,111.07
			Totals for CALO-CHANGE ACADEMY AT LAKE O	71,264.71

VENDOR	INVOICE #	INVOICE DESCRIPTION	ACCOUNT NUMBER	AMOUNT
CAMELOT THERAPEUTIC	INV158866	Monthly Tuition Mar 2023	10E001 1912 6700 00 000000 0000	11,323.62
		Totals for CAMELOT THERAPEUTIC SCHOOLS,		11,323.62
CARDMEMBER SERVICE	7577 05-23	E. Mongan Curriculum Expenses	10E001 2212 4100 00 000000 0000	23.86
CARDMEMBER SERVICE	7577 05-23	E. Mongan Curriculum Expenses	10E001 2210 6400 00 000000 0000	14.95
CARDMEMBER SERVICE	7577 05-23	E. Mongan Curriculum Expenses	10E001 2210 6400 00 000000 0000	35.88
CARDMEMBER SERVICE	7577 05-23	E. Mongan Curriculum Expenses	10E001 2520 4100 00 000000 0000	72.15
CARDMEMBER SERVICE	7577 05-23	E. Mongan Curriculum Expenses	10E001 2520 3100 00 000000 0000	513.97
CARDMEMBER SERVICE	7577 05-23	E. Mongan Curriculum Expenses	10E001 2310 4100 00 000000 0000	110.51
CARDMEMBER SERVICE	7577 05-23	E. Mongan Curriculum Expenses	10E001 2520 3100 00 000000 0000	513.13
CARDMEMBER SERVICE	7577 05-23	E. Mongan Curriculum Expenses	10E001 2520 4100 00 000000 0000	53.74
CARDMEMBER SERVICE	7577 05-23	E. Mongan Curriculum Expenses	10E001 2520 3100 00 000000 0000	534.00
CARDMEMBER SERVICE	7577 05-23	E. Mongan Curriculum Expenses	10E001 2310 4100 00 000000 0000	1,283.46
CARDMEMBER SERVICE	7577 05-23	E. Mongan Curriculum Expenses	10E001 2310 4100 00 000000 0000	268.04
CARDMEMBER SERVICE	7577 05-23	E. Mongan Curriculum Expenses	10E001 2520 3100 00 000000 0000	516.39
CARDMEMBER SERVICE	7577 05-23	E. Mongan Curriculum Expenses	10E001 2210 6400 00 000000 0000	14.95
CARDMEMBER SERVICE	7577 05-23	E. Mongan Curriculum Expenses	10E001 2520 4100 00 000000 0000	53.74
CARDMEMBER SERVICE	7577 05-23	E. Mongan Curriculum Expenses	10E001 2520 3100 00 000000 0000	520.00
CARDMEMBER SERVICE	7577 05-23	E. Mongan Curriculum Expenses	10E001 2520 3100 00 000000 0000	360.87
CARDMEMBER SERVICE	7577 05-23	E. Mongan Curriculum Expenses	10E001 2520 3100 00 000000 0000	360.00
CARDMEMBER SERVICE	7577 05-23a	T. Stirn Administrative Expenses	40E001 2550 6400 00 000000 0000	40.00
CARDMEMBER SERVICE	7577 05-23a	T. Stirn Administrative Expenses	40E001 2550 6400 00 000000 0000	40.00
CARDMEMBER SERVICE	7577 05-23a	T. Stirn Administrative Expenses	10E001 2210 3100 00 462000 0000	200.00
CARDMEMBER SERVICE	7577 05-23a	T. Stirn Administrative Expenses	10E001 2520 3100 00 000000 0000	34.00
CARDMEMBER SERVICE	7577 05-23a	T. Stirn Administrative Expenses	10E001 2520 3100 00 000000 0000	34.00
CARDMEMBER SERVICE	7577 05-23a	T. Stirn Administrative Expenses	10E001 2520 4100 00 000000 0000	451.33
CARDMEMBER SERVICE	7577 05-23a	T. Stirn Administrative Expenses	40E001 2550 6400 00 000000 0000	40.00
CARDMEMBER SERVICE	7577 05-23a	T. Stirn Administrative Expenses	10E001 2320 3190 00 000000 0000	54.56
CARDMEMBER SERVICE	7577 05-23a	T. Stirn Administrative Expenses	10E001 2520 4100 00 000000 0000	51.34
CARDMEMBER SERVICE	7577 05-23a	T. Stirn Administrative Expenses	10E001 2520 4100 00 000000 0000	42.34
CARDMEMBER SERVICE	7577 05-23a	T. Stirn Administrative Expenses	40E001 2550 6400 00 000000 0000	40.00
CARDMEMBER SERVICE	7577 05-23a	T. Stirn Administrative Expenses	10E001 2330 4100 00 000000 0000	400.29
CARDMEMBER SERVICE	7577 05-23b	B. Tobin Technology Expenses	10E001 2660 3160 00 000000 0000	478.28
CARDMEMBER SERVICE	7577 05-23b	B. Tobin Technology Expenses	10E001 2660 4100 00 000000 0000	320.99
CARDMEMBER SERVICE	7577 05-23b	B. Tobin Technology Expenses	10E001 2660 3160 00 000000 0000	10.00
CARDMEMBER SERVICE	7577 05-23b	B. Tobin Technology Expenses	10E001 2660 3160 00 000000 0000	296.00
CARDMEMBER SERVICE	7577 05-23b	B. Tobin Technology Expenses	10E001 2660 3160 00 000000 0000	62.00
CARDMEMBER SERVICE	7577 05-23b	B. Tobin Technology Expenses	10E001 2660 6400 00 000000 0000	965.00
CARDMEMBER SERVICE	7577 05-23b	B. Tobin Technology Expenses	10E001 2660 3160 00 000000 0000	1,796.40
CARDMEMBER SERVICE	7577 05-23b	B. Tobin Technology Expenses	10E001 2660 3160 00 000000 0000	168.87
CARDMEMBER SERVICE	7577 05-23b	B. Tobin Technology Expenses	10E001 1200 3140 00 462000 0000	149.99
		Totals for CARDMEMBER SERVICE		10,925.03
CARRIGAN-MICELE, MAR	Apr 22	Fuel Reimb, Math Team	40E001 2550 4640 00 000000 0000	36.00
CARRIGAN-MICELE, MAR	Apr 21	Trans reimb for food, Math team	40E001 2550 4100 00 000000 0000	17.08
		Totals for CARRIGAN-MICELE, MARY		53.08
CENTRAL DUPAGE HOSPI	301-032923	Homebound tutoring	10E001 1200 3140 00 462000 0000	682.50
CENTRAL DUPAGE HOSPI	301-032823	Homebound tutoring	10E001 1200 3140 00 462000 0000	735.00
		Totals for CENTRAL DUPAGE HOSPITAL		1,417.50
CINTAS CORPORATION #	4151739343	Service Mats	40E001 2550 3700 00 000000 0000	75.44
CINTAS CORPORATION #	4150320539	Service Mats, March	40E001 2550 3700 00 000000 0000	75.44
CINTAS CORPORATION #	4147485141	Service Mats, February	40E001 2550 3700 00 000000 0000	75.44
CINTAS CORPORATION #	4153137281	Service Mats	40E001 2550 3700 00 000000 0000	75.44

<u>VENDOR</u>	<u>INVOICE #</u>	<u>INVOICE DESCRIPTION</u>	<u>ACCOUNT NUMBER</u>	<u>AMOUNT</u>
CINTAS CORPORATION #	4154501687	Service Mats	40E001 2550 3700 00 000000 0000	81.26
			Totals for CINTAS CORPORATION #355	383.02
CITY OF ELGIN	330845-42337 03/	Water Service CT	20E001 2540 3700 00 000000 0000	1,253.37
CITY OF ELGIN	330845-39520 03/	Water Service PKMS	20E001 2540 3700 00 000000 0000	1,707.18
			Totals for CITY OF ELGIN	2,960.55
CLIENTFIRST TECHNOLO	14894	Consulting	10E001 2660 3190 00 000000 0000	660.00
			Totals for CLIENTFIRST TECHNOLOGY CONSUL	660.00
COLOR POWDER SUPPLY	590-2023	CHS Service Club color run powder for event on 5/13/23	10E002 1500 4100 00 000000 0000	348.29
			Totals for COLOR POWDER SUPPLY LLC	348.29
COMMUNITY THERAPY CO	1895	Speech Therapy Services for CHS	10E001 2150 3140 00 000000 0000	2,069.50
COMMUNITY THERAPY CO	1895	Speech Therapy Services for CHS	10E001 2150 3100 00 462000 0000	3,022.50
			Totals for COMMUNITY THERAPY CORP	5,092.00
COMPASS HEALTH CENTE	OKB00988	Homebound tutoring	10E001 1200 3140 00 462000 0000	1,360.00
			Totals for COMPASS HEALTH CENTER OAKBROO	1,360.00
CONTINENTAL RESOURCE	91140120	Phones	20E001 2540 3400 00 000000 0000	908.30
CONTINENTAL RESOURCE	91141389	Phones	20E001 2540 3400 00 000000 0000	945.35
			Totals for CONTINENTAL RESOURCES, INC	1,853.65
COOK, HEATHER	Mar 9-10	Professional Dev Illinois Reading Conference Mar 9-10	10E005 2210 6400 00 000000 0000	250.00
			Totals for COOK, HEATHER	250.00
CORE ACADEMY	SESINV-027915	Monthly tuition Apr 2023	10E001 1912 6700 00 000000 0000	3,720.01
			Totals for CORE ACADEMY	3,720.01
COVE SCHOOL, INC	SD301-0423	Monthly tuition Apr 2023	10E001 1912 6700 00 000000 0000	5,745.78
			Totals for COVE SCHOOL, INC	5,745.78
CROSSTEC CORPORATION	INV230050	SchoolVue Annual Maintenance Renewal 7/1/23-7/1/24	10E001 2660 3160 00 000000 0000	1,478.82
			Totals for CROSSTEC CORPORATION	1,478.82
CRYSTAL LAKE CENTRAL	May 6	CHS Girls Lacrosse Jamboree 5/6/23	10E002 1500 6400 00 000000 0000	225.00
			Totals for CRYSTAL LAKE CENTRAL HIGH SCH	225.00
CSES SCHOOLS LLC	Apr 2023	Monthly Tuition Apr 2023	10E001 1912 6700 00 000000 0000	3,239.28
			Totals for CSES SCHOOLS LLC	3,239.28
CULLUM, KATHARINE	Apr 2023	Reimb for Mileage April 2023	10E003 1120 3320 00 000000 0000	31.44
CULLUM, KATHARINE	Apr 2023	Reimb for Mileage April 2023	10E005 1110 3320 00 000000 0000	31.44
			Totals for CULLUM, KATHARINE	62.88
DATAMATION IMAGING S	APR-79721	Monthly file storage Mar 2023	10E001 2660 3160 00 462000 0000	525.00
DATAMATION IMAGING S	APR-79721	Monthly file storage Mar 2023	10E001 2660 3160 00 000000 0000	168.00
DATAMATION IMAGING S	MAY-79916	Monthly file storage Apr 2023	10E001 2660 3160 00 462000 0000	525.00
DATAMATION IMAGING S	MAY-79916	Monthly file storage Apr 2023	10E001 2660 3160 00 000000 0000	168.00
			Totals for DATAMATION IMAGING SERVICES	1,386.00

<u>VENDOR</u>	<u>INVOICE #</u>	<u>INVOICE DESCRIPTION</u>	<u>ACCOUNT NUMBER</u>	<u>AMOUNT</u>
DELL MARKETING LP	10667252228	New Google Chrome EDU Perpetual License	10E001 2660 3160 00 000000 0000	70,554.00
		Totals for DELL MARKETING LP		70,554.00
DEMCO	7286390	Library Mobile Bookcase	10E011 2220 7100 00 000000 0000	854.11
		Totals for DEMCO		854.11
DIRECT ENERGY BUSINE	HS33569990	Gas Service All Buildings	20E001 2540 4650 00 000000 0000	565.92
DIRECT ENERGY BUSINE	HS33569990	Gas Service All Buildings	20E002 2540 4650 00 000000 0000	4,493.66
DIRECT ENERGY BUSINE	HS33569990	Gas Service All Buildings	20E003 2540 4650 00 000000 0000	2,173.53
DIRECT ENERGY BUSINE	HS33569990	Gas Service All Buildings	20E004 2540 4650 00 000000 0000	1,550.31
DIRECT ENERGY BUSINE	HS33569990	Gas Service All Buildings	20E005 2540 4650 00 000000 0000	1,071.05
DIRECT ENERGY BUSINE	HS33569990	Gas Service All Buildings	20E008 2540 4650 00 000000 0000	2,147.32
DIRECT ENERGY BUSINE	HS33569990	Gas Service All Buildings	20E010 2540 4650 00 000000 0000	2,039.90
DIRECT ENERGY BUSINE	HS33569990	Gas Service All Buildings	20E011 2540 4650 00 000000 0000	2,838.52
		Totals for DIRECT ENERGY BUSINESS		16,880.21
DK ENVIRONMENTAL SER	DK.2023.048EEA	2023 Environmental Services CHS	20E001 2540 3100 00 000000 0000	3,900.00
		Totals for DK ENVIRONMENTAL SERVICES, IN		3,900.00
DORSEY, ELISABETH	Apr 5	Professional Day Reimb Preventing Problem Behavior	10E010 2210 6400 00 000000 0000	190.00
		Totals for DORSEY, ELISABETH		190.00
DOUGLAS, EMILY	Nov 4	Professional Development Reimb AISLE Conference Nov 4	10E002 2210 6400 00 000000 0000	250.00
		Totals for DOUGLAS, EMILY		250.00
DUNDEE TOWNSHIP PARK	May 17	HBT Kindergarten Field Trip	10E004 1110 3900 00 000000 0000	821.00
		Totals for DUNDEE TOWNSHIP PARK DISTRICT		821.00
DUPAGE FEDERATION ON	8807	Translation Services	10E001 1800 3190 00 000000 0000	1,362.99
		Totals for DUPAGE FEDERATION ON HUMAN		1,362.99
DYNEGY ENERGY SERVIC	395546623031	Electric Service All Buildings	20E001 2540 4660 00 000000 0000	800.00
DYNEGY ENERGY SERVIC	395546623031	Electric Service All Buildings	20E002 2540 4660 00 000000 0000	21,885.91
DYNEGY ENERGY SERVIC	395546623031	Electric Service All Buildings	20E003 2540 4660 00 000000 0000	5,192.78
DYNEGY ENERGY SERVIC	395546623031	Electric Service All Buildings	20E004 2540 4660 00 000000 0000	5,841.52
DYNEGY ENERGY SERVIC	395546623031	Electric Service All Buildings	20E005 2540 4660 00 000000 0000	2,449.86
DYNEGY ENERGY SERVIC	395546623031	Electric Service All Buildings	20E008 2540 4660 00 000000 0000	6,366.94
DYNEGY ENERGY SERVIC	395546623031	Electric Service All Buildings	20E010 2540 4660 00 000000 0000	5,937.10
DYNEGY ENERGY SERVIC	395546623031	Electric Service All Buildings	20E011 2540 4660 00 000000 0000	11,006.61
DYNEGY ENERGY SERVIC	395546623041	Electric Service All Buildings	20E001 2540 4660 00 000000 0000	770.57
DYNEGY ENERGY SERVIC	395546623041	Electric Service All Buildings	20E002 2540 4660 00 000000 0000	20,254.52
DYNEGY ENERGY SERVIC	395546623041	Electric Service All Buildings	20E003 2540 4660 00 000000 0000	4,668.56
DYNEGY ENERGY SERVIC	395546623041	Electric Service All Buildings	20E004 2540 4660 00 000000 0000	5,473.18
DYNEGY ENERGY SERVIC	395546623041	Electric Service All Buildings	20E005 2540 4660 00 000000 0000	2,211.30
DYNEGY ENERGY SERVIC	395546623041	Electric Service All Buildings	20E008 2540 4660 00 000000 0000	6,809.86
DYNEGY ENERGY SERVIC	395546623041	Electric Service All Buildings	20E010 2540 4660 00 000000 0000	6,090.07
DYNEGY ENERGY SERVIC	395546623041	Electric Service All Buildings	20E011 2540 4660 00 000000 0000	11,838.59
		Totals for DYNEGY ENERGY SERVICES		117,597.37
ELAN CORPORATE PAYME	5013 05-23	Athletic expenses, XC Summer Camp	10E002 1500 4900 00 000000 0000	257.83
ELAN CORPORATE PAYME	5013 05-23	Athletic expenses, XC Summer Camp	10E002 1500 4900 00 000000 0000	28.08
ELAN CORPORATE PAYME	5013 05-23	Athletic expenses, XC Summer Camp	10E002 1500 4120 00 000000 0000	334.98
ELAN CORPORATE PAYME	5013 05-23	Athletic expenses, XC Summer Camp	10E002 1500 4120 00 000000 0000	32.24

VENDOR	INVOICE #	INVOICE DESCRIPTION	ACCOUNT NUMBER	AMOUNT
ELAN CORPORATE PAYME	5013 05-23	Athletic expenses, XC Summer Camp	10E002 1500 4120 00 000000 0000	32.67
ELAN CORPORATE PAYME	5013 05-23	Athletic expenses, XC Summer Camp	10E002 1500 4120 00 000000 0000	84.00
ELAN CORPORATE PAYME	5013 05-23	Athletic expenses, XC Summer Camp	10E002 1500 4120 00 000000 0000	202.00
ELAN CORPORATE PAYME	5013 05-23	Athletic expenses, XC Summer Camp	10E002 1500 4120 00 000000 0000	144.96
ELAN CORPORATE PAYME	5013 05-23	Athletic expenses, XC Summer Camp	40E001 2550 4640 00 000000 0000	97.33
ELAN CORPORATE PAYME	5013 05-23	Athletic expenses, XC Summer Camp	10E002 1500 4120 00 000000 0000	271.93
ELAN CORPORATE PAYME	5013 05-23	Athletic expenses, XC Summer Camp	10E002 1500 4120 00 000000 0000	51.62
ELAN CORPORATE PAYME	5013 05-23	Athletic expenses, XC Summer Camp	10E002 1500 4120 00 000000 0000	170.14
ELAN CORPORATE PAYME	5013 05-23	Athletic expenses, XC Summer Camp	10E002 1500 4100 00 000000 0000	71.00
ELAN CORPORATE PAYME	5013 05-23	Athletic expenses, XC Summer Camp	10E002 1500 4100 00 000000 0000	31.86
ELAN CORPORATE PAYME	5013 05-23	Athletic expenses, XC Summer Camp	10R000 1999 0000 00 000000 0000	688.80
ELAN CORPORATE PAYME	5013 05-23	Athletic expenses, XC Summer Camp	10R000 1999 0000 00 000000 0000	680.86
Totals for ELAN CORPORATE PAYMENT SYSTEM				3,180.30
ELGIN KEY & LOCK CO	230710	Maintenance Supplies	20E001 2540 4110 00 000000 0000	229.00
Totals for ELGIN KEY & LOCK CO INC				229.00
ELLIOT, CRAIG	495	Piano Tuning	10E002 1130 3190 00 000000 0000	130.00
Totals for ELLIOT, CRAIG				130.00
ENGLE, GRAYDON	Apr 13	CT Reimb for HMN Training Lunch 04/13/23	10E010 2410 4100 00 000000 0000	60.48
Totals for ENGLE, GRAYDON				60.48
ENTEC SERVICES INC	SIN048863	Technical Support Program for Entec	20E001 2540 3100 00 000000 0000	1,871.25
Totals for ENTEC SERVICES INC				1,871.25
ERIC ARMIN INC	INV1254072	Supplies	10E011 1120 4110 00 000000 0000	177.53
Totals for ERIC ARMIN INC				177.53
ERIKSSON ENGINEERING	27027	Professional Services Rendered for CHS Addition	20E002 2540 5400 00 000000 0000	14,820.00
Totals for ERIKSSON ENGINEERING ASSOCIAT				14,820.00
FAGAN, ALMA	Lunch Refund	Food Service Refund CHS	10R002 1611 0000 00 000000 0000	13.83
Totals for FAGAN, ALMA				13.83
FEDEX	8-105-46843	Shipping Charges	10E001 2520 3410 00 000000 0000	72.95
Totals for FEDEX				72.95
FIRST SECURITY SYSTE	3401421	Installation of Outdoor Strobes New Maintenance Facility	20E003 2540 5400 00 000000 0000	1,472.00
Totals for FIRST SECURITY SYSTEMS, INC				1,472.00
FLINN SCIENTIFIC, IN	2857275	Science supplies	10E002 1130 4100 00 000000 0000	23.98
FLINN SCIENTIFIC, IN	2860762	Science supplies	10E002 1130 4100 00 000000 0000	135.74
Totals for FLINN SCIENTIFIC, INC				159.72
FOLLETT CONTENT SOLU	651350F	Library Books	10E010 2220 4300 00 000000 0000	69.39
FOLLETT CONTENT SOLU	634306	Library Books	10E004 2220 4300 00 000000 0000	1,467.77
FOLLETT CONTENT SOLU	634306F	Library Books	10E004 2220 4300 00 000000 0000	497.03
FOLLETT CONTENT SOLU	677163	Follett Library Book Order	10E001 1100 4100 00 440000 0000	675.51
FOLLETT CONTENT SOLU	677151	Follett Library Book Order	10E001 1100 4100 00 440000 0000	554.24
FOLLETT CONTENT SOLU	677130	Follett Library Book Order	10E001 1100 4100 00 440000 0000	695.33
FOLLETT CONTENT SOLU	677145	Follett Library Book Order	10E001 1100 4100 00 440000 0000	511.23

VENDOR	INVOICE #	INVOICE DESCRIPTION	ACCOUNT NUMBER	AMOUNT
			Totals for FOLLETT CONTENT SOLUTIONS, LL	4,470.50
FOLLETT SCHOOL SOLUT	593225F	Library Books	10E010 2220 4300 00 000000 0000	96.94
			Totals for FOLLETT SCHOOL SOLUTIONS, INC	96.94
FORMATIVE PSYCHOLOGI	1636	School Mental Health Consultation D. Bolton	10E003 2210 3100 00 499800 0000	7,000.00
			Totals for FORMATIVE PSYCHOLOGICAL SERVI	7,000.00
FORSTER CONSULTING,	72	Hearing Officer Fee	10E001 2310 3100 00 000000 0000	1,012.50
FORSTER CONSULTING,	74	Hearing Officer Fee	10E001 2310 3100 00 000000 0000	975.00
FORSTER CONSULTING,	75	Hearing Officer Fee	10E001 2310 3100 00 000000 0000	1,350.00
			Totals for FORSTER CONSULTING, INC	3,337.50
FOUR SEASONS SPORTS	FY2022-2023	Boys & Girls Bowling 2022-2023 season fees for facility usage, shoes, practices, games	10E002 1500 6400 00 000000 0000	5,000.00
			Totals for FOUR SEASONS SPORTS	5,000.00
FOX VALLEY FIRE & SA	IN00591233	Install Fire Alarm PV	20E001 2540 3100 00 000000 0000	390.00
FOX VALLEY FIRE & SA	IN00594300	Annual FAID and CAT 1 Testing CHS	20E001 2540 3100 00 000000 0000	761.00
			Totals for FOX VALLEY FIRE & SAFETY CO	1,151.00
FURMAN, MATTHEW	Uniform FY23b	2022-2023 Uniform Reimbursement	20E002 2540 4110 00 000000 0000	37.24
			Totals for FURMAN, MATTHEW	37.24
GENOA-KINGSTON HIGH	Jan 21	Wrestling Fee 01/21/23	10E011 1500 6400 00 000000 0000	200.00
			Totals for GENOA-KINGSTON HIGH SCHOOL	200.00
GENSERVE, LLC	342722-IN	Generator Maintenance PKMS	20E001 2540 4110 00 000000 0000	2,520.55
			Totals for GENSERVE, LLC	2,520.55
GET FRESH PRODUCE IN	4332067	Produce	10E004 2560 4100 00 000000 0000	19.82
GET FRESH PRODUCE IN	4333004	Produce	10E010 2560 4100 00 000000 0000	33.02
GET FRESH PRODUCE IN	4320739	Produce	10E011 2560 4100 00 000000 0000	226.81
GET FRESH PRODUCE IN	4340497	Produce	10E004 2560 4100 00 000000 0000	19.82
GET FRESH PRODUCE IN	4340763	Produce	10E010 2560 4100 00 000000 0000	23.69
GET FRESH PRODUCE IN	4320765	Produce	10E011 2560 4100 00 000000 0000	169.51
GET FRESH PRODUCE IN	4345674	Produce	10E010 2560 4100 00 000000 0000	36.69
GET FRESH PRODUCE IN	4345878	Produce	10E004 2560 4100 00 000000 0000	27.80
GET FRESH PRODUCE IN	4350456	Produce	10E002 2560 4100 00 000000 0000	93.65
GET FRESH PRODUCE IN	4351034	Produce	10E010 2560 4100 00 000000 0000	67.74
GET FRESH PRODUCE IN	4351921	Produce	10E011 2560 4100 00 000000 0000	386.55
GET FRESH PRODUCE IN	4351107	Produce	10E004 2560 4100 00 000000 0000	135.48
			Totals for GET FRESH PRODUCE INC	1,240.58
GOPHER SPORT	IN275663	Supplies	10E011 1120 4110 00 000000 0000	50.95
GOPHER SPORT	IN281489	Replacement items for PE	10E008 1110 4100 00 000000 0000	670.88
			Totals for GOPHER SPORT	721.83
GORDON FLESCH COMPAN	IN14080916	Copier supplies	10E004 1110 4170 00 000000 0000	216.84
GORDON FLESCH COMPAN	IN14171214	Black and Color copies	10E001 2410 3250 00 000000 0000	481.43
GORDON FLESCH COMPAN	IN14178640	Copy machine supplies	10E004 1110 4170 00 000000 0000	216.84
GORDON FLESCH COMPAN	IN14167243	Copy machine supplies	10E004 1110 4170 00 000000 0000	45.93
GORDON FLESCH COMPAN	IN14160401	Office supplies	10E002 2410 4100 00 000000 0000	163.05
GORDON FLESCH COMPAN	I00819510	Lease	10E001 2410 3250 00 000000 0000	391.70

VENDOR	INVOICE #	INVOICE DESCRIPTION	ACCOUNT NUMBER	AMOUNT
GORDON FLESCH COMPAN	IN14179471	Supplies	10E011 1120 4170 00 000000 0000	101.92
GORDON FLESCH COMPAN	IN14193190	Black and Color copies	10E001 2410 3250 00 000000 0000	12,417.84
GORDON FLESCH COMPAN	IN14132304	Staple Order	10E008 1110 4170 00 000000 0000	56.93
Totals for GORDON FLESCH COMPANY INC				14,092.48
GORDON FOOD SERVICE	226541925	Food, Supplies	10E011 2560 4100 00 000000 0000	4,258.94
GORDON FOOD SERVICE	226541925	Food, Supplies	10E011 2560 4900 00 000000 0000	217.83
GORDON FOOD SERVICE	226512408	Food, Supplies	10E002 2560 4100 00 000000 0000	6,404.65
GORDON FOOD SERVICE	226512408	Food, Supplies	10E002 2560 4900 00 000000 0000	427.11
GORDON FOOD SERVICE	226541876	Food, Supplies	10E005 2560 4100 00 000000 0000	836.34
GORDON FOOD SERVICE	226541876	Food, Supplies	10E005 2560 4900 00 000000 0000	151.90
GORDON FOOD SERVICE	226716132	Food, Supplies	10E011 2560 4100 00 000000 0000	2,473.92
GORDON FOOD SERVICE	226716132	Food, Supplies	10E011 2560 4900 00 000000 0000	596.17
GORDON FOOD SERVICE	17863257	Food Credit	10E011 2560 4100 00 000000 0000	-154.69
GORDON FOOD SERVICE	226730548	Supplies	10E003 2560 4900 00 000000 0000	71.67
GORDON FOOD SERVICE	226730552	Food	10E003 2560 4100 00 000000 0000	946.61
GORDON FOOD SERVICE	226685242	Supplies	10E003 2560 4900 00 000000 0000	175.40
GORDON FOOD SERVICE	226685234	Food	10E003 2560 4100 00 000000 0000	1,257.38
GORDON FOOD SERVICE	226557194	Food	10E003 2560 4100 00 000000 0000	1,018.05
GORDON FOOD SERVICE	226512414	Supplies	10E003 2560 4900 00 000000 0000	248.43
GORDON FOOD SERVICE	226512403	Food	10E003 2560 4100 00 000000 0000	2,424.99
GORDON FOOD SERVICE	226730549	Food, Supplies	10E004 2560 4100 00 000000 0000	1,431.36
GORDON FOOD SERVICE	226730549	Food, Supplies	10E004 2560 4900 00 000000 0000	72.65
GORDON FOOD SERVICE	226715537	Food, Supplies	10E005 2560 4100 00 000000 0000	853.19
GORDON FOOD SERVICE	226715537	Food, Supplies	10E005 2560 4900 00 000000 0000	39.98
GORDON FOOD SERVICE	226685236	Food, Supplies	10E002 2560 4100 00 000000 0000	4,400.69
GORDON FOOD SERVICE	226685236	Food, Supplies	10E002 2560 4900 00 000000 0000	363.24
GORDON FOOD SERVICE	226716130	Food, Supplies	10E010 2560 4100 00 000000 0000	1,360.32
GORDON FOOD SERVICE	226716130	Food, Supplies	10E010 2560 4900 00 000000 0000	79.96
GORDON FOOD SERVICE	226885870	Food, Supplies	10E010 2560 4100 00 000000 0000	1,590.39
GORDON FOOD SERVICE	226885870	Food, Supplies	10E010 2560 4900 00 000000 0000	119.97
GORDON FOOD SERVICE	17869637	Food credit	10E005 2560 4100 00 000000 0000	-46.40
GORDON FOOD SERVICE	226886330	Food	10E005 2560 4100 00 000000 0000	597.13
GORDON FOOD SERVICE	226900589	Food	10E004 2560 4100 00 000000 0000	1,340.43
GORDON FOOD SERVICE	226853968	Food, Supplies	10E002 2560 4100 00 000000 0000	4,665.36
GORDON FOOD SERVICE	226853968	Food, Supplies	10E002 2560 4900 00 000000 0000	502.42
GORDON FOOD SERVICE	227059165	Food	10E010 2560 4100 00 000000 0000	1,035.85
GORDON FOOD SERVICE	17895937	Food credit	10E010 2560 4100 00 000000 0000	-149.58
GORDON FOOD SERVICE	227075151	Food, supplies	10E004 2560 4100 00 000000 0000	1,729.29
GORDON FOOD SERVICE	227075151	Food, supplies	10E004 2560 4900 00 000000 0000	86.92
GORDON FOOD SERVICE	227059084	Food, supplies	10E005 2560 4100 00 000000 0000	628.72
GORDON FOOD SERVICE	227059084	Food, supplies	10E005 2560 4900 00 000000 0000	39.98
GORDON FOOD SERVICE	226990954	Supplies	10E005 2560 4900 00 000000 0000	37.60
GORDON FOOD SERVICE	226541939	Food, supplies	10E008 2560 4100 00 000000 0000	1,303.20
GORDON FOOD SERVICE	226541939	Food, supplies	10E008 2560 4900 00 000000 0000	79.96
GORDON FOOD SERVICE	226716144	Food, supplies	10E008 2560 4100 00 000000 0000	1,510.89
GORDON FOOD SERVICE	226716144	Food, supplies	10E008 2560 4900 00 000000 0000	63.41
GORDON FOOD SERVICE	226885879	Food, supplies	10E008 2560 4100 00 000000 0000	1,839.96
GORDON FOOD SERVICE	226885879	Food, supplies	10E008 2560 4900 00 000000 0000	217.19
GORDON FOOD SERVICE	227059157	Food, supplies	10E008 2560 4100 00 000000 0000	1,139.50
GORDON FOOD SERVICE	227059157	Food, supplies	10E008 2560 4900 00 000000 0000	116.50
GORDON FOOD SERVICE	17895921	Food	10E008 2560 4100 00 000000 0000	-249.30
GORDON FOOD SERVICE	227025691	Food, supplies	10E002 2560 4100 00 000000 0000	4,365.15
GORDON FOOD SERVICE	227025691	Food, supplies	10E002 2560 4900 00 000000 0000	458.80
GORDON FOOD SERVICE	227227614	Food, supplies	10E011 2560 4100 00 000000 0000	947.69
GORDON FOOD SERVICE	227227614	Food, supplies	10E011 2560 4900 00 000000 0000	60.54

VENDOR	INVOICE #	INVOICE DESCRIPTION	ACCOUNT NUMBER	AMOUNT
GORDON FOOD SERVICE	227227616	Food	10E011 2560 4100 00 000000 0000	3,626.85
GORDON FOOD SERVICE	226885865	Food, supplies	10E011 2560 4100 00 000000 0000	1,444.27
GORDON FOOD SERVICE	226885865	Food, supplies	10E011 2560 4900 00 000000 0000	224.56
GORDON FOOD SERVICE	227059156	Food, supplies	10E011 2560 4100 00 000000 0000	2,920.19
GORDON FOOD SERVICE	227059156	Food, supplies	10E011 2560 4900 00 000000 0000	513.97
GORDON FOOD SERVICE	224126535	Supplies	10E004 2560 4900 00 000000 0000	44.83
GORDON FOOD SERVICE	225371205	Supplies	10E004 2560 4900 00 000000 0000	42.84
GORDON FOOD SERVICE	221189762	Food	10E004 2560 4100 00 000000 0000	45.09
GORDON FOOD SERVICE	217672776	Supplies	10E004 2560 4900 00 000000 0000	42.44
GORDON FOOD SERVICE	218186056	Food	10E011 2560 4100 00 000000 0000	103.03
GORDON FOOD SERVICE	224090839	Supplies	10E003 2560 4900 00 000000 0000	57.08
GORDON FOOD SERVICE	218480373	Supplies	10E003 2560 4900 00 000000 0000	44.52
GORDON FOOD SERVICE	221080692	Food	10E002 2560 4100 00 000000 0000	111.77
GORDON FOOD SERVICE	221049912	Food	10E002 2560 4100 00 000000 0000	40.97
GORDON FOOD SERVICE	222403426	Food	10E003 2560 4100 00 000000 0000	1,171.83
GORDON FOOD SERVICE	227227539	Food	10E005 2560 4100 00 000000 0000	560.28
GORDON FOOD SERVICE	227227609	Food, supplies	10E010 2560 4100 00 000000 0000	1,144.03
GORDON FOOD SERVICE	227227609	Food, supplies	10E010 2560 4900 00 000000 0000	39.98
GORDON FOOD SERVICE	222403425	Supplies	10E003 2560 4900 00 000000 0000	46.50
GORDON FOOD SERVICE	220983175	Food	10E002 2560 4100 00 000000 0000	270.33
GORDON FOOD SERVICE	227198773	Food, supplies	10E002 2560 4100 00 000000 0000	4,904.37
GORDON FOOD SERVICE	227198773	Food, supplies	10E002 2560 4900 00 000000 0000	787.75
		Totals for GORDON FOOD SERVICE INC		72,175.14
GRAINGER	9665215506	Maintenance Supplies, bearing assembly	20E001 2540 7100 00 000000 0000	2,523.57
GRAINGER	9662039669	Maintenance Supplies	20E001 2540 4110 00 000000 0000	264.35
GRAINGER	9664639458	Maintenance Supplies	20E001 2540 4110 00 000000 0000	147.96
GRAINGER	9660559882	Maintenance Supplies	20E001 2540 4110 00 000000 0000	113.30
GRAINGER	9672526754	Maintenance Supplies	20E001 2540 4110 00 000000 0000	269.95
GRAINGER	9682237012	Custodial Supplies	20E001 2540 4100 00 000000 0000	547.20
GRAINGER	9677677792	Maintenance Supplies	20E001 2540 4110 00 000000 0000	111.40
		Totals for GRAINGER		3,977.73
GREAT LAKES SPORTS	323578-00	23/24 PE supplies	10E004 1110 4100 00 000000 0000	76.99
		Totals for GREAT LAKES SPORTS		76.99
GREENLEE, RYAN	Apr 2023	Reimb for Mileage Apr 2023	10E001 2660 3320 00 000000 0000	39.08
		Totals for GREENLEE, RYAN		39.08
GROOT INC	10573808T107	April Refuse and Recycle All Buildings	20E001 2540 3210 00 000000 0000	2,569.87
		Totals for GROOT INC		2,569.87
HALL PASS	2023-285	Replacement Hall Pass Printer	10E008 2410 4100 00 000000 0000	306.20
		Totals for HALL PASS		306.20
HAMEL, BRODY	Mar 16	PKMS Reimb for NCJC Plate Engraving	10E011 1500 4100 00 000000 0000	10.00
HAMEL, BRODY	Mar 13	PKMS Reimb for end of season supplies	10E011 1500 4100 00 000000 0000	22.43
		Totals for HAMEL, BRODY		32.43
HARNESS, SUSAN	Mar-Apr 2023	Reimb for Mileage Mar-Apr 2023	10E001 2130 3320 00 000000 0000	22.20
		Totals for HARNESS, SUSAN		22.20

VENDOR	INVOICE #	INVOICE DESCRIPTION	ACCOUNT NUMBER	AMOUNT
HERFF JONES, INC	25390-200-2023	Extra yearbooks	10E011 1120 4900 00 000000 0000	240.64
		Totals for HERFF JONES, INC		240.64
HINCKLEY SPRING WATE	2448865 042923	Water Filtration System	40E001 2550 3700 00 000000 0000	70.03
HINCKLEY SPRING WATE	14870571 050623	B & G Bottled Water	20E001 2540 3700 00 000000 0000	330.76
		Totals for HINCKLEY SPRING WATER COMPANY		400.79
HINSDALE SOUTH HIGH	Dec 27	CHS Freshman Boys Basketball w/Hinsdale South Tournament 12/27/22	10E002 1500 6400 00 000000 0000	300.00
		Totals for HINSDALE SOUTH HIGH SCHOOL		300.00
HODGES LOIZZI EISENH	58503	Legal Fees	80E001 2369 3180 00 000000 0000	16,743.23
		Totals for HODGES LOIZZI EISENHAMMER ROD		16,743.23
HOLCIM-MAMR, INC	717672425	Grounds Supplies	20E001 2540 4120 00 000000 0000	334.02
		Totals for HOLCIM-MAMR, INC		334.02
HOME DEPOT PRO	738127406	Custodial Supplies	20E001 2540 4100 00 000000 0000	3,906.43
HOME DEPOT PRO	738539659	Custodial Supplies	20E001 2540 4100 00 000000 0000	2,769.50
HOME DEPOT PRO	738127422	Custodial Supplies	20E001 2540 4100 00 000000 0000	1,939.07
HOME DEPOT PRO	738127414	Custodial Supplies	20E001 2540 4100 00 000000 0000	1,638.93
HOME DEPOT PRO	738127430	Custodial Supplies	20E001 2540 4100 00 000000 0000	1,482.23
HOME DEPOT PRO	738324706	Custodial Supplies	20E001 2540 4100 00 000000 0000	28.00
HOME DEPOT PRO	738539667	Custodial Supplies	20E001 2540 4100 00 000000 0000	41.78
HOME DEPOT PRO	738539634	Custodial Supplies	20E001 2540 4100 00 000000 0000	145.36
HOME DEPOT PRO	738127448	Custodial Supplies	20E001 2540 4100 00 000000 0000	650.51
HOME DEPOT PRO	738539642	Custodial Supplies	20E001 2540 4100 00 000000 0000	923.64
HOME DEPOT PRO	737491779	Custodial Supplies	20E001 2540 4100 00 000000 0000	78.26
HOME DEPOT PRO	737911495	Custodial Supplies	20E001 2540 4100 00 000000 0000	78.22
HOME DEPOT PRO	737911511	Custodial Supplies	20E001 2540 4100 00 000000 0000	506.10
HOME DEPOT PRO	737911503	Custodial Supplies	20E001 2540 4100 00 000000 0000	516.74
HOME DEPOT PRO	737911529	Custodial Supplies	20E001 2540 4100 00 000000 0000	894.62
HOME DEPOT PRO	738324698	Maintenance Supplies	20E001 2540 4110 00 000000 0000	1,405.68
HOME DEPOT PRO	738751882	Latex Gloves	40E001 2550 4100 00 000000 0000	167.64
HOME DEPOT PRO	739057347	Maintenance Supplies	20E001 2540 4110 00 000000 0000	463.45
HOME DEPOT PRO	739791432	Custodial Supplies	20E001 2540 4100 00 000000 0000	8.75
HOME DEPOT PRO	740660261	Custodial Supplies	20E001 2540 4100 00 000000 0000	10.62
HOME DEPOT PRO	740437272	Custodial Supplies	20E001 2540 4100 00 000000 0000	40.04
HOME DEPOT PRO	740660287	Custodial Supplies	20E001 2540 4100 00 000000 0000	253.77
HOME DEPOT PRO	739668879	Maintenance Supplies	20E001 2540 4110 00 000000 0000	478.35
HOME DEPOT PRO	740660279	Table and Chairs for New Maintenance Building	20E003 2540 5400 00 000000 0000	5,112.96
HOME DEPOT PRO	739791440	Cleaning Supplies, Bus Windows	40E001 2550 4100 00 000000 0000	41.78
HOME DEPOT PRO	741630826	Custodial Supplies	20E001 2540 4100 00 000000 0000	41.68
HOME DEPOT PRO	741873525	Custodial Supplies	20E001 2540 4100 00 000000 0000	58.92
HOME DEPOT PRO	741873582	Custodial Supplies	20E001 2540 4100 00 000000 0000	382.05
HOME DEPOT PRO	741873558	Custodial Supplies	20E001 2540 4100 00 000000 0000	581.84
HOME DEPOT PRO	741873574	Custodial Supplies	20E001 2540 4100 00 000000 0000	870.03
HOME DEPOT PRO	742110893	Custodial Supplies	20E001 2540 4100 00 000000 0000	1,495.05
HOME DEPOT PRO	741873533	Custodial Supplies	20E001 2540 4100 00 000000 0000	1,527.74
HOME DEPOT PRO	741873541	Custodial Supplies	20E001 2540 4100 00 000000 0000	1,582.86
HOME DEPOT PRO	741873608	Custodial Supplies	20E001 2540 4100 00 000000 0000	1,911.89
HOME DEPOT PRO	741873566	Custodial Supplies	20E001 2540 4100 00 000000 0000	6,889.22
HOME DEPOT PRO	742602584	Maintenance Supplies	20E001 2540 4110 00 000000 0000	38.30
HOME DEPOT PRO	742602592	Table and Chairs for New	40E001 2550 4100 00 000000 0000	5,112.96

<u>VENDOR</u>	<u>INVOICE #</u>	<u>INVOICE DESCRIPTION</u>	<u>ACCOUNT NUMBER</u>	<u>AMOUNT</u>
		Transportation Building		
HOME DEPOT PRO	742110901	Custodial Supplies	20E001 2540 4100 00 000000 0000	17.10
HOME DEPOT PRO	741873590	Custodial Supplies	20E001 2540 4100 00 000000 0000	16.55
		Totals for HOME DEPOT PRO		44,108.62
HOPP, BELINDA	Uniform FYY23	2022-2023 Uniform Reimbursement	20E002 2540 4110 00 000000 0000	43.18
		Totals for HOPP, BELINDA		43.18
HOUGHTON MIFFLIN COM	955789047	HMH Math in Focus Kindergarten Practice & Homework Book	10E008 1110 4200 00 000000 0000	39.25
		Totals for HOUGHTON MIFFLIN COMPANY		39.25
HUNTLEY HIGH SCHOOL	FVC 2023	CHS FVC IADA Fees	10E002 1500 6400 00 000000 0000	25.00
		Totals for HUNTLEY HIGH SCHOOL		25.00
IAVAT	69768	2023 IAVAT Conference	10E002 2210 3100 00 323500 0000	650.00
		Totals for IAVAT		650.00
ILLINOIS ASSOCIATION	378584	Annual Dues 2023-2024	10E001 2310 6400 00 000000 0000	8,250.00
ILLINOIS ASSOCIATION	376733	Boardbook Subscription and Basic PRESS	10E001 2520 6400 00 000000 0000	3,395.00
		Totals for ILLINOIS ASSOCIATION OF SCHOO		11,645.00
ILLINOIS SCHOOL SERV	257CENTGB23	Graduation supplies	10E002 2410 4100 00 000000 0000	148.14
		Totals for ILLINOIS SCHOOL SERVICES		148.14
ILMEA STATE OFFICE	30310	CMS ILMEA Festival Entry	10E003 2410 4900 00 000000 0000	120.00
ILMEA STATE OFFICE	69218	CMS ILMEA Auditions	10E003 2410 4900 00 000000 0000	80.00
		Totals for ILMEA STATE OFFICE		200.00
IMAGE AWARDS & ENGRA	36958	Retirement Clocks	10E001 2310 4100 00 000000 0000	516.00
IMAGE AWARDS & ENGRA	36908	Math supplies, Plaques	10E002 1130 4100 00 000000 0000	561.00
		Totals for IMAGE AWARDS & ENGRAVING		1,077.00
INSECT LORE PRODUCTS	INV1894324	General supplies, kindergarten caterpillars	10E004 1110 4100 00 000000 0000	279.90
INSECT LORE PRODUCTS	INV1921574	Cup of Caterpillars, Kindergarten	10E005 1110 4100 00 000000 0000	68.93
		Totals for INSECT LORE PRODUCTS		348.83
INTER STATE STUDIO &	47096	Supplies	10E011 2410 4900 00 000000 0000	81.60
		Totals for INTER STATE STUDIO & PUBLISHI		81.60
INTERNATIONAL BOOK I	258254	FL supplies	10E002 1130 4100 00 000000 0000	61.20
		Totals for INTERNATIONAL BOOK IMPORT SER		61.20
INTERSTATE BILLING S	3032246163	Relay Control	40E001 2550 4100 00 000000 0000	45.00
		Totals for INTERSTATE BILLING SERVICE		45.00
JAN NOHLING PHOTOGRA	300118	CHS Spring Team Banners	10E002 1500 3190 00 000000 0000	1,625.00
		Totals for JAN NOHLING PHOTOGRAPHY		1,625.00
JOHNSON, KYLE	Uniform FY23	2022-2023 Uniform Reimbursement	20E002 2540 4110 00 000000 0000	82.49
		Totals for JOHNSON, KYLE		82.49
JOLLY LEARNING LTD	4687718	EC curriculum	10E004 1225 4100 00 000000 0000	38.42
		Totals for JOLLY LEARNING LTD		38.42

VENDOR	INVOICE #	INVOICE DESCRIPTION	ACCOUNT NUMBER	AMOUNT
KANE COUNTY REGIONAL	2002300290	Enrollment in AA3901 Equity Literate Leadership K. Lewis 05/15/23	10E004 2410 6400 00 000000 0000	175.00
KANE COUNTY REGIONAL	5002300026	HR Consortium, Frontline Applitrak, Screener Renewal FY23	10E001 2520 3160 00 000000 0000	4,908.00
KANE COUNTY REGIONAL	2002300297	Enrollment in AA3901 Equity Literate Leadership M. Potsic 05/15/23	10E001 2210 3100 00 462000 0000	175.00
KANE COUNTY REGIONAL	2002300297a	Enrollment in AA3901 Equity Literate Leadership S. Birkmeier 05/15/23	10E001 2210 6400 00 000000 0000	175.00
KANE COUNTY REGIONAL	5002300039	Truancy 2022-2023	10E001 2320 6400 00 000000 0000	622.92
KANE COUNTY REGIONAL	8002300168	April Fingerprinting	10E001 2520 3100 00 000000 0000	160.00
Totals for KANE COUNTY REGIONAL OFFICE O				6,215.92
KANE COUNTY TREASURE	04-10-151-006 06	Kane County Tax DO	10E001 2310 6900 00 000000 0000	7,599.07
KANE COUNTY TREASURE	05-15-300-001 06	Kane County Tax Meyer Farm	10E001 2310 6900 00 000000 0000	137.71
KANE COUNTY TREASURE	05-15-100-001 06	Kane County Tax Meyer Farm	10E001 2310 6900 00 000000 0000	1,463.58
KANE COUNTY TREASURE	05-16-200-004 06	Kane County Tax Meyer Farm	10E001 2310 6900 00 000000 0000	5,260.98
Totals for KANE COUNTY TREASURER				14,461.34
KIM, KAREN	Apr 2023	Reimb for Mileage Apr 2023	10E001 2330 3320 00 000000 0000	49.78
Totals for KIM, KAREN				49.78
KING, LAUREN	Tuition 12/22	Tuition Reimb Intro to Action Research 6070, Scholarship Applied to Teaching 6060	10E003 1120 2300 00 000000 0000	900.00
Totals for KING, LAUREN				900.00
KING, NICHOLAS	Apr 2023	Reimb for Mileage Apr 2023	10E001 2660 3320 00 000000 0000	33.73
Totals for KING, NICHOLAS				33.73
KOTWICA, JANICE	Feb-Apr 2023	Reimb for Mileage Feb-Apr 2023	10E001 2130 3320 00 000000 0000	31.44
Totals for KOTWICA, JANICE				31.44
LACHANSKI, GILLIAN	Feb 16	CHS Reimb for Culture Day supplies	10E001 1100 4100 00 000000 0000	177.82
Totals for LACHANSKI, GILLIAN				177.82
LAESCH, KELLY	41-041-23	Bilingual Eval	10E001 2150 3100 00 462000 0000	660.00
Totals for LAESCH, KELLY				660.00
LARSON & DARBY GROUP	43413	Professional Services for Future HS Additions	20E002 2540 5400 00 000000 0000	5,909.00
LARSON & DARBY GROUP	43416	Professional Services for Future HS Program	20E001 2540 3100 00 000000 0000	190.00
Totals for LARSON & DARBY GROUP				6,099.00
LEARNING WITHOUT TEA	INV171904	Professional Development for EC	10E001 2210 3100 02 499800 0000	1,800.00
Totals for LEARNING WITHOUT TEARS				1,800.00
LEITNER, BRAD	Apr 2023	Reimb for Mileage Apr 2023	10E001 2660 3320 00 000000 0000	3.93
Totals for LEITNER, BRAD				3.93
LIBRARY FURNITURE IN	8463	Library book shelf deposit	10E004 2410 7100 00 000000 0000	4,496.00

VENDOR	INVOICE #	INVOICE DESCRIPTION	ACCOUNT NUMBER	AMOUNT
			Totals for LIBRARY FURNITURE INTERNATION	4,496.00
LOVE YOUR CLASSROOM	1071	Consultation/Training	10E001 2210 3100 00 462000 0000	3,327.95
			Totals for LOVE YOUR CLASSROOM LLC	3,327.95
LUDA	1527	2023-2024 Basic Membership Renewal	10E001 2320 6400 00 000000 0000	4,200.00
			Totals for LUDA	4,200.00
MACGILL DISCOUNT SCH	IN0833665	Nurse Supplies	10E011 1120 4250 00 000000 0000	132.18
			Totals for MACGILL DISCOUNT SCHOOL NURSE	132.18
MARIANJOY REHABILITA	5329635 Mar 2023	Behind the Wheel Training Acct #5432651800	10E001 1200 3140 00 462000 0000	568.00
			Totals for MARIANJOY REHABILITATION HOSP	568.00
MARK'S MACHINE SHOP,	40764	Grounds Supplies	20E001 2540 4120 00 000000 0000	810.46
MARK'S MACHINE SHOP,	40785	Grounds Supplies	20E001 2540 4120 00 000000 0000	1,403.93
			Totals for MARK'S MACHINE SHOP, INC	2,214.39
MCBRIDE, MICHAEL	Uniform FY23	2022-2023 Uniform Reimbursement	20E002 2540 4110 00 000000 0000	94.60
			Totals for MCBRIDE, MICHAEL	94.60
MCCARTHY, MATTHEW	Apr 2023	Reimb for Mileage Apr 2023	10E001 2660 3320 00 000000 0000	106.37
			Totals for MCCARTHY, MATTHEW	106.37
MELTESEN, BRIDGET	Apr 26	Professional Day Reimb, IDPH Critical Issues Apr 26	10E001 2210 3100 00 462000 0000	45.00
			Totals for MELTESEN, BRIDGET	45.00
MENARDS, ELGIN	54492	Misc. Parts	40E001 2550 4100 00 000000 0000	173.80
MENARDS, ELGIN	55430	Maintenance Supplies	20E001 2540 4110 00 000000 0000	330.35
MENARDS, ELGIN	55875	Maintenance Supplies	20E001 2540 4110 00 000000 0000	85.35
MENARDS, ELGIN	55744	Maintenance Supplies	20E001 2540 4110 00 000000 0000	12.72
			Totals for MENARDS, ELGIN	602.22
MENTA ACADEMY DEKALB	SESINV-027711	Monthly tuition Apr 2023	10E001 1912 6700 00 000000 0000	7,232.16
			Totals for MENTA ACADEMY DEKALB	7,232.16
METRO PREP	MPG 673729	Monthly Tuition Mar 2023	10E001 1912 6700 00 000000 0000	5,064.12
METRO PREP	MPH 673750	Monthly Tuition Mar 2023	10E001 1912 6700 00 000000 0000	5,064.12
			Totals for METRO PREP	10,128.24
MID VALLEY SP ED COO	FY23.29	Aug-Dec 2022, Jan-Mar 2023 Mid-Valley Transportation (SAIL Students)	40E001 2550 3310 00 000000 0000	22,160.74
MID VALLEY SP ED COO	Apr 2023	Thank you cards for SPED Department	10E001 2330 4100 00 000000 0000	50.00
			Totals for MID VALLEY SP ED COOPERATIVE	22,210.74
MILLENNIUM INVESTIGA	10798	Surveillance	10E001 2310 3100 00 000000 0000	500.00
MILLENNIUM INVESTIGA	10799	Surveillance	10E001 2310 3100 00 000000 0000	750.00
MILLENNIUM INVESTIGA	10794	Surveillance	10E001 2310 3100 00 000000 0000	375.00
MILLENNIUM INVESTIGA	10795	Surveillance	10E001 2310 3100 00 000000 0000	562.50
MILLENNIUM INVESTIGA	10796	Surveillance	10E001 2310 3100 00 000000 0000	2,125.00
MILLENNIUM INVESTIGA	10797	Surveillance	10E001 2310 3100 00 000000 0000	2,000.00

VENDOR	INVOICE #	INVOICE DESCRIPTION	ACCOUNT NUMBER	AMOUNT
MILLENNIUM INVESTIGA	10805	Residency Investigations	10E001 2310 3100 00 000000 0000	1,250.00
MILLENNIUM INVESTIGA	10806	Residency Investigation	10E001 2310 3100 00 000000 0000	1,125.00
MILLENNIUM INVESTIGA	10807	Residency Investigations	10E001 2310 3100 00 000000 0000	937.50
MILLENNIUM INVESTIGA	10808	Residency Investigation	10E001 2310 3100 00 000000 0000	562.50
MILLENNIUM INVESTIGA	10809	Residency Investigation	10E001 2310 3100 00 000000 0000	625.00
MILLENNIUM INVESTIGA	10810	Residency Investigations	10E001 2310 3100 00 000000 0000	900.00
Totals for MILLENNIUM INVESTIGATIONS				11,712.50
MUSIC & ARTS CENTER,	INV037184502	Repairs/supplies	10E002 1130 4100 00 000000 0000	179.72
MUSIC & ARTS CENTER,	INV037183251	Band supplies	10E002 1130 4100 00 000000 0000	78.00
Totals for MUSIC & ARTS CENTER, INC				257.72
NAPERVILLE PSYCHIATR	301-52	Tutoring Apr 2023	10E001 1200 3140 00 462000 0000	416.00
NAPERVILLE PSYCHIATR	301-53	Tutoring Apr 2023	10E001 1200 3140 00 462000 0000	208.00
Totals for NAPERVILLE PSYCHIATRIC VENTUR				624.00
NATIONAL STUDENT CLE	HS2306017	Student tracker high school 06/01/23-05/31/24	10E001 2520 3160 00 000000 0000	595.00
Totals for NATIONAL STUDENT CLEARINGHOUS				595.00
NEWHOPE ACADEMY	42023W26	Monthly tuition Apr 2023	10E001 1912 6700 00 000000 0000	10,108.76
Totals for NEWHOPE ACADEMY				10,108.76
NICOR GAS	01-61-78-10005 0	Gas Service Transportation	40E001 2550 4650 00 000000 0000	287.36
Totals for NICOR GAS				287.36
NIHIP	May 2023 Final	Medical Claims	10E002 1130 2210 00 000000 0000	-3.80
NIHIP	May 2023 Final	Medical Claims	10E002 1130 2220 00 000000 0000	29.13
NIHIP	May 2023 Final	Medical Claims	20E001 2540 2210 00 000000 0000	1.16
NIHIP	May 2023 Final	Medical Claims	20E001 2540 2220 00 000000 0000	770.86
Totals for NIHIP				797.35
NORMAN, JONATHAN	Uniform FY23	2022-2023 Uniform Reimbursement	20E002 2540 4110 00 000000 0000	65.06
Totals for NORMAN, JONATHAN				65.06
NORTHWESTERN ILLINOI	230205	FY23 Q3 Deaf/HH Tuition	10E001 4220 6700 00 462000 0000	40,650.00
NORTHWESTERN ILLINOI	230237	FY23 Q4 Deaf/HH Tuition	10E001 4220 6700 00 000000 0000	14,286.59
NORTHWESTERN ILLINOI	230237	FY23 Q4 Deaf/HH Tuition	10E001 4220 6700 00 462000 0000	26,363.41
NORTHWESTERN ILLINOI	230261	FY23 Q4 Contractual Service Fees	10E001 4120 3190 00 000000 0000	95,747.69
NORTHWESTERN ILLINOI	230261	FY23 Q4 Contractual Service Fees	10E001 4120 3190 00 462000 0000	40,425.18
Totals for NORTHWESTERN ILLINOIS ASSOCIA				217,472.87
OBSCURITY BREWING CO	May 16	Administrative Meeting May 16	10E001 2520 4100 00 000000 0000	645.00
Totals for OBSCURITY BREWING COMPANY				645.00
OFFICE DEPOT/ODP BUS	306811768001	Office supplies	10E010 2410 4100 00 000000 0000	61.98
Totals for OFFICE DEPOT/ODP BUSINESS SOL				61.98
PACE ANALYTICAL SERV	I9552808	Water Sample Testing CMS	20E001 2540 3100 00 000000 0000	126.00
PACE ANALYTICAL SERV	I9552810	Water Sample Testing PV	20E001 2540 3100 00 000000 0000	126.00
PACE ANALYTICAL SERV	I9552809	Water Sample Testing LL	20E001 2540 3100 00 000000 0000	126.00
PACE ANALYTICAL SERV	I9552976	Water Sample Results CMS	20E001 2540 3100 00 000000 0000	288.40
Totals for PACE ANALYTICAL SERVICES, LLC				666.40
PADDOCK PUBLICATIONS	249686	Legal Notices	10E001 2310 3180 00 000000 0000	215.05
Totals for PADDOCK PUBLICATIONS, INC				215.05

VENDOR	INVOICE #	INVOICE DESCRIPTION	ACCOUNT NUMBER	AMOUNT
PARRA, ROBERTO	Apr 2023	Reimb for Mileage Apr 2023	10E001 2660 3320 00 000000 0000	74.07
		Totals for PARRA, ROBERTO		74.07
PEARSON NCS	21603874	Assessment Forms	10E001 2230 3190 00 462000 0000	271.57
PEARSON NCS	21669338	Pearson order for Psychs	10E001 2230 3190 00 462000 0000	1,162.35
PEARSON NCS	21700821	Assessments	10E001 2230 3190 00 462000 0000	68.50
		Totals for PEARSON NCS		1,502.42
PEERBOOM, JASON	Uniform FY23a	2022-2023 Uniform Reimbursement	20E002 2540 4110 00 000000 0000	102.59
		Totals for PEERBOOM, JASON		102.59
PEERLESS NETWORK, IN	20594	Phones	20E001 2540 3400 00 000000 0000	2,486.59
		Totals for PEERLESS NETWORK, INC.		2,486.59
PEPSI COLA GEN BOT I	38220904	Pepsi products	10E002 2560 4100 00 000000 0000	279.28
PEPSI COLA GEN BOT I	38220905	Pepsi products	10E002 2560 4100 00 000000 0000	938.00
PEPSI COLA GEN BOT I	38220911	Pepsi products	10E011 2560 4100 00 000000 0000	426.10
PEPSI COLA GEN BOT I	50654212	Pepsi products	10E003 2560 4100 00 000000 0000	268.79
PEPSI COLA GEN BOT I	48230410	Pepsi products	10E002 2560 4100 00 000000 0000	76.20
PEPSI COLA GEN BOT I	48230409	Pepsi products	10E002 2560 4100 00 000000 0000	728.16
PEPSI COLA GEN BOT I	51444207	Pepsi products	10E002 2560 4100 00 000000 0000	1,220.55
PEPSI COLA GEN BOT I	51444206	Pepsi products	10E002 2560 4100 00 000000 0000	152.40
PEPSI COLA GEN BOT I	51444211	Pepsi products	10E011 2560 4100 00 000000 0000	426.10
PEPSI COLA GEN BOT I	49028409	Pepsi products	10E002 2560 4100 00 000000 0000	1,085.42
PEPSI COLA GEN BOT I	49028410	Pepsi products	10E002 2560 4100 00 000000 0000	91.44
PEPSI COLA GEN BOT I	49028411	CHS Pepsi Order	10E002 1500 4900 00 000000 0000	493.95
		Totals for PEPSI COLA GEN BOT INC		6,186.39
PFLUG, DAINA	Apr 2023	Reimb for Mileage Apr 2023	10E001 2520 3320 00 000000 0000	62.88
		Totals for PFLUG, DAINA		62.88
PIONEER MANUFACTURIN	INV877351	Grounds Supplies, acct. #CE5575	20E001 2540 4120 00 000000 0000	2,794.83
		Totals for PIONEER MANUFACTURING CO/ATHL		2,794.83
PITNEY BOWES GLOBAL	3106068717	Postage Meter CHS	10E001 2410 3250 00 000000 0000	215.82
PITNEY BOWES GLOBAL	3106068553	Postage Meter CT	10E001 2410 3250 00 000000 0000	138.00
PITNEY BOWES GLOBAL	3106068883	Postage Meter PKMS	10E001 2410 3250 00 000000 0000	117.00
		Totals for PITNEY BOWES GLOBAL FINANCIAL		470.82
PITNEY BOWES INC	Postage 04-23	April postage added to meter	10E002 2410 3410 00 000000 0000	550.00
PITNEY BOWES INC	Postage 04-23	April postage added to meter	10E001 2520 3410 00 000000 0000	500.00
		Totals for PITNEY BOWES INC		1,050.00
PODGORSKI, PATRICK	Apr 12	CHS Reimb for testing day bagels	10E002 2120 4100 00 000000 0000	152.70
		Totals for PODGORSKI, PATRICK		152.70
PORTER, CARSON	Mar 9	CMS Reimb for Yearbook and FedEx Supplies	10E003 2410 4900 00 000000 0000	111.51
		Totals for PORTER, CARSON		111.51
PORTO, PAMELA	Apr 27	Misc. Paper Products, Silverware etc. for Transportation Dept.	40E001 2550 4900 00 000000 0000	53.11
		Totals for PORTO, PAMELA		53.11
POSTMASTER	68 06-23	CHS PO Box 68 Renewal	10E002 2410 3410 00 000000 0000	104.00

VENDOR	INVOICE #	INVOICE DESCRIPTION	ACCOUNT NUMBER	AMOUNT
			Totals for POSTMASTER	104.00
POTSIC, MICHAEL	Apr 2023	Reimb for Mileage Apr 2023	10E001 2330 3320 00 000000 0000	14.41
			Totals for POTSIC, MICHAEL	14.41
PRENTKE ROMICH COMPA	23115912	Assistive Tech Repair	10E001 1200 3140 00 462000 0000	175.00
			Totals for PRENTKE ROMICH COMPANY	175.00
PRIME CONSTRUCTION,	P23-102	Athletic Fields Rolling	20E001 2540 4120 00 000000 0000	1,030.00
PRIME CONSTRUCTION,	P23-103	LaCrosse Field Preparation	20E001 2540 4120 00 000000 0000	5,474.00
			Totals for PRIME CONSTRUCTION, INC	6,504.00
PRINT TRANSFORMATION	21079	Signs	10E004 1110 4100 00 000000 0000	753.50
			Totals for PRINT TRANSFORMATIONS	753.50
PROJECT LEAD THE WAY	378985	VEX Alt Energy Pack-Gateway	10E002 1130 4100 00 322000 0000	653.00
PROJECT LEAD THE WAY	384087	PLTW VEX V5 Gateway Custom Upgrade Kits	10E003 1120 7100 00 000000 0000	9,400.00
			Totals for PROJECT LEAD THE WAY, INC	10,053.00
RAY SCHRIEBER DISPOS	256	Roll-Off Dumpster and Yard Waste Roll-Off	20E001 2540 3210 00 000000 0000	1,000.00
			Totals for RAY SCHRIEBER DISPOSAL CO	1,000.00
REINKE INTERIOR SUPP	30012629	New Offices Ceiling Renovation DO	20E001 2540 3230 00 000000 0000	3,777.78
			Totals for REINKE INTERIOR SUPPLY CO, IN	3,777.78
REVTRAK	Fees 04-23	April credit card fees	10E001 2520 3100 00 000000 0000	9,932.38
			Totals for REVTRAK	9,932.38
RIDDELL ALL AMERICAN	951798848	CMS Athletic Reconditioning helmets, shoulder pads	10E003 1500 3230 00 000000 0000	4,584.32
RIDDELL ALL AMERICAN	951798846	PKMS Repairs	10E011 1500 3230 00 000000 0000	3,641.57
			Totals for RIDDELL ALL AMERICAN SPORTS C	8,225.89
RIVER CITY RACE MANA	2023-10	CHS Fox Valley Boys Indoor Track Meet 3/14/23	10E002 1500 3190 00 000000 0000	950.00
RIVER CITY RACE MANA	2023-12	CHS Girls Indoor Track Meet 3/18/23	10E002 1500 3190 00 000000 0000	950.00
RIVER CITY RACE MANA	2023-22	CHS Girls Outdoor Meet 4/24	10E002 1500 3190 00 000000 0000	950.00
			Totals for RIVER CITY RACE MANAGEMENT LL	2,850.00
ROBERTS, GARRET	Apr 13	CHS Reimb for Bass Fishing supplies/equipment	10E002 1500 4100 00 000000 0000	265.53
			Totals for ROBERTS, GARRET	265.53
ROLLKALL TECHNOLOGIE	415340	CHS extra sheriff on duty 3/3 basketball games 03/03/23	10E002 1500 3190 00 000000 0000	336.00
ROLLKALL TECHNOLOGIE	415345	CHS extra sheriff on duty 3/3 basketball games 03/03/23	10E002 1500 3190 00 000000 0000	336.00
			Totals for ROLLKALL TECHNOLOGIES, LLC	672.00
ROUTE 47 TRANSPORTAT	Apr 2023	Private Transportation	40E001 2550 3310 00 000000 0000	6,630.00
ROUTE 47 TRANSPORTAT	Apr 2023a	Private Transportation	40E001 2550 3310 00 000000 0000	5,400.00
			Totals for ROUTE 47 TRANSPORTATION SERVI	12,030.00

VENDOR	INVOICE #	INVOICE DESCRIPTION	ACCOUNT NUMBER	AMOUNT
RT REPAIR	17362	Grounds Vehicle Repair Truck #1	20E002 2540 3230 00 000000 0000	246.00
		Totals for RT REPAIR		246.00
RUSSO POWER EQUIPMEN	SPI20211772	Grounds Supplies	20E001 2540 4120 00 000000 0000	1,459.82
		Totals for RUSSO POWER EQUIPMENT		1,459.82
SCHAUMBURG BOOMERS	23-0313	CHS Usage of Boomers Stadium 3/28/23	10E002 1500 6400 00 000000 0000	124.00
		Totals for SCHAUMBURG BOOMERS		124.00
SCHINDLER ELEVATOR C	7153698031	Reprogram Elevator to Recall to Ground Floor CHS	20E001 2540 3100 00 000000 0000	1,157.97
SCHINDLER ELEVATOR C	7100520194	3rd Party Witness for Elevator Inspection PKMS	20E001 2540 3100 00 000000 0000	575.00
		Totals for SCHINDLER ELEVATOR CORPORATIO		1,732.97
SCHOLASTIC BOOK FAIR	W5277724BF	Bookfair Student purchases	10E004 1110 4900 00 000000 0000	6,721.77
SCHOLASTIC BOOK FAIR	W5278900BF	PKMS Spring Book Fair Sales	10E011 1120 3900 00 000000 0000	3,394.24
SCHOLASTIC BOOK FAIR	May 2023	PKMS Classroom Book Fair Purchase	10E011 1120 4110 00 000000 0000	123.90
		Totals for SCHOLASTIC BOOK FAIRS-15		10,239.91
SCHOLASTIC CLASSROOM	M7368634 7	Reading, classroom supplies	10E004 1110 4200 00 000000 0000	5,743.47
		Totals for SCHOLASTIC CLASSROOM MAGAZINE		5,743.47
SCHOOL HEALTH CORPOR	4186372-00	Nurse office supplies	10E004 1110 4250 00 000000 0000	279.13
SCHOOL HEALTH CORPOR	596263-17-1	Credit Nurse office supplies	10E004 1110 4250 00 000000 0000	-268.10
SCHOOL HEALTH CORPOR	5572798-00	PE Replacement Basketballs, Voit Lite 80 Basketball	10E008 1110 4100 00 000000 0000	94.94
		Totals for SCHOOL HEALTH CORPORATION		105.97
SCHOOL SPECIALTY LLC	208132123435	General Supplies, laminating film	10E004 1110 4100 00 000000 0000	478.56
SCHOOL SPECIALTY LLC	208131890246	Supplies old po# 82200199	10E008 2410 4100 00 000000 0000	2.10
SCHOOL SPECIALTY LLC	208132234141	PT order for EC	10E001 1110 4100 00 460000 0000	1,495.00
		Totals for SCHOOL SPECIALTY LLC		1,975.66
SCHOOLBELLS LTD	1432	Private Transportation	40E001 2550 3310 00 000000 0000	9,175.00
SCHOOLBELLS LTD	1432	Private Transportation	10E003 2550 3320 00 499800 0000	1,796.00
		Totals for SCHOOLBELLS LTD		10,971.00
SCHOOLMART	448261	Supplies	10E011 1120 4110 00 000000 0000	163.49
		Totals for SCHOOLMART		163.49
SCHURING & SCHURING	Apr 2023 CT	Dairy	10E010 2560 4100 00 000000 0000	1,618.06
SCHURING & SCHURING	Apr 2023 CHS	Dairy	10E002 2560 4100 00 000000 0000	948.75
SCHURING & SCHURING	Apr 2023 HBT	Dairy	10E004 2560 4100 00 000000 0000	1,486.51
SCHURING & SCHURING	Apr 2023 LL	Dairy	10E005 2560 4100 00 000000 0000	728.21
SCHURING & SCHURING	Apr 2023 CMS	Dairy	10E003 2560 4100 00 000000 0000	517.58
SCHURING & SCHURING	Apr 2023 PKMS	Dairy	10E011 2560 4100 00 000000 0000	1,267.26
SCHURING & SCHURING	Apr 2023 PV	Dairy	10E008 2560 4100 00 000000 0000	1,768.51
		Totals for SCHURING & SCHURING		8,334.88
SEAL OF ILLINOIS	11584	Monthly Tuition Apr 2023	10E001 1912 6700 00 000000 0000	5,397.71
SEAL OF ILLINOIS	11583	Monthly Tuition Apr 2023	10E001 1912 6700 00 000000 0000	11,867.21
		Totals for SEAL OF ILLINOIS		17,264.92
SECTION 6 FFA	Jun 19-22	IAVAT Rooms for Conference June	10E002 1400 3100 00 000000 0000	500.00

VENDOR	INVOICE #	INVOICE DESCRIPTION	ACCOUNT NUMBER	AMOUNT
		19-22		
			Totals for SECTION 6 FFA	500.00
SEPTRAN, INC	91960431	Private Transportation	40E001 2550 3310 00 000000 0000	1,240.48
			Totals for SEPTRAN, INC	1,240.48
SERVICE CONCEPTS, IN	31077	Maintenance Supplies	20E001 2540 4110 00 000000 0000	712.77
SERVICE CONCEPTS, IN	31078	Maintenance Supplies, HBT actuators	20E001 2540 7100 00 000000 0000	1,170.65
SERVICE CONCEPTS, IN	31079	Maintenance Supplies	20E001 2540 4110 00 000000 0000	1,133.56
SERVICE CONCEPTS, IN	31079	Maintenance Supplies	20E001 2540 7100 00 000000 0000	513.84
SERVICE CONCEPTS, IN	31080	Maintenance Supplies, HS motor, seal kit	20E001 2540 4110 00 000000 0000	296.48
SERVICE CONCEPTS, IN	31080	Maintenance Supplies, HS motor, seal kit	20E001 2540 7100 00 000000 0000	1,983.79
SERVICE CONCEPTS, IN	31120	Maintenance Supplies	20E001 2540 7100 00 000000 0000	1,943.17
SERVICE CONCEPTS, IN	31121	Maintenance Supplies	20E001 2540 3100 00 000000 0000	0.00
SERVICE CONCEPTS, IN	31146	Maintenance Supplies, PV ejector pump control board	20E001 2540 7100 00 000000 0000	900.68
SERVICE CONCEPTS, IN	31187	Maintenance Supplies	20E001 2540 4110 00 000000 0000	2,535.24
SERVICE CONCEPTS, IN	31184	Maintenance Supplies	20E001 2540 3100 00 000000 0000	0.00
SERVICE CONCEPTS, IN	31186	Maintenance Supplies	20E001 2540 4110 00 000000 0000	87.38
SERVICE CONCEPTS, IN	31183	Maintenance Supplies, CHS boiler motor	20E001 2540 7100 00 000000 0000	1,375.12
SERVICE CONCEPTS, IN	31185	Maintenance Supplies, PKMS Actuator Damper	20E001 2540 4110 00 000000 0000	1,753.33
SERVICE CONCEPTS, IN	31114	New Maintenance Building HVAC	20E003 2540 5400 00 000000 0000	121,651.64
			Totals for SERVICE CONCEPTS, INC	136,057.65
SERVICE SANITATION I	8580588	Disconnect and Reconnect Tank for Mobile Repairs CHS	20E001 2540 3100 00 000000 0000	2,166.00
SERVICE SANITATION I	8605740	Service of Port O Lets and Mobile Classrooms	20E001 2540 3100 00 000000 0000	238.30
SERVICE SANITATION I	8605739	Service of Port O Lets Transportation	20E001 2540 3100 00 000000 0000	377.40
SERVICE SANITATION I	8605741	Service of Port O Lets CHS Athletic Fields	20E001 2540 3100 00 000000 0000	543.10
SERVICE SANITATION I	8605738	Service of Port O Lets and Mobile Classrooms	20E001 2540 3100 00 000000 0000	695.40
SERVICE SANITATION I	8605745	Service of Port O Lets and Mobile Classrooms	20E001 2540 3100 00 000000 0000	1,390.80
SERVICE SANITATION I	8605744	Service of Port O Lets and Mobile Classrooms	20E001 2540 3100 00 000000 0000	2,781.60
SERVICE SANITATION I	8605743	Service of Port O Lets and Mobile Classrooms	20E001 2540 3100 00 000000 0000	2,781.60
SERVICE SANITATION I	8605742	Service of Port O Lets and Mobile Classrooms	20E001 2540 3100 00 000000 0000	2,781.60
			Totals for SERVICE SANITATION INC	13,755.80
SKYWARD ACCOUNTING D	224285	Software Licenses Renewal 7/1/2023 - 6/30/2024	10E001 2520 3160 00 000000 0000	84,557.22
SKYWARD ACCOUNTING D	224909	Maintenance Renewal 7/1/2023 - 6/30/2024	10E001 2520 3160 00 000000 0000	149.00
			Totals for SKYWARD ACCOUNTING DEPT	84,706.22
SLP TOOLKIT LLC	4193	SLP Toolkit Yearly	10E011 2150 4100 00 000000 0000	215.00

VENDOR	INVOICE #	INVOICE DESCRIPTION	ACCOUNT NUMBER	AMOUNT
			Totals for SLP TOOLKIT LLC	215.00
SONITROL CHICAGOLAND	253512	Security Services, Access Control, Fire Security Systems, Intrusion System	20E001 2540 3100 00 000000 0000	588.00
SONITROL CHICAGOLAND	253513	Security Services, Access Control, Fire Security Systems, Intrusion System	20E001 2540 3100 00 000000 0000	642.00
SONITROL CHICAGOLAND	253514	Security Services, Access Control, Fire Security Systems, Intrusion System	20E001 2540 3100 00 000000 0000	1,044.00
SONITROL CHICAGOLAND	253515	Security Services, Access Control, Fire Security Systems, Intrusion System	20E001 2540 3100 00 000000 0000	1,311.00
SONITROL CHICAGOLAND	253723	Security Services New Maintenance Building	20E001 2540 3100 00 000000 0000	514.80
SONITROL CHICAGOLAND	253721	Installation and Security New Maintenance Building	20E003 2540 5400 00 000000 0000	9,495.00
			Totals for SONITROL CHICAGOLAND WEST	13,594.80
SPECIAL EDUCATION SY	SYSINV-011875	Private Transportation, CORE	40E001 2550 3310 00 000000 0000	1,389.47
			Totals for SPECIAL EDUCATION SYSTEMS, IN	1,389.47
STARK AND SON TRENCH	55910	New Maintenance Building Pond	20E003 2540 5400 00 000000 0000	22,900.00
STARK AND SON TRENCH	55909	New Maintenance Building Pond	20E003 2540 5400 00 000000 0000	23,100.00
			Totals for STARK AND SON TRENCHING INC	46,000.00
STATE FIRE MARSHAL	9678163	Boiler Inspection Fees CMS	20E001 2540 3100 00 000000 0000	140.00
			Totals for STATE FIRE MARSHAL	140.00
SUBLIME WEAR USA	315218	Bass Fishing Jerseys	10E002 1500 4110 00 000000 0000	1,103.84
			Totals for SUBLIME WEAR USA	1,103.84
SUMMIT SCHOOL, INC	34966	Monthly Tuition Apr 2023	10E001 1912 6700 00 000000 0000	25,818.15
			Totals for SUMMIT SCHOOL, INC	25,818.15
SUNCLOUD HEALTH, S.C	323-303-2	Homebound Tutoring	10E001 1200 3140 00 462000 0000	1,160.00
			Totals for SUNCLOUD HEALTH, S.C.	1,160.00
SWEETWATER SOUND, IN	36543674	Band supplies	10E003 2410 4900 00 000000 0000	2,603.81
			Totals for SWEETWATER SOUND, INC.	2,603.81
SYCAMORE MIDDLE SCHO	May 2023	CMS NCJC Lunch Order	10E003 2410 4900 00 000000 0000	208.00
			Totals for SYCAMORE MIDDLE SCHOOL	208.00
THEISEN ROOFING & SI	Apr 2023	Gutters and Downspouts on Small Maintenance Building	20E001 2540 3230 00 000000 0000	1,325.00
			Totals for THEISEN ROOFING & SIDING CO.,	1,325.00
THERAPY TRAVELERS, L	INV84168	Contracted SpEd Teacher	10E001 1205 3100 00 000000 0000	2,887.50
THERAPY TRAVELERS, L	INV83802	Contracted SpEd Teacher	10E001 1205 3100 00 000000 0000	2,887.50
THERAPY TRAVELERS, L	INV83464	Contracted SpEd Teacher	10E001 1205 3100 00 000000 0000	2,310.00
THERAPY TRAVELERS, L	INV84577	Contracted SpEd Teacher	10E001 1205 3100 00 000000 0000	2,656.50
			Totals for THERAPY TRAVELERS, LLC	10,741.50
THREE RIVERS MAIL OR	15680	Frogs, 3rd Grade	10E010 1110 4200 00 000000 0000	309.60

VENDOR	INVOICE #	INVOICE DESCRIPTION	ACCOUNT NUMBER	AMOUNT
			Totals for THREE RIVERS MAIL ORDER	309.60
TITOCK, THOMAS JR	Mar 13	PKMS Reimb End of Year Wrestling Supplies	10E011 1500 4100 00 000000 0000	181.93
TITOCK, THOMAS JR	Mar 9	PKMS Reimb for state wrestling meet supplies	10E011 1500 4100 00 000000 0000	272.66
			Totals for TITOCK, THOMAS JR	454.59
UNITY SCHOOL BUS PAR	547689-IN	Grey Paint	40E001 2550 4100 00 000000 0000	122.08
UNITY SCHOOL BUS PAR	547872-IN	Misc. Parts	40E001 2550 4100 00 000000 0000	89.98
			Totals for UNITY SCHOOL BUS PARTS	212.06
US BANK EQUIPMENT FI	498748151	Copiers	10E001 2410 3250 00 000000 0000	7,437.27
			Totals for US BANK EQUIPMENT FINANCE, IN	7,437.27
VALENTINI, MARK	Mar 7a	PKMS Reimb Girls Basketball Supplies	10E011 1500 4100 00 000000 0000	96.25
			Totals for VALENTINI, MARK	96.25
VAUGHN, MICHELLE	Apr 2023	Reimb Mileage Apr 2023	10E001 1205 3320 00 000000 0000	51.09
			Totals for VAUGHN, MICHELLE	51.09
VERIZON WIRELESS SER	9932639606	B & G Cell Phone MiFi Emergency Phones	20E001 2540 3400 00 000000 0000	992.41
			Totals for VERIZON WIRELESS SERVICES LLC	992.41
VILKAITIS, ALINA	Uniform FY23a	2022-2023 Uniform Reimbursement	20E002 2540 4110 00 000000 0000	218.85
			Totals for VILKAITIS, ALINA	218.85
VISTA LEARNING, NFP	VLI23-1165	EvaluWise, SY 26 - SY 27	10E001 2520 3160 00 000000 0000	23,940.00
			Totals for VISTA LEARNING, NFP	23,940.00
WAREHOUSE DIRECT	5476901-0	Office Supplies	10E001 2520 4100 00 000000 0000	98.66
			Totals for WAREHOUSE DIRECT	98.66
WATER QUALITY ASSOCI	27761	Non-Community Public Water System Operator Course and Exam Fee	20E001 2540 6400 00 000000 0000	890.00
			Totals for WATER QUALITY ASSOCIATION	890.00
WESTERN PSYCHOLOGICA	WPS-457596	Testing Protocols	10E001 2230 3190 00 462000 0000	94.60
			Totals for WESTERN PSYCHOLOGICAL SERVICE	94.60
WILLIAMS SCOTSMAN	9017439301	Mobile Classroom Repairs, Install Skirting CHS	20E001 2540 3100 00 000000 0000	1,370.00
			Totals for WILLIAMS SCOTSMAN	1,370.00
YURGIL, EDEN	Mar 2023	Membership Renewal	10E001 2140 6400 00 000000 0000	330.00
			Totals for YURGIL, EDEN	330.00
			Totals for checks	1,641,493.37

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
10	EDUCATIONAL FUND	0.00	1,383.49	969,951.52	971,335.01
20	OPERATIONS AND MAINTENANCE	0.00	0.00	557,596.86	557,596.86
40	TRANSPORTATION FUND	0.00	0.00	95,620.27	95,620.27
80	TORT FUND	0.00	0.00	16,941.23	16,941.23
***	Fund Summary Totals ***	0.00	1,383.49	1,640,109.88	1,641,493.37

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

<u>VENDOR</u>	<u>INVOICE #</u>	<u>DESCRIPTION</u>	<u>ACCOUNT NUMBER</u>	<u>AMOUNT</u>
BEST BUDDIES INTERNA	July 21-24	Conference for student rep. Vice President	10E001 2210 3100 00 462000 0000	450.00
Totals for BEST BUDDIES INTERNATIONAL, I				450.00
BIG TENT EVENTS	80987	CMS Spring Showcase	10E003 2410 4100 00 000000 0000	188.77
Totals for BIG TENT EVENTS				188.77
BROOKFIELD ZOO	May 8c	CT 2nd Grade Field Trip to Brookfield Zoo 5/8/2023, Bus parking	10E010 1110 3900 00 000000 0000	25.00
BROOKFIELD ZOO	May 8d	CT 2nd Grade Field Trip to Brookfield Zoo 5/8/2023, Bus parking	10E010 1110 3900 00 000000 0000	25.00
BROOKFIELD ZOO	May 8e	CT 2nd Grade Field Trip to Brookfield Zoo 5/8/2023, Bus parking	10E010 1110 3900 00 000000 0000	25.00
BROOKFIELD ZOO	May 8f	CT 2nd Grade Field Trip to Brookfield Zoo 5/8/2023, Bus parking	10E010 1110 3900 00 000000 0000	25.00
Totals for BROOKFIELD ZOO				100.00
DISCOVERY CENTER MUS	Apr 19	HBT Student field trip 04/19/23	10E004 1110 3900 00 000000 0000	628.00
Totals for DISCOVERY CENTER MUSEUM				628.00
ELGIN HISTORY MUSEUM	Apr 4	HBT 3rd Grade Field Trip 4/5 and 4/6	10E004 1110 3900 00 000000 0000	688.00
ELGIN HISTORY MUSEUM	Apr 4a	HBT Student Field trip additional students 04/04/23	10E004 1110 3900 00 000000 0000	128.00
Totals for ELGIN HISTORY MUSEUM				816.00
GORMAN, JEFF	April 22	Reimb for retirement supplies	10E001 2310 4100 00 000000 0000	500.00
Totals for GORMAN, JEFF				500.00
LOONIE TIMES INC	3627	HBT School Mascot	10E004 2410 7100 00 000000 0000	3,180.00
Totals for LOONIE TIMES INC				3,180.00
NAPER SETTLEMENT	Apr 27	CT 4th Grade Field Trip Apr 27th	10E010 1110 3900 00 000000 0000	761.50
NAPER SETTLEMENT	Apr 25	LL 4th grade field trip Apr 25th	10E005 1110 3900 00 000000 0000	392.00
Totals for NAPER SETTLEMENT				1,153.50
PETTY CASH	Apr 24	HBT Bookfair start up funds	10E004 1110 4900 00 000000 0000	300.00
Totals for PETTY CASH				300.00
SECRETARY OF STATE IN	Apr 2023	Notary-Mandi	10E001 2320 3190 00 000000 0000	15.00
Totals for SECRETARY OF STATE INDEX DEPT				15.00
ST CHARLES PARK DIST	1435	HBT Student field trip EC & STAR 04/26/23	10E004 1110 3900 00 000000 0000	295.00
ST CHARLES PARK DIST	1495	HBT Student field trip EC & STAR 04/26/23	10E004 1110 3900 00 000000 0000	40.00
Totals for ST CHARLES PARK DISTRICT				335.00
VOLCANO FALLS ADVENT	May 25	CMS Class Trip May 25, 2023	10E003 2410 4900 00 000000 0000	50.00

<u>VENDOR</u>	<u>INVOICE #</u>	<u>DESCRIPTION</u>	<u>ACCOUNT NUMBER</u>	<u>AMOUNT</u>
			Totals for VOLCANO FALLS ADVENTURE PARK	50.00
			Totals for checks	7,716.27

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
10	EDUCATIONAL FUND	0.00	0.00	7,716.27	7,716.27
***	Fund Summary Totals ***	0.00	0.00	7,716.27	7,716.27

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

<u>VENDOR</u>	<u>INVOICE #</u>	<u>DESCRIPTION</u>	<u>ACCOUNT NUMBER</u>	<u>AMOUNT</u>
ALONZO, SAMUEL	Mar 15	CHS Baseball Official 03/15/23	10E002 1500 3190 00 000000 0000	75.00
		Totals for ALONZO, SAMUEL		75.00
BAEZ, OMAR	Apr 13	CHS Soccer Official 4/13/23	10E002 1500 3190 00 000000 0000	80.00
		Totals for BAEZ, OMAR		80.00
BARONE, PHILIP	Apr 10	CHS Softball Official 4/10/23	10E002 1500 3190 00 000000 0000	75.00
		Totals for BARONE, PHILIP		75.00
BEST WESTERN PLUS BL	Apr 21	CHS Math Team Hotel Stay for State Competition 04/21/23	10E002 1500 3120 00 000000 0000	1,071.00
		Totals for BEST WESTERN PLUS BLOOMINGTON		1,071.00
BLUM, GERALD	Apr 8	CHS Baseball Official 4/8/23	10E002 1500 3190 00 000000 0000	150.00
		Totals for BLUM, GERALD		150.00
BRACH, FREDERICK SR	Apr 13-14	CHS Baseball Official 4/13 & 4/14/23	10E002 1500 3190 00 000000 0000	150.00
		Totals for BRACH, FREDERICK SR		150.00
BROCK, ROBERT	Apr 13-14	CHS Baseball Official 4/13 & 4/14/23	10E002 1500 3190 00 000000 0000	150.00
		Totals for BROCK, ROBERT		150.00
BURNETT, JOHN	Apr 8	CHS Girls Lacrosse Official 4/8/23	10E002 1500 3190 00 000000 0000	170.00
		Totals for BURNETT, JOHN		170.00
DOMINGUEZ, JUAN	Apr 6	CHS Girls Soccer Official 4/6/23	10E002 1500 3190 00 000000 0000	80.00
		Totals for DOMINGUEZ, JUAN		80.00
DOMINGUEZ, LORENZO	Apr 13	CHS Soccer Official 4/13/23	10E002 1500 3190 00 000000 0000	144.00
		Totals for DOMINGUEZ, LORENZO		144.00
EINIG, MATTHEW	Mar 24	CHS Baseball Official 3/24/23	10E002 1500 3190 00 000000 0000	75.00
		Totals for EINIG, MATTHEW		75.00
ELENBAAS, JORY	Apr 8a	CHS Girls Soccer Official 4/8/23	10E002 1500 3190 00 000000 0000	160.00
		Totals for ELENBAAS, JORY		160.00
ERWIN, SCOTT	Mar 18	CHS Track Invite Official 3/18/23	10E002 1500 3190 00 000000 0000	150.00
		Totals for ERWIN, SCOTT		150.00
FINSTEIN, MARK	Mar 21	CHS Baseball Official 3/21/23	10E002 1500 3190 00 000000 0000	75.00
FINSTEIN, MARK	Apr 7	CHS Baseball Official 4/7/23	10E002 1500 3190 00 000000 0000	150.00
		Totals for FINSTEIN, MARK		225.00
FREUND, VICTOR	Apr 13	CHS Softball Official 4/13/23	10E002 1500 3190 00 000000 0000	72.00
		Totals for FREUND, VICTOR		72.00
GUILD, JOHN	Apr 6	CHS Girls Soccer Official 4/6/23	10E002 1500 3190 00 000000 0000	144.00

<u>VENDOR</u>	<u>INVOICE #</u>	<u>DESCRIPTION</u>	<u>ACCOUNT NUMBER</u>	<u>AMOUNT</u>
			Totals for GUILD, JOHN	144.00
HILLIGOSS, RYAN	Apr 10	CHS Baseball Official 4/10/23	10E002 1500 3190 00 000000 0000	72.00
			Totals for HILLIGOSS, RYAN	72.00
HOBSCHIED, JOHN	Apr 7	CHS Baseball Official 4/7/23	10E002 1500 3190 00 000000 0000	150.00
			Totals for HOBSCHIED, JOHN	150.00
HOLIDAY INN EXPRESS	Apr 18-19	CHS ACES hotel trip for state Apr 18-19	10E002 1500 3120 00 000000 0000	1,431.90
			Totals for HOLIDAY INN EXPRESS	1,431.90
IRWIN, JOSEPH	Mar 21	CHS Baseball Official 3/21/23	10E002 1500 3190 00 000000 0000	72.00
			Totals for IRWIN, JOSEPH	72.00
JACOBI, KEITH	Mar 14	CHS Track Invite Official 3/14/23	10E002 1500 3190 00 000000 0000	185.00
			Totals for JACOBI, KEITH	185.00
JOHNSON, ROBERT	Apr 6	CHS Girls Soccer Official 4/6/23	10E002 1500 3190 00 000000 0000	144.00
			Totals for JOHNSON, ROBERT	144.00
KALFAS, THOMAS	June 14	CHS Official for Summer Boys Shoot Out, 3 games 6/14/22-reissue	10E002 1500 3900 00 000000 0000	120.00
			Totals for KALFAS, THOMAS	120.00
KIELBASA, JOSEPH	Mar 21	CHS Baseball Official 3/21/23	10E002 1500 3190 00 000000 0000	75.00
			Totals for KIELBASA, JOSEPH	75.00
KISSEL, OLEVIA	Mar 18	CHS Track Invite Official 3/18/23	10E002 1500 3190 00 000000 0000	185.00
			Totals for KISSEL, OLEVIA	185.00
LINFORTH, JEFFREY	Mar 28	CHS Baseball Official 3/28/23	10E002 1500 3190 00 000000 0000	75.00
			Totals for LINFORTH, JEFFREY	75.00
MARSHALL, JAY	Mar 14	CHS Track Invite Official 3/14/23	10E002 1500 3190 00 000000 0000	150.00
			Totals for MARSHALL, JAY	150.00
MAURER, LEE	Mar 22	CHS Baseball Official 3/22/23	10E002 1500 3190 00 000000 0000	72.00
			Totals for MAURER, LEE	72.00
MCCULLOUGH, DERRICK	Apr 6	CHS Girls Lacrosse Official 4/6/23	10E002 1500 3190 00 000000 0000	80.00
			Totals for MCCULLOUGH, DERRICK	80.00
MCMAHON, TIMOTHY	Apr 7	CHS Softball Official 4/7/23	10E002 1500 3190 00 000000 0000	75.00
			Totals for MCMAHON, TIMOTHY	75.00
MENA, BEN	Apr 3	CHS Softball Official 4/3/23	10E002 1500 3190 00 000000 0000	72.00
			Totals for MENA, BEN	72.00
MILLER, TOM	Apr 11	CHS Softball Official 4/11/23	10E002 1500 3190 00 000000 0000	75.00

<u>VENDOR</u>	<u>INVOICE #</u>	<u>DESCRIPTION</u>	<u>ACCOUNT NUMBER</u>	<u>AMOUNT</u>
			Totals for MILLER, TOM	75.00
NATROP, SAM	Apr 6	CHS Softball Official 4/6/23	10E002 1500 3190 00 000000 0000	72.00
			Totals for NATROP, SAM	72.00
NOVIELLI, LINO	Mar 28	CHS Baseball Official 3/28/23	10E002 1500 3190 00 000000 0000	75.00
			Totals for NOVIELLI, LINO	75.00
PINA, CELSO	Apr 8	CHS Girls Soccer Official 4/8/23	10E002 1500 3190 00 000000 0000	160.00
			Totals for PINA, CELSO	160.00
RASMUSSEN, CHAD	Mar 30	CHS Baseball Official 3/30/23	10E002 1500 3190 00 000000 0000	144.00
			Totals for RASMUSSEN, CHAD	144.00
REJMAN, BLAKE	Apr 3	CHS Baseball Official 4/3/23	10E002 1500 3190 00 000000 0000	72.00
			Totals for REJMAN, BLAKE	72.00
RIVERA, RAFAEL JR	Mar 24	CHS Baseball Official 3/24/23	10E002 1500 3190 00 000000 0000	75.00
			Totals for RIVERA, RAFAEL JR	75.00
SEXTON, CHRISTOPHER	Apr 6	CHS Girls Lacrosse Official 4/6/23	10E002 1500 3190 00 000000 0000	80.00
			Totals for SEXTON, CHRISTOPHER	80.00
SHEA, ROBERT	Apr 8	CHS Girls Soccer Official 4/8/23	10E002 1500 3190 00 000000 0000	160.00
			Totals for SHEA, ROBERT	160.00
SIWEK, THEODORE	Apr 8	CHS Baseball Official 4/8/23	10E002 1500 3190 00 000000 0000	150.00
SIWEK, THEODORE	Mar 27	CHS Baseball Official 3/27/23	10E002 1500 3190 00 000000 0000	150.00
			Totals for SIWEK, THEODORE	300.00
SKAJA, JOSEPH JR	Apr 13a	CHS Soccer Official 4/13/23	10E002 1500 3190 00 000000 0000	144.00
			Totals for SKAJA, JOSEPH JR	144.00
SKILLS USA	2022	Skills USA Conference and hotel Apr 27-29	10E002 1500 3120 00 000000 0000	2,940.00
SKILLS USA	2022	Skills USA Conference and hotel Apr 27-29	10E002 1130 3100 00 322000 0000	2,015.00
			Totals for SKILLS USA	4,955.00
SMIGIEL, ALLAN	Apr 11a	CHS Softball Official 4/11/23	10E002 1500 3190 00 000000 0000	75.00
			Totals for SMIGIEL, ALLAN	75.00
SOBESKI, SCOTT	Apr 7	CHS Softball Official 4/7/23	10E002 1500 3190 00 000000 0000	75.00
SOBESKI, SCOTT	Apr 10	CHS Softball Official 4/10/23	10E002 1500 3190 00 000000 0000	75.00
			Totals for SOBESKI, SCOTT	150.00
STERLING, KENNETH	Mar 27	CHS Baseball Official 3/27/23	10E002 1500 3190 00 000000 0000	150.00
			Totals for STERLING, KENNETH	150.00
TRACY, MATTHEW	Apr 3	CHS Baseball Official 4/3/23	10E002 1500 3190 00 000000 0000	72.00
			Totals for TRACY, MATTHEW	72.00
WESTFALL, JAMES	Mar 30	CHS Baseball Official 3/30/23	10E002 1500 3190 00 000000 0000	144.00

<u>VENDOR</u>	<u>INVOICE #</u>	<u>DESCRIPTION</u>	<u>ACCOUNT NUMBER</u>	<u>AMOUNT</u>
			Totals for WESTFALL, JAMES	144.00
WILKINS, JOHNNY	Mar 15	CHS Baseball Official 03/15/23	10E002 1500 3190 00 000000 0000	75.00
			Totals for WILKINS, JOHNNY	75.00
ZEMAN, DAVID	Apr 8	CHS Softball Official 4/8/23	10E002 1500 3190 00 000000 0000	144.00
			Totals for ZEMAN, DAVID	144.00
			Totals for checks	13,051.90

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
10	EDUCATIONAL FUND	0.00	0.00	13,051.90	13,051.90
***	Fund Summary Totals ***	0.00	0.00	13,051.90	13,051.90

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

<u>FD Description</u>	<u>April 2022-23 Beginning Balance</u>	<u>April 2022-23 Deposits</u>	<u>April 2022-23 Withdrawals</u>	<u>April 2022-23 Monthly Activity</u>	<u>Ending Balance</u>
97 NKCRVS CASH	728,683.96		73,639.61	-73,639.61	655,044.35
97	728,683.96		73,639.61	-73,639.61	655,044.35
	=====		=====	=====	=====
Grand Asset Totals	728,683.96		73,639.61	-73,639.61	655,044.35

Number of Accounts: 1

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

**Northern Kane County Regional Vocational System
Revenues and Expenditures Report
April 2023**

Revenues

Source	Description	2022-23 Original Budget	% of Fund	April MTD	2022-23 FYTD	Budget Remaining	FYTD Percent
	1999-00 Other Local Revenue	-	0.00%	-	4,900.00	(4,900.00)	0.00%
Total Local Revenues		-	0.00%	-	4,900.00	(4,900.00)	0.00%
	3220-00 Career & Technical Education	1,151,201.00	62.09%	-	1,151,201.00	-	100.00%
	3220-02 CTE Educator Pathway	91,836.00	4.95%	-	91,836.00	-	100.00%
Total State Revenues		1,243,037.00	67.04%	-	1,243,037.00	-	100.00%
	4745-00 Perkins V Grant	611,156.00	32.96%	-	804,335.00	(193,179.00)	131.61%
Total Federal Revenues		611,156.00	32.96%	-	804,335.00	(193,179.00)	131.61%
Total Revenues		1,854,193.00	100.00%	-	2,052,272.00	(198,079.00)	110.68%

Expenditures

Object	Description	2022-23 Original Budget	% of Fund	April MTD	2022-23 FYTD	Encumbered Amount	Budget Remaining	FYTD Percent
	1000 Salaries	225,681.00	12.17%	14,399.00	162,947.00	-	62,734.00	72.20%
	2000 Benefits	68,837.00	3.71%	3,988.06	36,738.34	-	32,098.66	53.37%
	3000 Purchased Services	102,282.00	5.52%	14,903.83	99,742.66	6,550.25	(4,010.91)	103.92%
	4000 Supplies	1,918.00	0.10%	-	34,131.80	-	(32,213.80)	1779.55%
	6000 Other/Dues/Fees	1,455,475.00	78.50%	40,348.72	1,583,421.53	-	(127,946.53)	108.79%
Total Expenditures		1,854,193.00	100.00%	73,639.61	1,916,981.33	6,550.25	(69,338.58)	103.74%

<u>VENDOR</u>	<u>INVOICE #</u>	<u>INVOICE DESCRIPTION</u>	<u>ACCOUNT NUMBER</u>	<u>AMOUNT</u>
ACTE	261353	ACTE Conference, Pre Conference Sessions TS, JS, MB, IC, CW, MD	97E110 2210 3100 00 322000	2,020.00
Totals for ACTE				2,020.00
CENTRAL COMMUNITY USD 301	Apr 2023	NK reimb payroll and benefits-April 2023	97E110 2620 1100 00 322000	497.42
CENTRAL COMMUNITY USD 301	Apr 2023	NK reimb payroll and benefits-April 2023	97E110 2620 2100 00 322000	107.25
CENTRAL COMMUNITY USD 301	Apr 2023	NK reimb payroll and benefits-April 2023	97E110 2330 2100 00 322000	284.31
CENTRAL COMMUNITY USD 301	Apr 2023	NK reimb payroll and benefits-April 2023	97E110 2210 2100 00 322000	366.67
CENTRAL COMMUNITY USD 301	Apr 2023	NK reimb payroll and benefits-April 2023	97E110 2120 2100 00 322000	1,164.99
CENTRAL COMMUNITY USD 301	Apr 2023	NK reimb payroll and benefits-April 2023	97E110 2120 1100 00 322000	3,286.15
CENTRAL COMMUNITY USD 301	Apr 2023	NK reimb payroll and benefits-April 2023	97E110 2210 1100 00 322000	1,554.17
CENTRAL COMMUNITY USD 301	Apr 2023	NK reimb payroll and benefits-April 2023	97E110 2330 1100 00 322000	1,901.66
CENTRAL COMMUNITY USD 301	Apr 2023	NK reimb payroll and benefits-April 2023	97E110 2120 1100 00 474500	3,286.15
CENTRAL COMMUNITY USD 301	Apr 2023	NK reimb payroll and benefits-April 2023	97E110 2210 1100 00 474500	1,554.17
CENTRAL COMMUNITY USD 301	Apr 2023	NK reimb payroll and benefits-April 2023	97E110 2330 1100 00 474500	12.08
CENTRAL COMMUNITY USD 301	Apr 2023	NK reimb payroll and benefits-April 2023	97E110 2620 1100 00 474500	416.67
CENTRAL COMMUNITY USD 301	Apr 2023	NK reimb payroll and benefits-April 2023	97E110 2620 2100 00 474500	95.25
CENTRAL COMMUNITY USD 301	Apr 2023	NK reimb payroll and benefits-April 2023	97E110 2210 2100 00 474500	367.08
CENTRAL COMMUNITY USD 301	Apr 2023	NK reimb payroll and benefits-April 2023	97E110 2120 2100 00 474500	1,164.99
Totals for CENTRAL COMMUNITY USD 301				16,059.01
COMMUNITY UNIT SCHOOL DIST 300	9-NKREIMB	Educator Rising November Materials	97E110 2210 4100 02 322000	3,307.47
COMMUNITY UNIT SCHOOL DIST 300	Mar FY23 CTE	FY23 CTE March	97E110 4140 6400 02 322000	19,915.00
COMMUNITY UNIT SCHOOL DIST 300	Mar FY23 Perkins	FY23 Perkins March	97E110 4140 6400 02 474500	17,601.00
Totals for COMMUNITY UNIT SCHOOL DIST 30				40,823.47
COMMUNITY UNIT SCHOOL DIST 303	Apr FY23 CTE	FY23 CTE April	97E110 4140 6400 04 322000	48,062.40
Totals for COMMUNITY UNIT SCHOOL DIST 30				48,062.40
NORTHERN ILLINOIS UNIVERSITY	COE000186	NIU College of Ed-Rising Star Conference catering 10/19/22	97E110 2210 3100 02 322000	4,045.25
Totals for NORTHERN ILLINOIS UNIVERSITY				4,045.25
SCHOOL DISTRICT U-46	Mar FY23 CTE	FY23 CTE March	97E110 4140 6400 01 322000	15,780.32
SCHOOL DISTRICT U-46	Mar FY23 Perkins	FY23 Perkins March	97E110 4140 6400 01 474500	16,495.96
Totals for SCHOOL DISTRICT U-46				32,276.28
STROH, TERRY	Feb 2023	Reimb for IACTE Conference	97E110 2210 3100 00 322000	392.44

<u>VENDOR</u>	<u>INVOICE #</u>	<u>INVOICE DESCRIPTION</u>	<u>ACCOUNT NUMBER</u>	<u>AMOUNT</u>
		hotels 2/15-2/16/23		
			Totals for STROH, TERRY	392.44
			Totals for checks	143,678.85

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
97	NORTHERN KANE REG VOC SYSTEM	0.00	0.00	143,678.85	143,678.85
***	Fund Summary Totals ***	0.00	0.00	143,678.85	143,678.85

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

**CCUSD #301 Personnel Report
May 15, 2023**

New Hire – Certified

Name	School	Position
Keith, Kelsey	CMS	Assistant Principal
Barrett, Nicole	HBT	Social Worker
Ratliff, Courtney	CT	School Psychologist

New Hire – Non-Certified

Name	School	Position
Price, Curtis	CHS	Assistant Director of Athletics and Activities

Rehire – Certified

Name	School	Position
Rovge, Julie	CMS/CHS	PT (0.8 FTE) Art Teacher

Rehire – Non-Certified

Name	School	Position
Sjurseth, Sally	Transportation	Bus Driver

Voluntary Transfer – Certified

Name	School	Position
Beaman, Emily	CT	2nd Grade Teacher
DaLuga, Sarah	CT	3rd Grade Teacher
Kolkebeck, Theresa	CT	Principal
Lamz, Amanda	CT	3rd Grade Teacher
Morrissey, Koriann	PV	EL Teacher
Otto, Ashley	HBT	EL/TBE Teacher

Involuntary Transfer – Certified

Name	School	Position
Burner, David	CHS/CMS	CTE Teacher
Richman, Scott	PKMS	6th/7th Grade Science Teacher

Voluntary Transfer – Non-Certified

Name	School	Position
Conway, Esther	PKMS	Cook

Resignation – Certified

Name	School	Position	Effective Date
Ayala, Kaitlyn	CT	School Psychologist	End of SY23
Baczek, Alicia	CT	5th Grade Teacher	End of SY23
Martino, Sarah	CT	Kindergarten Teacher	End of SY23

Resignation – Non-Certified

Name	School	Position	Effective Date
Ahmed, Inshra	HBT	Paraprofessional	End of SY23
Horton, Diana	CMS	Administrative Assistant	June 30, 2023



Leave of Absence – Certified

Name	School	Position	Effective Date
Tauer, Gina	CHS	School Counselor	5/4/2023 to 5/10/2023

Leave of Absence – Non-Certified

Name	School	Position	Effective Date
Martin, Amanda	HBT	Paraprofessional	4/20/2023 to 5/17/2023
Olmstead, Karen	Transportation	Bus Driver	5/1/2023 to 5/12/2023
Pena, Shauna	PKMS	Cook	4/20/2023 to 5/31/2023
Sodt, Bonnie	Transportation	Bus Driver	5/5/2023 to unknown

MEMORANDUM

FROM: Ted Juske, Athletic/Activities Director
TO: District 301 Board of Education
DATE: April 19, 2023
RE: FFA Chapter Overnight State Trip June 13th-15th

Our FFA Sponsors Mr. Robinson & Mr. Dalen are requesting to take the Central FFA chapter to the state FFA Convention. They will be traveling by activity bus.

The reason for attending the State FFA Convention is for students to compete in state competitions and also be recognized for achievements from state contests held throughout the year, specifically for the State Champion Vet Science Team, State Winner in Agriscience, State Finalist in Star in Agriscience (winner will be announced on stage), and 4 State FFA degree recipients. The Convention will be held at the Bank of Springfield Center, Springfield, IL.

Here is the tentative itinerary for this trip:

Tuesday, June 13th

Leaving Central High School at 7:30 a.m.

Stopping for breakfast & lunch along the way (bring money)

Check into hotel

Change into official dress – Head to convention center

1:00 pm SESSION 1

Vet Science CDE Recognition

5:00 pm DINNER

7:00 pm SESSION 2

Keynote Speaker – National Officer



Wednesday, June 14th

8:00 am SESSION 3 & Workshops

Proficiency Awards

11:00 am LUNCH

12:00 pm COLLEGE/CAREER FAIR

2:00 pm SESSION 4

Star Awards Ceremony

State Degree Ceremony

7:00 pm DINNER

Thursday, June 15th

8:00 am Delegate Election Session

12:00 pm Lunch

1:00 pm SESSION 5

Keynote Speaker

Leave Springfield @ 3:00 pm (approximately)

Arrive at Central High School 7-8 p.m. (approximately)

MEMORANDUM

FROM: Patrick Podgorski

TO: Dr. Todd Stirn and District 301 Board of Education

CC: Chris Testone

DATE: May 1, 2023

RE: SkillsUSA Funding request to compete in the SkillsUSA National Competition

Nate Fellhauer and **Peter D'Antonio** placed first in the Digital Cinema Productions competition and now qualify to compete in the SkillsUSA National competition. Grant funding does not qualify as payment for the expenses. See below for the proposed costs to send the two students and one advisor:

SkillsUSA National Competition

- June 19-23, 2023 (travel dates are June 19th and June 24th)
- Location: Atlanta, Georgia

Proposed Costs

1. Register Patrick Podgorski as an advisor	\$32
2. Conference Fees (\$275/participant x students)	\$550
3. Hotels	\$3400
a. SkillsUSA requires a 5 night stay at a predetermined hotel for all participants and advisors. Rooms will be booked directly through SkillsUSA.	
b. Cost is \$1700/room x 2 rooms. (2 students per room + advisor room)	
c. Hotel: Westin PeachTree Plaza Hotel 210 Peachtree St. NW Atlanta, Georgia 30303	
4. Airfare for 3 passengers (w/3 checked bags).	\$1,218.30
a. Arrive in Atlanta 6/19 and return 6/24	
b. United Airline (ORD - ATL)	
5. Transportation to and from airport Atlanta Georgia	\$50
6. Parking at airport in IL (Patrick)	\$100
7. Food allowance per day	<u>\$xxx</u>
Total	\$5350.30 + food

MEMORANDUM

FROM: Ted Juske, Athletic/Activities Director
 TO: District 301 Board of Education
 DATE: May 9, 2023
 RE: Central Fishing Team State Trip May 17th - May 20th.

Garret Roberts is requesting to take the Central Fishing team down to state for the IHSA state fishing finals. Central Fishing is a competitive group of anglers that has been meeting and learning about fishing and conservation. Weekly, our anglers learn many skills and learn about bass behavior, map reading, equipment, baits, various types of line, reel adjustments, and much more. We will be attending this state fishing tournament after placing 2nd at our Sectionals at Shabbona out of 26 boats. The top 3 boats from each sectional go down to state as part of the IHSA state finals. State for fishing is composed of a prefish day on Thursday followed by two full days of competitive fishing against the top teams in the state. Over the two days, the total weight of those two days will decide the state champion.

State competition held at Carlyle Lake in Carlyle, IL.
 14498-14510 County Rd 1430 N, Carlyle, IL 62231

The hotel we will be staying at is Comfort Inn and Suites Greenville I-70.
 2265 S. State Route 127, Greenville, IL 62246

Here is our itinerary for the time we are on the trip:

May 17th, 2023	1:00 pm	Departure from CHS on Activity Bus #1
	6:00 pm	Arrival at hotel
	6:30-7:30 pm	Dinner
May 18th, 2023	7:00-9:30 am	Check-in for pre-fishing at Marina Boat Ramp
	5:00 pm	Pre-fish day ends
	6:00 pm	Dinner
May 19th, 2023	6:00 am	Tournament check-in at the Marina Boat Ramp
	7:00 am	Tournament begins - Day 1
	3:00-3:30 pm	Boats return to docks by flights
	3:15 pm	Weigh-in begins on main stage
	6:00 pm	Dinner



May 20th, 2023	6:00 am	Tournament check-in at the Marina Boat Ramp
	7:00 am	Tournament begins - Day 2
	3:00-3:30 pm	Boats return to docks by flights
	3:15 pm	Weigh-in begins on main stage
	4:30 pm	Awards presentation
	5:00 pm	Head back home
	10:00 pm	Arrive back to school

Coaches/Sponsors Attending:

Garret Roberts - Coach

Tim Seyller - Boat Captain

Team Roster:

Giuseppe Busano

Trevor Haines

Austin Lee

Robert Anderson

MEMORANDUM

FROM: Mike Potsic, Director of Student Services
TO: District 301 Board of Education
DATE: May 8, 2023
RE: Best Buddies Overnight Trip

Our Best Buddies sponsor, Mrs. Tauer, is requesting that the President and Vice President from our CHS program attend the Best Buddies Leadership Conference at Indiana University on July 21st - July 24th. The students will be staying in the dorms at the university. Leadership conference staff will supervise the students in the dorms and during the conference. The students will be transported on a bus round trip to/from Chicago Union Station. Transportation is provided by the Best Buddies organization.

Best Buddies International is a nonprofit 501(c)(3) organization dedicated to establishing a global volunteer movement that creates opportunities for one-to-one friendships, integrated employment, leadership development, and inclusive living for individuals with intellectual and developmental disabilities (IDD).

Best Buddies Leadership Conference (BBLC) unites Best Buddies leaders, volunteers, and community advocates from around the globe to imagine, create, lead and empower the future of the disability rights and inclusion movement. Over the past 30 years, BBLC has inspired thousands of leaders to be Best Buddies advocates and to bring about social change in their communities.

This conference experience will offer opportunities to learn from professional presenters, participate in small group discussions, engage with experts, and choose from a diverse variety of education sessions that will inform, inspire, and advance your role in the disability rights movement. Best Buddies is working on finalizing a daily itinerary for the leadership conference weekend and will be sharing that in the upcoming weeks with students and families.

MEMORANDUM

FROM: Ted Juske, Athletic/Activities Director
TO: District 301 Board of Education
DATE: May 12, 2023
RE: Girls Track Overnight State Trip May 18 - May 20th

Our Girls Head Track Coach, Mr. Vince Neil, & his coaching staff are requesting to take the 16 athletes who qualified to the IHSA State Track & Field Competition at Eastern Illinois University from Thursday, May 18th through Saturday, May 20th. They will be traveling by yellow school bus.

Below is their itinerary and some important information regarding the state weekend.

Hotel Info:

Best Western Plus Green Mill Village
917 Green Mill Road
Arcola, IL 61910
Phone: 217-268-5000

Track Info & State Meet Info:

Site: Eastern Illinois University (Full Info available at:

<https://ihsa.org/Sports-Activities/Girls-Track-Field>)

Event Schedule: *(Coming Soon, last years linked for reference)*

<https://www.ihsa.org/documents/trg/2021-22/time-schedule.pdf>

State Rankings:

<https://www.athletic.net/TrackAndField/Division/Top.aspx?DivID=135464&depth=25&gender=f>

Itinerary:

Thursday, May 18

- At 10:40 am, report to Athletic Office for parade
- Sendoff at 10:50 am & athlete parade throughout the halls
- Depart for Charleston at 11:15 am
- Stop for lunch
- Arrive at Charleston by 3:15 pm
- Pick up packets, practice on the track
- Head to hotel for check-in
- Team dinner
- Team meeting & lights out

Friday, May 19

- Breakfast @ 6:00 am
- Head to track for prelims @ 6:30 am ***Bring snacks especially if you compete later in the day
 - Long Jump & Triple Jump @ 8:00 am
 - High Jump @ 8:00 am
 - Pole Vault @ 9:00 am
 - Disc @ 10:55 am
 - 4x200 Relay @ 10:28 am
 - 400 @ 10:40 am
 - 4x400 Relay @ 11:34 am
- Team Lunch after prelims
- Return to hotel
- Team dinner
- Team meeting & lights out

Saturday, May 20

- Breakfast @TBD
- Head to track for finals @TBD
- Leave to return home after conclusion of finals
- Stop for dinner
- We should return home by 9:00 pm (this is a best guess)

Contact Info:

If you have any questions or need immediate contact, please call:
Coach Neil at 847-924-8625



Qualifiers

4x200 Relay

4x400 Relay

Paige Greenhagel (Long Jump, High Jump, 400)

Maddie Mucci (Triple Jump)

Tiana Foreman (Disc)

Tia Brennan (Pole Vault, High Jump)

Athletes Attending

Maddie Mucci

Keira Heindl

Sia Patel

Kenzie Andersen

Danica Wiegel

Emma Ruthenberg

Alyssa Bognetti

Paige Greenhagel

Corryn Kester

Mia Estrada

Abby Burke

Kyla Wagner

Tia Brennan

Tiana Foreman

Emilie Anderson

Nina Tomko



MEMORANDUM

FROM: Dr. Todd Stirn, Superintendent

TO: Central 301 Board of Education

DATE: April 17, 2023

RE: Mid-Valley Special Education Cooperative Classroom Use Agreement

The Mid-Valley Special Education Cooperative Classroom Use Agreement is an annual resolution to allow the lease of two classrooms at Central Middle School for the Educational and Life Skills Program and the New Pathways Program at a rate of \$4,872.00 for each classroom. The agreement also includes the lease of a New Pathways Program classroom at Central High School at a rate of \$7,494.00. The rate is based on \$6.00 per square foot for the 2023-2024 school year. We are currently in discussions with Mid-Valley about potentially hosting one additional elementary classroom for the 2023-2024 school year. Central, along with Batavia, Geneva, Kaneland, and St. Charles school districts form the Mid-Valley Special Education Cooperative. This partnership allows Central to meet the needs of certain special education student populations that would be cost prohibitive to meet in a standalone district program.



Mid-Valley Special Education Cooperative

CLASSROOM USE AGREEMENT

This Classroom Use Agreement (“Agreement”) is made and entered into this 1st day of July, 2023, by and between the Board of Education of School District No. 301 (“hereinafter referred to as the ‘District’”) and Mid-Valley Special Education Cooperative, a special education joint agreement (“hereinafter referred to as “Mid-Valley”).

WHEREAS, District has declared that the classroom(s) identified on Exhibit A are unnecessary for school purposes and will not be needed by the District during the proposed term of this Agreement; and

WHEREAS, the District has determined that the proposed use of the classroom(s) identified on Exhibit A serves the interest of the community and that it is the best interest of the District to enter into this Agreement; and

WHEREAS, Mid-Valley has a need for additional classroom space to serve the needs of the special education students educated through the Mid-Valley Special Education Cooperative;

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein, the parties agree as follows:

1. **Authority.** This lease is being entered into pursuant to the provisions of the *School Code*. The District hereby represents and warrants that it has full authority to enter into this Agreement and be bound by its terms.
2. **Classroom Use.** For the period of July 1, 2023 through June 30, 2024, the District leases to Mid-Valley and Mid-Valley hereby leases from the District classrooms as per Exhibit A.
3. **Term.** This Agreement shall remain in full force and effect from July 1, 2023 through June 30, 2024.

4. **Responsibilities of the District.**

1. The District shall provide all services and utilities including custodial and maintenance services and supplies that may be necessary to maintain the classrooms identified on Exhibit A in normal, habitable condition for classroom instructional purposes and delivery of related services.
2. The District shall ensure that the MVSEC classrooms are furnished in a manner consistent with other classrooms in the school which may include desks and chairs for students and teachers, tables, book cases, file cabinets, storage cabinets, and window coverings.
3. The District shall ensure that the classrooms are provided in a manner consistent with other classrooms in the school, including customary audio visual equipment, computer hardware and software, internet access, copy machine facilities and telephone lines and usage to support the instructional activities and delivery of related services in the classrooms identified above.
4. The District shall provide administrative assistance in emergencies and guidance on general building policies and procedures necessary to support the instructional activities and delivery of related services in the classrooms identified above.
5. The District shall provide all other supports and services, set forth in the Principal's Guide for Hosting a Mid-Valley Program, attached hereto, and incorporated herein as Exhibit B.
6. The District shall keep in force at all times during the Agreement general liability broad form insurance, occurrence based insurance including property damage, bodily injury, personal injury, contractual liability and other usual broad form liability endorsements.

5. **Responsibilities of Mid-Valley**

1. Mid-Valley shall pay to the District the sum of \$22,011.00 per year in installments as follows: One half in January, 2024; One half in June, 2024.
2. Mid-Valley shall employ the certified staff, substitute staff, paraprofessionals and related services professionals necessary to provide the special education and related services to the students placed in the classrooms.
3. Mid-Valley shall assume the responsibilities set forth in the Principal's Guide for Hosting a Mid-Valley Program attached hereto and incorporated herein as Exhibit B.
4. Mid-Valley shall maintain Illinois Worker's Compensation and Occupational Disease Act coverage as well as Employer Liability Coverage for all Mid-Valley employees assigned to work in the classrooms identified above.

6. **Indemnification.** To the fullest extent permitted by law, Mid-Valley shall indemnify and hold harmless the District from and against all claims, damages, losses and expenses for personal injury or property damage, including but not limited to attorney's fees (including the expenses of investigation, settlement and/or litigation) arising out of or resulting from Mid-Valley's negligent, reckless or willful misconduct. Mid-Valley's indemnification and hold harmless obligation shall survive the termination of this Agreement. To the fullest extent permitted by law, the District shall indemnify and hold harmless Mid-Valley from and against all claims, damages, losses and expenses for personal injury or property damage, including but not limited to attorney's fees (including the expenses of investigation, settlement and/or litigation) arising out of or resulting from the District's negligent, reckless or willful misconduct. The District's indemnification and hold harmless obligation shall survive the termination of this Agreement.

7. **Notice.** All notices and demands required hereunder shall be in writing and shall be deemed to have been given or made when delivered personally when mailed by registered or certified mail, postage prepaid, return receipt requested addressed as follows:

If to District: Dr. Todd Stirn
Superintendent
Central CUSD 301
275 South St.
Burlington, IL 60109

If to Mid-Valley: Lisa Palese
Executive Director
Mid-Valley Special Education Cooperative
1304 Ronzheimer Avenue
St. Charles, IL 60174

or such other address or addresses that shall be designated in writing from time to time by either party.

8. **Modification.** The terms of this Agreement may be modified only by written mutual agreement by the parties.

IN WITNESS WHEREOF, the parties hereinto have caused this Agreement to be executed by the duly authorized officials as of the date set forth above.

BOARD OF EDUCATION OF CENTRAL
SCHOOL DISTRICT 301

THE ADVISORY BOARD OF THE
MID-VALLEY SPECIAL EDUCATION
COOPERATIVE

By: _____
President

By: 
Chairperson

Approved: _____
Secretary

Attest: 
Secretary

Date: _____

Date: 4/5/23

EXHIBIT A

Mid-Valley Special Education Cooperative

Central CUSD 301
Classroom Use Agreement

Mid-Valley Room Rental FY23-24							
Rent is paid at the rate of \$6.00 per square feet							
DISTRICT	SCHOOL/ROOM	PROGRAM	SQ. FT.	RENT	PAY TO DISTRICT	JAN 2024 PAY	JUNE 2024 PAY
Central D301	Central Middle School	ELS	812	\$ 4,872.00	\$ 4,872.00	\$ 2,436.00	\$ 2,436.00
	Central High School	New Pathways	1,249	\$7,494.00	\$ 7,494.00	\$3,747.00	\$ 3,747.00
	Central Middle School	New Pathways	812	\$4,872.00	\$4,872.00	\$2,436.00	\$2,436.00
	Prairie View Grade School	New Pathways	812	\$4,872.00	\$4,872.00	\$2,436.00	\$2,436.00
TOTAL				\$22,110.00	\$22,110.00	\$11,055.00	\$11,055.00

MEMORANDUM

FROM: Kerri McCastland, Director of College & Career Readiness

TO: Board of Education & Dr. Todd Stirn, Superintendent

CC: Chris Testone, Amber Ballard, Ryan Robinson, Ryan Dalen, Kelly Greene

DATE: May 15, 2023

RE: Veterinarian Affiliation Agreements

As part of the National Association of Veterinary Technicians in America (NAVTA) program requirements for students to obtain their Veterinarian Assistant certificate students are required to complete 100 hours of externships. We are currently working with many different animal clinics to seek partnerships for these opportunities for our students. This agreement ensures that students receive practical experiences that meet educational standards, and ensure an appropriate learning environment away from the students' school that matches the career focus. I am seeking approval for the following sites for the SY23-24:

Companion Animal Specialty and Emergency	Kountry Pet Resort
Tails Humane Society	SouthTown Animal Hospital
Animal Care Clinic of Randall Pointe	Autumn Green Animal Hospital
Animal Care of Pingree Grove	Animal Medical Clinic of Saint Charles
Elgin Animal Clinic	Carol Stream Animal Hospital
Ruffner's Luxury Pet Boarding	Meadow View Veterinary Clinic
Spring Hill Veterinary Clinic	Critters Pet Shop
Pet Vet Animal Clinic and Mobile Practice	Animal House Shelter
Batavia Animal Clinic	Loyal Companions Animal Hospital Pet Resort
Cobb & Co Veterinary Clinic	Bartlett Animal Hospital
Anderson Humane	Amber Leaf Animal Hospital

Standard Affiliation Agreement

Dear Amber Leaf Animal Hospital

Thank you for allowing our students to complete their required externship hours at your facility.

Prior to our students beginning their externship visits at your facility, we will need this Affiliation Agreement completed. Please review this Affiliation Agreement document and place an electronic signature in the designated area. Once all required signatures are obtained, an electronic copy of this document will be shared with you for your records.

Please reach out with any questions or concerns you have regarding this document.

Thank you,
Izzy Castillo
Work Based Learning Specialist
Phone: 224-990-7093
isaul.castillo@central301.net

Amber Ballard, CVT
Program Coordinator
Phone: 224-990-7208
amber.ballard@central301.net

**AFFILIATION AGREEMENT
BETWEEN
Northern Kane County Region 110
AND**

Amber Leaf Animal Hospital
for Student Veterinary Assistant Externship Experience

THIS AGREEMENT (“Agreement”) is entered into this 26th Day, of April , 2023 by and between Amber Leaf Animal Hospital (“**Facility**”), the Board of Education of Central Community Unit School District No. 301 (“**District**”), and Northern Kane Region 100 (collectively the “**Parties**”).

WHEREAS, the District desires to utilize Amber Leaf Animal Hospital facility at 28W730 Roosevelt Road, Winfield, IL 60190 for the purpose of providing veterinary assistant practical learning and clinical experiences (see Exhibit A for program-specific requirements) to the high school students of the District and the high school students of the other school districts in Northern Kane Region 110 (an intergovernmental agreement between Community Unit School District 300, Community Unit School District 301, Community Unit School District 303, and Unit School District U-46); and

WHEREAS, the Facility desires to provide such practical learning and clinical experiences to students, both as a community service and as ongoing education for its own staff.

NOW, THEREFORE, it is understood and agreed upon by the parties hereto as follows:

A. SCHOOL RESPONSIBILITIES:

1. Provision of foundational curriculum to students. The District shall have the total responsibility for planning and determining the adequacy of the educational experience of students in theoretical background, basic skill, professional ethics, attitude and behavior, and will assign to the Facility only those students who have satisfactorily completed the prerequisite didactic portion of the District’s curriculum.

2. Liability insurance. The Facility and each participating school district shall provide its own General Liability insurance, including but not limited to property loss and damage claims, claims for bodily injury or death, and other civil actions, claims or suits, including the defenses thereof, which may be made against the insured party. No provision of insurance or self-insurance by the District, Northern Kane County Region 110, or other participating school district shall modify, amend, or in any other way remove the immunities of public employees and local governmental entities granted in the *Local Governmental and Governmental Employees Tort Immunity Act*, 745 ILCS 10/1 et seq.

3. Designation of liaison to Facility; communications relating to clinical placements. The District and/or Northern Kane County Region 110 will designate a faculty or other professional staff member to coordinate and act as its liaison to the Facility. The

assignments to be undertaken by the students participating in the educational program will be mutually arranged and a regular exchange of information will be maintained by on-site visits when practical and by letter, email or telephone in other instances.

The District shall notify the Facility in writing of any change or proposed change of the person(s) responsible for coordinating clinical placements with the Facility.

4. School notices to students. The District shall notify each student prior to his or her arrival at the Facility that he/she is required to:

- (a) Follow the administrative policies, standards, and practices of the Facility.
- (b) Obtain medical care at his or her own expense for any injuries or illnesses sustained as a direct or indirect result of his/her affiliation with the Facility.
- (c) Provide his/her own transportation.
- (d) Report to the Facility on time and follow all established regulations during the regularly scheduled operating hours of the Facility.
- (e) Conform to the standards and practices established by the District while functioning at the Facility.
- (f) Obtain prior written approval of the Facility and the District before publishing any material relating to the clinical learning experience.
- (g) Meet the personal, ethical, and professional standards required of employees of the Facility and that are consistent with the applicable professional Code of Ethics and the applicable standards of relevant accrediting or regulatory bodies.
- (h) Notify his or her home school district of any medical conditions which may affect participation at the Facility.

B. FACILITY RESPONSIBILITIES:

1. Provision of facilities for supervised experiences. Subject to the provisions of Section C.2 of this Agreement, the Facility agrees to make the appropriate facilities available to the District in order for the District to provide supervised clinical experiences to students. Such facilities shall include a safe working environment conducive to the learning process of the students as intended by the terms of this Agreement and conforming to customary Facility procedures. Students shall be supervised by qualified Facility staff at all times.

2. Facility rules applicable to students during clinical assignments. Students are to remain subject to the authority, policies, and regulations imposed by the District and, during periods of clinical assignment, students will be subject to all rules and regulations

of the Facility and imposed by the Facility on its employees and agents with regard to following the administrative policies, standards, and practices of the Facility. The Facility must notify the District in advance of any specific requirements for the Facility, such as dress code, uniforms, or other workplace rules.

3. Emergency treatment of students. In case of emergency at a non-hospital site, standard procedure will be followed. The District may provide the Facility with specific protocols to be followed for emergency treatment of an individual student, if necessary. The Facility shall immediately notify the District liaison of any student injury or other emergency involving students. It is the student's responsibility to bear the cost of the emergency treatment.

4. Designation of liaison to the District; communications relating to placements. The Facility shall designate a liaison responsible for coordinating the placements. That person shall maintain contact with the District's designated liaison person to assure mutual participation in and surveillance of the program. The Facility shall notify the District in writing of any change or proposed change of the person(s) responsible for coordinating the placements.

5. School Tour of Facility. The Facility shall, on reasonable request, permit a tour of its clinical facilities and services available and other items pertaining to clinical learning experiences, by representatives of the District and agencies charged with responsibility for approval of the facilities or accreditation of the curriculum.

6. Provision of Relevant Facility policies. The Facility shall provide the student(s) and the District the Facility's administrative policies, standards, and practices with which the students must comply relevant to the placement.

7. Facility Transportation and Use of Mobile Units. The Facility must obtain advance written permission from the District for transportation of students by the Facility or its staff or for student participation in any mobile veterinary unit. Such permission must be signed by the Facility staff member, a District representative, the student, and the student's parent or guardian. At no time will one student be alone with any one Facility employee.

8. FERPA Compliance. The Facility shall comply with the applicable provisions of the *Family Educational Rights and Privacy Act of 1974*, 20 USC 1232 (g), otherwise known as FERPA or the Buckley Amendment, as well as the *Illinois School Student Records Act*, 105 ILCS 10/1 et seq., and shall take all measures necessary to ensure the confidentiality of any and all information in its possession regarding the District's students who train at the Facility pursuant to this agreement. The Facility shall have access to student record information (records which alone, or with other records, personally identify a student) only to the extent necessary for student participation in the program. The Facility will maintain such records as confidential records and shall not disclose them to third parties except pursuant to court order, in the case of an emergency, or with consent of the District or student and parent/guardian. At the conclusion of a student's participation in the program, the Facility shall return all student records in its

possession to the District or, at the District's request, directly to the student's home school district if other than the District.

C. OTHER RESPONSIBILITIES:

1. Compliance with client/patient privacy laws. The District agrees to abide by and require that its participating faculty and students abide by all applicable state and federal laws, rules and regulations regarding client/patient privacy, including but not limited to, laws relating to consumer financial information. Students shall be required to comply with the Facility's policies and procedures regarding the confidentiality of client/patient information and the use of all such information. The Facility will notify the District and students of the foregoing laws and policies applicable to the Facility program. The Parties shall notify one another if there are known breaches of this confidentiality.

The District will advise students that dissemination or public posting of any client/patient information through social media or other means will be prohibited.

2. Determination of instructional period. The course of instruction will cover a period of time as arranged between the District and the Facility. The starting clinical date will begin on August 1st, 2023 with the last clinical on July 31st, 2024 .

3. Determination of number of participating students. The number of students eligible to participate in the clinical placement will be determined, and may be changed, by mutual agreement of the Parties. For certain clinical programs, IDPH regulations may limit the maximum number of students per sessions. Notwithstanding the foregoing, the Facility and the District agree and understand that the availability of clinical placements at the Facility during the term of this Agreement may periodically be affected by a variety of factors. In such event, the Facility may reduce the number of students eligible to participate in the clinical education program with prior notice to the District and adequate time for the District to reassign the student(s) to another clinical site. The Facility agrees further to accommodate students of the District who are similarly displaced from other clinical affiliates of the District to the extent that clinical space is available at the Facility.

4. Evaluation of students' experiences. Evaluation of the clinical learning experiences of the students will be accomplished jointly by the appropriate school district staff. The Parties agree that a clinical supervisor must be present throughout the entire time the students are present. Each student must be paired with a Facility staff member and supervised at all times. These Facility staff members will complete evaluations of the student she or he supervises, including but not limited to, evaluating the student's professionalism and personal attributes related to performance of outline skills. Specifically, the supervising Certified Veterinary Technician or Licensed Veterinarian must sign off on all performed skills listed on the Evaluation Form attached to this Agreement as Exhibit A. The Facility staff and the District's externship coordinator will communicate on a regular basis for the purpose of reviewing and evaluating current clinical experiences offered to students.

5. Removal of students.

(a) The District has the right to remove a student from a clinical education program. The District shall notify the Facility of such removal in writing.

(b) The Facility may immediately remove any student participating in a clinical education program from the Facility's premises for behavior that the Facility deems to be an immediate threat to the health or welfare of its clients/patients, staff members, visitors, or operations. In such an event, the Facility shall notify the relevant District staff member in writing of its actions and the reasons for its actions as soon as practicable. If the Facility desires to remove a student for any other reason, it shall notify the relevant District staff member in writing of the reasons for the removal and shall consult with that individual before removing the student.

D. TERM OF AGREEMENT:

The term of this Agreement shall be for one (1) year, to commence on 1st Day of July, 2023 . Either party may terminate this Agreement at any time, with or without cause, upon ninety (90) days prior written notice to the other party. In the event that this Agreement is not renewed for a subsequent term, students who are participating in the clinical learning experiences at the time of termination shall be allowed to complete such assignment under the terms and conditions herein set forth.

E. ADDITIONAL TERMS:

1. **Stipulations as to liability.** Subject to applicable state law, neither party to this Agreement shall be legally liable for the consequences, whether bodily injury or property damage, occasioned by an act, omission, or neglect chargeable to the other party. Where Worker's Compensation or other obligation for payment of benefits may arise, this Agreement shall neither enlarge nor diminish such obligation.

2. **Criminal Background Screening:** Facility staff who come to the District schools to work with students will need to comply with the District's onsite security protocols, including sex offender and criminal background screening.

3. **Assignment of Agreement.** This Agreement may not be assigned without the prior written consent of the other party, which will not be unreasonably withheld.

4. **Entire Agreement.** This Agreement supersedes any and all other agreements, either oral or written, between the parties hereto with respect to the subject matter hereof. No changes or modifications of this Agreement shall be valid unless the same are in writing and signed by the parties. No waiver of any provisions of this Agreement shall be valid unless in writing and signed by the parties.

5. **Severability.** If any provision of this Agreement or the application thereof to any person or situation shall, to any extent, be held invalid or unenforceable, the remainder of

this Agreement, and the application of such provision to persons or situations other than those to which it shall have been held invalid or unenforceable, shall not be affected thereby, but shall continue valid and enforceable to the fullest extent permitted by law.

6. Employment Status. No assigned student or District faculty member under this Agreement shall in any way be considered an employee or agent of the Facility nor shall any such student or faculty member be entitled to any compensation, fringe benefits, Worker's Compensation, disability benefits, or other rights normally afforded to employees of the Facility. The students shall not at any time replace or substitute for any employee at the Facility or perform any of the duties normally performed by an employee of the Facility, except as such duties are part of the students' training or learning experience.

7. Notice to Parties. Any notice, demand, or request required or permitted to be given under the provisions of this Agreement shall be in writing and shall be deemed to have been duly given under the earlier of (a) the date actually received by the party in question, by whatever means and however addressed, or (b) the date sent by facsimile (receipt confirmed), or on the date of personal delivery, if delivered by hand, or on the date signed for if sent by an overnight delivery service, to the following addresses, or to such other address as either party may request, in the case of the District, by notifying the Facility, and in the case of the Facility, by notifying the District, or to such other addresses as the parties may specify in writing from time to time:

If to the Facility:

Amber Leaf Animal Hospital
28W730 Roosevelt Road
Winfield, IL 60190

If to the District:

275 South Street
Burlington IL, 60109
Program in Career and Technical Education
Attention: Career and Technical Education Department
Facsimile: (847)464-6021

8. Governing Law. This Agreement shall be construed and enforced in accordance with the laws of the State of Illinois, without regard to the conflict of laws provisions thereof.

9. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one and the same instrument.

10. No Third-Party Beneficiaries. This Agreement shall inure exclusively to the benefit of and be binding upon the parties hereto and their respective successors, assigns,

executors and legal representatives. Nothing in this Agreement, expressed or implied, is intended to confer on any person other than the parties hereto or their respective successors and assigns any rights, remedies, obligations or liabilities under or by reason of this Agreement.

11. Agreement binding on parties successors and assigns. This Agreement shall be binding upon the District and the Facility, their successors, employees, agents and assigns, during the initial term of this Agreement and any extensions thereof.

12. Captions for reference only. The captions contained in this Agreement are for convenience of reference only and do not define, describe, or limit the scope or intent of this Agreement or any of its provisions.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed in their respective corporate names by duly authorized officers, all on the day and year first set forth above.

For and on behalf of:

Veterinary Facility:
Amber Leaf Animal Hospital

Board of Education,
Central Community Unit School District 301

Signature: S. MacPherson

Signature: _____

Printed Name: S. MacPherson

Printed Name: _____

Title: Manager

Title: _____

Date: 5/8/2023

Date: _____

Northern Kane Region 110
By Its Administrative District
District __CUSD 301

Signature: _____

Printed Name: _____

Title: _____

Date: _____

EXHIBIT A
STUDENT EVALUATION FORM

[TO BE ATTACHED]

Standard Affiliation Agreement

Dear Anderson Humane

Thank you for allowing our students to complete their required externship hours at your facility.

Prior to our students beginning their externship visits at your facility, we will need this Affiliation Agreement completed. Please review this Affiliation Agreement document and place an electronic signature in the designated area. Once all required signatures are obtained, an electronic copy of this document will be shared with you for your records.

Please reach out with any questions or concerns you have regarding this document.

Thank you,
Izzy Castillo
Work Based Learning Specialist
Phone: 224-990-7093
isaul.castillo@central301.net

Amber Ballard, CVT
Program Coordinator
Phone: 224-990-7208
amber.ballard@central301.net

**AFFILIATION AGREEMENT
BETWEEN
Northern Kane County Region 110
AND**

Anderson Humane
for Student Veterinary Assistant Externship Experience

THIS AGREEMENT (“Agreement”) is entered into this 3rd Day, of May , 2023 by and between Anderson Humane (“**Facility**”), the Board of Education of Central Community Unit School District No. 301 (“**District**”), and Northern Kane Region 100 (collectively the “**Parties**”).

WHEREAS, the District desires to utilize Anderson Humane facility at 1000 S La Fox St, South Elgin, IL 60177 for the purpose of providing veterinary assistant practical learning and clinical experiences (see Exhibit A for program-specific requirements) to the high school students of the District and the high school students of the other school districts in Northern Kane Region 110 (an intergovernmental agreement between Community Unit School District 300, Community Unit School District 301, Community Unit School District 303, and Unit School District U-46); and

WHEREAS, the Facility desires to provide such practical learning and clinical experiences to students, both as a community service and as ongoing education for its own staff.

NOW, THEREFORE, it is understood and agreed upon by the parties hereto as follows:

A. SCHOOL RESPONSIBILITIES:

1. Provision of foundational curriculum to students. The District shall have the total responsibility for planning and determining the adequacy of the educational experience of students in theoretical background, basic skill, professional ethics, attitude and behavior, and will assign to the Facility only those students who have satisfactorily completed the prerequisite didactic portion of the District’s curriculum.

2. Liability insurance. The Facility and each participating school district shall provide its own General Liability insurance, including but not limited to property loss and damage claims, claims for bodily injury or death, and other civil actions, claims or suits, including the defenses thereof, which may be made against the insured party. No provision of insurance or self-insurance by the District, Northern Kane County Region 110, or other participating school district shall modify, amend, or in any other way remove the immunities of public employees and local governmental entities granted in the *Local Governmental and Governmental Employees Tort Immunity Act*, 745 ILCS 10/1 et seq.

3. Designation of liaison to Facility; communications relating to clinical placements. The District and/or Northern Kane County Region 110 will designate a faculty or other professional staff member to coordinate and act as its liaison to the Facility. The

assignments to be undertaken by the students participating in the educational program will be mutually arranged and a regular exchange of information will be maintained by on-site visits when practical and by letter, email or telephone in other instances.

The District shall notify the Facility in writing of any change or proposed change of the person(s) responsible for coordinating clinical placements with the Facility.

4. School notices to students. The District shall notify each student prior to his or her arrival at the Facility that he/she is required to:

- (a) Follow the administrative policies, standards, and practices of the Facility.
- (b) Obtain medical care at his or her own expense for any injuries or illnesses sustained as a direct or indirect result of his/her affiliation with the Facility.
- (c) Provide his/her own transportation.
- (d) Report to the Facility on time and follow all established regulations during the regularly scheduled operating hours of the Facility.
- (e) Conform to the standards and practices established by the District while functioning at the Facility.
- (f) Obtain prior written approval of the Facility and the District before publishing any material relating to the clinical learning experience.
- (g) Meet the personal, ethical, and professional standards required of employees of the Facility and that are consistent with the applicable professional Code of Ethics and the applicable standards of relevant accrediting or regulatory bodies.
- (h) Notify his or her home school district of any medical conditions which may affect participation at the Facility.

B. FACILITY RESPONSIBILITIES:

1. Provision of facilities for supervised experiences. Subject to the provisions of Section C.2 of this Agreement, the Facility agrees to make the appropriate facilities available to the District in order for the District to provide supervised clinical experiences to students. Such facilities shall include a safe working environment conducive to the learning process of the students as intended by the terms of this Agreement and conforming to customary Facility procedures. Students shall be supervised by qualified Facility staff at all times.

2. Facility rules applicable to students during clinical assignments. Students are to remain subject to the authority, policies, and regulations imposed by the District and, during periods of clinical assignment, students will be subject to all rules and regulations

of the Facility and imposed by the Facility on its employees and agents with regard to following the administrative policies, standards, and practices of the Facility. The Facility must notify the District in advance of any specific requirements for the Facility, such as dress code, uniforms, or other workplace rules.

3. Emergency treatment of students. In case of emergency at a non-hospital site, standard procedure will be followed. The District may provide the Facility with specific protocols to be followed for emergency treatment of an individual student, if necessary. The Facility shall immediately notify the District liaison of any student injury or other emergency involving students. It is the student's responsibility to bear the cost of the emergency treatment.

4. Designation of liaison to the District; communications relating to placements. The Facility shall designate a liaison responsible for coordinating the placements. That person shall maintain contact with the District's designated liaison person to assure mutual participation in and surveillance of the program. The Facility shall notify the District in writing of any change or proposed change of the person(s) responsible for coordinating the placements.

5. School Tour of Facility. The Facility shall, on reasonable request, permit a tour of its clinical facilities and services available and other items pertaining to clinical learning experiences, by representatives of the District and agencies charged with responsibility for approval of the facilities or accreditation of the curriculum.

6. Provision of Relevant Facility policies. The Facility shall provide the student(s) and the District the Facility's administrative policies, standards, and practices with which the students must comply relevant to the placement.

7. Facility Transportation and Use of Mobile Units. The Facility must obtain advance written permission from the District for transportation of students by the Facility or its staff or for student participation in any mobile veterinary unit. Such permission must be signed by the Facility staff member, a District representative, the student, and the student's parent or guardian. At no time will one student be alone with any one Facility employee.

8. FERPA Compliance. The Facility shall comply with the applicable provisions of the *Family Educational Rights and Privacy Act of 1974*, 20 USC 1232 (g), otherwise known as FERPA or the Buckley Amendment, as well as the *Illinois School Student Records Act*, 105 ILCS 10/1 et seq., and shall take all measures necessary to ensure the confidentiality of any and all information in its possession regarding the District's students who train at the Facility pursuant to this agreement. The Facility shall have access to student record information (records which alone, or with other records, personally identify a student) only to the extent necessary for student participation in the program. The Facility will maintain such records as confidential records and shall not disclose them to third parties except pursuant to court order, in the case of an emergency, or with consent of the District or student and parent/guardian. At the conclusion of a student's participation in the program, the Facility shall return all student records in its

possession to the District or, at the District's request, directly to the student's home school district if other than the District.

C. OTHER RESPONSIBILITIES:

1. **Compliance with client/patient privacy laws.** The District agrees to abide by and require that its participating faculty and students abide by all applicable state and federal laws, rules and regulations regarding client/patient privacy, including but not limited to, laws relating to consumer financial information. Students shall be required to comply with the Facility's policies and procedures regarding the confidentiality of client/patient information and the use of all such information. The Facility will notify the District and students of the foregoing laws and policies applicable to the Facility program. The Parties shall notify one another if there are known breaches of this confidentiality.

The District will advise students that dissemination or public posting of any client/patient information through social media or other means will be prohibited.

2. **Determination of instructional period.** The course of instruction will cover a period of time as arranged between the District and the Facility. The starting clinical date will begin on August 1st, 2023 with the last clinical on July 31st, 2024 .

3. **Determination of number of participating students.** The number of students eligible to participate in the clinical placement will be determined, and may be changed, by mutual agreement of the Parties. For certain clinical programs, IDPH regulations may limit the maximum number of students per sessions. Notwithstanding the foregoing, the Facility and the District agree and understand that the availability of clinical placements at the Facility during the term of this Agreement may periodically be affected by a variety of factors. In such event, the Facility may reduce the number of students eligible to participate in the clinical education program with prior notice to the District and adequate time for the District to reassign the student(s) to another clinical site. The Facility agrees further to accommodate students of the District who are similarly displaced from other clinical affiliates of the District to the extent that clinical space is available at the Facility.

4. **Evaluation of students' experiences.** Evaluation of the clinical learning experiences of the students will be accomplished jointly by the appropriate school district staff. The Parties agree that a clinical supervisor must be present throughout the entire time the students are present. Each student must be paired with a Facility staff member and supervised at all times. These Facility staff members will complete evaluations of the student she or he supervises, including but not limited to, evaluating the student's professionalism and personal attributes related to performance of outline skills. Specifically, the supervising Certified Veterinary Technician or Licensed Veterinarian must sign off on all performed skills listed on the Evaluation Form attached to this Agreement as Exhibit A. The Facility staff and the District's externship coordinator will communicate on a regular basis for the purpose of reviewing and evaluating current clinical experiences offered to students.

5. Removal of students.

(a) The District has the right to remove a student from a clinical education program. The District shall notify the Facility of such removal in writing.

(b) The Facility may immediately remove any student participating in a clinical education program from the Facility's premises for behavior that the Facility deems to be an immediate threat to the health or welfare of its clients/patients, staff members, visitors, or operations. In such an event, the Facility shall notify the relevant District staff member in writing of its actions and the reasons for its actions as soon as practicable. If the Facility desires to remove a student for any other reason, it shall notify the relevant District staff member in writing of the reasons for the removal and shall consult with that individual before removing the student.

D. TERM OF AGREEMENT:

The term of this Agreement shall be for one (1) year, to commence on 1st Day of July, 2023 . Either party may terminate this Agreement at any time, with or without cause, upon ninety (90) days prior written notice to the other party. In the event that this Agreement is not renewed for a subsequent term, students who are participating in the clinical learning experiences at the time of termination shall be allowed to complete such assignment under the terms and conditions herein set forth.

E. ADDITIONAL TERMS:

1. **Stipulations as to liability.** Subject to applicable state law, neither party to this Agreement shall be legally liable for the consequences, whether bodily injury or property damage, occasioned by an act, omission, or neglect chargeable to the other party. Where Worker's Compensation or other obligation for payment of benefits may arise, this Agreement shall neither enlarge nor diminish such obligation.

2. **Criminal Background Screening:** Facility staff who come to the District schools to work with students will need to comply with the District's onsite security protocols, including sex offender and criminal background screening.

3. **Assignment of Agreement.** This Agreement may not be assigned without the prior written consent of the other party, which will not be unreasonably withheld.

4. **Entire Agreement.** This Agreement supersedes any and all other agreements, either oral or written, between the parties hereto with respect to the subject matter hereof. No changes or modifications of this Agreement shall be valid unless the same are in writing and signed by the parties. No waiver of any provisions of this Agreement shall be valid unless in writing and signed by the parties.

5. **Severability.** If any provision of this Agreement or the application thereof to any person or situation shall, to any extent, be held invalid or unenforceable, the remainder of

this Agreement, and the application of such provision to persons or situations other than those to which it shall have been held invalid or unenforceable, shall not be affected thereby, but shall continue valid and enforceable to the fullest extent permitted by law.

6. Employment Status. No assigned student or District faculty member under this Agreement shall in any way be considered an employee or agent of the Facility nor shall any such student or faculty member be entitled to any compensation, fringe benefits, Worker's Compensation, disability benefits, or other rights normally afforded to employees of the Facility. The students shall not at any time replace or substitute for any employee at the Facility or perform any of the duties normally performed by an employee of the Facility, except as such duties are part of the students' training or learning experience.

7. Notice to Parties. Any notice, demand, or request required or permitted to be given under the provisions of this Agreement shall be in writing and shall be deemed to have been duly given under the earlier of (a) the date actually received by the party in question, by whatever means and however addressed, or (b) the date sent by facsimile (receipt confirmed), or on the date of personal delivery, if delivered by hand, or on the date signed for if sent by an overnight delivery service, to the following addresses, or to such other address as either party may request, in the case of the District, by notifying the Facility, and in the case of the Facility, by notifying the District, or to such other addresses as the parties may specify in writing from time to time:

If to the Facility:

Anderson Humane
1000 S La Fox St
South Elgin, IL 60177

If to the District:

275 South Street
Burlington IL, 60109
Program in Career and Technical Education
Attention: Career and Technical Education Department
Facsimile: (847)464-6021

8. Governing Law. This Agreement shall be construed and enforced in accordance with the laws of the State of Illinois, without regard to the conflict of laws provisions thereof.

9. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one and the same instrument.

10. No Third-Party Beneficiaries. This Agreement shall inure exclusively to the benefit of and be binding upon the parties hereto and their respective successors, assigns,

executors and legal representatives. Nothing in this Agreement, expressed or implied, is intended to confer on any person other than the parties hereto or their respective successors and assigns any rights, remedies, obligations or liabilities under or by reason of this Agreement.

11. Agreement binding on parties successors and assigns. This Agreement shall be binding upon the District and the Facility, their successors, employees, agents and assigns, during the initial term of this Agreement and any extensions thereof.

12. Captions for reference only. The captions contained in this Agreement are for convenience of reference only and do not define, describe, or limit the scope or intent of this Agreement or any of its provisions.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed in their respective corporate names by duly authorized officers, all on the day and year first set forth above.

For and on behalf of:

Veterinary Facility:
Anderson Humane

Signature: Ashley Kendall

Printed Name: Ashley Kendall

Title: Director of Wildlife

Date: 5/8/2023

Board of Education,
Central Community Unit School District 301

Signature: _____

Printed Name: _____

Title: _____

Date: _____

Northern Kane Region 110
By Its Administrative District
District __CUSD 301__

Signature: _____

Printed Name: _____

Title: _____

Date: _____

EXHIBIT A
STUDENT EVALUATION FORM

[TO BE ATTACHED]

Standard Affiliation Agreement

Dear Animal Care Clinic of Pingree Grove

Thank you for allowing our students to complete their required externship hours at your facility.

Prior to our students beginning their externship visits at your facility, we will need this Affiliation Agreement completed. Please review this Affiliation Agreement document and place an electronic signature in the designated area. Once all required signatures are obtained, an electronic copy of this document will be shared with you for your records.

Please reach out with any questions or concerns you have regarding this document.

Thank you,
Izzy Castillo
Work Based Learning Specialist
Phone: 224-990-7093
isaul.castillo@central301.net

Amber Ballard, CVT
Program Coordinator
Phone: 224-990-7208
amber.ballard@central301.net

**AFFILIATION AGREEMENT
BETWEEN
Northern Kane County Region 110
AND**

Animal Care Clinic of Pingree Grove
for Student Veterinary Assistant Externship Experience

THIS AGREEMENT (“Agreement”) is entered into this 26th Day, of April 2023, by and between Animal Care Clinic of Pingree Grove (“**Facility**”), the Board of Education of Central Community Unit School District No. 301 (“**District**”), and Northern Kane Region 100 (collectively the “**Parties**”).

WHEREAS, the District desires to utilize Animal Care Clinic of Pingree Grove facility at 2401 US-20, Pingree Grove, IL 60140 for the purpose of providing veterinary assistant practical learning and clinical experiences (see Exhibit A for program-specific requirements) to the high school students of the District and the high school students of the other school districts in Northern Kane Region 110 (an intergovernmental agreement between Community Unit School District 300, Community Unit School District 301, Community Unit School District 303, and Unit School District U-46); and

WHEREAS, the Facility desires to provide such practical learning and clinical experiences to students, both as a community service and as ongoing education for its own staff.

NOW, THEREFORE, it is understood and agreed upon by the parties hereto as follows:

A. SCHOOL RESPONSIBILITIES:

1. Provision of foundational curriculum to students. The District shall have the total responsibility for planning and determining the adequacy of the educational experience of students in theoretical background, basic skill, professional ethics, attitude and behavior, and will assign to the Facility only those students who have satisfactorily completed the prerequisite didactic portion of the District’s curriculum.

2. Liability insurance. The Facility and each participating school district shall provide its own General Liability insurance, including but not limited to property loss and damage claims, claims for bodily injury or death, and other civil actions, claims or suits, including the defenses thereof, which may be made against the insured party. No provision of insurance or self-insurance by the District, Northern Kane County Region 110, or other participating school district shall modify, amend, or in any other way remove the immunities of public employees and local governmental entities granted in the *Local Governmental and Governmental Employees Tort Immunity Act*, 745 ILCS 10/1 et seq.

3. Designation of liaison to Facility; communications relating to clinical placements. The District and/or Northern Kane County Region 110 will designate a faculty or other professional staff member to coordinate and act as its liaison to the Facility. The

assignments to be undertaken by the students participating in the educational program will be mutually arranged and a regular exchange of information will be maintained by on-site visits when practical and by letter, email or telephone in other instances.

The District shall notify the Facility in writing of any change or proposed change of the person(s) responsible for coordinating clinical placements with the Facility.

4. School notices to students. The District shall notify each student prior to his or her arrival at the Facility that he/she is required to:

- (a) Follow the administrative policies, standards, and practices of the Facility.
- (b) Obtain medical care at his or her own expense for any injuries or illnesses sustained as a direct or indirect result of his/her affiliation with the Facility.
- (c) Provide his/her own transportation.
- (d) Report to the Facility on time and follow all established regulations during the regularly scheduled operating hours of the Facility.
- (e) Conform to the standards and practices established by the District while functioning at the Facility.
- (f) Obtain prior written approval of the Facility and the District before publishing any material relating to the clinical learning experience.
- (g) Meet the personal, ethical, and professional standards required of employees of the Facility and that are consistent with the applicable professional Code of Ethics and the applicable standards of relevant accrediting or regulatory bodies.
- (h) Notify his or her home school district of any medical conditions which may affect participation at the Facility.

B. FACILITY RESPONSIBILITIES:

1. Provision of facilities for supervised experiences. Subject to the provisions of Section C.2 of this Agreement, the Facility agrees to make the appropriate facilities available to the District in order for the District to provide supervised clinical experiences to students. Such facilities shall include a safe working environment conducive to the learning process of the students as intended by the terms of this Agreement and conforming to customary Facility procedures. Students shall be supervised by qualified Facility staff at all times.

2. Facility rules applicable to students during clinical assignments. Students are to remain subject to the authority, policies, and regulations imposed by the District and, during periods of clinical assignment, students will be subject to all rules and regulations

of the Facility and imposed by the Facility on its employees and agents with regard to following the administrative policies, standards, and practices of the Facility. The Facility must notify the District in advance of any specific requirements for the Facility, such as dress code, uniforms, or other workplace rules.

3. Emergency treatment of students. In case of emergency at a non-hospital site, standard procedure will be followed. The District may provide the Facility with specific protocols to be followed for emergency treatment of an individual student, if necessary. The Facility shall immediately notify the District liaison of any student injury or other emergency involving students. It is the student's responsibility to bear the cost of the emergency treatment.

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5. School Tour of Facility. The Facility shall, on reasonable request, permit a tour of its clinical facilities and services available and other items pertaining to clinical learning experiences, by representatives of the District and agencies charged with responsibility for approval of the facilities or accreditation of the curriculum.

6. Provision of Relevant Facility policies. The Facility shall provide the student(s) and the District the Facility's administrative policies, standards, and practices with which the students must comply relevant to the placement.

7. Facility Transportation and Use of Mobile Units. The Facility must obtain advance written permission from the District for transportation of students by the Facility or its staff or for student participation in any mobile veterinary unit. Such permission must be signed by the Facility staff member, a District representative, the student, and the student's parent or guardian. At no time will one student be alone with any one Facility employee.

8. FERPA Compliance. The Facility shall comply with the applicable provisions of the *Family Educational Rights and Privacy Act of 1974*, 20 USC 1232 (g), otherwise known as FERPA or the Buckley Amendment, as well as the *Illinois School Student Records Act*, 105 ILCS 10/1 et seq., and shall take all measures necessary to ensure the confidentiality of any and all information in its possession regarding the District's students who train at the Facility pursuant to this agreement. The Facility shall have access to student record information (records which alone, or with other records, personally identify a student) only to the extent necessary for student participation in the program. The Facility will maintain such records as confidential records and shall not disclose them to third parties except pursuant to court order, in the case of an emergency, or with consent of the District or student and parent/guardian. At the conclusion of a student's participation in the program, the Facility shall return all student records in its

possession to the District or, at the District's request, directly to the student's home school district if other than the District.

C. OTHER RESPONSIBILITIES:

1. **Compliance with client/patient privacy laws.** The District agrees to abide by and require that its participating faculty and students abide by all applicable state and federal laws, rules and regulations regarding client/patient privacy, including but not limited to, laws relating to consumer financial information. Students shall be required to comply with the Facility's policies and procedures regarding the confidentiality of client/patient information and the use of all such information. The Facility will notify the District and students of the foregoing laws and policies applicable to the Facility program. The Parties shall notify one another if there are known breaches of this confidentiality.

The District will advise students that dissemination or public posting of any client/patient information through social media or other means will be prohibited.

2. **Determination of instructional period.** The course of instruction will cover a period of time as arranged between the District and the Facility. The starting clinical date will begin on August 1st, 2023 with the last clinical on July 31st, 2024 .

3. **Determination of number of participating students.** The number of students eligible to participate in the clinical placement will be determined, and may be changed, by mutual agreement of the Parties. For certain clinical programs, IDPH regulations may limit the maximum number of students per sessions. Notwithstanding the foregoing, the Facility and the District agree and understand that the availability of clinical placements at the Facility during the term of this Agreement may periodically be affected by a variety of factors. In such event, the Facility may reduce the number of students eligible to participate in the clinical education program with prior notice to the District and adequate time for the District to reassign the student(s) to another clinical site. The Facility agrees further to accommodate students of the District who are similarly displaced from other clinical affiliates of the District to the extent that clinical space is available at the Facility.

4. **Evaluation of students' experiences.** Evaluation of the clinical learning experiences of the students will be accomplished jointly by the appropriate school district staff. The Parties agree that a clinical supervisor must be present throughout the entire time the students are present. Each student must be paired with a Facility staff member and supervised at all times. These Facility staff members will complete evaluations of the student she or he supervises, including but not limited to, evaluating the student's professionalism and personal attributes related to performance of outline skills. Specifically, the supervising Certified Veterinary Technician or Licensed Veterinarian must sign off on all performed skills listed on the Evaluation Form attached to this Agreement as Exhibit A. The Facility staff and the District's externship coordinator will communicate on a regular basis for the purpose of reviewing and evaluating current clinical experiences offered to students.

5. Removal of students.

(a) The District has the right to remove a student from a clinical education program. The District shall notify the Facility of such removal in writing.

(b) The Facility may immediately remove any student participating in a clinical education program from the Facility's premises for behavior that the Facility deems to be an immediate threat to the health or welfare of its clients/patients, staff members, visitors, or operations. In such an event, the Facility shall notify the relevant District staff member in writing of its actions and the reasons for its actions as soon as practicable. If the Facility desires to remove a student for any other reason, it shall notify the relevant District staff member in writing of the reasons for the removal and shall consult with that individual before removing the student.

D. TERM OF AGREEMENT:

The term of this Agreement shall be for one (1) year, to commence on 1st Day of July, 2023 . Either party may terminate this Agreement at any time, with or without cause, upon ninety (90) days prior written notice to the other party. In the event that this Agreement is not renewed for a subsequent term, students who are participating in the clinical learning experiences at the time of termination shall be allowed to complete such assignment under the terms and conditions herein set forth.

E. ADDITIONAL TERMS:

1. **Stipulations as to liability.** Subject to applicable state law, neither party to this Agreement shall be legally liable for the consequences, whether bodily injury or property damage, occasioned by an act, omission, or neglect chargeable to the other party. Where Worker's Compensation or other obligation for payment of benefits may arise, this Agreement shall neither enlarge nor diminish such obligation.

2. **Criminal Background Screening:** Facility staff who come to the District schools to work with students will need to comply with the District's onsite security protocols, including sex offender and criminal background screening.

3. **Assignment of Agreement.** This Agreement may not be assigned without the prior written consent of the other party, which will not be unreasonably withheld.

4. **Entire Agreement.** This Agreement supersedes any and all other agreements, either oral or written, between the parties hereto with respect to the subject matter hereof. No changes or modifications of this Agreement shall be valid unless the same are in writing and signed by the parties. No waiver of any provisions of this Agreement shall be valid unless in writing and signed by the parties.

5. **Severability.** If any provision of this Agreement or the application thereof to any person or situation shall, to any extent, be held invalid or unenforceable, the remainder of

this Agreement, and the application of such provision to persons or situations other than those to which it shall have been held invalid or unenforceable, shall not be affected thereby, but shall continue valid and enforceable to the fullest extent permitted by law.

6. Employment Status. No assigned student or District faculty member under this Agreement shall in any way be considered an employee or agent of the Facility nor shall any such student or faculty member be entitled to any compensation, fringe benefits, Worker's Compensation, disability benefits, or other rights normally afforded to employees of the Facility. The students shall not at any time replace or substitute for any employee at the Facility or perform any of the duties normally performed by an employee of the Facility, except as such duties are part of the students' training or learning experience.

7. Notice to Parties. Any notice, demand, or request required or permitted to be given under the provisions of this Agreement shall be in writing and shall be deemed to have been duly given under the earlier of (a) the date actually received by the party in question, by whatever means and however addressed, or (b) the date sent by facsimile (receipt confirmed), or on the date of personal delivery, if delivered by hand, or on the date signed for if sent by an overnight delivery service, to the following addresses, or to such other address as either party may request, in the case of the District, by notifying the Facility, and in the case of the Facility, by notifying the District, or to such other addresses as the parties may specify in writing from time to time:

If to the Facility:

ACC of Pingree Grove
2401 US-20
Pingree Grove, IL 60140

If to the District:

275 South Street
Burlington IL, 60109
Program in Career and Technical Education
Attention: Career and Technical Education Department
Facsimile: (847)464-6021

8. Governing Law. This Agreement shall be construed and enforced in accordance with the laws of the State of Illinois, without regard to the conflict of laws provisions thereof.

9. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one and the same instrument.

10. No Third-Party Beneficiaries. This Agreement shall inure exclusively to the benefit of and be binding upon the parties hereto and their respective successors, assigns,

executors and legal representatives. Nothing in this Agreement, expressed or implied, is intended to confer on any person other than the parties hereto or their respective successors and assigns any rights, remedies, obligations or liabilities under or by reason of this Agreement.

11. Agreement binding on parties successors and assigns. This Agreement shall be binding upon the District and the Facility, their successors, employees, agents and assigns, during the initial term of this Agreement and any extensions thereof.

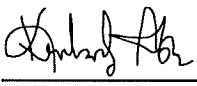
12. Captions for reference only. The captions contained in this Agreement are for convenience of reference only and do not define, describe, or limit the scope or intent of this Agreement or any of its provisions.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed in their respective corporate names by duly authorized officers, all on the day and year first set forth above.

For and on behalf of:

Veterinary Facility:
Animal Care Clinic of Pingree Grove

Board of Education,
Central Community Unit School District 301

Signature: 

Signature: _____

Printed Name: Kimberly Abbate

Printed Name: _____

Title: Hospital Director

Title: _____

Date: 4/27/2023

Date: _____

Northern Kane Region 110
By Its Administrative District
District __CUSD 301_____

Signature: _____

Printed Name: _____

Title: _____

Date: _____

EXHIBIT A
STUDENT EVALUATION FORM

[TO BE ATTACHED]

Standard Affiliation Agreement

Dear Animal Care Clinic of Randall Pointe

Thank you for allowing our students to complete their required externship hours at your facility.

Prior to our students beginning their externship visits at your facility, we will need this Affiliation Agreement completed. Please review this Affiliation Agreement document and place an electronic signature in the designated area. Once all required signatures are obtained, an electronic copy of this document will be shared with you for your records.

Please reach out with any questions or concerns you have regarding this document.

Thank you,
Izzy Castillo
Work Based Learning Specialist
Phone: 224-990-7093
isaul.castillo@central301.net

Amber Ballard, CVT
Program Coordinator
Phone: 224-990-7208
amber.ballard@central301.net

**AFFILIATION AGREEMENT
BETWEEN
Northern Kane County Region 110
AND**

Animal Care Clinic of Randall Pointe
for Student Veterinary Assistant Externship Experience

THIS AGREEMENT (“Agreement”) is entered into this 26th Day, of April , 2023 by and between Animal Care Clinic of Randall Pointe (“**Facility**”), the Board of Education of Central Community Unit School District No. 301 (“**District**”), and Northern Kane Region 100 (collectively the “**Parties**”).

WHEREAS, the District desires to utilize Animal Care Clinic of Randall Pointe facility at 477 Briargate Drive, South Elgin, IL 60177 for the purpose of providing veterinary assistant practical learning and clinical experiences (see Exhibit A for program-specific requirements) to the high school students of the District and the high school students of the other school districts in Northern Kane Region 110 (an intergovernmental agreement between Community Unit School District 300, Community Unit School District 301, Community Unit School District 303, and Unit School District U-46); and

WHEREAS, the Facility desires to provide such practical learning and clinical experiences to students, both as a community service and as ongoing education for its own staff.

NOW, THEREFORE, it is understood and agreed upon by the parties hereto as follows:

A. SCHOOL RESPONSIBILITIES:

1. **Provision of foundational curriculum to students.** The District shall have the total responsibility for planning and determining the adequacy of the educational experience of students in theoretical background, basic skill, professional ethics, attitude and behavior, and will assign to the Facility only those students who have satisfactorily completed the prerequisite didactic portion of the District’s curriculum.

2. **Liability insurance.** The Facility and each participating school district shall provide its own General Liability insurance, including but not limited to property loss and damage claims, claims for bodily injury or death, and other civil actions, claims or suits, including the defenses thereof, which may be made against the insured party. No provision of insurance or self-insurance by the District, Northern Kane County Region 110, or other participating school district shall modify, amend, or in any other way remove the immunities of public employees and local governmental entities granted in the *Local Governmental and Governmental Employees Tort Immunity Act*, 745 ILCS 10/1 et seq.

3. **Designation of liaison to Facility; communications relating to clinical placements.** The District and/or Northern Kane County Region 110 will designate a faculty or other professional staff member to coordinate and act as its liaison to the Facility. The

assignments to be undertaken by the students participating in the educational program will be mutually arranged and a regular exchange of information will be maintained by on-site visits when practical and by letter, email or telephone in other instances.

The District shall notify the Facility in writing of any change or proposed change of the person(s) responsible for coordinating clinical placements with the Facility.

4. School notices to students. The District shall notify each student prior to his or her arrival at the Facility that he/she is required to:

- (a) Follow the administrative policies, standards, and practices of the Facility.
- (b) Obtain medical care at his or her own expense for any injuries or illnesses sustained as a direct or indirect result of his/her affiliation with the Facility.
- (c) Provide his/her own transportation.
- (d) Report to the Facility on time and follow all established regulations during the regularly scheduled operating hours of the Facility.
- (e) Conform to the standards and practices established by the District while functioning at the Facility.
- (f) Obtain prior written approval of the Facility and the District before publishing any material relating to the clinical learning experience.
- (g) Meet the personal, ethical, and professional standards required of employees of the Facility and that are consistent with the applicable professional Code of Ethics and the applicable standards of relevant accrediting or regulatory bodies.
- (h) Notify his or her home school district of any medical conditions which may affect participation at the Facility.

B. FACILITY RESPONSIBILITIES:

1. Provision of facilities for supervised experiences. Subject to the provisions of Section C.2 of this Agreement, the Facility agrees to make the appropriate facilities available to the District in order for the District to provide supervised clinical experiences to students. Such facilities shall include a safe working environment conducive to the learning process of the students as intended by the terms of this Agreement and conforming to customary Facility procedures. Students shall be supervised by qualified Facility staff at all times.

2. Facility rules applicable to students during clinical assignments. Students are to remain subject to the authority, policies, and regulations imposed by the District and, during periods of clinical assignment, students will be subject to all rules and regulations

of the Facility and imposed by the Facility on its employees and agents with regard to following the administrative policies, standards, and practices of the Facility. The Facility must notify the District in advance of any specific requirements for the Facility, such as dress code, uniforms, or other workplace rules.

3. Emergency treatment of students. In case of emergency at a non-hospital site, standard procedure will be followed. The District may provide the Facility with specific protocols to be followed for emergency treatment of an individual student, if necessary. The Facility shall immediately notify the District liaison of any student injury or other emergency involving students. It is the student's responsibility to bear the cost of the emergency treatment.

4. Designation of liaison to the District; communications relating to placements. The Facility shall designate a liaison responsible for coordinating the placements. That person shall maintain contact with the District's designated liaison person to assure mutual participation in and surveillance of the program. The Facility shall notify the District in writing of any change or proposed change of the person(s) responsible for coordinating the placements.

5. School Tour of Facility. The Facility shall, on reasonable request, permit a tour of its clinical facilities and services available and other items pertaining to clinical learning experiences, by representatives of the District and agencies charged with responsibility for approval of the facilities or accreditation of the curriculum.

6. Provision of Relevant Facility policies. The Facility shall provide the student(s) and the District the Facility's administrative policies, standards, and practices with which the students must comply relevant to the placement.

7. Facility Transportation and Use of Mobile Units. The Facility must obtain advance written permission from the District for transportation of students by the Facility or its staff or for student participation in any mobile veterinary unit. Such permission must be signed by the Facility staff member, a District representative, the student, and the student's parent or guardian. At no time will one student be alone with any one Facility employee.

8. FERPA Compliance. The Facility shall comply with the applicable provisions of the *Family Educational Rights and Privacy Act of 1974*, 20 USC 1232 (g), otherwise known as FERPA or the Buckley Amendment, as well as the *Illinois School Student Records Act*, 105 ILCS 10/1 et seq., and shall take all measures necessary to ensure the confidentiality of any and all information in its possession regarding the District's students who train at the Facility pursuant to this agreement. The Facility shall have access to student record information (records which alone, or with other records, personally identify a student) only to the extent necessary for student participation in the program. The Facility will maintain such records as confidential records and shall not disclose them to third parties except pursuant to court order, in the case of an emergency, or with consent of the District or student and parent/guardian. At the conclusion of a student's participation in the program, the Facility shall return all student records in its

possession to the District or, at the District's request, directly to the student's home school district if other than the District.

C. OTHER RESPONSIBILITIES:

1. **Compliance with client/patient privacy laws.** The District agrees to abide by and require that its participating faculty and students abide by all applicable state and federal laws, rules and regulations regarding client/patient privacy, including but not limited to, laws relating to consumer financial information. Students shall be required to comply with the Facility's policies and procedures regarding the confidentiality of client/patient information and the use of all such information. The Facility will notify the District and students of the foregoing laws and policies applicable to the Facility program. The Parties shall notify one another if there are known breaches of this confidentiality.

The District will advise students that dissemination or public posting of any client/patient information through social media or other means will be prohibited.

2. **Determination of instructional period.** The course of instruction will cover a period of time as arranged between the District and the Facility. The starting clinical date will begin on August 1st, 2023 with the last clinical on July 31st, 2024 .

3. **Determination of number of participating students.** The number of students eligible to participate in the clinical placement will be determined, and may be changed, by mutual agreement of the Parties. For certain clinical programs, IDPH regulations may limit the maximum number of students per sessions. Notwithstanding the foregoing, the Facility and the District agree and understand that the availability of clinical placements at the Facility during the term of this Agreement may periodically be affected by a variety of factors. In such event, the Facility may reduce the number of students eligible to participate in the clinical education program with prior notice to the District and adequate time for the District to reassign the student(s) to another clinical site. The Facility agrees further to accommodate students of the District who are similarly displaced from other clinical affiliates of the District to the extent that clinical space is available at the Facility.

4. **Evaluation of students' experiences.** Evaluation of the clinical learning experiences of the students will be accomplished jointly by the appropriate school district staff. The Parties agree that a clinical supervisor must be present throughout the entire time the students are present. Each student must be paired with a Facility staff member and supervised at all times. These Facility staff members will complete evaluations of the student she or he supervises, including but not limited to, evaluating the student's professionalism and personal attributes related to performance of outline skills. Specifically, the supervising Certified Veterinary Technician or Licensed Veterinarian must sign off on all performed skills listed on the Evaluation Form attached to this Agreement as Exhibit A. The Facility staff and the District's externship coordinator will communicate on a regular basis for the purpose of reviewing and evaluating current clinical experiences offered to students.

5. Removal of students.

(a) The District has the right to remove a student from a clinical education program. The District shall notify the Facility of such removal in writing.

(b) The Facility may immediately remove any student participating in a clinical education program from the Facility's premises for behavior that the Facility deems to be an immediate threat to the health or welfare of its clients/patients, staff members, visitors, or operations. In such an event, the Facility shall notify the relevant District staff member in writing of its actions and the reasons for its actions as soon as practicable. If the Facility desires to remove a student for any other reason, it shall notify the relevant District staff member in writing of the reasons for the removal and shall consult with that individual before removing the student.

D. TERM OF AGREEMENT:

The term of this Agreement shall be for one (1) year, to commence on 1st Day of July, 2023 . Either party may terminate this Agreement at any time, with or without cause, upon ninety (90) days prior written notice to the other party. In the event that this Agreement is not renewed for a subsequent term, students who are participating in the clinical learning experiences at the time of termination shall be allowed to complete such assignment under the terms and conditions herein set forth.

E. ADDITIONAL TERMS:

1. **Stipulations as to liability.** Subject to applicable state law, neither party to this Agreement shall be legally liable for the consequences, whether bodily injury or property damage, occasioned by an act, omission, or neglect chargeable to the other party. Where Worker's Compensation or other obligation for payment of benefits may arise, this Agreement shall neither enlarge nor diminish such obligation.

2. **Criminal Background Screening:** Facility staff who come to the District schools to work with students will need to comply with the District's onsite security protocols, including sex offender and criminal background screening.

3. **Assignment of Agreement.** This Agreement may not be assigned without the prior written consent of the other party, which will not be unreasonably withheld.

4. **Entire Agreement.** This Agreement supersedes any and all other agreements, either oral or written, between the parties hereto with respect to the subject matter hereof. No changes or modifications of this Agreement shall be valid unless the same are in writing and signed by the parties. No waiver of any provisions of this Agreement shall be valid unless in writing and signed by the parties.

5. **Severability.** If any provision of this Agreement or the application thereof to any person or situation shall, to any extent, be held invalid or unenforceable, the remainder of

this Agreement, and the application of such provision to persons or situations other than those to which it shall have been held invalid or unenforceable, shall not be affected thereby, but shall continue valid and enforceable to the fullest extent permitted by law.

6. **Employment Status.** No assigned student or District faculty member under this Agreement shall in any way be considered an employee or agent of the Facility nor shall any such student or faculty member be entitled to any compensation, fringe benefits, Worker's Compensation, disability benefits, or other rights normally afforded to employees of the Facility. The students shall not at any time replace or substitute for any employee at the Facility or perform any of the duties normally performed by an employee of the Facility, except as such duties are part of the students' training or learning experience.

7. **Notice to Parties.** Any notice, demand, or request required or permitted to be given under the provisions of this Agreement shall be in writing and shall be deemed to have been duly given under the earlier of (a) the date actually received by the party in question, by whatever means and however addressed, or (b) the date sent by facsimile (receipt confirmed), or on the date of personal delivery, if delivered by hand, or on the date signed for if sent by an overnight delivery service, to the following addresses, or to such other address as either party may request, in the case of the District, by notifying the Facility, and in the case of the Facility, by notifying the District, or to such other addresses as the parties may specify in writing from time to time:

If to the Facility:

ACC of Randall Pointe
477 Briargate Drive
South Elgin, IL 60177

If to the District:

275 South Street
Burlington IL, 60109
Program in Career and Technical Education
Attention: Career and Technical Education Department
Facsimile: (847)464-6021

8. **Governing Law.** This Agreement shall be construed and enforced in accordance with the laws of the State of Illinois, without regard to the conflict of laws provisions thereof.

9. **Counterparts.** This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one and the same instrument.

10. **No Third-Party Beneficiaries.** This Agreement shall inure exclusively to the benefit of and be binding upon the parties hereto and their respective successors, assigns,

executors and legal representatives. Nothing in this Agreement, expressed or implied, is intended to confer on any person other than the parties hereto or their respective successors and assigns any rights, remedies, obligations or liabilities under or by reason of this Agreement.

11. Agreement binding on parties successors and assigns. This Agreement shall be binding upon the District and the Facility, their successors, employees, agents and assigns, during the initial term of this Agreement and any extensions thereof.

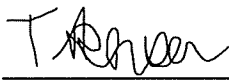
12. Captions for reference only. The captions contained in this Agreement are for convenience of reference only and do not define, describe, or limit the scope or intent of this Agreement or any of its provisions.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed in their respective corporate names by duly authorized officers, all on the day and year first set forth above.

For and on behalf of:

Veterinary Facility:
Animal Care Clinic of Randall Pointe

Board of Education,
Central Community Unit School District 301

Signature: 

Signature: _____

Printed Name: Tabby Arenson

Printed Name: _____

Title: CVT, CVPM

Title: _____

Date: 4/26/2023

Date: _____

Northern Kane Region 110
By Its Administrative District
District __CUSD 301__

Signature: _____

Printed Name: _____

Title: _____

Date: _____

EXHIBIT A
STUDENT EVALUATION FORM

[TO BE ATTACHED]

Standard Affiliation Agreement

Dear Animal House Shelter

Thank you for allowing our students to complete their required externship hours at your facility.

Prior to our students beginning their externship visits at your facility, we will need this Affiliation Agreement completed. Please review this Affiliation Agreement document and place an electronic signature in the designated area. Once all required signatures are obtained, an electronic copy of this document will be shared with you for your records.

Please reach out with any questions or concerns you have regarding this document.

Thank you,
Izzy Castillo
Work Based Learning Specialist
Phone: 224-990-7093
isaul.castillo@central301.net

Amber Ballard, CVT
Program Coordinator
Phone: 224-990-7208
amber.ballard@central301.net

**AFFILIATION AGREEMENT
BETWEEN
Northern Kane County Region 110
AND**

**Animal House Shelter
for Student Veterinary Assistant Externship Experience**

THIS AGREEMENT (“Agreement”) is entered into this 26th Day, of April , 2023 by and between Animal House Shelter (“**Facility**”), the Board of Education of Central Community Unit School District No. 301 (“**District**”), and Northern Kane Region 100 (collectively the “**Parties**”).

WHEREAS, the District desires to utilize Animal House Shelter facility at 13005 Ernesti Road, Huntley, IL 60142 for the purpose of providing veterinary assistant practical learning and clinical experiences (see Exhibit A for program-specific requirements) to the high school students of the District and the high school students of the other school districts in Northern Kane Region 110 (an intergovernmental agreement between Community Unit School District 300, Community Unit School District 301, Community Unit School District 303, and Unit School District U-46); and

WHEREAS, the Facility desires to provide such practical learning and clinical experiences to students, both as a community service and as ongoing education for its own staff.

NOW, THEREFORE, it is understood and agreed upon by the parties hereto as follows:

A. SCHOOL RESPONSIBILITIES:

1. Provision of foundational curriculum to students. The District shall have the total responsibility for planning and determining the adequacy of the educational experience of students in theoretical background, basic skill, professional ethics, attitude and behavior, and will assign to the Facility only those students who have satisfactorily completed the prerequisite didactic portion of the District’s curriculum.

2. Liability insurance. The Facility and each participating school district shall provide its own General Liability insurance, including but not limited to property loss and damage claims, claims for bodily injury or death, and other civil actions, claims or suits, including the defenses thereof, which may be made against the insured party. No provision of insurance or self-insurance by the District, Northern Kane County Region 110, or other participating school district shall modify, amend, or in any other way remove the immunities of public employees and local governmental entities granted in the *Local Governmental and Governmental Employees Tort Immunity Act*, 745 ILCS 10/1 et seq.

3. Designation of liaison to Facility; communications relating to clinical placements. The District and/or Northern Kane County Region 110 will designate a faculty or other professional staff member to coordinate and act as its liaison to the Facility. The

assignments to be undertaken by the students participating in the educational program will be mutually arranged and a regular exchange of information will be maintained by on-site visits when practical and by letter, email or telephone in other instances.

The District shall notify the Facility in writing of any change or proposed change of the person(s) responsible for coordinating clinical placements with the Facility.

4. School notices to students. The District shall notify each student prior to his or her arrival at the Facility that he/she is required to:

- (a) Follow the administrative policies, standards, and practices of the Facility.
- (b) Obtain medical care at his or her own expense for any injuries or illnesses sustained as a direct or indirect result of his/her affiliation with the Facility.
- (c) Provide his/her own transportation.
- (d) Report to the Facility on time and follow all established regulations during the regularly scheduled operating hours of the Facility.
- (e) Conform to the standards and practices established by the District while functioning at the Facility.
- (f) Obtain prior written approval of the Facility and the District before publishing any material relating to the clinical learning experience.
- (g) Meet the personal, ethical, and professional standards required of employees of the Facility and that are consistent with the applicable professional Code of Ethics and the applicable standards of relevant accrediting or regulatory bodies.
- (h) Notify his or her home school district of any medical conditions which may affect participation at the Facility.

B. FACILITY RESPONSIBILITIES:

1. Provision of facilities for supervised experiences. Subject to the provisions of Section C.2 of this Agreement, the Facility agrees to make the appropriate facilities available to the District in order for the District to provide supervised clinical experiences to students. Such facilities shall include a safe working environment conducive to the learning process of the students as intended by the terms of this Agreement and conforming to customary Facility procedures. Students shall be supervised by qualified Facility staff at all times.

2. Facility rules applicable to students during clinical assignments. Students are to remain subject to the authority, policies, and regulations imposed by the District and, during periods of clinical assignment, students will be subject to all rules and regulations

of the Facility and imposed by the Facility on its employees and agents with regard to following the administrative policies, standards, and practices of the Facility. The Facility must notify the District in advance of any specific requirements for the Facility, such as dress code, uniforms, or other workplace rules.

3. Emergency treatment of students. In case of emergency at a non-hospital site, standard procedure will be followed. The District may provide the Facility with specific protocols to be followed for emergency treatment of an individual student, if necessary. The Facility shall immediately notify the District liaison of any student injury or other emergency involving students. It is the student's responsibility to bear the cost of the emergency treatment.

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5. School Tour of Facility. The Facility shall, on reasonable request, permit a tour of its clinical facilities and services available and other items pertaining to clinical learning experiences, by representatives of the District and agencies charged with responsibility for approval of the facilities or accreditation of the curriculum.

6. Provision of Relevant Facility policies. The Facility shall provide the student(s) and the District the Facility's administrative policies, standards, and practices with which the students must comply relevant to the placement.

7. Facility Transportation and Use of Mobile Units. The Facility must obtain advance written permission from the District for transportation of students by the Facility or its staff or for student participation in any mobile veterinary unit. Such permission must be signed by the Facility staff member, a District representative, the student, and the student's parent or guardian. At no time will one student be alone with any one Facility employee.

8. FERPA Compliance. The Facility shall comply with the applicable provisions of the *Family Educational Rights and Privacy Act of 1974*, 20 USC 1232 (g), otherwise known as FERPA or the Buckley Amendment, as well as the *Illinois School Student Records Act*, 105 ILCS 10/1 et seq., and shall take all measures necessary to ensure the confidentiality of any and all information in its possession regarding the District's students who train at the Facility pursuant to this agreement. The Facility shall have access to student record information (records which alone, or with other records, personally identify a student) only to the extent necessary for student participation in the program. The Facility will maintain such records as confidential records and shall not disclose them to third parties except pursuant to court order, in the case of an emergency, or with consent of the District or student and parent/guardian. At the conclusion of a student's participation in the program, the Facility shall return all student records in its

possession to the District or, at the District's request, directly to the student's home school district if other than the District.

C. OTHER RESPONSIBILITIES:

1. Compliance with client/patient privacy laws. The District agrees to abide by and require that its participating faculty and students abide by all applicable state and federal laws, rules and regulations regarding client/patient privacy, including but not limited to, laws relating to consumer financial information. Students shall be required to comply with the Facility's policies and procedures regarding the confidentiality of client/patient information and the use of all such information. The Facility will notify the District and students of the foregoing laws and policies applicable to the Facility program. The Parties shall notify one another if there are known breaches of this confidentiality.

The District will advise students that dissemination or public posting of any client/patient information through social media or other means will be prohibited.

2. Determination of instructional period. The course of instruction will cover a period of time as arranged between the District and the Facility. The starting clinical date will begin on August 1st, 2023 with the last clinical on July 31st, 2024 .

3. Determination of number of participating students. The number of students eligible to participate in the clinical placement will be determined, and may be changed, by mutual agreement of the Parties. For certain clinical programs, IDPH regulations may limit the maximum number of students per sessions. Notwithstanding the foregoing, the Facility and the District agree and understand that the availability of clinical placements at the Facility during the term of this Agreement may periodically be affected by a variety of factors. In such event, the Facility may reduce the number of students eligible to participate in the clinical education program with prior notice to the District and adequate time for the District to reassign the student(s) to another clinical site. The Facility agrees further to accommodate students of the District who are similarly displaced from other clinical affiliates of the District to the extent that clinical space is available at the Facility.

4. Evaluation of students' experiences. Evaluation of the clinical learning experiences of the students will be accomplished jointly by the appropriate school district staff. The Parties agree that a clinical supervisor must be present throughout the entire time the students are present. Each student must be paired with a Facility staff member and supervised at all times. These Facility staff members will complete evaluations of the student she or he supervises, including but not limited to, evaluating the student's professionalism and personal attributes related to performance of outline skills. Specifically, the supervising Certified Veterinary Technician or Licensed Veterinarian must sign off on all performed skills listed on the Evaluation Form attached to this Agreement as Exhibit A. The Facility staff and the District's externship coordinator will communicate on a regular basis for the purpose of reviewing and evaluating current clinical experiences offered to students.

5. Removal of students.

(a) The District has the right to remove a student from a clinical education program. The District shall notify the Facility of such removal in writing.

(b) The Facility may immediately remove any student participating in a clinical education program from the Facility's premises for behavior that the Facility deems to be an immediate threat to the health or welfare of its clients/patients, staff members, visitors, or operations. In such an event, the Facility shall notify the relevant District staff member in writing of its actions and the reasons for its actions as soon as practicable. If the Facility desires to remove a student for any other reason, it shall notify the relevant District staff member in writing of the reasons for the removal and shall consult with that individual before removing the student.

D. TERM OF AGREEMENT:

The term of this Agreement shall be for one (1) year, to commence on 1st Day of July, 2023 . Either party may terminate this Agreement at any time, with or without cause, upon ninety (90) days prior written notice to the other party. In the event that this Agreement is not renewed for a subsequent term, students who are participating in the clinical learning experiences at the time of termination shall be allowed to complete such assignment under the terms and conditions herein set forth.

E. ADDITIONAL TERMS:

1. **Stipulations as to liability.** Subject to applicable state law, neither party to this Agreement shall be legally liable for the consequences, whether bodily injury or property damage, occasioned by an act, omission, or neglect chargeable to the other party. Where Worker's Compensation or other obligation for payment of benefits may arise, this Agreement shall neither enlarge nor diminish such obligation.

2. **Criminal Background Screening:** Facility staff who come to the District schools to work with students will need to comply with the District's onsite security protocols, including sex offender and criminal background screening.

3. **Assignment of Agreement.** This Agreement may not be assigned without the prior written consent of the other party, which will not be unreasonably withheld.

4. **Entire Agreement.** This Agreement supersedes any and all other agreements, either oral or written, between the parties hereto with respect to the subject matter hereof. No changes or modifications of this Agreement shall be valid unless the same are in writing and signed by the parties. No waiver of any provisions of this Agreement shall be valid unless in writing and signed by the parties.

5. **Severability.** If any provision of this Agreement or the application thereof to any person or situation shall, to any extent, be held invalid or unenforceable, the remainder of

this Agreement, and the application of such provision to persons or situations other than those to which it shall have been held invalid or unenforceable, shall not be affected thereby, but shall continue valid and enforceable to the fullest extent permitted by law.

6. Employment Status. No assigned student or District faculty member under this Agreement shall in any way be considered an employee or agent of the Facility nor shall any such student or faculty member be entitled to any compensation, fringe benefits, Worker's Compensation, disability benefits, or other rights normally afforded to employees of the Facility. The students shall not at any time replace or substitute for any employee at the Facility or perform any of the duties normally performed by an employee of the Facility, except as such duties are part of the students' training or learning experience.

7. Notice to Parties. Any notice, demand, or request required or permitted to be given under the provisions of this Agreement shall be in writing and shall be deemed to have been duly given under the earlier of (a) the date actually received by the party in question, by whatever means and however addressed, or (b) the date sent by facsimile (receipt confirmed), or on the date of personal delivery, if delivered by hand, or on the date signed for if sent by an overnight delivery service, to the following addresses, or to such other address as either party may request, in the case of the District, by notifying the Facility, and in the case of the Facility, by notifying the District, or to such other addresses as the parties may specify in writing from time to time:

If to the Facility:

Animal House Shelter
13005 Ernesti Road
Huntley, IL 60142

If to the District:

275 South Street
Burlington IL, 60109
Program in Career and Technical Education
Attention: Career and Technical Education Department
Facsimile: (847)464-6021

8. Governing Law. This Agreement shall be construed and enforced in accordance with the laws of the State of Illinois, without regard to the conflict of laws provisions thereof.

9. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one and the same instrument.

10. No Third-Party Beneficiaries. This Agreement shall inure exclusively to the benefit of and be binding upon the parties hereto and their respective successors, assigns,

executors and legal representatives. Nothing in this Agreement, expressed or implied, is intended to confer on any person other than the parties hereto or their respective successors and assigns any rights, remedies, obligations or liabilities under or by reason of this Agreement.

11. Agreement binding on parties successors and assigns. This Agreement shall be binding upon the District and the Facility, their successors, employees, agents and assigns, during the initial term of this Agreement and any extensions thereof.


12. Captions for reference only. The captions contained in this Agreement are for convenience of reference only and do not define, describe, or limit the scope or intent of this Agreement or any of its provisions.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed in their respective corporate names by duly authorized officers, all on the day and year first set forth above.

For and on behalf of:

Veterinary Facility:
Animal House Shelter

Board of Education,
Central Community Unit School District 301

Signature:  _____

Signature: _____

Printed Name: Angie Mouroukas

Printed Name: _____

Title: Director

Title: _____

Date: 5/4/2023

Date: _____

Northern Kane Region 110
By Its Administrative District
District __CUSD 301__

Signature: _____

Printed Name: _____

Title: _____

Date: _____

EXHIBIT A
STUDENT EVALUATION FORM

[TO BE ATTACHED]

Standard Affiliation Agreement

Dear Animal Medical Clinic of Saint Charles

Thank you for allowing our students to complete their required externship hours at your facility.

Prior to our students beginning their externship visits at your facility, we will need this Affiliation Agreement completed. Please review this Affiliation Agreement document and place an electronic signature in the designated area. Once all required signatures are obtained, an electronic copy of this document will be shared with you for your records.

Please reach out with any questions or concerns you have regarding this document.

Thank you,
Izzy Castillo
Work Based Learning Specialist
Phone: 224-990-7093
isaul.castillo@central301.net

Amber Ballard, CVT
Program Coordinator
Phone: 224-990-7208
amber.ballard@central301.net

**AFFILIATION AGREEMENT
BETWEEN
Northern Kane County Region 110
AND**

Animal Medical Clinic of Saint Charles
for Student Veterinary Assistant Externship Experience

THIS AGREEMENT (“Agreement”) is entered into this 26th Day, of April , 2023 by and between Animal Medical Clinic of Saint Charles (“**Facility**”), the Board of Education of Central Community Unit School District No. 301 (“**District**”), and Northern Kane Region 100 (collectively the “**Parties**”).

WHEREAS, the District desires to utilize Animal Medical Clinic of Saint Charles facility at 525 S Tyler Rd #F, St. Charles, IL 60174 for the purpose of providing veterinary assistant practical learning and clinical experiences (see Exhibit A for program-specific requirements) to the high school students of the District and the high school students of the other school districts in Northern Kane Region 110 (an intergovernmental agreement between Community Unit School District 300, Community Unit School District 301, Community Unit School District 303, and Unit School District U-46); and

WHEREAS, the Facility desires to provide such practical learning and clinical experiences to students, both as a community service and as ongoing education for its own staff.

NOW, THEREFORE, it is understood and agreed upon by the parties hereto as follows:

A. SCHOOL RESPONSIBILITIES:

1. Provision of foundational curriculum to students. The District shall have the total responsibility for planning and determining the adequacy of the educational experience of students in theoretical background, basic skill, professional ethics, attitude and behavior, and will assign to the Facility only those students who have satisfactorily completed the prerequisite didactic portion of the District’s curriculum.

2. Liability insurance. The Facility and each participating school district shall provide its own General Liability insurance, including but not limited to property loss and damage claims, claims for bodily injury or death, and other civil actions, claims or suits, including the defenses thereof, which may be made against the insured party. No provision of insurance or self-insurance by the District, Northern Kane County Region 110, or other participating school district shall modify, amend, or in any other way remove the immunities of public employees and local governmental entities granted in the *Local Governmental and Governmental Employees Tort Immunity Act*, 745 ILCS 10/1 et seq.

3. Designation of liaison to Facility; communications relating to clinical placements. The District and/or Northern Kane County Region 110 will designate a faculty or other professional staff member to coordinate and act as its liaison to the Facility. The

assignments to be undertaken by the students participating in the educational program will be mutually arranged and a regular exchange of information will be maintained by on-site visits when practical and by letter, email or telephone in other instances.

The District shall notify the Facility in writing of any change or proposed change of the person(s) responsible for coordinating clinical placements with the Facility.

4. School notices to students. The District shall notify each student prior to his or her arrival at the Facility that he/she is required to:

- (a) Follow the administrative policies, standards, and practices of the Facility.
- (b) Obtain medical care at his or her own expense for any injuries or illnesses sustained as a direct or indirect result of his/her affiliation with the Facility.
- (c) Provide his/her own transportation.
- (d) Report to the Facility on time and follow all established regulations during the regularly scheduled operating hours of the Facility.
- (e) Conform to the standards and practices established by the District while functioning at the Facility.
- (f) Obtain prior written approval of the Facility and the District before publishing any material relating to the clinical learning experience.
- (g) Meet the personal, ethical, and professional standards required of employees of the Facility and that are consistent with the applicable professional Code of Ethics and the applicable standards of relevant accrediting or regulatory bodies.
- (h) Notify his or her home school district of any medical conditions which may affect participation at the Facility.

B. FACILITY RESPONSIBILITIES:

1. Provision of facilities for supervised experiences. Subject to the provisions of Section C.2 of this Agreement, the Facility agrees to make the appropriate facilities available to the District in order for the District to provide supervised clinical experiences to students. Such facilities shall include a safe working environment conducive to the learning process of the students as intended by the terms of this Agreement and conforming to customary Facility procedures. Students shall be supervised by qualified Facility staff at all times.

2. Facility rules applicable to students during clinical assignments. Students are to remain subject to the authority, policies, and regulations imposed by the District and, during periods of clinical assignment, students will be subject to all rules and regulations

of the Facility and imposed by the Facility on its employees and agents with regard to following the administrative policies, standards, and practices of the Facility. The Facility must notify the District in advance of any specific requirements for the Facility, such as dress code, uniforms, or other workplace rules.

3. Emergency treatment of students. In case of emergency at a non-hospital site, standard procedure will be followed. The District may provide the Facility with specific protocols to be followed for emergency treatment of an individual student, if necessary. The Facility shall immediately notify the District liaison of any student injury or other emergency involving students. It is the student's responsibility to bear the cost of the emergency treatment.

4. Designation of liaison to the District; communications relating to placements. The Facility shall designate a liaison responsible for coordinating the placements. That person shall maintain contact with the District's designated liaison person to assure mutual participation in and surveillance of the program. The Facility shall notify the District in writing of any change or proposed change of the person(s) responsible for coordinating the placements.

5. School Tour of Facility. The Facility shall, on reasonable request, permit a tour of its clinical facilities and services available and other items pertaining to clinical learning experiences, by representatives of the District and agencies charged with responsibility for approval of the facilities or accreditation of the curriculum.

6. Provision of Relevant Facility policies. The Facility shall provide the student(s) and the District the Facility's administrative policies, standards, and practices with which the students must comply relevant to the placement.

7. Facility Transportation and Use of Mobile Units. The Facility must obtain advance written permission from the District for transportation of students by the Facility or its staff or for student participation in any mobile veterinary unit. Such permission must be signed by the Facility staff member, a District representative, the student, and the student's parent or guardian. At no time will one student be alone with any one Facility employee.

8. FERPA Compliance. The Facility shall comply with the applicable provisions of the *Family Educational Rights and Privacy Act of 1974*, 20 USC 1232 (g), otherwise known as FERPA or the Buckley Amendment, as well as the *Illinois School Student Records Act*, 105 ILCS 10/1 et seq., and shall take all measures necessary to ensure the confidentiality of any and all information in its possession regarding the District's students who train at the Facility pursuant to this agreement. The Facility shall have access to student record information (records which alone, or with other records, personally identify a student) only to the extent necessary for student participation in the program. The Facility will maintain such records as confidential records and shall not disclose them to third parties except pursuant to court order, in the case of an emergency, or with consent of the District or student and parent/guardian. At the conclusion of a student's participation in the program, the Facility shall return all student records in its

possession to the District or, at the District's request, directly to the student's home school district if other than the District.

C. OTHER RESPONSIBILITIES:

1. Compliance with client/patient privacy laws. The District agrees to abide by and require that its participating faculty and students abide by all applicable state and federal laws, rules and regulations regarding client/patient privacy, including but not limited to, laws relating to consumer financial information. Students shall be required to comply with the Facility's policies and procedures regarding the confidentiality of client/patient information and the use of all such information. The Facility will notify the District and students of the foregoing laws and policies applicable to the Facility program. The Parties shall notify one another if there are known breaches of this confidentiality.

The District will advise students that dissemination or public posting of any client/patient information through social media or other means will be prohibited.

2. Determination of instructional period. The course of instruction will cover a period of time as arranged between the District and the Facility. The starting clinical date will begin on August 1st, 2023 with the last clinical on July 31st, 2024 .

3. Determination of number of participating students. The number of students eligible to participate in the clinical placement will be determined, and may be changed, by mutual agreement of the Parties. For certain clinical programs, IDPH regulations may limit the maximum number of students per sessions. Notwithstanding the foregoing, the Facility and the District agree and understand that the availability of clinical placements at the Facility during the term of this Agreement may periodically be affected by a variety of factors. In such event, the Facility may reduce the number of students eligible to participate in the clinical education program with prior notice to the District and adequate time for the District to reassign the student(s) to another clinical site. The Facility agrees further to accommodate students of the District who are similarly displaced from other clinical affiliates of the District to the extent that clinical space is available at the Facility.

4. Evaluation of students' experiences. Evaluation of the clinical learning experiences of the students will be accomplished jointly by the appropriate school district staff. The Parties agree that a clinical supervisor must be present throughout the entire time the students are present. Each student must be paired with a Facility staff member and supervised at all times. These Facility staff members will complete evaluations of the student she or he supervises, including but not limited to, evaluating the student's professionalism and personal attributes related to performance of outline skills. Specifically, the supervising Certified Veterinary Technician or Licensed Veterinarian must sign off on all performed skills listed on the Evaluation Form attached to this Agreement as Exhibit A. The Facility staff and the District's externship coordinator will communicate on a regular basis for the purpose of reviewing and evaluating current clinical experiences offered to students.

5. Removal of students.

(a) The District has the right to remove a student from a clinical education program. The District shall notify the Facility of such removal in writing.

(b) The Facility may immediately remove any student participating in a clinical education program from the Facility's premises for behavior that the Facility deems to be an immediate threat to the health or welfare of its clients/patients, staff members, visitors, or operations. In such an event, the Facility shall notify the relevant District staff member in writing of its actions and the reasons for its actions as soon as practicable. If the Facility desires to remove a student for any other reason, it shall notify the relevant District staff member in writing of the reasons for the removal and shall consult with that individual before removing the student.

D. TERM OF AGREEMENT:

The term of this Agreement shall be for one (1) year, to commence on 1st Day of July, 2023 . Either party may terminate this Agreement at any time, with or without cause, upon ninety (90) days prior written notice to the other party. In the event that this Agreement is not renewed for a subsequent term, students who are participating in the clinical learning experiences at the time of termination shall be allowed to complete such assignment under the terms and conditions herein set forth.

E. ADDITIONAL TERMS:

1. **Stipulations as to liability.** Subject to applicable state law, neither party to this Agreement shall be legally liable for the consequences, whether bodily injury or property damage, occasioned by an act, omission, or neglect chargeable to the other party. Where Worker's Compensation or other obligation for payment of benefits may arise, this Agreement shall neither enlarge nor diminish such obligation.

2. **Criminal Background Screening:** Facility staff who come to the District schools to work with students will need to comply with the District's onsite security protocols, including sex offender and criminal background screening.

3. **Assignment of Agreement.** This Agreement may not be assigned without the prior written consent of the other party, which will not be unreasonably withheld.

4. **Entire Agreement.** This Agreement supersedes any and all other agreements, either oral or written, between the parties hereto with respect to the subject matter hereof. No changes or modifications of this Agreement shall be valid unless the same are in writing and signed by the parties. No waiver of any provisions of this Agreement shall be valid unless in writing and signed by the parties.

5. **Severability.** If any provision of this Agreement or the application thereof to any person or situation shall, to any extent, be held invalid or unenforceable, the remainder of

this Agreement, and the application of such provision to persons or situations other than those to which it shall have been held invalid or unenforceable, shall not be affected thereby, but shall continue valid and enforceable to the fullest extent permitted by law.

6. Employment Status. No assigned student or District faculty member under this Agreement shall in any way be considered an employee or agent of the Facility nor shall any such student or faculty member be entitled to any compensation, fringe benefits, Worker's Compensation, disability benefits, or other rights normally afforded to employees of the Facility. The students shall not at any time replace or substitute for any employee at the Facility or perform any of the duties normally performed by an employee of the Facility, except as such duties are part of the students' training or learning experience.

7. Notice to Parties. Any notice, demand, or request required or permitted to be given under the provisions of this Agreement shall be in writing and shall be deemed to have been duly given under the earlier of (a) the date actually received by the party in question, by whatever means and however addressed, or (b) the date sent by facsimile (receipt confirmed), or on the date of personal delivery, if delivered by hand, or on the date signed for if sent by an overnight delivery service, to the following addresses, or to such other address as either party may request, in the case of the District, by notifying the Facility, and in the case of the Facility, by notifying the District, or to such other addresses as the parties may specify in writing from time to time:

If to the Facility:

Animal Medical Clinic of
Saint Charles
525 S Tyler Rd #F
St. Charles, IL 60174

If to the District:

275 South Street
Burlington IL, 60109
Program in Career and Technical Education
Attention: Career and Technical Education Department
Facsimile: (847)464-6021

8. Governing Law. This Agreement shall be construed and enforced in accordance with the laws of the State of Illinois, without regard to the conflict of laws provisions thereof.

9. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one and the same instrument.

10. No Third-Party Beneficiaries. This Agreement shall inure exclusively to the benefit of and be binding upon the parties hereto and their respective successors, assigns,

executors and legal representatives. Nothing in this Agreement, expressed or implied, is intended to confer on any person other than the parties hereto or their respective successors and assigns any rights, remedies, obligations or liabilities under or by reason of this Agreement.

11. Agreement binding on parties successors and assigns. This Agreement shall be binding upon the District and the Facility, their successors, employees, agents and assigns, during the initial term of this Agreement and any extensions thereof.


12. Captions for reference only. The captions contained in this Agreement are for convenience of reference only and do not define, describe, or limit the scope or intent of this Agreement or any of its provisions.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed in their respective corporate names by duly authorized officers, all on the day and year first set forth above.

For and on behalf of:

Veterinary Facility:
Animal Medical Clinic of Saint Charles

Board of Education,
Central Community Unit School District 301

Signature:  _____

Signature: _____

Printed Name: Kristen Travieso

Printed Name: _____

Title: Manager

Title: _____

Date: 5/2/2023

Date: _____

Northern Kane Region 110
By Its Administrative District
District __CUSD 301__

Signature: _____

Printed Name: _____

Title: _____

Date: _____

EXHIBIT A
STUDENT EVALUATION FORM

[TO BE ATTACHED]

Standard Affiliation Agreement

Dear Autumn Green Animal Hospital

Thank you for allowing our students to complete their required externship hours at your facility.

Prior to our students beginning their externship visits at your facility, we will need this Affiliation Agreement completed. Please review this Affiliation Agreement document and place an electronic signature in the designated area. Once all required signatures are obtained, an electronic copy of this document will be shared with you for your records.

Please reach out with any questions or concerns you have regarding this document.

Thank you,
Izzy Castillo
Work Based Learning Specialist
Phone: 224-990-7093
isaul.castillo@central301.net

Amber Ballard, CVT
Program Coordinator
Phone: 224-990-7208
amber.ballard@central301.net

**AFFILIATION AGREEMENT
BETWEEN
Northern Kane County Region 110
AND**

**Autumn Green Animal Hospital
for Student Veterinary Assistant Externship Experience**

THIS AGREEMENT (“Agreement”) is entered into this 26th Day, of April , 2023 by and between Autumn Green Animal Hospital (“**Facility**”), the Board of Education of Central Community Unit School District No. 301 (“**District**”), and Northern Kane Region 100 (collectively the “**Parties**”).

WHEREAS, the District desires to utilize Autumn Green Animal Hospital facility at 39W124 Keslinger Road, Geneva, IL 60134 for the purpose of providing veterinary assistant practical learning and clinical experiences (see Exhibit A for program-specific requirements) to the high school students of the District and the high school students of the other school districts in Northern Kane Region 110 (an intergovernmental agreement between Community Unit School District 300, Community Unit School District 301, Community Unit School District 303, and Unit School District U-46); and

WHEREAS, the Facility desires to provide such practical learning and clinical experiences to students, both as a community service and as ongoing education for its own staff.

NOW, THEREFORE, it is understood and agreed upon by the parties hereto as follows:

A. SCHOOL RESPONSIBILITIES:

1. Provision of foundational curriculum to students. The District shall have the total responsibility for planning and determining the adequacy of the educational experience of students in theoretical background, basic skill, professional ethics, attitude and behavior, and will assign to the Facility only those students who have satisfactorily completed the prerequisite didactic portion of the District’s curriculum.

2. Liability insurance. The Facility and each participating school district shall provide its own General Liability insurance, including but not limited to property loss and damage claims, claims for bodily injury or death, and other civil actions, claims or suits, including the defenses thereof, which may be made against the insured party. No provision of insurance or self-insurance by the District, Northern Kane County Region 110, or other participating school district shall modify, amend, or in any other way remove the immunities of public employees and local governmental entities granted in the *Local Governmental and Governmental Employees Tort Immunity Act*, 745 ILCS 10/1 et seq.

3. Designation of liaison to Facility; communications relating to clinical placements. The District and/or Northern Kane County Region 110 will designate a faculty or other professional staff member to coordinate and act as its liaison to the Facility. The

assignments to be undertaken by the students participating in the educational program will be mutually arranged and a regular exchange of information will be maintained by on-site visits when practical and by letter, email or telephone in other instances.

The District shall notify the Facility in writing of any change or proposed change of the person(s) responsible for coordinating clinical placements with the Facility.

4. School notices to students. The District shall notify each student prior to his or her arrival at the Facility that he/she is required to:

- (a) Follow the administrative policies, standards, and practices of the Facility.
- (b) Obtain medical care at his or her own expense for any injuries or illnesses sustained as a direct or indirect result of his/her affiliation with the Facility.
- (c) Provide his/her own transportation.
- (d) Report to the Facility on time and follow all established regulations during the regularly scheduled operating hours of the Facility.
- (e) Conform to the standards and practices established by the District while functioning at the Facility.
- (f) Obtain prior written approval of the Facility and the District before publishing any material relating to the clinical learning experience.
- (g) Meet the personal, ethical, and professional standards required of employees of the Facility and that are consistent with the applicable professional Code of Ethics and the applicable standards of relevant accrediting or regulatory bodies.
- (h) Notify his or her home school district of any medical conditions which may affect participation at the Facility.

B. FACILITY RESPONSIBILITIES:

1. Provision of facilities for supervised experiences. Subject to the provisions of Section C.2 of this Agreement, the Facility agrees to make the appropriate facilities available to the District in order for the District to provide supervised clinical experiences to students. Such facilities shall include a safe working environment conducive to the learning process of the students as intended by the terms of this Agreement and conforming to customary Facility procedures. Students shall be supervised by qualified Facility staff at all times.

2. Facility rules applicable to students during clinical assignments. Students are to remain subject to the authority, policies, and regulations imposed by the District and, during periods of clinical assignment, students will be subject to all rules and regulations

of the Facility and imposed by the Facility on its employees and agents with regard to following the administrative policies, standards, and practices of the Facility. The Facility must notify the District in advance of any specific requirements for the Facility, such as dress code, uniforms, or other workplace rules.

3. Emergency treatment of students. In case of emergency at a non-hospital site, standard procedure will be followed. The District may provide the Facility with specific protocols to be followed for emergency treatment of an individual student, if necessary. The Facility shall immediately notify the District liaison of any student injury or other emergency involving students. It is the student's responsibility to bear the cost of the emergency treatment.

4. Designation of liaison to the District; communications relating to placements. The Facility shall designate a liaison responsible for coordinating the placements. That person shall maintain contact with the District's designated liaison person to assure mutual participation in and surveillance of the program. The Facility shall notify the District in writing of any change or proposed change of the person(s) responsible for coordinating the placements.

5. School Tour of Facility. The Facility shall, on reasonable request, permit a tour of its clinical facilities and services available and other items pertaining to clinical learning experiences, by representatives of the District and agencies charged with responsibility for approval of the facilities or accreditation of the curriculum.

6. Provision of Relevant Facility policies. The Facility shall provide the student(s) and the District the Facility's administrative policies, standards, and practices with which the students must comply relevant to the placement.

7. Facility Transportation and Use of Mobile Units. The Facility must obtain advance written permission from the District for transportation of students by the Facility or its staff or for student participation in any mobile veterinary unit. Such permission must be signed by the Facility staff member, a District representative, the student, and the student's parent or guardian. At no time will one student be alone with any one Facility employee.

8. FERPA Compliance. The Facility shall comply with the applicable provisions of the *Family Educational Rights and Privacy Act of 1974*, 20 USC 1232 (g), otherwise known as FERPA or the Buckley Amendment, as well as the *Illinois School Student Records Act*, 105 ILCS 10/1 et seq., and shall take all measures necessary to ensure the confidentiality of any and all information in its possession regarding the District's students who train at the Facility pursuant to this agreement. The Facility shall have access to student record information (records which alone, or with other records, personally identify a student) only to the extent necessary for student participation in the program. The Facility will maintain such records as confidential records and shall not disclose them to third parties except pursuant to court order, in the case of an emergency, or with consent of the District or student and parent/guardian. At the conclusion of a student's participation in the program, the Facility shall return all student records in its

possession to the District or, at the District's request, directly to the student's home school district if other than the District.

C. OTHER RESPONSIBILITIES:

1. **Compliance with client/patient privacy laws.** The District agrees to abide by and require that its participating faculty and students abide by all applicable state and federal laws, rules and regulations regarding client/patient privacy, including but not limited to, laws relating to consumer financial information. Students shall be required to comply with the Facility's policies and procedures regarding the confidentiality of client/patient information and the use of all such information. The Facility will notify the District and students of the foregoing laws and policies applicable to the Facility program. The Parties shall notify one another if there are known breaches of this confidentiality.

The District will advise students that dissemination or public posting of any client/patient information through social media or other means will be prohibited.

2. **Determination of instructional period.** The course of instruction will cover a period of time as arranged between the District and the Facility. The starting clinical date will begin on August 1st, 2023 with the last clinical on July 31st, 2024 .

3. **Determination of number of participating students.** The number of students eligible to participate in the clinical placement will be determined, and may be changed, by mutual agreement of the Parties. For certain clinical programs, IDPH regulations may limit the maximum number of students per sessions. Notwithstanding the foregoing, the Facility and the District agree and understand that the availability of clinical placements at the Facility during the term of this Agreement may periodically be affected by a variety of factors. In such event, the Facility may reduce the number of students eligible to participate in the clinical education program with prior notice to the District and adequate time for the District to reassign the student(s) to another clinical site. The Facility agrees further to accommodate students of the District who are similarly displaced from other clinical affiliates of the District to the extent that clinical space is available at the Facility.

4. **Evaluation of students' experiences.** Evaluation of the clinical learning experiences of the students will be accomplished jointly by the appropriate school district staff. The Parties agree that a clinical supervisor must be present throughout the entire time the students are present. Each student must be paired with a Facility staff member and supervised at all times. These Facility staff members will complete evaluations of the student she or he supervises, including but not limited to, evaluating the student's professionalism and personal attributes related to performance of outline skills. Specifically, the supervising Certified Veterinary Technician or Licensed Veterinarian must sign off on all performed skills listed on the Evaluation Form attached to this Agreement as Exhibit A. The Facility staff and the District's externship coordinator will communicate on a regular basis for the purpose of reviewing and evaluating current clinical experiences offered to students.

5. Removal of students.

(a) The District has the right to remove a student from a clinical education program. The District shall notify the Facility of such removal in writing.

(b) The Facility may immediately remove any student participating in a clinical education program from the Facility's premises for behavior that the Facility deems to be an immediate threat to the health or welfare of its clients/patients, staff members, visitors, or operations. In such an event, the Facility shall notify the relevant District staff member in writing of its actions and the reasons for its actions as soon as practicable. If the Facility desires to remove a student for any other reason, it shall notify the relevant District staff member in writing of the reasons for the removal and shall consult with that individual before removing the student.

D. TERM OF AGREEMENT:

The term of this Agreement shall be for one (1) year, to commence on 1st Day of July, 2023 . Either party may terminate this Agreement at any time, with or without cause, upon ninety (90) days prior written notice to the other party. In the event that this Agreement is not renewed for a subsequent term, students who are participating in the clinical learning experiences at the time of termination shall be allowed to complete such assignment under the terms and conditions herein set forth.

E. ADDITIONAL TERMS:

1. **Stipulations as to liability.** Subject to applicable state law, neither party to this Agreement shall be legally liable for the consequences, whether bodily injury or property damage, occasioned by an act, omission, or neglect chargeable to the other party. Where Worker's Compensation or other obligation for payment of benefits may arise, this Agreement shall neither enlarge nor diminish such obligation.

2. **Criminal Background Screening:** Facility staff who come to the District schools to work with students will need to comply with the District's onsite security protocols, including sex offender and criminal background screening.

3. **Assignment of Agreement.** This Agreement may not be assigned without the prior written consent of the other party, which will not be unreasonably withheld.

4. **Entire Agreement.** This Agreement supersedes any and all other agreements, either oral or written, between the parties hereto with respect to the subject matter hereof. No changes or modifications of this Agreement shall be valid unless the same are in writing and signed by the parties. No waiver of any provisions of this Agreement shall be valid unless in writing and signed by the parties.

5. **Severability.** If any provision of this Agreement or the application thereof to any person or situation shall, to any extent, be held invalid or unenforceable, the remainder of

this Agreement, and the application of such provision to persons or situations other than those to which it shall have been held invalid or unenforceable, shall not be affected thereby, but shall continue valid and enforceable to the fullest extent permitted by law.

6. Employment Status. No assigned student or District faculty member under this Agreement shall in any way be considered an employee or agent of the Facility nor shall any such student or faculty member be entitled to any compensation, fringe benefits, Worker's Compensation, disability benefits, or other rights normally afforded to employees of the Facility. The students shall not at any time replace or substitute for any employee at the Facility or perform any of the duties normally performed by an employee of the Facility, except as such duties are part of the students' training or learning experience.

7. Notice to Parties. Any notice, demand, or request required or permitted to be given under the provisions of this Agreement shall be in writing and shall be deemed to have been duly given under the earlier of (a) the date actually received by the party in question, by whatever means and however addressed, or (b) the date sent by facsimile (receipt confirmed), or on the date of personal delivery, if delivered by hand, or on the date signed for if sent by an overnight delivery service, to the following addresses, or to such other address as either party may request, in the case of the District, by notifying the Facility, and in the case of the Facility, by notifying the District, or to such other addresses as the parties may specify in writing from time to time:

If to the Facility:

Autumn Green Animal Hospital
39W124 Keslinger Road
Geneva, IL 60134

If to the District:

275 South Street
Burlington IL, 60109
Program in Career and Technical Education
Attention: Career and Technical Education Department
Facsimile: (847)464-6021

8. Governing Law. This Agreement shall be construed and enforced in accordance with the laws of the State of Illinois, without regard to the conflict of laws provisions thereof.

9. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one and the same instrument.

10. No Third-Party Beneficiaries. This Agreement shall inure exclusively to the benefit of and be binding upon the parties hereto and their respective successors, assigns,

executors and legal representatives. Nothing in this Agreement, expressed or implied, is intended to confer on any person other than the parties hereto or their respective successors and assigns any rights, remedies, obligations or liabilities under or by reason of this Agreement.

11. Agreement binding on parties successors and assigns. This Agreement shall be binding upon the District and the Facility, their successors, employees, agents and assigns, during the initial term of this Agreement and any extensions thereof.

12. Captions for reference only. The captions contained in this Agreement are for convenience of reference only and do not define, describe, or limit the scope or intent of this Agreement or any of its provisions.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed in their respective corporate names by duly authorized officers, all on the day and year first set forth above.

For and on behalf of:

Veterinary Facility:
Autumn Green Animal Hospital

Board of Education,
Central Community Unit School District 301

Signature: Vivian Grant

Signature: _____

Printed Name: Dr. Vivian Grant

Printed Name: _____

Title: member

Title: _____

Date: 4/27/2023

Date: _____

Northern Kane Region 110
By Its Administrative District
District __CUSD 301__

Signature: _____

Printed Name: _____

Title: _____

Date: _____

EXHIBIT A
STUDENT EVALUATION FORM

[TO BE ATTACHED]

Standard Affiliation Agreement

Dear Bartlett Animal Hospital

Thank you for allowing our students to complete their required externship hours at your facility.

Prior to our students beginning their externship visits at your facility, we will need this Affiliation Agreement completed. Please review this Affiliation Agreement document and place an electronic signature in the designated area. Once all required signatures are obtained, an electronic copy of this document will be shared with you for your records.

Please reach out with any questions or concerns you have regarding this document.

Thank you,
Izzy Castillo
Work Based Learning Specialist
Phone: 224-990-7093
isaul.castillo@central301.net

Amber Ballard, CVT
Program Coordinator
Phone: 224-990-7208
amber.ballard@central301.net

**AFFILIATION AGREEMENT
BETWEEN
Northern Kane County Region 110
AND**

**Bartlett Animal Hospital
for Student Veterinary Assistant Externship Experience**

THIS AGREEMENT (“Agreement”) is entered into this 26th Day, of April , 2023 by and between Bartlett Animal Hospital (“**Facility**”), the Board of Education of Central Community Unit School District No. 301 (“**District**”), and Northern Kane Region 100 (collectively the “**Parties**”).

WHEREAS, the District desires to utilize Bartlett Animal Hospital facility at 1251 Humracht Cir E, Bartlett, IL 60103 for the purpose of providing veterinary assistant practical learning and clinical experiences (see Exhibit A for program-specific requirements) to the high school students of the District and the high school students of the other school districts in Northern Kane Region 110 (an intergovernmental agreement between Community Unit School District 300, Community Unit School District 301, Community Unit School District 303, and Unit School District U-46); and

WHEREAS, the Facility desires to provide such practical learning and clinical experiences to students, both as a community service and as ongoing education for its own staff.

NOW, THEREFORE, it is understood and agreed upon by the parties hereto as follows:

A. SCHOOL RESPONSIBILITIES:

1. Provision of foundational curriculum to students. The District shall have the total responsibility for planning and determining the adequacy of the educational experience of students in theoretical background, basic skill, professional ethics, attitude and behavior, and will assign to the Facility only those students who have satisfactorily completed the prerequisite didactic portion of the District’s curriculum.

2. Liability insurance. The Facility and each participating school district shall provide its own General Liability insurance, including but not limited to property loss and damage claims, claims for bodily injury or death, and other civil actions, claims or suits, including the defenses thereof, which may be made against the insured party. No provision of insurance or self-insurance by the District, Northern Kane County Region 110, or other participating school district shall modify, amend, or in any other way remove the immunities of public employees and local governmental entities granted in the *Local Governmental and Governmental Employees Tort Immunity Act*, 745 ILCS 10/1 et seq.

3. Designation of liaison to Facility; communications relating to clinical placements. The District and/or Northern Kane County Region 110 will designate a faculty or other professional staff member to coordinate and act as its liaison to the Facility. The

assignments to be undertaken by the students participating in the educational program will be mutually arranged and a regular exchange of information will be maintained by on-site visits when practical and by letter, email or telephone in other instances.

The District shall notify the Facility in writing of any change or proposed change of the person(s) responsible for coordinating clinical placements with the Facility.

4. School notices to students. The District shall notify each student prior to his or her arrival at the Facility that he/she is required to:

- (a) Follow the administrative policies, standards, and practices of the Facility.
- (b) Obtain medical care at his or her own expense for any injuries or illnesses sustained as a direct or indirect result of his/her affiliation with the Facility.
- (c) Provide his/her own transportation.
- (d) Report to the Facility on time and follow all established regulations during the regularly scheduled operating hours of the Facility.
- (e) Conform to the standards and practices established by the District while functioning at the Facility.
- (f) Obtain prior written approval of the Facility and the District before publishing any material relating to the clinical learning experience.
- (g) Meet the personal, ethical, and professional standards required of employees of the Facility and that are consistent with the applicable professional Code of Ethics and the applicable standards of relevant accrediting or regulatory bodies.
- (h) Notify his or her home school district of any medical conditions which may affect participation at the Facility.

B. FACILITY RESPONSIBILITIES:

1. Provision of facilities for supervised experiences. Subject to the provisions of Section C.2 of this Agreement, the Facility agrees to make the appropriate facilities available to the District in order for the District to provide supervised clinical experiences to students. Such facilities shall include a safe working environment conducive to the learning process of the students as intended by the terms of this Agreement and conforming to customary Facility procedures. Students shall be supervised by qualified Facility staff at all times.

2. Facility rules applicable to students during clinical assignments. Students are to remain subject to the authority, policies, and regulations imposed by the District and, during periods of clinical assignment, students will be subject to all rules and regulations

of the Facility and imposed by the Facility on its employees and agents with regard to following the administrative policies, standards, and practices of the Facility. The Facility must notify the District in advance of any specific requirements for the Facility, such as dress code, uniforms, or other workplace rules.

3. Emergency treatment of students. In case of emergency at a non-hospital site, standard procedure will be followed. The District may provide the Facility with specific protocols to be followed for emergency treatment of an individual student, if necessary. The Facility shall immediately notify the District liaison of any student injury or other emergency involving students. It is the student's responsibility to bear the cost of the emergency treatment.

4. Designation of liaison to the District; communications relating to placements. The Facility shall designate a liaison responsible for coordinating the placements. That person shall maintain contact with the District's designated liaison person to assure mutual participation in and surveillance of the program. The Facility shall notify the District in writing of any change or proposed change of the person(s) responsible for coordinating the placements.

5. School Tour of Facility. The Facility shall, on reasonable request, permit a tour of its clinical facilities and services available and other items pertaining to clinical learning experiences, by representatives of the District and agencies charged with responsibility for approval of the facilities or accreditation of the curriculum.

6. Provision of Relevant Facility policies. The Facility shall provide the student(s) and the District the Facility's administrative policies, standards, and practices with which the students must comply relevant to the placement.

7. Facility Transportation and Use of Mobile Units. The Facility must obtain advance written permission from the District for transportation of students by the Facility or its staff or for student participation in any mobile veterinary unit. Such permission must be signed by the Facility staff member, a District representative, the student, and the student's parent or guardian. At no time will one student be alone with any one Facility employee.

8. FERPA Compliance. The Facility shall comply with the applicable provisions of the *Family Educational Rights and Privacy Act of 1974*, 20 USC 1232 (g), otherwise known as FERPA or the Buckley Amendment, as well as the *Illinois School Student Records Act*, 105 ILCS 10/1 et seq., and shall take all measures necessary to ensure the confidentiality of any and all information in its possession regarding the District's students who train at the Facility pursuant to this agreement. The Facility shall have access to student record information (records which alone, or with other records, personally identify a student) only to the extent necessary for student participation in the program. The Facility will maintain such records as confidential records and shall not disclose them to third parties except pursuant to court order, in the case of an emergency, or with consent of the District or student and parent/guardian. At the conclusion of a student's participation in the program, the Facility shall return all student records in its

possession to the District or, at the District's request, directly to the student's home school district if other than the District.

C. OTHER RESPONSIBILITIES:

1. Compliance with client/patient privacy laws. The District agrees to abide by and require that its participating faculty and students abide by all applicable state and federal laws, rules and regulations regarding client/patient privacy, including but not limited to, laws relating to consumer financial information. Students shall be required to comply with the Facility's policies and procedures regarding the confidentiality of client/patient information and the use of all such information. The Facility will notify the District and students of the foregoing laws and policies applicable to the Facility program. The Parties shall notify one another if there are known breaches of this confidentiality.

The District will advise students that dissemination or public posting of any client/patient information through social media or other means will be prohibited.

2. Determination of instructional period. The course of instruction will cover a period of time as arranged between the District and the Facility. The starting clinical date will begin on August 1st, 2023 with the last clinical on July 31st, 2024 .

3. Determination of number of participating students. The number of students eligible to participate in the clinical placement will be determined, and may be changed, by mutual agreement of the Parties. For certain clinical programs, IDPH regulations may limit the maximum number of students per sessions. Notwithstanding the foregoing, the Facility and the District agree and understand that the availability of clinical placements at the Facility during the term of this Agreement may periodically be affected by a variety of factors. In such event, the Facility may reduce the number of students eligible to participate in the clinical education program with prior notice to the District and adequate time for the District to reassign the student(s) to another clinical site. The Facility agrees further to accommodate students of the District who are similarly displaced from other clinical affiliates of the District to the extent that clinical space is available at the Facility.

4. Evaluation of students' experiences. Evaluation of the clinical learning experiences of the students will be accomplished jointly by the appropriate school district staff. The Parties agree that a clinical supervisor must be present throughout the entire time the students are present. Each student must be paired with a Facility staff member and supervised at all times. These Facility staff members will complete evaluations of the student she or he supervises, including but not limited to, evaluating the student's professionalism and personal attributes related to performance of outline skills. Specifically, the supervising Certified Veterinary Technician or Licensed Veterinarian must sign off on all performed skills listed on the Evaluation Form attached to this Agreement as Exhibit A. The Facility staff and the District's externship coordinator will communicate on a regular basis for the purpose of reviewing and evaluating current clinical experiences offered to students.

5. Removal of students.

(a) The District has the right to remove a student from a clinical education program. The District shall notify the Facility of such removal in writing.

(b) The Facility may immediately remove any student participating in a clinical education program from the Facility's premises for behavior that the Facility deems to be an immediate threat to the health or welfare of its clients/patients, staff members, visitors, or operations. In such an event, the Facility shall notify the relevant District staff member in writing of its actions and the reasons for its actions as soon as practicable. If the Facility desires to remove a student for any other reason, it shall notify the relevant District staff member in writing of the reasons for the removal and shall consult with that individual before removing the student.

D. TERM OF AGREEMENT:

The term of this Agreement shall be for one (1) year, to commence on 1st Day of July, 2023 . Either party may terminate this Agreement at any time, with or without cause, upon ninety (90) days prior written notice to the other party. In the event that this Agreement is not renewed for a subsequent term, students who are participating in the clinical learning experiences at the time of termination shall be allowed to complete such assignment under the terms and conditions herein set forth.

E. ADDITIONAL TERMS:

1. **Stipulations as to liability.** Subject to applicable state law, neither party to this Agreement shall be legally liable for the consequences, whether bodily injury or property damage, occasioned by an act, omission, or neglect chargeable to the other party. Where Worker's Compensation or other obligation for payment of benefits may arise, this Agreement shall neither enlarge nor diminish such obligation.

2. **Criminal Background Screening:** Facility staff who come to the District schools to work with students will need to comply with the District's onsite security protocols, including sex offender and criminal background screening.

3. **Assignment of Agreement.** This Agreement may not be assigned without the prior written consent of the other party, which will not be unreasonably withheld.

4. **Entire Agreement.** This Agreement supersedes any and all other agreements, either oral or written, between the parties hereto with respect to the subject matter hereof. No changes or modifications of this Agreement shall be valid unless the same are in writing and signed by the parties. No waiver of any provisions of this Agreement shall be valid unless in writing and signed by the parties.

5. **Severability.** If any provision of this Agreement or the application thereof to any person or situation shall, to any extent, be held invalid or unenforceable, the remainder of

this Agreement, and the application of such provision to persons or situations other than those to which it shall have been held invalid or unenforceable, shall not be affected thereby, but shall continue valid and enforceable to the fullest extent permitted by law.

6. Employment Status. No assigned student or District faculty member under this Agreement shall in any way be considered an employee or agent of the Facility nor shall any such student or faculty member be entitled to any compensation, fringe benefits, Worker's Compensation, disability benefits, or other rights normally afforded to employees of the Facility. The students shall not at any time replace or substitute for any employee at the Facility or perform any of the duties normally performed by an employee of the Facility, except as such duties are part of the students' training or learning experience.

7. Notice to Parties. Any notice, demand, or request required or permitted to be given under the provisions of this Agreement shall be in writing and shall be deemed to have been duly given under the earlier of (a) the date actually received by the party in question, by whatever means and however addressed, or (b) the date sent by facsimile (receipt confirmed), or on the date of personal delivery, if delivered by hand, or on the date signed for if sent by an overnight delivery service, to the following addresses, or to such other address as either party may request, in the case of the District, by notifying the Facility, and in the case of the Facility, by notifying the District, or to such other addresses as the parties may specify in writing from time to time:

If to the Facility:

Bartlett Animal Hospital
1251 Humbracht Cir E
Bartlett, IL 60103

If to the District:

275 South Street
Burlington IL, 60109
Program in Career and Technical Education
Attention: Career and Technical Education Department
Facsimile: (847)464-6021

8. Governing Law. This Agreement shall be construed and enforced in accordance with the laws of the State of Illinois, without regard to the conflict of laws provisions thereof.

9. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one and the same instrument.

10. No Third-Party Beneficiaries. This Agreement shall inure exclusively to the benefit of and be binding upon the parties hereto and their respective successors, assigns,

executors and legal representatives. Nothing in this Agreement, expressed or implied, is intended to confer on any person other than the parties hereto or their respective successors and assigns any rights, remedies, obligations or liabilities under or by reason of this Agreement.

11. Agreement binding on parties successors and assigns. This Agreement shall be binding upon the District and the Facility, their successors, employees, agents and assigns, during the initial term of this Agreement and any extensions thereof.


12. Captions for reference only. The captions contained in this Agreement are for convenience of reference only and do not define, describe, or limit the scope or intent of this Agreement or any of its provisions.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed in their respective corporate names by duly authorized officers, all on the day and year first set forth above.

For and on behalf of:

Veterinary Facility:
Bartlett Animal Hospital

Board of Education,
Central Community Unit School District 301

Signature:  _____

Signature: _____

Printed Name: Stacy Potter

Printed Name: _____

Title: Practice Manager

Title: _____

Date: 5/8/2023

Date: _____

Northern Kane Region 110
By Its Administrative District
District __CUSD 301__

Signature: _____

Printed Name: _____

Title: _____

Date: _____

EXHIBIT A
STUDENT EVALUATION FORM

[TO BE ATTACHED]

Standard Affiliation Agreement

Dear Batavia Animal Clinic

Thank you for allowing our students to complete their required externship hours at your facility.

Prior to our students beginning their externship visits at your facility, we will need this Affiliation Agreement completed. Please review this Affiliation Agreement document and place an electronic signature in the designated area. Once all required signatures are obtained, an electronic copy of this document will be shared with you for your records.

Please reach out with any questions or concerns you have regarding this document.

Thank you,
Izzy Castillo
Work Based Learning Specialist
Phone: 224-990-7093
isaul.castillo@central301.net

Amber Ballard, CVT
Program Coordinator
Phone: 224-990-7208
amber.ballard@central301.net

**AFFILIATION AGREEMENT
BETWEEN
Northern Kane County Region 110
AND**

Batavia Animal Clinic
for Student Veterinary Assistant Externship Experience

THIS AGREEMENT (“Agreement”) is entered into this 26th Day, of April , 2023 by and between Batavia Animal Clinic (“**Facility**”), the Board of Education of Central Community Unit School District No. 301 (“**District**”), and Northern Kane Region 100 (collectively the “**Parties**”).

WHEREAS, the District desires to utilize Batavia Animal Clinic facility at 139 1St Street, Batavia, IL 60510 for the purpose of providing veterinary assistant practical learning and clinical experiences (see Exhibit A for program-specific requirements) to the high school students of the District and the high school students of the other school districts in Northern Kane Region 110 (an intergovernmental agreement between Community Unit School District 300, Community Unit School District 301, Community Unit School District 303, and Unit School District U-46); and

WHEREAS, the Facility desires to provide such practical learning and clinical experiences to students, both as a community service and as ongoing education for its own staff.

NOW, THEREFORE, it is understood and agreed upon by the parties hereto as follows:

A. SCHOOL RESPONSIBILITIES:

1. Provision of foundational curriculum to students. The District shall have the total responsibility for planning and determining the adequacy of the educational experience of students in theoretical background, basic skill, professional ethics, attitude and behavior, and will assign to the Facility only those students who have satisfactorily completed the prerequisite didactic portion of the District’s curriculum.

2. Liability insurance. The Facility and each participating school district shall provide its own General Liability insurance, including but not limited to property loss and damage claims, claims for bodily injury or death, and other civil actions, claims or suits, including the defenses thereof, which may be made against the insured party. No provision of insurance or self-insurance by the District, Northern Kane County Region 110, or other participating school district shall modify, amend, or in any other way remove the immunities of public employees and local governmental entities granted in the *Local Governmental and Governmental Employees Tort Immunity Act*, 745 ILCS 10/1 et seq.

3. Designation of liaison to Facility; communications relating to clinical placements. The District and/or Northern Kane County Region 110 will designate a faculty or other professional staff member to coordinate and act as its liaison to the Facility. The

assignments to be undertaken by the students participating in the educational program will be mutually arranged and a regular exchange of information will be maintained by on-site visits when practical and by letter, email or telephone in other instances.

The District shall notify the Facility in writing of any change or proposed change of the person(s) responsible for coordinating clinical placements with the Facility.

4. School notices to students. The District shall notify each student prior to his or her arrival at the Facility that he/she is required to:

- (a) Follow the administrative policies, standards, and practices of the Facility.
- (b) Obtain medical care at his or her own expense for any injuries or illnesses sustained as a direct or indirect result of his/her affiliation with the Facility.
- (c) Provide his/her own transportation.
- (d) Report to the Facility on time and follow all established regulations during the regularly scheduled operating hours of the Facility.
- (e) Conform to the standards and practices established by the District while functioning at the Facility.
- (f) Obtain prior written approval of the Facility and the District before publishing any material relating to the clinical learning experience.
- (g) Meet the personal, ethical, and professional standards required of employees of the Facility and that are consistent with the applicable professional Code of Ethics and the applicable standards of relevant accrediting or regulatory bodies.
- (h) Notify his or her home school district of any medical conditions which may affect participation at the Facility.

B. FACILITY RESPONSIBILITIES:

1. Provision of facilities for supervised experiences. Subject to the provisions of Section C.2 of this Agreement, the Facility agrees to make the appropriate facilities available to the District in order for the District to provide supervised clinical experiences to students. Such facilities shall include a safe working environment conducive to the learning process of the students as intended by the terms of this Agreement and conforming to customary Facility procedures. Students shall be supervised by qualified Facility staff at all times.

2. Facility rules applicable to students during clinical assignments. Students are to remain subject to the authority, policies, and regulations imposed by the District and, during periods of clinical assignment, students will be subject to all rules and regulations

of the Facility and imposed by the Facility on its employees and agents with regard to following the administrative policies, standards, and practices of the Facility. The Facility must notify the District in advance of any specific requirements for the Facility, such as dress code, uniforms, or other workplace rules.

3. Emergency treatment of students. In case of emergency at a non-hospital site, standard procedure will be followed. The District may provide the Facility with specific protocols to be followed for emergency treatment of an individual student, if necessary. The Facility shall immediately notify the District liaison of any student injury or other emergency involving students. It is the student's responsibility to bear the cost of the emergency treatment.

4. Designation of liaison to the District; communications relating to placements. The Facility shall designate a liaison responsible for coordinating the placements. That person shall maintain contact with the District's designated liaison person to assure mutual participation in and surveillance of the program. The Facility shall notify the District in writing of any change or proposed change of the person(s) responsible for coordinating the placements.

5. School Tour of Facility. The Facility shall, on reasonable request, permit a tour of its clinical facilities and services available and other items pertaining to clinical learning experiences, by representatives of the District and agencies charged with responsibility for approval of the facilities or accreditation of the curriculum.

6. Provision of Relevant Facility policies. The Facility shall provide the student(s) and the District the Facility's administrative policies, standards, and practices with which the students must comply relevant to the placement.

7. Facility Transportation and Use of Mobile Units. The Facility must obtain advance written permission from the District for transportation of students by the Facility or its staff or for student participation in any mobile veterinary unit. Such permission must be signed by the Facility staff member, a District representative, the student, and the student's parent or guardian. At no time will one student be alone with any one Facility employee.

8. FERPA Compliance. The Facility shall comply with the applicable provisions of the *Family Educational Rights and Privacy Act of 1974*, 20 USC 1232 (g), otherwise known as FERPA or the Buckley Amendment, as well as the *Illinois School Student Records Act*, 105 ILCS 10/1 et seq., and shall take all measures necessary to ensure the confidentiality of any and all information in its possession regarding the District's students who train at the Facility pursuant to this agreement. The Facility shall have access to student record information (records which alone, or with other records, personally identify a student) only to the extent necessary for student participation in the program. The Facility will maintain such records as confidential records and shall not disclose them to third parties except pursuant to court order, in the case of an emergency, or with consent of the District or student and parent/guardian. At the conclusion of a student's participation in the program, the Facility shall return all student records in its

possession to the District or, at the District's request, directly to the student's home school district if other than the District.

C. OTHER RESPONSIBILITIES:

1. **Compliance with client/patient privacy laws.** The District agrees to abide by and require that its participating faculty and students abide by all applicable state and federal laws, rules and regulations regarding client/patient privacy, including but not limited to, laws relating to consumer financial information. Students shall be required to comply with the Facility's policies and procedures regarding the confidentiality of client/patient information and the use of all such information. The Facility will notify the District and students of the foregoing laws and policies applicable to the Facility program. The Parties shall notify one another if there are known breaches of this confidentiality.

The District will advise students that dissemination or public posting of any client/patient information through social media or other means will be prohibited.

2. **Determination of instructional period.** The course of instruction will cover a period of time as arranged between the District and the Facility. The starting clinical date will begin on August 1st, 2023 with the last clinical on July 31st, 2024 .

3. **Determination of number of participating students.** The number of students eligible to participate in the clinical placement will be determined, and may be changed, by mutual agreement of the Parties. For certain clinical programs, IDPH regulations may limit the maximum number of students per sessions. Notwithstanding the foregoing, the Facility and the District agree and understand that the availability of clinical placements at the Facility during the term of this Agreement may periodically be affected by a variety of factors. In such event, the Facility may reduce the number of students eligible to participate in the clinical education program with prior notice to the District and adequate time for the District to reassign the student(s) to another clinical site. The Facility agrees further to accommodate students of the District who are similarly displaced from other clinical affiliates of the District to the extent that clinical space is available at the Facility.

4. **Evaluation of students' experiences.** Evaluation of the clinical learning experiences of the students will be accomplished jointly by the appropriate school district staff. The Parties agree that a clinical supervisor must be present throughout the entire time the students are present. Each student must be paired with a Facility staff member and supervised at all times. These Facility staff members will complete evaluations of the student she or he supervises, including but not limited to, evaluating the student's professionalism and personal attributes related to performance of outline skills. Specifically, the supervising Certified Veterinary Technician or Licensed Veterinarian must sign off on all performed skills listed on the Evaluation Form attached to this Agreement as Exhibit A. The Facility staff and the District's externship coordinator will communicate on a regular basis for the purpose of reviewing and evaluating current clinical experiences offered to students.

5. Removal of students.

(a) The District has the right to remove a student from a clinical education program. The District shall notify the Facility of such removal in writing.

(b) The Facility may immediately remove any student participating in a clinical education program from the Facility's premises for behavior that the Facility deems to be an immediate threat to the health or welfare of its clients/patients, staff members, visitors, or operations. In such an event, the Facility shall notify the relevant District staff member in writing of its actions and the reasons for its actions as soon as practicable. If the Facility desires to remove a student for any other reason, it shall notify the relevant District staff member in writing of the reasons for the removal and shall consult with that individual before removing the student.

D. TERM OF AGREEMENT:

The term of this Agreement shall be for one (1) year, to commence on 1st Day of July, 2023 . Either party may terminate this Agreement at any time, with or without cause, upon ninety (90) days prior written notice to the other party. In the event that this Agreement is not renewed for a subsequent term, students who are participating in the clinical learning experiences at the time of termination shall be allowed to complete such assignment under the terms and conditions herein set forth.

E. ADDITIONAL TERMS:

1. **Stipulations as to liability.** Subject to applicable state law, neither party to this Agreement shall be legally liable for the consequences, whether bodily injury or property damage, occasioned by an act, omission, or neglect chargeable to the other party. Where Worker's Compensation or other obligation for payment of benefits may arise, this Agreement shall neither enlarge nor diminish such obligation.

2. **Criminal Background Screening:** Facility staff who come to the District schools to work with students will need to comply with the District's onsite security protocols, including sex offender and criminal background screening.

3. **Assignment of Agreement.** This Agreement may not be assigned without the prior written consent of the other party, which will not be unreasonably withheld.

4. **Entire Agreement.** This Agreement supersedes any and all other agreements, either oral or written, between the parties hereto with respect to the subject matter hereof. No changes or modifications of this Agreement shall be valid unless the same are in writing and signed by the parties. No waiver of any provisions of this Agreement shall be valid unless in writing and signed by the parties.

5. **Severability.** If any provision of this Agreement or the application thereof to any person or situation shall, to any extent, be held invalid or unenforceable, the remainder of

this Agreement, and the application of such provision to persons or situations other than those to which it shall have been held invalid or unenforceable, shall not be affected thereby, but shall continue valid and enforceable to the fullest extent permitted by law.

6. Employment Status. No assigned student or District faculty member under this Agreement shall in any way be considered an employee or agent of the Facility nor shall any such student or faculty member be entitled to any compensation, fringe benefits, Worker's Compensation, disability benefits, or other rights normally afforded to employees of the Facility. The students shall not at any time replace or substitute for any employee at the Facility or perform any of the duties normally performed by an employee of the Facility, except as such duties are part of the students' training or learning experience.

7. Notice to Parties. Any notice, demand, or request required or permitted to be given under the provisions of this Agreement shall be in writing and shall be deemed to have been duly given under the earlier of (a) the date actually received by the party in question, by whatever means and however addressed, or (b) the date sent by facsimile (receipt confirmed), or on the date of personal delivery, if delivered by hand, or on the date signed for if sent by an overnight delivery service, to the following addresses, or to such other address as either party may request, in the case of the District, by notifying the Facility, and in the case of the Facility, by notifying the District, or to such other addresses as the parties may specify in writing from time to time:

If to the Facility:

Batavia Animal Clinic
139 1st Street
Batavia, IL 60510

If to the District:

275 South Street
Burlington IL, 60109
Program in Career and Technical Education
Attention: Career and Technical Education Department
Facsimile: (847)464-6021

8. Governing Law. This Agreement shall be construed and enforced in accordance with the laws of the State of Illinois, without regard to the conflict of laws provisions thereof.

9. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one and the same instrument.

10. No Third-Party Beneficiaries. This Agreement shall inure exclusively to the benefit of and be binding upon the parties hereto and their respective successors, assigns,

executors and legal representatives. Nothing in this Agreement, expressed or implied, is intended to confer on any person other than the parties hereto or their respective successors and assigns any rights, remedies, obligations or liabilities under or by reason of this Agreement.

11. Agreement binding on parties successors and assigns. This Agreement shall be binding upon the District and the Facility, their successors, employees, agents and assigns, during the initial term of this Agreement and any extensions thereof.

12. Captions for reference only. The captions contained in this Agreement are for convenience of reference only and do not define, describe, or limit the scope or intent of this Agreement or any of its provisions.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed in their respective corporate names by duly authorized officers, all on the day and year first set forth above.

For and on behalf of:

Veterinary Facility:
Batavia Animal Clinic

Board of Education,
Central Community Unit School District 301

Signature: *Alecia Mieland*

Signature: _____

Printed Name: Alecia Mieland

Printed Name: _____

Title: Office Manager

Title: _____

Date: 4/27/2023

Date: _____

Northern Kane Region 110
By Its Administrative District
District __CUSD 301__

Signature: _____

Printed Name: _____

Title: _____

Date: _____

EXHIBIT A
STUDENT EVALUATION FORM

[TO BE ATTACHED]

Standard Affiliation Agreement

Dear Carol Stream Animal Hospital

Thank you for allowing our students to complete their required externship hours at your facility.

Prior to our students beginning their externship visits at your facility, we will need this Affiliation Agreement completed. Please review this Affiliation Agreement document and place an electronic signature in the designated area. Once all required signatures are obtained, an electronic copy of this document will be shared with you for your records.

Please reach out with any questions or concerns you have regarding this document.

Thank you,
Izzy Castillo
Work Based Learning Specialist
Phone: 224-990-7093
isaul.castillo@central301.net

Amber Ballard, CVT
Program Coordinator
Phone: 224-990-7208
amber.ballard@central301.net

**AFFILIATION AGREEMENT
BETWEEN
Northern Kane County Region 110
AND**

Carol Stream Animal Hospital
for Student Veterinary Assistant Externship Experience

THIS AGREEMENT (“Agreement”) is entered into this 26th Day, of April , 2023 by and between Carol Stream Animal Hospital (“**Facility**”), the Board of Education of Central Community Unit School District No. 301 (“**District**”), and Northern Kane Region 100 (collectively the “**Parties**”).

WHEREAS, the District desires to utilize Carol Stream Animal Hospital facility at 140 W Elk Trail, Carol Stream, IL 60188 for the purpose of providing veterinary assistant practical learning and clinical experiences (see Exhibit A for program-specific requirements) to the high school students of the District and the high school students of the other school districts in Northern Kane Region 110 (an intergovernmental agreement between Community Unit School District 300, Community Unit School District 301, Community Unit School District 303, and Unit School District U-46); and

WHEREAS, the Facility desires to provide such practical learning and clinical experiences to students, both as a community service and as ongoing education for its own staff.

NOW, THEREFORE, it is understood and agreed upon by the parties hereto as follows:

A. SCHOOL RESPONSIBILITIES:

1. **Provision of foundational curriculum to students.** The District shall have the total responsibility for planning and determining the adequacy of the educational experience of students in theoretical background, basic skill, professional ethics, attitude and behavior, and will assign to the Facility only those students who have satisfactorily completed the prerequisite didactic portion of the District’s curriculum.

2. **Liability insurance.** The Facility and each participating school district shall provide its own General Liability insurance, including but not limited to property loss and damage claims, claims for bodily injury or death, and other civil actions, claims or suits, including the defenses thereof, which may be made against the insured party. No provision of insurance or self-insurance by the District, Northern Kane County Region 110, or other participating school district shall modify, amend, or in any other way remove the immunities of public employees and local governmental entities granted in the *Local Governmental and Governmental Employees Tort Immunity Act, 745 ILCS 10/1 et seq.*

3. **Designation of liaison to Facility; communications relating to clinical placements.** The District and/or Northern Kane County Region 110 will designate a faculty or other professional staff member to coordinate and act as its liaison to the Facility. The

assignments to be undertaken by the students participating in the educational program will be mutually arranged and a regular exchange of information will be maintained by on-site visits when practical and by letter, email or telephone in other instances.

The District shall notify the Facility in writing of any change or proposed change of the person(s) responsible for coordinating clinical placements with the Facility.

4. School notices to students. The District shall notify each student prior to his or her arrival at the Facility that he/she is required to:

- (a) Follow the administrative policies, standards, and practices of the Facility.
- (b) Obtain medical care at his or her own expense for any injuries or illnesses sustained as a direct or indirect result of his/her affiliation with the Facility.
- (c) Provide his/her own transportation.
- (d) Report to the Facility on time and follow all established regulations during the regularly scheduled operating hours of the Facility.
- (e) Conform to the standards and practices established by the District while functioning at the Facility.
- (f) Obtain prior written approval of the Facility and the District before publishing any material relating to the clinical learning experience.
- (g) Meet the personal, ethical, and professional standards required of employees of the Facility and that are consistent with the applicable professional Code of Ethics and the applicable standards of relevant accrediting or regulatory bodies.
- (h) Notify his or her home school district of any medical conditions which may affect participation at the Facility.

B. FACILITY RESPONSIBILITIES:

1. Provision of facilities for supervised experiences. Subject to the provisions of Section C.2 of this Agreement, the Facility agrees to make the appropriate facilities available to the District in order for the District to provide supervised clinical experiences to students. Such facilities shall include a safe working environment conducive to the learning process of the students as intended by the terms of this Agreement and conforming to customary Facility procedures. Students shall be supervised by qualified Facility staff at all times.

2. Facility rules applicable to students during clinical assignments. Students are to remain subject to the authority, policies, and regulations imposed by the District and, during periods of clinical assignment, students will be subject to all rules and regulations

of the Facility and imposed by the Facility on its employees and agents with regard to following the administrative policies, standards, and practices of the Facility. The Facility must notify the District in advance of any specific requirements for the Facility, such as dress code, uniforms, or other workplace rules.

3. Emergency treatment of students. In case of emergency at a non-hospital site, standard procedure will be followed. The District may provide the Facility with specific protocols to be followed for emergency treatment of an individual student, if necessary. The Facility shall immediately notify the District liaison of any student injury or other emergency involving students. It is the student's responsibility to bear the cost of the emergency treatment.

4. Designation of liaison to the District; communications relating to placements. The Facility shall designate a liaison responsible for coordinating the placements. That person shall maintain contact with the District's designated liaison person to assure mutual participation in and surveillance of the program. The Facility shall notify the District in writing of any change or proposed change of the person(s) responsible for coordinating the placements.

5. School Tour of Facility. The Facility shall, on reasonable request, permit a tour of its clinical facilities and services available and other items pertaining to clinical learning experiences, by representatives of the District and agencies charged with responsibility for approval of the facilities or accreditation of the curriculum.

6. Provision of Relevant Facility policies. The Facility shall provide the student(s) and the District the Facility's administrative policies, standards, and practices with which the students must comply relevant to the placement.

7. Facility Transportation and Use of Mobile Units. The Facility must obtain advance written permission from the District for transportation of students by the Facility or its staff or for student participation in any mobile veterinary unit. Such permission must be signed by the Facility staff member, a District representative, the student, and the student's parent or guardian. At no time will one student be alone with any one Facility employee.

8. FERPA Compliance. The Facility shall comply with the applicable provisions of the *Family Educational Rights and Privacy Act of 1974*, 20 USC 1232 (g), otherwise known as FERPA or the Buckley Amendment, as well as the *Illinois School Student Records Act*, 105 ILCS 10/1 et seq., and shall take all measures necessary to ensure the confidentiality of any and all information in its possession regarding the District's students who train at the Facility pursuant to this agreement. The Facility shall have access to student record information (records which alone, or with other records, personally identify a student) only to the extent necessary for student participation in the program. The Facility will maintain such records as confidential records and shall not disclose them to third parties except pursuant to court order, in the case of an emergency, or with consent of the District or student and parent/guardian. At the conclusion of a student's participation in the program, the Facility shall return all student records in its

possession to the District or, at the District's request, directly to the student's home school district if other than the District.

C. OTHER RESPONSIBILITIES:

1. Compliance with client/patient privacy laws. The District agrees to abide by and require that its participating faculty and students abide by all applicable state and federal laws, rules and regulations regarding client/patient privacy, including but not limited to, laws relating to consumer financial information. Students shall be required to comply with the Facility's policies and procedures regarding the confidentiality of client/patient information and the use of all such information. The Facility will notify the District and students of the foregoing laws and policies applicable to the Facility program. The Parties shall notify one another if there are known breaches of this confidentiality.

The District will advise students that dissemination or public posting of any client/patient information through social media or other means will be prohibited.

2. Determination of instructional period. The course of instruction will cover a period of time as arranged between the District and the Facility. The starting clinical date will begin on August 1st, 2023 with the last clinical on July 31st, 2024 .

3. Determination of number of participating students. The number of students eligible to participate in the clinical placement will be determined, and may be changed, by mutual agreement of the Parties. For certain clinical programs, IDPH regulations may limit the maximum number of students per sessions. Notwithstanding the foregoing, the Facility and the District agree and understand that the availability of clinical placements at the Facility during the term of this Agreement may periodically be affected by a variety of factors. In such event, the Facility may reduce the number of students eligible to participate in the clinical education program with prior notice to the District and adequate time for the District to reassign the student(s) to another clinical site. The Facility agrees further to accommodate students of the District who are similarly displaced from other clinical affiliates of the District to the extent that clinical space is available at the Facility.

4. Evaluation of students' experiences. Evaluation of the clinical learning experiences of the students will be accomplished jointly by the appropriate school district staff. The Parties agree that a clinical supervisor must be present throughout the entire time the students are present. Each student must be paired with a Facility staff member and supervised at all times. These Facility staff members will complete evaluations of the student she or he supervises, including but not limited to, evaluating the student's professionalism and personal attributes related to performance of outline skills. Specifically, the supervising Certified Veterinary Technician or Licensed Veterinarian must sign off on all performed skills listed on the Evaluation Form attached to this Agreement as Exhibit A. The Facility staff and the District's externship coordinator will communicate on a regular basis for the purpose of reviewing and evaluating current clinical experiences offered to students.

5. Removal of students.

(a) The District has the right to remove a student from a clinical education program. The District shall notify the Facility of such removal in writing.

(b) The Facility may immediately remove any student participating in a clinical education program from the Facility's premises for behavior that the Facility deems to be an immediate threat to the health or welfare of its clients/patients, staff members, visitors, or operations. In such an event, the Facility shall notify the relevant District staff member in writing of its actions and the reasons for its actions as soon as practicable. If the Facility desires to remove a student for any other reason, it shall notify the relevant District staff member in writing of the reasons for the removal and shall consult with that individual before removing the student.

D. TERM OF AGREEMENT:

The term of this Agreement shall be for one (1) year, to commence on 1st Day of July, 2023 . Either party may terminate this Agreement at any time, with or without cause, upon ninety (90) days prior written notice to the other party. In the event that this Agreement is not renewed for a subsequent term, students who are participating in the clinical learning experiences at the time of termination shall be allowed to complete such assignment under the terms and conditions herein set forth.

E. ADDITIONAL TERMS:

1. **Stipulations as to liability.** Subject to applicable state law, neither party to this Agreement shall be legally liable for the consequences, whether bodily injury or property damage, occasioned by an act, omission, or neglect chargeable to the other party. Where Worker's Compensation or other obligation for payment of benefits may arise, this Agreement shall neither enlarge nor diminish such obligation.

2. **Criminal Background Screening:** Facility staff who come to the District schools to work with students will need to comply with the District's onsite security protocols, including sex offender and criminal background screening.

3. **Assignment of Agreement.** This Agreement may not be assigned without the prior written consent of the other party, which will not be unreasonably withheld.

4. **Entire Agreement.** This Agreement supersedes any and all other agreements, either oral or written, between the parties hereto with respect to the subject matter hereof. No changes or modifications of this Agreement shall be valid unless the same are in writing and signed by the parties. No waiver of any provisions of this Agreement shall be valid unless in writing and signed by the parties.

5. **Severability.** If any provision of this Agreement or the application thereof to any person or situation shall, to any extent, be held invalid or unenforceable, the remainder of

this Agreement, and the application of such provision to persons or situations other than those to which it shall have been held invalid or unenforceable, shall not be affected thereby, but shall continue valid and enforceable to the fullest extent permitted by law.

6. **Employment Status.** No assigned student or District faculty member under this Agreement shall in any way be considered an employee or agent of the Facility nor shall any such student or faculty member be entitled to any compensation, fringe benefits, Worker's Compensation, disability benefits, or other rights normally afforded to employees of the Facility. The students shall not at any time replace or substitute for any employee at the Facility or perform any of the duties normally performed by an employee of the Facility, except as such duties are part of the students' training or learning experience.

7. **Notice to Parties.** Any notice, demand, or request required or permitted to be given under the provisions of this Agreement shall be in writing and shall be deemed to have been duly given under the earlier of (a) the date actually received by the party in question, by whatever means and however addressed, or (b) the date sent by facsimile (receipt confirmed), or on the date of personal delivery, if delivered by hand, or on the date signed for if sent by an overnight delivery service, to the following addresses, or to such other address as either party may request, in the case of the District, by notifying the Facility, and in the case of the Facility, by notifying the District, or to such other addresses as the parties may specify in writing from time to time:

If to the Facility:

Carol Stream Animal
Hospital
140 W Elk Trail
Carol Stream, IL 60188

If to the District:

275 South Street
Burlington IL, 60109
Program in Career and Technical Education
Attention: Career and Technical Education Department
Facsimile: (847)464-6021

8. **Governing Law.** This Agreement shall be construed and enforced in accordance with the laws of the State of Illinois, without regard to the conflict of laws provisions thereof.

9. **Counterparts.** This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one and the same instrument.

10. **No Third-Party Beneficiaries.** This Agreement shall inure exclusively to the benefit of and be binding upon the parties hereto and their respective successors, assigns,

executors and legal representatives. Nothing in this Agreement, expressed or implied, is intended to confer on any person other than the parties hereto or their respective successors and assigns any rights, remedies, obligations or liabilities under or by reason of this Agreement.

11. Agreement binding on parties successors and assigns. This Agreement shall be binding upon the District and the Facility, their successors, employees, agents and assigns, during the initial term of this Agreement and any extensions thereof.

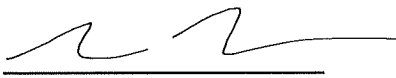
12. Captions for reference only. The captions contained in this Agreement are for convenience of reference only and do not define, describe, or limit the scope or intent of this Agreement or any of its provisions.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed in their respective corporate names by duly authorized officers, all on the day and year first set forth above.

For and on behalf of:

Veterinary Facility:
Carol Stream Animal Hospital

Board of Education,
Central Community Unit School District 301

Signature:  _____

Signature: _____

Printed Name: Mondrian ontreras

Printed Name: _____

Title: Owner/Veterinarian

Title: _____

Date: 5/1/2023

Date: _____

Northern Kane Region 110
By Its Administrative District
District __CUSD 301__

Signature: _____

Printed Name: _____

Title: _____

Date: _____

EXHIBIT A
STUDENT EVALUATION FORM

[TO BE ATTACHED]

Standard Affiliation Agreement

Dear Cobb & Co Veterinary Clinic

Thank you for allowing our students to complete their required externship hours at your facility.

Prior to our students beginning their externship visits at your facility, we will need this Affiliation Agreement completed. Please review this Affiliation Agreement document and place an electronic signature in the designated area. Once all required signatures are obtained, an electronic copy of this document will be shared with you for your records.

Please reach out with any questions or concerns you have regarding this document.

Thank you,
Izzy Castillo
Work Based Learning Specialist
Phone: 224-990-7093
isaul.castillo@central301.net

Amber Ballard, CVT
Program Coordinator
Phone: 224-990-7208
amber.ballard@central301.net

**AFFILIATION AGREEMENT
BETWEEN
Northern Kane County Region 110
AND**

Cobb & Co Veterinary Clinic
for Student Veterinary Assistant Externship Experience

THIS AGREEMENT (“Agreement”) is entered into this 26th Day, of April , 2023 by and between Cobb & Co Veterinary Clinic (“**Facility**”), the Board of Education of Central Community Unit School District No. 301 (“**District**”), and Northern Kane Region 100 (collectively the “**Parties**”).

WHEREAS, the District desires to utilize Cobb & Co Veterinary Clinic facility at 790 Summit Street, Elgin, IL 60120 for the purpose of providing veterinary assistant practical learning and clinical experiences (see Exhibit A for program-specific requirements) to the high school students of the District and the high school students of the other school districts in Northern Kane Region 110 (an intergovernmental agreement between Community Unit School District 300, Community Unit School District 301, Community Unit School District 303, and Unit School District U-46); and

WHEREAS, the Facility desires to provide such practical learning and clinical experiences to students, both as a community service and as ongoing education for its own staff.

NOW, THEREFORE, it is understood and agreed upon by the parties hereto as follows:

A. SCHOOL RESPONSIBILITIES:

1. Provision of foundational curriculum to students. The District shall have the total responsibility for planning and determining the adequacy of the educational experience of students in theoretical background, basic skill, professional ethics, attitude and behavior, and will assign to the Facility only those students who have satisfactorily completed the prerequisite didactic portion of the District’s curriculum.

2. Liability insurance. The Facility and each participating school district shall provide its own General Liability insurance, including but not limited to property loss and damage claims, claims for bodily injury or death, and other civil actions, claims or suits, including the defenses thereof, which may be made against the insured party. No provision of insurance or self-insurance by the District, Northern Kane County Region 110, or other participating school district shall modify, amend, or in any other way remove the immunities of public employees and local governmental entities granted in the *Local Governmental and Governmental Employees Tort Immunity Act*, 745 ILCS 10/1 et seq.

3. Designation of liaison to Facility; communications relating to clinical placements. The District and/or Northern Kane County Region 110 will designate a faculty or other professional staff member to coordinate and act as its liaison to the Facility. The

assignments to be undertaken by the students participating in the educational program will be mutually arranged and a regular exchange of information will be maintained by on-site visits when practical and by letter, email or telephone in other instances.

The District shall notify the Facility in writing of any change or proposed change of the person(s) responsible for coordinating clinical placements with the Facility.

4. School notices to students. The District shall notify each student prior to his or her arrival at the Facility that he/she is required to:

- (a) Follow the administrative policies, standards, and practices of the Facility.
- (b) Obtain medical care at his or her own expense for any injuries or illnesses sustained as a direct or indirect result of his/her affiliation with the Facility.
- (c) Provide his/her own transportation.
- (d) Report to the Facility on time and follow all established regulations during the regularly scheduled operating hours of the Facility.
- (e) Conform to the standards and practices established by the District while functioning at the Facility.
- (f) Obtain prior written approval of the Facility and the District before publishing any material relating to the clinical learning experience.
- (g) Meet the personal, ethical, and professional standards required of employees of the Facility and that are consistent with the applicable professional Code of Ethics and the applicable standards of relevant accrediting or regulatory bodies.
- (h) Notify his or her home school district of any medical conditions which may affect participation at the Facility.

B. FACILITY RESPONSIBILITIES:

1. Provision of facilities for supervised experiences. Subject to the provisions of Section C.2 of this Agreement, the Facility agrees to make the appropriate facilities available to the District in order for the District to provide supervised clinical experiences to students. Such facilities shall include a safe working environment conducive to the learning process of the students as intended by the terms of this Agreement and conforming to customary Facility procedures. Students shall be supervised by qualified Facility staff at all times.

2. Facility rules applicable to students during clinical assignments. Students are to remain subject to the authority, policies, and regulations imposed by the District and, during periods of clinical assignment, students will be subject to all rules and regulations

of the Facility and imposed by the Facility on its employees and agents with regard to following the administrative policies, standards, and practices of the Facility. The Facility must notify the District in advance of any specific requirements for the Facility, such as dress code, uniforms, or other workplace rules.

3. Emergency treatment of students. In case of emergency at a non-hospital site, standard procedure will be followed. The District may provide the Facility with specific protocols to be followed for emergency treatment of an individual student, if necessary. The Facility shall immediately notify the District liaison of any student injury or other emergency involving students. It is the student's responsibility to bear the cost of the emergency treatment.

4. Designation of liaison to the District; communications relating to placements. The Facility shall designate a liaison responsible for coordinating the placements. That person shall maintain contact with the District's designated liaison person to assure mutual participation in and surveillance of the program. The Facility shall notify the District in writing of any change or proposed change of the person(s) responsible for coordinating the placements.

5. School Tour of Facility. The Facility shall, on reasonable request, permit a tour of its clinical facilities and services available and other items pertaining to clinical learning experiences, by representatives of the District and agencies charged with responsibility for approval of the facilities or accreditation of the curriculum.

6. Provision of Relevant Facility policies. The Facility shall provide the student(s) and the District the Facility's administrative policies, standards, and practices with which the students must comply relevant to the placement.

7. Facility Transportation and Use of Mobile Units. The Facility must obtain advance written permission from the District for transportation of students by the Facility or its staff or for student participation in any mobile veterinary unit. Such permission must be signed by the Facility staff member, a District representative, the student, and the student's parent or guardian. At no time will one student be alone with any one Facility employee.

8. FERPA Compliance. The Facility shall comply with the applicable provisions of the *Family Educational Rights and Privacy Act of 1974*, 20 USC 1232 (g), otherwise known as FERPA or the Buckley Amendment, as well as the *Illinois School Student Records Act*, 105 ILCS 10/1 et seq., and shall take all measures necessary to ensure the confidentiality of any and all information in its possession regarding the District's students who train at the Facility pursuant to this agreement. The Facility shall have access to student record information (records which alone, or with other records, personally identify a student) only to the extent necessary for student participation in the program. The Facility will maintain such records as confidential records and shall not disclose them to third parties except pursuant to court order, in the case of an emergency, or with consent of the District or student and parent/guardian. At the conclusion of a student's participation in the program, the Facility shall return all student records in its

possession to the District or, at the District's request, directly to the student's home school district if other than the District.

C. OTHER RESPONSIBILITIES:

1. **Compliance with client/patient privacy laws.** The District agrees to abide by and require that its participating faculty and students abide by all applicable state and federal laws, rules and regulations regarding client/patient privacy, including but not limited to, laws relating to consumer financial information. Students shall be required to comply with the Facility's policies and procedures regarding the confidentiality of client/patient information and the use of all such information. The Facility will notify the District and students of the foregoing laws and policies applicable to the Facility program. The Parties shall notify one another if there are known breaches of this confidentiality.

The District will advise students that dissemination or public posting of any client/patient information through social media or other means will be prohibited.

2. **Determination of instructional period.** The course of instruction will cover a period of time as arranged between the District and the Facility. The starting clinical date will begin on August 1st, 2023 with the last clinical on July 31st, 2024 .

3. **Determination of number of participating students.** The number of students eligible to participate in the clinical placement will be determined, and may be changed, by mutual agreement of the Parties. For certain clinical programs, IDPH regulations may limit the maximum number of students per sessions. Notwithstanding the foregoing, the Facility and the District agree and understand that the availability of clinical placements at the Facility during the term of this Agreement may periodically be affected by a variety of factors. In such event, the Facility may reduce the number of students eligible to participate in the clinical education program with prior notice to the District and adequate time for the District to reassign the student(s) to another clinical site. The Facility agrees further to accommodate students of the District who are similarly displaced from other clinical affiliates of the District to the extent that clinical space is available at the Facility.

4. **Evaluation of students' experiences.** Evaluation of the clinical learning experiences of the students will be accomplished jointly by the appropriate school district staff. The Parties agree that a clinical supervisor must be present throughout the entire time the students are present. Each student must be paired with a Facility staff member and supervised at all times. These Facility staff members will complete evaluations of the student she or he supervises, including but not limited to, evaluating the student's professionalism and personal attributes related to performance of outline skills. Specifically, the supervising Certified Veterinary Technician or Licensed Veterinarian must sign off on all performed skills listed on the Evaluation Form attached to this Agreement as Exhibit A. The Facility staff and the District's externship coordinator will communicate on a regular basis for the purpose of reviewing and evaluating current clinical experiences offered to students.

5. Removal of students.

(a) The District has the right to remove a student from a clinical education program. The District shall notify the Facility of such removal in writing.

(b) The Facility may immediately remove any student participating in a clinical education program from the Facility's premises for behavior that the Facility deems to be an immediate threat to the health or welfare of its clients/patients, staff members, visitors, or operations. In such an event, the Facility shall notify the relevant District staff member in writing of its actions and the reasons for its actions as soon as practicable. If the Facility desires to remove a student for any other reason, it shall notify the relevant District staff member in writing of the reasons for the removal and shall consult with that individual before removing the student.

D. TERM OF AGREEMENT:

The term of this Agreement shall be for one (1) year, to commence on 1st Day of July, 2023 . Either party may terminate this Agreement at any time, with or without cause, upon ninety (90) days prior written notice to the other party. In the event that this Agreement is not renewed for a subsequent term, students who are participating in the clinical learning experiences at the time of termination shall be allowed to complete such assignment under the terms and conditions herein set forth.

E. ADDITIONAL TERMS:

1. **Stipulations as to liability.** Subject to applicable state law, neither party to this Agreement shall be legally liable for the consequences, whether bodily injury or property damage, occasioned by an act, omission, or neglect chargeable to the other party. Where Worker's Compensation or other obligation for payment of benefits may arise, this Agreement shall neither enlarge nor diminish such obligation.

2. **Criminal Background Screening:** Facility staff who come to the District schools to work with students will need to comply with the District's onsite security protocols, including sex offender and criminal background screening.

3. **Assignment of Agreement.** This Agreement may not be assigned without the prior written consent of the other party, which will not be unreasonably withheld.

4. **Entire Agreement.** This Agreement supersedes any and all other agreements, either oral or written, between the parties hereto with respect to the subject matter hereof. No changes or modifications of this Agreement shall be valid unless the same are in writing and signed by the parties. No waiver of any provisions of this Agreement shall be valid unless in writing and signed by the parties.

5. **Severability.** If any provision of this Agreement or the application thereof to any person or situation shall, to any extent, be held invalid or unenforceable, the remainder of

this Agreement, and the application of such provision to persons or situations other than those to which it shall have been held invalid or unenforceable, shall not be affected thereby, but shall continue valid and enforceable to the fullest extent permitted by law.

6. Employment Status. No assigned student or District faculty member under this Agreement shall in any way be considered an employee or agent of the Facility nor shall any such student or faculty member be entitled to any compensation, fringe benefits, Worker's Compensation, disability benefits, or other rights normally afforded to employees of the Facility. The students shall not at any time replace or substitute for any employee at the Facility or perform any of the duties normally performed by an employee of the Facility, except as such duties are part of the students' training or learning experience.

7. Notice to Parties. Any notice, demand, or request required or permitted to be given under the provisions of this Agreement shall be in writing and shall be deemed to have been duly given under the earlier of (a) the date actually received by the party in question, by whatever means and however addressed, or (b) the date sent by facsimile (receipt confirmed), or on the date of personal delivery, if delivered by hand, or on the date signed for if sent by an overnight delivery service, to the following addresses, or to such other address as either party may request, in the case of the District, by notifying the Facility, and in the case of the Facility, by notifying the District, or to such other addresses as the parties may specify in writing from time to time:

If to the Facility:

Cobb & Co Veterinary Clinic
790 Summit Street
Elgin, IL 60120

If to the District:

275 South Street
Burlington IL, 60109
Program in Career and Technical Education
Attention: Career and Technical Education Department
Facsimile: (847)464-6021

8. Governing Law. This Agreement shall be construed and enforced in accordance with the laws of the State of Illinois, without regard to the conflict of laws provisions thereof.

9. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one and the same instrument.

10. No Third-Party Beneficiaries. This Agreement shall inure exclusively to the benefit of and be binding upon the parties hereto and their respective successors, assigns,

executors and legal representatives. Nothing in this Agreement, expressed or implied, is intended to confer on any person other than the parties hereto or their respective successors and assigns any rights, remedies, obligations or liabilities under or by reason of this Agreement.

11. Agreement binding on parties successors and assigns. This Agreement shall be binding upon the District and the Facility, their successors, employees, agents and assigns, during the initial term of this Agreement and any extensions thereof.

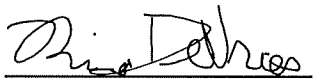
12. Captions for reference only. The captions contained in this Agreement are for convenience of reference only and do not define, describe, or limit the scope or intent of this Agreement or any of its provisions.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed in their respective corporate names by duly authorized officers, all on the day and year first set forth above.

For and on behalf of:

Veterinary Facility:
Cobb & Co Veterinary Clinic

Board of Education,
Central Community Unit School District 301

Signature: 

Signature: _____

Printed Name: Nina DeVries

Printed Name: _____

Title: Practice Manager

Title: _____

Date: 4/27/2023

Date: _____

Northern Kane Region 110
By Its Administrative District
District __CUSD 301_____

Signature: _____

Printed Name: _____

Title: _____

Date: _____

EXHIBIT A
STUDENT EVALUATION FORM

[TO BE ATTACHED]

Standard Affiliation Agreement

Dear Companion Animal Specialty and Emergency

Thank you for allowing our students to complete their required externship hours at your facility.

Prior to our students beginning their externship visits at your facility, we will need this Affiliation Agreement completed. Please review this Affiliation Agreement document and place an electronic signature in the designated area. Once all required signatures are obtained, an electronic copy of this document will be shared with you for your records.

Please reach out with any questions or concerns you have regarding this document.

Thank you,
Izzy Castillo
Work Based Learning Specialist
Phone: 224-990-7093
isaul.castillo@central301.net

Amber Ballard, CVT
Program Coordinator
Phone: 224-990-7208
amber.ballard@central301.net

**AFFILIATION AGREEMENT
BETWEEN
Northern Kane County Region 110
AND**

Companion Animal Specialty and Emergency
for Student Veterinary Assistant Externship Experience

THIS AGREEMENT (“Agreement”) is entered into this 26th Day, of April , 2023 by and between Companion Animal Specialty and Emergency (“**Facility**”), the Board of Education of Central Community Unit School District No. 301 (“**District**”), and Northern Kane Region 100 (collectively the “**Parties**”).

WHEREAS, the District desires to utilize Companion Animal Specialty and Emergency facility at 1095 Pingree Rd Ste 120, Crystal Lake, IL 60014 for the purpose of providing veterinary assistant practical learning and clinical experiences (see Exhibit A for program-specific requirements) to the high school students of the District and the high school students of the other school districts in Northern Kane Region 110 (an intergovernmental agreement between Community Unit School District 300, Community Unit School District 301, Community Unit School District 303, and Unit School District U-46); and

WHEREAS, the Facility desires to provide such practical learning and clinical experiences to students, both as a community service and as ongoing education for its own staff.

NOW, THEREFORE, it is understood and agreed upon by the parties hereto as follows:

A. SCHOOL RESPONSIBILITIES:

1. **Provision of foundational curriculum to students.** The District shall have the total responsibility for planning and determining the adequacy of the educational experience of students in theoretical background, basic skill, professional ethics, attitude and behavior, and will assign to the Facility only those students who have satisfactorily completed the prerequisite didactic portion of the District’s curriculum.

2. **Liability insurance.** The Facility and each participating school district shall provide its own General Liability insurance, including but not limited to property loss and damage claims, claims for bodily injury or death, and other civil actions, claims or suits, including the defenses thereof, which may be made against the insured party. No provision of insurance or self-insurance by the District, Northern Kane County Region 110, or other participating school district shall modify, amend, or in any other way remove the immunities of public employees and local governmental entities granted in the *Local Governmental and Governmental Employees Tort Immunity Act*, 745 ILCS 10/1 et seq.

3. **Designation of liaison to Facility; communications relating to clinical placements.** The District and/or Northern Kane County Region 110 will designate a faculty or other professional staff member to coordinate and act as its liaison to the Facility. The

assignments to be undertaken by the students participating in the educational program will be mutually arranged and a regular exchange of information will be maintained by on-site visits when practical and by letter, email or telephone in other instances.

The District shall notify the Facility in writing of any change or proposed change of the person(s) responsible for coordinating clinical placements with the Facility.

4. School notices to students. The District shall notify each student prior to his or her arrival at the Facility that he/she is required to:

- (a) Follow the administrative policies, standards, and practices of the Facility.
- (b) Obtain medical care at his or her own expense for any injuries or illnesses sustained as a direct or indirect result of his/her affiliation with the Facility.
- (c) Provide his/her own transportation.
- (d) Report to the Facility on time and follow all established regulations during the regularly scheduled operating hours of the Facility.
- (e) Conform to the standards and practices established by the District while functioning at the Facility.
- (f) Obtain prior written approval of the Facility and the District before publishing any material relating to the clinical learning experience.
- (g) Meet the personal, ethical, and professional standards required of employees of the Facility and that are consistent with the applicable professional Code of Ethics and the applicable standards of relevant accrediting or regulatory bodies.
- (h) Notify his or her home school district of any medical conditions which may affect participation at the Facility.

B. FACILITY RESPONSIBILITIES:

1. Provision of facilities for supervised experiences. Subject to the provisions of Section C.2 of this Agreement, the Facility agrees to make the appropriate facilities available to the District in order for the District to provide supervised clinical experiences to students. Such facilities shall include a safe working environment conducive to the learning process of the students as intended by the terms of this Agreement and conforming to customary Facility procedures. Students shall be supervised by qualified Facility staff at all times.

2. Facility rules applicable to students during clinical assignments. Students are to remain subject to the authority, policies, and regulations imposed by the District and, during periods of clinical assignment, students will be subject to all rules and regulations

of the Facility and imposed by the Facility on its employees and agents with regard to following the administrative policies, standards, and practices of the Facility. The Facility must notify the District in advance of any specific requirements for the Facility, such as dress code, uniforms, or other workplace rules.

3. Emergency treatment of students. In case of emergency at a non-hospital site, standard procedure will be followed. The District may provide the Facility with specific protocols to be followed for emergency treatment of an individual student, if necessary. The Facility shall immediately notify the District liaison of any student injury or other emergency involving students. It is the student's responsibility to bear the cost of the emergency treatment.

4. Designation of liaison to the District; communications relating to placements. The Facility shall designate a liaison responsible for coordinating the placements. That person shall maintain contact with the District's designated liaison person to assure mutual participation in and surveillance of the program. The Facility shall notify the District in writing of any change or proposed change of the person(s) responsible for coordinating the placements.

5. School Tour of Facility. The Facility shall, on reasonable request, permit a tour of its clinical facilities and services available and other items pertaining to clinical learning experiences, by representatives of the District and agencies charged with responsibility for approval of the facilities or accreditation of the curriculum.

6. Provision of Relevant Facility policies. The Facility shall provide the student(s) and the District the Facility's administrative policies, standards, and practices with which the students must comply relevant to the placement.

7. Facility Transportation and Use of Mobile Units. The Facility must obtain advance written permission from the District for transportation of students by the Facility or its staff or for student participation in any mobile veterinary unit. Such permission must be signed by the Facility staff member, a District representative, the student, and the student's parent or guardian. At no time will one student be alone with any one Facility employee.

8. FERPA Compliance. The Facility shall comply with the applicable provisions of the *Family Educational Rights and Privacy Act of 1974*, 20 USC 1232 (g), otherwise known as FERPA or the Buckley Amendment, as well as the *Illinois School Student Records Act*, 105 ILCS 10/1 et seq., and shall take all measures necessary to ensure the confidentiality of any and all information in its possession regarding the District's students who train at the Facility pursuant to this agreement. The Facility shall have access to student record information (records which alone, or with other records, personally identify a student) only to the extent necessary for student participation in the program. The Facility will maintain such records as confidential records and shall not disclose them to third parties except pursuant to court order, in the case of an emergency, or with consent of the District or student and parent/guardian. At the conclusion of a student's participation in the program, the Facility shall return all student records in its

possession to the District or, at the District's request, directly to the student's home school district if other than the District.

C. OTHER RESPONSIBILITIES:

1. **Compliance with client/patient privacy laws.** The District agrees to abide by and require that its participating faculty and students abide by all applicable state and federal laws, rules and regulations regarding client/patient privacy, including but not limited to, laws relating to consumer financial information. Students shall be required to comply with the Facility's policies and procedures regarding the confidentiality of client/patient information and the use of all such information. The Facility will notify the District and students of the foregoing laws and policies applicable to the Facility program. The Parties shall notify one another if there are known breaches of this confidentiality.

The District will advise students that dissemination or public posting of any client/patient information through social media or other means will be prohibited.

2. **Determination of instructional period.** The course of instruction will cover a period of time as arranged between the District and the Facility. The starting clinical date will begin on August 1st, 2023 with the last clinical on July 31st, 2024 .

3. **Determination of number of participating students.** The number of students eligible to participate in the clinical placement will be determined, and may be changed, by mutual agreement of the Parties. For certain clinical programs, IDPH regulations may limit the maximum number of students per sessions. Notwithstanding the foregoing, the Facility and the District agree and understand that the availability of clinical placements at the Facility during the term of this Agreement may periodically be affected by a variety of factors. In such event, the Facility may reduce the number of students eligible to participate in the clinical education program with prior notice to the District and adequate time for the District to reassign the student(s) to another clinical site. The Facility agrees further to accommodate students of the District who are similarly displaced from other clinical affiliates of the District to the extent that clinical space is available at the Facility.

4. **Evaluation of students' experiences.** Evaluation of the clinical learning experiences of the students will be accomplished jointly by the appropriate school district staff. The Parties agree that a clinical supervisor must be present throughout the entire time the students are present. Each student must be paired with a Facility staff member and supervised at all times. These Facility staff members will complete evaluations of the student she or he supervises, including but not limited to, evaluating the student's professionalism and personal attributes related to performance of outline skills. Specifically, the supervising Certified Veterinary Technician or Licensed Veterinarian must sign off on all performed skills listed on the Evaluation Form attached to this Agreement as Exhibit A. The Facility staff and the District's externship coordinator will communicate on a regular basis for the purpose of reviewing and evaluating current clinical experiences offered to students.

5. Removal of students.

(a) The District has the right to remove a student from a clinical education program. The District shall notify the Facility of such removal in writing.

(b) The Facility may immediately remove any student participating in a clinical education program from the Facility's premises for behavior that the Facility deems to be an immediate threat to the health or welfare of its clients/patients, staff members, visitors, or operations. In such an event, the Facility shall notify the relevant District staff member in writing of its actions and the reasons for its actions as soon as practicable. If the Facility desires to remove a student for any other reason, it shall notify the relevant District staff member in writing of the reasons for the removal and shall consult with that individual before removing the student.

D. TERM OF AGREEMENT:

The term of this Agreement shall be for one (1) year, to commence on 1st Day of July, 2023 . Either party may terminate this Agreement at any time, with or without cause, upon ninety (90) days prior written notice to the other party. In the event that this Agreement is not renewed for a subsequent term, students who are participating in the clinical learning experiences at the time of termination shall be allowed to complete such assignment under the terms and conditions herein set forth.

E. ADDITIONAL TERMS:

1. **Stipulations as to liability.** Subject to applicable state law, neither party to this Agreement shall be legally liable for the consequences, whether bodily injury or property damage, occasioned by an act, omission, or neglect chargeable to the other party. Where Worker's Compensation or other obligation for payment of benefits may arise, this Agreement shall neither enlarge nor diminish such obligation.

2. **Criminal Background Screening:** Facility staff who come to the District schools to work with students will need to comply with the District's onsite security protocols, including sex offender and criminal background screening.

3. **Assignment of Agreement.** This Agreement may not be assigned without the prior written consent of the other party, which will not be unreasonably withheld.

4. **Entire Agreement.** This Agreement supersedes any and all other agreements, either oral or written, between the parties hereto with respect to the subject matter hereof. No changes or modifications of this Agreement shall be valid unless the same are in writing and signed by the parties. No waiver of any provisions of this Agreement shall be valid unless in writing and signed by the parties.

5. **Severability.** If any provision of this Agreement or the application thereof to any person or situation shall, to any extent, be held invalid or unenforceable, the remainder of

this Agreement, and the application of such provision to persons or situations other than those to which it shall have been held invalid or unenforceable, shall not be affected thereby, but shall continue valid and enforceable to the fullest extent permitted by law.

6. **Employment Status.** No assigned student or District faculty member under this Agreement shall in any way be considered an employee or agent of the Facility nor shall any such student or faculty member be entitled to any compensation, fringe benefits, Worker's Compensation, disability benefits, or other rights normally afforded to employees of the Facility. The students shall not at any time replace or substitute for any employee at the Facility or perform any of the duties normally performed by an employee of the Facility, except as such duties are part of the students' training or learning experience.

7. **Notice to Parties.** Any notice, demand, or request required or permitted to be given under the provisions of this Agreement shall be in writing and shall be deemed to have been duly given under the earlier of (a) the date actually received by the party in question, by whatever means and however addressed, or (b) the date sent by facsimile (receipt confirmed), or on the date of personal delivery, if delivered by hand, or on the date signed for if sent by an overnight delivery service, to the following addresses, or to such other address as either party may request, in the case of the District, by notifying the Facility, and in the case of the Facility, by notifying the District, or to such other addresses as the parties may specify in writing from time to time:

If to the Facility:

Companion Animal
Specialty and Emergency
1095 Pingree Rd Ste 120
Crystal Lake, IL 60014

If to the District:

275 South Street
Burlington IL, 60109
Program in Career and Technical Education
Attention: Career and Technical Education Department
Facsimile: (847)464-6021

8. **Governing Law.** This Agreement shall be construed and enforced in accordance with the laws of the State of Illinois, without regard to the conflict of laws provisions thereof.

9. **Counterparts.** This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one and the same instrument.

10. **No Third-Party Beneficiaries.** This Agreement shall inure exclusively to the benefit of and be binding upon the parties hereto and their respective successors, assigns,

executors and legal representatives. Nothing in this Agreement, expressed or implied, is intended to confer on any person other than the parties hereto or their respective successors and assigns any rights, remedies, obligations or liabilities under or by reason of this Agreement.

11. Agreement binding on parties successors and assigns. This Agreement shall be binding upon the District and the Facility, their successors, employees, agents and assigns, during the initial term of this Agreement and any extensions thereof.

12. Captions for reference only. The captions contained in this Agreement are for convenience of reference only and do not define, describe, or limit the scope or intent of this Agreement or any of its provisions.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed in their respective corporate names by duly authorized officers, all on the day and year first set forth above.

For and on behalf of:

Veterinary Facility:

Companion Animal Specialty and Emergency

Board of Education,

Central Community Unit School District 301

Signature:  _____

Printed Name: Donna Gibbons, CVT

Title: ER/ICU Department head

Date: 4/26/2023

Signature: _____

Printed Name: _____

Title: _____

Date: _____

Northern Kane Region 110

By Its Administrative District

District __CUSD 301__

Signature: _____

Printed Name: _____

Title: _____

Date: _____

EXHIBIT A
STUDENT EVALUATION FORM

[TO BE ATTACHED]

Standard Affiliation Agreement

Dear Critters Pet Shop

Thank you for allowing our students to complete their required externship hours at your facility.

Prior to our students beginning their externship visits at your facility, we will need this Affiliation Agreement completed. Please review this Affiliation Agreement document and place an electronic signature in the designated area. Once all required signatures are obtained, an electronic copy of this document will be shared with you for your records.

Please reach out with any questions or concerns you have regarding this document.

Thank you,
Izzy Castillo
Work Based Learning Specialist
Phone: 224-990-7093
isaul.castillo@central301.net

Amber Ballard, CVT
Program Coordinator
Phone: 224-990-7208
amber.ballard@central301.net

**AFFILIATION AGREEMENT
BETWEEN
Northern Kane County Region 110
AND**

**Critters Pet Shop
for Student Veterinary Assistant Externship Experience**

THIS AGREEMENT (“Agreement”) is entered into this 26th Day, of April , 2023 by and between Critters Pet Shop (“**Facility**”), the Board of Education of Central Community Unit School District No. 301 (“**District**”), and Northern Kane Region 100 (collectively the “**Parties**”).

WHEREAS, the District desires to utilize Critters Pet Shop facility at 566 S Randall Rd, South Elgin, IL 60177 for the purpose of providing veterinary assistant practical learning and clinical experiences (see Exhibit A for program-specific requirements) to the high school students of the District and the high school students of the other school districts in Northern Kane Region 110 (an intergovernmental agreement between Community Unit School District 300, Community Unit School District 301, Community Unit School District 303, and Unit School District U-46); and

WHEREAS, the Facility desires to provide such practical learning and clinical experiences to students, both as a community service and as ongoing education for its own staff.

NOW, THEREFORE, it is understood and agreed upon by the parties hereto as follows:

A. SCHOOL RESPONSIBILITIES:

1. Provision of foundational curriculum to students. The District shall have the total responsibility for planning and determining the adequacy of the educational experience of students in theoretical background, basic skill, professional ethics, attitude and behavior, and will assign to the Facility only those students who have satisfactorily completed the prerequisite didactic portion of the District’s curriculum.

2. Liability insurance. The Facility and each participating school district shall provide its own General Liability insurance, including but not limited to property loss and damage claims, claims for bodily injury or death, and other civil actions, claims or suits, including the defenses thereof, which may be made against the insured party. No provision of insurance or self-insurance by the District, Northern Kane County Region 110, or other participating school district shall modify, amend, or in any other way remove the immunities of public employees and local governmental entities granted in the *Local Governmental and Governmental Employees Tort Immunity Act*, 745 ILCS 10/1 et seq.

3. Designation of liaison to Facility; communications relating to clinical placements. The District and/or Northern Kane County Region 110 will designate a faculty or other professional staff member to coordinate and act as its liaison to the Facility. The

assignments to be undertaken by the students participating in the educational program will be mutually arranged and a regular exchange of information will be maintained by on-site visits when practical and by letter, email or telephone in other instances.

The District shall notify the Facility in writing of any change or proposed change of the person(s) responsible for coordinating clinical placements with the Facility.

4. School notices to students. The District shall notify each student prior to his or her arrival at the Facility that he/she is required to:

- (a) Follow the administrative policies, standards, and practices of the Facility.
- (b) Obtain medical care at his or her own expense for any injuries or illnesses sustained as a direct or indirect result of his/her affiliation with the Facility.
- (c) Provide his/her own transportation.
- (d) Report to the Facility on time and follow all established regulations during the regularly scheduled operating hours of the Facility.
- (e) Conform to the standards and practices established by the District while functioning at the Facility.
- (f) Obtain prior written approval of the Facility and the District before publishing any material relating to the clinical learning experience.
- (g) Meet the personal, ethical, and professional standards required of employees of the Facility and that are consistent with the applicable professional Code of Ethics and the applicable standards of relevant accrediting or regulatory bodies.
- (h) Notify his or her home school district of any medical conditions which may affect participation at the Facility.

B. FACILITY RESPONSIBILITIES:

1. Provision of facilities for supervised experiences. Subject to the provisions of Section C.2 of this Agreement, the Facility agrees to make the appropriate facilities available to the District in order for the District to provide supervised clinical experiences to students. Such facilities shall include a safe working environment conducive to the learning process of the students as intended by the terms of this Agreement and conforming to customary Facility procedures. Students shall be supervised by qualified Facility staff at all times.

2. Facility rules applicable to students during clinical assignments. Students are to remain subject to the authority, policies, and regulations imposed by the District and, during periods of clinical assignment, students will be subject to all rules and regulations

of the Facility and imposed by the Facility on its employees and agents with regard to following the administrative policies, standards, and practices of the Facility. The Facility must notify the District in advance of any specific requirements for the Facility, such as dress code, uniforms, or other workplace rules.

3. Emergency treatment of students. In case of emergency at a non-hospital site, standard procedure will be followed. The District may provide the Facility with specific protocols to be followed for emergency treatment of an individual student, if necessary. The Facility shall immediately notify the District liaison of any student injury or other emergency involving students. It is the student's responsibility to bear the cost of the emergency treatment.

4. Designation of liaison to the District; communications relating to placements. The Facility shall designate a liaison responsible for coordinating the placements. That person shall maintain contact with the District's designated liaison person to assure mutual participation in and surveillance of the program. The Facility shall notify the District in writing of any change or proposed change of the person(s) responsible for coordinating the placements.

5. School Tour of Facility. The Facility shall, on reasonable request, permit a tour of its clinical facilities and services available and other items pertaining to clinical learning experiences, by representatives of the District and agencies charged with responsibility for approval of the facilities or accreditation of the curriculum.

6. Provision of Relevant Facility policies. The Facility shall provide the student(s) and the District the Facility's administrative policies, standards, and practices with which the students must comply relevant to the placement.

7. Facility Transportation and Use of Mobile Units. The Facility must obtain advance written permission from the District for transportation of students by the Facility or its staff or for student participation in any mobile veterinary unit. Such permission must be signed by the Facility staff member, a District representative, the student, and the student's parent or guardian. At no time will one student be alone with any one Facility employee.

8. FERPA Compliance. The Facility shall comply with the applicable provisions of the *Family Educational Rights and Privacy Act of 1974*, 20 USC 1232 (g), otherwise known as FERPA or the Buckley Amendment, as well as the *Illinois School Student Records Act*, 105 ILCS 10/1 et seq., and shall take all measures necessary to ensure the confidentiality of any and all information in its possession regarding the District's students who train at the Facility pursuant to this agreement. The Facility shall have access to student record information (records which alone, or with other records, personally identify a student) only to the extent necessary for student participation in the program. The Facility will maintain such records as confidential records and shall not disclose them to third parties except pursuant to court order, in the case of an emergency, or with consent of the District or student and parent/guardian. At the conclusion of a student's participation in the program, the Facility shall return all student records in its

possession to the District or, at the District's request, directly to the student's home school district if other than the District.

C. OTHER RESPONSIBILITIES:

1. Compliance with client/patient privacy laws. The District agrees to abide by and require that its participating faculty and students abide by all applicable state and federal laws, rules and regulations regarding client/patient privacy, including but not limited to, laws relating to consumer financial information. Students shall be required to comply with the Facility's policies and procedures regarding the confidentiality of client/patient information and the use of all such information. The Facility will notify the District and students of the foregoing laws and policies applicable to the Facility program. The Parties shall notify one another if there are known breaches of this confidentiality.

The District will advise students that dissemination or public posting of any client/patient information through social media or other means will be prohibited.

2. Determination of instructional period. The course of instruction will cover a period of time as arranged between the District and the Facility. The starting clinical date will begin on August 1st, 2023 with the last clinical on July 31st, 2024 .

3. Determination of number of participating students. The number of students eligible to participate in the clinical placement will be determined, and may be changed, by mutual agreement of the Parties. For certain clinical programs, IDPH regulations may limit the maximum number of students per sessions. Notwithstanding the foregoing, the Facility and the District agree and understand that the availability of clinical placements at the Facility during the term of this Agreement may periodically be affected by a variety of factors. In such event, the Facility may reduce the number of students eligible to participate in the clinical education program with prior notice to the District and adequate time for the District to reassign the student(s) to another clinical site. The Facility agrees further to accommodate students of the District who are similarly displaced from other clinical affiliates of the District to the extent that clinical space is available at the Facility.

4. Evaluation of students' experiences. Evaluation of the clinical learning experiences of the students will be accomplished jointly by the appropriate school district staff. The Parties agree that a clinical supervisor must be present throughout the entire time the students are present. Each student must be paired with a Facility staff member and supervised at all times. These Facility staff members will complete evaluations of the student she or he supervises, including but not limited to, evaluating the student's professionalism and personal attributes related to performance of outline skills. Specifically, the supervising Certified Veterinary Technician or Licensed Veterinarian must sign off on all performed skills listed on the Evaluation Form attached to this Agreement as Exhibit A. The Facility staff and the District's externship coordinator will communicate on a regular basis for the purpose of reviewing and evaluating current clinical experiences offered to students.

5. Removal of students.

(a) The District has the right to remove a student from a clinical education program. The District shall notify the Facility of such removal in writing.

(b) The Facility may immediately remove any student participating in a clinical education program from the Facility's premises for behavior that the Facility deems to be an immediate threat to the health or welfare of its clients/patients, staff members, visitors, or operations. In such an event, the Facility shall notify the relevant District staff member in writing of its actions and the reasons for its actions as soon as practicable. If the Facility desires to remove a student for any other reason, it shall notify the relevant District staff member in writing of the reasons for the removal and shall consult with that individual before removing the student.

D. TERM OF AGREEMENT:

The term of this Agreement shall be for one (1) year, to commence on 1st Day of July, 2023 . Either party may terminate this Agreement at any time, with or without cause, upon ninety (90) days prior written notice to the other party. In the event that this Agreement is not renewed for a subsequent term, students who are participating in the clinical learning experiences at the time of termination shall be allowed to complete such assignment under the terms and conditions herein set forth.

E. ADDITIONAL TERMS:

1. **Stipulations as to liability.** Subject to applicable state law, neither party to this Agreement shall be legally liable for the consequences, whether bodily injury or property damage, occasioned by an act, omission, or neglect chargeable to the other party. Where Worker's Compensation or other obligation for payment of benefits may arise, this Agreement shall neither enlarge nor diminish such obligation.

2. **Criminal Background Screening:** Facility staff who come to the District schools to work with students will need to comply with the District's onsite security protocols, including sex offender and criminal background screening.

3. **Assignment of Agreement.** This Agreement may not be assigned without the prior written consent of the other party, which will not be unreasonably withheld.

4. **Entire Agreement.** This Agreement supersedes any and all other agreements, either oral or written, between the parties hereto with respect to the subject matter hereof. No changes or modifications of this Agreement shall be valid unless the same are in writing and signed by the parties. No waiver of any provisions of this Agreement shall be valid unless in writing and signed by the parties.

5. **Severability.** If any provision of this Agreement or the application thereof to any person or situation shall, to any extent, be held invalid or unenforceable, the remainder of

this Agreement, and the application of such provision to persons or situations other than those to which it shall have been held invalid or unenforceable, shall not be affected thereby, but shall continue valid and enforceable to the fullest extent permitted by law.

6. Employment Status. No assigned student or District faculty member under this Agreement shall in any way be considered an employee or agent of the Facility nor shall any such student or faculty member be entitled to any compensation, fringe benefits, Worker's Compensation, disability benefits, or other rights normally afforded to employees of the Facility. The students shall not at any time replace or substitute for any employee at the Facility or perform any of the duties normally performed by an employee of the Facility, except as such duties are part of the students' training or learning experience.

7. Notice to Parties. Any notice, demand, or request required or permitted to be given under the provisions of this Agreement shall be in writing and shall be deemed to have been duly given under the earlier of (a) the date actually received by the party in question, by whatever means and however addressed, or (b) the date sent by facsimile (receipt confirmed), or on the date of personal delivery, if delivered by hand, or on the date signed for if sent by an overnight delivery service, to the following addresses, or to such other address as either party may request, in the case of the District, by notifying the Facility, and in the case of the Facility, by notifying the District, or to such other addresses as the parties may specify in writing from time to time:

If to the Facility:

Critters Pet Shop
566 S Randall Road
South Elgin, IL 60177

If to the District:

275 South Street
Burlington IL, 60109
Program in Career and Technical Education
Attention: Career and Technical Education Department
Facsimile: (847)464-6021

8. Governing Law. This Agreement shall be construed and enforced in accordance with the laws of the State of Illinois, without regard to the conflict of laws provisions thereof.

9. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one and the same instrument.

10. No Third-Party Beneficiaries. This Agreement shall inure exclusively to the benefit of and be binding upon the parties hereto and their respective successors, assigns,

executors and legal representatives. Nothing in this Agreement, expressed or implied, is intended to confer on any person other than the parties hereto or their respective successors and assigns any rights, remedies, obligations or liabilities under or by reason of this Agreement.

11. Agreement binding on parties successors and assigns. This Agreement shall be binding upon the District and the Facility, their successors, employees, agents and assigns, during the initial term of this Agreement and any extensions thereof.

12. Captions for reference only. The captions contained in this Agreement are for convenience of reference only and do not define, describe, or limit the scope or intent of this Agreement or any of its provisions.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed in their respective corporate names by duly authorized officers, all on the day and year first set forth above.

For and on behalf of:

Veterinary Facility:
Critters Pet Shop

Board of Education,
Central Community Unit School District 301

Signature: C. Janczak

Signature: _____

Printed Name: CAROLINE JANCZAK

Printed Name: _____

Title: OWNER

Title: _____

Date: 5/2/2023

Date: _____

Northern Kane Region 110
By Its Administrative District
District __CUSD 301__

Signature: _____

Printed Name: _____

Title: _____

Date: _____

EXHIBIT A
STUDENT EVALUATION FORM

[TO BE ATTACHED]

Standard Affiliation Agreement

Dear Elgin Animal Clinic

Thank you for allowing our students to complete their required externship hours at your facility.

Prior to our students beginning their externship visits at your facility, we will need this Affiliation Agreement completed. Please review this Affiliation Agreement document and place an electronic signature in the designated area. Once all required signatures are obtained, an electronic copy of this document will be shared with you for your records.

Please reach out with any questions or concerns you have regarding this document.

Thank you,
Izzy Castillo
Work Based Learning Specialist
Phone: 224-990-7093
isaul.castillo@central301.net

Amber Ballard, CVT
Program Coordinator
Phone: 224-990-7208
amber.ballard@central301.net

**AFFILIATION AGREEMENT
BETWEEN
Northern Kane County Region 110
AND**

Elgin Animal Clinic
for Student Veterinary Assistant Externship Experience

THIS AGREEMENT (“Agreement”) is entered into this 26th Day, of April , 2023 by and between Elgin Animal Clinic (“**Facility**”), the Board of Education of Central Community Unit School District No. 301 (“**District**”), and Northern Kane Region 100 (collectively the “**Parties**”).

WHEREAS, the District desires to utilize Elgin Animal Clinic facility at 1380 E Chicago St, Elgin, IL 60120 for the purpose of providing veterinary assistant practical learning and clinical experiences (see Exhibit A for program-specific requirements) to the high school students of the District and the high school students of the other school districts in Northern Kane Region 110 (an intergovernmental agreement between Community Unit School District 300, Community Unit School District 301, Community Unit School District 303, and Unit School District U-46); and

WHEREAS, the Facility desires to provide such practical learning and clinical experiences to students, both as a community service and as ongoing education for its own staff.

NOW, THEREFORE, it is understood and agreed upon by the parties hereto as follows:

A. SCHOOL RESPONSIBILITIES:

1. **Provision of foundational curriculum to students.** The District shall have the total responsibility for planning and determining the adequacy of the educational experience of students in theoretical background, basic skill, professional ethics, attitude and behavior, and will assign to the Facility only those students who have satisfactorily completed the prerequisite didactic portion of the District’s curriculum.

2. **Liability insurance.** The Facility and each participating school district shall provide its own General Liability insurance, including but not limited to property loss and damage claims, claims for bodily injury or death, and other civil actions, claims or suits, including the defenses thereof, which may be made against the insured party. No provision of insurance or self-insurance by the District, Northern Kane County Region 110, or other participating school district shall modify, amend, or in any other way remove the immunities of public employees and local governmental entities granted in the *Local Governmental and Governmental Employees Tort Immunity Act, 745 ILCS 10/1 et seq.*

3. **Designation of liaison to Facility; communications relating to clinical placements.** The District and/or Northern Kane County Region 110 will designate a faculty or other professional staff member to coordinate and act as its liaison to the Facility. The

assignments to be undertaken by the students participating in the educational program will be mutually arranged and a regular exchange of information will be maintained by on-site visits when practical and by letter, email or telephone in other instances.

The District shall notify the Facility in writing of any change or proposed change of the person(s) responsible for coordinating clinical placements with the Facility.

4. School notices to students. The District shall notify each student prior to his or her arrival at the Facility that he/she is required to:

- (a) Follow the administrative policies, standards, and practices of the Facility.
- (b) Obtain medical care at his or her own expense for any injuries or illnesses sustained as a direct or indirect result of his/her affiliation with the Facility.
- (c) Provide his/her own transportation.
- (d) Report to the Facility on time and follow all established regulations during the regularly scheduled operating hours of the Facility.
- (e) Conform to the standards and practices established by the District while functioning at the Facility.
- (f) Obtain prior written approval of the Facility and the District before publishing any material relating to the clinical learning experience.
- (g) Meet the personal, ethical, and professional standards required of employees of the Facility and that are consistent with the applicable professional Code of Ethics and the applicable standards of relevant accrediting or regulatory bodies.
- (h) Notify his or her home school district of any medical conditions which may affect participation at the Facility.

B. FACILITY RESPONSIBILITIES:

1. Provision of facilities for supervised experiences. Subject to the provisions of Section C.2 of this Agreement, the Facility agrees to make the appropriate facilities available to the District in order for the District to provide supervised clinical experiences to students. Such facilities shall include a safe working environment conducive to the learning process of the students as intended by the terms of this Agreement and conforming to customary Facility procedures. Students shall be supervised by qualified Facility staff at all times.

2. Facility rules applicable to students during clinical assignments. Students are to remain subject to the authority, policies, and regulations imposed by the District and, during periods of clinical assignment, students will be subject to all rules and regulations

of the Facility and imposed by the Facility on its employees and agents with regard to following the administrative policies, standards, and practices of the Facility. The Facility must notify the District in advance of any specific requirements for the Facility, such as dress code, uniforms, or other workplace rules.

3. Emergency treatment of students. In case of emergency at a non-hospital site, standard procedure will be followed. The District may provide the Facility with specific protocols to be followed for emergency treatment of an individual student, if necessary. The Facility shall immediately notify the District liaison of any student injury or other emergency involving students. It is the student's responsibility to bear the cost of the emergency treatment.

4. Designation of liaison to the District; communications relating to placements. The Facility shall designate a liaison responsible for coordinating the placements. That person shall maintain contact with the District's designated liaison person to assure mutual participation in and surveillance of the program. The Facility shall notify the District in writing of any change or proposed change of the person(s) responsible for coordinating the placements.

5. School Tour of Facility. The Facility shall, on reasonable request, permit a tour of its clinical facilities and services available and other items pertaining to clinical learning experiences, by representatives of the District and agencies charged with responsibility for approval of the facilities or accreditation of the curriculum.

6. Provision of Relevant Facility policies. The Facility shall provide the student(s) and the District the Facility's administrative policies, standards, and practices with which the students must comply relevant to the placement.

7. Facility Transportation and Use of Mobile Units. The Facility must obtain advance written permission from the District for transportation of students by the Facility or its staff or for student participation in any mobile veterinary unit. Such permission must be signed by the Facility staff member, a District representative, the student, and the student's parent or guardian. At no time will one student be alone with any one Facility employee.

8. FERPA Compliance. The Facility shall comply with the applicable provisions of the *Family Educational Rights and Privacy Act of 1974*, 20 USC 1232 (g), otherwise known as FERPA or the Buckley Amendment, as well as the *Illinois School Student Records Act*, 105 ILCS 10/1 et seq., and shall take all measures necessary to ensure the confidentiality of any and all information in its possession regarding the District's students who train at the Facility pursuant to this agreement. The Facility shall have access to student record information (records which alone, or with other records, personally identify a student) only to the extent necessary for student participation in the program. The Facility will maintain such records as confidential records and shall not disclose them to third parties except pursuant to court order, in the case of an emergency, or with consent of the District or student and parent/guardian. At the conclusion of a student's participation in the program, the Facility shall return all student records in its

possession to the District or, at the District's request, directly to the student's home school district if other than the District.

C. OTHER RESPONSIBILITIES:

1. Compliance with client/patient privacy laws. The District agrees to abide by and require that its participating faculty and students abide by all applicable state and federal laws, rules and regulations regarding client/patient privacy, including but not limited to, laws relating to consumer financial information. Students shall be required to comply with the Facility's policies and procedures regarding the confidentiality of client/patient information and the use of all such information. The Facility will notify the District and students of the foregoing laws and policies applicable to the Facility program. The Parties shall notify one another if there are known breaches of this confidentiality.

The District will advise students that dissemination or public posting of any client/patient information through social media or other means will be prohibited.

2. Determination of instructional period. The course of instruction will cover a period of time as arranged between the District and the Facility. The starting clinical date will begin on August 1st, 2023 with the last clinical on July 31st, 2024 .

3. Determination of number of participating students. The number of students eligible to participate in the clinical placement will be determined, and may be changed, by mutual agreement of the Parties. For certain clinical programs, IDPH regulations may limit the maximum number of students per sessions. Notwithstanding the foregoing, the Facility and the District agree and understand that the availability of clinical placements at the Facility during the term of this Agreement may periodically be affected by a variety of factors. In such event, the Facility may reduce the number of students eligible to participate in the clinical education program with prior notice to the District and adequate time for the District to reassign the student(s) to another clinical site. The Facility agrees further to accommodate students of the District who are similarly displaced from other clinical affiliates of the District to the extent that clinical space is available at the Facility.

4. Evaluation of students' experiences. Evaluation of the clinical learning experiences of the students will be accomplished jointly by the appropriate school district staff. The Parties agree that a clinical supervisor must be present throughout the entire time the students are present. Each student must be paired with a Facility staff member and supervised at all times. These Facility staff members will complete evaluations of the student she or he supervises, including but not limited to, evaluating the student's professionalism and personal attributes related to performance of outline skills. Specifically, the supervising Certified Veterinary Technician or Licensed Veterinarian must sign off on all performed skills listed on the Evaluation Form attached to this Agreement as Exhibit A. The Facility staff and the District's externship coordinator will communicate on a regular basis for the purpose of reviewing and evaluating current clinical experiences offered to students.

5. Removal of students.

(a) The District has the right to remove a student from a clinical education program. The District shall notify the Facility of such removal in writing.

(b) The Facility may immediately remove any student participating in a clinical education program from the Facility's premises for behavior that the Facility deems to be an immediate threat to the health or welfare of its clients/patients, staff members, visitors, or operations. In such an event, the Facility shall notify the relevant District staff member in writing of its actions and the reasons for its actions as soon as practicable. If the Facility desires to remove a student for any other reason, it shall notify the relevant District staff member in writing of the reasons for the removal and shall consult with that individual before removing the student.

D. TERM OF AGREEMENT:

The term of this Agreement shall be for one (1) year, to commence on 1st Day of July, 2023 . Either party may terminate this Agreement at any time, with or without cause, upon ninety (90) days prior written notice to the other party. In the event that this Agreement is not renewed for a subsequent term, students who are participating in the clinical learning experiences at the time of termination shall be allowed to complete such assignment under the terms and conditions herein set forth.

E. ADDITIONAL TERMS:

1. **Stipulations as to liability.** Subject to applicable state law, neither party to this Agreement shall be legally liable for the consequences, whether bodily injury or property damage, occasioned by an act, omission, or neglect chargeable to the other party. Where Worker's Compensation or other obligation for payment of benefits may arise, this Agreement shall neither enlarge nor diminish such obligation.

2. **Criminal Background Screening:** Facility staff who come to the District schools to work with students will need to comply with the District's onsite security protocols, including sex offender and criminal background screening.

3. **Assignment of Agreement.** This Agreement may not be assigned without the prior written consent of the other party, which will not be unreasonably withheld.

4. **Entire Agreement.** This Agreement supersedes any and all other agreements, either oral or written, between the parties hereto with respect to the subject matter hereof. No changes or modifications of this Agreement shall be valid unless the same are in writing and signed by the parties. No waiver of any provisions of this Agreement shall be valid unless in writing and signed by the parties.

5. **Severability.** If any provision of this Agreement or the application thereof to any person or situation shall, to any extent, be held invalid or unenforceable, the remainder of

this Agreement, and the application of such provision to persons or situations other than those to which it shall have been held invalid or unenforceable, shall not be affected thereby, but shall continue valid and enforceable to the fullest extent permitted by law.

6. Employment Status. No assigned student or District faculty member under this Agreement shall in any way be considered an employee or agent of the Facility nor shall any such student or faculty member be entitled to any compensation, fringe benefits, Worker's Compensation, disability benefits, or other rights normally afforded to employees of the Facility. The students shall not at any time replace or substitute for any employee at the Facility or perform any of the duties normally performed by an employee of the Facility, except as such duties are part of the students' training or learning experience.

7. Notice to Parties. Any notice, demand, or request required or permitted to be given under the provisions of this Agreement shall be in writing and shall be deemed to have been duly given under the earlier of (a) the date actually received by the party in question, by whatever means and however addressed, or (b) the date sent by facsimile (receipt confirmed), or on the date of personal delivery, if delivered by hand, or on the date signed for if sent by an overnight delivery service, to the following addresses, or to such other address as either party may request, in the case of the District, by notifying the Facility, and in the case of the Facility, by notifying the District, or to such other addresses as the parties may specify in writing from time to time:

If to the Facility:

Elgin Animal Clinic
1380 E Chicago St
Elgin, IL 60120

If to the District:

275 South Street
Burlington IL, 60109
Program in Career and Technical Education
Attention: Career and Technical Education Department
Facsimile: (847)464-6021

8. Governing Law. This Agreement shall be construed and enforced in accordance with the laws of the State of Illinois, without regard to the conflict of laws provisions thereof.

9. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one and the same instrument.

10. No Third-Party Beneficiaries. This Agreement shall inure exclusively to the benefit of and be binding upon the parties hereto and their respective successors, assigns,

executors and legal representatives. Nothing in this Agreement, expressed or implied, is intended to confer on any person other than the parties hereto or their respective successors and assigns any rights, remedies, obligations or liabilities under or by reason of this Agreement.

11. Agreement binding on parties successors and assigns. This Agreement shall be binding upon the District and the Facility, their successors, employees, agents and assigns, during the initial term of this Agreement and any extensions thereof.

12. Captions for reference only. The captions contained in this Agreement are for convenience of reference only and do not define, describe, or limit the scope or intent of this Agreement or any of its provisions.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed in their respective corporate names by duly authorized officers, all on the day and year first set forth above.

For and on behalf of:

Veterinary Facility:
Elgin Animal Clinic

Board of Education,
Central Community Unit School District 301

Signature: Lakhwinder Dhillon

Signature: _____

Printed Name: Lakhwinder Dhillon

Printed Name: _____

Title: Veterinarian

Title: _____

Date: 4/26/2023

Date: _____

Northern Kane Region 110
By Its Administrative District
District __CUSD 301__

Signature: _____

Printed Name: _____

Title: _____

Date: _____

EXHIBIT A
STUDENT EVALUATION FORM

[TO BE ATTACHED]

Standard Affiliation Agreement

Dear Kountry Pet Resort

Thank you for allowing our students to complete their required externship hours at your facility.

Prior to our students beginning their externship visits at your facility, we will need this Affiliation Agreement completed. Please review this Affiliation Agreement document and place an electronic signature in the designated area. Once all required signatures are obtained, an electronic copy of this document will be shared with you for your records.

Please reach out with any questions or concerns you have regarding this document.

Thank you,
Izzy Castillo
Work Based Learning Specialist
Phone: 224-990-7093
isaul.castillo@central301.net

Amber Ballard, CVT
Program Coordinator
Phone: 224-990-7208
amber.ballard@central301.net

**AFFILIATION AGREEMENT
BETWEEN
Northern Kane County Region 110
AND**

Kountry Pet Resort
for Student Veterinary Assistant Externship Experience

THIS AGREEMENT (“Agreement”) is entered into this 26th Day, of April 2023, by and between Kountry Pet Resort (“**Facility**”), the Board of Education of Central Community Unit School District No. 301 (“**District**”), and Northern Kane Region 100 (collectively the “**Parties**”).

WHEREAS, the District desires to utilize Kountry Pet Resort facility at 12N911 US-20, Hampshire, IL 60140 for the purpose of providing veterinary assistant practical learning and clinical experiences (see Exhibit A for program-specific requirements) to the high school students of the District and the high school students of the other school districts in Northern Kane Region 110 (an intergovernmental agreement between Community Unit School District 300, Community Unit School District 301, Community Unit School District 303, and Unit School District U-46); and

WHEREAS, the Facility desires to provide such practical learning and clinical experiences to students, both as a community service and as ongoing education for its own staff.

NOW, THEREFORE, it is understood and agreed upon by the parties hereto as follows:

A. SCHOOL RESPONSIBILITIES:

1. **Provision of foundational curriculum to students.** The District shall have the total responsibility for planning and determining the adequacy of the educational experience of students in theoretical background, basic skill, professional ethics, attitude and behavior, and will assign to the Facility only those students who have satisfactorily completed the prerequisite didactic portion of the District’s curriculum.

2. **Liability insurance.** The Facility and each participating school district shall provide its own General Liability insurance, including but not limited to property loss and damage claims, claims for bodily injury or death, and other civil actions, claims or suits, including the defenses thereof, which may be made against the insured party. No provision of insurance or self-insurance by the District, Northern Kane County Region 110, or other participating school district shall modify, amend, or in any other way remove the immunities of public employees and local governmental entities granted in the *Local Governmental and Governmental Employees Tort Immunity Act*, 745 ILCS 10/1 et seq.

3. **Designation of liaison to Facility; communications relating to clinical placements.** The District and/or Northern Kane County Region 110 will designate a faculty or other professional staff member to coordinate and act as its liaison to the Facility. The

assignments to be undertaken by the students participating in the educational program will be mutually arranged and a regular exchange of information will be maintained by on-site visits when practical and by letter, email or telephone in other instances.

The District shall notify the Facility in writing of any change or proposed change of the person(s) responsible for coordinating clinical placements with the Facility.

4. School notices to students. The District shall notify each student prior to his or her arrival at the Facility that he/she is required to:

- (a) Follow the administrative policies, standards, and practices of the Facility.
- (b) Obtain medical care at his or her own expense for any injuries or illnesses sustained as a direct or indirect result of his/her affiliation with the Facility.
- (c) Provide his/her own transportation.
- (d) Report to the Facility on time and follow all established regulations during the regularly scheduled operating hours of the Facility.
- (e) Conform to the standards and practices established by the District while functioning at the Facility.
- (f) Obtain prior written approval of the Facility and the District before publishing any material relating to the clinical learning experience.
- (g) Meet the personal, ethical, and professional standards required of employees of the Facility and that are consistent with the applicable professional Code of Ethics and the applicable standards of relevant accrediting or regulatory bodies.
- (h) Notify his or her home school district of any medical conditions which may affect participation at the Facility.

B. FACILITY RESPONSIBILITIES:

1. Provision of facilities for supervised experiences. Subject to the provisions of Section C.2 of this Agreement, the Facility agrees to make the appropriate facilities available to the District in order for the District to provide supervised clinical experiences to students. Such facilities shall include a safe working environment conducive to the learning process of the students as intended by the terms of this Agreement and conforming to customary Facility procedures. Students shall be supervised by qualified Facility staff at all times.

2. Facility rules applicable to students during clinical assignments. Students are to remain subject to the authority, policies, and regulations imposed by the District and, during periods of clinical assignment, students will be subject to all rules and regulations

of the Facility and imposed by the Facility on its employees and agents with regard to following the administrative policies, standards, and practices of the Facility. The Facility must notify the District in advance of any specific requirements for the Facility, such as dress code, uniforms, or other workplace rules.

3. Emergency treatment of students. In case of emergency at a non-hospital site, standard procedure will be followed. The District may provide the Facility with specific protocols to be followed for emergency treatment of an individual student, if necessary. The Facility shall immediately notify the District liaison of any student injury or other emergency involving students. It is the student's responsibility to bear the cost of the emergency treatment.

4. Designation of liaison to the District; communications relating to placements. The Facility shall designate a liaison responsible for coordinating the placements. That person shall maintain contact with the District's designated liaison person to assure mutual participation in and surveillance of the program. The Facility shall notify the District in writing of any change or proposed change of the person(s) responsible for coordinating the placements.

5. School Tour of Facility. The Facility shall, on reasonable request, permit a tour of its clinical facilities and services available and other items pertaining to clinical learning experiences, by representatives of the District and agencies charged with responsibility for approval of the facilities or accreditation of the curriculum.

6. Provision of Relevant Facility policies. The Facility shall provide the student(s) and the District the Facility's administrative policies, standards, and practices with which the students must comply relevant to the placement.

7. Facility Transportation and Use of Mobile Units. The Facility must obtain advance written permission from the District for transportation of students by the Facility or its staff or for student participation in any mobile veterinary unit. Such permission must be signed by the Facility staff member, a District representative, the student, and the student's parent or guardian. At no time will one student be alone with any one Facility employee.

8. FERPA Compliance. The Facility shall comply with the applicable provisions of the *Family Educational Rights and Privacy Act of 1974*, 20 USC 1232 (g), otherwise known as FERPA or the Buckley Amendment, as well as the *Illinois School Student Records Act*, 105 ILCS 10/1 et seq., and shall take all measures necessary to ensure the confidentiality of any and all information in its possession regarding the District's students who train at the Facility pursuant to this agreement. The Facility shall have access to student record information (records which alone, or with other records, personally identify a student) only to the extent necessary for student participation in the program. The Facility will maintain such records as confidential records and shall not disclose them to third parties except pursuant to court order, in the case of an emergency, or with consent of the District or student and parent/guardian. At the conclusion of a student's participation in the program, the Facility shall return all student records in its

possession to the District or, at the District's request, directly to the student's home school district if other than the District.

C. OTHER RESPONSIBILITIES:

1. Compliance with client/patient privacy laws. The District agrees to abide by and require that its participating faculty and students abide by all applicable state and federal laws, rules and regulations regarding client/patient privacy, including but not limited to, laws relating to consumer financial information. Students shall be required to comply with the Facility's policies and procedures regarding the confidentiality of client/patient information and the use of all such information. The Facility will notify the District and students of the foregoing laws and policies applicable to the Facility program. The Parties shall notify one another if there are known breaches of this confidentiality.

The District will advise students that dissemination or public posting of any client/patient information through social media or other means will be prohibited.

2. Determination of instructional period. The course of instruction will cover a period of time as arranged between the District and the Facility. The starting clinical date will begin on August 1st, 2023 with the last clinical on July 31st, 2024 .

3. Determination of number of participating students. The number of students eligible to participate in the clinical placement will be determined, and may be changed, by mutual agreement of the Parties. For certain clinical programs, IDPH regulations may limit the maximum number of students per sessions. Notwithstanding the foregoing, the Facility and the District agree and understand that the availability of clinical placements at the Facility during the term of this Agreement may periodically be affected by a variety of factors. In such event, the Facility may reduce the number of students eligible to participate in the clinical education program with prior notice to the District and adequate time for the District to reassign the student(s) to another clinical site. The Facility agrees further to accommodate students of the District who are similarly displaced from other clinical affiliates of the District to the extent that clinical space is available at the Facility.

4. Evaluation of students' experiences. Evaluation of the clinical learning experiences of the students will be accomplished jointly by the appropriate school district staff. The Parties agree that a clinical supervisor must be present throughout the entire time the students are present. Each student must be paired with a Facility staff member and supervised at all times. These Facility staff members will complete evaluations of the student she or he supervises, including but not limited to, evaluating the student's professionalism and personal attributes related to performance of outline skills. Specifically, the supervising Certified Veterinary Technician or Licensed Veterinarian must sign off on all performed skills listed on the Evaluation Form attached to this Agreement as Exhibit A. The Facility staff and the District's externship coordinator will communicate on a regular basis for the purpose of reviewing and evaluating current clinical experiences offered to students.

5. Removal of students.

(a) The District has the right to remove a student from a clinical education program. The District shall notify the Facility of such removal in writing.

(b) The Facility may immediately remove any student participating in a clinical education program from the Facility's premises for behavior that the Facility deems to be an immediate threat to the health or welfare of its clients/patients, staff members, visitors, or operations. In such an event, the Facility shall notify the relevant District staff member in writing of its actions and the reasons for its actions as soon as practicable. If the Facility desires to remove a student for any other reason, it shall notify the relevant District staff member in writing of the reasons for the removal and shall consult with that individual before removing the student.

D. TERM OF AGREEMENT:

The term of this Agreement shall be for one (1) year, to commence on 1st Day of July, 2023 . Either party may terminate this Agreement at any time, with or without cause, upon ninety (90) days prior written notice to the other party. In the event that this Agreement is not renewed for a subsequent term, students who are participating in the clinical learning experiences at the time of termination shall be allowed to complete such assignment under the terms and conditions herein set forth.

E. ADDITIONAL TERMS:

1. **Stipulations as to liability.** Subject to applicable state law, neither party to this Agreement shall be legally liable for the consequences, whether bodily injury or property damage, occasioned by an act, omission, or neglect chargeable to the other party. Where Worker's Compensation or other obligation for payment of benefits may arise, this Agreement shall neither enlarge nor diminish such obligation.

2. **Criminal Background Screening:** Facility staff who come to the District schools to work with students will need to comply with the District's onsite security protocols, including sex offender and criminal background screening.

3. **Assignment of Agreement.** This Agreement may not be assigned without the prior written consent of the other party, which will not be unreasonably withheld.

4. **Entire Agreement.** This Agreement supersedes any and all other agreements, either oral or written, between the parties hereto with respect to the subject matter hereof. No changes or modifications of this Agreement shall be valid unless the same are in writing and signed by the parties. No waiver of any provisions of this Agreement shall be valid unless in writing and signed by the parties.

5. **Severability.** If any provision of this Agreement or the application thereof to any person or situation shall, to any extent, be held invalid or unenforceable, the remainder of

this Agreement, and the application of such provision to persons or situations other than those to which it shall have been held invalid or unenforceable, shall not be affected thereby, but shall continue valid and enforceable to the fullest extent permitted by law.

6. Employment Status. No assigned student or District faculty member under this Agreement shall in any way be considered an employee or agent of the Facility nor shall any such student or faculty member be entitled to any compensation, fringe benefits, Worker's Compensation, disability benefits, or other rights normally afforded to employees of the Facility. The students shall not at any time replace or substitute for any employee at the Facility or perform any of the duties normally performed by an employee of the Facility, except as such duties are part of the students' training or learning experience.

7. Notice to Parties. Any notice, demand, or request required or permitted to be given under the provisions of this Agreement shall be in writing and shall be deemed to have been duly given under the earlier of (a) the date actually received by the party in question, by whatever means and however addressed, or (b) the date sent by facsimile (receipt confirmed), or on the date of personal delivery, if delivered by hand, or on the date signed for if sent by an overnight delivery service, to the following addresses, or to such other address as either party may request, in the case of the District, by notifying the Facility, and in the case of the Facility, by notifying the District, or to such other addresses as the parties may specify in writing from time to time:

If to the Facility:

Kountry Pet Resort
12N911 US-20
Hampshire, IL 60140

If to the District:

275 South Street
Burlington IL, 60109
Program in Career and Technical Education
Attention: Career and Technical Education Department
Facsimile: (847)464-6021

8. Governing Law. This Agreement shall be construed and enforced in accordance with the laws of the State of Illinois, without regard to the conflict of laws provisions thereof.

9. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one and the same instrument.

10. No Third-Party Beneficiaries. This Agreement shall inure exclusively to the benefit of and be binding upon the parties hereto and their respective successors, assigns,

executors and legal representatives. Nothing in this Agreement, expressed or implied, is intended to confer on any person other than the parties hereto or their respective successors and assigns any rights, remedies, obligations or liabilities under or by reason of this Agreement.

11. Agreement binding on parties successors and assigns. This Agreement shall be binding upon the District and the Facility, their successors, employees, agents and assigns, during the initial term of this Agreement and any extensions thereof.


12. Captions for reference only. The captions contained in this Agreement are for convenience of reference only and do not define, describe, or limit the scope or intent of this Agreement or any of its provisions.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed in their respective corporate names by duly authorized officers, all on the day and year first set forth above.

For and on behalf of:

Veterinary Facility:
Kountry Pet Resort

Board of Education,
Central Community Unit School District 301

Signature: 

Signature: _____

Printed Name: K Roberts

Printed Name: _____

Title: Owner

Title: _____

Date: 4/30/2023

Date: _____

Northern Kane Region 110
By Its Administrative District
District __ CUSD 301 _____

Signature: _____

Printed Name: _____

Title: _____

Date: _____

EXHIBIT A
STUDENT EVALUATION FORM

[TO BE ATTACHED]

Standard Affiliation Agreement

Dear Loyal Companions Animal Hospital and Pet Resort

Thank you for allowing our students to complete their required externship hours at your facility.

Prior to our students beginning their externship visits at your facility, we will need this Affiliation Agreement completed. Please review this Affiliation Agreement document and place an electronic signature in the designated area. Once all required signatures are obtained, an electronic copy of this document will be shared with you for your records.

Please reach out with any questions or concerns you have regarding this document.

Thank you,
Izzy Castillo
Work Based Learning Specialist
Phone: 224-990-7093
isaul.castillo@central301.net

Amber Ballard, CVT
Program Coordinator
Phone: 224-990-7208
amber.ballard@central301.net

**AFFILIATION AGREEMENT
BETWEEN
Northern Kane County Region 110
AND**

**Loyal Companions Animal Hospital and Pet Resort
for Student Veterinary Assistant Externship Experience**

THIS AGREEMENT (“Agreement”) is entered into this 26th Day, of April 2023, by and between Loyal Companions Animal Hospital and Pet Resort (“**Facility**”), the Board of Education of Central Community Unit School District No. 301 (“**District**”), and Northern Kane Region 100 (collectively the “**Parties**”).

WHEREAS, the District desires to utilize Loyal Companions Animal Hospital and Pet Resort facility at 2312 W Main St, St. Charles, IL 60175 for the purpose of providing veterinary assistant practical learning and clinical experiences (see Exhibit A for program-specific requirements) to the high school students of the District and the high school students of the other school districts in Northern Kane Region 110 (an intergovernmental agreement between Community Unit School District 300, Community Unit School District 301, Community Unit School District 303, and Unit School District U-46); and

WHEREAS, the Facility desires to provide such practical learning and clinical experiences to students, both as a community service and as ongoing education for its own staff.

NOW, THEREFORE, it is understood and agreed upon by the parties hereto as follows:

A. SCHOOL RESPONSIBILITIES:

1. Provision of foundational curriculum to students. The District shall have the total responsibility for planning and determining the adequacy of the educational experience of students in theoretical background, basic skill, professional ethics, attitude and behavior, and will assign to the Facility only those students who have satisfactorily completed the prerequisite didactic portion of the District’s curriculum.

2. Liability insurance. The Facility and each participating school district shall provide its own General Liability insurance, including but not limited to property loss and damage claims, claims for bodily injury or death, and other civil actions, claims or suits, including the defenses thereof, which may be made against the insured party. No provision of insurance or self-insurance by the District, Northern Kane County Region 110, or other participating school district shall modify, amend, or in any other way remove the immunities of public employees and local governmental entities granted in the *Local Governmental and Governmental Employees Tort Immunity Act*, 745 ILCS 10/1 et seq.

3. Designation of liaison to Facility; communications relating to clinical placements. The District and/or Northern Kane County Region 110 will designate a faculty or other professional staff member to coordinate and act as its liaison to the Facility. The

assignments to be undertaken by the students participating in the educational program will be mutually arranged and a regular exchange of information will be maintained by on-site visits when practical and by letter, email or telephone in other instances.

The District shall notify the Facility in writing of any change or proposed change of the person(s) responsible for coordinating clinical placements with the Facility.

4. School notices to students. The District shall notify each student prior to his or her arrival at the Facility that he/she is required to:

- (a) Follow the administrative policies, standards, and practices of the Facility.
- (b) Obtain medical care at his or her own expense for any injuries or illnesses sustained as a direct or indirect result of his/her affiliation with the Facility.
- (c) Provide his/her own transportation.
- (d) Report to the Facility on time and follow all established regulations during the regularly scheduled operating hours of the Facility.
- (e) Conform to the standards and practices established by the District while functioning at the Facility.
- (f) Obtain prior written approval of the Facility and the District before publishing any material relating to the clinical learning experience.
- (g) Meet the personal, ethical, and professional standards required of employees of the Facility and that are consistent with the applicable professional Code of Ethics and the applicable standards of relevant accrediting or regulatory bodies.
- (h) Notify his or her home school district of any medical conditions which may affect participation at the Facility.

B. FACILITY RESPONSIBILITIES:

1. Provision of facilities for supervised experiences. Subject to the provisions of Section C.2 of this Agreement, the Facility agrees to make the appropriate facilities available to the District in order for the District to provide supervised clinical experiences to students. Such facilities shall include a safe working environment conducive to the learning process of the students as intended by the terms of this Agreement and conforming to customary Facility procedures. Students shall be supervised by qualified Facility staff at all times.

2. Facility rules applicable to students during clinical assignments. Students are to remain subject to the authority, policies, and regulations imposed by the District and, during periods of clinical assignment, students will be subject to all rules and regulations

of the Facility and imposed by the Facility on its employees and agents with regard to following the administrative policies, standards, and practices of the Facility. The Facility must notify the District in advance of any specific requirements for the Facility, such as dress code, uniforms, or other workplace rules.

3. Emergency treatment of students. In case of emergency at a non-hospital site, standard procedure will be followed. The District may provide the Facility with specific protocols to be followed for emergency treatment of an individual student, if necessary. The Facility shall immediately notify the District liaison of any student injury or other emergency involving students. It is the student's responsibility to bear the cost of the emergency treatment.

4. Designation of liaison to the District; communications relating to placements. The Facility shall designate a liaison responsible for coordinating the placements. That person shall maintain contact with the District's designated liaison person to assure mutual participation in and surveillance of the program. The Facility shall notify the District in writing of any change or proposed change of the person(s) responsible for coordinating the placements.

5. School Tour of Facility. The Facility shall, on reasonable request, permit a tour of its clinical facilities and services available and other items pertaining to clinical learning experiences, by representatives of the District and agencies charged with responsibility for approval of the facilities or accreditation of the curriculum.

6. Provision of Relevant Facility policies. The Facility shall provide the student(s) and the District the Facility's administrative policies, standards, and practices with which the students must comply relevant to the placement.

7. Facility Transportation and Use of Mobile Units. The Facility must obtain advance written permission from the District for transportation of students by the Facility or its staff or for student participation in any mobile veterinary unit. Such permission must be signed by the Facility staff member, a District representative, the student, and the student's parent or guardian. At no time will one student be alone with any one Facility employee.

8. FERPA Compliance. The Facility shall comply with the applicable provisions of the *Family Educational Rights and Privacy Act of 1974*, 20 USC 1232 (g), otherwise known as FERPA or the Buckley Amendment, as well as the *Illinois School Student Records Act*, 105 ILCS 10/1 et seq., and shall take all measures necessary to ensure the confidentiality of any and all information in its possession regarding the District's students who train at the Facility pursuant to this agreement. The Facility shall have access to student record information (records which alone, or with other records, personally identify a student) only to the extent necessary for student participation in the program. The Facility will maintain such records as confidential records and shall not disclose them to third parties except pursuant to court order, in the case of an emergency, or with consent of the District or student and parent/guardian. At the conclusion of a student's participation in the program, the Facility shall return all student records in its

possession to the District or, at the District's request, directly to the student's home school district if other than the District.

C. OTHER RESPONSIBILITIES:

1. Compliance with client/patient privacy laws. The District agrees to abide by and require that its participating faculty and students abide by all applicable state and federal laws, rules and regulations regarding client/patient privacy, including but not limited to, laws relating to consumer financial information. Students shall be required to comply with the Facility's policies and procedures regarding the confidentiality of client/patient information and the use of all such information. The Facility will notify the District and students of the foregoing laws and policies applicable to the Facility program. The Parties shall notify one another if there are known breaches of this confidentiality.

The District will advise students that dissemination or public posting of any client/patient information through social media or other means will be prohibited.

2. Determination of instructional period. The course of instruction will cover a period of time as arranged between the District and the Facility. The starting clinical date will begin on August 1st, 2023 with the last clinical on July 31st, 2024 .

3. Determination of number of participating students. The number of students eligible to participate in the clinical placement will be determined, and may be changed, by mutual agreement of the Parties. For certain clinical programs, IDPH regulations may limit the maximum number of students per sessions. Notwithstanding the foregoing, the Facility and the District agree and understand that the availability of clinical placements at the Facility during the term of this Agreement may periodically be affected by a variety of factors. In such event, the Facility may reduce the number of students eligible to participate in the clinical education program with prior notice to the District and adequate time for the District to reassign the student(s) to another clinical site. The Facility agrees further to accommodate students of the District who are similarly displaced from other clinical affiliates of the District to the extent that clinical space is available at the Facility.

4. Evaluation of students' experiences. Evaluation of the clinical learning experiences of the students will be accomplished jointly by the appropriate school district staff. The Parties agree that a clinical supervisor must be present throughout the entire time the students are present. Each student must be paired with a Facility staff member and supervised at all times. These Facility staff members will complete evaluations of the student she or he supervises, including but not limited to, evaluating the student's professionalism and personal attributes related to performance of outline skills. Specifically, the supervising Certified Veterinary Technician or Licensed Veterinarian must sign off on all performed skills listed on the Evaluation Form attached to this Agreement as Exhibit A. The Facility staff and the District's externship coordinator will communicate on a regular basis for the purpose of reviewing and evaluating current clinical experiences offered to students.

5. Removal of students.

(a) The District has the right to remove a student from a clinical education program. The District shall notify the Facility of such removal in writing.

(b) The Facility may immediately remove any student participating in a clinical education program from the Facility's premises for behavior that the Facility deems to be an immediate threat to the health or welfare of its clients/patients, staff members, visitors, or operations. In such an event, the Facility shall notify the relevant District staff member in writing of its actions and the reasons for its actions as soon as practicable. If the Facility desires to remove a student for any other reason, it shall notify the relevant District staff member in writing of the reasons for the removal and shall consult with that individual before removing the student.

D. TERM OF AGREEMENT:

The term of this Agreement shall be for one (1) year, to commence on 1st Day of July, 2023 . Either party may terminate this Agreement at any time, with or without cause, upon ninety (90) days prior written notice to the other party. In the event that this Agreement is not renewed for a subsequent term, students who are participating in the clinical learning experiences at the time of termination shall be allowed to complete such assignment under the terms and conditions herein set forth.

E. ADDITIONAL TERMS:

1. **Stipulations as to liability.** Subject to applicable state law, neither party to this Agreement shall be legally liable for the consequences, whether bodily injury or property damage, occasioned by an act, omission, or neglect chargeable to the other party. Where Worker's Compensation or other obligation for payment of benefits may arise, this Agreement shall neither enlarge nor diminish such obligation.

2. **Criminal Background Screening:** Facility staff who come to the District schools to work with students will need to comply with the District's onsite security protocols, including sex offender and criminal background screening.

3. **Assignment of Agreement.** This Agreement may not be assigned without the prior written consent of the other party, which will not be unreasonably withheld.

4. **Entire Agreement.** This Agreement supersedes any and all other agreements, either oral or written, between the parties hereto with respect to the subject matter hereof. No changes or modifications of this Agreement shall be valid unless the same are in writing and signed by the parties. No waiver of any provisions of this Agreement shall be valid unless in writing and signed by the parties.

5. **Severability.** If any provision of this Agreement or the application thereof to any person or situation shall, to any extent, be held invalid or unenforceable, the remainder of

this Agreement, and the application of such provision to persons or situations other than those to which it shall have been held invalid or unenforceable, shall not be affected thereby, but shall continue valid and enforceable to the fullest extent permitted by law.

6. Employment Status. No assigned student or District faculty member under this Agreement shall in any way be considered an employee or agent of the Facility nor shall any such student or faculty member be entitled to any compensation, fringe benefits, Worker's Compensation, disability benefits, or other rights normally afforded to employees of the Facility. The students shall not at any time replace or substitute for any employee at the Facility or perform any of the duties normally performed by an employee of the Facility, except as such duties are part of the students' training or learning experience.

7. Notice to Parties. Any notice, demand, or request required or permitted to be given under the provisions of this Agreement shall be in writing and shall be deemed to have been duly given under the earlier of (a) the date actually received by the party in question, by whatever means and however addressed, or (b) the date sent by facsimile (receipt confirmed), or on the date of personal delivery, if delivered by hand, or on the date signed for if sent by an overnight delivery service, to the following addresses, or to such other address as either party may request, in the case of the District, by notifying the Facility, and in the case of the Facility, by notifying the District, or to such other addresses as the parties may specify in writing from time to time:

If to the Facility:

Loyal Companions Animal
Hospital and Pet Resort
2312 W Main Street
St. Charles, IL 60175

If to the District:

275 South Street
Burlington IL, 60109
Program in Career and Technical Education
Attention: Career and Technical Education Department
Facsimile: (847)464-6021

8. Governing Law. This Agreement shall be construed and enforced in accordance with the laws of the State of Illinois, without regard to the conflict of laws provisions thereof.

9. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one and the same instrument.

10. No Third-Party Beneficiaries. This Agreement shall inure exclusively to the benefit of and be binding upon the parties hereto and their respective successors, assigns,

executors and legal representatives. Nothing in this Agreement, expressed or implied, is intended to confer on any person other than the parties hereto or their respective successors and assigns any rights, remedies, obligations or liabilities under or by reason of this Agreement.

11. **Agreement binding on parties successors and assigns.** This Agreement shall be binding upon the District and the Facility, their successors, employees, agents and assigns, during the initial term of this Agreement and any extensions thereof.

12. **Captions for reference only.** The captions contained in this Agreement are for convenience of reference only and do not define, describe, or limit the scope or intent of this Agreement or any of its provisions.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed in their respective corporate names by duly authorized officers, all on the day and year first set forth above.

For and on behalf of:

Veterinary Facility:

Loyal Companions Animal Hospital and Pet Resort

Board of Education,

Central Community Unit School District 301

Signature: Vicki Petsche

Signature: _____

Printed Name: Vicki Petsche

Printed Name: _____

Title: Owner, veterinarian

Title: _____

Date: 5/4/2023

Date: _____

Northern Kane Region 110

By Its Administrative District

District __CUSD 301__

Signature: _____

Printed Name: _____

Title: _____

Date: _____

EXHIBIT A
STUDENT EVALUATION FORM

[TO BE ATTACHED]

Standard Affiliation Agreement

Dear Meadow View Veterinary Clinic

Thank you for allowing our students to complete their required externship hours at your facility.

Prior to our students beginning their externship visits at your facility, we will need this Affiliation Agreement completed. Please review this Affiliation Agreement document and place an electronic signature in the designated area. Once all required signatures are obtained, an electronic copy of this document will be shared with you for your records.

Please reach out with any questions or concerns you have regarding this document.

Thank you,
Izzy Castillo
Work Based Learning Specialist
Phone: 224-990-7093
isaul.castillo@central301.net

Amber Ballard, CVT
Program Coordinator
Phone: 224-990-7208
amber.ballard@central301.net

**AFFILIATION AGREEMENT
BETWEEN
Northern Kane County Region 110
AND**

Meadow View Veterinary Clinic
for Student Veterinary Assistant Externship Experience

THIS AGREEMENT (“Agreement”) is entered into this 1st Day, of May , 2023 by and between Meadow View Veterinary Clinic (“**Facility**”), the Board of Education of Central Community Unit School District No. 301 (“**District**”), and Northern Kane Region 100 (collectively the “**Parties**”).

WHEREAS, the District desires to utilize Meadow View Veterinary Clinic facility at 590 Lark Street, Geneva, IL 60134 for the purpose of providing veterinary assistant practical learning and clinical experiences (see Exhibit A for program-specific requirements) to the high school students of the District and the high school students of the other school districts in Northern Kane Region 110 (an intergovernmental agreement between Community Unit School District 300, Community Unit School District 301, Community Unit School District 303, and Unit School District U-46); and

WHEREAS, the Facility desires to provide such practical learning and clinical experiences to students, both as a community service and as ongoing education for its own staff.

NOW, THEREFORE, it is understood and agreed upon by the parties hereto as follows:

A. SCHOOL RESPONSIBILITIES:

1. Provision of foundational curriculum to students. The District shall have the total responsibility for planning and determining the adequacy of the educational experience of students in theoretical background, basic skill, professional ethics, attitude and behavior, and will assign to the Facility only those students who have satisfactorily completed the prerequisite didactic portion of the District’s curriculum.

2. Liability insurance. The Facility and each participating school district shall provide its own General Liability insurance, including but not limited to property loss and damage claims, claims for bodily injury or death, and other civil actions, claims or suits, including the defenses thereof, which may be made against the insured party. No provision of insurance or self-insurance by the District, Northern Kane County Region 110, or other participating school district shall modify, amend, or in any other way remove the immunities of public employees and local governmental entities granted in the *Local Governmental and Governmental Employees Tort Immunity Act*, 745 ILCS 10/1 et seq.

3. Designation of liaison to Facility; communications relating to clinical placements. The District and/or Northern Kane County Region 110 will designate a faculty or other professional staff member to coordinate and act as its liaison to the Facility. The

assignments to be undertaken by the students participating in the educational program will be mutually arranged and a regular exchange of information will be maintained by on-site visits when practical and by letter, email or telephone in other instances.

The District shall notify the Facility in writing of any change or proposed change of the person(s) responsible for coordinating clinical placements with the Facility.

4. School notices to students. The District shall notify each student prior to his or her arrival at the Facility that he/she is required to:

- (a) Follow the administrative policies, standards, and practices of the Facility.
- (b) Obtain medical care at his or her own expense for any injuries or illnesses sustained as a direct or indirect result of his/her affiliation with the Facility.
- (c) Provide his/her own transportation.
- (d) Report to the Facility on time and follow all established regulations during the regularly scheduled operating hours of the Facility.
- (e) Conform to the standards and practices established by the District while functioning at the Facility.
- (f) Obtain prior written approval of the Facility and the District before publishing any material relating to the clinical learning experience.
- (g) Meet the personal, ethical, and professional standards required of employees of the Facility and that are consistent with the applicable professional Code of Ethics and the applicable standards of relevant accrediting or regulatory bodies.
- (h) Notify his or her home school district of any medical conditions which may affect participation at the Facility.

B. FACILITY RESPONSIBILITIES:

1. Provision of facilities for supervised experiences. Subject to the provisions of Section C.2 of this Agreement, the Facility agrees to make the appropriate facilities available to the District in order for the District to provide supervised clinical experiences to students. Such facilities shall include a safe working environment conducive to the learning process of the students as intended by the terms of this Agreement and conforming to customary Facility procedures. Students shall be supervised by qualified Facility staff at all times.

2. Facility rules applicable to students during clinical assignments. Students are to remain subject to the authority, policies, and regulations imposed by the District and, during periods of clinical assignment, students will be subject to all rules and regulations

of the Facility and imposed by the Facility on its employees and agents with regard to following the administrative policies, standards, and practices of the Facility. The Facility must notify the District in advance of any specific requirements for the Facility, such as dress code, uniforms, or other workplace rules.

3. Emergency treatment of students. In case of emergency at a non-hospital site, standard procedure will be followed. The District may provide the Facility with specific protocols to be followed for emergency treatment of an individual student, if necessary. The Facility shall immediately notify the District liaison of any student injury or other emergency involving students. It is the student's responsibility to bear the cost of the emergency treatment.

4. Designation of liaison to the District; communications relating to placements. The Facility shall designate a liaison responsible for coordinating the placements. That person shall maintain contact with the District's designated liaison person to assure mutual participation in and surveillance of the program. The Facility shall notify the District in writing of any change or proposed change of the person(s) responsible for coordinating the placements.

5. School Tour of Facility. The Facility shall, on reasonable request, permit a tour of its clinical facilities and services available and other items pertaining to clinical learning experiences, by representatives of the District and agencies charged with responsibility for approval of the facilities or accreditation of the curriculum.

6. Provision of Relevant Facility policies. The Facility shall provide the student(s) and the District the Facility's administrative policies, standards, and practices with which the students must comply relevant to the placement.

7. Facility Transportation and Use of Mobile Units. The Facility must obtain advance written permission from the District for transportation of students by the Facility or its staff or for student participation in any mobile veterinary unit. Such permission must be signed by the Facility staff member, a District representative, the student, and the student's parent or guardian. At no time will one student be alone with any one Facility employee.

8. FERPA Compliance. The Facility shall comply with the applicable provisions of the *Family Educational Rights and Privacy Act of 1974*, 20 USC 1232 (g), otherwise known as FERPA or the Buckley Amendment, as well as the *Illinois School Student Records Act*, 105 ILCS 10/1 et seq., and shall take all measures necessary to ensure the confidentiality of any and all information in its possession regarding the District's students who train at the Facility pursuant to this agreement. The Facility shall have access to student record information (records which alone, or with other records, personally identify a student) only to the extent necessary for student participation in the program. The Facility will maintain such records as confidential records and shall not disclose them to third parties except pursuant to court order, in the case of an emergency, or with consent of the District or student and parent/guardian. At the conclusion of a student's participation in the program, the Facility shall return all student records in its

possession to the District or, at the District's request, directly to the student's home school district if other than the District.

C. OTHER RESPONSIBILITIES:

1. Compliance with client/patient privacy laws. The District agrees to abide by and require that its participating faculty and students abide by all applicable state and federal laws, rules and regulations regarding client/patient privacy, including but not limited to, laws relating to consumer financial information. Students shall be required to comply with the Facility's policies and procedures regarding the confidentiality of client/patient information and the use of all such information. The Facility will notify the District and students of the foregoing laws and policies applicable to the Facility program. The Parties shall notify one another if there are known breaches of this confidentiality.

The District will advise students that dissemination or public posting of any client/patient information through social media or other means will be prohibited.

2. Determination of instructional period. The course of instruction will cover a period of time as arranged between the District and the Facility. The starting clinical date will begin on August 1st, 2023 with the last clinical on July 31st, 2024 .

3. Determination of number of participating students. The number of students eligible to participate in the clinical placement will be determined, and may be changed, by mutual agreement of the Parties. For certain clinical programs, IDPH regulations may limit the maximum number of students per sessions. Notwithstanding the foregoing, the Facility and the District agree and understand that the availability of clinical placements at the Facility during the term of this Agreement may periodically be affected by a variety of factors. In such event, the Facility may reduce the number of students eligible to participate in the clinical education program with prior notice to the District and adequate time for the District to reassign the student(s) to another clinical site. The Facility agrees further to accommodate students of the District who are similarly displaced from other clinical affiliates of the District to the extent that clinical space is available at the Facility.

4. Evaluation of students' experiences. Evaluation of the clinical learning experiences of the students will be accomplished jointly by the appropriate school district staff. The Parties agree that a clinical supervisor must be present throughout the entire time the students are present. Each student must be paired with a Facility staff member and supervised at all times. These Facility staff members will complete evaluations of the student she or he supervises, including but not limited to, evaluating the student's professionalism and personal attributes related to performance of outline skills. Specifically, the supervising Certified Veterinary Technician or Licensed Veterinarian must sign off on all performed skills listed on the Evaluation Form attached to this Agreement as Exhibit A. The Facility staff and the District's externship coordinator will communicate on a regular basis for the purpose of reviewing and evaluating current clinical experiences offered to students.

5. Removal of students.

(a) The District has the right to remove a student from a clinical education program. The District shall notify the Facility of such removal in writing.

(b) The Facility may immediately remove any student participating in a clinical education program from the Facility's premises for behavior that the Facility deems to be an immediate threat to the health or welfare of its clients/patients, staff members, visitors, or operations. In such an event, the Facility shall notify the relevant District staff member in writing of its actions and the reasons for its actions as soon as practicable. If the Facility desires to remove a student for any other reason, it shall notify the relevant District staff member in writing of the reasons for the removal and shall consult with that individual before removing the student.

D. TERM OF AGREEMENT:

The term of this Agreement shall be for one (1) year, to commence on 1st Day of July, 2023 . Either party may terminate this Agreement at any time, with or without cause, upon ninety (90) days prior written notice to the other party. In the event that this Agreement is not renewed for a subsequent term, students who are participating in the clinical learning experiences at the time of termination shall be allowed to complete such assignment under the terms and conditions herein set forth.

E. ADDITIONAL TERMS:

1. **Stipulations as to liability.** Subject to applicable state law, neither party to this Agreement shall be legally liable for the consequences, whether bodily injury or property damage, occasioned by an act, omission, or neglect chargeable to the other party. Where Worker's Compensation or other obligation for payment of benefits may arise, this Agreement shall neither enlarge nor diminish such obligation.

2. **Criminal Background Screening:** Facility staff who come to the District schools to work with students will need to comply with the District's onsite security protocols, including sex offender and criminal background screening.

3. **Assignment of Agreement.** This Agreement may not be assigned without the prior written consent of the other party, which will not be unreasonably withheld.

4. **Entire Agreement.** This Agreement supersedes any and all other agreements, either oral or written, between the parties hereto with respect to the subject matter hereof. No changes or modifications of this Agreement shall be valid unless the same are in writing and signed by the parties. No waiver of any provisions of this Agreement shall be valid unless in writing and signed by the parties.

5. **Severability.** If any provision of this Agreement or the application thereof to any person or situation shall, to any extent, be held invalid or unenforceable, the remainder of

this Agreement, and the application of such provision to persons or situations other than those to which it shall have been held invalid or unenforceable, shall not be affected thereby, but shall continue valid and enforceable to the fullest extent permitted by law.

6. Employment Status. No assigned student or District faculty member under this Agreement shall in any way be considered an employee or agent of the Facility nor shall any such student or faculty member be entitled to any compensation, fringe benefits, Worker's Compensation, disability benefits, or other rights normally afforded to employees of the Facility. The students shall not at any time replace or substitute for any employee at the Facility or perform any of the duties normally performed by an employee of the Facility, except as such duties are part of the students' training or learning experience.

7. Notice to Parties. Any notice, demand, or request required or permitted to be given under the provisions of this Agreement shall be in writing and shall be deemed to have been duly given under the earlier of (a) the date actually received by the party in question, by whatever means and however addressed, or (b) the date sent by facsimile (receipt confirmed), or on the date of personal delivery, if delivered by hand, or on the date signed for if sent by an overnight delivery service, to the following addresses, or to such other address as either party may request, in the case of the District, by notifying the Facility, and in the case of the Facility, by notifying the District, or to such other addresses as the parties may specify in writing from time to time:

If to the Facility:

Meadow View Veterinary
Clinic
590 Lark Street
Geneva, IL 60134

If to the District:

275 South Street
Burlington IL, 60109
Program in Career and Technical Education
Attention: Career and Technical Education Department
Facsimile: (847)464-6021

8. Governing Law. This Agreement shall be construed and enforced in accordance with the laws of the State of Illinois, without regard to the conflict of laws provisions thereof.

9. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one and the same instrument.

10. No Third-Party Beneficiaries. This Agreement shall inure exclusively to the benefit of and be binding upon the parties hereto and their respective successors, assigns,

executors and legal representatives. Nothing in this Agreement, expressed or implied, is intended to confer on any person other than the parties hereto or their respective successors and assigns any rights, remedies, obligations or liabilities under or by reason of this Agreement.

11. Agreement binding on parties successors and assigns. This Agreement shall be binding upon the District and the Facility, their successors, employees, agents and assigns, during the initial term of this Agreement and any extensions thereof.


12. Captions for reference only. The captions contained in this Agreement are for convenience of reference only and do not define, describe, or limit the scope or intent of this Agreement or any of its provisions.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed in their respective corporate names by duly authorized officers, all on the day and year first set forth above.

For and on behalf of:

Veterinary Facility:
Meadow View Veterinary Clinic

Board of Education,
Central Community Unit School District 301

Signature: 

Signature: _____

Printed Name: Laurie Fitzgerald

Printed Name: _____

Title: Office Manager/Asst Hosp Mgr

Title: _____

Date: 5/1/2023

Date: _____

Northern Kane Region 110
By Its Administrative District
District __CUSD 301__

Signature: _____

Printed Name: _____

Title: _____

Date: _____

EXHIBIT A
STUDENT EVALUATION FORM

[TO BE ATTACHED]

Standard Affiliation Agreement

Dear Pet Vet Animal Clinic and Mobile Practice

Thank you for allowing our students to complete their required externship hours at your facility.

Prior to our students beginning their externship visits at your facility, we will need this Affiliation Agreement completed. Please review this Affiliation Agreement document and place an electronic signature in the designated area. Once all required signatures are obtained, an electronic copy of this document will be shared with you for your records.

Please reach out with any questions or concerns you have regarding this document.

Thank you,
Izzy Castillo
Work Based Learning Specialist
Phone: 224-990-7093
isaul.castillo@central301.net

Amber Ballard, CVT
Program Coordinator
Phone: 224-990-7208
amber.ballard@central301.net

**AFFILIATION AGREEMENT
BETWEEN
Northern Kane County Region 110
AND**

Pet Vet Animal Clinic and Mobile Practice
for Student Veterinary Assistant Externship Experience

THIS AGREEMENT (“Agreement”) is entered into this 26th Day, of April , 2023 by and between Pet Vet Animal Clinic and Mobile Practice (“**Facility**”), the Board of Education of Central Community Unit School District No. 301 (“**District**”), and Northern Kane Region 100 (collectively the “**Parties**”).

WHEREAS, the District desires to utilize Pet Vet Animal Clinic and Mobile Practice facility at 11901 North Street, Huntley, IL 60142 for the purpose of providing veterinary assistant practical learning and clinical experiences (see Exhibit A for program-specific requirements) to the high school students of the District and the high school students of the other school districts in Northern Kane Region 110 (an intergovernmental agreement between Community Unit School District 300, Community Unit School District 301, Community Unit School District 303, and Unit School District U-46); and

WHEREAS, the Facility desires to provide such practical learning and clinical experiences to students, both as a community service and as ongoing education for its own staff.

NOW, THEREFORE, it is understood and agreed upon by the parties hereto as follows:

A. SCHOOL RESPONSIBILITIES:

1. **Provision of foundational curriculum to students.** The District shall have the total responsibility for planning and determining the adequacy of the educational experience of students in theoretical background, basic skill, professional ethics, attitude and behavior, and will assign to the Facility only those students who have satisfactorily completed the prerequisite didactic portion of the District’s curriculum.

2. **Liability insurance.** The Facility and each participating school district shall provide its own General Liability insurance, including but not limited to property loss and damage claims, claims for bodily injury or death, and other civil actions, claims or suits, including the defenses thereof, which may be made against the insured party. No provision of insurance or self-insurance by the District, Northern Kane County Region 110, or other participating school district shall modify, amend, or in any other way remove the immunities of public employees and local governmental entities granted in the *Local Governmental and Governmental Employees Tort Immunity Act*, 745 ILCS 10/1 et seq.

3. **Designation of liaison to Facility; communications relating to clinical placements.** The District and/or Northern Kane County Region 110 will designate a faculty or other professional staff member to coordinate and act as its liaison to the Facility. The

assignments to be undertaken by the students participating in the educational program will be mutually arranged and a regular exchange of information will be maintained by on-site visits when practical and by letter, email or telephone in other instances.

The District shall notify the Facility in writing of any change or proposed change of the person(s) responsible for coordinating clinical placements with the Facility.

4. School notices to students. The District shall notify each student prior to his or her arrival at the Facility that he/she is required to:

- (a) Follow the administrative policies, standards, and practices of the Facility.
- (b) Obtain medical care at his or her own expense for any injuries or illnesses sustained as a direct or indirect result of his/her affiliation with the Facility.
- (c) Provide his/her own transportation.
- (d) Report to the Facility on time and follow all established regulations during the regularly scheduled operating hours of the Facility.
- (e) Conform to the standards and practices established by the District while functioning at the Facility.
- (f) Obtain prior written approval of the Facility and the District before publishing any material relating to the clinical learning experience.
- (g) Meet the personal, ethical, and professional standards required of employees of the Facility and that are consistent with the applicable professional Code of Ethics and the applicable standards of relevant accrediting or regulatory bodies.
- (h) Notify his or her home school district of any medical conditions which may affect participation at the Facility.

B. FACILITY RESPONSIBILITIES:

1. Provision of facilities for supervised experiences. Subject to the provisions of Section C.2 of this Agreement, the Facility agrees to make the appropriate facilities available to the District in order for the District to provide supervised clinical experiences to students. Such facilities shall include a safe working environment conducive to the learning process of the students as intended by the terms of this Agreement and conforming to customary Facility procedures. Students shall be supervised by qualified Facility staff at all times.

2. Facility rules applicable to students during clinical assignments. Students are to remain subject to the authority, policies, and regulations imposed by the District and, during periods of clinical assignment, students will be subject to all rules and regulations

of the Facility and imposed by the Facility on its employees and agents with regard to following the administrative policies, standards, and practices of the Facility. The Facility must notify the District in advance of any specific requirements for the Facility, such as dress code, uniforms, or other workplace rules.

3. Emergency treatment of students. In case of emergency at a non-hospital site, standard procedure will be followed. The District may provide the Facility with specific protocols to be followed for emergency treatment of an individual student, if necessary. The Facility shall immediately notify the District liaison of any student injury or other emergency involving students. It is the student's responsibility to bear the cost of the emergency treatment.

4. Designation of liaison to the District; communications relating to placements. The Facility shall designate a liaison responsible for coordinating the placements. That person shall maintain contact with the District's designated liaison person to assure mutual participation in and surveillance of the program. The Facility shall notify the District in writing of any change or proposed change of the person(s) responsible for coordinating the placements.

5. School Tour of Facility. The Facility shall, on reasonable request, permit a tour of its clinical facilities and services available and other items pertaining to clinical learning experiences, by representatives of the District and agencies charged with responsibility for approval of the facilities or accreditation of the curriculum.

6. Provision of Relevant Facility policies. The Facility shall provide the student(s) and the District the Facility's administrative policies, standards, and practices with which the students must comply relevant to the placement.

7. Facility Transportation and Use of Mobile Units. The Facility must obtain advance written permission from the District for transportation of students by the Facility or its staff or for student participation in any mobile veterinary unit. Such permission must be signed by the Facility staff member, a District representative, the student, and the student's parent or guardian. At no time will one student be alone with any one Facility employee.

8. FERPA Compliance. The Facility shall comply with the applicable provisions of the *Family Educational Rights and Privacy Act of 1974*, 20 USC 1232 (g), otherwise known as FERPA or the Buckley Amendment, as well as the *Illinois School Student Records Act*, 105 ILCS 10/1 et seq., and shall take all measures necessary to ensure the confidentiality of any and all information in its possession regarding the District's students who train at the Facility pursuant to this agreement. The Facility shall have access to student record information (records which alone, or with other records, personally identify a student) only to the extent necessary for student participation in the program. The Facility will maintain such records as confidential records and shall not disclose them to third parties except pursuant to court order, in the case of an emergency, or with consent of the District or student and parent/guardian. At the conclusion of a student's participation in the program, the Facility shall return all student records in its

possession to the District or, at the District's request, directly to the student's home school district if other than the District.

C. OTHER RESPONSIBILITIES:

1. **Compliance with client/patient privacy laws.** The District agrees to abide by and require that its participating faculty and students abide by all applicable state and federal laws, rules and regulations regarding client/patient privacy, including but not limited to, laws relating to consumer financial information. Students shall be required to comply with the Facility's policies and procedures regarding the confidentiality of client/patient information and the use of all such information. The Facility will notify the District and students of the foregoing laws and policies applicable to the Facility program. The Parties shall notify one another if there are known breaches of this confidentiality.

The District will advise students that dissemination or public posting of any client/patient information through social media or other means will be prohibited.

2. **Determination of instructional period.** The course of instruction will cover a period of time as arranged between the District and the Facility. The starting clinical date will begin on August 1st, 2023 with the last clinical on July 31st, 2024 .

3. **Determination of number of participating students.** The number of students eligible to participate in the clinical placement will be determined, and may be changed, by mutual agreement of the Parties. For certain clinical programs, IDPH regulations may limit the maximum number of students per sessions. Notwithstanding the foregoing, the Facility and the District agree and understand that the availability of clinical placements at the Facility during the term of this Agreement may periodically be affected by a variety of factors. In such event, the Facility may reduce the number of students eligible to participate in the clinical education program with prior notice to the District and adequate time for the District to reassign the student(s) to another clinical site. The Facility agrees further to accommodate students of the District who are similarly displaced from other clinical affiliates of the District to the extent that clinical space is available at the Facility.

4. **Evaluation of students' experiences.** Evaluation of the clinical learning experiences of the students will be accomplished jointly by the appropriate school district staff. The Parties agree that a clinical supervisor must be present throughout the entire time the students are present. Each student must be paired with a Facility staff member and supervised at all times. These Facility staff members will complete evaluations of the student she or he supervises, including but not limited to, evaluating the student's professionalism and personal attributes related to performance of outline skills. Specifically, the supervising Certified Veterinary Technician or Licensed Veterinarian must sign off on all performed skills listed on the Evaluation Form attached to this Agreement as Exhibit A. The Facility staff and the District's externship coordinator will communicate on a regular basis for the purpose of reviewing and evaluating current clinical experiences offered to students.

5. Removal of students.

(a) The District has the right to remove a student from a clinical education program. The District shall notify the Facility of such removal in writing.

(b) The Facility may immediately remove any student participating in a clinical education program from the Facility's premises for behavior that the Facility deems to be an immediate threat to the health or welfare of its clients/patients, staff members, visitors, or operations. In such an event, the Facility shall notify the relevant District staff member in writing of its actions and the reasons for its actions as soon as practicable. If the Facility desires to remove a student for any other reason, it shall notify the relevant District staff member in writing of the reasons for the removal and shall consult with that individual before removing the student.

D. TERM OF AGREEMENT:

The term of this Agreement shall be for one (1) year, to commence on 1st Day of July, 2023 . Either party may terminate this Agreement at any time, with or without cause, upon ninety (90) days prior written notice to the other party. In the event that this Agreement is not renewed for a subsequent term, students who are participating in the clinical learning experiences at the time of termination shall be allowed to complete such assignment under the terms and conditions herein set forth.

E. ADDITIONAL TERMS:

1. **Stipulations as to liability.** Subject to applicable state law, neither party to this Agreement shall be legally liable for the consequences, whether bodily injury or property damage, occasioned by an act, omission, or neglect chargeable to the other party. Where Worker's Compensation or other obligation for payment of benefits may arise, this Agreement shall neither enlarge nor diminish such obligation.

2. **Criminal Background Screening:** Facility staff who come to the District schools to work with students will need to comply with the District's onsite security protocols, including sex offender and criminal background screening.

3. **Assignment of Agreement.** This Agreement may not be assigned without the prior written consent of the other party, which will not be unreasonably withheld.

4. **Entire Agreement.** This Agreement supersedes any and all other agreements, either oral or written, between the parties hereto with respect to the subject matter hereof. No changes or modifications of this Agreement shall be valid unless the same are in writing and signed by the parties. No waiver of any provisions of this Agreement shall be valid unless in writing and signed by the parties.

5. **Severability.** If any provision of this Agreement or the application thereof to any person or situation shall, to any extent, be held invalid or unenforceable, the remainder of

this Agreement, and the application of such provision to persons or situations other than those to which it shall have been held invalid or unenforceable, shall not be affected thereby, but shall continue valid and enforceable to the fullest extent permitted by law.

6. Employment Status. No assigned student or District faculty member under this Agreement shall in any way be considered an employee or agent of the Facility nor shall any such student or faculty member be entitled to any compensation, fringe benefits, Worker's Compensation, disability benefits, or other rights normally afforded to employees of the Facility. The students shall not at any time replace or substitute for any employee at the Facility or perform any of the duties normally performed by an employee of the Facility, except as such duties are part of the students' training or learning experience.

7. Notice to Parties. Any notice, demand, or request required or permitted to be given under the provisions of this Agreement shall be in writing and shall be deemed to have been duly given under the earlier of (a) the date actually received by the party in question, by whatever means and however addressed, or (b) the date sent by facsimile (receipt confirmed), or on the date of personal delivery, if delivered by hand, or on the date signed for if sent by an overnight delivery service, to the following addresses, or to such other address as either party may request, in the case of the District, by notifying the Facility, and in the case of the Facility, by notifying the District, or to such other addresses as the parties may specify in writing from time to time:

If to the Facility:

Pet Vet Animal Clinic and
Mobile Practice
11901 North Street
Huntley, IL 60142

If to the District:

275 South Street
Burlington IL, 60109
Program in Career and Technical Education
Attention: Career and Technical Education Department
Facsimile: (847)464-6021

8. Governing Law. This Agreement shall be construed and enforced in accordance with the laws of the State of Illinois, without regard to the conflict of laws provisions thereof.

9. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one and the same instrument.

10. No Third-Party Beneficiaries. This Agreement shall inure exclusively to the benefit of and be binding upon the parties hereto and their respective successors, assigns,

executors and legal representatives. Nothing in this Agreement, expressed or implied, is intended to confer on any person other than the parties hereto or their respective successors and assigns any rights, remedies, obligations or liabilities under or by reason of this Agreement.

11. Agreement binding on parties successors and assigns. This Agreement shall be binding upon the District and the Facility, their successors, employees, agents and assigns, during the initial term of this Agreement and any extensions thereof.

12. Captions for reference only. The captions contained in this Agreement are for convenience of reference only and do not define, describe, or limit the scope or intent of this Agreement or any of its provisions.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed in their respective corporate names by duly authorized officers, all on the day and year first set forth above.

For and on behalf of:

Veterinary Facility:
Pet Vet Animal Clinic and Mobile Practice

Board of Education,
Central Community Unit School District 301

Signature: Karen L Larsen

Signature: _____

Printed Name: Karen L Larsen

Printed Name: _____

Title: Practice Manager

Title: _____

Date: 4/26/2023

Date: _____

Northern Kane Region 110
By Its Administrative District
District __CUSD 301__

Signature: _____

Printed Name: _____

Title: _____

Date: _____

EXHIBIT A
STUDENT EVALUATION FORM

[TO BE ATTACHED]

Standard Affiliation Agreement

Dear Ruffners Luxury Pet Boarding

Thank you for allowing our students to complete their required externship hours at your facility.

Prior to our students beginning their externship visits at your facility, we will need this Affiliation Agreement completed. Please review this Affiliation Agreement document and place an electronic signature in the designated area. Once all required signatures are obtained, an electronic copy of this document will be shared with you for your records.

Please reach out with any questions or concerns you have regarding this document.

Thank you,
Izzy Castillo
Work Based Learning Specialist
Phone: 224-990-7093
isaul.castillo@central301.net

Amber Ballard, CVT
Program Coordinator
Phone: 224-990-7208
amber.ballard@central301.net

**AFFILIATION AGREEMENT
BETWEEN
Northern Kane County Region 110
AND**

Ruffners Luxury Pet Boarding
for Student Veterinary Assistant Externship Experience

THIS AGREEMENT (“Agreement”) is entered into this 26th Day, of April , 2023 by and between Ruffners Luxury Pet Boarding (“**Facility**”), the Board of Education of Central Community Unit School District No. 301 (“**District**”), and Northern Kane Region 100 (collectively the “**Parties**”).

WHEREAS, the District desires to utilize Ruffners Luxury Pet Boarding facility at 1880 Dean Street, St. Charles, IL 60174 for the purpose of providing veterinary assistant practical learning and clinical experiences (see Exhibit A for program-specific requirements) to the high school students of the District and the high school students of the other school districts in Northern Kane Region 110 (an intergovernmental agreement between Community Unit School District 300, Community Unit School District 301, Community Unit School District 303, and Unit School District U-46); and

WHEREAS, the Facility desires to provide such practical learning and clinical experiences to students, both as a community service and as ongoing education for its own staff.

NOW, THEREFORE, it is understood and agreed upon by the parties hereto as follows:

A. SCHOOL RESPONSIBILITIES:

1. **Provision of foundational curriculum to students.** The District shall have the total responsibility for planning and determining the adequacy of the educational experience of students in theoretical background, basic skill, professional ethics, attitude and behavior, and will assign to the Facility only those students who have satisfactorily completed the prerequisite didactic portion of the District’s curriculum.

2. **Liability insurance.** The Facility and each participating school district shall provide its own General Liability insurance, including but not limited to property loss and damage claims, claims for bodily injury or death, and other civil actions, claims or suits, including the defenses thereof, which may be made against the insured party. No provision of insurance or self-insurance by the District, Northern Kane County Region 110, or other participating school district shall modify, amend, or in any other way remove the immunities of public employees and local governmental entities granted in the *Local Governmental and Governmental Employees Tort Immunity Act*, 745 ILCS 10/1 et seq.

3. **Designation of liaison to Facility; communications relating to clinical placements.** The District and/or Northern Kane County Region 110 will designate a faculty or other professional staff member to coordinate and act as its liaison to the Facility. The

assignments to be undertaken by the students participating in the educational program will be mutually arranged and a regular exchange of information will be maintained by on-site visits when practical and by letter, email or telephone in other instances.

The District shall notify the Facility in writing of any change or proposed change of the person(s) responsible for coordinating clinical placements with the Facility.

4. School notices to students. The District shall notify each student prior to his or her arrival at the Facility that he/she is required to:

- (a) Follow the administrative policies, standards, and practices of the Facility.
- (b) Obtain medical care at his or her own expense for any injuries or illnesses sustained as a direct or indirect result of his/her affiliation with the Facility.
- (c) Provide his/her own transportation.
- (d) Report to the Facility on time and follow all established regulations during the regularly scheduled operating hours of the Facility.
- (e) Conform to the standards and practices established by the District while functioning at the Facility.
- (f) Obtain prior written approval of the Facility and the District before publishing any material relating to the clinical learning experience.
- (g) Meet the personal, ethical, and professional standards required of employees of the Facility and that are consistent with the applicable professional Code of Ethics and the applicable standards of relevant accrediting or regulatory bodies.
- (h) Notify his or her home school district of any medical conditions which may affect participation at the Facility.

B. FACILITY RESPONSIBILITIES:

1. Provision of facilities for supervised experiences. Subject to the provisions of Section C.2 of this Agreement, the Facility agrees to make the appropriate facilities available to the District in order for the District to provide supervised clinical experiences to students. Such facilities shall include a safe working environment conducive to the learning process of the students as intended by the terms of this Agreement and conforming to customary Facility procedures. Students shall be supervised by qualified Facility staff at all times.

2. Facility rules applicable to students during clinical assignments. Students are to remain subject to the authority, policies, and regulations imposed by the District and, during periods of clinical assignment, students will be subject to all rules and regulations

of the Facility and imposed by the Facility on its employees and agents with regard to following the administrative policies, standards, and practices of the Facility. The Facility must notify the District in advance of any specific requirements for the Facility, such as dress code, uniforms, or other workplace rules.

3. Emergency treatment of students. In case of emergency at a non-hospital site, standard procedure will be followed. The District may provide the Facility with specific protocols to be followed for emergency treatment of an individual student, if necessary. The Facility shall immediately notify the District liaison of any student injury or other emergency involving students. It is the student's responsibility to bear the cost of the emergency treatment.

4. Designation of liaison to the District; communications relating to placements. The Facility shall designate a liaison responsible for coordinating the placements. That person shall maintain contact with the District's designated liaison person to assure mutual participation in and surveillance of the program. The Facility shall notify the District in writing of any change or proposed change of the person(s) responsible for coordinating the placements.

5. School Tour of Facility. The Facility shall, on reasonable request, permit a tour of its clinical facilities and services available and other items pertaining to clinical learning experiences, by representatives of the District and agencies charged with responsibility for approval of the facilities or accreditation of the curriculum.

6. Provision of Relevant Facility policies. The Facility shall provide the student(s) and the District the Facility's administrative policies, standards, and practices with which the students must comply relevant to the placement.

7. Facility Transportation and Use of Mobile Units. The Facility must obtain advance written permission from the District for transportation of students by the Facility or its staff or for student participation in any mobile veterinary unit. Such permission must be signed by the Facility staff member, a District representative, the student, and the student's parent or guardian. At no time will one student be alone with any one Facility employee.

8. FERPA Compliance. The Facility shall comply with the applicable provisions of the *Family Educational Rights and Privacy Act of 1974*, 20 USC 1232 (g), otherwise known as FERPA or the Buckley Amendment, as well as the *Illinois School Student Records Act*, 105 ILCS 10/1 et seq., and shall take all measures necessary to ensure the confidentiality of any and all information in its possession regarding the District's students who train at the Facility pursuant to this agreement. The Facility shall have access to student record information (records which alone, or with other records, personally identify a student) only to the extent necessary for student participation in the program. The Facility will maintain such records as confidential records and shall not disclose them to third parties except pursuant to court order, in the case of an emergency, or with consent of the District or student and parent/guardian. At the conclusion of a student's participation in the program, the Facility shall return all student records in its

possession to the District or, at the District's request, directly to the student's home school district if other than the District.

C. OTHER RESPONSIBILITIES:

1. **Compliance with client/patient privacy laws.** The District agrees to abide by and require that its participating faculty and students abide by all applicable state and federal laws, rules and regulations regarding client/patient privacy, including but not limited to, laws relating to consumer financial information. Students shall be required to comply with the Facility's policies and procedures regarding the confidentiality of client/patient information and the use of all such information. The Facility will notify the District and students of the foregoing laws and policies applicable to the Facility program. The Parties shall notify one another if there are known breaches of this confidentiality.

The District will advise students that dissemination or public posting of any client/patient information through social media or other means will be prohibited.

2. **Determination of instructional period.** The course of instruction will cover a period of time as arranged between the District and the Facility. The starting clinical date will begin on August 1st, 2023 with the last clinical on July 31st, 2024 .

3. **Determination of number of participating students.** The number of students eligible to participate in the clinical placement will be determined, and may be changed, by mutual agreement of the Parties. For certain clinical programs, IDPH regulations may limit the maximum number of students per sessions. Notwithstanding the foregoing, the Facility and the District agree and understand that the availability of clinical placements at the Facility during the term of this Agreement may periodically be affected by a variety of factors. In such event, the Facility may reduce the number of students eligible to participate in the clinical education program with prior notice to the District and adequate time for the District to reassign the student(s) to another clinical site. The Facility agrees further to accommodate students of the District who are similarly displaced from other clinical affiliates of the District to the extent that clinical space is available at the Facility.

4. **Evaluation of students' experiences.** Evaluation of the clinical learning experiences of the students will be accomplished jointly by the appropriate school district staff. The Parties agree that a clinical supervisor must be present throughout the entire time the students are present. Each student must be paired with a Facility staff member and supervised at all times. These Facility staff members will complete evaluations of the student she or he supervises, including but not limited to, evaluating the student's professionalism and personal attributes related to performance of outline skills. Specifically, the supervising Certified Veterinary Technician or Licensed Veterinarian must sign off on all performed skills listed on the Evaluation Form attached to this Agreement as Exhibit A. The Facility staff and the District's externship coordinator will communicate on a regular basis for the purpose of reviewing and evaluating current clinical experiences offered to students.

5. Removal of students.

(a) The District has the right to remove a student from a clinical education program. The District shall notify the Facility of such removal in writing.

(b) The Facility may immediately remove any student participating in a clinical education program from the Facility's premises for behavior that the Facility deems to be an immediate threat to the health or welfare of its clients/patients, staff members, visitors, or operations. In such an event, the Facility shall notify the relevant District staff member in writing of its actions and the reasons for its actions as soon as practicable. If the Facility desires to remove a student for any other reason, it shall notify the relevant District staff member in writing of the reasons for the removal and shall consult with that individual before removing the student.

D. TERM OF AGREEMENT:

The term of this Agreement shall be for one (1) year, to commence on 1st Day of July, 2023 . Either party may terminate this Agreement at any time, with or without cause, upon ninety (90) days prior written notice to the other party. In the event that this Agreement is not renewed for a subsequent term, students who are participating in the clinical learning experiences at the time of termination shall be allowed to complete such assignment under the terms and conditions herein set forth.

E. ADDITIONAL TERMS:

1. **Stipulations as to liability.** Subject to applicable state law, neither party to this Agreement shall be legally liable for the consequences, whether bodily injury or property damage, occasioned by an act, omission, or neglect chargeable to the other party. Where Worker's Compensation or other obligation for payment of benefits may arise, this Agreement shall neither enlarge nor diminish such obligation.

2. **Criminal Background Screening:** Facility staff who come to the District schools to work with students will need to comply with the District's onsite security protocols, including sex offender and criminal background screening.

3. **Assignment of Agreement.** This Agreement may not be assigned without the prior written consent of the other party, which will not be unreasonably withheld.

4. **Entire Agreement.** This Agreement supersedes any and all other agreements, either oral or written, between the parties hereto with respect to the subject matter hereof. No changes or modifications of this Agreement shall be valid unless the same are in writing and signed by the parties. No waiver of any provisions of this Agreement shall be valid unless in writing and signed by the parties.

5. **Severability.** If any provision of this Agreement or the application thereof to any person or situation shall, to any extent, be held invalid or unenforceable, the remainder of

this Agreement, and the application of such provision to persons or situations other than those to which it shall have been held invalid or unenforceable, shall not be affected thereby, but shall continue valid and enforceable to the fullest extent permitted by law.

6. Employment Status. No assigned student or District faculty member under this Agreement shall in any way be considered an employee or agent of the Facility nor shall any such student or faculty member be entitled to any compensation, fringe benefits, Worker's Compensation, disability benefits, or other rights normally afforded to employees of the Facility. The students shall not at any time replace or substitute for any employee at the Facility or perform any of the duties normally performed by an employee of the Facility, except as such duties are part of the students' training or learning experience.

7. Notice to Parties. Any notice, demand, or request required or permitted to be given under the provisions of this Agreement shall be in writing and shall be deemed to have been duly given under the earlier of (a) the date actually received by the party in question, by whatever means and however addressed, or (b) the date sent by facsimile (receipt confirmed), or on the date of personal delivery, if delivered by hand, or on the date signed for if sent by an overnight delivery service, to the following addresses, or to such other address as either party may request, in the case of the District, by notifying the Facility, and in the case of the Facility, by notifying the District, or to such other addresses as the parties may specify in writing from time to time:

If to the Facility:

Ruffners Luxury Pet
Boarding
1880 Dean Street
St. Charles, IL 60174

If to the District:

275 South Street
Burlington IL, 60109
Program in Career and Technical Education
Attention: Career and Technical Education Department
Facsimile: (847)464-6021

8. Governing Law. This Agreement shall be construed and enforced in accordance with the laws of the State of Illinois, without regard to the conflict of laws provisions thereof.

9. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one and the same instrument.

10. No Third-Party Beneficiaries. This Agreement shall inure exclusively to the benefit of and be binding upon the parties hereto and their respective successors, assigns,

executors and legal representatives. Nothing in this Agreement, expressed or implied, is intended to confer on any person other than the parties hereto or their respective successors and assigns any rights, remedies, obligations or liabilities under or by reason of this Agreement.

11. Agreement binding on parties successors and assigns. This Agreement shall be binding upon the District and the Facility, their successors, employees, agents and assigns, during the initial term of this Agreement and any extensions thereof.

12. Captions for reference only. The captions contained in this Agreement are for convenience of reference only and do not define, describe, or limit the scope or intent of this Agreement or any of its provisions.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed in their respective corporate names by duly authorized officers, all on the day and year first set forth above.

For and on behalf of:

Veterinary Facility:
Ruffners Luxury Pet Boarding

Board of Education,
Central Community Unit School District 301

Signature:  _____

Signature: _____

Printed Name: Jenn Brauner

Printed Name: _____

Title: Owner

Title: _____

Date: 4/26/2023

Date: _____

Northern Kane Region 110
By Its Administrative District
District __CUSD 301__

Signature: _____

Printed Name: _____

Title: _____

Date: _____

EXHIBIT A
STUDENT EVALUATION FORM

[TO BE ATTACHED]

Standard Affiliation Agreement

Dear South Town Animal Hospital

Thank you for allowing our students to complete their required externship hours at your facility.

Prior to our students beginning their externship visits at your facility, we will need this Affiliation Agreement completed. Please review this Affiliation Agreement document and place an electronic signature in the designated area. Once all required signatures are obtained, an electronic copy of this document will be shared with you for your records.

Please reach out with any questions or concerns you have regarding this document.

Thank you,
Izzy Castillo
Work Based Learning Specialist
Phone: 224-990-7093
isaul.castillo@central301.net

Amber Ballard, CVT
Program Coordinator
Phone: 224-990-7208
amber.ballard@central301.net

**AFFILIATION AGREEMENT
BETWEEN
Northern Kane County Region 110
AND**

South Town Animal Hospital
for Student Veterinary Assistant Externship Experience

THIS AGREEMENT (“Agreement”) is entered into this 26th Day, of April , 2023 by and between South Town Animal Hospital (“**Facility**”), the Board of Education of Central Community Unit School District No. 301 (“**District**”), and Northern Kane Region 100 (collectively the “**Parties**”).

WHEREAS, the District desires to utilize South Town Animal Hospital facility at 1944 Gyorr Ave, South Elgin, IL 60177 for the purpose of providing veterinary assistant practical learning and clinical experiences (see Exhibit A for program-specific requirements) to the high school students of the District and the high school students of the other school districts in Northern Kane Region 110 (an intergovernmental agreement between Community Unit School District 300, Community Unit School District 301, Community Unit School District 303, and Unit School District U-46); and

WHEREAS, the Facility desires to provide such practical learning and clinical experiences to students, both as a community service and as ongoing education for its own staff.

NOW, THEREFORE, it is understood and agreed upon by the parties hereto as follows:

A. SCHOOL RESPONSIBILITIES:

1. **Provision of foundational curriculum to students.** The District shall have the total responsibility for planning and determining the adequacy of the educational experience of students in theoretical background, basic skill, professional ethics, attitude and behavior, and will assign to the Facility only those students who have satisfactorily completed the prerequisite didactic portion of the District’s curriculum.

2. **Liability insurance.** The Facility and each participating school district shall provide its own General Liability insurance, including but not limited to property loss and damage claims, claims for bodily injury or death, and other civil actions, claims or suits, including the defenses thereof, which may be made against the insured party. No provision of insurance or self-insurance by the District, Northern Kane County Region 110, or other participating school district shall modify, amend, or in any other way remove the immunities of public employees and local governmental entities granted in the *Local Governmental and Governmental Employees Tort Immunity Act, 745 ILCS 10/1 et seq.*

3. **Designation of liaison to Facility; communications relating to clinical placements.** The District and/or Northern Kane County Region 110 will designate a faculty or other professional staff member to coordinate and act as its liaison to the Facility. The

assignments to be undertaken by the students participating in the educational program will be mutually arranged and a regular exchange of information will be maintained by on-site visits when practical and by letter, email or telephone in other instances.

The District shall notify the Facility in writing of any change or proposed change of the person(s) responsible for coordinating clinical placements with the Facility.

4. School notices to students. The District shall notify each student prior to his or her arrival at the Facility that he/she is required to:

- (a) Follow the administrative policies, standards, and practices of the Facility.
- (b) Obtain medical care at his or her own expense for any injuries or illnesses sustained as a direct or indirect result of his/her affiliation with the Facility.
- (c) Provide his/her own transportation.
- (d) Report to the Facility on time and follow all established regulations during the regularly scheduled operating hours of the Facility.
- (e) Conform to the standards and practices established by the District while functioning at the Facility.
- (f) Obtain prior written approval of the Facility and the District before publishing any material relating to the clinical learning experience.
- (g) Meet the personal, ethical, and professional standards required of employees of the Facility and that are consistent with the applicable professional Code of Ethics and the applicable standards of relevant accrediting or regulatory bodies.
- (h) Notify his or her home school district of any medical conditions which may affect participation at the Facility.

B. FACILITY RESPONSIBILITIES:

1. Provision of facilities for supervised experiences. Subject to the provisions of Section C.2 of this Agreement, the Facility agrees to make the appropriate facilities available to the District in order for the District to provide supervised clinical experiences to students. Such facilities shall include a safe working environment conducive to the learning process of the students as intended by the terms of this Agreement and conforming to customary Facility procedures. Students shall be supervised by qualified Facility staff at all times.

2. Facility rules applicable to students during clinical assignments. Students are to remain subject to the authority, policies, and regulations imposed by the District and, during periods of clinical assignment, students will be subject to all rules and regulations

of the Facility and imposed by the Facility on its employees and agents with regard to following the administrative policies, standards, and practices of the Facility. The Facility must notify the District in advance of any specific requirements for the Facility, such as dress code, uniforms, or other workplace rules.

3. Emergency treatment of students. In case of emergency at a non-hospital site, standard procedure will be followed. The District may provide the Facility with specific protocols to be followed for emergency treatment of an individual student, if necessary. The Facility shall immediately notify the District liaison of any student injury or other emergency involving students. It is the student's responsibility to bear the cost of the emergency treatment.

4. Designation of liaison to the District; communications relating to placements. The Facility shall designate a liaison responsible for coordinating the placements. That person shall maintain contact with the District's designated liaison person to assure mutual participation in and surveillance of the program. The Facility shall notify the District in writing of any change or proposed change of the person(s) responsible for coordinating the placements.

5. School Tour of Facility. The Facility shall, on reasonable request, permit a tour of its clinical facilities and services available and other items pertaining to clinical learning experiences, by representatives of the District and agencies charged with responsibility for approval of the facilities or accreditation of the curriculum.

6. Provision of Relevant Facility policies. The Facility shall provide the student(s) and the District the Facility's administrative policies, standards, and practices with which the students must comply relevant to the placement.

7. Facility Transportation and Use of Mobile Units. The Facility must obtain advance written permission from the District for transportation of students by the Facility or its staff or for student participation in any mobile veterinary unit. Such permission must be signed by the Facility staff member, a District representative, the student, and the student's parent or guardian. At no time will one student be alone with any one Facility employee.

8. FERPA Compliance. The Facility shall comply with the applicable provisions of the *Family Educational Rights and Privacy Act of 1974*, 20 USC 1232 (g), otherwise known as FERPA or the Buckley Amendment, as well as the *Illinois School Student Records Act*, 105 ILCS 10/1 et seq., and shall take all measures necessary to ensure the confidentiality of any and all information in its possession regarding the District's students who train at the Facility pursuant to this agreement. The Facility shall have access to student record information (records which alone, or with other records, personally identify a student) only to the extent necessary for student participation in the program. The Facility will maintain such records as confidential records and shall not disclose them to third parties except pursuant to court order, in the case of an emergency, or with consent of the District or student and parent/guardian. At the conclusion of a student's participation in the program, the Facility shall return all student records in its

possession to the District or, at the District's request, directly to the student's home school district if other than the District.

C. OTHER RESPONSIBILITIES:

1. Compliance with client/patient privacy laws. The District agrees to abide by and require that its participating faculty and students abide by all applicable state and federal laws, rules and regulations regarding client/patient privacy, including but not limited to, laws relating to consumer financial information. Students shall be required to comply with the Facility's policies and procedures regarding the confidentiality of client/patient information and the use of all such information. The Facility will notify the District and students of the foregoing laws and policies applicable to the Facility program. The Parties shall notify one another if there are known breaches of this confidentiality.

The District will advise students that dissemination or public posting of any client/patient information through social media or other means will be prohibited.

2. Determination of instructional period. The course of instruction will cover a period of time as arranged between the District and the Facility. The starting clinical date will begin on August 1st, 2023 with the last clinical on July 31st, 2024 .

3. Determination of number of participating students. The number of students eligible to participate in the clinical placement will be determined, and may be changed, by mutual agreement of the Parties. For certain clinical programs, IDPH regulations may limit the maximum number of students per sessions. Notwithstanding the foregoing, the Facility and the District agree and understand that the availability of clinical placements at the Facility during the term of this Agreement may periodically be affected by a variety of factors. In such event, the Facility may reduce the number of students eligible to participate in the clinical education program with prior notice to the District and adequate time for the District to reassign the student(s) to another clinical site. The Facility agrees further to accommodate students of the District who are similarly displaced from other clinical affiliates of the District to the extent that clinical space is available at the Facility.

4. Evaluation of students' experiences. Evaluation of the clinical learning experiences of the students will be accomplished jointly by the appropriate school district staff. The Parties agree that a clinical supervisor must be present throughout the entire time the students are present. Each student must be paired with a Facility staff member and supervised at all times. These Facility staff members will complete evaluations of the student she or he supervises, including but not limited to, evaluating the student's professionalism and personal attributes related to performance of outline skills. Specifically, the supervising Certified Veterinary Technician or Licensed Veterinarian must sign off on all performed skills listed on the Evaluation Form attached to this Agreement as Exhibit A. The Facility staff and the District's externship coordinator will communicate on a regular basis for the purpose of reviewing and evaluating current clinical experiences offered to students.

5. Removal of students.

(a) The District has the right to remove a student from a clinical education program. The District shall notify the Facility of such removal in writing.

(b) The Facility may immediately remove any student participating in a clinical education program from the Facility's premises for behavior that the Facility deems to be an immediate threat to the health or welfare of its clients/patients, staff members, visitors, or operations. In such an event, the Facility shall notify the relevant District staff member in writing of its actions and the reasons for its actions as soon as practicable. If the Facility desires to remove a student for any other reason, it shall notify the relevant District staff member in writing of the reasons for the removal and shall consult with that individual before removing the student.

D. TERM OF AGREEMENT:

The term of this Agreement shall be for one (1) year, to commence on 1st Day of July, 2023 . Either party may terminate this Agreement at any time, with or without cause, upon ninety (90) days prior written notice to the other party. In the event that this Agreement is not renewed for a subsequent term, students who are participating in the clinical learning experiences at the time of termination shall be allowed to complete such assignment under the terms and conditions herein set forth.

E. ADDITIONAL TERMS:

1. **Stipulations as to liability.** Subject to applicable state law, neither party to this Agreement shall be legally liable for the consequences, whether bodily injury or property damage, occasioned by an act, omission, or neglect chargeable to the other party. Where Worker's Compensation or other obligation for payment of benefits may arise, this Agreement shall neither enlarge nor diminish such obligation.

2. **Criminal Background Screening:** Facility staff who come to the District schools to work with students will need to comply with the District's onsite security protocols, including sex offender and criminal background screening.

3. **Assignment of Agreement.** This Agreement may not be assigned without the prior written consent of the other party, which will not be unreasonably withheld.

4. **Entire Agreement.** This Agreement supersedes any and all other agreements, either oral or written, between the parties hereto with respect to the subject matter hereof. No changes or modifications of this Agreement shall be valid unless the same are in writing and signed by the parties. No waiver of any provisions of this Agreement shall be valid unless in writing and signed by the parties.

5. **Severability.** If any provision of this Agreement or the application thereof to any person or situation shall, to any extent, be held invalid or unenforceable, the remainder of

this Agreement, and the application of such provision to persons or situations other than those to which it shall have been held invalid or unenforceable, shall not be affected thereby, but shall continue valid and enforceable to the fullest extent permitted by law.

6. Employment Status. No assigned student or District faculty member under this Agreement shall in any way be considered an employee or agent of the Facility nor shall any such student or faculty member be entitled to any compensation, fringe benefits, Worker's Compensation, disability benefits, or other rights normally afforded to employees of the Facility. The students shall not at any time replace or substitute for any employee at the Facility or perform any of the duties normally performed by an employee of the Facility, except as such duties are part of the students' training or learning experience.

7. Notice to Parties. Any notice, demand, or request required or permitted to be given under the provisions of this Agreement shall be in writing and shall be deemed to have been duly given under the earlier of (a) the date actually received by the party in question, by whatever means and however addressed, or (b) the date sent by facsimile (receipt confirmed), or on the date of personal delivery, if delivered by hand, or on the date signed for if sent by an overnight delivery service, to the following addresses, or to such other address as either party may request, in the case of the District, by notifying the Facility, and in the case of the Facility, by notifying the District, or to such other addresses as the parties may specify in writing from time to time:

If to the Facility:

South Town Animal
Hospital
1944 Gyorr Ave
South Elain. IL 60177

If to the District:

275 South Street
Burlington IL, 60109
Program in Career and Technical Education
Attention: Career and Technical Education Department
Facsimile: (847)464-6021

8. Governing Law. This Agreement shall be construed and enforced in accordance with the laws of the State of Illinois, without regard to the conflict of laws provisions thereof.

9. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one and the same instrument.

10. No Third-Party Beneficiaries. This Agreement shall inure exclusively to the benefit of and be binding upon the parties hereto and their respective successors, assigns,

executors and legal representatives. Nothing in this Agreement, expressed or implied, is intended to confer on any person other than the parties hereto or their respective successors and assigns any rights, remedies, obligations or liabilities under or by reason of this Agreement.

11. Agreement binding on parties successors and assigns. This Agreement shall be binding upon the District and the Facility, their successors, employees, agents and assigns, during the initial term of this Agreement and any extensions thereof.

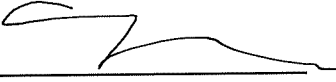
12. Captions for reference only. The captions contained in this Agreement are for convenience of reference only and do not define, describe, or limit the scope or intent of this Agreement or any of its provisions.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed in their respective corporate names by duly authorized officers, all on the day and year first set forth above.

For and on behalf of:

Veterinary Facility:
South Town Animal Hospital

Board of Education,
Central Community Unit School District 301

Signature: 

Signature: _____

Printed Name: Anne Burton

Printed Name: _____

Title: Practice Manager

Title: _____

Date: 4/28/2023

Date: _____

Northern Kane Region 110
By Its Administrative District
District __CUSD 301__

Signature: _____

Printed Name: _____

Title: _____

Date: _____

EXHIBIT A
STUDENT EVALUATION FORM

[TO BE ATTACHED]

Standard Affiliation Agreement

Dear Spring Hill Veterinary Clinic

Thank you for allowing our students to complete their required externship hours at your facility.

Prior to our students beginning their externship visits at your facility, we will need this Affiliation Agreement completed. Please review this Affiliation Agreement document and place an electronic signature in the designated area. Once all required signatures are obtained, an electronic copy of this document will be shared with you for your records.

Please reach out with any questions or concerns you have regarding this document.

Thank you,
Izzy Castillo
Work Based Learning Specialist
Phone: 224-990-7093
isaul.castillo@central301.net

Amber Ballard, CVT
Program Coordinator
Phone: 224-990-7208
amber.ballard@central301.net

**AFFILIATION AGREEMENT
BETWEEN
Northern Kane County Region 110
AND**

Spring Hill Veterinary Clinic
for Student Veterinary Assistant Externship Experience

THIS AGREEMENT (“Agreement”) is entered into this 26th Day, of April , 2023 by and between Spring Hill Veterinary Clinic (“**Facility**”), the Board of Education of Central Community Unit School District No. 301 (“**District**”), and Northern Kane Region 100 (collectively the “**Parties**”).

WHEREAS, the District desires to utilize Spring Hill Veterinary Clinic facility at 25 N Western Ave, Carpentersville, IL 60110 for the purpose of providing veterinary assistant practical learning and clinical experiences (see Exhibit A for program-specific requirements) to the high school students of the District and the high school students of the other school districts in Northern Kane Region 110 (an intergovernmental agreement between Community Unit School District 300, Community Unit School District 301, Community Unit School District 303, and Unit School District U-46); and

WHEREAS, the Facility desires to provide such practical learning and clinical experiences to students, both as a community service and as ongoing education for its own staff.

NOW, THEREFORE, it is understood and agreed upon by the parties hereto as follows:

A. SCHOOL RESPONSIBILITIES:

1. Provision of foundational curriculum to students. The District shall have the total responsibility for planning and determining the adequacy of the educational experience of students in theoretical background, basic skill, professional ethics, attitude and behavior, and will assign to the Facility only those students who have satisfactorily completed the prerequisite didactic portion of the District’s curriculum.

2. Liability insurance. The Facility and each participating school district shall provide its own General Liability insurance, including but not limited to property loss and damage claims, claims for bodily injury or death, and other civil actions, claims or suits, including the defenses thereof, which may be made against the insured party. No provision of insurance or self-insurance by the District, Northern Kane County Region 110, or other participating school district shall modify, amend, or in any other way remove the immunities of public employees and local governmental entities granted in the *Local Governmental and Governmental Employees Tort Immunity Act*, 745 ILCS 10/1 et seq.

3. Designation of liaison to Facility; communications relating to clinical placements. The District and/or Northern Kane County Region 110 will designate a faculty or other professional staff member to coordinate and act as its liaison to the Facility. The

assignments to be undertaken by the students participating in the educational program will be mutually arranged and a regular exchange of information will be maintained by on-site visits when practical and by letter, email or telephone in other instances.

The District shall notify the Facility in writing of any change or proposed change of the person(s) responsible for coordinating clinical placements with the Facility.

4. School notices to students. The District shall notify each student prior to his or her arrival at the Facility that he/she is required to:

- (a) Follow the administrative policies, standards, and practices of the Facility.
- (b) Obtain medical care at his or her own expense for any injuries or illnesses sustained as a direct or indirect result of his/her affiliation with the Facility.
- (c) Provide his/her own transportation.
- (d) Report to the Facility on time and follow all established regulations during the regularly scheduled operating hours of the Facility.
- (e) Conform to the standards and practices established by the District while functioning at the Facility.
- (f) Obtain prior written approval of the Facility and the District before publishing any material relating to the clinical learning experience.
- (g) Meet the personal, ethical, and professional standards required of employees of the Facility and that are consistent with the applicable professional Code of Ethics and the applicable standards of relevant accrediting or regulatory bodies.
- (h) Notify his or her home school district of any medical conditions which may affect participation at the Facility.

B. FACILITY RESPONSIBILITIES:

1. Provision of facilities for supervised experiences. Subject to the provisions of Section C.2 of this Agreement, the Facility agrees to make the appropriate facilities available to the District in order for the District to provide supervised clinical experiences to students. Such facilities shall include a safe working environment conducive to the learning process of the students as intended by the terms of this Agreement and conforming to customary Facility procedures. Students shall be supervised by qualified Facility staff at all times.

2. Facility rules applicable to students during clinical assignments. Students are to remain subject to the authority, policies, and regulations imposed by the District and, during periods of clinical assignment, students will be subject to all rules and regulations

of the Facility and imposed by the Facility on its employees and agents with regard to following the administrative policies, standards, and practices of the Facility. The Facility must notify the District in advance of any specific requirements for the Facility, such as dress code, uniforms, or other workplace rules.

3. Emergency treatment of students. In case of emergency at a non-hospital site, standard procedure will be followed. The District may provide the Facility with specific protocols to be followed for emergency treatment of an individual student, if necessary. The Facility shall immediately notify the District liaison of any student injury or other emergency involving students. It is the student's responsibility to bear the cost of the emergency treatment.

4. Designation of liaison to the District; communications relating to placements. The Facility shall designate a liaison responsible for coordinating the placements. That person shall maintain contact with the District's designated liaison person to assure mutual participation in and surveillance of the program. The Facility shall notify the District in writing of any change or proposed change of the person(s) responsible for coordinating the placements.

5. School Tour of Facility. The Facility shall, on reasonable request, permit a tour of its clinical facilities and services available and other items pertaining to clinical learning experiences, by representatives of the District and agencies charged with responsibility for approval of the facilities or accreditation of the curriculum.

6. Provision of Relevant Facility policies. The Facility shall provide the student(s) and the District the Facility's administrative policies, standards, and practices with which the students must comply relevant to the placement.

7. Facility Transportation and Use of Mobile Units. The Facility must obtain advance written permission from the District for transportation of students by the Facility or its staff or for student participation in any mobile veterinary unit. Such permission must be signed by the Facility staff member, a District representative, the student, and the student's parent or guardian. At no time will one student be alone with any one Facility employee.

8. FERPA Compliance. The Facility shall comply with the applicable provisions of the *Family Educational Rights and Privacy Act of 1974*, 20 USC 1232 (g), otherwise known as FERPA or the Buckley Amendment, as well as the *Illinois School Student Records Act*, 105 ILCS 10/1 et seq., and shall take all measures necessary to ensure the confidentiality of any and all information in its possession regarding the District's students who train at the Facility pursuant to this agreement. The Facility shall have access to student record information (records which alone, or with other records, personally identify a student) only to the extent necessary for student participation in the program. The Facility will maintain such records as confidential records and shall not disclose them to third parties except pursuant to court order, in the case of an emergency, or with consent of the District or student and parent/guardian. At the conclusion of a student's participation in the program, the Facility shall return all student records in its

possession to the District or, at the District's request, directly to the student's home school district if other than the District.

C. OTHER RESPONSIBILITIES:

1. Compliance with client/patient privacy laws. The District agrees to abide by and require that its participating faculty and students abide by all applicable state and federal laws, rules and regulations regarding client/patient privacy, including but not limited to, laws relating to consumer financial information. Students shall be required to comply with the Facility's policies and procedures regarding the confidentiality of client/patient information and the use of all such information. The Facility will notify the District and students of the foregoing laws and policies applicable to the Facility program. The Parties shall notify one another if there are known breaches of this confidentiality.

The District will advise students that dissemination or public posting of any client/patient information through social media or other means will be prohibited.

2. Determination of instructional period. The course of instruction will cover a period of time as arranged between the District and the Facility. The starting clinical date will begin on August 1st, 2023 with the last clinical on July 31st, 2024 .

3. Determination of number of participating students. The number of students eligible to participate in the clinical placement will be determined, and may be changed, by mutual agreement of the Parties. For certain clinical programs, IDPH regulations may limit the maximum number of students per sessions. Notwithstanding the foregoing, the Facility and the District agree and understand that the availability of clinical placements at the Facility during the term of this Agreement may periodically be affected by a variety of factors. In such event, the Facility may reduce the number of students eligible to participate in the clinical education program with prior notice to the District and adequate time for the District to reassign the student(s) to another clinical site. The Facility agrees further to accommodate students of the District who are similarly displaced from other clinical affiliates of the District to the extent that clinical space is available at the Facility.

4. Evaluation of students' experiences. Evaluation of the clinical learning experiences of the students will be accomplished jointly by the appropriate school district staff. The Parties agree that a clinical supervisor must be present throughout the entire time the students are present. Each student must be paired with a Facility staff member and supervised at all times. These Facility staff members will complete evaluations of the student she or he supervises, including but not limited to, evaluating the student's professionalism and personal attributes related to performance of outline skills. Specifically, the supervising Certified Veterinary Technician or Licensed Veterinarian must sign off on all performed skills listed on the Evaluation Form attached to this Agreement as Exhibit A. The Facility staff and the District's externship coordinator will communicate on a regular basis for the purpose of reviewing and evaluating current clinical experiences offered to students.

5. Removal of students.

(a) The District has the right to remove a student from a clinical education program. The District shall notify the Facility of such removal in writing.

(b) The Facility may immediately remove any student participating in a clinical education program from the Facility's premises for behavior that the Facility deems to be an immediate threat to the health or welfare of its clients/patients, staff members, visitors, or operations. In such an event, the Facility shall notify the relevant District staff member in writing of its actions and the reasons for its actions as soon as practicable. If the Facility desires to remove a student for any other reason, it shall notify the relevant District staff member in writing of the reasons for the removal and shall consult with that individual before removing the student.

D. TERM OF AGREEMENT:

The term of this Agreement shall be for one (1) year, to commence on 1st Day of July, 2023 . Either party may terminate this Agreement at any time, with or without cause, upon ninety (90) days prior written notice to the other party. In the event that this Agreement is not renewed for a subsequent term, students who are participating in the clinical learning experiences at the time of termination shall be allowed to complete such assignment under the terms and conditions herein set forth.

E. ADDITIONAL TERMS:

1. **Stipulations as to liability.** Subject to applicable state law, neither party to this Agreement shall be legally liable for the consequences, whether bodily injury or property damage, occasioned by an act, omission, or neglect chargeable to the other party. Where Worker's Compensation or other obligation for payment of benefits may arise, this Agreement shall neither enlarge nor diminish such obligation.

2. **Criminal Background Screening:** Facility staff who come to the District schools to work with students will need to comply with the District's onsite security protocols, including sex offender and criminal background screening.

3. **Assignment of Agreement.** This Agreement may not be assigned without the prior written consent of the other party, which will not be unreasonably withheld.

4. **Entire Agreement.** This Agreement supersedes any and all other agreements, either oral or written, between the parties hereto with respect to the subject matter hereof. No changes or modifications of this Agreement shall be valid unless the same are in writing and signed by the parties. No waiver of any provisions of this Agreement shall be valid unless in writing and signed by the parties.

5. **Severability.** If any provision of this Agreement or the application thereof to any person or situation shall, to any extent, be held invalid or unenforceable, the remainder of

this Agreement, and the application of such provision to persons or situations other than those to which it shall have been held invalid or unenforceable, shall not be affected thereby, but shall continue valid and enforceable to the fullest extent permitted by law.

6. Employment Status. No assigned student or District faculty member under this Agreement shall in any way be considered an employee or agent of the Facility nor shall any such student or faculty member be entitled to any compensation, fringe benefits, Worker's Compensation, disability benefits, or other rights normally afforded to employees of the Facility. The students shall not at any time replace or substitute for any employee at the Facility or perform any of the duties normally performed by an employee of the Facility, except as such duties are part of the students' training or learning experience.

7. Notice to Parties. Any notice, demand, or request required or permitted to be given under the provisions of this Agreement shall be in writing and shall be deemed to have been duly given under the earlier of (a) the date actually received by the party in question, by whatever means and however addressed, or (b) the date sent by facsimile (receipt confirmed), or on the date of personal delivery, if delivered by hand, or on the date signed for if sent by an overnight delivery service, to the following addresses, or to such other address as either party may request, in the case of the District, by notifying the Facility, and in the case of the Facility, by notifying the District, or to such other addresses as the parties may specify in writing from time to time:

If to the Facility:

Spring Hill Veterinary Clinic
25 N Western Ave
Carpentersville, IL 60110

If to the District:

275 South Street
Burlington IL, 60109
Program in Career and Technical Education
Attention: Career and Technical Education Department
Facsimile: (847)464-6021

8. Governing Law. This Agreement shall be construed and enforced in accordance with the laws of the State of Illinois, without regard to the conflict of laws provisions thereof.

9. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one and the same instrument.

10. No Third-Party Beneficiaries. This Agreement shall inure exclusively to the benefit of and be binding upon the parties hereto and their respective successors, assigns,

executors and legal representatives. Nothing in this Agreement, expressed or implied, is intended to confer on any person other than the parties hereto or their respective successors and assigns any rights, remedies, obligations or liabilities under or by reason of this Agreement.

11. Agreement binding on parties successors and assigns. This Agreement shall be binding upon the District and the Facility, their successors, employees, agents and assigns, during the initial term of this Agreement and any extensions thereof.

12. Captions for reference only. The captions contained in this Agreement are for convenience of reference only and do not define, describe, or limit the scope or intent of this Agreement or any of its provisions.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed in their respective corporate names by duly authorized officers, all on the day and year first set forth above.

For and on behalf of:

Veterinary Facility:
Spring Hill Veterinary Clinic

Signature: Erin Goelitz

Printed Name: Erin Goelitz

Title: Owner

Date: 4/26/2023

Board of Education,
Central Community Unit School District 301

Signature: _____

Printed Name: _____

Title: _____

Date: _____

Northern Kane Region 110
By Its Administrative District
District __CUSD 301_____

Signature: _____

Printed Name: _____

Title: _____

Date: _____

EXHIBIT A
STUDENT EVALUATION FORM

[TO BE ATTACHED]

Standard Affiliation Agreement

Dear Tails Humane Society

Thank you for allowing our students to complete their required externship hours at your facility.

Prior to our students beginning their externship visits at your facility, we will need this Affiliation Agreement completed. Please review this Affiliation Agreement document and place an electronic signature in the designated area. Once all required signatures are obtained, an electronic copy of this document will be shared with you for your records.

Please reach out with any questions or concerns you have regarding this document.

Thank you,
Izzy Castillo
Work Based Learning Specialist
Phone: 224-990-7093
isaul.castillo@central301.net

Amber Ballard, CVT
Program Coordinator
Phone: 224-990-7208
amber.ballard@central301.net

**AFFILIATION AGREEMENT
BETWEEN
Northern Kane County Region 110
AND**

Tails Humane Society
for Student Veterinary Assistant Externship Experience

THIS AGREEMENT (“Agreement”) is entered into this 26th Day, of April , 2023 by and between Tails Humane Society (“**Facility**”), the Board of Education of Central Community Unit School District No. 301 (“**District**”), and Northern Kane Region 100 (collectively the “**Parties**”).

WHEREAS, the District desires to utilize Tails Humane Society facility at 2250 Barber Greene Road, DeKalb, IL 60115 for the purpose of providing veterinary assistant practical learning and clinical experiences (see Exhibit A for program-specific requirements) to the high school students of the District and the high school students of the other school districts in Northern Kane Region 110 (an intergovernmental agreement between Community Unit School District 300, Community Unit School District 301, Community Unit School District 303, and Unit School District U-46); and

WHEREAS, the Facility desires to provide such practical learning and clinical experiences to students, both as a community service and as ongoing education for its own staff.

NOW, THEREFORE, it is understood and agreed upon by the parties hereto as follows:

A. SCHOOL RESPONSIBILITIES:

1. **Provision of foundational curriculum to students.** The District shall have the total responsibility for planning and determining the adequacy of the educational experience of students in theoretical background, basic skill, professional ethics, attitude and behavior, and will assign to the Facility only those students who have satisfactorily completed the prerequisite didactic portion of the District’s curriculum.

2. **Liability insurance.** The Facility and each participating school district shall provide its own General Liability insurance, including but not limited to property loss and damage claims, claims for bodily injury or death, and other civil actions, claims or suits, including the defenses thereof, which may be made against the insured party. No provision of insurance or self-insurance by the District, Northern Kane County Region 110, or other participating school district shall modify, amend, or in any other way remove the immunities of public employees and local governmental entities granted in the *Local Governmental and Governmental Employees Tort Immunity Act*, 745 ILCS 10/1 et seq.

3. **Designation of liaison to Facility; communications relating to clinical placements.** The District and/or Northern Kane County Region 110 will designate a faculty or other professional staff member to coordinate and act as its liaison to the Facility. The

assignments to be undertaken by the students participating in the educational program will be mutually arranged and a regular exchange of information will be maintained by on-site visits when practical and by letter, email or telephone in other instances.

The District shall notify the Facility in writing of any change or proposed change of the person(s) responsible for coordinating clinical placements with the Facility.

4. School notices to students. The District shall notify each student prior to his or her arrival at the Facility that he/she is required to:

- (a) Follow the administrative policies, standards, and practices of the Facility.
- (b) Obtain medical care at his or her own expense for any injuries or illnesses sustained as a direct or indirect result of his/her affiliation with the Facility.
- (c) Provide his/her own transportation.
- (d) Report to the Facility on time and follow all established regulations during the regularly scheduled operating hours of the Facility.
- (e) Conform to the standards and practices established by the District while functioning at the Facility.
- (f) Obtain prior written approval of the Facility and the District before publishing any material relating to the clinical learning experience.
- (g) Meet the personal, ethical, and professional standards required of employees of the Facility and that are consistent with the applicable professional Code of Ethics and the applicable standards of relevant accrediting or regulatory bodies.
- (h) Notify his or her home school district of any medical conditions which may affect participation at the Facility.

B. FACILITY RESPONSIBILITIES:

1. Provision of facilities for supervised experiences. Subject to the provisions of Section C.2 of this Agreement, the Facility agrees to make the appropriate facilities available to the District in order for the District to provide supervised clinical experiences to students. Such facilities shall include a safe working environment conducive to the learning process of the students as intended by the terms of this Agreement and conforming to customary Facility procedures. Students shall be supervised by qualified Facility staff at all times.

2. Facility rules applicable to students during clinical assignments. Students are to remain subject to the authority, policies, and regulations imposed by the District and, during periods of clinical assignment, students will be subject to all rules and regulations

of the Facility and imposed by the Facility on its employees and agents with regard to following the administrative policies, standards, and practices of the Facility. The Facility must notify the District in advance of any specific requirements for the Facility, such as dress code, uniforms, or other workplace rules.

3. Emergency treatment of students. In case of emergency at a non-hospital site, standard procedure will be followed. The District may provide the Facility with specific protocols to be followed for emergency treatment of an individual student, if necessary. The Facility shall immediately notify the District liaison of any student injury or other emergency involving students. It is the student's responsibility to bear the cost of the emergency treatment.

4. Designation of liaison to the District; communications relating to placements. The Facility shall designate a liaison responsible for coordinating the placements. That person shall maintain contact with the District's designated liaison person to assure mutual participation in and surveillance of the program. The Facility shall notify the District in writing of any change or proposed change of the person(s) responsible for coordinating the placements.

5. School Tour of Facility. The Facility shall, on reasonable request, permit a tour of its clinical facilities and services available and other items pertaining to clinical learning experiences, by representatives of the District and agencies charged with responsibility for approval of the facilities or accreditation of the curriculum.

6. Provision of Relevant Facility policies. The Facility shall provide the student(s) and the District the Facility's administrative policies, standards, and practices with which the students must comply relevant to the placement.

7. Facility Transportation and Use of Mobile Units. The Facility must obtain advance written permission from the District for transportation of students by the Facility or its staff or for student participation in any mobile veterinary unit. Such permission must be signed by the Facility staff member, a District representative, the student, and the student's parent or guardian. At no time will one student be alone with any one Facility employee.

8. FERPA Compliance. The Facility shall comply with the applicable provisions of the *Family Educational Rights and Privacy Act of 1974*, 20 USC 1232 (g), otherwise known as FERPA or the Buckley Amendment, as well as the *Illinois School Student Records Act*, 105 ILCS 10/1 et seq., and shall take all measures necessary to ensure the confidentiality of any and all information in its possession regarding the District's students who train at the Facility pursuant to this agreement. The Facility shall have access to student record information (records which alone, or with other records, personally identify a student) only to the extent necessary for student participation in the program. The Facility will maintain such records as confidential records and shall not disclose them to third parties except pursuant to court order, in the case of an emergency, or with consent of the District or student and parent/guardian. At the conclusion of a student's participation in the program, the Facility shall return all student records in its

possession to the District or, at the District's request, directly to the student's home school district if other than the District.

C. OTHER RESPONSIBILITIES:

1. **Compliance with client/patient privacy laws.** The District agrees to abide by and require that its participating faculty and students abide by all applicable state and federal laws, rules and regulations regarding client/patient privacy, including but not limited to, laws relating to consumer financial information. Students shall be required to comply with the Facility's policies and procedures regarding the confidentiality of client/patient information and the use of all such information. The Facility will notify the District and students of the foregoing laws and policies applicable to the Facility program. The Parties shall notify one another if there are known breaches of this confidentiality.

The District will advise students that dissemination or public posting of any client/patient information through social media or other means will be prohibited.

2. **Determination of instructional period.** The course of instruction will cover a period of time as arranged between the District and the Facility. The starting clinical date will begin on August 1st, 2023 with the last clinical on July 31st, 2024 .

3. **Determination of number of participating students.** The number of students eligible to participate in the clinical placement will be determined, and may be changed, by mutual agreement of the Parties. For certain clinical programs, IDPH regulations may limit the maximum number of students per sessions. Notwithstanding the foregoing, the Facility and the District agree and understand that the availability of clinical placements at the Facility during the term of this Agreement may periodically be affected by a variety of factors. In such event, the Facility may reduce the number of students eligible to participate in the clinical education program with prior notice to the District and adequate time for the District to reassign the student(s) to another clinical site. The Facility agrees further to accommodate students of the District who are similarly displaced from other clinical affiliates of the District to the extent that clinical space is available at the Facility.

4. **Evaluation of students' experiences.** Evaluation of the clinical learning experiences of the students will be accomplished jointly by the appropriate school district staff. The Parties agree that a clinical supervisor must be present throughout the entire time the students are present. Each student must be paired with a Facility staff member and supervised at all times. These Facility staff members will complete evaluations of the student she or he supervises, including but not limited to, evaluating the student's professionalism and personal attributes related to performance of outline skills. Specifically, the supervising Certified Veterinary Technician or Licensed Veterinarian must sign off on all performed skills listed on the Evaluation Form attached to this Agreement as Exhibit A. The Facility staff and the District's externship coordinator will communicate on a regular basis for the purpose of reviewing and evaluating current clinical experiences offered to students.

5. Removal of students.

(a) The District has the right to remove a student from a clinical education program. The District shall notify the Facility of such removal in writing.

(b) The Facility may immediately remove any student participating in a clinical education program from the Facility's premises for behavior that the Facility deems to be an immediate threat to the health or welfare of its clients/patients, staff members, visitors, or operations. In such an event, the Facility shall notify the relevant District staff member in writing of its actions and the reasons for its actions as soon as practicable. If the Facility desires to remove a student for any other reason, it shall notify the relevant District staff member in writing of the reasons for the removal and shall consult with that individual before removing the student.

D. TERM OF AGREEMENT:

The term of this Agreement shall be for one (1) year, to commence on 1st Day of July, 2023 . Either party may terminate this Agreement at any time, with or without cause, upon ninety (90) days prior written notice to the other party. In the event that this Agreement is not renewed for a subsequent term, students who are participating in the clinical learning experiences at the time of termination shall be allowed to complete such assignment under the terms and conditions herein set forth.

E. ADDITIONAL TERMS:

1. **Stipulations as to liability.** Subject to applicable state law, neither party to this Agreement shall be legally liable for the consequences, whether bodily injury or property damage, occasioned by an act, omission, or neglect chargeable to the other party. Where Worker's Compensation or other obligation for payment of benefits may arise, this Agreement shall neither enlarge nor diminish such obligation.

2. **Criminal Background Screening:** Facility staff who come to the District schools to work with students will need to comply with the District's onsite security protocols, including sex offender and criminal background screening.

3. **Assignment of Agreement.** This Agreement may not be assigned without the prior written consent of the other party, which will not be unreasonably withheld.

4. **Entire Agreement.** This Agreement supersedes any and all other agreements, either oral or written, between the parties hereto with respect to the subject matter hereof. No changes or modifications of this Agreement shall be valid unless the same are in writing and signed by the parties. No waiver of any provisions of this Agreement shall be valid unless in writing and signed by the parties.

5. **Severability.** If any provision of this Agreement or the application thereof to any person or situation shall, to any extent, be held invalid or unenforceable, the remainder of

this Agreement, and the application of such provision to persons or situations other than those to which it shall have been held invalid or unenforceable, shall not be affected thereby, but shall continue valid and enforceable to the fullest extent permitted by law.

6. Employment Status. No assigned student or District faculty member under this Agreement shall in any way be considered an employee or agent of the Facility nor shall any such student or faculty member be entitled to any compensation, fringe benefits, Worker's Compensation, disability benefits, or other rights normally afforded to employees of the Facility. The students shall not at any time replace or substitute for any employee at the Facility or perform any of the duties normally performed by an employee of the Facility, except as such duties are part of the students' training or learning experience.

7. Notice to Parties. Any notice, demand, or request required or permitted to be given under the provisions of this Agreement shall be in writing and shall be deemed to have been duly given under the earlier of (a) the date actually received by the party in question, by whatever means and however addressed, or (b) the date sent by facsimile (receipt confirmed), or on the date of personal delivery, if delivered by hand, or on the date signed for if sent by an overnight delivery service, to the following addresses, or to such other address as either party may request, in the case of the District, by notifying the Facility, and in the case of the Facility, by notifying the District, or to such other addresses as the parties may specify in writing from time to time:

If to the Facility:

Tails Humane Society
2250 Barber Greene Road
DeKalb, IL 60115

If to the District:

275 South Street
Burlington IL, 60109
Program in Career and Technical Education
Attention: Career and Technical Education Department
Facsimile: (847)464-6021

8. Governing Law. This Agreement shall be construed and enforced in accordance with the laws of the State of Illinois, without regard to the conflict of laws provisions thereof.

9. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one and the same instrument.

10. No Third-Party Beneficiaries. This Agreement shall inure exclusively to the benefit of and be binding upon the parties hereto and their respective successors, assigns,

executors and legal representatives. Nothing in this Agreement, expressed or implied, is intended to confer on any person other than the parties hereto or their respective successors and assigns any rights, remedies, obligations or liabilities under or by reason of this Agreement.

11. Agreement binding on parties successors and assigns. This Agreement shall be binding upon the District and the Facility, their successors, employees, agents and assigns, during the initial term of this Agreement and any extensions thereof.

12. Captions for reference only. The captions contained in this Agreement are for convenience of reference only and do not define, describe, or limit the scope or intent of this Agreement or any of its provisions.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed in their respective corporate names by duly authorized officers, all on the day and year first set forth above.

For and on behalf of:

Veterinary Facility:
Tails Humane Society

Board of Education,
Central Community Unit School District 301

Signature: Michelle Groeper

Signature: _____

Printed Name: Michelle Groeper

Printed Name: _____

Title: Executive Director

Title: _____

Date: 4/26/2023

Date: _____

Northern Kane Region 110
By Its Administrative District
District __CUSD 301__

Signature: _____

Printed Name: _____

Title: _____

Date: _____

EXHIBIT A
STUDENT EVALUATION FORM

[TO BE ATTACHED]



MEMORANDUM

TO: Dr. Todd Stirn, Superintendent, Board of Education
FROM: Daina Pflug, Business Manager
DATE: May 15, 2023
RE: Recommendation for Acceptance of Copy Paper Bid

Copy paper bid specifications for the entire district were sent out to ten suppliers for the 2023-2024 school year. We received formal bids from four companies: Contract Paper Group, The Paper Corporation, Midland Paper and Murnane Paper. Midland Paper came in with the lowest responsible bid totaling \$66,305.30. We have had positive experiences with Midland Paper in the past.

We are recommending that we accept Midland Paper's bid. A bid recap is included in the board packet.

Copy Paper Bid Recap
May 10, 2023
9:00 am

	Quantity	Contract Paper	Contract Paper Total	The Paper Corporation	The Paper Corporation Total	Midland State Paper	Midland State Total	Murnane Paper	Murnane Paper Total	FY23 Award	FY24 Decrease from FY23 Per Case
20# White 8 1/2 x 11	1685	\$36.45	\$61,418.25	\$36.57	\$61,620.45	\$35.78	\$60,289.30	\$37.90	\$63,861.50	\$41.60	\$ (5.82)
Blue	7	\$49.50	\$346.50	\$49.57	\$346.99	\$50.50	\$353.50	\$49.00	\$343.00	\$51.35	\$ (0.85)
Buff	6	\$49.50	\$297.00	\$49.57	\$297.42	\$50.50	\$303.00	\$49.00	\$294.00	\$51.35	\$ (0.85)
Canary	11	\$49.50	\$544.50	\$49.57	\$545.27	\$50.50	\$555.50	\$49.00	\$539.00	\$51.35	\$ (0.85)
Green	8	\$49.50	\$396.00	\$49.57	\$396.56	\$50.50	\$404.00	\$49.00	\$392.00	\$51.35	\$ (0.85)
Orchid (Lilac)	8	\$49.50	\$396.00	\$49.57	\$396.56	\$50.50	\$404.00	\$49.00	\$392.00	\$51.35	\$ (0.85)
Pink	3	\$49.50	\$148.50	\$49.57	\$148.71	\$50.50	\$151.50	\$49.00	\$147.00	\$51.35	\$ (0.85)
Ivory	3	\$49.50	\$148.50	\$49.57	\$148.71	\$50.50	\$151.50	\$49.00	\$147.00	\$51.35	\$ (0.85)
Cherry	5	\$49.50	\$247.50	\$49.57	\$247.85	\$50.50	\$252.50	\$49.00	\$245.00	\$51.35	\$ (0.85)
Tan	1	n/a	\$0.00	\$49.57	\$49.57	\$50.50	\$50.50	\$49.00	\$49.00	\$51.35	\$ (0.85)
Lime	4	\$83.00	\$332.00	\$82.69	\$330.76	\$92.00	\$368.00	\$87.00	\$348.00	\$95.00	\$ (3.00)
Bright Blue	1	\$83.00	\$83.00	\$82.69	\$82.69	\$92.00	\$92.00	\$87.00	\$87.00	\$95.00	\$ (3.00)
8 1/2 X 14 White	10	\$54.50	\$545.00	\$55.41	\$554.10	\$52.70	\$527.00	\$54.00	\$540.00	\$59.10	\$ (6.40)
11 X 17 White	24	\$44.00	\$1,056.00	\$43.57	\$1,045.68	\$41.50	\$996.00	\$41.00	\$984.00	\$48.10	\$ (6.60)
67# Card Stock	30	\$53.00	\$1,590.00	\$50.46	\$1,513.80	\$46.90	\$1,407.00	\$54.00	\$1,620.00	\$62.00	\$ (15.10)
Total Bid			\$67,548.75		\$67,725.12		\$66,305.30		\$69,988.50		

MEMORANDUM

TO: Dr. Todd Stirn, Superintendent, Board of Education

FROM: Pam Porto, Director of Transportation

DATE: May 15, 2023

RE: Recommendation for Acceptance of Fuel Bid

Fuel bid specifications were sent to thirteen companies for the 2023-2024 school year. Three companies, Feece Oil Company, PetroChoice, and Al Warren Oil Company submitted formal bids. Bid prices came in competitively and Feece Oil Company came in with the lowest responsible bid. Feece Oil Company has been a reliable vendor in the past years when they provided Central 301 fuel services. We are recommending that we accept this bid.

A bid recap with results is included in the board packet.

Central Community Unit School District 301
Fuel Bid Summary Recap
May 10, 2023
10:00 AM

	Gallons	85,000	85,000	70,000	
Company		#1 Diesel	#2 Diesel	Reformulated	Total
Petro Choice	Bid price bid gallon	0.1000	0.1000	0.1000	
Total Bid		\$307,717.00	\$253,708.00	\$219,485.00	\$780,910.00
Feece Oil Co.	Bid price bid gallon	0.0950	0.0950	0.0950	
Total Bid		\$307,292.00	\$253,283.00	\$219,135.00	\$779,710.00
Al Warren Oil Co. Inc	Bid price bid gallon	0.1200	0.1200	0.1200	
Total Bid		\$309,417.00	\$255,408.00	\$220,885.00	\$785,710.00

MEMORANDUM

TO: Dr. Todd Stirn, Superintendent, Board of Education
FROM: Daina Pflug, Business Manager
DATE: May 15, 2023
RE: Board-Certified Delegated Authority

As part of the Illinois Grant Accountability and Transparency Act (GATA) every grant application and/or renewal requires certifications/assurances to be read and approved. Grady Engle, Director of Grants will be assigned as the Board-Certified Delegated Authority and will be responsible for the Central 301 grants listed below:

Central 301

Title I, Title II, Title IV (ESEA) Grants	Title III, Bilingual, ELL Grants
IDEA Flow Through Grant	IDEA Preschool Grant
ARP-LEA American Rescue Plan (ESSER III) Grant	ARP-IDEA Consolidated Grant
Organizational Risk Assessment	IDEA Excess Costs
Three Circles Grant (FFA/SAE) Grant	Agriculture Grant
Consolidated District Plan	SMPG GATA Risk Assessment
Career Tech Ed Incentive (CTEI) Grant	CTE Perkins Secondary Grant

Northern Kane County Regional Vocational System

Organizational Risk Assessment	Daina Pflug, Business Manager
CTE Consolidated Plan	Terry Stroh, Director of Northern Kane EFE
CTE Education Career Pathway	Terry Stroh, Director of Northern Kane EFE

Central Community Unit School District 301
Student Enrollment Report

May 11, 2023

School	Year	PRE-K	KDG	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th	11th	12th	Current Total	Early Grads	*YoY	%
Country Trails	22-23	44	90	112	124	105	112	96								683		18	2.71
	21-22	39	101	111	100	106	93	115								665		87	15.05
	20-21	28	90	82	83	87	109	99								578			
H.B. Thomas	22-23	59	81	98	95	104	86	92								615		-84	-12.02
	21-22	50	112	106	112	99	103	117								699		96	15.92
	20-21	26	92	96	92	98	104	95								603			
Lily Lake	22-23		42	52	33	52	46	38								263		-1	-0.38
	21-22		53	32	48	48	35	48								264		25	10.46
	20-21		36	37	44	32	37	53								239			
Prairie View	22-23	51	88	113	106	110	126	125								719		108	17.68
	21-22	30	84	85	90	105	103	114								611		-13	-2.08
	20-21	30	75	91	108	104	112	104								624			
Prairie Knolls MS	22-23								404	389						793		23	2.99
	21-22								375	395						770		49	6.80
	20-21								366	355						721			
Central MS	22-23										398					398		34	9.34
	21-22										364					364		28	8.33
	20-21										336					336			
Central HS	22-23											376	349	309	279	1313	42	34	2.66
	21-22											351	312	315	301	1279	37	128	11.12
	20-21											312	311	315	213	1151	21		
TOTAL DISTRICT	22-23	154	301	375	358	371	370	351	404	389	398	376	349	309	321	4826		137	2.92
	21-22	119	350	334	350	358	334	394	375	395	364	351	312	315	338	4689		416	9.74
	20-21	84	293	306	327	321	362	351	366	355	336	312	311	315	234	4273			

Contract Class Size Language Aide/Split
 Kindergarten - 2 - 23/26 Grade 3 - 5 - 25/28 Grade 6-8 30 - split Grades 9th -12th - 31 split

Out of District	1	7	4	4	3	2	2	9	4	8	6	6	6	17	79
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Howard B Thomas Grade School

School Improvement Plan

School Year 2022 - 2023

Kim Lewis & Melissa Rourke

4 Prong Approach

01

Attendance

02

Student Behavior

03

3 x 3 Readiness

04

5 x 5 Readiness





01

Attendance

Goal: Improve daily attendance by educating families on the importance of regular school attendance while making positive connections with truant students and their families.

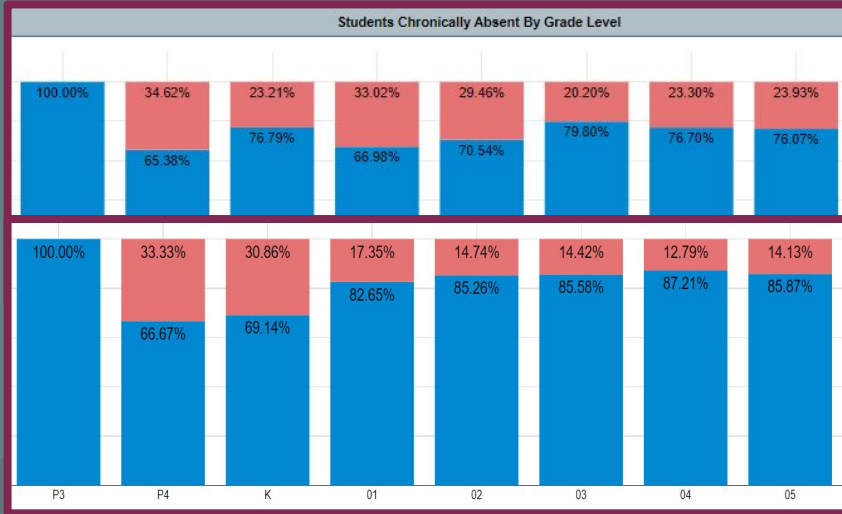


Attendance Action Plan

Student Advisory	Created with former chronically truant students & positive role models
Parent Advisory	Began with truant students families and EL but opened to all second semester
Newsletter Content	Included infographics, articles, and links to attendanceworks.org information
Get Baseline Data	Tracked daily attendance from Thanksgiving to Winter Break.
Goal Setting	Used baseline data to set a goal for Q3.
Advertise Goal	Newsletter, video message to students and parents, announcements daily, thermometer tracker, Twister Ticket winners
Notification to Families	Attendance nudge letters, phone calls regarding extended trips, teacher involvement, etc
Celebrate Meeting the Goal	Advisory helped plan a celebration day when we met the goal.
Raise the Goal & Repeat	When goal was met, a new increased goal was set to keep the focus on daily attendance.

Data

Students Chronically Absent By Grade Level



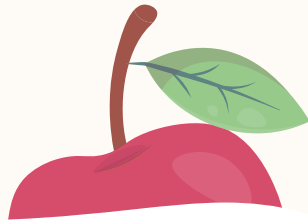
*Pink indicates
chronically absent
population

May 2022

May 2023:

Improvement
shown in all
grades except
Kindergarten.





02

Student Behavior

Goal: Decrease discipline referrals by uncovering where the issue lies and develop a school wide/systematic approach to improving the underlying cause.

Behavior Action Plan

All done with parent involvement on the SIP team

Analyze Referrals

Link them to the Care Code
(Most = Care About Others)

Developed Lesson Plans

5 mini lessons per location

T= Teach

Narrowed Down Locations

Playground, Lunchroom,
Bathroom, Hallway, &
Classroom

Plan in Action

Staff will monitor behavior and engage positively with students
O/I = Observe & Interact

Developed Common Language

Visuals ordered

S = Structure

Common Response

Think Sheet, Parent Contact, Parent Conference
C = Correct

Roll Out Plan

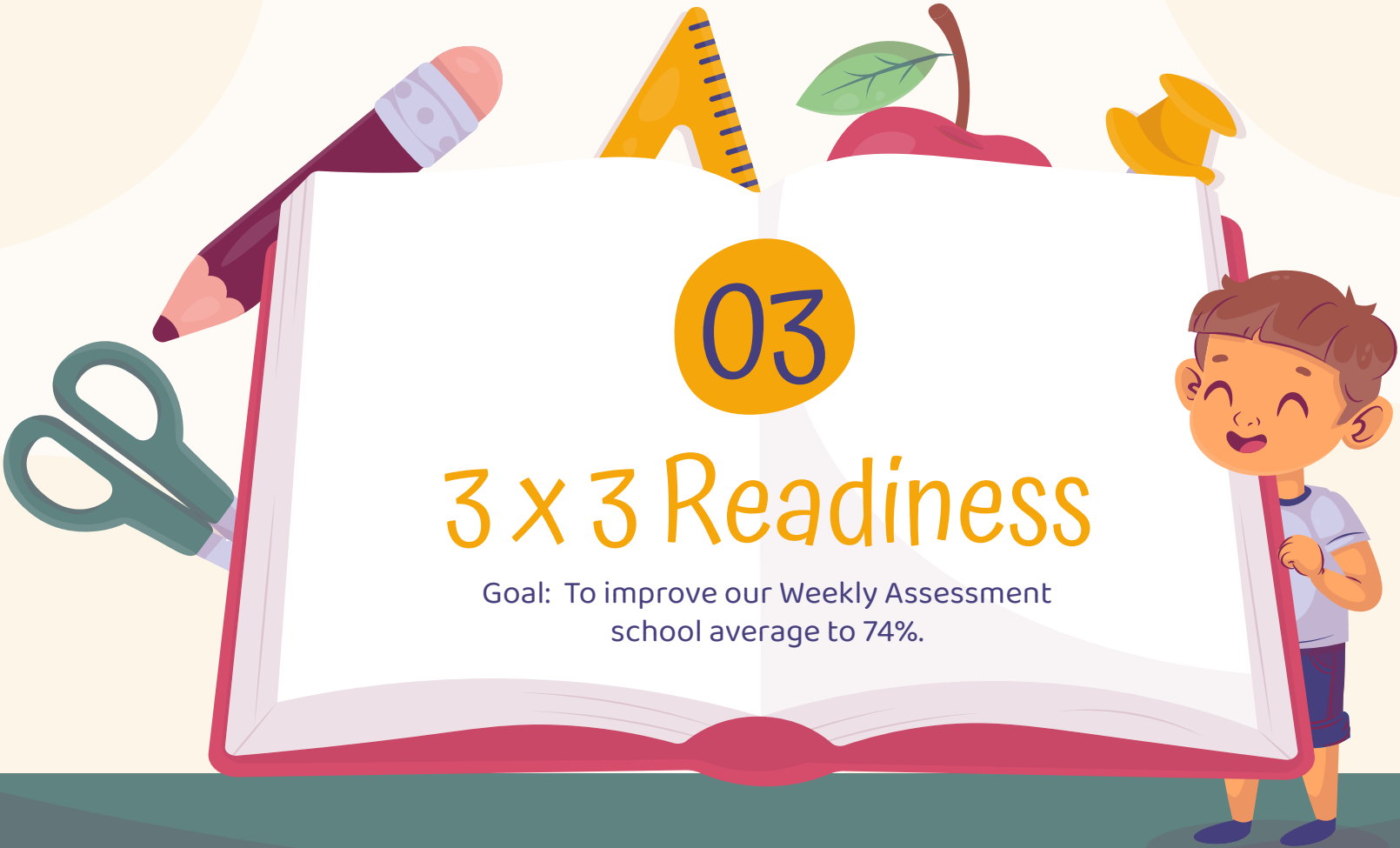
- Staff were informed of plan to roll out at the start of 23 - 24 school year.
 - Shared folder of language & lesson plans
- Signage will be installed this summer.
- Discipline referrals will be monitored and compared to 22 - 23 referral count.
- SEL partnership (possible house system)



Current Data

- Blue = # of referrals
- Orange = # of students with a referral
- Based on the work we did this year and our roll out plan for next year, we hope to see the number of referrals reduced by 10% by December of 23-24 school year.



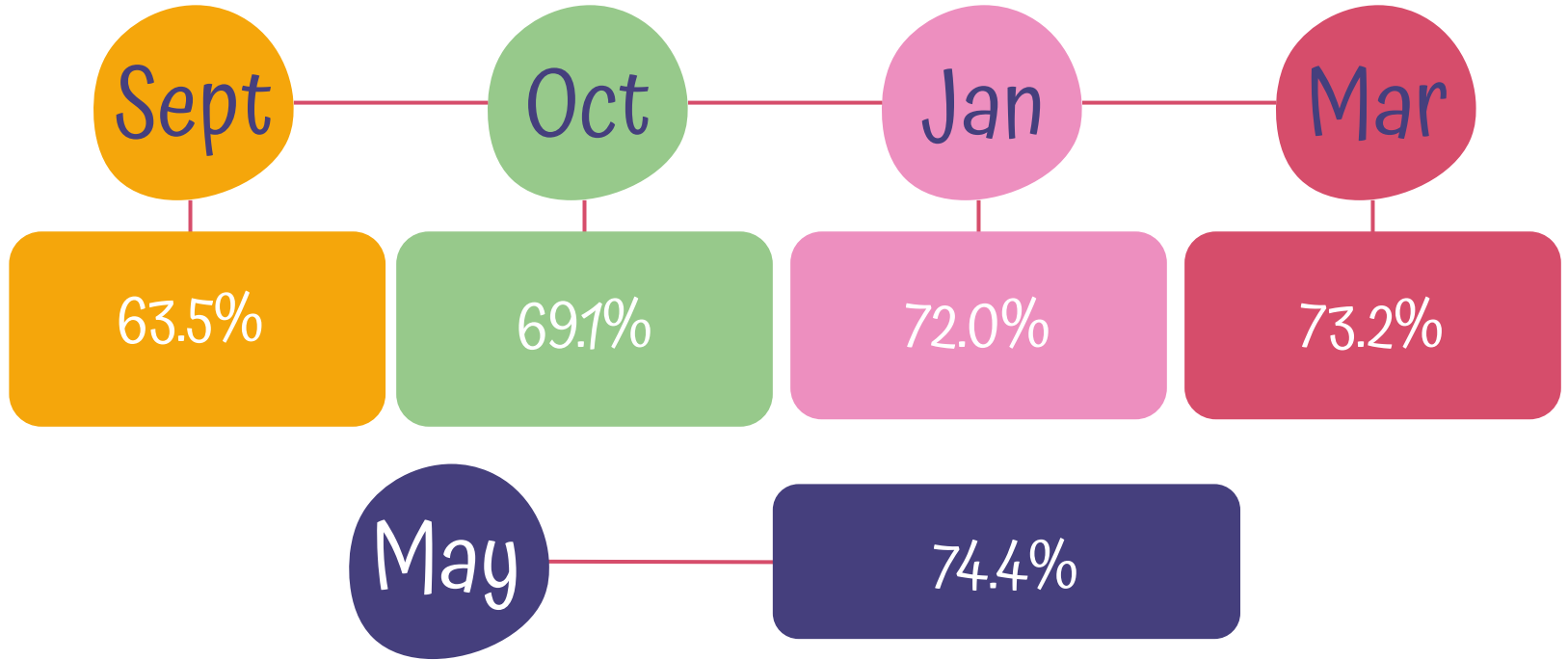


03

3 x 3 Readiness

Goal: To improve our Weekly Assessment school average to 74%.

Weekly Assessment Growth





04

5 x 5

Readiness

Goal: Improve the total number of students meeting 5 x 5 benchmark.



Data

We did not meet our goal.

A few reasons impacting this:

- Increased the criteria to 60th percentile for Fastbridge (previously the 25th percentile)
- New assessment (earlyMath) used in 1st grade
- New breakdowns to look at in Kindergarten
 - Number ID and Number Sequencing
- Heavy focus placed on ELA

Some celebrations

- Common Assessment averages were good!
- Direct link to instruction
- All tests delivered in OTUS

Average Test Score	78%	80%	77%	86%	87%	76%
Grade Level	5th grade	4th grade	3rd grade	2nd grade	1st grade	Kindergarten





Next Steps!

- Roll out plan for Discipline at the start of next year and monitor data with SEL committee helping to keep the focus.
- Continue to focus on making connections and educating families on the importance of student attendance.
- Focus on components of math readiness at all levels.



Thanks!



Any questions?

CREDITS: This presentation template was created by **Slidesgo**, including icons by **Flaticon**, infographics and images by **Freepik**



Central CUSD 301

New Central High School Project

Design & Steering Committee Project Schedule – “DRAFT”

(4-24-23)

DATE:	MEETING TITLE:	MEETING - GEN. DESCRIPTION:
5-10-23	Admin Leadership Mtg. 1:	(Discuss Schedule, Program, Survey/Data Collection...etc.).
5-30-23	Steering Committee Mtg. 1:	(Purpose, Program, Design Trends, Big Picture Visioning...etc. Survey & Data gathering as well).
6-6-23	Admin. Leadership Mtg. 2:	(Review Progress & Discuss Specific Issues or Items).
6-7 & 6-8	Initial Dept. Mtgs.	(Initial Information Gathering for each Department).
6-20-23	Steering Committee Mtg. 2:	(Initial Site & Floor Plan Design Options, Consensus Design).
7-25-23	Admin. Leadership Mtg. 3:	(Review Progress & Discuss Specific Issues or Items).
8-9-23	Possible HS Facility Tours:	(Possibly visit 3 other High Schools to see their facilities???)
8-22-23	Steering Committee Mtg. 3:	(Review of Schematic Design Consensus Plans & Massing).
9-5-23	Admin Leadership Mtg.4:	(Review Progress & Discuss Specific Issues or Items).
9-19-23	Steering Committee Mtg. 4:	(Final Schematic Design, Site, Plans, Elevations, 3D Concepts).
-----	Project Budget Check	(SMC to Review and Confirm Budget Tracking for the Project)
9-25-23	Schematic Design Complete	Potential Board Mtg. Presentation of Schematic Design
9-27 to 10-5	Numerous Dept. Mtgs.	(Gathering detailed/specific data for Design Development).
10-10-23	Admin Leadership Mtg. 5:	(Review Progress & Discuss Specific Issues or Items).
10-24-23	Steering Committee Mtg.5:	(Initial Design Development Progress – Follow up on Dept. Mtg. Data and specific information).
11-14-23	Admin Leadership Mtg. 6:	(Review Progress & Discuss Specific Issues or Items).
12-5-23	Steering Committee Mtg.6:	(Design Development Progress, Refining Details of the design).
1-3-24	Admin Leadership Mtg. 7:	(Review Progress & Discuss Specific Issues or Items).
1-9-24	Steering Committee Mtg. 7:	(Final Meeting to Review 95% Complete Design Dev. Info).
-----	Project Budget Check:	(SMC to Review and Confirm Budget Tracking for the Project).
1-15-24	Design Development Comp.	Potential Board Mtg. Presentation of Design Development.

1-16-24	Begin Construction Docs.	(Production of Construction Documents Begins).
2-13-24	Admin. Leadership Mtg. 8:	(Review Progress & Discuss Specific Issues or Items).
3-1-24	20% Complete CD's	(Construction Documents are 20% Complete).
3-19-24	Election Day 2024:	(Next Scheduled Election in Illinois – Referendum Vote - There is 30-days to canvas votes and certify the election).
4-22-24	40/50% Complete CD's	(First Bid Package for Site/Mass Earthwork is OTB).

NOTE:

- 1 The remaining Construction Documents will be produced and released for bidding with SMC over the next four months after the initial bid package is sent out. FF&E would commence in the fall of 2024 under a separate schedule.
- 2 This is an initial higher level preliminary project schedule and will need to be refined and adjusted as there are several other meetings that will need to be scheduled, that will be specific to numerous other issues...i.e. Kane County mtgs., student meetings for input, additional design mtgs. for very specific issues or items, possibly an additional round of departmental mtgs...and other meetings w/ District Admin/Leadership as needed...etc.
- 3 Do you want to consider any facility tours of other High Schools or Community Colleges in the area? We can coordinate that was well, likely (3) in one day would be the maximum. I indicated above when that could realistically occur which is right before the start of school.... earlier would probably be better, but difficult to get people to attend over the summer and many facilities will have work going on in them.
- 4 Regarding Community Engagement. I know the district has been handling that directly but, do you want to consider any community engagement meetings in this process, or will a couple of community members being on the steering committee satisfy that? I know it is also a political balance of how much the community is involved in this process prior to the next referendum vote as well.

SUGGESTED STEERING COMMITTEE MEMBERS:

Superintendent	(1-2) Board Members
Assist. Superintendent/Curriculum Director	(2-3) Community Members
Business Manager	(2) Coaches
HS Principal	Rep. – Guidance or Career Counselor
Assist. HS Principal or Dean	Rep. – Technology
Athletic Director	Rep. – Admin Support Staff
Director of Facility Operations	Rep. – Special Education
Rep. – Social Workers/Psych./Speech/OT/PT	Rep. – CTE Programs

Reps. – From Depts. - Math, English, Science, Social Studies, Languages, PE/Health, Arts, Music, Media Ctr., Theater

- Food Service, Nurse, Driver's Ed., & Transportation are very specific areas, and we will meet with them separately in departmental meetings, but I don't think they need to be part of the actual steering committee unless you do...
- Do you want to include any Students on the committee? If not, we still may want to add a couple of meetings with a solid group of students to get their input as well.

Again, this is a preliminary look at the schedule to take advantage of the time we have between now and the next election in the spring of 2024, so with a positive referendum vote outcome, we can best be prepared to hit the ground running and be out for bid with an initial package as soon as the vote is certified.

Respectfully Submitted,

Stephen Nelson AIA, LEED AP
CEO – Larson & Darby Group



Monday, April 17, 2023

Local Labs

To Whom it May Concern:

Multiple requests under the Illinois Freedom of Information Act ("FOIA"), [5 ILCS 140/1 et seq.], have been received by Central Community Unit School District 301 via email. The below request was sent from an unverified email address and the alleged sender was "Vince Espi."

To whom it may concern,

I am writing to you on behalf of Local Labs, which is an online publication that reports on and informs the citizens of Illinois about their local and state government's activities. I apologize if this is a duplicate request. If you have already responded with your mission statement, please ignore this email.

Please provide the following information:

- 1. A copy of your district's current mission statement*
- 2. Copies of any previous mission statements, provided they have changed them in recent past.*

Please provide the records in electronic format. Preferably transferred via email or an online file hosting service (such as Dropbox).

As a media organization requesting these records primarily for the benefit of the general public, we request that any fees be waived. Thank you for your prompt assistance in providing these records.

Kind regards,

Vince Espi

Local Labs

We have identified this email address as a potential source of phishing/suspect activity, and the District does not wish to reply to this email address for security reasons. Please verify whether Vince Espi works with your company, whether this request originated from your company and, if so, provide a more secure email address for the District's response.

The due date for the District to respond to your request will be tolled until we receive your response.

Sincerely,

**Matt Rodewald
Freedom of Information Act Officer
Director of Communications**

**Central Community Unit School District 301
275 South St.
Burlington, IL 60109**



Tuesday, May 2, 2023

Janie Jordan
Data Research Partners, LLC
506 Sunny Lane #A
Austin, TX 78702
janie@dataresearchpartners.com

Dear Ms. Jordan;

Thank you for writing to Central Community Unit School District 301 with your request for information pursuant to the Illinois Freedom of Information Act, 5 ILCS 140/1 et seq.

On March 31, 2023, received by Central Community Unit School District 301 (Central 301), you requested the following records:

- *access to and a copy of a listing of all Central Community Unit School District 301's employee's first and last names, e-mail address, title/position, and primary campus/department location. Please provide this information in an electronic format such as Excel or .csv format to this email address if possible.*

As previously stated, your original request did not include a clarification of use. Therefore, Central 301 has responded in accordance to a FOIA request for "commercial purposes" [5 ILCS 140/1 et. seq.] which allows for a district response within 21 business days of receipt.

Your request is granted in part. Please visit the following website link that will give you the access to information you requested.

<https://central301.net/staff-directory/>

Thank you for your interest. We consider this matter closed.

Sincerely,

Matt Rodewald
Freedom of Information Act Officer
Director of Communications

Central Community Unit School District 301
275 South St
Burlington, IL 60109



Monday, April 24, 2023

Laurie McDevitt
Founder, Special Education Advocate & Consultant
Advocacy for the Special Ones in Your Life
laurie@advocacyforthespecialones.com
(630) 639.0343

Dear Ms. McDevitt,

Thank you for writing to Central Community School District 301 with your request for information pursuant to the Illinois Freedom of Information Act, 5 ILCS 140/1 et seq.

On Sunday, April 9, 2023, received by Central Community Unit School District 301 (Central 301), you requested the following records:

1. *For the school year 2022-2023, 2021-2022, 2020-2021, and 2019-2020, I am wanting numbers, to then determine percentages of students with IEPs who (a) qualified to buy a parking pass and (b) bought a parking pass at Central HS.*
2. *The above information also, for students with a 504 plan.*
3. *For the above mentioned years, please provide the percentage of total population percentage of juniors and seniors with an IEP.*
4. *For the above mentioned years, please provide the total population percentage of juniors and seniors with a 504 plan.*

Your request is granted in part. Please see the attachment for the information requested.

Sincerely,

Matt Rodewald
Freedom of Information Act Officer
Director of Communications

Central Community Unit School District 301
275 South St.
Burlington, IL 60109

EXECUTIVE SUMMARY - 2022-2023

Students with IEP make up 6.6% of the overall population for juniors and seniors; 504 students make up 6.29% of the overall population and the other students (non-IEP / 504) make up 87.12% of the junior/senior students.

QUALIFYING - 2022-2023 (Juniors & Seniors)

- Students with IEPs make up 51.16% (or 22 out of 43) students who have an IEP and qualified for a parking permit
- Students with 504s make up 75.61% (or 31 out of 41) students who have a 504 and qualified for a parking permit
- Students with no IEP / 504s make up 79.93% (or 454 out of 568) students who do not have an IEP/504 and qualified for a parking permit
- Both the IEP and 504 students based on overall percentage of the classes (junior and senior) qualified at a higher percentage than non IEP / 504 students based on the overall percentage of juniors and seniors combined.

2022-23	Overall %	Qualifying %
IEP	6.6 %	51.2 %
504	6.3 %	75.6 %
non-IEP / 504	87.1 %	79.9 %

EXECUTIVE SUMMARY - 2021-2022

Students with IEPs make up 7.1% of the overall population for juniors and seniors; 504 students make up 5.74% of the overall population and the other students (non-IEP / 504) make up 87.16% of the junior / senior students.

QUALIFYING - 2021-2022 (Juniors & Seniors)

- Students with IEPs make up 36.17% (or 17 out of 47) students who have an IEP and qualified for a parking permit
- Students with 504s make up 89.47% (or 34 out of 38) students who have a 504 and qualified for a parking permit
- Students with no IEP/504 make up 70.09% (or 464 out of 662) students who do not have an IEP/504 and qualified for a parking permit
- Both the IEP and 504 students based on overall percentage of the classes (junior and senior) qualified at a higher percentage than non IEP / 504 students based on the overall percentage of juniors and seniors combined.

2021-22	Overall %	Qualifying %
IEP	7.1 %	36.2 %
504	5.7 %	89.5 %
non-IEP / 504	87.2 %	70.1 %

EXECUTIVE SUMMARY - 2020-2021

Students with IEPs make up 5.93% of the overall population for juniors and seniors; 504 students make up 6.73% of the overall population and the other students (non-IEP / 504) make up 87.34% of the junior / senior students.

QUALIFYING - 2020-2021 (Juniors & Seniors)

- Students with IEPs make up 40.54% (15 out of 37) of the students who have an IEP and qualified for a parking permit
- Students with 504s make up 71.43% (30 out of 42) of the students who have a 504 and qualified for a parking permit
- Students with no IEP / 504 make up 79.27% (432 out of 545) of the students who do not have an IEP/504 and qualified for a parking permit
- Both the IEP and 504 students based on overall percentage of the classes (junior and senior) qualified at a higher percentage than non IEP / 504 students based on the overall percentage of juniors and seniors combined.

2020-21	Overall %	Qualifying %
IEP	5.9 %	40.5 %
504	6.7 %	71.4 %
non-IEP / 504	87.3%	79.3 %

EXECUTIVE SUMMARY - 2019-2020

Students with IEPs make up 6.74% of the overall population for juniors and seniors; 504 students make up 6.21% of the overall population and the other students (non-IEP / 504) make up 87.06% of the junior/senior students.

QUALIFYING - 2020-2021 (Juniors & Seniors)

- Students with IEPs make up 31.58% (12 out of 38) of the students who have an IEP and qualified for a parking permit
- Students with 504s make up 77.14% (27 out of 35) of the students who have a 504 and qualified for a parking permit
- Students with no IEP / 504 make up 81.47% (400 out of 491) of the students who do not have an IEP/504 and qualified for a parking permit
- Both the IEP and 504 students based on overall percentage of the classes (junior and senior) qualified at a higher percentage than non IEP/504 students based on the overall percentage of juniors and seniors combined.

2019-20	Overall %	Qualifying %
IEP	6.7 %	31.6 %
504	6.2 %	77.1 %
non-IEP / 504	87.1 %	81.5 %