Huntley Community School District 158 – Board of Education

Regular Agenda

Date: Thursday, April 16, 2020
Meeting: Regular Meeting with Closed Session as per OMA and 5ILCS120/2c
Time: 6:00 PM
Location: District Office
650 Dr. John Burkey Drive
Algonquin, IL 60102

Mission Statement: Our learning community will inspire, challenge and empower all students always.
Board of Education Members: President, Mr. Anthony Quagliano; Vice President, Mr. Kevin Gentry; Secretary, Mr. Paul Troy; Mr. William Geheren; Mrs. Melissa Maiorino; Mrs. Lesli Melendy; Mr. Sean Cratty.

Agenda

All times are approximate. D=Discussion, R=Report, A=Action

1. **Call to Order / Roll Call (A)** (Mr. Fleck)

Call to order the April 16, 2020
Regular Meeting at __ p.m. A quorum must be met.
Roll Call: Ayes / Absent / **Motion** _____

2. **Closed Session / Roll Call (A)** (Mr. Fleck)

Move to enter into closed session at __ p.m. as indicated in the Open Meetings Act and 5ILCS120/2c for discussion of: **(1)** The appointment, employment, discipline, performance, or dismissal of specific employees or legal counsel; **(2)** Collective negotiating matters; **(9)** Student Disciplinary; **(11)** Litigation; **(14)** Discussion of minutes of meetings lawfully closed under this Act.
Members: Mr. Geheren, Mr. Fleck, Mr. Gentry, Mr. Quagliano, Mrs. Melendy, Mr. Troy, Mrs. Maiorino
Roll Call: Ayes / Nays / Absent **/ Motion _____**

1. **Exit or Suspend Closed Session / Voice Call (A)**

Move to exit or suspend closed session at __ p.m. and return to open session.
Voice Call: Ayes / Nays / **Motion** _____

3. **Resume in Public Session / Roll Call (A)** (Mr. Fleck) *approx. 7:00 p.m*.

Resume the Regular meeting at __ p.m.
Roll Call: Ayes / Absent / **Motion _____**

1. **Action as Required / Roll Call** (Mr. Fleck)

Will come from the Board. **Roll Call**: Ayes / Nays /Absent / **Motion** _____
Members: Mr. Fleck, Mr. Geheren, Mr. Gentry, Mr. Quagliano, Mrs. Melendy, Mr. Troy, Mrs. Maiorino

4. **Pledge of Allegiance** (Mr. Fleck)
5. **Public Comment** (Mr. Fleck)

As per Policy 2:230, public comment can be made during this portion of the meeting. The members of the public and district employees may comment on or ask questions of the Board, subject to reasonable constraints. To accommodate the virtual meeting, those seeking to make comment are encouraged to submit comments prior to the meeting via email to superintendent@district158.org to be read publicly at the meeting.

6. **Revision and Adoption of the Agenda / Voice Call (A)** (Mr. Fleck)

Move to adopt the agenda as presented (or with changes).
Voice Call: Ayes / Nays / **Motion** _____

7. **Associate Superintendent's Report (R)** (Ms. Lombard)

Updates will be provided at this time.
Recommendation: For informational purposes only.

8. **Assistant Superintendent Learning and Innovation (R)** (Dr. Schlichter)

Updates will be provided at this time.
Recommendation: For informational purposes only.

9. **Chief Financial Officer/Treasurer (R)** (Mr. Altmayer)
Updates will be given at this time.
1. **Fiscal Services Reports (R)** (Mr. Altmayer) **5**
Mr. Altmayer will provide the Monthly Fiscal Updates and Activity Fund Balance Report.
2. **Revenue and Expenditure Report (R)** (Mr. Altmayer) **16**
The monthly report is provided in the packet for review and comment.
10. **Assistant Superintendent of HR Report (R)** (Mr. Zehr)
Updates will be provided at this time.
Recommendation: For informational purposes only.
11. **Chief Technology Officer (R)** (Dr. Budzynski)
Updates will be given at this time.
12. **Assistant Superintendent of Special Services (R)** (Dr. del Castillo)
Updates will given at this time.
13. **Community Relations & Student Outreach** (Mrs. Melendy, Mr. Geheren, Mrs. Maiorino)
1. **Freedom of Information Act (FOIA) Requests (R)** **35**
A monthly report on the FOIA requests is provided in the packet.
Recommendation: For informational purposes only.
14. **Policy Committee (R)** (Mrs. Maiorino-chair, Mr. Geheren, Mr. Troy)
1. **Policy Updates** (Mrs. Woods) **36**
15. **Buildings and Grounds Committee** (Mr. Troy-chair, Mr. Fleck, Mr. Quagliano)
1. **O&M Updates (R)** (Mr. Renkosik) **52**
Mr. Renkosik will report on O&M updates
2. **HHS Building Addition (R)** (Mr. Renkosik) **101**
Mr. Renkosik will update the Board on the HHS Building Addition.
16. **President's Report** (Mr. Fleck)
17. **Legislation Committee** (Mrs. Melendy-chair, Mr. Fleck, Mrs. Maiorino)
1. **Legislative Updates (R)** (Mr. Fleck)
Mr. Fleck will provide legislative updates.
18. **Action Items / Roll/ Voice Call** (Mr. Fleck)
Action items require a motion and a second; discussion if needed; and roll or voice call.
1. **Board of Education** (Mr. Fleck)
1. **Minutes (A)** (Mrs. Stock) **122**
The following minutes are presented for approval:
Voice Call: Ayes / Nays / **Motion** _____
2. **Human Resources Committee** (Mr. Gentry-chair, Mrs. Melendy, Mr. Quagliano)
1. **HR Personnel (A)** (Mr. Zehr) **125**
Seeking approval of the personnel reports provided and reviewed by the Board, which include explanation for resignations, retirements, terminations, employment, contract revisions, and leave requests, as presented.
Roll Call: Ayes / Nays / Motion _____
2. **HEA MOU - Remote Learning (A)** (Mr. Zehr) **126**
Mr. Zehr will present the Memorandum of Understanding between HEA and the Board of Education.
Roll Call: Ayes / Nays /Absent / Motion _____
http://www.district158.org/covid-19/
3. **Family Engagement Liaison Job Description (A)** (Mr. Zehr) **127**
Mr. Zehr will present the job description for the Family Engagement Liaison position.
Roll Call: Ayes / Nays / Absent / Motion _____
4. **Assistant Director for Special Services Job Description (A)** Mr. Zehr **129**
Mr. Zehr will present the job description for the Assistant Director for Special Services.
Roll Call: Ayes / Nays / Absent / Motion _____
5. **HESPA MOU - Remote Learning (A)** (Mr. Zehr)
Mr. Zehr will present the Memorandum of Understanding between HESPA and the Board of

Education.
Roll Call: Ayes / Nays /Absent / Motion _____
http://www.district158.org/covid-19/

3. **Finance Committee** (Mr. Quagliano-chair, Mr. Fleck, Mr. Gentry)
   1. **Payables (A)** (Mr. Altmayer) **132**
   Seeking approval of the following payables as issued: Purchase Orders at $2,192,875.15; Accounts Payable at $8,954.30; Imprest Checks at $67,953.67; Disbursements at $8,580,572.65; as presented.
   Roll Call: Ayes ( ) / Nays ( ) / Motion _____.
   2. **FY21 Budget - Draft One - Summary Memorandum (A)** (Mr. Altmayer) **231**
   Mr. Altmayer will present the FY21 budget draft one summary memorandum. **Roll Call**: Ayes / Nays / **Motion** _____
      1. **Propane Agreement (A) (**Mr. Altmayer) **353**
      Mr. Altmayer will seek approval of the attached Propane Agreement as presented.
      Roll Call: Ayes/Nays/ Motion _

4. **Buildings and Grounds Committee** (Mr. Troy-chair, Mr. Quagliano, Mr. Fleck)
   1. **Pavement Improvements Bid 2020-19 (A)** (Mr. Renkosik) **368**
   Mr. Renkosik will present the Pavement improvement Bid 2020-19
   Roll Call: Ayes / Nays / Absent / Motion _____
   2. **Refuse and Recycle Services Contract Extension (A)** (Mr. Renkosik) **372**
   Mr. Renosik will present the Refuse and Recycle Services contract extension to the Board.
   Roll Call: Ayes / Nays /Absent / Motion _____
   3. **Proposed Change Order #026 for HHS Fine Arts Addition (A)** (Mr. Renkosik) **374**
   Mr. Renkosik will present Change Order #026.

5. **Curriculum Committee** (Mr. Geheren-chair, Mr. Gentry, Mr. Troy)
   1. **Science Review (A)** (Dr. Schlichter) **384**
   Dr. Schlichter will present a report on the 6-12 science review outcomes, including proposed curriculum and materials. Materials will be on display for 30 days prior to approval.
   2. **PE and Health Review (A)** (Dr. Schlichter) **401**
   Dr. Schlichter will present a report on the K-12 PE and Health review outcomes, including proposed curriculum and materials.
   Roll Call: Ayes / Nays / Absent / Motion _____
   3. **Ombudsman Contract (A)** (Dr. Schlichter) **421**
   Dr. Schlichter will present the renewal of the Ombudsman contract to provide educational services for the Huntley High School Alternative School (ALOP) program.
   Roll Call: Ayes / Nays / Absent / Motion _____
   4. **Business Accelerator Contract (A)** (Dr. Schlichter) **433**
   Dr. Schlichter will present the contract for implementation of Business Accelerator at Huntley High School beginning on 2020-21.
   Roll Call: Ayes / Nays / Absent / Motion _____
   5. **2020-21 IESA Membership Renewal (A)** (Ms. Lombard) **440**
   Administration is recommending renewal of the IESA Membership for both Marlowe and Heineman
   Middle Schools for the 2020-21 school year.
   Roll Call: Ayes / Nays / Absent / Motion _____
   6. **2020-21 IHSA Annual Renewal (A)** (Ms. Lombard) **442**
   Administration is recommending renewal of Illinois High School Association (IHSA) membership of Huntley High School (HHS) for the 2020-21 school year.
   Roll Call: Ayes / Nays / Absent / Motion _____

6. **Policy (A)** (Mrs. Maiorino-chair, Mr. Geheren, Mr. Troy)
   1. **PRESS Update (A)** (Dr. Rowe)
   Changes to the following Board Policies as recommended in PRESS Update – March 2020, Issue 103: 2:125, 2:160, 5:35, 5:60, 5:150, 5:280, 6:135, 6:280, 7:70, 7:90, 8:10, 8:30, 8:11004.16.20 –

PRESS Policy Packet.pdf
Voice Call

2. **Policy Update (A)** (Mr. Altmayer) **521**
Requested change to Board Policy 4:60, Purchases and Contracts
Voice Call

3. **Policy Addition (A)** (Dr. Rowe) **526**
Request to adopt Board Policy 3:41, Emergency Powers of Superintendent as recommended by District's legal counsel.
Voice Call

4. **Emergency Suspension of Policy Due to COVID-19 Pandemic – Resolution 2020.04.16 (A)** (Dr. Rowe) **531**
Mrs. Woods will seek the approval of the Board of the Resolution of Emergency Suspension of Policy Due to COVID-19 Pandemic as presented
Voice Call

5. **Policy Update (A)** (Dr. Rowe) **537**
Administration requests the Policy Committee recommend the above policies be approved as a second reading by the Board.
Voice Call

19. **Public Comment** (Mr. Fleck)
20. **Adjournment (A)** (Mr. Fleck)

Motion to adjourn the meeting at __ p.m. **Voice Call:** Ayes / Nays / **Motion** _____

HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

Huntley Community School District 158

650 Dr. John Burkey Drive
Algonquin, Illinois 60102
(847) 659-6158 • www.district158.org

To: Board of Education and Administration

From: Mark Altmayer, Chief Financial Officer

Date: April 16, 2020

Subject: **Monthly Fiscal Updates**
Board of Education Meeting, April 16, 2020

Listed below are major tasks and/or projects the Fiscal Department has been working on during the month.

GENERAL

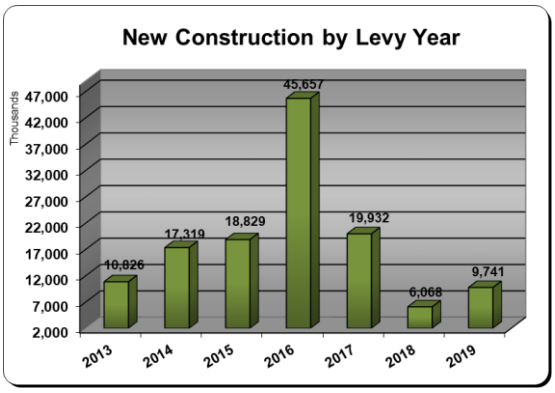
During the month, Fiscal's primary projects included:

- ✓ **February month-end Close** - See the Preliminary Year-end Executive Summary
- ✓ **Final Tax Computations** – During the month the district received the final tax extensions from both McHenry and Kane County. See below.
- ✓ **Tax Extension Summary -** In accordance with the Property Tax Extension Law, the District extended additional property taxes in line with the Consumer Price Index (CPI) at 1.9%. The CPI over the last three years are as follows; Current Levy Year 2019 1.9%, Levy Year 2018 2.1%, and Levy Year 2017 2.1%.

  In late March, the District received the final tax extensions from Kane and McHenry County. The final 2019 combined equalized assessed valuation approximates $1.452B, a 4.79% increase over prior year. As a result of Board of Review assessment challenges, this amount is approximately $26M less than the preliminary estimate of $1.478B discussed at the December Levy Hearing. Furthermore, final new construction for both counties approximates $9.74M, which exceeds the preliminary estimate of $9.13M. As a result, the 2019 limiting tax rate is $4.589 versus prior year's $4.687.

Assessed Valuation & Tax Rate History

Levy Year	Equalized Assessed Valuation	Percent Increase	Total Tax Rate
2019	1,451,977,875	4.79%	5.3251
2018	1,385,629,252	5.05%	5.4007
2017	1,318,973,538	5.91%	5.5259
2016	1,245,355,329	10.01%	5.6442
2015	1,132,045,685	5.25%	5.9153
2014	1,075,625,620	-0.11%	6.0075
2013	1,076,860,781	-5.16%	5.8796
2012	1,135,474,043	-10.16%	5.4234
2011	1,263,876,921	0.04%	4.8300
2010	1,263,367,866	-11.94%	4.8117
2009	1,434,694,262	2.02%	4.1230



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- ✓ **Budget & 5 Year Plan** - Continuing the process of accumulating data and resources for the District's FY21 Budget and 5 Year Plan. The Budget is presented under separate cover.

- ✓ **Fiscal Services** – During this time, the team is working very hard to ensure that the District has minimal financial impact with our current financial processes. Vendors continue to get paid, payroll, deposits, financial analysis and month end close continue along the same timeline as before this pandemic. Furthermore, as a result of Spring sports and other events being cancelled, the team is currently issuing refunds as appropriate. In addition, as a result of the counties talking about waiving property tax late fees, and the possibility of delayed tax receipts, Administration notes the following:
  - Long Term Investments – To maximize future cash flow, all future long term investments have been placed on hold. The District is working with PMA to analyze cash flow, and keep all cash in liquid short term investments.
  - Line of Credit / Tax Anticipation Warrants – Although unlikely that the District will need this additional financing, Administration is working with BMO Harris, our banking partner, to ensure these are available if needed.

- ✓ **Food Services –** Schools participating in the National School Lunch Program and/or School Breakfast Program that are closed due to COVID-19 are encouraged to continue to provide meals to their students. Under these circumstances, school districts may continue to serve meals to children affected by school closures and be reimbursed through the Summer Food Service Program. As such, our district is offering breakfast and lunch meals daily, to any student in the District. As of today, the District is averaging approximately 300 breakfasts and 300 lunches daily, or approximately 3,000 meals per week. The Food Services team is doing a great job serving our community and students!

- ✓ **Propane Buses - Fuel –** With the addition of 14 propane buses to our fleet next year, the District is requesting proposals from local propane fuel providers. We will keep the board apprised as more information becomes available.

SPECIFIC TASKS TO ADDRESS DURING MAY

- **May 1:** Statement of Economic Interests must be filed with the county clerk by board members and school employees required to complete the Statement (5 ILCS 420/4A-105).
- **May 6:** Fourth transmission of Special Education Funding and Child Tracking (FACTS) is electronically filed with the Illinois State Board Education (105 ILCS 5/14-7.02, 5/14-7.02b, and 5/14-7.03).

OTHER TASKS THAT COULD BE ADDRESSED DURING MAY

- Bid preparation and solicitation.
- Continue to prepare budget and financial projections.
- Schedule independent audit.

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To: Board of Education and Administration

From: Mark Altmayer, Chief Financial Officer

Date: April 16, 2020

Subject: **Activity Fund Balance Report**
Board of Education Meeting – April 16, 2020
Finance Committee

Presented for the Board's review is the Activity Fund Balance Report as of February 29, 2020.

Huntley Community School District 158

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February 2020 Financial Executive Summary - Activity Accounts

The Month to Date results are as follows:

Activity Accounts by Building/Class	Beginning Balance	Revenues	Expenses	Ending Balance
District Office	$ 90,714.14	$ 1,316.39	$ 1,517.73	$ 90,512.80
Scholarships	24,080.89	-	-	24,080.89
D158 Foundation	16,472.56	3,445.76	(411.31)	20,329.63
Early Childhood	6,456.03	-	205.83	6,250.20
Gifted	584.38	-	-	584.38
Mackeben	24,678.48	8,718.00	922.59	32,473.89
Heineman	45,752.83	9,301.94	6,290.99	48,763.78
Conley	35,285.02	30.94	219.12	35,096.84
Chesak	27,078.44	10,366.91	34.01	37,411.34
Leggee	31,321.36	7,090.64	740.85	37,671.15
Martin	60,126.96	11,004.97	3,205.09	67,926.84
Marlowe	130,573.01	12,448.52	14,173.43	128,848.10
High School Athletics	254,117.95	29,984.22	32,564.99	251,537.18
High School Activities	259,524.58	22,132.53	36,032.76	245,624.35
Total All Funds	**$ 1,006,766.63**	**$ 115,840.82**	**$ 95,496.08**	**$ 1,027,111.37**

The material transactions involving Revenues and Expenditures for the month are as follows:

Mackeben: The $8,700 of revenue was from the PTA for water stations installed at Mackeben and Conley $8,700. The ($900) of expenditures was for staff ipads ($800), and office supplies ($100).

Heineman: The majority of the $9,300 of revenue was from Charitable Contributions $3,500, Snow Hawks ski trips $1,900, Student Council $1,100, Chorus/Band $1,000, and Girls Basketball $1,000. The majority of the ($6,300) of expenditures was for Snow Hawks ski trips ($3,100), Chorus/Band Chicago Wolves trip ($1,100), Girls Basketball apparel ($1,000), and Wrestling apparel ($700).

Chesak: The $10,300 of revenue was from the PTA from Dine & Share, Fun Run and other fundraising activities $10,300.

Martin: The majority of the $11,000 of revenue was from Fundraising $10,300, and School Store $600. The majority of the ($3,200) of expenditures was for ukeleles purchased from Fundraising account ($1,500), Art supplies ($1,200), and School Store Supplies ($400).

Marlowe: The majority of the $12,400 of revenue was from Chorus/Band $4,700, 8th Grade $1,700, Athletics $1,400, Wrestling $1,200, Poms $900, and PE $700. The majority of the ($14,200) of expenditures was for Girls Basketball apparel ($3,800), Performance Readings costuming & supplies ($3,300), Wrestling tourney officials & apparel ($3,200), 7th & 8th Grade luncheons ($1,000) each, Chorus/Band apparel ($900), and Athletics supplies ($500).

High School Athletics: The majority of the $30,000 of revenue was from Poms $10,300, Athletics $9,700, Boys Basketball $2,800, Football $2,600, Cheerleading $2,300, Girls Track $800, and Boys Track $400. The majority of the ($32,600) of expenditures was for Cheerleading apparel & supplies ($10,200), Girls Basketball fundraising & apparel ($10,000), Wrestling Nationals competition lodging ($2,400), Girls Volleyball apparel ($1,800), Poms state competition meals & supplies ($1,800), Athletics supplies ($1,500), Bowling apparel ($1,400), and Swimming caps & apparel ($800).

High School Activities: The majority of the $22,100 of revenue was from Ski Club $7,500, PE $4,100, Drama Club $2,200, Science Club $2,100, Dean's Activity $1,400, In & Out $1,200, Orchesis $1,100, Tech & Industrial Arts $600, and Robotics Club $600. The majority of the ($36,000) of expenditures was for Ski Club trips & apparel ($10,000), Journalism newspaper printing & spring convention registration ($6,200), Assessments supplies & proctors ($3,900), Speech Club regionals officials ($2,900), Science Olympiad invite awards & supplies ($2,900), PE outing ($1,900), Tech & Industrial Arts supplies ($1,800), Social Studies Trip fundraiser ($1,500), STUCO "Block-In" event deposit & supplies ($1,500), In & Out donation from fundraiser ($600), and FBLA supplies & apparel ($600).

For further detail, see attached list of major cash expenditures and revenues received.

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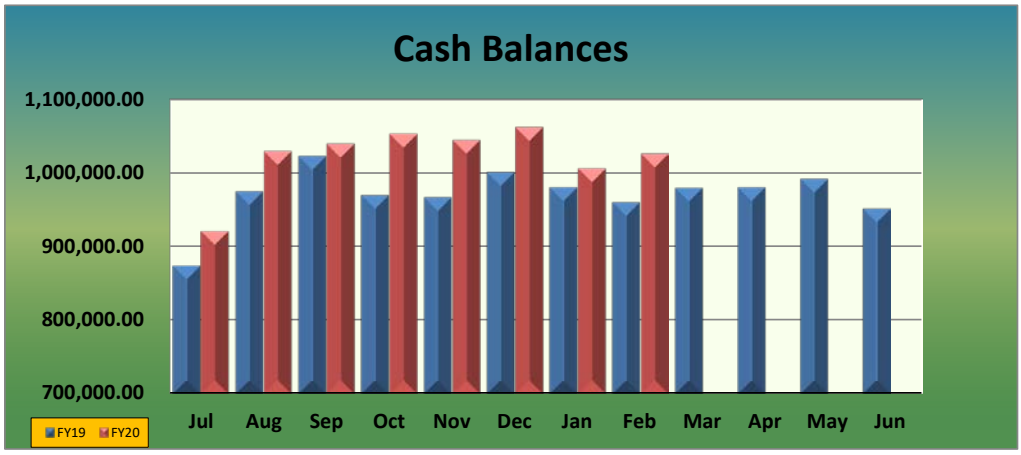
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February 2020 Financial Executive Summary - Activity Accounts

Major transactions for the Month include:

Major Cash Expenditures		Description	Major Revenues Received	
Huntley Community School Dist 158	29,669.10	P-Card charges 12/21-01/20	Mackeben In & Out	10,454.55
No Regrets Inc	9,538.00	HS Girls Basketball fundraiser	HS Pom Pons	10,334.76
BSN Sports LLC	6,371.51	MMS Girls BB/HS Cheer apparel	Chesak In & Out	10,285.97
AIA Services LLC	6,333.76	HS/HMS/MMS apparel	Martin Fundraising	10,285.97
Castle PrinTech	3,330.50	HS newspaper printing	HS Athletic Varsity	9,672.56
Yipes	3,124.00	HS Cheerleading apparel	HS Ski Club	7,482.00
Columbia Scholastic Press Association	2,831.00	HS Journalism spring convention	Marlowe Chorus/Band	4,664.50
Alpine Valley Ski & Snowboard Resort	2,260.00	HMS Snow Hawks ski trips	HS PE	4,141.00
Skatetime School Programs Inc	1,944.00	HS PE outing	Heineman Charitable Cor	3,544.38
Gaylor, Deborah	1,900.00	HS Athletics cash boxes reimb.	Leggee Art	3,449.79
Burkhalter, Janet	1,823.66	MMS Performance Readings	Foundation Grants	3,445.76
Awards Plus	1,770.00	HS Science Olympiad medals	Conley In & Out	3,000.00
Eastbay Inc	1,571.80	HS Girls Volleyball apparel	HS Boys Basketball	2,807.00
Bowlero Randall Road	1,487.57	HS Social Studies field trip	HS Football	2,595.90
IASBO	1,250.00	IASBO activities seminar	HS Cheerleading	2,318.00
Instrument Barn, The	1,250.00	Martin ukeleles with wall hanger	HS Drama Club	2,166.55
Lakeshore Learning Materials	1,224.70	Martin Art supplies	HS Science Club	2,050.00
McHenry Specialties	1,187.00	HS Speech tourney awards	Leggee Field Trips	1,929.99
Chicago Wolves	1,032.50	Heineman Chorus/Band trip	Heineman Snow Hawks	1,880.00
European Sports	984.00	HMS Girls Basketball apparel	HS Girls Track	1,800.00
Nowak, Christina	872.17	HS Science Olympiad supplies	Marlowe 8th Grade	1,673.00



The above chart shows the aggregated fund balances for all Student Activity Accounts for the current and prior years.

Fund Balance Report

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Huntley Community School District 158

		Month to Date		Year to Date			Fund Balance	
Fund	Description	Expense	Income	Expense	Income	YTD Change	Start of Year	Current
100	District In & Out	0.00	0.00	2,670.51	1,975.00	(695.51)	4,345.93	3,650.42
101	Interest/Service Charge	1,517.73	1,316.39	1,517.73	13,901.05	12,383.32	47,892.05	60,275.37
102	District Pepsi Account	0.00	0.00	359.16	4,892.59	4,533.43	8,493.79	13,027.22
104	Activity Food Service	0.00	0.00	0.00	0.00	0.00	3,726.24	3,726.24
105	District Recycling	0.00	0.00	712.97	1,016.45	303.48	4,569.48	4,872.96
111	Huntley Hootenanny	0.00	0.00	0.00	0.00	0.00	0.00	0.00
112	Foundation Grants	(411.31)	3,445.76	41,792.78	39,283.51	(2,509.27)	22,838.90	20,329.63
113	Schaffenegger Memorial	0.00	0.00	1,000.00	0.00	(1,000.00)	25,080.89	24,080.89
115	O & M Pop Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00
118	Gifted Program	0.00	0.00	0.00	0.00	0.00	584.38	584.38
1202	Mackeben Pop	0.00	(1,736.55)	0.00	(1,736.55)	(1,736.55)	1,736.55	0.00
1203	Mackeben Recycling	0.00	0.00	0.00	0.00	0.00	4,051.57	4,051.57
1204	Mackeben Art	0.00	0.00	0.00	1,648.68	1,648.68	1,638.80	3,287.48
1205	Mackeben Reading	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1209	Mackeben Field Trips	0.00	0.00	1,177.34	1,172.00	(5.34)	4,821.80	4,816.46
1210	Mackeben Library	0.00	0.00	4,726.83	4,834.86	108.03	5,683.24	5,791.27
1212	Mackeben Market Day	0.00	0.00	0.00	427.08	427.08	99.32	526.40
1240	Mackeben In & Out	922.59	10,454.55	2,400.41	11,617.23	9,216.82	4,783.89	14,000.71
1400	Heineman LRC	0.00	0.00	1,386.06	1,386.06	0.00	1,940.67	1,940.67
1401	Heineman Snow Hawks	3,097.50	1,880.00	8,407.50	11,222.75	2,815.25	199.99	3,015.24
1402	Heineman Play	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1403	Heineman Yearbook	0.00	0.00	0.00	447.00	447.00	3,218.19	3,665.19
1404	Heineman PBIS	0.00	0.00	80.34	0.00	(80.34)	197.55	117.21
1405	Heineman Service Club	0.00	0.00	947.13	966.35	19.22	22.82	42.04
1406	Heineman Chorus/Band	1,127.50	1,049.50	42,818.44	50,889.24	8,070.80	209.84	8,280.64
1407	Heineman Wrestling	732.00	60.00	1,182.00	1,224.00	42.00	120.81	162.81
1408	Heineman Cheerleading	0.00	0.00	1,972.05	2,315.00	342.95	849.08	1,192.03
1409	Heineman Track	0.00	0.00	0.00	0.00	0.00	917.38	917.38
1410	Heineman Charitable Contributions	0.00	3,544.38	5,419.88	3,544.38	(1,875.50)	5,950.56	4,075.06
1411	Heineman Cross Country	0.00	0.00	667.00	692.00	25.00	128.53	153.53
1412	Heineman Volleyball	0.00	0.00	739.50	750.00	10.50	70.91	81.41
1413	Heineman PE	0.00	0.00	0.00	110.00	110.00	799.26	909.26
1414	Heineman Student Council	0.00	1,137.05	1,840.26	2,219.05	378.79	1,212.04	1,590.83
1416	Heineman Poms	0.00	0.00	888.45	793.00	(95.45)	130.42	34.97
1417	Heineman Girls Basketball	984.00	990.00	984.00	990.00	6.00	57.16	63.16
1418	Heineman Outdoor Activity	0.00	0.00	47,356.00	48,805.00	1,449.00	2,392.31	3,841.31

Fund Balance Report

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Huntley Community School District 158

		Month to Date		Year to Date		Fund Balance		
Fund	Description	Expense	Income	Expense	Income	YTD Change	Start of Year	Current
1419	Heineman Athletics	349.99	217.01	1,128.20	1,034.01	(94.19)	2,663.68	2,569.49
1420	Heineman Boys Basketball	0.00	0.00	413.00	505.00	92.00	1,500.87	1,592.87
1421	Heineman Ecology Club	0.00	0.00	220.36	392.75	172.39	453.83	626.22
1422	Heineman Computer Lab	0.00	0.00	0.00	0.00	0.00	743.24	743.24
1423	Heineman Art Club	0.00	0.00	0.00	0.00	0.00	979.22	979.22
1425	Heineman Engineering Club	0.00	0.00	0.00	0.00	0.00	64.34	64.34
1440	Heineman In & Out	0.00	234.00	1,141.91	1,252.16	110.25	525.32	635.57
1441	Heineman Foods Club	0.00	190.00	624.01	580.00	(44.01)	1,526.63	1,482.62
1442	Heineman Board Game Club	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1461	Heineman 6th Grade Team 1	0.00	0.00	0.00	0.00	0.00	0.10	0.10
1462	Heineman 6th Grade Team 2	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1471	Heineman 7th Grade Team 1	0.00	0.00	0.00	0.00	0.00	3,781.62	3,781.62
1472	Heineman 7th Grade Team 2	0.00	0.00	300.00	0.00	(300.00)	432.05	132.05
1480	Heineman 8th Grade Trips	0.00	0.00	9,253.46	0.00	(9,253.46)	13,777.10	4,523.64
1481	Heineman 8th Grade Team 1	0.00	0.00	1,120.00	1,096.00	(24.00)	86.00	62.00
1482	Heineman 8th Grade Team 2	0.00	0.00	1,000.00	939.00	(61.00)	1,549.06	1,488.06
1701	Conley School Store	0.00	0.00	40.99	0.00	(40.99)	8,250.01	8,209.02
1702	Conley Pop	30.00	0.00	30.00	140.62	110.62	103.32	213.94
1703	Conley Recycling	0.00	0.00	0.00	0.00	0.00	106.94	106.94
1704	Conley PBIS	0.00	0.00	0.00	0.00	0.00	2.00	2.00
1706	Conley Band	0.00	5.00	1,304.34	1,063.10	(241.24)	721.70	480.46
1707	Conley Jean Fund	0.00	0.00	146.16	1,120.06	973.90	0.00	973.90
1708	Conley Disc Golf Club	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1709	Conley Field Trips	189.12	(3,000.00)	1,024.25	(3,000.00)	(4,024.25)	8,152.66	4,128.41
1710	Conley Library	0.00	25.94	7,490.62	9,199.04	1,708.42	3,864.70	5,573.12
1712	Conley Art	0.00	0.00	913.42	2,167.19	1,253.77	2,000.07	3,253.84
1713	Conley Yearbook	0.00	0.00	1,372.63	323.96	(1,048.67)	5,193.86	4,145.19
1740	Conley In & Out	0.00	3,000.00	870.73	3,879.40	3,008.67	5,001.35	8,010.02
195	LIGHT Program	0.00	0.00	870.00	1,500.00	630.00	65.00	695.00
196	Music Camps District-wide	0.00	0.00	0.00	0.00	0.00	3,714.02	3,714.02
197	Pre-K Fieldtrips	0.00	0.00	0.00	0.00	0.00	0.00	0.00
198	MS Orchestra District-wide	0.00	0.00	0.00	0.00	0.00	551.57	551.57
199	Preschool	205.83	0.00	2,209.75	56.69	(2,153.06)	8,403.26	6,250.20
202	Chesak Pop	0.00	0.00	0.00	180.24	180.24	502.18	682.42
203	Chesak Recycling	0.00	0.00	0.00	0.00	0.00	171.34	171.34
204	Chesak Art	0.00	0.00	3,099.00	2,404.44	(694.56)	3,484.45	2,789.89

Fund Balance Report

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Huntley Community School District 158

		Month to Date		Year to Date			Fund Balance	
Fund	Description	Expense	Income	Expense	Income	YTD Change	Start of Year	Current
205	Chesak Yearbook	0.00	0.00	0.00	0.00	0.00	0.00	0.00
206	Chesak Music	(35.98)	0.00	459.90	1,760.60	1,300.70	3,975.51	5,276.21
209	Chesak Field Trips	0.00	0.00	0.00	0.00	0.00	0.00	0.00
210	Chesak Library	0.00	80.94	4,859.31	4,660.79	(198.52)	10,985.89	10,787.37
212	Chesak Dine & Share	0.00	0.00	0.00	0.00	0.00	1,684.77	1,684.77
240	Chesak In & Out	69.99	10,285.97	11,781.91	13,674.90	1,892.99	14,126.35	16,019.34
301	Leggee School Store	0.00	154.00	2,309.13	2,461.00	151.87	9,134.80	9,286.67
302	Leggee Pop	0.00	0.00	368.74	338.39	(30.35)	281.50	251.15
303	Leggee Recycling	0.00	0.00	22.72	0.00	(22.72)	38.64	15.92
304	Leggee Art	0.00	3,449.79	1,640.43	3,449.79	1,809.36	1,819.42	3,628.78
306	Leggee Fundraisers	0.00	0.00	790.19	407.75	(382.44)	3,191.99	2,809.55
307	Leggee Donations & Grants	0.00	0.00	1,201.93	500.00	(701.93)	2,890.00	2,188.07
308	Leggee Music	0.00	0.00	1,647.13	1,745.50	98.37	317.84	416.21
309	Leggee Field Trips	0.00	1,929.99	4,672.06	6,920.11	2,248.05	1,981.38	4,229.43
310	Leggee Library	623.90	15.50	7,065.94	5,645.41	(1,420.53)	1,953.43	532.90
311	Leggee Recreation	61.95	0.00	61.95	61.95	0.00	34.41	34.41
313	Leggee Yearbook	0.00	1,137.40	177.82	1,137.40	959.58	669.78	1,629.36
340	Leggee In & Out	55.00	403.96	890.11	13,352.77	12,462.66	186.04	12,648.70
400	Marlowe LRC	0.00	0.00	66.98	256.41	189.43	941.75	1,131.18
401	Marlowe Pop	178.59	247.43	2,037.67	2,329.18	291.51	3,026.50	3,318.01
402	Marlowe Fundraiser Funds	0.00	0.00	0.00	0.00	0.00	404.25	404.25
403	Marlowe Yearbook	0.00	0.00	2,267.89	30.00	(2,237.89)	18,826.83	16,588.94
404	Marlowe School Store	35.87	334.17	3,053.01	3,947.87	894.86	1,607.79	2,502.65
405	Marlowe Student Council	89.45	41.75	989.39	154.09	(835.30)	1,745.69	910.39
406	Marlowe Chorus/Band	940.74	4,664.50	50,693.51	67,939.00	17,245.49	9,022.97	26,268.46
407	Marlowe Wrestling	3,155.18	1,187.75	4,611.35	2,427.75	(2,183.60)	3,318.26	1,134.66
408	Marlowe Cheerleading	0.00	0.00	1,494.64	1,734.00	239.36	2,005.31	2,244.67
409	Marlowe Track	0.00	0.00	0.00	0.00	0.00	356.76	356.76
410	Marlowe Spanish Club	0.00	0.00	0.00	161.00	161.00	1.44	162.44
411	Marlowe Cross Country	0.00	0.00	0.00	0.00	0.00	14.71	14.71
412	Marlowe Volleyball	0.00	0.00	2,887.71	3,152.00	264.29	1,202.64	1,466.93
413	Marlowe Philanthropy	75.00	0.00	3,047.35	1,890.00	(1,157.35)	8,355.58	7,198.23
414	Marlowe Academic Club	0.00	0.00	0.00	0.00	0.00	1.68	1.68
415	Marlowe Play	3,277.06	348.00	18,579.19	8,220.00	(10,359.19)	16,012.39	5,653.20
416	Marlowe Service Club	0.00	162.62	312.89	162.62	(150.27)	1,887.98	1,737.71
417	Marlowe Girls Basketball	3,771.41	242.30	4,075.91	1,192.30	(2,883.61)	4,129.16	1,245.55

Fund Balance Report

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Huntley Community School District 158

		Month to Date		Year to Date			Fund Balance	
Fund	Description	Expense	Income	Expense	Income	YTD Change	Start of Year	Current
418	Marlowe Outdoor Activity	150.00	0.00	70,707.53	73,916.00	3,208.47	5,853.26	9,061.73
419	Marlowe Athletics	464.94	1,387.20	1,648.51	2,424.71	776.20	4,479.99	5,256.19
420	Marlowe Boys Basketball	0.00	0.00	6,631.52	2,573.00	(4,058.52)	15,384.73	11,326.21
421	Marlowe Science	0.00	0.00	0.00	0.00	0.00	0.00	0.00
422	Marlowe Tech Lab	0.00	0.00	0.00	0.00	0.00	139.97	139.97
423	Marlowe Art Class	0.00	27.00	251.80	768.00	516.20	2,901.31	3,417.51
424	Marlowe PE	0.00	740.00	689.34	740.00	50.66	8,907.78	8,958.44
425	Marlowe Ecology	0.00	0.00	0.00	0.00	0.00	1,156.11	1,156.11
426	Marlowe Poms	0.00	923.80	584.13	3,571.25	2,987.12	4,426.70	7,413.82
427	Marlowe Musical	0.00	300.00	0.00	300.00	300.00	291.90	591.90
428	Marlowe Explorers Club	0.00	0.00	0.00	0.00	0.00	0.00	0.00
440	Marlowe In & Out	0.00	0.00	403.42	0.00	(403.42)	6,017.57	5,614.15
441	Marlowe Foods Club	101.71	169.00	259.47	440.00	180.53	6.00	186.53
461	Marlowe 6th Grade	0.00	0.00	18.44	0.00	(18.44)	53.64	35.20
471	Marlowe 7th Grade	960.91	0.00	1,667.85	1,264.00	(403.85)	425.94	22.09
481	Marlowe 8th Grade	972.57	1,673.00	19,635.41	4,959.00	(14,676.41)	18,004.24	3,327.83
500	HS Digital Photography	0.00	0.00	780.09	111.55	(668.54)	668.54	0.00
501	HS Raider Nation	0.00	0.00	0.00	0.00	0.00	0.00	0.00
502	HS Art	0.00	0.00	224.66	(111.55)	(336.21)	879.52	543.31
503	HS Yearbook	0.00	0.00	503.00	2,680.00	2,177.00	4,548.17	6,725.17
504	HS Girls Cross Country	0.00	0.00	315.00	(410.38)	(725.38)	725.38	0.00
505	HS Student Council	1,456.80	366.00	41,959.57	38,631.38	(3,328.19)	19,948.24	16,620.05
506	HS Chorus	0.00	0.00	489.19	569.00	79.81	265.72	345.53
507	HS Color Guards	0.00	0.00	173.20	(7,820.77)	(7,993.97)	7,993.97	0.00
508	HS Pop	0.00	278.00	1,319.85	1,703.49	383.64	731.52	1,115.16
509	HS Math Club	494.98	300.00	1,310.98	1,847.50	536.52	0.00	536.52
510	HS Girls Golf	0.00	0.00	7,877.98	8,674.57	796.59	3,158.02	3,954.61
511	HS Drama Club	166.96	2,166.55	7,088.58	10,892.80	3,804.22	4,070.54	7,874.76
512	HS Pom Pons	1,774.86	10,334.76	72,313.51	54,395.30	(17,918.21)	32,591.96	14,673.75
513	HS Ski Club	10,002.10	7,482.00	13,210.22	25,933.00	12,722.78	3,521.09	16,243.87
514	HS World Languages Club	0.00	0.00	176.47	0.00	(176.47)	946.33	769.86
515	HS Boys Track	106.56	400.00	1,346.54	2,025.00	678.46	3,318.07	3,996.53
516	HS Dean Activity	0.00	1,385.51	1,657.99	2,186.07	528.08	13,312.22	13,840.30
517	HS HOSA Medical Club	0.00	0.00	1,476.02	2,030.00	553.98	187.65	741.63
518	HS NHS	110.39	0.00	3,033.40	1,710.00	(1,323.40)	7,035.07	5,711.67
519	HS Co-Op (VICA)	0.00	0.00	1,000.00	3,904.00	2,904.00	12,219.12	15,123.12

Fund Balance Report

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		Month to Date		Year to Date		Fund Balance		
Fund	Description	Expense	Income	Expense	Income	YTD Change	Start of Year	Current
520	HS Musical	0.00	0.00	0.00	0.00	0.00	3,222.62	3,222.62
521	HS Athletic Varsity	1,479.60	9,672.56	23,307.48	31,964.79	8,657.31	11,735.08	20,392.39
522	HS Girls Volleyball	1,799.25	0.00	40,475.37	43,058.37	2,583.00	958.03	3,541.03
523	HS Boys Golf	0.00	0.00	15,856.13	15,717.58	(138.55)	1,442.36	1,303.81
524	HS Softball	142.19	0.00	7,476.05	5,000.62	(2,475.43)	11,704.41	9,228.98
525	HS Baseball	437.38	0.00	15,949.89	5,353.17	(10,596.72)	9,352.86	(1,243.86)
526	HS Girls Basketball	9,980.35	0.00	16,400.01	24,305.81	7,905.80	3,510.26	11,416.06
527	HS Boys Basketball	700.00	2,807.00	39,387.80	39,874.19	486.39	5,949.74	6,436.13
528	HS Cheerleading	10,235.53	2,318.00	112,274.59	137,776.78	25,502.19	20,426.93	45,929.12
529	HS Wrestling	2,428.65	56.00	12,360.79	22,297.38	9,936.59	7,070.59	17,007.18
530	HS Boys Cross Country	0.00	0.00	4,062.16	3,762.19	(299.97)	2,501.70	2,201.73
531	HS FBLA	556.00	0.00	12,141.87	7,255.05	(4,886.82)	15,180.96	10,294.14
532	HS Local Scholarship	0.00	0.00	500.00	0.00	(500.00)	500.00	0.00
533	HS Speech	2,929.00	50.00	8,079.80	5,560.00	(2,519.80)	3,247.88	728.08
534	HS Academic Team	0.00	0.00	217.71	300.00	82.29	99.45	181.74
535	HS Journalism	6,161.50	0.00	29,693.09	40,329.62	10,636.53	6,317.44	16,953.97
536	HS Soccer	0.00	0.00	22,458.23	26,741.78	4,283.55	31,657.35	35,940.90
537	HS Field Trips	0.00	0.00	2,521.07	4,401.50	1,880.43	1,226.86	3,107.29
538	HS Football	585.00	2,595.90	106,601.13	93,540.85	(13,060.28)	57,553.70	44,493.42
539	HS Special Olympics	0.00	0.00	0.00	292.09	292.09	153.00	445.09
540	HS In & Out	612.00	1,202.18	4,192.75	3,212.09	(980.66)	5,383.58	4,402.92
541	HS Tech & Ind Arts	1,763.96	633.54	6,799.73	7,638.74	839.01	2,315.15	3,154.16
542	HS PE	1,944.00	4,141.00	23,457.21	24,934.00	1,476.79	9,368.68	10,845.47
543	HS Girls Track	597.80	1,800.00	1,768.61	3,200.00	1,431.39	18,527.93	19,959.32
544	HS Blooms Courtyard	495.67	0.00	670.67	5,730.84	5,060.17	0.00	5,060.17
545	HS Tennis	0.00	0.00	5,687.61	3,910.66	(1,776.95)	1,857.55	80.60
546	HS Media Center	0.00	0.00	0.00	0.00	0.00	2,052.25	2,052.25
547	HS Buddies Club	362.00	0.00	3,381.78	7,128.60	3,746.82	1,285.22	5,032.04
548	HS Robotics Club	349.90	600.00	19,012.60	16,930.00	(2,082.60)	7,231.28	5,148.68
549	HS Assessments	3,866.40	0.00	10,290.71	32,130.00	21,839.29	15,885.83	37,725.12
550	HS Community Service Club	0.00	0.00	0.00	0.00	0.00	2,608.89	2,608.89
551	HS Custom Designs	0.00	0.00	197.46	0.00	(197.46)	2,819.19	2,621.73
552	HS Orchesis Club	354.94	1,075.75	1,668.67	2,040.75	372.08	1,819.28	2,191.36
553	HS Recycling	0.00	0.00	769.35	782.00	12.65	584.58	597.23
554	HS Art Club	0.00	0.00	224.40	537.00	312.60	502.64	815.24
555	HS Boys Lacrosse	126.94	0.00	5,130.88	2,778.41	(2,352.47)	3,744.85	1,392.38

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Fund	Description	Expense	Income	Expense	Income	YTD Change	Start of Year	Current
556	HS Marching Band	0.00	0.00	31,037.23	14,547.27	(16,489.96)	18,095.32	1,605.36
557	HS Culinary Club	0.00	0.00	0.00	60.00	60.00	289.93	349.93
558	HS Fashion Club	0.00	135.00	113.15	240.00	126.85	12.62	139.47
559	HS Social Studies Trips	1,487.57	75.00	4,675.57	5,345.00	669.43	71.65	741.08
560	HS PBIS Raider Way	0.00	0.00	629.09	1,240.44	611.35	350.48	961.83
561	HS Bowling	1,390.90	0.00	2,468.87	2,149.00	(319.87)	796.39	476.52
562	HS Swimming	779.98	0.00	12,097.83	14,491.00	2,393.17	281.18	2,674.35
563	HS Fishing Club	0.00	192.00	4,279.78	3,495.25	(784.53)	818.57	34.04
564	HS Science Club	2,918.59	2,050.00	5,481.37	7,472.00	1,990.63	3,777.04	5,767.67
565	HS Psychology Club	0.00	0.00	0.00	0.00	0.00	1,657.42	1,657.42
566	HS Horticulture Club	0.00	0.00	0.00	0.00	0.00	2,887.14	2,887.14
567	HS Orchestra	0.00	0.00	0.00	(4.56)	(4.56)	4.56	0.00
568	HS Medical Academy	0.00	0.00	312.35	175.00	(137.35)	292.56	155.21
569	HS Operation Click	0.00	0.00	0.00	0.00	0.00	2,065.70	2,065.70
570	HS SES Coffee Cart	0.00	0.00	200.00	(720.84)	(920.84)	2,193.92	1,273.08
571	HS Girls Lacrosse	0.00	0.00	6,546.29	4,970.76	(1,575.53)	9,257.76	7,682.23
572	HS Autos Club	0.00	0.00	0.00	900.00	900.00	54.65	954.65
573	HS Boys Volleyball	0.00	0.00	580.87	0.00	(580.87)	587.58	6.71
574	HS Life Skills	0.00	0.00	0.00	(1,500.00)	(1,500.00)	1,755.76	255.76
575	HS Job Skills	0.00	0.00	0.00	320.00	320.00	541.66	861.66
576	HS Chess Team	0.00	0.00	0.00	0.00	0.00	692.23	692.23
598	HS Incubator Pgm	0.00	0.00	0.00	1,000.00	1,000.00	0.00	1,000.00
599	HS Senior Class Gift	0.00	0.00	0.00	15,000.00	15,000.00	5,836.27	20,836.27
701	Martin School Store	367.03	649.00	1,948.52	2,904.00	955.48	8,203.32	9,158.80
702	Martin Pop	0.00	0.00	575.10	89.38	(485.72)	548.87	63.15
703	Martin Recycling	0.00	0.00	0.00	0.00	0.00	629.86	629.86
704	Martin Art	1,224.70	0.00	2,203.77	2,806.92	603.15	8,154.91	8,758.06
706	Martin Band	0.00	0.00	3,825.45	4,654.00	828.55	454.97	1,283.52
709	Martin Fieldtrips	0.00	40.00	6,169.91	776.00	(5,393.91)	6,848.91	1,455.00
710	Martin Library	105.77	30.00	7,095.46	7,240.38	144.92	10,035.87	10,180.79
712	Martin Fundraising	1,507.59	10,285.97	21,887.33	11,050.97	(10,836.36)	42,681.80	31,845.44
713	Martin Yearbook	0.00	0.00	0.00	113.35	113.35	4,052.02	4,165.37
740	Martin In & Out	0.00	0.00	2,147.75	2,076.75	(71.00)	457.85	386.85
		$95,496.08	$115,840.82	$1,263,730.89	$1,339,215.82	$75,484.93	$951,626.44	$1,027,111.37

HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

Huntley Community School District 158

650 Dr. John Burkey Drive
Algonquin, Illinois 60102
(847) 659-6158 • www.district158.org

February 2020 Financial Executive Summary

The February 2020 month and YTD results are as follows:

Operating Funds: 10, 20, 40, 50, and 70	FY20 February	FY20 YTD	FY20 Budget	
Total Local	$ 5,990,924	$ 46,365,757	$ 74,275,460	62%
Total State	2,836,145	21,370,078	$ 32,009,974	67%
Total Federal	413,533	1,579,122	$ 3,562,221	44%
Operating Revenues	$ 9,240,601	$ 69,314,956	$ 109,847,655	**63%**
Salaries	$ 5,626,218	$ 44,247,787	$ 66,925,152	66%
Employee Benefits	$ 1,342,423	$ 9,944,961	$ 15,590,037	64%
Purchased Services	$ 743,913	$ 6,966,135	$ 9,962,195	70%
Supplies & Materials	$ 485,974	$ 3,774,034	$ 10,443,631	36%
Capital Outlay	$ 16,657	$ 251,234	$ 4,278,521	6%
Other Objects	$ 201,505	$ 1,765,878	$ 2,492,205	71%
Operating Expenses	8,416,689	66,950,029	109,691,741	**61%**
Net Operating Surplus (Deficit)	$ 823,912	$ 2,364,927	$ 155,914	

Capital Fund: 60	FY20 February	FY20 YTD	FY20 Budget	
Total Revenues	$ 2,895	$ 377,028	$ 215,000	175%
Total Expenses	226,994	1,420,026	4,434,958	32%
Net Capital Surplus (Deficit)	$ (224,099)	$ (1,042,999)	$ (4,219,958)	

The District closed February with a YTD operating net surplus of $2.36M. The majority of the YTD revenue is due to recognition of monthly 2019 Levy and receipt of Evidence Based Funding. Operating revenues are at 63% of budget and operating expenditures are at 61% of the budget.

February operating revenues of $9.2M are primarily due to the recognition of $5.63M levy 2019 property taxes, the receipt of $2.4M State Evidence Based Funding (EBF), and the recognition of $372k for FY20 monthly SpEd Tuition, Regular and Special Ed Transportation. Aside from levy recognition, local revenue of $6.0M includes foodservice ($263k) and interest ($54k). Federal revenues are made up of IDEA ($289k), National School Lunch ($67k) and Medicaid ($46k).

Approximately 83 percent of February operating expenditures cover salaries and benefits. Major expenditures making up the $744k in operating Purchased Services was for the custodial contract ($140k), alternative school ($80k), snow removal ($78k), and repairs and maintenance buildings ($52k). The $486k in operating Supplies & Materials was primarily for cafe food ($126k), transportation diesel/gas ($74k), electricity ($62k), and buildings and grounds supplies (489k). The $202k of Other Objects is primarily for special education private facility tuition.

The District began FY20 with $58.5 million in cash and as of the end of February 2020, the cash balance approximated $40.3 million. The District holds $9.9M with BMO and $30.4M through PMA.

HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

Huntley Community School District 158

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February 2020 Financial Executive Summary

Major transactions for February 2020 include:

Non-Salary Major Cash Expenditures		
Blue Cross Blue Shield (Medical Ins.)	$	1,052,595
Lamp Inc. (HHS Fine Arts)	$	226,991
ABM Industry (Custodial Contract)	$	141,218
Gordon Food Service (Cafe Food)	$	101,886
BMO Mastercard (PCard)	$	82,850
Ombudsman (Alternative School)	$	79,950
Tovar Snow Prof. (Snow Removal)	$	78,322
Blu Petroleum (Trans Fuel)	$	74,173
ComEd (Electricity)	$	61,960
L Marshall Inc (FY19 Roof)	$	49,946
Camelot Education (SpEd Tuition)	$	32,557
ADP LLC (HR & PR Services)	$	27,601
Marklund Children's Home (SpEd Tuit)	$	23,975
Connections Day School (SpEd Tuition)	$	22,802
Kelso Burnett (Keyless Entry Svc Agmt)	$	22,633
Villate of Algonquin (RSO/Utilities)	$	22,067
Trane (O&M Supplies)	$	20,436

Major Revenues Received/Recognized	
Monthly Op Levy 2019 Recognition	$5,633,088
Evidence Based Model Funding	$2,463,989
Monthly MCAT Recognition	$372,156
IDEA	$288,817
Foodservice	$263,496
National School Lunch	$67,247
Interest Revenue	$54,208
Medicaid	$46,357

February 2020 ISBE (State) Receivable	
FY20 Q2 MCATs	$1,142,535
FY20 Q2 Other	$27,753
FY20 Q3 MCATs	$744,311
Total	**$1,914,599**

Monthly Insurance Update:

Claims Paid by Week	**Dec 2019**	**Jan 2020**	**Feb 2020**	**FY20 YTD**
Week 1	$ 186,686	$ 85,817	$ 111,218	$ 930,102
Week 2	$ 249,999	$ 149,652	$ 228,534	$ 1,594,831
Week 3	$ 187,354	$ 172,273	$ 213,461	$ 1,435,536
Week 4	$ 88,739	$ 231,420	$ 136,905	$ 1,262,594
Week 5	$ 51,434	$ 210,668	$ -	$ 840,170
Total	$ 764,212	$ 849,831	$ 690,118	$ 6,063,233
Settlement Costs - BC/BS	187,289	270,755	209,142	1,596,722
Average Monthly Claims Based upon the last 12 months of claims	$ 736,611	$ 748,720	$ 743,445	
Total Insurance Costs	$ 820,108	$ 922,143	$ 639,592	$ 6,313,618

Includes employee contributions

FY20 Budget	$ 9,585,096

February 2020 claims of $690,118 compares to $753,415 in February 2019. FY20 total health costs, including employee contributions, are $6.3M and tracking slightly less than budget. Currently, YTD claims of $6.06M are approximately 8.4% higher than prior YTD claims of $5.59M.

Enrollment in the health insurance plan is 1751, which is a 2% increase over prior year. Material claims over $10k as of the end of February were 72. Of these 72 material claims, six are over $50k.

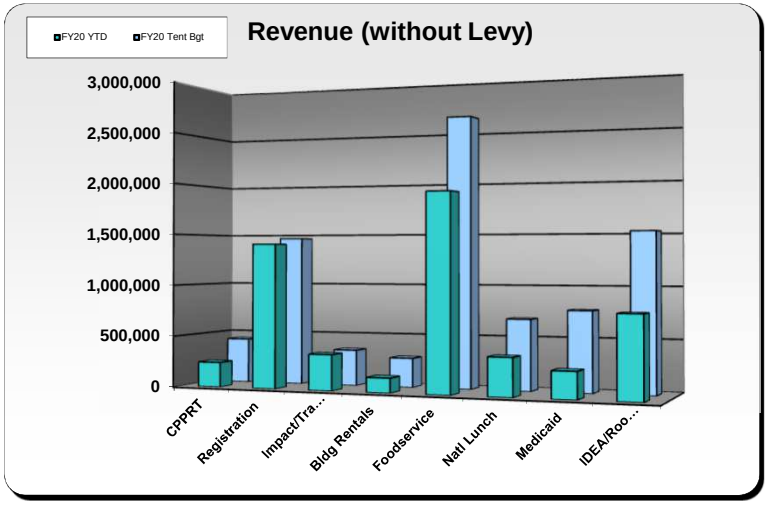
HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

Huntley Community School District 158

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February 2020 Dashboard

Revenue					
	Prior YTD	FY20 YTD	FY20 Tent Bgt	%	Variance
Operating Levies	40,886,086	41,637,866	65,949,872	63%	24,312,006
MCATs	3,055,463	3,141,636	4,524,524	69%	1,382,888
CPPRT	141,533	240,790	436,438	55%	195,648
Registration	1,436,135	1,401,504	1,461,367	96%	59,864
Impact/Transition Fees	45,789	346,705	350,000	99%	3,295
Bldg Rentals	192,308	142,336	285,000	50%	142,664
Foodservice	1,777,818	1,890,300	2,634,864	72%	744,564
Natl Lunch	350,647	366,699	685,163	54%	318,464
Medicaid	272,687	257,764	775,000	33%	517,236
IDEA/Room & Board	965,168	779,108	1,520,745	51%	741,637

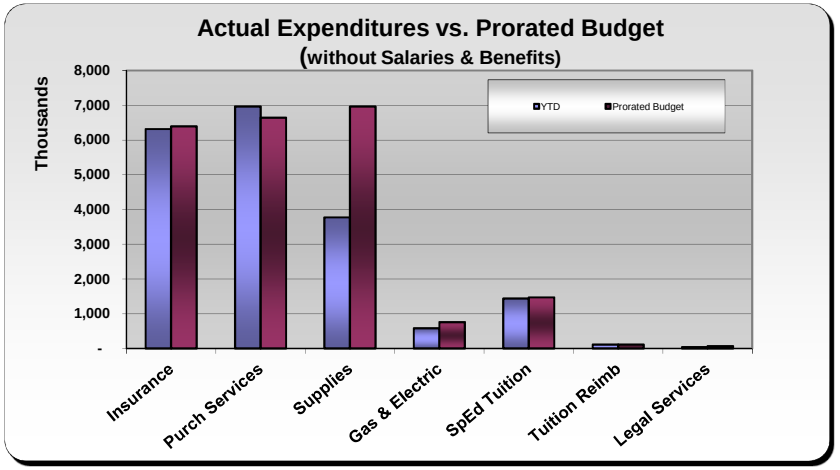


Tracking with Budget
Plus or minus 10 percent of Budget
Unfavorable budget variance exceeding 10%

Monthly Notes - Revenue

►Most revenue is running consistent with prior year.
►While CPPRT lags budget, it exceeds prior YTD.
►National School Lunch, Medicaid, and IDEA are received on a reimbursement basis.

Key Operating Expenditures					
	Prior YTD	FY20 YTD	FY20 Tent Bgt	%	Budget Bal.
Salaries & Benefits	51,649,313	54,192,748	82,428,448	66%	28,235,700
Insurance	6,077,208	6,313,618	9,585,096	66%	3,271,478
Purchased Services	6,783,286	6,966,135	9,962,195	70%	2,996,061
Supplies	3,922,548	3,774,034	10,443,631	36%	6,669,597
Gas & Electric	677,895	579,904	1,139,292	51%	559,388
SpEd Tuition	1,510,556	1,435,679	2,205,000	65%	769,321
Tuition Reimb	125,443	108,817	165,000	66%	56,183
Legal Services	43,170	36,650	100,000	37%	63,350



Tracking with Budget
Plus or minus 10 percent of Budget
Unfavorable budget variance exceeding 10%

Monthly Notes - Expenditures

►Most expenditures are running consistent with prior year.

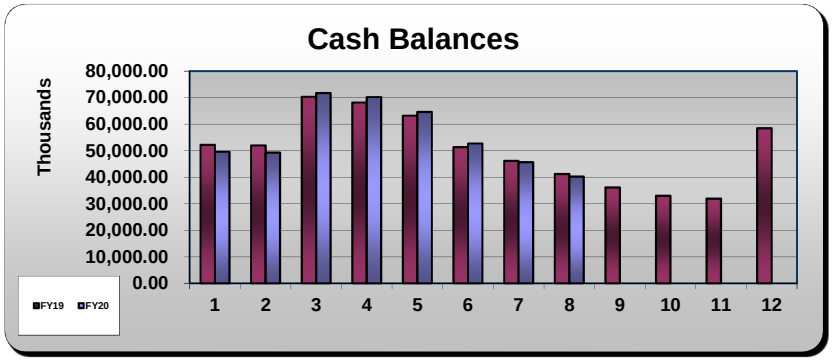
HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

Huntley Community School District 158

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February 2020 Dashboard

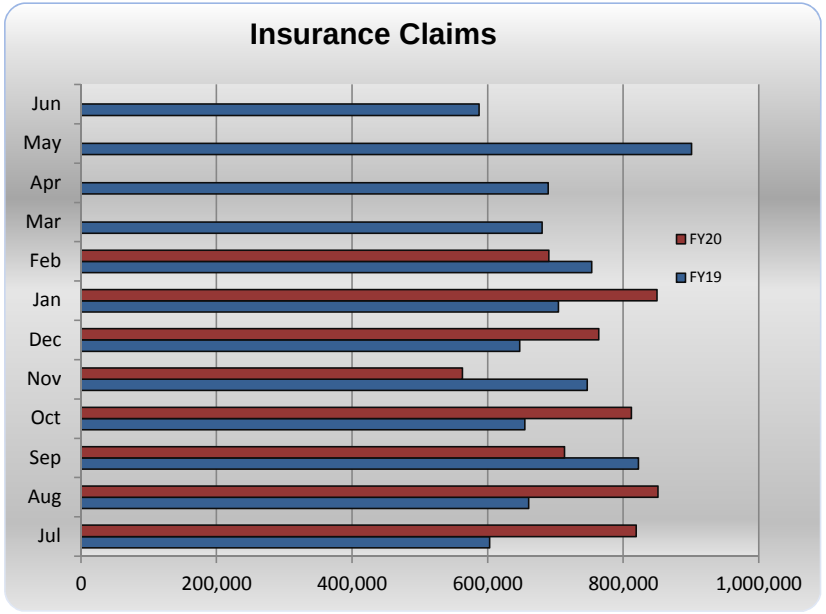
Balance Sheet - Cash Flow				
	Prior YTD	FY20 YTD	%	Variance
Cash and Investments	41,211,456	40,267,953	98%	(943,502)
A/R Total	2,588,739	2,582,698	100%	(6,041)
A/R State	2,124,967	2,110,484	99%	(14,484)
Deferred Revenue	63,923,911	65,906,898	103%	1,982,987
Contracts Payable	7,078,035	7,228,892	102%	150,858
Self Insurance Res.	1,919,547	2,158,025	112%	238,478



Monthly Notes - Balance Sheet

- ► Deferred Revenues are $1.98.M greater than last year due to Levy 2019 recognition.
- ► Contracts payable reflect FY20 July and August payrolls.
- ► Insurance Fund Reserve was increased in June to reflect actual experience.

FY19 AFR Data				
	FY19	FY18	%	Variance
Fund Balance to Revenue Ratio	0.37	0.37	102%	0.01
Expenditure to Revenue Ratio	0.98	0.98	100%	0.00
Days Cash on Hand	170.82	185.35	92%	(14.53)
Percent Short-Term Borrowing Max Remaining	100.00	100.00	100%	0.00
Percent Long-Term Debt Margin Remaining	54.12	50.12	108%	4.00
ISBE Rating	**3.80**	3.90	97%	(0.10)
Operating Expense per Pupil	11,439.32	10,570.00	108%	869.32
	RECOGNITION	RECOGNITION		



- ► The District continues to improve financially resulting in an ISBE rating of RECOGNITION for FY13 through FY19.

- ► The District's Operating Expense per Pupil, utilizing FY17 State Report Card data, continues to be the lowest in McHenry County for all K-12 districts and is well below the State's FY17 Operating Expense per Pupil average of $13,337.

Revenue Report

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Huntley Community School District 158

Educational Fund 10

Source of Revenue 1000 RECEIPTS/REVENUE FROM LOCAL SOURCES
Source of Revenue 1100 Designated Levies

	Description	M.T.D. Revenue	Y.T.D. Revenue	Adopted Budget	Budget Bal	% of Budget		Account Number
1100	Designated Levies	4,482,675.00	33,134,352.96	(51,957,300.00)	(18,822,947.04)	63.77		
1200	Payments In Lieu Of Taxes	0.00	240,789.56	(309,636.00)	(68,846.44)	77.77		
1300	Tuition	3,875.00	90,464.97	(336,982.02)	(246,517.05)	26.85		
1500	Earnings On Investments	12,256.04	130,307.00	(160,000.00)	(29,693.00)	81.44		
1600	Food Service	263,496.13	1,890,299.94	(2,634,864.18)	(744,564.24)	71.88		
1700	District/School Activity Income	15,060.00	337,981.00	(393,613.14)	(55,632.14)	85.85		
1800	Textbook Income	12,491.01	1,401,503.56	(1,461,367.36)	(59,863.80)	95.90		
1900	Other Local Revenues	8,628.50	153,318.55	(2,350,204.70)	(2,196,886.15)	6.52		
1000	RECEIPTS/REVENUE FROM LOCAL SOURCES	4,798,481.68	37,379,017.54	(59,603,967.40)	(22,224,949.86)	62.72	*	Source of Revenue
3001	General State Aide	2,463,989.18	17,269,449.05	(22,503,881.00)	(5,234,431.95)	76.74		
3100	Special Education	98,769.46	907,845.02	(1,249,494.04)	(341,649.02)	72.66		
3200	Career And Technical Education (Cte) - Tech Prep	0.00	0.00	(34,058.00)	(34,058.00)	0.00		
3300	Bilingual/StateFreeLunch/Dr Ed	0.00	30,916.38	(67,279.86)	(36,363.48)	45.95		
3500	Transportation - Reg/Voc/SpEd	0.00	0.00	0.00	0.00	0.00		
3700	Early Childhood	0.00	109,301.00	(285,261.02)	(175,960.02)	38.32		
3900	Other State Revenue	0.00	0.00	0.00	0.00	0.00		
3000	RECEIPTS/REVENUE FROM STATE SOURCES	2,562,758.64	18,317,511.45	(24,139,973.92)	(5,822,462.47)	75.88	*	Source of Revenue
4100	Title V	0.00	0.00	0.00	0.00	0.00		
4200	Child Nutrition	69,878.44	381,112.54	(705,463.92)	(324,351.38)	54.02		
4300	Title I - Low Income	0.00	0.00	(201,261.00)	(201,261.00)	0.00		
4400	Title IV - Safe And Drug-Free Schools - Formula	0.00	0.00	(13,513.00)	(13,513.00)	0.00		
4620	Federal Special Education - IDEA Flow-Through/ Low	288.817.00	779,108.40	(1,520,745.14)	(741,636.74)	51.23		
4700	CTE	0.00	0.00	(34,345.00)	(34,345.00)	0.00		
4800	Federal - ARRA	0.00	0.00	0.00	0.00	0.00		
4900	Other Restricted Grants Received From Federal	54,837.31	418,900.80	(1,086,893.00)	(667,992.20)	38.54		
4000	RECEIPTS/REVENUE FROM FEDERAL SOURCES	413,532.75	1,579,121.74	(3,562,221.06)	(1,983,099.32)	44.33	*	Source of Revenue
7100	Transfers From Various Funds	0.00	0.00	0.00	0.00	0.00		
7200	Proceeds From The Sale Of Bonds	0.00	0.00	0.00	0.00	0.00		
7300	Sale Or Compensation For Loss Of Fixed Assets	0.00	0.00	0.00	0.00	0.00		

Revenue Report

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Huntley Community School District 158

Educational Fund 10

Source of Revenue 7000 SOURCES OF FUNDS
Source of Revenue 7400 Transfers From Other Funds To Pay Principal On Cap

	Description	M.T.D. Revenue	Y.T.D. Revenue	Adopted Budget	Budget Bal	% of Budget		Account Number
7400	**Transfers From Other Funds To Pay Principal On Cap**	0.00	0.00	0.00	0.00	0.00		
7500	**Transfers From Other Funds To Pay Interest On Capi**	0.00	0.00	0.00	0.00	0.00		
7900	**Isbe Loan Proceeds**	0.00	0.00	0.00	0.00	0.00		
7000	**SOURCES OF FUNDS**	0.00	0.00	0.00	0.00	0.00	*	Source of Revenue
10	**Educational Fund**	7,774,773.07	57,275,650.73	(87,306,162.38)	(30,030,511.65)	65.61		Fund

Revenue Report

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Huntley Community School District 158

Operations & Maintenance Fund 20

Source of Revenue 1000 RECEIPTS/REVENUE FROM LOCAL SOURCES
Source of Revenue 1100 Designated Levies

	Description	M.T.D. Revenue	Y.T.D. Revenue	Adopted Budget	Budget Bal	% of Budget		Account Number
1100	Designated Levies	693.954.00	5,129,490.44	(8,036,640.00)	(2,907,149.56)	63.83		
1500	Earnings On Investments	17.182.67	139,514.81	(115,000.00)	24,514.81	121.32		
1900	Other Local Revenues	10,414.51	221,102.68	(247,119.00)	(26,016.32)	89.35		
1000	RECEIPTS/REVENUE FROM LOCAL SOURCES	721,551.18	5,490,107.93	(8,398,759.00)	(2,908,651.07)	65.36	*	Source of Revenue
3001	General State Aide	0.00	0.00	(4,600,000.00)	(4,600,000.00)	0.00		
3900	Other State Revenue	0.00	0.00	0.00	0.00	0.00		
3000	RECEIPTS/REVENUE FROM STATE SOURCES	0.00	0.00	(4,600,000.00)	(4,600,000.00)	0.00	*	Source of Revenue
4500		0.00	0.00	0.00	0.00	0.00		
4900	Other Restricted Grants Received From Federal	0.00	0.00	0.00	0.00	0.00		
4000	RECEIPTS/REVENUE FROM FEDERAL SOURCES	0.00	0.00	0.00	0.00	0.00	*	Source of Revenue
7200	Proceeds From The Sale Of Bonds	0.00	0.00	0.00	0.00	0.00		
7300	Sale Or Compensation For Loss Of Fixed Assets	0.00	0.00	0.00	0.00	0.00		
7900	Isbe Loan Proceeds	0.00	0.00	0.00	0.00	0.00		
7000	SOURCES OF FUNDS	0.00	0.00	0.00	0.00	0.00	*	Source of Revenue
20	Operations & Maintenance Fund	721,551.18	5,490,107.93	(12,998,759.00)	(7,508,651.07)	42.23		Fund

Revenue Report

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Huntley Community School District 158

Debt Service Fund or Fund Group 30

Source of Revenue 1000 RECEIPTS/REVENUE FROM LOCAL SOURCES
Source of Revenue 1100 Designated Levies

	Description	M.T.D. Revenue	Y.T.D. Revenue	Adopted Budget	Budget Bal	% of Budget		Account Number
1100	Designated Levies	929.729.00	6,489,348.14	(10,014,138.00)	(3,524,789.86)	64.80		
1500	Earnings On Investments	21.396.04	173,744.32	(140,000.00)	33,744.32	124.10		
1900	Other Local Revenues	2,990.78	2,990.78	0.00	2,990.78	0.00		
1000	RECEIPTS/REVENUE FROM LOCAL SOURCES	954,115.82	6,666,083.24	(10,154,138.00)	(3,488,054.76)	65.65	*	Source of Revenue
7100	Transfers From Various Funds	0.00	0.00	0.00	0.00	0.00		
7200	Proceeds From The Sale Of Bonds	0.00	0.00	0.00	0.00	0.00		
7400	Transfers From Other Funds To Pay Principal On Cap	0.00	0.00	0.00	0.00	0.00		
7500	Transfers From Other Funds To Pay Interest On Capi	0.00	0.00	0.00	0.00	0.00		
7600	Transfers From Other Funds To Pay Principal On Rev	0.00	0.00	0.00	0.00	0.00		
7700	Transfers From Other Funds To Pay Interest On Reve	0.00	0.00	0.00	0.00	0.00		
7900	Isbe Loan Proceeds	0.00	0.00	0.00	0.00	0.00		
7000	SOURCES OF FUNDS	0.00	0.00	0.00	0.00	0.00	*	Source of Revenue
30	Debt Service Fund or Fund Group	954,115.82	6,666,083.24	(10,154,138.00)	(3,488,054.76)	65.65		Fund

Revenue Report

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Huntley Community School District 158

Transportation Fund 40

Source of Revenue 1000 RECEIPTS/REVENUE FROM LOCAL SOURCES
Source of Revenue 1100 Designated Levies

	Description	M.T.D. Revenue	Y.T.D. Revenue	Adopted Budget	Budget Bal	% of Budget		Account Number
1100	**Designated Levies**	180.973.00	1,337,704.72	(2,730,583.00)	(1,392,878.28)	48.99		
1400	**Transportation Fees**	330.00	6,085.36	(69,699.93)	(63,614.57)	8.73		
1500	**Earnings On Investments**	6,606.94	53,953.60	(65,000.00)	(11,046.40)	83.01		
1900	**Other Local Revenues**	0.00	0.00	0.00	0.00	0.00		
1000	**RECEIPTS/REVENUE FROM LOCAL SOURCES**	187,909.94	1,397,743.68	(2,865,282.93)	(1,467,539.25)	48.78	*	Source of Revenue
3500	**Transportation - Reg/Voc/SpEd**	273,386.10	2,231,236.37	(3,270,000.00)	(1,038,763.63)	68.23		
3000	**RECEIPTS/REVENUE FROM STATE SOURCES**	273,386.10	2,231,236.37	(3,270,000.00)	(1,038,763.63)	68.23	*	Source of Revenue
7300	**Sale Or Compensation For Loss Of Fixed Assets**	0.00	0.00	0.00	0.00	0.00		
7900	**Isbe Loan Proceeds**	0.00	0.00	0.00	0.00	0.00		
7000	**SOURCES OF FUNDS**	0.00	0.00	0.00	0.00	0.00	*	Source of Revenue
40	**Transportation Fund**	461,296.04	3,628,980.05	(6,135,282.93)	(2,506,302.88)	59.15		Fund

Revenue Report

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Huntley Community School District 158

Municipal Retirement and Social Security Fund 50

Source of Revenue 1000 RECEIPTS/REVENUE FROM LOCAL SOURCES
Source of Revenue 1100 Designated Levies

	Description	M.T.D. Revenue	Y.T.D. Revenue	Adopted Budget	Budget Bal	% of Budget		Account Number
1100	**Designated Levies**	241,357.00	1,784,033.14	(2,825,783.00)	(1,041,749.86)	63.13		
1200	**Payments In Lieu Of Taxes**	0.00	0.00	(126,802.00)	(126,802.00)	0.00		
1500	**Earnings On Investments**	6,232.28	50,640.18	(40,000.00)	10,640.18	126.60		
1000	**RECEIPTS/REVENUE FROM LOCAL SOURCES**	247,589.28	1,834,673.32	(2,992,585.00)	(1,157,911.68)	61.31	*	Source of Revenue
50	**Municipal Retirement and Social Security Fund**	247,589.28	1,834,673.32	(2,992,585.00)	(1,157,911.68)	61.31		Fund

Revenue Report

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Huntley Community School District 158

Capital Projects Fund or Fund Group 60

Source of Revenue 1000 RECEIPTS/REVENUE FROM LOCAL SOURCES

Source of Revenue 1500 Earnings On Investments

	Description	M.T.D. Revenue	Y.T.D. Revenue	Adopted Budget	Budget Bal	% of Budget		Account Number
1500	**Earnings On Investments**	2,895.00	30,390.24	(15,000.00)	15,390.24	202.60		
1900	**Other Local Revenues**	0.00	346,637.42	(200,000.00)	146,637.42	173.32		
1000	**RECEIPTS/REVENUE FROM LOCAL SOURCES**	2,895.00	377,027.66	(215,000.00)	162,027.66	175.36	*	Source of Revenue
3900	**Other State Revenue**	0.00	0.00	0.00	0.00	0.00		
3000	**RECEIPTS/REVENUE FROM STATE SOURCES**	0.00	0.00	0.00	0.00	0.00	*	Source of Revenue
7100	**Transfers From Various Funds**	0.00	0.00	0.00	0.00	0.00		
7200	**Proceeds From The Sale Of Bonds**	0.00	0.00	0.00	0.00	0.00		
7300	**Sale Or Compensation For Loss Of Fixed Assets**	0.00	0.00	0.00	0.00	0.00		
7900	**Isbe Loan Proceeds**	0.00	0.00	0.00	0.00	0.00		
7000	**SOURCES OF FUNDS**	0.00	0.00	0.00	0.00	0.00	*	Source of Revenue
60	**Capital Projects Fund or Fund Group**	2,895.00	377,027.66	(215,000.00)	162,027.66	175.36		Fund

Revenue Report

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Huntley Community School District 158

Working Cash Fund 70

Source of Revenue 1000 RECEIPTS/REVENUE FROM LOCAL SOURCES
Source of Revenue 1100 Designated Levies

	Description	M.T.D. Revenue	Y.T.D. Revenue	Adopted Budget	Budget Bal	% of Budget		Account Number
1100	**Designated Levies**	34.130.00	252,284.69	(399,566.00)	(147,281.31)	63.14		
1500	**Earnings On Investments**	1.257.44	11,878.77	(15,000.00)	(3,121.23)	79.19		
1000	**RECEIPTS/REVENUE FROM LOCAL SOURCES**	35,387.44	264,163.46	(414,566.00)	(150,402.54)	63.72	*	Source of Revenue
70	**Working Cash Fund**	35,387.44	264,163.46	(414,566.00)	(150,402.54)	63.72		Fund

Revenue Report

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Huntley Community School District 158

Fire Prevention and Safety Fund or Fund Group 90

Source of Revenue 1000 RECEIPTS/REVENUE FROM LOCAL SOURCES
Source of Revenue 1100 Designated Levies

	Description	M.T.D. Revenue	Y.T.D. Revenue	Adopted Budget	Budget Bal	% of Budget		Account Number
1100	**Designated Levies**	0.00	0.00	0.00	0.00	0.00		
1500	**Earnings On Investments**	4.18	51.25	(300.00)	(248.75)	17.08		
1000	**RECEIPTS/REVENUE FROM LOCAL SOURCES**	4.18	51.25	(300.00)	(248.75)	17.08	*	Source of Revenue
90	**Fire Prevention and Safety Fund or Fund Group**	4.18	51.25	(300.00)	(248.75)	17.08		Fund
	Report Total:	10,197,612.01	75,536,737.64	(120,216,793.31)	(44,680,055.67)	62.84		

Expenditure Report - Board of Education

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Huntley Community School District 158

Educational Fund 10

Function 1000 INSTRUCTION
Object 100 SALARIES

	Description	M.T.D. Activity	Y.T.D. Activity	Open Enc	Adopted Budget	Budget Balance	% of Budget		Account Number
100	SALARIES	3,751,690.97	29,472,136.49	0.00	45,389,335.28	15,920,272.12	64.93		
200	EMPLOYEE BENEFITS	911,807.45	5,327,805.15	1,368,686.48	8,185,995.01	1,489,192.88	81.81		
300	PURCHASED SERVICES	125,494.10	912,575.83	45,287.16	1,175,002.24	270,438.26	78.29		
400	SUPPLIES & MATERIALS	78,169.91	855,353.22	107,892.42	4,390,072.96	3,230,890.88	24.52		
500	CAPITAL OUTLAY	10,899.58	39,790.88	8,109.00	26,000.00	(15,199.88)	146.48		
600	OTHER OBJECTS	2,518.41	15,541.41	0.00	17,994.94	2,453.53	86.37		
700	NON-CAPITALIZED EQUIPMENT	9,692.20	32,167.51	18,977.94	61,294.15	9,298.70	84.83		
1000	INSTRUCTION	4,890,272.62	36,655,370.49	1,548,953.00	59,245,694.58	20,907,346.49	64.69	*	Function
100	SALARIES	1,485,555.97	11,819,838.51	0.00	17,007,953.08	5,198,114.57	69.46		
200	EMPLOYEE BENEFITS	172,982.23	1,953,946.79	55,790.81	2,734,065.05	639,226.15	76.62		
300	PURCHASED SERVICES	163,644.21	2,583,307.73	294,172.84	3,572,592.65	720,238.91	80.40		
400	SUPPLIES & MATERIALS	180,404.87	1,438,867.90	498,510.97	3,530,193.35	1,522,883.27	57.54		
500	CAPITAL OUTLAY	0.00	0.00	0.00	40,000.00	40,000.00	0.00		
600	OTHER OBJECTS	3,330.00	62,525.59	3,187.00	94,584.62	30,288.03	68.56		
700	NON-CAPITALIZED EQUIPMENT	2,519.99	52,927.96	0.00	25,446.63	(26,481.33)	200.13		
2000	SUPPORT SERVICES	2,008,437.27	17,911,414.48	851,661.62	27,004,835.38	8,124,269.60	70.11	*	Function
100	SALARIES	0.00	0.00	0.00	23,000.00	23,000.00	0.00		
300	PURCHASED SERVICES	57.65	24,149.11	0.00	1,497.00	1,408.89	94.49		
400	SUPPLIES & MATERIALS	0.00	5,888.95	432.44	10,200.00	5,878.61	51.81		
3000	COMMUNITY SERVICES	57.65	30,038.06	432.44	34,697.00	30,287.50	50.15	*	Function
300	PURCHASED SERVICES	7,075.00	30,112.50	0.00	10,000.00	6,831.25	81.54		
600	OTHER OBJECTS	178,860.40	1,435,679.03	393,341.34	2,205,000.00	269,717.37	87.77		
4000	PAYMENTS TO OTHER DISTRICTS AND GOVERNMENTAL UNITS	185,935.40	1,465,791.53	393,341.34	2,215,000.00	276,548.62	87.67	*	Function
10	Educational Fund	7,084,702.94	56,062,614.56	2,794,388.40	88,500,226.96	29,338,452.21	66.92		Fund

Expenditure Report - Board of Education

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Huntley Community School District 158

Operations & Maintenance Fund 20

Function 2000 SUPPORT SERVICES
Object 100 SALARIES

	Description	M.T.D. Activity	Y.T.D. Activity	Open Enc	Adopted Budget	Budget Balance	% of Budget		Account Number
100	SALARIES	115,563.10	990,498.10	0.00	1,360,508.32	370,010.22	72.80		
200	EMPLOYEE BENEFITS	(6,373.58)	84,843.50	0.00	219,665.60	134,822.10	38.62		
300	PURCHASED SERVICES	394,266.36	2,645,582.48	859,806.54	4,386,104.64	815,429.79	81.41		
400	SUPPLIES & MATERIALS	122,798.82	929,659.06	206,746.26	1,726,889.63	564,332.86	67.32		
500	CAPITAL OUTLAY	5,757.00	211,443.04	490,258.60	3,212,521.00	2,506,468.11	21.98		
600	OTHER OBJECTS	595.00	1,465.00	270.00	3,366.00	1,631.00	51.54		
2000	SUPPORT SERVICES	632,606.70	4,863,491.18	1,557,081.40	10,909,055.19	4,392,694.08	59.73	*	Function
600	OTHER OBJECTS	0.00	153,240.31	0.00	166,315.00	13,074.69	92.14		
5000	DEBT SERVICE	0.00	153,240.31	0.00	166,315.00	13,074.69	92.14	*	Function
20	Operations & Maintenance Fund	632,606.70	5,016,731.49	1,557,081.40	11,075,370.19	4,405,768.77	60.22		Fund

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Huntley Community School District 158

Debt Service Fund or Fund Group 30

Function 5000 DEBT SERVICE
Object 600 OTHER OBJECTS

	Description	M.T.D. Activity	Y.T.D. Activity	Open Enc	Adopted Budget	Budget Balance	% of Budget		Account Number
600	**OTHER OBJECTS**	1,557.18	10,254,440.18	0.00	10,765,103.00	510,662.82	95.26		
5000	**DEBT SERVICE**	1,557.18	10,254,440.18	0.00	10,765,103.00	510,662.82	95.26	*	Function
30	**Debt Service Fund or Fund Group**	1,557.18	10,254,440.18	0.00	10,765,103.00	510,662.82	95.26		Fund

Expenditure Report - Board of Education

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Huntley Community School District 158

Transportation Fund 40

Function 2000 SUPPORT SERVICES
Object 100 SALARIES

	Description	M.T.D. Activity	Y.T.D. Activity	Open Enc	Adopted Budget	Budget Balance	% of Budget	Account Number	
100	SALARIES	273,407.85	1,965,313.98	0.00	3,057,614.41	1,092,300.43	64.28		
200	EMPLOYEE BENEFITS	(13,053.04)	617,496.08	0.00	1,462,994.98	845,498.90	42.21		
300	PURCHASED SERVICES	53,375.64	770,407.01	42,887.24	816,998.84	(19,190.13)	102.35		
400	SUPPLIES & MATERIALS	104,600.41	544,265.30	128,242.73	786,275.32	105,967.37	86.52		
500	CAPITAL OUTLAY	0.00	0.00	0.00	1,000,000.00	1,000,000.00	0.00		
600	OTHER OBJECTS	3,988.67	12,331.07	0.00	4,944.11	(7,386.96)	249.41		
2000	SUPPORT SERVICES	422,319.53	3,909,813.44	171,129.97	7,128,827.66	3,017,189.61	57.68	*	Function
40	Transportation Fund	422,319.53	3,909,813.44	171,129.97	7,128,827.66	3,017,189.61	57.68		Fund

Expenditure Report - Board of Education

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Huntley Community School District 158

Municipal Retirement and Social Security Fund 50

Function 1000 INSTRUCTION
Object 200 EMPLOYEE BENEFITS

	Description	M.T.D. Activity	Y.T.D. Activity	Open Enc	Adopted Budget	Budget Balance	% of Budget		Account Number
200	**EMPLOYEE BENEFITS**	102,161.78	737,079.96	0.00	1,218,178.06	481,098.10	60.51		
1000	**INSTRUCTION**	102,161.78	737,079.96	0.00	1,218,178.06	481,098.10	60.51	*	Function
200	**EMPLOYEE BENEFITS**	174,898.20	1,223,789.80	0.00	1,769,138.13	545,348.33	69.17		
2000	**SUPPORT SERVICES**	174,898.20	1,223,789.80	0.00	1,769,138.13	545,348.33	69.17	*	Function
50	**Municipal Retirement and Social Security Fund**	277,059.98	1,960,869.76	0.00	2,987,316.19	1,026,446.43	65.64		Fund

Expenditure Report - Board of Education

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Huntley Community School District 158

Capital Projects Fund or Fund Group 60

Function 2000 SUPPORT SERVICES
Object 300 PURCHASED SERVICES

	Description	M.T.D. Activity	Y.T.D. Activity	Open Enc	Adopted Budget	Budget Balance	% of Budget		Account Number
300	PURCHASED SERVICES	2.59	46,599.64	39,433.55	550,000.00	457,974.39	16.73		
500	CAPITAL OUTLAY	226.991.00	1,373,426.76	2,661,280.14	3,884,958.00	(570,327.89)	114.68		
2000	SUPPORT SERVICES	226,993.59	1,420,026.40	2,700,713.69	4,434,958.00	(112,353.50)	102.53	*	Function
600	OTHER OBJECTS	0.00	714,651.43	0.00	714,728.00	76.57	99.99		
5000	DEBT SERVICE	0.00	714,651.43	0.00	714,728.00	76.57	99.99	*	Function
60	Capital Projects Fund or Fund Group	226,993.59	2,134,677.83	2,700,713.69	5,149,686.00	(112,276.93)	102.18		Fund
	Report Total:	8,645,239.92	79,339,147.26	7,223,313.46	125,606,530.00	38,186,242.91	69.65		

Huntley Community School District 158
Board of Education
Regular Meeting - April 16, 2020
Freedom of Information Act Requests

Request #	Date Rec'd	Type	Requested by:	Request:	Status:	Date Completed:	Time Spent Preparing	Approx. Cost to D158	Notes
2020-32	2/27/20	Email	Patrick Nohl, IBEW 117	Certified payroll for January 2020 for all work on solar project.	Completed	4/14/20	3	$105.00	Delayed response due to waiting for records to be transmitted by contractors. Extension ok'd by requester.
2020-39	03/15/20	Email	Ivan Kranjcec, SmartProcure	Electronic purchase records for the time period 2020-12-03 to current	Completed	4/9/20	2	$70.00	Commercial Request
2020-40	03/27/20	Email	Brian Carroll, Jones Lang LaSalle IP, Inc.	Planned unit development document outlining the approved uses for the approximately 30 acres of industrial land, east of Route 47, between Freeman Road and I-90, just west of the Weber warehouse.	Completed	4/7/20	0.5	$17.50	Commercial Request

Approximate Cost to D158is calculated using staff time x hourly rate, plus printing cost (.05 per page)

HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

Huntley Community School District 158

650 Dr. John Burkey Drive
Algonquin, Illinois 60102
(847) 659-6158 • www.district158.org

To: Dr. Scott Rowe, Board of Education, and Administration

From: Lorie Woods

Date: April 16, 2020

Subject: **Resolution #2020-04-16 – Emergency Suspension of Policy Due to COVID-19 Pandemic**

With the rapidly changing conditions due to the spread of COVID-19 (Coronavirus), the extension of statewide school closures, the potential for further closures, and the current stay-at-home mandate for the State of Illinois, it may be difficult to secure a quorum of the Board of Education necessary to make important decisions within a timely fashion. Therefore, a recommendation to adopt Resolution #2020-04-02: Emergency Suspension of Policy Due to COVID-19 Pandemic which allows for the suspension of certain policies in order to give Dr. Scott Rowe the ability to quickly respond to changing conditions, is being made.

Resolution #2020-04-16 provides:

- Suspension of subheads and/or other provisions of Board policies and/or whole policies necessary to implement Executive Orders of the Governor and/or written guidance from ISBE relating to COVID-19.
- Reporting of emergency closure and efforts to implement written guidance from local, State, and federal health and government agencies to the Board by the Superintendent following consultation with the Board President.
- Closure of any school building or District facility by the Superintendent, after consultation with the Board President and notification to the Board, without further action by the Board.
- Authorization to the Superintendent to direct staff assignments during District closures, including but not limited to essential and non-essential employees.
- Authorization to the Superintendent to limit access to the District's school grounds and buildings or facilities during closures relating to COVID-19.
- Boards to conduct open meetings remotely via telephonic or electronic means, providing opportunity for public access and comment, permits the Board to adjust board meeting dates, times, and locations during the District-wide emergency closure(s), and notes that any or all Board members may attend board meetings remotely.

Recommendation

Administration requests the Board of Education approve Resolution #2020-04-16: Emergency Suspension of Policy Due to COVID-19 Pandemic.

Please feel free to contact me with any questions.

LRW
Attachments

BOARD OF EDUCATION HUNTLEY COMMUNITY SCHOOL DISTRICT NO. 158
MCHENRY AND KANE COUNTIES, ILLINOIS

RESOLUTION #2020-04-16 – EMERGENCY SUSPENSION OF POLICY DUE TO COVID-19 PANDEMIC

WHEREAS, Section 10-16.7 of the School Code (105 ILCS 5/10-16.7) requires school boards to direct, through policy, the Superintendent in his or her charge of the administration of the school district;

WHEREAS the School Board has adopted Policy 2:240, *Board Policy Development,* which authorizes the board to adopt, revise, and temporarily suspend board policies;

WHEREAS, the Board has adopted Policy 4:180, *Pandemic Preparedness*, which acknowledges school closure in response to a pandemic and designates the Superintendent to act as a liaison for the School District to ensure the health and safety of students, staff, and the community;

WHEREAS, on March 9, 2020, Illinois Governor Pritzker declared all counties in Illinois as disaster areas pursuant to Section 7 of the Illinois Emergency Management Act (20 ILCS 3305/7) and directed implementation of the State's Emergency Operations Plan in response to the novel coronavirus (COVID-19);

WHEREAS, on March 11, 2020, the World Health Organization characterized COVID-19 as a pandemic;

WHEREAS, on March 13, 2020, the U.S. President declared a national state of emergency and Governor Pritzker ordered the closure of all public and private K-12 schools in Illinois until March 30, 2020, in an effort to mitigate the spread of COVID-19;

WHEREAS, on March 20, 2020, Governor Pritzker extended the closure of all public and private K-12 schools in Illinois until April 7, 2020; and

WHEREAS, the Illinois State Board of Education (ISBE), which has authority to administer attendance and school calendar requirements, to interpret graduation requirements, and to oversee the allocation of resources for nutrition, transportation, and other crucial aspects of public education is providing written guidance to Illinois school boards and their districts on issues related to COVID-19, including but not limited to student attendance, e-learning, meal distribution, transportation, special education, and other issues;

THEREFORE BE IT RESOLVED, by the Board of Education of Huntley Community School District No. 158, McHenry and Kane Counties, Illinois, as follows:

Section 1: The Board suspends subheads and/or other provisions of its board policies and/or whole policies, as identified previously by the Board or if not previously identified by the Board, as identified together by the Board President and Superintendent, if such suspension is necessary to implement Executive Orders of the Governor and/or written guidance from ISBE relating to COVID-19, including any subsequent orders by the Governor to close schools, if any.

Section 2: The Superintendent will consult with the Board President, and as soon as practicable, but in any event prior to the emergency closure and efforts to implement written guidance from local,

State, and federal health and government agencies, report to the Board regarding such emergency closure and efforts to implement written guidance.

Section 3: The Superintendent is authorized, after consultation with the Board President and notification to the Board, to close any school building or District facility without further action by the Board. Such closure shall continue during the emergency created by the COVID-19 pandemic until such time as the Superintendent, in consultation with appropriate local, State, and federal health and government authorities, deems it in the best interests of the District and its students to open schools.

Section 4: The Superintendent is authorized after notifying the Board President, based upon the needs of the District and the guidance from local, State, and federal health and government agencies, to direct staff assignments during District closures, including but not limited to essential employees who must physically report to work, and employees whose services are not needed.

Section 5: Access to the District's school grounds and school buildings or facilities may be limited as directed by the Superintendent during District closures relating to COVID-19.

Section 6: In the interest of public health, and in accordance with the Governor's Executive Order 2020-07 and subsequent guidance issued by the Illinois Attorney General, the Board may conduct open public meetings remotely via telephonic or electronic means, providing opportunity for public access and comment in accordance with the COVID-19 guidance of the Attorney General. The Board reserves the right to adjust board meeting dates, times, and locations during the District-wide emergency closure(s) in a manner consistent with the Open Meetings Act and issued COVID-19 guidance from the Illinois Attorney General, and notes that any or all Board members may attend board meetings remotely.

Section 7: Execution of this Resolution is conclusive evidence of the Board's approval of this action and of the authority granted herein. The Board warrants that it has, and at the time of this action had, full power and lawful authority to adopt this instrument. The Board intends that the Board President has the authority to bind the Board and District and will sign this Resolution after the Board adopts it, but any signature line in this Resolution not signed by the Board President or Board Secretary may be deemed through email communications as an intent to enter into this Resolution with the same force and effect as an original executed signed document pursuant to the Illinois Electronic Commerce Security Act (5 ILCS 175/1).

Adopted: April 16, 2020

Attested by: _____
Michael Fleck, Board President

Attested by: _____
Paul Troy, Board Secretary

Attachments
Policy 2:240, *Board Policy Development*
Policy 4:180, *Pandemic Preparedness*

Board of Education

Board Policy Development

The Board governs using written policies. Written policies ensure legal compliance, establish Board processes, articulate District ends, delegate authority, and define operating limits. Board policies also provide the basis for monitoring progress toward District ends.

Policy Development

Anyone may propose new policies, changes to existing policies, or deletion of existing policies. Staff suggestions should be processed through the Superintendent. Suggestions from all others should be made to any Board member or the Superintendent.

A Board Policy Committee will consider all policy suggestions, and provide information and recommendations to the Board.

The Superintendent is responsible for: (1) providing relevant policy information and data to the Board, (2) notifying those who will implement or be affected by or required to implement a proposed policy and obtaining their advice and suggestions, and (3) having policy recommendations drafted into written form for Board deliberation. The Superintendent shall seek the counsel of the Board Attorney when appropriate.

Policy Adoption and Dissemination

Policies or policy revisions should not be adopted at the Board meeting at which they are first introduced, except when: (1) appropriate for a consent agenda because no Board discussion is required, or (2) necessary or prudent in order to meet emergency or special conditions or to be legally compliant. Further Board consideration may be given at a subsequent meeting(s) and after opportunity for community input. The adoption of a policy will serve to supersede all previously adopted policies on the same topic.

The Board policies are available for public inspection in the District's main office during regular office hours. Copy requests should be made pursuant to Board policy 2:250, *Access to District's Public Records*.

Board Policy Review and Monitoring

The Board will periodically review its policies for relevancy, monitor its policies for effectiveness, and consider whether any modifications are required.

Superintendent Implementation

The Board will support any reasonable interpretation of Board policy made by the Superintendent. If reasonable minds differ, the Board will review the applicable policy and consider the need for further clarification.

In the absence of Board policy, the Superintendent is authorized to take appropriate legal action.

Suspension of Policies

The Board, by a majority vote of members present at any meeting, may temporarily suspend a Board policy except those provisions that are controlled by law or contract. The failure to suspend with a specific motion does not invalidate the Board action.

LEGAL REF.: 105 ILCS 5/10-20.5.

CROSS REF.: 2:150 (Committees), 2:250 (Access to District's Public Records), 3:40 (Superintendent)

ADOPTED: May 17, 2001

REVISED: November 12, 2009

Operational Services

Pandemic Preparedness

The Board recognizes that the District will play an essential role along with the local health department and emergency management agencies in protecting the public's health and safety if an influenza pandemic occurs. Pandemic influenza is a worldwide outbreak of a virus for which there is little or no natural immunity and no vaccine; it spreads quickly to people who have not been previously exposed to the new virus.

To prepare the School District community for a pandemic, the Superintendent or designee shall: (1) learn and understand the roles that the federal, State, and local government would play in an epidemic; (2) form a pandemic planning team consisting of appropriate District personnel and community members to identify priorities and oversee the development and implementation of a comprehensive pandemic influenza school action plan; and (3) build awareness of the final plan among staff, students, and community.

Emergency School Closing

In the case of a pandemic, any decision for an emergency school closing will be made by the Superintendent in consultation with and, if necessary, at the direction of the District's local health department, emergency management agencies, and Regional Office of Education.

LEGAL REF.: 105 ILCS 5/10-16.7 and 5/10-20.5.
Ill. Dept. of Public Health Act (Part 1), 20 ILCS 2305/2(b).
Ill. Emergency Management Agency Act, 20 ILCS 3305.
Ill. Educational Labor Relations Act, 115 ILCS 5/1.

CROSS REF.: 1:20 (District Organization, Operations, and Cooperative Agreements), 2:20 (Powers and Duties of the Board; Indemnification), 4:170 (Safety), 7:90 (Release During School Hours), 8:100 (Relations with Other Organizations and Agencies)

ADOPTED: November 13, 2007

REVISED: March 2017

Policy Committee

650 Dr. John Burkey Drive · Algonquin, IL 60102 · (847) 659-6158 · Fax (847) 659-6125

TO: Board of Education and Cabinet Members

FROM: Mark Altmayer, CFO
Lorie Woods

DATE: April 16, 2020

RE: Requested Change to Board Policy
Policy 4:60, Purchases and Contracts

In an effort to maintain clear and accurate policy, and to mirror Administrative Procedure 4:60-AP1 consistent with 105 ILCS 5/10-20.21(xi), administration requests the following addition to Board Policy 4:60.

POLICY RECOMMENDATION

- **4:60 Purchases and Contracts**
  Repair, maintenance, remodeling, renovation, or construction, or a single project involving an expenditure not to exceed $50,000 and not involving a change or increase in the size, type, or extent of an existing facility; 105 ILCS5/10-20.21(xi).

Recommendation
Administration requests that the Policy Committee recommend the above policy be moved forward for a first reading by the Board at the next regular BOE meeting.

Please feel free to contact me or Mrs. Woods with any questions.

LRW
Attachments

Operational Services

Purchases and Contracts

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

Standards for Purchasing and Contracting

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

Before soliciting bids or awarding a contract for supplies, materials, equipment, or services, a certified education purchasing contract that is already available through a State education purchasing entity (as defined in the Education Purchasing Program, Article 28A of the School Code), an existing Federal purchasing contract, or national cooperative purchasing network, may be considered as a bid.

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

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

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

1. Supplies, materials, or work involving an expenditure in excess of $25,000 must comply with the State law bidding procedure, 105 ILCS 5/10-20.21, unless specifically exempted.
2. Construction, lease, or purchase of school buildings must comply with State law and Board policy 4:150, *Facility Management and Building Programs*.
3. Guaranteed energy savings must comply with 105 ILCS 5/19b-1 et seq.
4. Third party non-instructional services must comply with 105 ILCS 5/10-22.34c.
5. Goods and services that are intended to generate revenue and other remunerations for the District in excess of $1,000, including without limitation vending machine contracts, sports and other attire, class rings, and photographic services, must comply with 105 ILCS 5/10-20.21(b-5). The Superintendent or designee shall keep a record of: (1) each vendor, product, or service provided, (2) the actual net revenue and non-monetary remuneration from each contract or agreement, and (3) how the revenue was used and to whom the non-monetary remuneration was distributed. The Superintendent or designee shall report this information to the Board by completing the necessary forms that must be attached to the District's annual budget.
6. Any contract to purchase food with a bidder or offeror must comply with 105 ILCS 5/10-20.21(b-10).
7. The purchase of paper and paper products must comply with 105 ILCS 5/10-20.19c and board policy 4:70, *Resource Conservation*.
8. Each contractor with the District is bound by each of the following:

CURRENT

a. In accordance with 105 ILCS 5/10-21.9(f): (1) prohibit any of its employees who is or was found guilty of a criminal offense listed in 105 ILCS 5/10-21.9(c) and 5/21b-80(c) to have direct, daily contact at a District school or school-related activity with one more student(s); (2) prohibits any of the contractor's employees from having direct daily contact with one or more students if the employee was found guilty of any offense in 5/21B-80(b) (certain drug offenses) until seven years following the end of the employee's sentence for the criminal offense; and (3) require each of its employees who will have direct, daily contact with student(s) to cooperate during the District's fingerprint-based criminal history records check on him or her.

b. In accordance with 105 ILCS 5/24-5: (1) concerning each new employee of a contractor that provides services to students or in schools provide the District with evidence of physical fitness to perform the duties assigned and freedom from communicable disease if the employee will have direct, daily contact with one or more student(s); and (2) require any new or existing employee who has and will have direct, daily contact with one or more student(s) to complete additional health examinations as required by the District and be subject to additional health examinations, including tuberculosis screening, as required by the Ill. Department of Public Health rules or order of a local health official.

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

LEGAL REF.: 105 ILCS 5/10-20.19c, 5/10-20.21, 5/10-21.9, 5/10-22.34c, 5/19b-1 et seq., and 5/24-5.
820 ILCS 130/.

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

ADOPTED: May 17, 2001

REVISED: March 19, 2020

CURRENT

Operational Services

Purchases and Contracts

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

Standards for Purchasing and Contracting

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

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

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

1. Supplies, materials, or work involving an expenditure in excess of $25,000 must comply with the State law bidding procedure, 105 ILCS 5/10-20.21, unless specifically exempted.
2. Repair, maintenance, remodeling, renovation, or construction, or a single project involving an expenditure not to exceed $50,000 and not involving a change or increase in the size, type, or extent of an existing facility; 105 ILCS5/10-20.21(xi).
3. Construction, lease, or purchase of school buildings must comply with State law and Board policy 4:150, *Facility Management and Building Programs*.
4. Guaranteed energy savings must comply with 105 ILCS 5/19b-1 et seq.
5. Third party non-instructional services must comply with 105 ILCS 5/10-22.34c.
6. Goods and services that are intended to generate revenue and other remunerations for the District in excess of $1,000, including without limitation vending machine contracts, sports and other attire, class rings, and photographic services, must comply with 105 ILCS 5/10-20.21(b-5). The Superintendent or designee shall keep a record of: (1) each vendor, product, or service provided, (2) the actual net revenue and non-monetary remuneration from each contract or agreement, and (3) how the revenue was used and to whom the non-monetary remuneration was distributed. The Superintendent or designee shall report this information to the Board by completing the necessary forms that must be attached to the District's annual budget.
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DRAFT

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9. Each contractor with the District is bound by each of the following:
    a. In accordance with 105 ILCS 5/10-21.9(f): (1) prohibit any of its employees who is or was found guilty of a criminal offense listed in 105 ILCS 5/10-21.9(c) and 5/21b-80(c) to have direct, daily contact at a District school or school-related activity with one more student(s); (2) prohibits any of the contractor's employees from having direct daily contact with one or more students if the employee was found guilty of any offense in 5/21B-80(b) (certain drug offenses) until seven years following the end of the employee's sentence for the criminal offense; and (3) require each of its employees who will have direct, daily contact with student(s) to cooperate during the District's fingerprint-based criminal history records check on him or her.
    b. In accordance with 105 ILCS 5/24-5: (1) concerning each new employee of a contractor that provides services to students or in schools provide the District with evidence of physical fitness to perform the duties assigned and freedom from communicable disease if the employee will have direct, daily contact with one or more student(s); and (2) require any new or existing employee who has and will have direct, daily contact with one or more student(s) to complete additional health examinations as required by the District and be subject to additional health examinations, including tuberculosis screening, as required by the Ill. Department of Public Health rules or order of a local health official.

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LEGAL REF.: 105 ILCS 5/10-20.19c, 5/10-20.21, 5/10-21.9, 5/10-22.34c, 5/19b-1 et seq., and 5/24-5.
820 ILCS 130/.

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

ADOPTED: May 17, 2001

REVISED: March 19, 2020

DRAFT

Policy Committee

650 Dr. John Burkey Drive · Algonquin, IL 60102 · (847) 659-6158 · Fax (847) 659-6125

TO: Dr. Scott Rowe, Board of Education and Cabinet Members

FROM: Lorie Woods

DATE: April 16, 2020

RE: Recommended Addition to Board Policy
Policy 3:41 *Emergency Powers of Superintendent*

Due to the spread of COVID-19 (Coronavirus) and the current stay-at-home mandate for the State of Illinois, it may be difficult to secure a quorum of the Board necessary to make important decisions in response to protect lives, property, public health and safety within a timely fashion, District's legal counsel is recommending the addition of Policy 3:41 *Emergency Powers of Superintendent*.

Policy 3:41 authorizes the Superintendent to declare a district state of emergency and provides the Superintendent with the following emergency powers:

- To enter into contracts, incur obligations, employ temporary workers, rent equipment, purchase supplies and materials, and make appropriate expenditures through the disposition of public funds and property as necessary.
- To suspend the provisions of any regulatory policy prescribing procedures for conduct of school business if strict compliance with the provision would in any way prevent, hinder or delay necessary action, including emergency purchases.
- To coordinate and direct all educational programs in the district including, but not limited to, providing for off-site instruction and remote learning, also known as distance learning or e-Learning.
- To mobilize the personnel and resources of the district for the purpose of performing or facilitating response and recovery programs.
- To utilize all available resources of the district as reasonably necessary to respond to the emergency conditions in the district and community, provided the use of such resources shall benefit the district or its students.

The district state of emergency shall last for a period of time not to exceed the earlier of (i) fourteen (14) days following the declaration of an emergency or (ii) such date as a quorum of the Board is convened to conduct public business (the "Emergency Period"). If the Emergency Period expires without convening a Board meeting, the Superintendent shall have the right to declare a subsequent district state of emergency under the terms of this policy.

Recommendation

Administration requests the Board of Education adopt Policy 3:41 *Emergency Powers of Superintendent* as recommended by District's legal counsel.

Please feel free to contact me with any questions.

LRW
Attachments

General School Administration

Emergency Powers of Superintendent

In the absence of a sufficient number of Board members to establish a quorum and hold a meeting due to serious natural, technological, or human-caused circumstances that warrant a coordinated school response to protect lives, property, public health and safety, the Superintendent shall have the power to declare a district state of emergency. Such declaration shall be made in writing and posted at the administrative offices of the district and on the district website, with copies delivered to local media outlets.

The district state of emergency shall last for a period of time not to exceed the earlier of (i) fourteen (14) days following the declaration of an emergency or (ii) such date as a quorum of the Board is convened to conduct public business (the "Emergency Period"). If the Emergency Period expires without convening a Board meeting, the Superintendent shall have the right to declare a subsequent district state of emergency under the terms of this policy.

Upon a declaration of a district state of emergency, the Superintendent shall have the following emergency powers; provided, however, that the lapse of the emergency powers shall not, in regard to any act or acts occurring or committed within the Emergency Period or any extension thereof, deprive any person, firm, corporation, political subdivision, or body politic of any right or rights to compensation or reimbursement which they may have under the provisions of this section.

(1) To enter into contracts, incur obligations, employ temporary workers, rent equipment, purchase supplies and materials, and make appropriate expenditures through the disposition of public funds and property as necessary.

(2) To suspend the provisions of any regulatory policy prescribing procedures for conduct of school business if strict compliance with the provision would in any way prevent, hinder or delay necessary action, including emergency purchases.

(3) To coordinate and direct all educational programs in the district including, but not limited to, providing for off-site instruction and remote learning, also known as distance learning or e-Learning.

(4) To mobilize the personnel and resources of the district for the purpose of performing or facilitating response and recovery programs.

(5) To utilize all available resources of the district as reasonably necessary to respond to the emergency conditions in the district and community, provided the use of such resources shall benefit the district or its students.

Prior to exercising any emergency powers which would not be available to the Superintendent outside of the Emergency Period, the Superintendent shall use his or her best efforts to consult with the President of the Board, and if the President is unavailable, any available Board members and, as necessary, the Regional Superintendent of Schools. The Board President and Superintendent shall make all efforts to inform Board members of said actions as soon as practicable.

If the Superintendent is not available due to death or disability, the Associate Superintendent may exercise the powers set forth in this policy. If both the Superintendent and Associate Superintendent are not available due to death or disability, the Chief Financial Officer may exercise the powers set forth in this policy.

CROSS REF.: 2:240, (Board Policy Development), 4:180, (Pandemic Preparedness)

ADOPTED:

Board of Education

Board Policy Development

The Board governs using written policies. Written policies ensure legal compliance, establish Board processes, articulate District ends, delegate authority, and define operating limits. Board policies also provide the basis for monitoring progress toward District ends.

Policy Development

Anyone may propose new policies, changes to existing policies, or deletion of existing policies. Staff suggestions should be processed through the Superintendent. Suggestions from all others should be made to any Board member or the Superintendent.

A Board Policy Committee will consider all policy suggestions, and provide information and recommendations to the Board.

The Superintendent is responsible for: (1) providing relevant policy information and data to the Board, (2) notifying those who will implement or be affected by or required to implement a proposed policy and obtaining their advice and suggestions, and (3) having policy recommendations drafted into written form for Board deliberation. The Superintendent shall seek the counsel of the Board Attorney when appropriate.

Policy Adoption and Dissemination

Policies or policy revisions should not be adopted at the Board meeting at which they are first introduced, except when: (1) appropriate for a consent agenda because no Board discussion is required, or (2) necessary or prudent in order to meet emergency or special conditions or to be legally compliant. Further Board consideration may be given at a subsequent meeting(s) and after opportunity for community input. The adoption of a policy will serve to supersede all previously adopted policies on the same topic.

The Board policies are available for public inspection in the District's main office during regular office hours. Copy requests should be made pursuant to Board policy 2:250, *Access to District's Public Records*.

Board Policy Review and Monitoring

The Board will periodically review its policies for relevancy, monitor its policies for effectiveness, and consider whether any modifications are required.

Superintendent Implementation

The Board will support any reasonable interpretation of Board policy made by the Superintendent. If reasonable minds differ, the Board will review the applicable policy and consider the need for further clarification.

In the absence of Board policy, the Superintendent is authorized to take appropriate legal action.

Suspension of Policies

The Board, by a majority vote of members present at any meeting, may temporarily suspend a Board policy except those provisions that are controlled by law or contract. The failure to suspend with a specific motion does not invalidate the Board action.

LEGAL REF.: 105 ILCS 5/10-20.5.

CROSS REF.: 2:150 (Committees), 2:250 (Access to District's Public Records), 3:40 (Superintendent)

ADOPTED: May 17, 2001

REVISED: November 12, 2009

Operational Services

Pandemic Preparedness

The Board recognizes that the District will play an essential role along with the local health department and emergency management agencies in protecting the public's health and safety if an influenza pandemic occurs. Pandemic influenza is a worldwide outbreak of a virus for which there is little or no natural immunity and no vaccine; it spreads quickly to people who have not been previously exposed to the new virus.

To prepare the School District community for a pandemic, the Superintendent or designee shall: (1) learn and understand the roles that the federal, State, and local government would play in an epidemic; (2) form a pandemic planning team consisting of appropriate District personnel and community members to identify priorities and oversee the development and implementation of a comprehensive pandemic influenza school action plan; and (3) build awareness of the final plan among staff, students, and community.

Emergency School Closing

In the case of a pandemic, any decision for an emergency school closing will be made by the Superintendent in consultation with and, if necessary, at the direction of the District's local health department, emergency management agencies, and Regional Office of Education.

LEGAL REF.: 105 ILCS 5/10-16.7 and 5/10-20.5.
Ill. Dept. of Public Health Act (Part 1), 20 ILCS 2305/2(b).
Ill. Emergency Management Agency Act, 20 ILCS 3305.
Ill. Educational Labor Relations Act, 115 ILCS 5/1.

CROSS REF.: 1:20 (District Organization, Operations, and Cooperative Agreements), 2:20 (Powers and Duties of the Board; Indemnification), 4:170 (Safety), 7:90 (Release During School Hours), 8:100 (Relations with Other Organizations and Agencies)

ADOPTED: November 13, 2007

REVISED: March 2017

Huntley Community School District 158

650 Academic Drive
Algonquin, Illinois 60102
(847) 659-6158 • www.district158.org

DATE: April 16, 2020

TO: Board of Education and Administration

FROM: Doug Renkosik, Director of Operations & Maintenance

RE: O & M Updates**(R)**
Board of Education Meeting April 16, 2020

Tasks Completed in March 2020

1. Lead the District towards development of Solar PV Installation Project with our partner; ForeFront Power, who will be installing a renewable energy system which could generate up to 80% of the School District's annually consumed power. Highlights of project status include:
   - Zoning reviews with the three Villages (;LITH, Algonquin, and Huntley) are completed.
   - All nine ComEd Interconnect Agreements are approved.
   - Forefront's applications for Renewable Energy Credits have been approved by the Illinois Power Agency, the Illinois Commerce Commission, and ComEd.
   - District 158 has transitioned to ComEd as their retail electricity provider effective meter read dates in July 2019.
   - Net Zero Metering tariff applications have been tentatively approved by ComEd contingent on the commercial operational start-up test.
   - Construction review with all three villages completed and acceptance letters in hand.
   - Building Permit Applications to be submitted to McHenry County Regional Office of Education pending peer review endorsement of ForeFront Power's electrical plan set.
   - Forefront's applications for Smart Inverter rebates from ComEd have not yet been submitted.
   - ForeFront Power's best estimate of Commercial operation at this time is revised to mid-March 2020.
   - Construction started at Reed Road on November 18, 2019.
   - Construction started on Square Barn Road Campus on November 25, 2019.
   - Construction started at Harmony Road Campus on December 20, 2019.

4. Coordinate construction administration of the following large capital projects:
   - Huntley High School Fine Arts Addition with Wold Architects and Engineers and Lamp Inc.
   - Roof-Top units replacement at Mackeben Elementary School.
   - Make Up Air Preheat system installation at Conley Elementary School.
   - Asphalt Crackfill, Sealcoat and Traffic Paint at Leggee and Heineman Schools.

5. Continue Strategic Energy Management CoHort program participation in the Alumni Group. The program is offered thru the support of NiCor and ComEd via their agent; CLEAResult.

6. Coordinated bid administration for the following projects:
   - Pavement Improvements at Conley and Mackeben Elementary Schools.
   - Sprinkler System Repairs.

7. Coordinate operational transitions due to CoVid-19 initiatives with contractors and O&M staff.

8. Present bids to the Board of Education for the following projects:
   - Thru-Wall Flashing Replacement at Heineman and Martin Schools.
   - Exterior Window Repairs at Marlowe Middle School.

Project Goals for April 2020

1. Lead the District towards development of Solar PV Installation Project with our partner; ForeFront Power, who will be installing a renewable energy system which could generate up to 80% of the School District's annually consumed power. Highlights of project status include:
   i. Zoning reviews with the three Villages (; LITH, Algonquin, and Huntley) are completed.
   ii. All nine ComEd Interconnect Agreements are approved.
   iii. Forefront's applications for Renewable Energy Credits have been approved by the Illinois Power Agency, the Illinois Commerce Commission, and ComEd.
   iv. District 158 has transitioned to ComEd as their retail electricity provider effective meter read dates in July 2019.
   v. Net Zero Metering tariff applications have been tentatively approved by ComEd contingent on the commercial operational start-up test.
   vi. Construction review with all three villages completed and acceptance letters in hand.
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   - Asphalt Crackfill, Sealcoat and Traffic Paint at Leggee and Heineman Schools.
   - Thru-Wall Flashing Replacement at Heineman and Martin Schools.
   - Exterior Window Repairs at Marlowe Middle School.

10. Continue Strategic Energy Management CoHort program participation in the Alumni Group. The program is offered thru the support of NiCor and ComEd via their agent; CLEAResult.

11. Coordinated bid administration for the following project:
   - Sprinkler System Repairs.

12. Present bids to the Board of Education for the following projects:
   - Pavement Improvements at Conley and Mackeben Elementary Schools.

13. Continue coordinate operational transitions due to CoVid-19 initiatives with service contractors, construction team and O&M staff.

14. Present the Board of Education w draft RFP for Guaranteed energy savings Contractor for lighting retrofits at Heinemann, Martin, and Leggee Elementary Schools.

Attachments:

A. Draft Guaranteed Energy Savings Contract RFP for lighting retrofit related ISBE School Maintenance Grant.
B. Documented 12 month savings chart as outcome of Strategic Energy Management (SEM) CoHort participation.
C. SEM participation incentive payment for documented electricity savings.

DR/jw

REQUEST FOR PROPOSALS
GUARANTEED ENERGY SAVINGS CONTRACT - RFP #2020-32
Huntley Community School District 158
650 Dr. John Burkey Drive, Algonquin, IL 60102

Reminders when releasing RFP:

1. *post online referenced documents when posting RFP*
2. *post RFP to Capital Development Board website*
3. *update dates on pages 1, 2 and 5*

Introduction

Huntley Community School District 158 with Administrative Offices at 650 Dr. John Burkey Drive, Algonquin, IL 60102 (referred to throughout this document as the "District") is requesting Qualified Providers to propose Innovative Solutions and Energy Conservation Measures through a Guaranteed Energy Savings Contract. In conjunction with this contract, the District is interested in solutions for the following Baseline Opportunities:

1. Replacement of all existing interior fluorescent lighting systems with an LED lighting solution technology including replacement of fluorescent lamps with LED lamps and ballast with drive or full fixture replacement (; whichever provides the best ROI) throughout the following facilities:
    a. Heinemann Middle School, 725 Dr. John Burkey Drive, Algonquin, IL 60102
    b. Martin Elementary School, 10920 Reed Rd., Lake In The Hills, Il 60102
    c. Leggee Elementary School, 13723 Harmony Rd., Huntley, IL 60142

   The contractor shall provide photometric layouts all spaces demonstrating best lamp performance selection to verify compliance with the 2015 IBC building code and IES standards for light levels are maintained n these facilities.

2. Installation of temperature sensors, carbon monoxide sensors, and smoke detectors to be wired in parallel to a contactor which will activate the kitchen range hood in all eight Huntley Community School District 158 schools including:
    a. Heinemann Middle School, 725 Dr. John Burkey Drive, Algonquin, IL 60102
    b. Conley Elementary School, 750 Dr. John Burkey Drive, Algonquin, IL 60102
    c. Mackeben Elementary School, 800 Dr. John Burkey Drive, Algonquin, IL 60102
    d. Marlowe Middle School, 9625 Haligus Rd., Lake In The Hills, Il 60102
    e. Martin Elementary School, 10920 Reed Rd., Lake In The Hills, Il 60102
    f. Chesak Elementary School, 10910 Reed Rd., Lake In The Hills, Il 60102
    g. Huntley High School, 13719 Harmony Rd., Huntley, IL 60142
    h. Leggee Elementary School, 13723 Harmony Rd., Huntley, IL 60142

These proposals must include the implementation of project monitoring and data collection to verify post-installation energy consumption and energy related operating costs pursuant to 105 ISC 5/19b as recently amended by Public Act 096-1197.

These proposals may include: (a) the implementation of a facility audit, data collection, and other related analysis preliminary to the undertaking of Energy Conservation Measures; (b) the evaluation and recommendation of optional additional Energy Conservation Measures;

This RFP is issued on the following date pursuant to Section 1.4 of Article 19b which provides for a negotiated procurement.

Date issued: ??????????

The District will host **a mandatory pre-proposal meeting on ????????**. The meeting will commence at **9:00 a.m.** at the District Office, 650 Dr. John Burkey Drive, Algonquin, IL. After a brief review of the RFP and Q&A session attendees will have the option of touring of all District 158 facilities or set up future site tours with the district staff.

Questions

All questions about the RPF are required to be sent via e-mail to drenkosik@district158.org and jwilhelm@district158.org.

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REQUEST FOR PROPOSALS
GUARANTEED ENERGY SAVINGS CONTRACT - RFP #2020-32
Huntley Community School District 158
650 Dr. John Burkey Drive, Algonquin, IL 60102

Disclosure

The School District discloses that it has recently engaged in **?????????????** and that ESCOE has helped prepare the specifications of this RFP.

Confidentiality

Respondent should be aware that the School District is subject to the Illinois Freedom of Information Act and cannot guarantee that any document provided by a respondent will be considered exempt from public disclosure under such Act.

If a proposal includes any proprietary data or information that the respondent does not want disclosed to the public, such data or information must be specifically identified as such on every page which it is found. Data or information so identified will be used by the District solely for the purpose of evaluating proposals and conducting contract negotiations.

Indemnification

By submitting a proposal, each Qualified Provider agrees to release, indemnify and hold harmless the School District, its Board members, employees, agents, officers and officials, from and against any and all liabilities, taxes, tax penalties, interest, losses, penalties, damages and expenses of every kind, nature and character, including costs and attorney fees, arising out of, or relating to, any and all claims, liens, damages to property or person (including death), obligations, actions, suits, judgments, settlements, or causes of action of every kind, nature and character, in connection with or arising out of the negligent acts or omissions of the Qualified Provider or its employees or its subcontractors related to the performance of the work.

Minimum Requirements for Qualified Providers

A. Provide comprehensive energy services and innovative solutions for the District**,** which may include the installation of energy savings equipment. Since the District facilities are relatively new, building envelope modifications are of limited interest to the District and shall not be in the base proposal, but may be proposed as optional additions to the base proposal. The Base Proposal shall attempt to address as many of the District's concerns outlined in the introduction as possible. The specific nature of this equipment and material will be left up to the Qualified Provider and may be based upon the Qualified Providers understanding of the District's needs.
B. Provide a more comfortable indoor environment for building occupants. This may include repair or modernization of existing environmental systems. The specific nature of repair or modernization will be left up to the Qualified Provider and may be based upon the Qualified Providers understanding of the District's needs.
C. Provide a financial package that will be customized to meet the financial requirements of the District.
D. Ability to demonstrate successful implementation of no less than 5 (five) performance contract within the last 5 years including no less than 5 (five) in Public Educational Institutions in Illinois.
E. Provide evidence that it is a "Qualified Provider" as that term is defined in Section 19b-1.3 of the School Code (105 ILCS 5/19b-1.3).
F. Provide assistance with processing of Applications for Grants, Incentives, and Rebates from all available sources as a part of the proposed Guaranteed Energy Savings Projects. The estimated savings calculations provided shall clearly define each individual anticipated alternative funding mechanism which is a part of their proposal. The proposal provider shall coordinate deliver of Energy Efficiency Portfolio Solutions Grants on behalf of the School District and the Ill. State Board of Education ISBE School Energy Efficiency Grant thru the District's Architect of Record; Wold Architects and Engineers. The ISBE grant applications,

Qualified Providers are encouraged to make available the proposed Energy Conservation Measures information on the DCEO grant application format which can be found on the following web link: http://www.ildceo.net/NR/rdonlyres/EDDBE739-F1ED-46C4-ADBD-DFC3126332DE/0/Year3DCEOPublicSectorLocalGovtPublicSchoolsandCommunityCollegesApplicationForms.xls

For more information on the DCEO Public Sector Electricity Energy Efficiency Program Incentive program see ; http://www.ildceo.net/NR/rdonlyres/7F9153A6-9A82-494D-834F-ECE935515D5A/0/PSEEPY3LocalGovtPublicSchoolsandCommunityColleges.pdf

For more information on the ISBE Energy Efficiency Grant program opportunities can be found on the following weblink: http://www.isbe.state.il.us/sbss/ee_grants.htm

G. Certifies by submission of a proposal, that it does not engage in discriminatory practices regarding employment or delivery of or access to services and programming and that it fully complies with the requirements of federal and State civil rights laws, including but not limited to: the Illinois Civil Rights Act of 2003, P.A. 93-0425; Illinois Human Rights Act, 775 ILCS 5/1-101 et seq.; the Americans with Disabilities Act, 42 U.S.C.12101 et seq., and the Rehabilitation Act of 1973, as amended, 29 USC 701 et seq., as well as the rules and regulations promulgated there under. Qualified Provider acknowledges that the School Board may declare any contract awarded pursuant to this proposal void if this certification pursues false.

H. Attesting to the fact that they are in compliance with the Illinois Human Rights Act as amended effective July 1, 1993 (formerly the Fair Employment Practice Commission).

I. Hereby represents, warrants and certifies, by submission of a proposal, that no officer or director of Qualified Provider has any knowledge that any employee thereof has been convicted of committing or attempting to commit any one or more of the following offenses set forth in the Criminal Code of 1961. 720 ILCS 5/1-1 et. seq., Sections 11-6 (Indecent solicitation of a child), 11-9 (public indecency), 11-14 (prostitution), 11-15 (soliciting for prostitute), 11-15.1 (soliciting for a juvenile prostitute), 11-6 (pandering), 11-17 (keeping a place of prostitution), 11-18 (patronizing a prostitute), 11-19 (pimping), 11-19.1 (juvenile pimping), 11-10.2 (exploitation of a child), 11-20 (obscenity), 11-20.1 (child pornography), 11-21 (harmful material), 12-15 (criminal sexual assault), 12-14 (aggravated criminal sexual assault), and/or those offenses defined in the "Cannabis Control Act", 410 ICS 550/1, et. seq. (except paras. 704 and 705 of that Act), and/or those offenses defined in the "Illinois Controlled Substances Act", 720 ILCS 570/100 et. seq., and/or any offense committed or attempted in any other state or against the laws of the United States, which if committed or attempted in this State, would have been punishable as one or more of the foregoing offenses.

J. Certifies, by submission of a proposal, that pursuant to Section 5/10-20.21(b) of the School Code that neither it, nor any of its partners, or officers or owners:
   A. Have been convicted in the past five (5) years of the offense of proposal-rigging under Section 33E of the Illinois Criminal Code of 1961, 720 ILCS 5/33E -1 et seq., as amended;
   B. Have ever been convicted of the offense of proposal-rotating under Section 33E-4 of the Illinois Criminal Code of 1961, as amended;
   C. Have ever been convicted of bribing or attempting to bribe an officer or an employee of the State of Illinois; or
   D. Have made an admission of guilt of any of the above conduct which is a matter of record.

Qualified Providers acknowledges that the School Board may declare any contract awarded pursuant to this proposal void if this certification is false.

Preferred Qualifications for Qualified Providers

A. Pre-qualified by the Department of Energy (DOE) and Department of Defense (DOD) as an energy services provider and provide documentation to this fact.

B. Have at least one employee that is a LEED® AP (LEED® Accredited Professional) and provide documentation to this fact.

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To aid Qualified Providers in their response to this RFP, the following items are attached:

PART I: PROPOSED PROJECT SCHEDULE

PART II: EVALUATION CRITERIA

PART III: CONTRACT TERMS AND CONDITIONS

PART IV: INSTRUCTIONS TO PROPOSERS

PART IV-A QUALIFIED PROVIDER PROFILE FORM AND QUALFICATIONS

PART IV-B QUALIFIED PROVIDER APPROACH TO PROJECT

PART V: INDEX OF ATTACHED REFERENCED DOCUMENTS

PART VI: INDEX OF AVAILABLE ELECTRONIC DOCUMENTS WITH BASE LINE DATA

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Part I: Proposed Project Calendar

Issuance of RFP	????????????????	
Mandatory Pre-Proposal Meeting	????????????????	9:00 am CST
Proposals Due	????????????????	1:00 pm CST
Selection of Finalist	????????????????	
Contractual Agreement Finalized	????????????????	

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PART II: Evaluation Criteria

The District reserves the right to reject any and all proposals and/or waive any informality, irregularity or defect in any or all proposals and to accept that proposal which in its opinion is in the best interest of the District. Any such decision will be final.

No proposal shall be withdrawn without the consent of the District after the date and time established for their receipt. All proposals shall be valid for a minimum of 60 days after the date established for their receipt. Providers must satisfy themselves, upon examination of these requirements, as to the intent of these requirements.

Each of the finalist Qualified Providers may participate in a detailed oral interview to answer questions from the Project Evaluation Team and more fully discuss how its approach to this project satisfies the evaluation criteria. All persons with major responsibility for the project's technical design, management and contract negotiation should be present at the interview. Each oral interview may be recorded. A more complete description of the interview process and format will be sent to each of the finalist Qualified Providers.

District intends to negotiate an agreement for the final engineering design. If an acceptable technical energy audit agreement cannot be negotiated within 60 days from the date of Qualified Provider selection, negotiations with the next-ranked Qualified Provider may be initiated.

Each proposal will be evaluated according to the following criteria. Failure to provide any of the requested information may result in disqualification. The criteria listed below will be used in the evaluation of the written proposals, client references and responses of the Qualified Provider finalist during oral interviews, as appropriate.

Experience	35%
Technical Approach	25%
Project Management	20%

DEFINITION OF EACH CRITERIA

Experience
- Qualifications of experience of Qualified Provider's personnel with guaranteed energy savings contract
- Reliability of equipment performance on past projects
- Quality and completeness of past project documentation

Technical Approach
- Quality of technical approach, including methods of analysis and an understanding of existing building systems and conditions
- Quality of approach to project commissioning
- Quality of baseline energy calculations
- Quality of proposed training for facility staff
- Quality of approach to savings measurement and verification
- Quality of design documentation

Project Management

- Clear assignment of responsibility for various project tasks to specific individuals
- Ability to effectively manage project construction and complete the project on schedule
- Flexible approach to operations and maintenance
- Quality of monitoring, maintenance, and measurement and verification services on past project
- Clarity, organization and level of detail in written proposal
- Quality of communication skills of the Qualified Provider's representatives at the oral interview (if applicable)

Financial

- Reasonableness of implementation and any on-going M&V Costs
- Financial soundness and stability of the Qualified Provider
- Demonstrated ability to provide or arrange project financing if necessary
- Reasonableness of Cash Flow Analysis
- Attractiveness of Qualified Provider's Guarantee

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PART III: Contract Terms and Conditions

The minimum contract terms and conditions District will accept from the selected Qualified Provider include:

1. Technical Requirements

Standards of Comfort and Service. The Qualified Provider will be responsible for maintaining the levels of comfort and service for each building as specified by the District. See Attachment A.

Professional Engineer Involvement. As a part of the Energy Savings Project price, the Qualified Provider will provide an Architect or Professional Engineer licensed in the State of Illinois who shall, at a minimum:

- Review and approve design of energy conservation measures under this contract
- Process all building permits necessary for the project
- Review of all commissioning efforts as outlined below here-in
- Process all occupancy permits necessary for the project
- Review and approve the Qualified Provider's annual audit of energy savings under this contract during the payback period

As a part of the Guaranteed Energy Savings Contract, the Qualified Provider's Professional Engineer providing the services listed above shall also gain consensus on designs with the School District's Architect of record. The School District's Architect of Record's time will be funded by the School District for thee outlined service.

Guaranteed Savings District requires a minimum annual guaranteed level of savings approach to the project. The Qualified Provider, as a part of the proposed savings guarantee calculation shall include all engineering and technical services costs associate with the Design, Construction Administration, Permit processing (Building and Occupancy), Commissioning and Annual Audit requirements of the Guaranteed Energy Savings project. If the project does not generate the guaranteed level of savings in any given year, the Qualified Provider will be responsible for reimbursing the District the amount of any shortfall by payment to be delivered to the District during the District's Fiscal Year associated with the shortfall.

Construction Management The Qualified Provider will be required to work with current facilities management personnel in order to coordinate construction and provide appropriate training in operations and maintenance of all installed improvements. The District requires a full time on-site Construction Superintendent during the construction. No equipment or other improvements will be installed that would require District to hire additional personnel unless contract negotiations produce an explicit exemption for a specific installation. Maintenance responsibilities shall be retained by the District, but at their discretion they can negotiate for maintenance services with the selected Qualified Provider.

Commissioning The Qualified Provider will be required to commission all new equipment, building systems and control programs installed as a part of the project. Commission shall include:

- factory start-up of all new equipment whenever available from the manufacturer of said equipment
- testing and balancing of water and air flow systems by a TABB or NEBB certified balancer
- functional performance testing of all new control systems and reprogrammed control systems
- delivery of written documentation of all above referenced commissioning efforts to the District with documentation or review and acceptance by the Qualified Provider's Architect or Professional Engineer.

O & M Manuals At least two hard copies and one electronic (pdf) version of the operation and maintenance manuals for each site will be provided for all equipment replacements and/or upgrades. Completeness of delivered manuals are subject to approval of District.

As-Built Drawings Where applicable, Qualified Provider must provide two (2) hard copies and one electronic (pdf) version of "as built" and record drawings (or such electronic equivalents as may be agreed to with District) of all existing and modified conditions associated with the project, conforming to typical engineering standards. These should include architectural, mechanical, electrical, structural, and control drawings and operating manuals within 30 days of completed project installation.

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Follow-up Maintenance, Monitoring and Training Services The Qualified Provider will be responsible for measurement and verification of implemented measures to ensure optimal performance as well as for ongoing training, However, District has the option to negotiate the extent of any contracted on-going maintenance service contract.

District Energy Improvement Project. District reserves the right to make energy and water improvements to the facility and to negotiate adjustments to the savings measurement and verification methodology to account for such improvements.

2. Minimum Contract Provisions

Proposal Submissions The contents of the Qualified Provider's RFP submission will become part of any final agreement between District and the Qualified Provider.

Project Schedule The Qualified Provider must provide a final schedule of project milestones including construction, equipment-service and preventive maintenance provisions that will become part of any final contract. In the event any milestone or service provision is not met as scheduled, without prior approval from District, District reserves the right to consider it a default and withdraw from all contractual obligations without penalty.

District Inspection District retains the right to have its representative visit the site during the audit and implementation phases of the project, and to attend relevant on-site or off-site meetings of the Qualified Provider and/or its subcontractors. District will have the right to inspect, test and approve the materials and work conducted in the facilities during construction and operation.

Final Approval of District District 158 retains final approval over the scope of work and all end-use conditions.

Ownership of Drawings, Reports and Materials All drawings, reports and materials prepared by the Qualified Provider specifically in performance of this contract shall become the property of District and will be delivered to District as needed, requested or upon completion of construction.

Compliance All work completed under this contract must be in compliance with all applicable federal, state and local laws, rules and regulations including all building codes and appropriate accreditation, certification and licensing standards. Work must be in accordance with sound engineering and safety practices, be installed in a workman-like manner and be in compliance with all District regulations relative to the premises. The Qualified Provider and its subcontractors will be responsible for coordinating acquisition of any and all required permits with the District's Architect of Record (in a pier review format), consents and authorizations, and for payment of any and all state and city required taxes and fees which result from this contract. The Qualified Provider shall gain acceptance of all design work product by the District's Architect of Record for District assurances that the Work is in accordance with sound engineering and safety practices, and in compliance with all District rules relative to the premises.

Handling of Hazardous Materials All work completed under this contract must be managed by the Qualified Provider in compliance with all applicable federal, state and local laws, rules and regulations regarding waste disposal and treatment/disposal of any hazardous materials that could result from this project.

Methodology to Adjust for Material Changes The contract must contain a mutually acceptable clause whereby unanticipated changes in facility use, occupancy, schedule and/or utility rates can be accommodated in a fair manner agreeable to both parties.

Hiring and Wage Requirements The Qualified Provider will comply with all requirements for the payment of prevailing wages and minority and women-owned business enterprises. Qualified Provider's Subcontractors must comply with background screenings and the local prevailing wage rates as established by the Illinois Department of Labor. Qualified Provider's subcontractors are required to pay no less than the prevailing wage for all laborers, workers and mechanics performing work under contract with Consolidated School District 158. Also, it is required that the contractor shall provide assurance such as with a bond or letter containing a statement that will guarantee faithful performance in regard to the prevailing wage law. Enclosed is a form letter which if signed, notarized, and returned with your proposal will satisfy this requirement. Qualified Providers who award portions of their work to subcontractors shall provide it's subcontractors with such a written statement as well.

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All Qualified Provider's subcontractors performing construction work for School District 158 must comply with the requirements of House Bill 188 Prevailing Wage Payroll Reporting (820 ILCS 130/5) which requires all Qualified

Providers and it's subcontractors participating on public works projects must submit monthly a certified payroll to the School District.

According to the Directive from the Office of the Attorney General of the State of Illinois in a letter dated 12-18-08 regarding the Illinois Prevailing Wage Act ("Act"), 820 ILCS section 130/0.01, et seq.

Payment of Prevailing Wage
All laborers, workers and mechanics employed by or on behalf of School District 158 in the construction of public works must be paid the general prevailing rate of hourly wages (including allotments for training and approved apprenticeship programs, health and welfare, insurance, vacation and pension benefits) for work of a similar character in the locality in which the work is performed. See 820 ILCS § 130/3.

The Illinois Department of Labor publishes the current prevailing wage rate. The link for the published rates in McHenry County is: http://www.co.mchenry.il.us/common/countyDpt/Purchase/proposals/prevwage/PrevWage.htm. A copy of this list of prevailing wages will be forwarded to prospective contractor upon request.

Record-Keeping Responsibilities
All Qualified Provider's subcontractors who work for Huntley Community School District 158 on public works construction projects must create, and keep for at least three years, records of all laborers, mechanics, and other workers employed by them on a public works project. See 820 ILCS § 130/5(a)(1).

These records must include each worker's name, address, telephone number (if available), social security number, classification(s) hourly wages paid in each pay period, number of hours worked each day, and the starting and ending times of each work day. Each contractor and subcontractor is required to make these records available for inspection by Consolidated School District 158's agents or Illinois Department of Labor officials at a reasonable time and place upon seven business days notice. See 820 ILCS § 130/5(a) (1), (b).

Certified Payroll Records
A contractor or subcontractor participating in a public works project for Huntley Community School District 158 must also submit a Certified Payroll report to **Huntley Community School District 158** every month. This Certified Payroll must consist of a complete copy of the records required to be kept under Section 5(a)(1) of the Act, discussed above (with the exception of daily work starting and ending times). See 820 ILCS §130/5(a)(2).

The monthly Certified Payroll shall also include a statement signed by the contractor or subcontractor submitting that: (1) the records are true and accurate; (2) the hourly rate paid to each worker is not less than the general prevailing wage rate required; and (3) the contractor or subcontractor is aware that filing a Certified Payroll that he or she knows to be false is a class B misdemeanor. See 820 ILCS § 130/5 (a)(2).

Subcontractor Approval District retains the right to approve any Qualified Provider selected subcontractor prior to its commencement of work on this project. Names and qualifications of subcontractors must be submitted at least three weeks in advance of subcontractor scheduled start date.

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Payment Verification

Prior to final acceptance of all energy conservation measures by the District, the Qualified Provider shall provide Waivers of Lien from prime contractor, prime contractor's supplier(s), subcontractor(s), and subcontractors' supplier(s) as verification of payment in full for services rendered. The Qualified Provider shall maintain a naming of all primary suppliers and contractors involved in the project along with a schedule of values during the project and must furnish a copy of the list to the School District at the commencement of the projects and maintain a updated copy on file with the District. All final waivers must state "Paid in Full" in place of a dollar amount. Final payment will not be released until final waivers marked "Paid in Full" are submitted for all subcontractors, suppliers and prime contractor. All waivers must be accompanied by a sworn statement listing subcontractors and suppliers, the amounts of their contract and the amounts requested.

Criminal Background Check Requirements

The contractor shall follow the CSD158 criminal background check process for workers and inspectors who will on-site for the capital improvements project as follows:

A. Contractor sends CSD158 designee; presently send to email address drenkosik@district158.org, a list of names of tradesman to be background checked with the primary contact for the tradesman's office (for contact if there is a " hit" on the check) – 48 hours prior to scheduled visit.
B. If designee considers the list reasonable, he forwards to the D158 Chief Security Officer's office as "Heads Up" and asked for available times for contractor to drop in at D158 Administration Center, Dr. John Burkey Dr., Algonquin, Il 60102 or commencement of the background check process.
C. Tradesman named shall go to the D158 Administration Center and see D158 designee to have their driver license scanned for a search on the Raptor national database of sex offenders. if it comes back clean, then he will take their digital photo (for future printing on an ID badge) and a scan of their fingerprints which will be sent the Illinois State Police for a criminal background search.
D. Once the Illinois State Police returns the background check clearance,
a. if the background clearance is approved, the HR Office will print an ID badge and forward the O&M Office for distribution to the tradesman.
b. if the background check shows a "hit", the D158 Chief Security Officer's office will contract the tradesman's supervisor directly for resolution on the matter. Until this matter is resolved, the work shall return the ID badge to the tradesman's supervisor who shall return it to D158 directly and suspend that worker's assignment on D158 premises.
E. Once the D158 Chief Security Officer's office receives a clean background check report, they will print an ID badge with the tradesman's photo on it and notify the tradesman's supervisor that the ID Badge is ready for pickup by the tradesman. The tradesman must personally stop at the District Office to sign for the IDB Badge.
F. Prior to final payment for the project, D158 will reconcile reimbursement of D158 for all background check expenses (at $49 each).

Insurance Requirements

1. School District 158 will only accept carriers on the contractor's Certificate of Insurance that have an A.M. Best's rating of no lower than A-7.
2. The successful bidder shall expressly bind himself/herself to defend and save the District harmless from all suits or actions of every name and description including Scaffolding Act Liability. Successful bidder shall carry insurance, in company or companies acceptable to the District, for Worker's Compensation, Commercial General Liability, and Automobile liability.
3. Each bidder shall submit as part of the bid, a certification of insurance in force to meet the above specifications. That certificate shall name HUNTLEY COMMUNITY SCHOOL DISTRICT 158 as an additional insured and shall state that all insurance listed above is primary. HUNTLEY COMMUNITY SCHOOL DISTRICT 158 shall be notified 30 days prior to any material change in the insurance.
4. **Workman's Compensation** - Statutory
   - e.l. - each occurrence $1,000,000
   - e.l. - disease –each employee $1,000,000
   - e.l. – disease – policy limit $1,000,000

A. Comprehensive General Liability Insurance: The successful bidder shall maintain at all times during the contract Comprehensive Liability Insurance (including Broad Form Property Damage) with limits for combined bodily injury and property damage of not less than $1,000,000 for each occurrence and not less than $2,000,000 aggregate.

B. Comprehensive Auto Liability Insurance: The successful bidder shall maintain at all times during the contract Comprehensive Auto Liability with limits for combined bodily injury and property damage of not less than $1,000,000 for each occurrence and not less than $1,000,000 aggregate.

C. Excess Liability: An umbrella policy is required with minimum lists of $5,000,000 per occurrence (*see Notes at end of document for variations in this limit for different forms of contracted services)* and will apply to both bodily injury and property damage. The umbrella policy shall apply over all primary coverage and limits of liability as listed in the preceding section. The umbrella coverage must be as broad as the primary policies and must be free of any restrictions that do not appear in the underlying policies.

D. Owned/Rented Equipment Insurance: The Contractor shall secure, pay for and maintain whatever Fire or Extended Coverage Insurance deemed necessary to protect the Contractor against loss of owned or rented capital equipment and tools, including any tools owned by mechanics, and any tools, equipment, scaffoldings, staging, towers and forms owned or rented by the Contractor. The requirement to secure and maintain such insurance is solely for the benefit of the Contractor; Contractor shall require same coverage of Subcontractor. Failure of the Contractor to secure such insurance or to maintain adequate levels of coverage shall not obligate District 158, or their agents and employees for any losses of owned or rented requirement. It is expressly understood and agreed that District 158 shall have no responsibility therefore, the Contractor secures such insurance the insurance policy shall include a waiver of subrogation clause as follows: "It is agreed that in no event shall this insurance company have any right of recovery against District 158 or their agents."

E. Contractor's Obligation: The procuring of the insurance required under this Contract shall be considered solely as securing Contractor's obligation or liabilities assumed under the Contract. Contractor shall remain fully liable and responsible for all such obligations, whether or not the insurance provided by the Contractor is approved by District 158.

There will be no "Waivers of Subrogation" permitted on the insurance policy or contract between DISTRICT 158 and the contractor. A copy of the Certificate of Insurance shall be furnished to the Director of Operations and Maintenance before the work begins.

SPECIAL INSURANCE REQUIREMENT NOTES

1. The excess liability insurance limits required in Section F above shall be adjusted as follows:
   - **a.** Architects', Engineers' and Construction Managers' excess liability umbrella can be limited to $3,000,000.
   - **b.** Contractors with small contracts can carry excess liability, umbrella insurance limits of $3,000,000
   - **c.** Contractors with large contracts; $1,000,000 plus should carry excess liability umbrella coverage of $10,000,000 minimum

2. Consultants including architects, engineers, and construction managers shall also have insurance coverage listed on their policies to the District which include Errors and Omissions (i.e. Professional Liability Insurance) with minimum limit of coverage of $1,000,000 per occurrence/claims-made.

Preservation of District Amenities The Qualified Provider, in performance of the energy conservation measures (ECM's), shall provide for preservation of all District amenities in condition as fund prior to the commencement the ECM's. Any costs associated with restorative measures required to meet this requirement shall be included in te agreed cost for the ECM's.

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Annual Reconciliation Project savings will be verified and reconciled on an annual basis. Qualified Provider will provide timely monthly savings reports to District, unless otherwise agreed to by the parties. The savings in energy and operating costs are guaranteed to cover the cost of the program as required by 105 ISC 5/19b. The savings calculations shall be accepted by an Architect or Professional Engineer with an active license in Illinois. The Performance Contractor shall provide for an Annual Audit to demonstrate the actual the energy savings performance of the District during the Payback period as a part of the Contract. This annual audit shall be provided by the Qualified Provider's Architect or Professional Engineer with an active license in Illinois.

Contract Term No contract (i.e. payback period for guaranteed energy savings improvements) shall exceed 10 years in duration and may be subject to annual appropriations.

Contract Terms and Conditions The District will utilize the contract terms and conditions included in Attachment 'D' with no exceptions.

Dispute Resolution The contract will contain an Alternative Dispute Resolution provision.

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PART IV: Instructions to Proposers

Failure to complete any question in whole or in part, or any deliberate attempt by the proposer to mislead District, may be used as grounds to find the proposing Qualified Provider ineligible.

PROPOSAL SUBMITTAL INFORMATION

Qualified Providers who wish to have proposals considered by District must submit ten (10) hard copies and one electronic copy of Part IV-A (Qualified

Provider Profile Form) and Part IV-B (Qualified Provider Proposal and Approach to Project)
All proposals shall be sealed and received in the following office no later than the date and time stated in Part I: Proposed Project Calendar to:

The Office of the Superintendent of Schools
Dr. John Burkey
Consolidated School District #158
650 Dr. John Burkey Drive
Algonquin, IL 60102

Responses will be opened and portions of the proposal will be read out loud at the District Administration Office immediately following the due date and time.

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PART IV-A: Qualified Provider Profile Form and Qualifications

Each Qualified Provider is required to fully answer all questions in each category listed below. Provide responses on 8 ½ " x 11" sheets of paper and number and title each answer to the corresponding category. Font size should be no smaller than 10 point. All pages in your response should be numbered sequentially. Qualified Providers must also include a table of contents which indicates the section and page numbers corresponding to the information included.

All questions must be addressed by the Qualified Provider in order for this application form to be properly completed. Failure to answer any question, or comply with any directive contained in this form may be used by District as grounds to find the Qualified Provider ineligible. If a question or directive does not pertain to your firm in any way, please indicate with the symbol N/A.

A-1 Firm Name _____

Business Address _____

City _____ State _____

County _____ Zip Code _____

A-2 Names and Titles of Two Contact People

1) _____ Phone (_____) _____

2) _____ Phone (_____) _____

A-3 Submittal is for:

- Parent Company (List any Division or Branch Offices to be involved in this project)
- Division (attach separate list if more than one is to be included)
- Subsidiary
- Branch Office

Name of Entity: _____

Address: _____

_____

A-4 Type of Firm:

- Corporation
- Partnership
- Sole Ownership
- Joint Venture

A-5 Federal Employer Identification Number _____

A-6 Year Firm was Established _____

A-7 Name and Address of Parent Company: (if applicable) _____

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A-8 **Minority Business Information** (*If applicable to your agency's policies or requirements)*

Recognized MWBE. Is your firm a recognized Minority or Woman-owned Business Enterprise
Category. If yes, please indicate the appropriate category.

___ American Indian ___ Spanish Surname
___ Asian-American ___ Woman-Owned
___ African-American ___ Other

Certifying Agencies. If yes, indicate which jurisdictions or certifying agencies recognize your firm's MWBE status.
Accommodation. If no, please summarize how you will accommodate MWBE **preferences**.

A-9 **Five Year Summary** of Contract Values for Energy Performance Contracting Projects where your firm was the prime contractor with a first party written savings guarantee to the District: (Note: If you are a branch office of a larger firm indicate only those contract values associated with that specific branch.)

2013: $_____
2012: $_____
2011: $_____
2010: $_____
2009: $_____

A-10 **Corporate Background/Historical Data**

- How many years has your firm been in business under its present business name?
- Provide documentation showing that your company is Accredited by NAESCO. Proposals will not be accepted by companies without this accreditation.
- Please identify all states in which your firm is legally qualified to do business.
- Indicate all other names by which your organization has been known and the length of time known by each name.
- Certify that your company does not owe the state of Illinois any taxes.
- Certify that your company is not currently under suspension or debarment by the state of Illinois, any other state, or the federal government.
- Identify your firm's legal counsel for this project. Give the name and address of the primary individual responsible for contract negotiation.
- Include an annual financial report for the Qualified Provider which includes the following information
  - Qualified Provider's Standard & Poor's and Moody's credit ratings and provide supporting documentation.
  - Qualified Provider 's latest cash on balance sheet
  - Qualified Provider's net assets
  - Qualified Provider's revenue as a percentage of the following:

Equipment manufacturing_____ %
Service and maintenance_____ %
Guaranteed energy project _____ %
Proposal _____ and _____ spec.
% Other _____ %

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A-11 Technical Qualifications And Personnel Information

Indicate the number of all guaranteed energy savings contracting projects currently under contract with your firm. **Limit your response to ONLY those projects that have been managed directly by the specific branch, division, office, or any individual in such branch, division or office who will be specifically assigned to this project.** Indicate the installed project cost value, and identify all project currently in repayment. Attach additional sheets as necessary.

Using the format provided below, briefly describe the relevant experience, qualifications and educational background for **ONLY** those **PRIMARY** team members (no more than 10 individuals) **who will directly be working on this project. Do not include individual resumes.**

Name of Project Team Member:	
Current Job Title: Job responsibilities: Number of years with Qualified Provider: Primary Office Location:	
Employment History Company Name: Primary job responsibilities: Number of years with firm:	
Educational Background List all academic degrees, certifications, professional affiliations, relevant publications and technical training.	
List all energy performance contracting projects this individual has been involved with during past 5 years. Include project location, type of facilities, year implemented and dollar value of installed project costs.	
Describe the specific role and responsibilities this individual had for each listed project.	
Provide a detailed description of the role and responsibilities this individual will have for the duration of this project.	
Describe any other relevant technical experience.	
Indicate the total years of relevant energy-related experience for this individual.	

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650 Dr. John Burkey Drive, Algonquin, IL 60102

A-12 Energy Performance Contracting Project History And Client References

Using the form on the following page, list at least five (5) energy performance contracting projects in repayment by and currently under contract with your firm. **Limit your response to ONLY those projects that have been managed directly by the specific branch, division, office or any individual in such branch, division or office who will be specifically assigned to this project.** Attach additional sheets as necessary. Please put an asterisk by those project references involving projects with measures and buildings similar to those proposed for this project.

PROJECT HISTORY AND CLIENT REFERENCE FORM

All information requested is required.

Project Name and Location Number of Buildings Primary Use Total square footage	
Project Dollar Amount (installed project costs) Source of Project Financing	
Primary ECMs Installed Qualified Provider Services Provided	
Construction Start & End Dates	
Contract Start & End Dates	
Dollar Value and Type of Annual Operational Cost Savings (if applicable) (e.g., outside maintenance contracts, material savings, etc.)	
Method(s) of Savings Measurement and Verification	
Provide CURRENT and ACCURATE telephone and FAX numbers of the owner(s)' representatives with whom your firm did business on this project. You should ensure that all representatives are familiar with this project.	
Describe the specific roles and responsibilities of Qualified Provider personnel associated with the identified project, limiting your response to only those personnel who will be directly involved in District's project.	
Qualified Provider Notes or Comments	

PART IV-B: Qualified Provider Approach to Project

PROJECT MANAGEMENT

B-1 Project Summary (not to exceed 2 pages)
Summarize the scope of services (design, financial, operations, maintenance, training, etc.) offered by your firm for this project including the added value of your firm's services.

B-2 Training Provisions
Describe your firm's proposed approach to providing technical training for facility personnel. Indicate the proposed number of personnel to be trained and the type and frequency of training to be provided for the duration of the contract. Indicate how your firm will address any turnover of key facility personnel as it relates to project performance.

B-3 Project Financing
Describe your firm's preferred approach to providing or arranging financing for this project. Describe the structure of the financing arrangement including projected interest rate, financing term, repayment schedule, equipment ownership, security interest required, the responsibilities/liabilities of each party, and any special terms and conditions that may be associated with the financing of this project. Describe how construction will be financed.

B-4 Cost of Detailed Facility Assessment
The Provider of the proposal shall be responsible for the cost of delivery of the proposal to the District and the final engineering services if no contract is negotiated.

B-5 Energy Baseline Calculation Methodology
Describe the methods you expect to use to compute baseline energy use for this project. Describe any computerized modeling programs used by your firm to establish baseline consumption. Describe factors that would necessitate a baseline adjustment. Describe the methods you will use to adjust the guaranteed level of savings from any material changes that occur due to such factors as weather, occupancy, facility use changes, etc.

B-6 Procedure for Calculating Energy and Cost Savings
Please summarize procedures, formulas and methodologies including any special metering or equipment, your firm will use to measure and calculate energy savings for this project. Indicate how your firm identifies, documents and measures operational cost savings opportunities. Describe your firm's proposed approach to the treatment of savings achieved during construction and how those savings will be documented and verified.

B-7 Construction Management
Describe how your firm would work with current building management and maintenance personnel in order to coordinate construction and avoid conflicts with the building's operation and use.

B-8 Approach to Equipment Maintenance
Describe any major changes in operations or maintenance for this project that your company anticipates. Include a description of the types of maintenance services that may be proposed for this project. Address how you would approach the role of District's personnel in performing maintenance on the new and existing and equipment. Discuss the relationship of maintenance services to the savings guarantee, any required duration of the maintenance agreement, and what impact termination of

B-9 Technical Approach/Scope of Work
Include the following information about the respondent's technical approach to meeting the school district's comfort; energy efficiency & operating cost reduction objectives:

1. List of specific innovative solutions and conservation measures the respondent proposes to implement in each of the buildings.
2. Include section explaining each of the innovative solutions and conservation measures in some level of detail.

3. Additional information about the respondent's technical approach to the project may be included in this section.
4. Proposals must include a preliminary schedule indicating how the project will be completed in 2015 without disruption to the primary mission of the District including School Day, Extra-Curricular, and Summer School activities. The district would also like 25% of the interior lighting upgrades completed by June 30, 2015. Please address how this will be accomplished as part of your project schedule.

B-10 Additional Information about projected Cost Savings

The proposal should contain the following additional information about the financial terms of the proposed transaction.

1. Pricing for Baseline opportunities and any additional voluntary alternates. Information about the Qualified Provider's projections as to total annual savings, payments to the respondent, and the net benefit to the District from the proposed transaction (cash flow analysis).
2. Information about the Qualified Provider's projections as to anticipated alternative funding mechanism such as Federal, State, and/or Local Grants, Incentives, and/or Rebates which is a part of their proposal. The estimated savings calculations provided shall clearly define each individual opportunity.
3. A description of important, optional financial terms should be included in the proposal. This section must include:
    a)Type and source of financing
    b) Interest rate (including any associated annual fees)
    c) The frequency of these payments
    d) The term of the proposed agreement
    e) Any other terms or information relevant to the financial aspects of the proposed transactions

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PART V: Index of Attached References Documents

A. Facilities Inventory
B. Contract Terms and Conditions

DOCUMENTS POSTED ON THE DISTRICT 158 WEBSITE IN THE BUSINESS OPPORTUNITIES SECTION FOR REFERENCE BY INTERESTED PROPOSAL PROVIDERS

PART VI: Index of Available Electronic Documents with Base Line Data

Documents posted on the District 158 website in the Business Opportunities Section for Reference by Interested, Qualified providers.

A. Original For Construction Drawings for Lighting in Heinemann, Martin and Leggee Schools
B. Records of Lighting retrofits including delamping completed by the CTS Group in 2010.
C. Records of Lighting retrofits including delamping completed by the Performance Services in 2014.
B. One year of electric bills for each building
C. One year of gas bills for each building

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REQUEST FOR PROPOSALS
GUARANTEED ENERGY SAVINGS CONTRACT - RFP #2020-32
Huntley Community School District 158
650 Dr. John Burkey Drive, Algonquin, IL 60102

ATTACHMENT A
Facilities Inventory

Campus/Building	Year	Square Footage by Addition	Square Footage by Building
Harmony Road Campus			
Huntley High School	1996/2000	167,000	
	2002 Addition	193,388	
	14.15 under construction	102,356	462,744
Leggee Elementary	2000/2001	105,317	
	2003 Addition	14,766	120,083
Reed Road Campus			
Marlowe Middle School	2005	130,579	
	2007 Addition	69,800	200,379
Chesak Elementary	2000/2001/2002	134,651	
	2003 Addition	24,256	158,907
Martin Elementary	2002	148,286	148,286
Square Barn Rd. Campus			
Heineman Middle School	2005	130,579	130,579
Mackeben School	2005	120,192	120,192
Conley School	2005	120,192	120,192
Transportation/Administration	2004	66,746	66,746
Grand Total			1,528,108

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ATTACHMENT B
Contract Terms and Conditions

Following is the contract form which the proposal provider agrees to enter by submission of a proposal.

ESCOE AGREEMENT

CUSTOMER NAME:
DATE OF SUBMISSION:

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ATTACHMENT F PROJECT ACCEPTANCE

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Note Regarding Modifications Made to this Agreement: Provisions in the printed document that are not to be included in the agreement may be deleted by striking through the word, sentence or paragraph to be omitted. It is recommended that unwanted provisions not be made illegible. The parties should be clearly aware of the material deleted from the standard form. **Do not make any modifications to this Agreement unless approval to do so has been granted. Changes may be made only by deletion as explained above, or, by addendum.**

ARTICLE 1 GENERAL PROVISIONS

1.1 This Agreement, including all Attachments, Exhibits, and Schedules referenced herein (hereinafter the "Agreement") is made this day of _____, 2020 (the "Effective Date") by and between ESCOE (“ESCOE”), a *(State)* Corporation, with a principal place of business at *(Address),* and Board of Education of Huntley Community School District 158 (“CUSTOMER”) with a principal place of business at Dr. John Burkey Dr., Algonquin, IL 60102, (collectively the "Parties").

1.2 EXTENT OF AGREEMENT*:* This Agreement, including all attachments and exhibits hereto, represents the entire agreement between CUSTOMER and ESCOE and supersedes all prior negotiations, representations or agreements. This Agreement shall not be superseded by any provisions of the documents for construction and may be amended only by written instrument signed by both CUSTOMER and ESCOE. None of the provisions of this Agreement shall be modified, altered, changed or voided by any subsequent Purchase Order issued by CUSTOMER, which relates to the subject matter of this Agreement.

1.3 As used in this Agreement, the term “Work” means the construction and services required by the Contract Documents, whether completed or partially completed, and includes all other labor, materials, equipment and services provided or to be provided by ESCOE to fulfill ESCOE’s obligations, as described in Attachment A and otherwise set forth in the Contract Documents. The Work may constitute the whole or a part of the Project. The Work specifically excludes certain design and construction, which are the subject of separate agreements between CUSTOMER and parties other than ESCOE.

1.4 The Project is the total construction of which the Work performed by ESCOE under this Agreement may be the whole or a part.

1.5 The Contract Documents consist of this Agreement, its attachments, exhibits, schedules, and addenda.

1.6 Installation Schedule means that schedule set out in Attachment B describing the Parties’ intentions respecting the times by which the components or aspects of the Work therein set forth shall be installed and/or ready for acceptance or beneficial use by CUSTOMER.

ARTICLE 2 ESCOE'S RESPONSIBILITIES

2.1 ESCOE Services

2.1.1 ESCOE shall be responsible for construction of the Project.

2.1.2 ESCOE will assist in securing permits necessary for the Work. CUSTOMER shall pay such proper and legal fees to public officers and others as may be necessary to the due and faithful performance of the Work and which may arise incidental to the fulfilling of these specifications.

2.2 Responsibilities with Respect to the Work

2.2.1 ESCOE will provide construction supervision, inspection, labor, materials, tools, construction equipment and subcontracted items necessary for the execution and completion of the Work.

2.2.2 ESCOE shall keep the premises in an orderly fashion and free from unnecessary accumulation of waste materials or rubbish caused by its operations. If ESCOE damages property not needed for the Work, ESCOE shall repair the property to its pre-existing condition unless CUSTOMER directs otherwise. At the completion of the Work, ESCOE shall remove waste material supplied by ESCOE under this Agreement as well as all its tools, construction equipment, machinery and surplus material. ESCOE shall dispose of all waste materials or rubbish caused by its operations; provided, that unless otherwise specifically agreed to in this Agreement, ESCOE shall not be responsible for disposal of toxic or hazardous materials removed from the facilities, such as fluorescent lights, potential polychlorinated biphenyl containing light ballasts and mercury-containing controls, but shall store those materials neatly at a location designated by CUSTOMER.

2.2.3 ESCOE shall give all notices and comply with all laws and ordinances legally enacted as of the date of execution of the Agreement governing the execution of the Work. Provided, however, that ESCOE shall not be responsible nor liable for the violation of any code, law or ordinance caused by CUSTOMER or existing in CUSTOMER's property prior to the commencement of the Work.

2.2.4 ESCOE shall comply with all applicable federal, state and municipal laws and regulations that regulate the health and safety of its workers while providing the Work, and shall take such measures as required by those laws and regulations to prevent injury and accidents to other persons on, about or adjacent to the site of the Work. It is understood and agreed, however, that ESCOE shall have no responsibility for elimination or abatement of health or safety hazards created or otherwise resulting from activities at the site of the Work carried on by persons not in a contractual relationship with ESCOE, including CUSTOMER, CUSTOMER's contractors or subcontractors, CUSTOMER's tenants or CUSTOMER's visitors. CUSTOMER agrees to cause its contractors, subcontractors and tenants to comply fully with all applicable federal, state and municipal laws and regulations governing health and safety and to comply with all reasonable requests and directions of ESCOE for the elimination or abatement of any such health or safety hazards at the site of the work**.**

2.2.5 ESCOE shall pay not less than the prevailing hourly rate of wages, and the generally prevailing rate of hourly wages for legal holiday and overtime work, as determined by the Illinois Department of Labor to all laborers, workers, and mechanics performing work under this Agreement.

2.2.6 ESCOE shall, at its sole cost and expense, conduct criminal background checks for all employees prior to the commencement of any Work hereunder for all employees that will be working on site. ESCOE shall require its subcontractors to conduct criminal background checks for said subcontractor's employees that are working on site. ESCOE agrees that it shall not employ any person who has or may have direct, daily contact with the pupils of any school in the district, and for whom a criminal background check has not been conducted pursuant hereto, and further represents and agrees that all employees or applicants who may have direct contact with employees shall be required to furnish a written "Authorization for Criminal Background Information" on forms provided by CUSTOMER authorizing ESCOE to request a criminal background investigation of said person pursuant to Section 10-21.9 of the School Code of Illinois and to receive criminal history record information pursuant thereto to determine if the applicant has been convicted of committing or attempting to commit any of the criminal or drug offenses enumerated above. ESCOE further agrees to submit with said authorization a request for any costs and expenses associated with the criminal background investigation. ESCOE further represents, warrants and certifies that no employee with respect to whom the criminal investigation reveals any conviction for committing and/or attempting to commit any of the above enumerated offenses, including the Sex Offender Registry Act, and the Statewide Child Murder and Violent Offender Against Youth Database, shall be employed thereby in any position that involves or may involve contact with the students of the district.

2.2.7 ESCOE shall comply with the provisions of the Employment of Illinois Workers on Public Works Act.

2.3 Patent Indemnity

2.3.1 ESCOE shall, at its expense, defend or, at its option, settle any suit that may be instituted against CUSTOMER for alleged infringement of any United States patents related to the hardware manufactured and provided by ESCOE, provided that:

1. Such alleged infringement consists only in the use of such hardware by itself and not as part of, or in combination with, any other devices, parts or software not provided by ESCOE hereunder;
2. CUSTOMER gives ESCOE immediate notice in writing of any such suit and permits ESCOE, through counsel of its choice, to answer the charge of infringement and defend such suit; and
3. CUSTOMER gives ESCOE all needed information, assistance and authority, at ESCOE's expense, to enable ESCOE to defend such suit.

2.3.2 If such a suit has occurred, or in ESCOE's opinion is likely to occur, ESCOE may, at its election and expense: obtain for CUSTOMER the right to continue using such equipment; or replace, correct or modify it so that it is not infringing; or remove such equipment and grant CUSTOMER a credit therefore, as depreciated.

2.3.3 In the case of a final award of damages in any such suit, ESCOE will pay such award. ESCOE shall not, however, be responsible for any settlement made without its written consent.

2.3.4 This article states ESCOE's total liability and CUSTOMER's sole remedy for any actual or alleged infringement of any patent by the hardware manufactured and provided by ESCOE hereunder. In no event shall ESCOE be liable for any indirect, special or consequential damages resulting from any such actual or alleged infringement, except as set forth in this section 2.3.

2.4 Warranties and Completion

2.4.1 ESCOE warrants CUSTOMER good and clear title to all equipment and materials furnished to CUSTOMER pursuant to this Agreement free and clear of liens and encumbrances. ESCOE hereby warrants that all such equipment and materials shall be of good quality and shall be free from defects in materials and workmanship, including installation and setup, for a period of one (1) year from the date of beneficial use or substantial completion of the equipment or portion of the Work in question, provided that no repairs, substitutions, modifications, or additions have been made, except by ESCOE or with ESCOE's written permission, and provided that after delivery such equipment or materials have not been subjected by non-ESCOE personnel to accident, neglect, misuse, or use in violation of any instructions supplied by ESCOE. ESCOE's sole liability hereunder shall be to repair promptly or replace defective equipment or materials, at CUSTOMER'S option and at ESCOE's expense. Any defect on work or materials shall be replaced or corrected to the satisfaction of the customer within fourteen (14) days upon notification by customer at no cost to customer. The limited warranty contained in this Section 2.4.1 shall constitute the exclusive remedy of CUSTOMER and the exclusive liability of ESCOE for any breach of any warranty related to the equipment and materials furnished by ESCOE pursuant to this Agreement.

2.4.2 In addition to the warranty set forth in Section 2.4.1 above, ESCOE shall, at CUSTOMER's request, assign to CUSTOMER any and all manufacturer's or installer's warranties for equipment or materials not manufactured by ESCOE and provided as part of the Work, to the extent that such third-party warranties are assignable and extend beyond the one (1) year limited warranty set forth in Section 2.4.1.

2.4.3 The warranties set forth herein are exclusive, and ESCOE expressly disclaims all other warranties, whether written or oral, implied or statutory, including but not limited to, any warranties of merchantability and fitness for a particular purpose, with respect to the equipment and materials provided hereunder. ESCOE shall not be liable for any special, indirect, incidental or consequential damages arising from, or relating to, this limited warranty or its breach.

2.4.4 ESCOE's warranty excludes remedy for damage or defect caused by abuse, modifications not executed by ESCOE, improper or insufficient maintenance, if required by manufacturer, or improper operation.

2.5 Hazardous Materials

2.5.1 ESCOE and its subcontractors shall not be required to handle, remove, come into contact with, dispose of, or otherwise work with hazardous materials existing on the project site at the date of this Agreement or resulting, either directly or indirectly, from any acts or omissions of CUSTOMER, its employees, agents or assigns, or any of its other contractors or subcontractors. "Hazardous materials" as used herein includes all hazardous or toxic substances or materials as may be so designated by federal, state or local governmental entities. "Hazardous materials" shall also include fungus and mold. If, during the performance of the Work, the presence of hazardous materials is discovered or reasonably suspected, ESCOE shall notify CUSTOMER of such discovery or suspicion and shall be permitted to immediately cease all work which requires contact with or exposure to such hazardous materials, until the CUSTOMER has made arrangements for the removal of the same. ESCOE shall be entitled to an extension of the Contract Time for ceasing work pursuant to this Section.

2.5.2 To the extent permitted by law CUSTOMER shall indemnify, defend, and hold ESCOE and its respective officers, directors, employees, agents and subcontractors (collectively the "Indemnified Parties"), harmless from, against, and in respect of any and all rights, claims, demands, liabilities, obligations, orders, assessments, interest, penalties, fines, settlement payments, costs, expenses and damages, including, without limitation, reasonable legal fees and out-of pocket expenses ("Damages") imposed upon or incurred by any Indemnified Party and that arise from claims asserted by third parties or by CUSTOMER concerning any Hazardous Materials; provided that the Damages are not the direct result of any act or omission of ESCOE or its agents.

2.5.3 Unless prior to the execution of this Agreement, ESCOE received written notification from CUSTOMER of the existence of Hazardous Materials on the site, and said notice included a description of the Hazardous Materials, and the quantity and location of the Hazardous Materials, CUSTOMER is hereby representing to ESCOE that CUSTOMER is not aware of any Hazardous Materials present at the site.

2.5.4 If the structure(s) where the Contract Work is to be performed was built before 1978, CUSTOMER understands that it may contain lead paint. CUSTOMER also understands that the only way to know whether lead paint is present is to have one or more paint samples in the work area tested. CUSTOMER authorizes, upon request of ESCOE, those tests to be done by ESCOE and agrees to pay ESCOE for the costs of those tests, in addition to the Contract Price. Alternatively, as a condition of accepting this Contract, CUSTOMER agrees to provide ESCOE with documentation demonstrating, to ESCOE's reasonable satisfaction, that:

(1) the areas where the Contract Work is to be performed has been tested and determined to be lead free by a certified risk assessor, certified lead inspector or certified renovator;
(2) the areas where the Contract Work is to be performed is paint free; and/or
(3) the areas where the Contract Work is to be performed were built after 1977.

2.5.5 ESCOE shall indemnify, defend, and hold CUSTOMER and its respective officers, directors, employees, agents and subcontractors (collectively the "Indemnified Parties"), harmless from, against, and in respect of any and all rights,

claims, demands, liabilities, obligations, orders, assessments, interest, penalties, fines, settlement payments, costs, expenses and damages, including, without limitation, reasonable legal fees and out-of-pocket expenses ("Damages") imposed upon or incurred by any Indemnified Party and that arise from claims asserted by third parties or by ESCOE concerning any Hazardous Materials that were brought to the project site by ESCOE or its subcontractors.

ARTICLE 3 CUSTOMER'S RESPONSIBILITIES

3.1 CUSTOMER shall provide ESCOE full information regarding the requirements for the Work.
3.2 CUSTOMER shall designate a representative who shall be fully acquainted with the Work, and who has authority to approve changes in the scope of the Work and render decisions promptly.
3.3 CUSTOMER shall furnish to ESCOE all information regarding legal limitations, utility locations and other information reasonably pertinent to this Agreement, the Work and the Project.
3.4 CUSTOMER shall secure and pay for all necessary approvals, easements, assessments, permits and charges required for the construction, use or occupancy of permanent structures or for permanent changes in existing facilities, including charges for legal and auditing services.
3.5 If CUSTOMER becomes aware of any fault or defect in the Work, it shall give prompt written notice thereof to ESCOE, however, the CUSTOMER's failure to give timely notice within (14) days of the date of discovery of the defect in the work shall not relieve ESCOE of its responsibilities under Section 2.4 WARRANTIES AND COMPLETION of this AGREEMENT.
3.6 The services and information required by the above paragraphs shall be furnished with reasonable promptness at CUSTOMER's expense and ESCOE shall be entitled to rely upon the accuracy and the completeness thereof.
3.7 Prior to the commencement of the Work and at such future times as ESCOE shall reasonably deem appropriate, CUSTOMER shall furnish evidence in a form satisfactory to ESCOE that sufficient funds are available and committed to pay for the Work. Unless such evidence is furnished, ESCOE is not required to commence or continue any Work. Further, if CUSTOMER does not provide such evidence, ESCOE may stop work upon fifteen (15) days notice to CUSTOMER. The failure of ESCOE to insist upon the providing of this evidence at any one time shall not be a waiver of CUSTOMER's obligation to make payments pursuant to this Agreement, nor shall it be a waiver of ESCOE's right to request or insist that such evidence be provided at a later date.
3.8 CUSTOMER shall comply with all applicable federal, state and municipal laws and regulations governing occupational health and safety in the areas where ESCOE will perform services and/or perform the Work. CUSTOMER represents and warrants that, except as otherwise disclosed in this Agreement, in the areas where ESCOE will undertake Work or provide services, there are no: (a) materials or substances classified as toxic or hazardous either (i) on or within the walls, floors, ceilings or other structural components, or (ii) otherwise located in the work area, including asbestos or presumed asbestos-containing materials, formaldehyde, containers or pipelines containing petroleum products or hazardous substances, etc.; (b) situations subject to special precautions or equipment required by federal, state or local health or safety regulations; or (c) unsafe working conditions. CUSTOMER shall notify ESCOE of any changes or updates that occur during the course of the Agreement. If any such materials, situations or conditions, whether disclosed or not, are in fact discovered by ESCOE or others and provide an unsafe condition for the performance of the Work or services, the discovery of the material, situation or condition shall constitute a cause beyond ESCOE's reasonable control and ESCOE shall have the right to cease or not commence the Work until the area has been made safe by CUSTOMER or CUSTOMER's representative, at CUSTOMER's expense. To the fullest extent allowed by law, customer shall indemnify and hold ESCOE harmless from and against any and all claims and costs of whatever nature, including but not limited to, consultants' and attorneys' fees, damages for bodily injury and property damage, fines, penalties, cleanup costs and costs associated with delay or work stoppage, that in any way results from or arises under the breach of the representations and warranties in this section, the existence of mold or a hazardous substance at a site, or the occurrence or existence of the situations or conditions described in this section, whether or not customer provides ESCOE advance notice of the existence or occurrence and regardless of when the hazardous substance or occurrence is discovered or occurs. Nothing in this section shall be construed to require that customer indemnify and hold harmless ESCOE from claims and costs resulting from the negligent use by ESCOE of any hazardous substance brought to the site by ESCOE (and customer acknowledges that ESCOE may bring to the site lubricants or other materials that are routinely used in performing maintenance and that may be classified as hazardous).
3.9 In addition to the price set forth in Article 6 of this Agreement, CUSTOMER shall pay any present and future taxes or any other governmental charges now or hereafter imposed by existing or future laws with respect to the sale, transfer, use, ownership or possession of the Work provided hereunder, excluding taxes on ESCOE's net income.
3.10 ESCOE shall be entitled to rely on the accuracy of the information furnished by CUSTOMER. The CUSTOMER shall furnish information and services required of CUSTOMER by the Contract Documents with reasonable promptness.

ARTICLE 4 SUBCONTRACTS

4.1 At its option, ESCOE may subcontract some or all of the Work subject to the District's approval of all subcontractors. Approval will not be unreasonably withheld. Names and qualifications of subcontractors must be submitted at least three weeks in advance of subcontractor scheduled start date, unless otherwise agreed by the parties.
4.2 A Subcontractor is a person or entity who has a direct contract with ESCOE to provide work, labor and materials in connection with the Work. The term Subcontractor does NOT include any separate contractors employed by CUSTOMER or such separate contractors' subcontractors.
4.3 For the purposes of this Agreement, no contractual relationship shall exist between CUSTOMER and any Subcontractor. ESCOE shall be responsible for the management of its Subcontractors in their performance of their Work.
4.4 CUSTOMER shall not hire any of ESCOE's Subcontractors without the prior written approval of ESCOE.

ARTICLE 5 INSTALLATION AND ACCEPTANCE

5.1 The Work to be performed under this Agreement shall be commenced and substantially completed as set forth in the Installation Schedule attached hereto as Attachment B.
5.2 If ESCOE is delayed at any time in the progress of performing its obligations under this Agreement by any act of neglect of CUSTOMER or of any employee or agent of CUSTOMER or any contractor employed by CUSTOMER; or by changes ordered or requested by CUSTOMER in the Work performed pursuant to this Agreement; or by labor disputes, fire, unusual delay in transportation or deliveries, adverse weather conditions or other events or occurrences which could not be reasonably anticipated; or unavoidable casualties; or any other problem beyond ESCOE's reasonable control (an "Excusable Delay"), then the time for performance of the obligations affected by such Excusable Delay shall be extended by the period of any delay actually incurred as a result thereof.
5.3 ESCOE shall provide Delivery and Acceptance Certificates in a form acceptable to CUSTOMER and ESCOE (the "Delivery and Acceptance Certificates") for the Work provided pursuant to the Schedule identified in Attachment F. Upon receipt of each Delivery and Acceptance Certificate, CUSTOMER shall promptly inspect the Work performed by ESCOE identified therein and execute each such Delivery and Acceptance Certificate as soon as reasonably possible, but in no event later than ten (10) days after delivery of the same by ESCOE, unless CUSTOMER provides ESCOE with a written statement identifying specific material performance deficiencies that it wishes ESCOE to correct. ESCOE will use reasonably diligent efforts to correct all such material deficiencies and will give written notice to CUSTOMER when all such items have been corrected. The Parties intend that a final Delivery and Acceptance Certificate will be executed for the Work as soon as all Work is installed and operating. Execution and delivery by CUSTOMER of such final Delivery and Acceptance Certificate with respect to the Work shall constitute "Final Acceptance" of such Work performed by ESCOE pursuant to the Installation Schedule.
5.4 Payment Verification Prior to final acceptance of all energy conservation measures by the District, ESCOE shall provide Waivers of Lien as verification of payment in full for services rendered. ESCOE shall provide a schedule of values during the project. All final waivers must state "Paid in Full" in place of a dollar amount. Final payment will not be released until final waivers marked "Paid in Full" are submitted.

ARTICLE 6 PRICE AND PAYMENT

6.1 Price
6.1.1 The price for the Work is **$_____(***written***)**Dollars (**$_____(***numbers*), subject to the adjustments set forth in Articles 5 and 7.
6.1.2 The price is based upon laws, codes and regulations in existence as of the date this Agreement is executed. Any future changes after commencement of the work in or to applicable laws, codes and regulations affecting the cost of the Work shall be the responsibility of CUSTOMER and shall entitle ESCOE to an equitable adjustment in the price and schedule.
6.1.3 The price will be modified for delays caused by CUSTOMER and for Changes in the Work, all pursuant to Article 7.
6.1.4 The license fees for all licensed software are included in the price to be paid by CUSTOMER as identified in this Article 6.
6.1.5 If, at any time, CUSTOMER requests overtime work which requires overtime or premium pay, ESCOE shall be entitled to add such premium or overtime pay to the Contract Price, plus ESCOE's overhead and profit, subject to the review and approval of CUSTOMER.
6.1.6 The Contract Price does not include the items of work specifically excluded in Attachment A. If CUSTOMER requests ESCOE to perform any of the work expressly excluded in said Attachment, the cost for this additional work, plus ESCOE's overhead and profit, shall be added to the Contract Price.

6.2 Payment

6.2.1 Upon execution of this Agreement, CUSTOMER shall pay or cause to be paid to ESCOE the full price for the Work, in accordance with the Payment Schedule, Attachment C. Payment shall be made net forty five (45) days of invoice date.

6.2.2 Payments due and unpaid shall bear interest from the date payment is due at the rate of 1 ½% per month, compounded monthly. In the event that Customer failed to pay ESCOE any sums due, Customer shall pay ESCOE all attorney's fees incurred by ESCOE in collecting amounts owed to ESCOE under this Agreement. If a progress payment is not paid by the due date, ESCOE reserves the right (without further notice) to immediately stop work until the progress payment then due is made, increased by the amount of ESCOE' costs of shutdown, delay and startup and, in such event, ESCOE will not be liable or responsible for any damages, costs or delays whatsoever due to such work stoppage. ESCOE reserves the right (without further notice) to terminate this Agreement altogether if work is stopped for thirty (30) or more days (whether or not consecutive days) because of a failure to make progress payments, and, in such event, also reserves the right to recover payment for all work executed and losses from stoppage of the work including reasonable overhead and profit.

ARTICLE 7 CHANGES IN THE PROJECT

7.1 A Change Order is a written order signed by CUSTOMER and ESCOE authorizing a change in the Work or adjustment in the price, or a change to the Installation Schedule described in Attachment B. Each Change Order shall describe the change in the work, the amount of adjustment, if any, to the Contract Price, and the extent of any adjustment to the completion date.

7.2 CUSTOMER may request ESCOE to submit proposals for changes in the Work. .

7.3 Claims for Concealed or Unknown Conditions The Contract Price has been based on normal site conditions, without allowance for any additional work that might be caused by uncontemplated site conditions. If conditions are encountered at the site that are (1) subsurface or otherwise concealed physical conditions which differ materially from those indicated in the Contract Documents, or (2) unknown physical conditions of an unusual nature, which differ materially from those ordinarily found to exist and generally recognized as inherent in construction activities of the character provided for in the Contract Documents, then notice by the observing party shall be given to the other party promptly before conditions are disturbed and in no event later than twenty-one (21) days after first observance of the conditions, and, if appropriate, an equitable adjustment to the Contract Price and Installation Schedule shall be made by a Change Order. Said adjustment in Contract Price shall include ESCOE's overhead and profit. If agreement cannot be reached by the Parties, the party seeking an adjustment in the Price or Installation Schedule may assert a claim in accordance with Paragraph 7.4**.**

7.4 If ESCOE wishes to make a claim for an increase in the Contract Price or an extension in the Installation Schedule it shall give CUSTOMER written notice thereof within fourteen days (14) after the occurrence of the event giving rise to such claim. This notice shall be given by ESCOE before proceeding to execute the Work, upon approval by CUSTOMER to proposal of work except in an emergency endangering life or property, in which case ESCOE shall have the authority to act, in it's discretion, to prevent threatened damage, injury or loss. Claims arising from delay shall be made within a fourteen days (14) after the delay. Increases based upon design and estimating costs with respect to possible changes requested by CUSTOMER shall be made within fourteen days (14) after the decision is made not to proceed with the change. No such claim shall be valid unless so made. If CUSTOMER and ESCOE cannot agree on the amount of the adjustment in the Price, or the Installation Schedule, it shall be determined pursuant to the provisions of Article 12. Any change in the Price or the Installation Schedule resulting from such claim shall be authorized by Change Order.

7.5 Emergencies In any emergency affecting the safety of persons or property, ESCOE shall act, at its discretion, to prevent threatened damage, injury or loss. Any increase in the Price or extension of time claimed by ESCOE on account of emergency work shall be determined as provided in Section 7.4.

7.6 Minor Changes ESCOE shall, with CUSTOMER's approval, have the authority to make minor changes in the Work so long as they do not result in a material alteration or modification or cause an adjustment to the Contract Price or an extension of the Contract Time.

ARTICLE 8 INSURANCE, INDEMNITY, WAIVER OF SUBROGATION, AND LIMITATION OF LIABILITY

8.1 Indemnity

8.1.1 ESCOE agrees to indemnify and hold CUSTOMER, and CUSTOMER's consultants, agents and employees harmless from all claims for bodily injury and property damages [other than the Work itself and other property insured under Paragraph 8.4] to the extent such claims result from or arise under ESCOE's negligent actions or willful misconduct in its performance of the Work, nothing in this article shall be construed or understood to alter the limitations of liability contained in this article, article 2, or the indemnification contained in section 3.8**.** Except as otherwise

provided herein, ESCOE's obligation, if any, to indemnify the CUSTOMER does not extend to losses sustained in whole or in part as a result of the CUSTOMER's (or its agent's) acts or omissions.

8.1.2 To the extent permitted by law, CUSTOMER shall indemnify and hold harmless ESCOE and ESCOE's consultants, agents and employees from and against all claims, damages, losses and expenses, including but not limited to attorneys' fees, arising out of, or resulting from, any negligent act or omission of CUSTOMER or CUSTOMER's contractors, consultants, agents or employees.

8.1.3 CUSTOMER shall require any other contractor who may have a contract on this project with CUSTOMER to perform work in the areas where Work will be performed under this Agreement to agree to indemnify CUSTOMER and ESCOE and hold them harmless from all claims for bodily injury and property damage [other than property insured under Paragraph 8.4] that may arise from that contractor's operations. Such provisions shall be in a form satisfactory to ESCOE.

8.1.4 Notwithstanding anything to the contrary herein, if a portion of the Work involves the installation, maintenance, monitoring and/or testing of systems associated with security and/or the detection of and/or reduction of risk of loss associated with fire, the terms and conditions listed in Attachment H herein will apply and govern that portion of the Work. In the event of a conflict between the terms and conditions of the Contract Documents and the terms and conditions of Attachment H, the terms and conditions of Attachment H shall govern.

8.2 Contractor's Liability Insurance

8.2.1 ESCOE shall purchase and maintain such insurance as will protect it from claims that may arise out of or result from ESCOE's operations under this Agreement. ESCOE shall name the Customer as an additional insured. All insurance will meet customer's requirements set forth in the RFP document; Guaranteed Energy Savings Contract – RFP #2020-32.

8.2.2 The Commercial General Liability Insurance shall include premises-operations (including explosion, collapse and underground coverage), elevators, independent contractors, completed operations, and blanket contractual liability on all written contracts, all including broad form property damage coverage.

8.2.3 ESCOE's Commercial General and Automobile Liability Insurance, as required by Subparagraphs 8.2.1 and 8.2.2, shall be written for not less than limits of liability as outlined in the RFP document; Guaranteed Energy Savings Contract – RFP #2014-32.

8.2.4 ESCOE shall maintain at all times during the performance of the Work and Services hereunder, Worker's Compensation Insurance in accordance with the laws of the State in which the Work is performed.

8.3. CUSTOMER's Liability Insurance

8.3.1 CUSTOMER shall be responsible for purchasing and maintaining its own liability insurance and, at its option, may purchase and maintain such insurance as will protect it against claims that may arise from operations under this Agreement.

8.4 Insurance to Protect Project

8.4.1 CUSTOMER shall purchase and maintain replacement property insurance for the length of time to complete the Project. This insurance shall include as named additional insureds ESCOE and ESCOE's Subcontractors and Sub-subcontractors and shall include, at a minimum, coverage for fire, windstorm, flood, earthquake, theft, vandalism, malicious mischief, transit, collapse, testing, and damage resulting from defective design, workmanship, or material in the existing facilities,. CUSTOMER will increase limits of coverage, if necessary, to reflect estimated replacement costs. CUSTOMER will be responsible for any coinsurance penalties or deductibles. If the Work covers an addition to or is adjacent to an existing building, ESCOE and its Subcontractors and Sub-subcontractors shall be named additional insureds under CUSTOMER's Property Insurance covering such building and its contents.

8.4.1.1 If CUSTOMER finds it necessary to occupy or use a portion or portions of the Facilities prior to Substantial Completion thereof, such occupancy shall not commence prior to a time mutually agreed to by CUSTOMER and ESCOE and to which the insurance company or companies providing the property insurance have consented by endorsement to the policy or policies. This insurance shall not be canceled or lapsed on account of such partial occupancy. Consent of ESCOE and of the insurance company or companies to such occupancy or use shall not be unreasonably withheld.

8.4.2 CUSTOMER shall purchase and maintain such insurance as will protect CUSTOMER and ESCOE against loss of use of CUSTOMER's property due to those perils insured pursuant to Subparagraph 8.4.1. Such policy will provide coverage for expenses of expediting materials, continuing overhead of CUSTOMER and ESCOE, necessary labor expense including overtime, loss of income by CUSTOMER and other determined exposures. Exposures of CUSTOMER and ESCOE shall be determined by mutual agreement and separate limits of coverage fixed for each item.

8.4.3 ESCOE and CUSTOMER shall provide Certificate(s) of Insurance to each other before work on the Project begins. All insurance coverage(s) must be with a carrier rated A or better by one of the National Insurance Rating Agencies such as A.M. Best or if customer is self-insured then a certificate of self-insurance shall be provided. ESCOE and customer will be given sixty (60) days notice of cancellation, nonrenewal, or any endorsements restricting or reducing coverage. ESCOE will maintain a file of sub-contractors insurance certificates evidencing compliance with these requirements. All insurers shall be licensed by the State of Illinois and rated A-Vu or better by A.M. Best or comparable rating service or be an authorized Risk Retention Group acceptable to the School District.

8.5 Property Insurance Loss Adjustment

8.5.1 Any insured loss shall be adjusted with CUSTOMER and ESCOE and made payable to CUSTOMER and ESCOE as trustees for the insureds, as their interests may appear, subject to any applicable mortgagee clause.

8.5.2 Upon the occurrence of an insured loss, monies received will be deposited in a separate account and the trustees shall make distribution in accordance with the agreement of the parties in interest, or in the absence of such agreement, in accordance with an arbitration award pursuant to Article 12. If the trustees are unable to agree between themselves on the settlement of the loss, such dispute shall also be submitted to arbitration pursuant to Article 12.

8.7 Limitation of Liability

8.7.1 In no event shall ESCOE be liable for any special, incidental, indirect, speculative, remote, or consequential damages arising from, relating to, or connected with the work, equipment, materials, or any goods or services provided hereunder. The CUSTOMER waives claims against ESCOE for consequential damages arising out of or relating to this Agreement. This waiver includes damages incurred by CUSTOMER for rental expenses, for losses of use, income, profit, financing, business and reputation, and for loss of management or employee productivity or of the services of such persons.

ARTICLE 9 TERMINATION OF THE AGREEMENT

9.1 If ESCOE defaults in, or fails or neglects to carry forward the Work in accordance with this Agreement, CUSTOMER may provide notice in writing of its intention to terminate this Agreement to ESCOE. If ESCOE, following receipt of such written notice, neglects to cure or correct the identified deficiencies within Seven (7) business days, CUSTOMER may provide a second written notice. If ESCOE has not, within Seven (7) business days after receipt of such notice, acted to remedy and make good such deficiencies, CUSTOMER may terminate this Agreement and take possession of the site together with all materials thereon, and move to complete the Work itself expediently. If the expense to finish the work exceeds the unpaid balance of the contract sum, ESCOE shall pay the difference to CUSTOMER.

9.2 If CUSTOMER fails to make payments as they become due, or otherwise defaults or breaches its obligations under this Agreement, ESCOE may give written notice to CUSTOMER of ESCOE's intention to terminate this Agreement. If, within fourteen (14) days following receipt of such notice, CUSTOMER fails to make the payments then due, or otherwise fails to cure or perform its obligations, ESCOE may, by written notice to CUSTOMER, terminate this Agreement and recover from CUSTOMER payment for Work executed and for losses sustained for materials, tools, construction equipment and machinery, including but not limited to, reasonable overhead, profit and applicable damages.

ARTICLE 10 ASSIGNMENT AND GOVERNING LAW

10.1 This Agreement shall be governed by the law of the State where the Work is performed and subject to the jurisdiction of the circuit court of McHenry County, Illinois.

10.2 Neither party to the Agreement shall assign this Agreement or sublet it as a whole without the written consent of the other party. Such consent shall not be reasonably withheld, except that ESCOE may assign to another party the right to receive payments due under this Agreement. ESCOE may enter into subcontracts for the Work without obtaining CUSTOMER's consent.

ARTICLE 11 MISCELLANEOUS PROVISIONS

11.1 The Table of Contents and headings in this Agreement are for information and convenience only and do not modify the obligations of this Agreement.

11.2 Confidentiality. As used herein, the term "CONFIDENTIAL INFORMATION" shall mean any information in readable form or in machine readable form, including software supplied to CUSTOMER by ESCOE that has been identified or labeled as "Confidential" and/or "Proprietary" or with words of similar import. CONFIDENTIAL INFORMATION shall also mean any information that is disclosed orally and is designated as "Confidential" and/or "Proprietary" or with words of similar import at the time of disclosure and is reduced to writing, marked as "Confidential" and/or "Proprietary" or with words of similar import, and supplied to the receiving party within ten (10) days of disclosure. All rights in and to

CONFIDENTIAL INFORMATION and to any proprietary and/or novel features contained in CONFIDENTIAL INFORMATION disclosed are reserved by the disclosing party; and the party receiving such disclosure will not use the CONFIDENTIAL INFORMATION for any purpose except in the performance of this Agreement and will not disclose any of the CONFIDENTIAL INFORMATION to benefit itself or to damage the disclosing party. This prohibition includes any business information (strategic plans, etc.) that may become known to either party. Each party shall, upon request of the other party or upon completion or earlier termination of this Agreement, return the other party's CONFIDENTIAL INFORMATION and all copies thereof. Notwithstanding the foregoing provisions, neither party shall be liable for any disclosure or use of information disclosed or communicated by the other party if the information: (a) is publicly available pursuant to the provisions of the Open Meetings Act (OMA) and the Freedom of Information Act (FOIA) at the ime of disclosure or later becomes publicly available other than through breach of this Agreement; or (b) is known to the receiving party at the time of disclosure; or (c) is subsequently rightfully obtained from a third party on an unrestricted basis; or (d) is approved for release in writing by an authorized representative of the disclosing party; or (e) is otherwise required by law. The obligation of this Article shall survive any expiration, cancellation or termination of this Agreement.

11.3 If any provision is held illegal, invalid or unenforceable, the remaining provisions of this Agreement shall be construed and interpreted to achieve the purposes of the Parties.

11.4 Risk of loss for all equipment and materials provided by ESCOE hereunder shall transfer to CUSTOMER upon delivery to CUSTOMER's Facilities from ESCOE or its Subcontractor and title shall pass upon final acceptance or final payment by CUSTOMER to ESCOE, whichever occurs later.

11.5 Final notice or other communications required or permitted hereunder shall be sufficiently given if personally delivered to the person specified below, or if sent by registered or certified mail, return receipt requested, postage prepaid, addressed as follows:

To ESCOE:

ESCOE
Attention: _____((*name of agent)*
(*street address)*
(city, state, zip code)

To CUSTOMER:

Consolidated School District 158
Dr. John Burkey Dr.
Algonquin, IL 60102
Attn: Director of Operations and Maintenance

11.6 Waiver. Customer or ESCOE's failure to insist upon the performance or fulfillment of any of each party's obligations under this Agreement shall not be deemed or construed as a waiver or relinquishment of the future performance of any such right or obligation hereunder.

11.7 If any provision of this Agreement or the application thereof to any circumstances shall be held to be invalid or unenforceable, then the remaining provisions of this Agreement or the application thereof to other circumstances shall not be affected hereby and shall be valid and enforceable to the fullest extent permitted by law.

11.8 Performance/Payment Bond. ESCOE shall furnish a performance bond and payment bond covering the construction of the work in an amount equal to the contract price prior to commencement of work in a form acceptable to CUSTOMER.

11.9 The bond identified in Section 11.8 shall cover only the performance and payment exposure associated with the performance of the construction portion of the work. The energy savings, additional savings, guaranteed savings, savings shortfalls shall be covered by the Performance Guaranty Bond, as set forth in Section 3.1.8 of Attachment D.

11.10 ESCOE will provide an energy guarantee bond equal to the guaranteed savings as defined in Attachments D and E in an amount not to exceed $_____(*value equal to first two years of energy savings guarantee*) in a form mutually agreeable to ESCOE and Customer. This will be a two year term. In the event of a guarantee shortfall in years 1 or 2 ESCOE will deposit an amount equal to 110% of the shortfall into an escrow account. This amount will be available for any guarantee savings shortfalls in years 3 through 10. After year 10, any remaining funds will be returned to ESCOE.

11.11 Ambiguities. The parties have each had the opportunity to review and negotiate the terms of this Agreement, and any rule of construction to the effect that ambiguities are to be resolved against the drafting party shall not apply in the interpretation of this Agreement.

11.12 Headings. The section headings contained herein are intended for convenience and reference only, and are not a part of this Agreement.

11.13 Authority to Enter into this Contract. The persons signing the Agreement on behalf of the parties are authorized to execute and accept contracts of this nature.

11.14 CUSTOMER Representations. To the extent applicable, ESCOE and CUSTOMER warrant that they have the necessary power and authority to enter into this Agreement and this Agreement has been duly authorized by its duly elected representatives. This Agreement is a legal, valid and binding obligation of ESCOE and CUSTOMER.

ARTICLE 12
ARBITRATION

12.1 The Parties agree that any controversy or claim between ESCOE and CUSTOMER arising out of or relating to this Agreement, or the breach thereof, at the sole discretion of CUSTOMER shall be settled by arbitration, conducted in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association at a location specified by CUSTOMER. The arbitration will be conducted at a mutually agreeable location. Any award rendered by the arbitrator shall be final, and judgment may be entered upon it in accordance with applicable law in any court having jurisdiction thereof.

ARTICLE 13 LIMIT OF LIABILITY – FIRE AND/OR SECURITY SYSTEMS

13.1 The parties agree that ESCOE in not an insurer; that the fire and/or security system and/or Service purchased herein is designed only to reduce the risk of loss; that CUSTOMER chose such system and/or Service from several levels of protection offered by ESCOE; that ESCOE will not be held liable for any loss, whether in tort or contract, which may arise from the failure of the system and/or Service; and that customer will indemnify, defend and save ESCOE harmless from any and all loss, claims, actions, causes of actions or expense, including attorneys' fees, arising from the actual or alleged malfunction or non-function of the system and/or service. The parties further agree that this Agreement shall not confer any rights on the part of any person or entity not a party hereto, whether as a third-party beneficiary or otherwise. Because it is extremely difficult to assess actual damages arising from the failure of a system and/or service, the parties agree that if any liability is imposed on ESCOE for damages or personal injury to either customer or any third party, such liability shall be limited to an aggregate amount not to exceed the value of the system installed. This sum shall be paid either as (i) liquidated damages and not as a penalty, or (ii) a limitation of liability agreed upon by the parties. No suit or action shall be brought against ESCOE more than one (1) year after the accrual of the cause of action thereof.

ARTICLE 14 GOVERNING LAW

This Agreement and the performance thereof shall be governed, interpreted, construed, and regulated by the laws of the State of Illinois. Any litigation concerning this Agreement shall be conducted in the courts located in McHenry County, and the parties hereto agree to the venue and personal jurisdiction of these courts.

APPROVALS:

The parties hereby execute this Agreement as of the date first set forth herein by the signatures of their duly authorized representatives:

ECOE_____
By _____
Name _____
Title _____
Date _____

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ATTACHMENT A TO CONTRACT
SCOPE OF WORK

ESCOE includes the following requirements taken from District 158 RFP #2020-32

Grant Services: Provide assistance with processing of Applications for Grants, Incentives, and Rebates from all available sources as a part of the proposed Guaranteed Energy Savings Projects. This proposal provider shall coordinate delivery of Energy Efficiency Portfolio Solutions Grants (DCEO) on behalf of the School District and the Illinois State Board of Education ISBE School Energy Efficiency Grant through the District's Architect of Record; Wold Architects and Engineers.

Professional Engineer Services: ESCOE will provide a Professional Engineer licensed in the State of Illinois who shall, at a minimum:
- Review and approve design of energy conservation measures under this contract
- Process all building permits necessary for the project
- Review of all commissioning efforts as outlined below herein
- Process all occupancy permits necessary for the project
- Review and approve ESCOE's annual audit of energy savings under this contract during the payback period

As a part of the Guaranteed Energy Savings Contract, ESCOE's Professional Engineer providing the services listed above shall also gain consensus on designs with the School District's Architect of record; consensus shall not be unreasonably withheld. The School District's Architect of Record's time will be funded by the School District for these outlined service.

Construction Management: ESCOE will be required to work with current facilities management personnel in order to coordinate construction and provide appropriate training in operations and maintenance of all installed improvements. The District requires a full time on-site Construction Superintendent during the construction. No equipment or other improvements will be installed that would require the District to hire additional personnel unless contract negotiations produce an explicit exemption for a specific installation. Maintenance responsibilities shall be retained by the District, but at their discretion, they can negotiate for maintenance services with ESCOE.

Commissioning: ESCOE will be required to commission all new equipment, building systems and control programs installed as a part of the project. Commission shall include:
- Start-up of all new building control equipment whenever available from a qualified representative of the manufacturer of said equipment
- Functional performance testing of all new control systems and reprogrammed control systems
- Delivery of written documentation of all above referenced commissioning efforts to the District

O&M Manuals: At least two hard copies and one electronic (pdf) version of the operation and maintenance manuals for each site will be provided for all equipment replacements and/or upgrades. Completeness of delivered manuals are subject to approve of District.

As-Built Drawings: Where applicable, ESCOE must provide two hard copies and one electronic (pdf) version of "as built" and record drawings (or such electronic equivalents as may be agreed to with District) of all existing and modified conditions associated with the project, conforming to typical engineering standards. These should include controls drawings and operating manuals within 30 days of completed project installation.

District Inspection: District retains the right to have its representative visit the site during the audit and implementation phases of the project, and to attend relevant on-site or off-site meetings of ESCOE and or its subcontractors. District will have the right to inspect, test and approve the materials and work conducted in the facilities during construction and operation.

Final Approval of District: District retains final approval over the scope of work and all end use conditions.

Ownership of Drawings, Reports and Materials: All drawings, reports and materials prepared by ESCOE specifically in performance of this contract shall become the property of District and will be delivered to District as needed, required or upon completion of construction.

Training Provisions:
As a part of this contract, ESCOE has included a two year Remote Systems Support program for the newly installed System at no additional costs to the District. This will assure that the new controls are operating at optimum performance and are maintaining a quality environment for students and staff. These support services are provided to insure that:

1. Employees become comfortable operating the new systems
2. Operations are monitored so that the energy savings projected with the new system become a reality
3. Retraining is accomplished as may be required for current or new employees
4. Technical assistance is available as needed which establishes a routine communications comfort level between your employees and the ESCOE support services personnel
5. Customer's specified HVAC service contractor is trained in the use of the system

The support services for any HVAC control work shall include:

1. Maintaining Internet Interfaces: This enables remote operation of the new automation system and allows ESCOE software specialists to monitor operations to assure all parts of the system are operating properly.
2. Updating Software Programs as Required: Remote support of the operating software in the system often needs initial 'tuning' as we pass through the seasons. This is included as is the occasional update of third party software that may be part of your system.
3. Backing Up The System: Although you should always backup your system locally, ESCOE will perform a remote backup which will be held off site in the ESCOE office.
4. Training/Retraining of Personnel. Included is remote retraining of your operating staff as required until they are comfortable with the system. This also includes training of new hires.
5. Training of HVAC Contractor: Training the customer's specified HVAC service contractor in the use of the system for trouble shooting is included in this contract.
6. Response to Remote Critical Alarms: Alarms customer deems critical will be monitored by ESCOE on a 24 hour basis and will be handled as directed.
7. Operation Monitoring for Energy Savings. The software discipline in your new system is designed to provide a good learning environment as well as achieve energy cost savings. Although these efforts usually work in harmony, they can occasionally work at odds with each other. ESCOE will remotely monitor your operating program to uncover changes that may have been made that could frustrate these objectives and communicate correction recommendations to you.
8. Technical Support. ESCOE will be available for remote technical support to help you identify problems you may be having with your mechanical HVAC systems.

Project Scope Development

(The Energy Conservation Measures (ECMs) shall be clearly defined in this section.)

Savings Calculations and Methodology

(The energy savings calculation methodology will be defined in this section.)

Measurement & Verification (M&V) Plan

(The proposed Measurement and Verification Plan will defined in this section and shall require a minimum of three years of calculation by the ESCOE and not additional cost by the ESCOE and for additional years at a defined cost.)

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ATTACHMENT B TO CONTRACT
INSTALLATION SCHEDULE

(ESCOE's construction schedule shall be input here-in.)

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ATTACHMENT C TO CONTRACT
CONTRACT PAYMENT SCHEDULE

(ESCOE's anticipated payment schedule shall be input here)

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REQUEST FOR PROPOSALS
GUARANTEED ENERGY SAVINGS CONTRACT - RFP #2020-32
Huntley Community School District 158
650 Dr. John Burkey Drive, Algonquin, IL

ATTACHMENT D TO SAMPLE CONTRACT
ENERGY GUARANTEE

1. DEFINITIONS

When used in this Agreement, the following capitalized words shall have the meanings ascribed to them below:

"Baseline Period" is the period of time which defines the Baseline Usage and is representative of the facilities' operations, consumption, and usage that is used as the benchmark for determining cost avoidance.

"Baseline Usage or Demand" the calculated or measured energy usage (demand) by a piece of equipment or a site prior to the implementation of the ECMs. Baseline physical conditions, such as equipment counts, nameplate date, and control strategies, will typically be determined through surveys, inspections, and/or metering at the site.

"Energy and Operational Cost avoidance Guarantee Practices" are those practices identified in Attachment E, intended to achieve avoided costs in energy and/or operating expenses.

"Energy Costs" may include the cost of electricity and fuels to operate HVAC equipment, facility mechanical and lighting systems, and energy management systems, and the cost of water and sewer usage, as applicable.

"ECM" the Energy Conservation Measure (ECM) is the installation of equipment or systems, or modification of equipment or systems as described in Attachment A.

"Facilities" shall mean those buildings where the energy and operational cost savings will be realized.

"F.E.M.P." shall mean the Federal Energy Management Program of the U.S. Department of Energy and its Measurement and Verification Guidelines for Federal Energy Projects (DOE/GO-10096-248, February 1996, or later versions). The F.E.M.P. guidelines classify measurement and verification approaches as Option A, Option B, Option C, and Option D. The F.E.M.P. guidelines are based on the International Performance Measurement and Verification Protocol (I.P.M.V.P.) and are written to be fully consistent with it. It is intended to be used by Federal procurement teams consisting of contracting and technical specialists. The focus of F.E.M.P. guidelines is on choosing the M&V option and method most appropriate for specific projects.

"Financing Document" refers to that document executed between CUSTOMER and a third-party financing entity providing for payments from CUSTOMER t third-party financing entity.

"Final Project Acceptance" refers to the CUSTOMER acceptance of the installation of the ECMs as described in Attachment A.

"First Guarantee Year" is defined as the period beginning on the first (1st) day of the month following the date of Final Retrofit Acceptance of the Work installed and ending on the day prior to the first (1st) anniversary thereof.

"Guarantee Period" is defined as the period beginning on the first (1st) day of the First Guarantee Year and ending on the last day of the final Guarantee Year.

"Guarantee Year" is defined as the First Guarantee Year and each of the successive twelve (12) month periods commencing on the anniversary of the commencement of the First Guarantee Year throughout the Term of this Agreement.

"Guaranteed Savings" is defined as the amount of avoided Energy and Operational Costs necessary to pay for the cost of the Work incurred by CUSTOMER in each Guarantee Year (as identified in Section 3.1 hereof).

"I.P.M.V.P." International Performance Measurement and Verification Protocol (July 1997, or later version) provides an overview of current best practice techniques available for measurement and verification of performance contracts. This document is the basis for the F.E.M.P. protocol and is fully consistent with it. The techniques are classified as Option A, Option B, Option C, and Option D.

"Measurement and Verification Plan" (M&V Plan) is defined as the plan providing details on how the Guarantee Savings will be verified.

"Operational Costs" shall include the cost of operating and maintaining the facilities, such as, but not limited to, the cost of inside and outside labor to repair and maintain Covered Systems and Equipment, the cost of custodial supplies, the cost of replacement parts, the cost of deferred maintenance, the cost of lamp and ballast disposal, and the cost of new capital equipment.

"Option A" is a verification approach that is designed for project in which the potential to perform needs to be verified, but the actual performance can be stipulated based on the results of the "potential to perform and generate savings" verification and engineering calculations. Option A involves procedures for verifying that:

- Baseline conditions have been properly defined; and
- The equipment and/or systems that were contracted to be installed have been installed; and
- The installed equipment components or systems meet the specifications of the contract in terms of quantity, quality, and rating; and
- The installed equipment is operating and performing in accordance with the specifications in the contract and meeting all functional tests; and
- The installed equipment components or systems *continue, during the term of the contract,* to meet the specifications of the contract in terms of quantity, quality and rating, and operation and functional performance.

"Option B" is for projects in which the potential to perform and generate Savings needs to be verified; and actual performance during the term of the contract needs to be measured (verified). Option B involves procedures for verifying the same items as Option A plus verifying actual achieved energy savings during the term of the contract. Performance verification techniques involve engineering calculations with metering and monitoring.

"Option C" is also for projects in which the potential to perform needs to be verified and actual performance during the term of the contract needs to be verified. Option C involves procedures for verifying the same items as Option A plus verifying actual achieved energy savings during the term of the contract. Performance verification techniques involve utility whole building meter analysis and/or computer simulation calibrated with utility billing data.

"Option D" is a verification technique where calibrated simulations of the baseline energy use and/or calibrated simulations of the post-installation energy consumption are used to measure Savings from the Energy Conservation Measures. Option D can involve measurements of energy use both before and after the Retrofit for specific equipment or energy end use as needed to calibrate the simulation program. Periodic inspections of the equipment may also be warranted. Energy consumption is calculated by developing calibrated hourly simulation models of whole-building energy use, or equipment sub-systems in the baseline mode and in the post-installation mode and comparing the simulated annual differences for either an average year or for conditions that correspond to the specific year during either the baseline or post-installation period.

"Retrofit" is the work provided by ESCOE as defined by the "ECMs".

"Savings" is defined as avoided, defrayed, or reallocated costs.

"Term" shall have the meaning as defined in Section 2 hereof.

"Total Guarantee Year Savings" is defined as the summation of avoided Energy and Operational Costs realized by facilities in each Guarantee Year as a result of the Retrofit provided by ESCOE as well as Excess Savings, if any, carried forward from previous years.

"Two-Year Savings Shortfall" shall mean the combined Savings Shortfall (as defined in Section 3.1.5) for the First Guaranty Year and the Second Guaranty Year.

2. TERM AND TERMINATION

2.1 Guarantee Term. The Term of this Guarantee Period shall commence on the first (1st) day of the month following the date of Final Project Acceptance of the Work installed pursuant to this agreement and shall terminate at the end of the Guarantee Period unless terminated earlier as provided for herein. The Term of this Guarantee Period is defined in Section 1 of Attachment E.

2.2 Guarantee Termination. Should this Agreement be terminated in whole or in part for any reason prior to the end of the Term, the Guaranteed Savings for the Guarantee Year in which such termination becomes effective shall be prorated as of the effective date of such termination, with a reasonable adjustment for seasonal fluctuations in Energy and Operational Costs, and the Guaranteed Savings for all subsequent Guarantee Years shall be null and void.

3. SAVINGS GUARANTEE

3.1 Guaranteed Savings. ESCOE guarantees to CUSTOMER that the identified Facilities will realize the total energy and operational cost avoidance through the combined value of all ECMs over the Term of the contract as defined in Section 1 of Attachment E. In no event shall the savings guarantee provided herein exceed the total installation, maintenance, and financing costs for the Work under this Agreement. Notwithstanding any other provision of this Agreement required savings reconciliation or verification, the Total Guarantee Year Savings in each Guarantee Year are stipulated and agreed to by both parties to this Agreement to equal the Energy Costs and Operational Cost Avoidance amounts set forth in Attachment E (Schedule of Savings), and shall be deemed realized upon the date of final Project Acceptance.

3.1.1 Additional Savings. Additional energy and/or operational cost avoidance that can be demonstrated as a result of ESCOE's efforts that result in no additional costs to CUSTOMER beyond the costs identified in this Agreement will be included in the guarantee savings reconciliation report for the applicable Guarantee Years(s).

3.1.2 Savings Prior to Final Retrofit Acceptance. All energy and operational cost avoidance realized by CUSTOMER that result from activities undertaken by ESCOE prior to Final Project Acceptance, including any utility rebates or other incentives earned as a direct result of the installed Energy Conservation Measures provided by ESCOE, will be applied toward the Guaranteed Savings for the First Guarantee Year.

3.1.3 Accumulation of Savings. The Guaranteed Savings in each Guarantee Year are considered satisfied if the Total Guarantee Year Savings for such Guarantee Year equals or exceeds the Retrofit and Support Costs for such Guarantee Year or the amount identified in Section 1 of Attachment E hereto.

3.1.4 Excess Savings. In the event that the Total Guarantee Year Savings in any Guarantee Year exceed the Guaranteed Savings required for that Guarantee Year, such Excess Savings shall be billed to CUSTOMER (up to any amounts previously paid by ESCOE for a Guaranteed Savings shortfall pursuant to Section 3.1.5), which amount shall be payable within thirty (30) days after the amount of such Total Guarantee Year Savings has been determined and any remaining Excess Savings shall be carried forward and applied against Guaranteed Savings shortfalls in any future Guarantee Year.

3.1.5 Savings Shortfalls. In the event that the Total Guarantee Year Savings in any Guarantee Year is less than the Guaranteed Savings required for that Guarantee Year, after giving credit for any Excess Savings carried forward from previous Guarantee Years pursuant to Section 3.1.4. ESCOE shall, upon receipt of written demand from CUSTOMER, compensate CUSTOMER the amount of any such shortfall, limited by the value of the guarantee, within thirty (30) days. Resulting compensation shall be ESCOE's sole liability for any short fall in the Guaranteed Savings.

3.1.6. If there is a Two-Year Savings Shortfall, ESCOE shall pay the CUSTOMER an amount equal to one hundred and ten (110%) percent of the Two-Year Savings Shortfall which the customer shall hold in escrow (the “Escrow”) as security against a Savings Shortfall in years 3 through 10. ESCOE shall pay the Escrow to the CUSTOMER within sixty (60) days after the determination of the Savings Shortfall (or Excess Savings) for the Second Guaranty Year.

3.1.7. The CUSTOMER may draw upon the Escrow to satisfy any Savings Shortfall in years 3 through 10. If there is any amount remaining in the Escrow after satisfying Savings Shortfalls in years 3 through 10, the CUSTOMER shall remit such remaining amount back to ESCOE (or to its surety if the surety had paid the escrow amount to the CUSTOMER pursuant to its bond obligations).

3.1.8. ESCOE shall furnish to the Customer a “Performance Guaranty Bond” in an amount of $640,090 prior to commencement of work, which shall be in a form mutually acceptable to the CUSTOMER and ESCOE. The Performance Guaranty Bond shall cover the following obligations of ESCOE to the Customer: (a.) The payment of the Savings Shortfall for the First Guaranty Year; (b.) The payment of the Savings Shortfall for the Second Guaranty Year; and (c.) The payment of the Escrow to the CUSTOMER, as set forth in Section 3.1.6.

3.1.9. The Performance Guaranty Bond shall be null and void in the event there is no Two-Year Savings Shortfall or if ESCOE pays to the CUSTOMER in full the Savings Shortfall(s) for the First and Second Guaranty Years and pays to the CUSTOMER in full the Escrow. Otherwise, the Performance Guaranty Bond remains in full force and effect until the payment obligations, as identified in this Section 3.1.9., are satisfied in full.

3.2 Savings Reconciliation Documentation. ESCOE will provide CUSTOMER with a guarantee savings reconciliation report after the first Guarantee Year. CUSTOMER will assist ESCOE in generating the savings reconciliation report by providing ESCOE with copies of all bills pertaining to Energy Costs within two (2) weeks following the CUSTOMER's receipt thereof, together with access to relevant records relating to such Energy Costs. CUSTOMER will also assist ESCOE by permitting access to any maintenance records, drawings, or other data deemed necessary by ESCOE to generate the said report. Data and calculations utilized by ESCOE in the preparation of its guarantee cost savings reconciliation report will be made available to CUSTOMER along with such explanations and clarifications as CUSTOMER may reasonably request.

3.2.1 Acceptance of Guarantee Reconciliation. At the end of the first Guarantee Year the CUSTOMER will have forty-five (45) days to review the guarantee savings reconciliation report and provide written notice to ESCOE of non-acceptance of the Guarantee Savings for that Guarantee Year. Failure to provide written notice within forty-five (45) days of the receipt of the guarantee savings reconciliation report will deem it accepted by CUSTOMER. If the annual guarantee savings have been met after the first year, the guarantee will be deemed realized for the entire guarantee term.

3.2.2 Guarantee Savings Reconciliation. Guarantee Savings will be determined in accordance with the methodology(s), operating parameters, formulas, and constants as described below and/or defined in Attachment E and/or additional methodologies defined by ESCOE that may be negotiated with CUSTOMER at any time. For reconciliation of Guarantee Savings employing the method of utility bill analysis consistent with F.E.M.P. Option C. Energy usage for the Facilities for such Guarantee Year will be summarized and compared with the adjusted Baseline Period energy usage for the Facilities through the use of energy accounting software. The difference between the adjusted Baseline Period energy usage and the Guarantee Year energy usage will be multiplied by the applicable energy rate as defined in Attachment E, to calculate the Energy Cost avoidance. Energy Cost avoidance may also include, but are not limited to, Savings from demand charges, power factor correction, taxes, ratchet charges, rate changes and other utility tariff charges that are reduced as a result of the ESCOE involvement. A Baseline Period will be specified (Section 1 of Attachment E) for the purpose of utility bill analysis. AND/OR for those energy audits employing the method consistent with I.P.M.V.P. and/or F.E.M.P. Options A and/or B: For each ECM, ESCOE will employ an M&V Plan which may be comprised of any or all of the following elements:

1. Pre-retrofit model of energy consumption or demand
2. Post-retrofit measured energy consumption
3. Post-retrofit measured demand and time-of-use
4. Post-retrofit energy and demand charges
5. Sampling plan
6. Stipulated Values

The value of the energy savings will be derived from the measured data and engineering formulae included herein, and the applicable energy charges during each Guarantee Year. In some cases, energy usage and/or demand will be calculated from measured variables that directly relate to energy consumption, demand or cost, such as, but not limited to, measured flow, temperature, current, voltage, enthalpy or pressure. AND/OR for those energy audits employing the method consistent with I.P.M.V.P. and/or F.E.M.P. Option D:
For each Energy Conservation measure, ESCOE will employ an M&V Plan which may be comprised of any or all of the following elements:

1. Pre-retrofit model of energy consumption or demand
2. Post-retrofit model of energy consumption or demand
3. Post-retrofit measured energy consumption
4. Post-retrofit measured demand and time-of-use
5. Post-retrofit energy and demand charges
6. Sampling Plan
7. Stipulated values

The value of the energy savings will be derived from a calibrated simulation of either the whole building or of subsystems in the building to determine the difference in the performance of the specific equipment being replaced. This method may entail as needed one-time measurements of the performance of the energy consuming systems in the building in order to calibrate the simulation model. Energy usage for the Facilities for such Guarantee Year will be derived through the use of simulation programs.
The value of the energy savings will be derived from a calibrated simulation of either the whole building or of subsystems in the building to determine the difference in the performance of the specific equipment being replaced. This method may entail as needed one-time measurements of the performance of the energy consuming systems in the building in order to calibrate the simulation model. Energy usage for the Facilities for such Guarantee Year will be derived through the use of simulation programs.

3.3 Operational Cost Avoidance. The agreed-upon Operational Cost Avoidance as described in Attachment E (Schedule of Savings) will be deemed realized upon execution of this Agreement and will begin to accrue on the date of the completion and acceptance of each Retrofit improvement. These Savings are representative of information provided by the CUSTOMER consisting of either whole or partial budgeted operational costs and as such, it is hereby understood and agreed that the CUSTOMER is wholly responsible for assuring that these budgeted Operational Costs are accurate and achievable.

3.4 Base Year Adjustments. Baseline Period shall be adjusted to reflect: changes in occupied square footage; changes in energy-consuming equipment; changes in the Facilities; changes in Energy and Operational Cost Avoidance Guarantee Practices adversely affecting energy consumption and/or demonstrated operational changes; changes in weather between the Baseline Period and the Guarantee Year; and documented or otherwise conclusively established metering errors for the Baseline Period and/or any Guarantee Year adversely affecting energy usage measurement.

3.4.1 Facility Operational Changes. Except in the case of emergencies CUSTOMER agrees it will not, without the consent of an Authorized Representative of ESCOE: make any significant deviations from the applicable Energy and Operational Cost Avoidance Guarantee Practices; put any system or item of equipment in a permanent "on" position, if the same would constitute a deviation from the applicable Energy and Operational Cost Avoidance Guarantee Practices; or assume manual control of any energy management system or item of equipment, if the same would constitute a deviation from the applicable Energy and Operational Cost Avoidance Guarantee Practices.

3.4.2 Hours and Practices. To achieve these energy savings, ESCOE and CUSTOMER agree upon the operating practices listed in Attachment E.

3.4.3 Activities and Events Adversely Impacting Savings. CUSTOMER shall promptly notify ESCOE of any activities known to CUSTOMER which adversely impact: ESCOE's ability to realize the Guaranteed Savings and ESCOE shall be entitled to reduce its Guaranteed Savings by the amount of any such adverse impact to the extent that such adverse impact is beyond ESCOE's reasonable control.

3.5 Guarantee Adjustment. ESCOE's Guaranteed Savings obligations under this Agreement are contingent upon:

(1)CUSTOMER following the Energy and Operational Cost Avoidance Guarantee Practices set forth herein and in Attachment E;

(2) no alterations or additions being made by CUSTOMER to any of the Covered systems and Equipment without prior notice to and agreement by ESCOE;

(3) CUSTOMER sending all current utility bills to ESCOE within two (2) weeks after receipt by CUSTOMER, if CUSTOMER fails to provide current utility bills for a period of time in excess of six (6) months ESCOE may, at its sole discretion, deem the Guarantee Savings obligation met during that period and any successive periods, and

(4) ESCOE's ability to render services not being impaired by circumstances beyond its control. To the extent CUSTOMER defaults in or fails to perform fully any of its obligations under this Agreement, ESCOE may, in its sole discretion, adjust its Guaranteed Savings obligation; provided, however, that no adjustment hereunder shall be effective unless ESCOE has first providedCUSTOMER with written notice of CUSTOMER's default(s) or failure(s) to perform and CUSTOMER has failed to cure its default(s) to perform within thirty (30) days after the date of such notice.

The bond provided for the construction of the project only covers the performance of materials and workmanship for the completion of said construction work, not the energy guarantee. ESCOE will provide an energy guarantee bond equal to the guaranteed savings as defined in Attachments D and E in an amount not to exceed $640,090.00 in a form mutually agreeable to ESCOE and CUSTOMER. This will be a two year term. In the event of a guarantee shortfall in years 1 or 2 ESCOE will deposit an amount equal to 110% of the shortfall into an escrow account. This amount will be available for any guarantee savings shortfalls in years 3 through 10. After year 10, any remaining funds will be returned to ESCOE.

3.6 CUSTOMER Inspections. CUSTOMER retains the right to have its representative visit the site during the audit and implementation phases of the project, and to attend relevant on-site or off-site meetings of ESCOE and/or its subcontractors. CUSTOMER will have the right ot inspect, test and approve the materials and work in the facilities during construction and operation.

DRAFT

ATTACHMENT E TO SAMPLE CONTRACT
SCHEDULE OF SAVINGS

(A detailed definition of ESCOE's energy savings calculation for the project to be inserted be inserted here.)

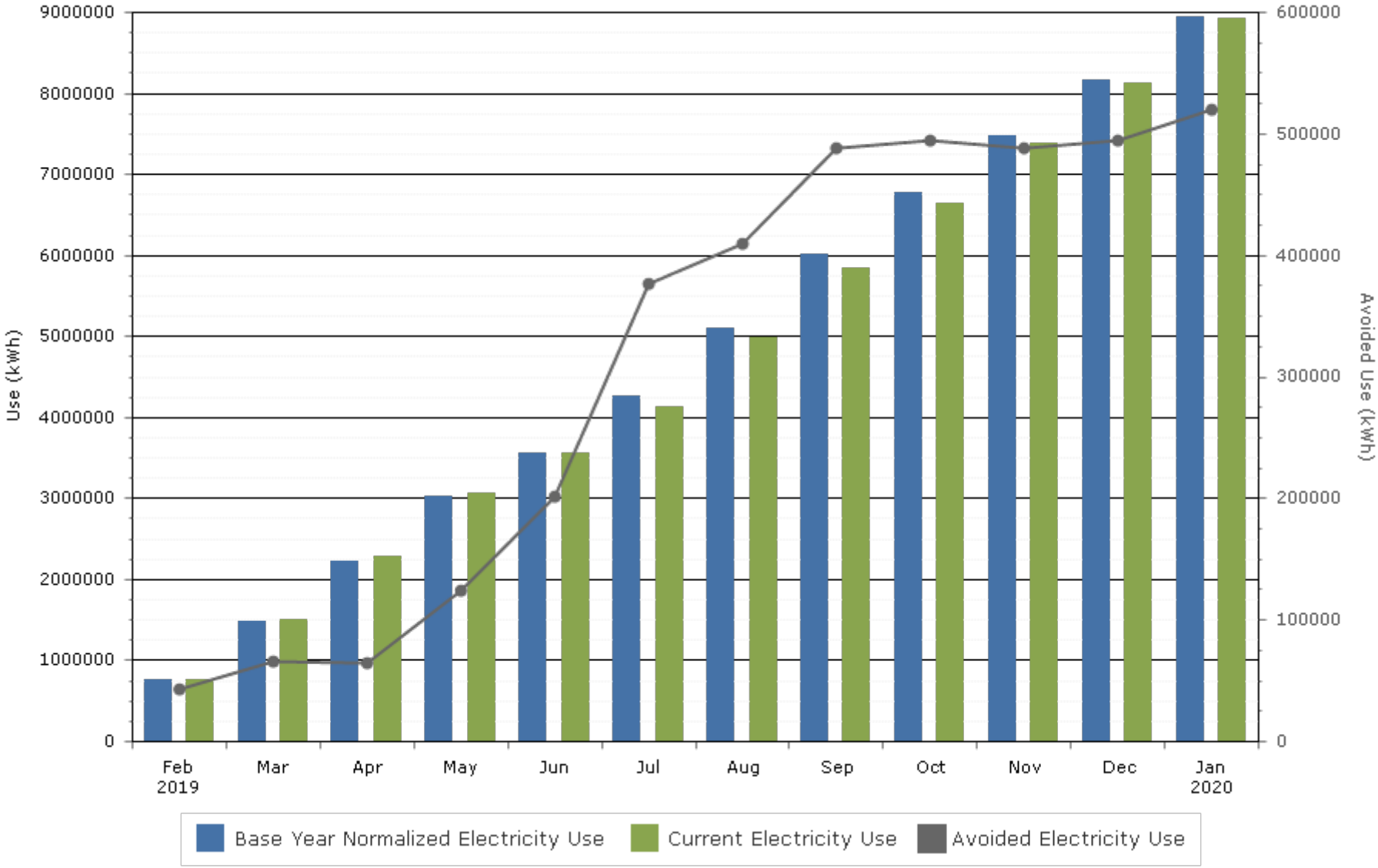
DRAFT

ATTACHMENT F TO SAMPLE CONTRACT
CONSTRUCTION PROJECT ACCEPTANCE FORM

(Construction project acceptance form to be inserted here)

DRAFT

Cumulative Avoided Use & Cost Graph
Huntley School District 158
All Facilities -- 2/2019 to 1/2020



Cumulative Avoided Use & Cost Graph report produced by Doug Renkosik on 03/20/2020 at 1:46 PM

NOTE: One or more facilities had incomplete data for the following production metrics: SCHOOL DAYS

ComEd
An Exelon Company

COMED
3100 WEST ROAD
BLDG 3, SUITE 310
EAST LANSING MI 48823

PAYMENT INFORMATION	
DATE:	February 20, 2020
CHECK NUMBER:	1163449
AMOUNT PAID:	$8,414.64
ACCOUNT NUMBER:	XXXXXX3961
TRACE NUMBER:	00000000025006735
VENDOR ID:	SUP-00011701
VENDOR NAME:	Huntley Community School District 1

0000000003-27 CPL0 6A 05120-36 FB - A0127885
HUNTLEY COMMUNITY SCHOOL DISTRICT 1
650 ACADEMIC DRIVE
ALGONQUIN IL 60102

Date	Invoice Number	Description	Gross Amount	Discount	Net Amount
02/19/2020	SEM 20200219 0013	SEM CRE Savings Incentive Invo	$8,414.64	$0.00	$8,414.64
		Totals	**$8,414.64**	**$0.00**	**$8,414.64**

From: Tayloire Thomas <tayloire.thomas@clearesult.com>
Date: Mon, Mar 30, 2020 at 11:38 AM
Subject: Electric Savings & Check: Huntley 158
To: Renkosik, Doug <drenkosik@district158.org>
Hi Doug, Attached is our report that reflects SEM electric savings at Huntley last year (natural gas savings still pending).This corresponds with the check you received for $8,414.64 – this reflects the following:420,732 kWh saved5% electric savings across the district
The figures above are purely from SEM and behavior change related savings.
Congratulations again Doug!
Tayloire Thomas, Strategic Energy Management Coach

PLEASE DETACH BEFORE DEPOSITING CHECK

ComEd
An Exelon Company

COMED
3100 WEST ROAD
BLDG 3, SUITE 310
EAST LANSING MI 48823

CHECK
NUMBER: 1163449
February 20, 2020

32-61
1110

PAY TO THE ORDER OF: HUNTLEY COMMUNITY SCHOOL DISTRICT 1
650 ACADEMIC DRIVE
ALGONQUIN IL 60102

AMOUNT
$8,414.64

Security features included. Details on back.

Eight Thousand Four Hundred Fourteen And 64/100 Dollars

JPMorgan Chase Bank NA, Dallas, TX

Cathy Hawlein
Authorized Signatures

⑈1163449⑈ ⑆111000614⑆ 477423961⑈

Huntley Community School District 158

650 Academic Drive
Algonquin, Illinois 60102
(847) 659-6158 • www.district158.org

DATE: April 16, 2020

TO: Board of Education and Administration

FROM: Doug Renkosik, Director of Operations & Maintenance

RE: HHS Fine Arts Addition Construction Update**(R)**
Board of Education Meeting, April 16, 2020

Background:

At the September 6, 2018 Committee of the Whole meeting of the Board of Education for Huntley Community School District 158, Superintendent Rowe presented the Board of Education with the outcome of the Huntley High School Fine Arts 3000 committee's needs assessment.

At the September 20, 2018 Regular Board Meeting, the Board of Education approved the proposed fee from Wold Architects and Engineers for the Schematic Design Phase of improvements to the Fine Arts wing of Huntley High School.

At the January 17, 2019 Regular Board meeting, Wold Architect's presented the Schematic Design of the proposed project with considered budgets for the final proposed developments.

At the February 7, 2019 Special Board Meeting, the Board of Education approved:

- Engagement of Wold Architects and Engineers for development of bid specifications and plans
- Fee letter proposal from Lamp Inc. for Construction Manager as Adviser services for this project.

At the June 6, 2019 Committee of the Whole meeting, Wold and Lamp presented the updated design with a revised estimated total project budget.

On July 6, 2019, an advertisement for bids was published.

Bids were received and opened on July 23, 2019.

At the August 15, 2019 Regular Board meeting, the Board of Education approved the award of the bids for the Huntley High School Fine Arts Addition which included award of all trade package bids except the Stage Curtains and the Electrical work.

At the October 10, 2019 Special Board meeting, the Board of Education awarded the bid for the electrical trade package #26-1a for the Huntley High School Fine Arts Addition.

As of March 27, 2020 the following progress has been attained:

- Blackbox, Set Construction Shop, Band Storage, and Band Room Add. are enclosed and interior finishing is in progress
- The Fire Alarm System Control panel for Huntley High has been replaced.
- Electrical Service extension to the new construction areas has been completed.

Attachments

1. Lamp Budget/Cost tracking spreadsheet and allowance tracking documents.
2. PCO 016 PR12 Hargrave parapet build up for added tapered insulation.
3. PCO 018 PR17 Guardian added steel support for masonry veneer on column line 10.
4. PCO 019 PR14 Hartwig added fire damper.
5. PCO 021 PR08-Heitkotter reflected ceiling plan changes indoor 4 hallway.

DR/jw

LAMP INCORPORATED
A Construction Tradition

16172 - D158 Huntley High School Fine Arts Addition

Contract Value Log

April 7, 2020

PCO's 000 through 025

PKG #	DESCRIPTION	TRADE CONTRACTOR	ALLOWANCES ($115,000 beg bal)	ORIGINAL CONTRACT	CURRENT CHANGE ORDERS	CURRENT CONTRACT	PENDING CHANGE ORDERS	*Potential Contract Value*
03A-1	Building Concrete	JB Contractors	$ 8,812	$ 188,131	$ -	$ 188,131	$ -	$ 188,131
04A-1	Masonry	Joe's Masonry	$ -	$ 573,000	$ (1,586)	$ 571,414	$ 3,901	$ 575,315
05A-1	Structural Steel	Guardian Construction Products	$ 5,783	$ 205,000	$ -	$ 205,000	$ 943	$ 205,943
06A-1	General Trades (incl. Demo, DW, Doors, OH Doors)	Hargrave Builders	$ 8,676	$ 365,220	$ -	$ 365,220	$ 11,393	$ 376,613
07A-1	Roofing	Weatherguard Roofing	$ 4,388	$ 272,000	$ -	$ 272,000	$ 5,000	$ 277,000
08B-1	Aluminum, Glass, and Glazing	Rock Valley Glass of Rockford	$ 5,000	$ 175,420	$ -	$ 175,420	$ 1,386	$ 176,806
09B-1	Acoustical Ceilings	Heitkotter, Inc.	$ 4,725	$ 58,191	$ -	$ 58,191	$ -	$ 58,191
09F-1	Flooring	Pinnacle Flooring Company	$ 5,000	$ 44,800	$ -	$ 44,800	$ -	$ 44,800
09G-1	Painting	Oosterbaan & Sons	$ 5,000	$ 42,620	$ -	$ 42,620	$ -	$ 42,620
21A-1	Fire Protection	Absolute Fire Protection	$ 2,911	$ 44,300	$ -	$ 44,300	$ -	$ 44,300
22A-1	Plumbing	Joe Bero Plumbing	$ 5,000	$ 59,000	$ -	$ 59,000	$ -	$ 59,000
23A-1	HVAC	Hartwig Plumbing & Heating	$ 7,050	$ 505,088	$ -	$ 505,088	$ -	$ 505,088
26A-1	Electrical	Carey Electric Contracting	$ 10,000	$ 519,900	$ -	$ 519,900	$ 931	$ 520,831
31A-1	Excavation (incl. Site Utilities & Landscaping)	DuPage Topsoil	$ -	$ 229,000	$ 11,150	$ 240,150	$ -	$ 240,150
32A-1	Asphalt Paving	Schroeder Asphalt Services	$ 5,000	$ 81,300	$ -	$ 81,300	$ -	$ 81,300
32C-1	Site Concrete	Chadwick Contracting Company	$ 5,000	$ 63,947	$ -	$ 63,947	$ -	$ 63,947
11A-1	Stage Curtain & Rigging	(*Reject and Rebid)	$ -	*Inc. in FF&E	$ -		$ -	$ -
		Remaining Allowance Subtotal	$ 82,345					
				$ 3,426,917	$ 9,564	$ 3,436,481	$ 23,554	$ 3,460,035
701		Preconstruction		$ 27,500	$ -	$ 27,500	$ -	$ 27,500
702		General Conditions (Supervision)		$ 284,610	$ -	$ 284,610	$ -	$ 284,610
703		Project General Conditions		$ 105,340	$ -	$ 105,340	$ -	$ 105,340
704		Lamp Overhead & Fee (3.5%)		$ 118,865	$ -	$ 118,865	$ -	$ 118,865
705		Insurance		$ 14,894	$ -	$ 14,894	$ -	$ 14,894
		SUBTOTAL		$ 3,978,126	$ 9,564	$ 3,987,690	$ 23,554	$ 4,011,244
		Contingency		$ -	$ -	$ -	$ -	$ -
		SUBTOTAL		$ 3,978,126	$ -	$ 3,987,690	$ 23,554	$ 4,011,244
		Architectural & Engineering Fees		$ 199,535	$ -	$ 199,535	$ -	$ 199,535
		Reimbursables		$ 44,012	$ -	$ 44,012	$ -	$ 44,012
		SUBTOTAL		$ 243,547	$ -	$ 243,547	$ -	$ 243,547
		Owner Direct Purchase RTUs		$ 78,867		$ 78,867		$ 78,867
		Owner Direct Costs		$ 361,500	$ 26,544	$ 388,044	$ -	$ 388,044
		SUBTOTAL		$ 440,367	$ 26,544	$ 466,911	$ -	$ 466,911
		TOTAL		$ 4,662,040	$ 26,544	$ 4,698,148		$ 4,721,702
		APPROVED BUDGET				$ 4,677,925		$ 4,677,925
		OVER/(UNDER) BUDGET				$ 20,223		$ 43,777
		BALANCE OF ALLOWANCES REMAINING				$ (82,345)		$ (82,345)
		PROJECTED COMPLETION COST				$ 4,615,803		$ 4,639,357

LAMP INCORPORATED
A CONSTRUCTION TRADITION

16172 - D158 Huntley High School Fine Arts Addition

PCO/OCO Log

4/1/2020

PCO's	Title	Cost Change	Applied to Allowance	OCO / Contract CO	PENDING	Status	Trades	Commitment CO/Allowance Reconciliation made/sent
001	Fire Supression System added heades @ Black Box	$ 2,089	$ 2,089.00	$ -	$ -	APP	Absolute Fire Protection	ALLOW
002	Footing modifications for roof drain line	$ 243	$ 243.00	$ -	$ -	APP	JB Concrete	ALLOW
003	Soil removal & CA 6 placement	$ -	$ -	$ -	$ -	VOID	VOID	
004	Masonry chargers for cold weather encl + OT	$ 5,100	$ 5,100.00	$ -	$ -	APP	Joe's Masonry	ALLOW
005	Added smooth face block	$ -	$ -	$ -	$ -	REJ		
006	Steel changes @ South Vest - pricing pending	$ 27,683	$ -	$ -	$ 27,683	PEND	Hargrave, Guardian, Joe Bero, Joes Masonry	
007	Cost Associated w PR 03 - pricing pending - cost for concrete removal (slab support wall too high).	$ 945	$ 945.00	$ -	$ -	APP	JB Concrete	ALLOW
008	Cleanout relocation T&M costs - relocating cleanout outside of foundation footprint.	$ 3,667	$ 3,667.00	$ -	$ -	APP	Dupage Topsoil	ALLOW
009	PR-7 bent steel support	$ (403)	$ 1,183.00	$ (1,586.00)	$ -	APP	Joes & Guardian	CO & ALLOW
010	Added masonry control joints	$ 19,920	$ -	$ -	$ 19,920	PEND	Joes Masonry	
011	T&M Cold weather costs	$ 4,900	$ 4,900.00	$ -	$ -	APP	Joes Masonry	ALLOW
012	Balance of excess undercuts	$ 17,483	$ 6,333.00	$ 11,150.00	$ -	APP	Dupage Topsoil	ALLOW & CO
013	Added finned tube heater per PR 10	$ 2,408	$ 2,408.00	$ -	$ -	APP	Hartwig HVAC	ALLOW
014	Added plywood over SF CMU at rook	$ 612	$ 612.00	$ -	$ -	APP	Weatherguard	ALLOW
015	PR 9 Lintel extension	$ 991	$ 991.00	$ -	$ -	APP	Guardian Steel	ALLOW
016	PR 12 Added roof curbing at Area A ext wall line	$ 1,324	$ 1,324.00	$ -	$ -	APP	Hargrave	ALLOW
017	PR 13 Additional framing & co support South Vest	$ 4,784	$ -	$ -	$ 4,784	PEND	Hargrave & Rock Valley	
018	PR 17 Added masonry and deck support	$ 2,043	$ 2,043.00	$ -	$ -	APP	Guardian Steel	ALLOW
019	PR14 Added dampers	$ 542	$ 542.00	$ -	$ -	APP	Hartwig	ALLOW
020	PR16 Added CMU	$ 2,707	$ -	$ -	$ 2,707	PEND	Joes Masonry	
021	PR 8 Reflected ceiling changes	$ 275	$ 275.00	$ -	$ -	APP	Heitkotter	ALLOW
	TOTAL	$ 97,313	$ 32,655.00	$ 9,564.00	$ 55,094.00			$ -

16172 D158 Huntley HighSchool Fine Arts Addition

LAMP INCORPORATED
A CONSTRUCTION TRADITION

Allowance Reconciliation Summary Report

4/1/2020

03A Building Concrete - JB Contractors		**$**	**10,000.00**
PCO 002	Footing modifications for roof drain line	$	243.00
PCO 007	Concrete removal in conjuction w PR 03	$	945.00
	Allowance Balance	**$**	**8,812.00**

04A Masonry - Joe's Masonry		**$**	**10,000.00**
PCO 004	Masonry chargers for cold weather enclosures & OT	$	5,100.00
PCO 011	Masonry chargers for cold weather enclosures & OT	$	4,900.00
	Allowance Balance	**$**	**-**

05A Structural Steel - Guardian Construction Products		**$**	**10,000.00**
PCO 009	New detail design	$	1,183.00
PCO 015	Lintel Extensino PR-9	$	991.00
PCO 18	Added Masonry and Deck Support Steel per PR-17	$	2,043.00
	Allowance Balance	**$**	**5,783.00**

06A General Trades - Hargrave		**$**	**10,000.00**
PCO 016	PR-12 Added roof curbing @ Area A exterior wall line	$	1,324.00
	Allowance Balance	**$**	**8,676.00**

07A Roofing - Weatherguard Roofing		**$**	**5,000.00**
PCO 014	PR 11 Added Plywood over SF CMU at Roof	$	612.00
	Allowance Balance	**$**	**4,388.00**

08B Aluminum, Glass & Glazing - Rock Valley Glass of Rockford		**$**	**5,000.00**
	Allowance Balance	**$**	**5,000.00**

09D Acoustical Ceiling- Heitkotter, Inc.		**$**	**5,000.00**
PCO 21	**PR 8 Reflected Ceiling Changes**	**$**	**275.00**
	Allowance Balance	**$**	**4,725.00**

09F- Flooring - Pinnacle Flooring Company		**$**	**5,000.00**
	Allowance Balance	**$**	**5,000.00**

09G- Painting - Oosterbaan & Sons		**$**	**5,000.00**
	Allowance Balance	**$**	**5,000.00**

21A Fire Protection - Absolute Fire		**$**	**5,000.00**
PCO 001	Fire Supression System added heads @ Black Box	$	2,089.00
	Allowance Balance	**$**	**2,911.00**

22A Plumbing - Joe Bero Plumbing		**$**	**5,000.00**
	Allowance Balance	**$**	**5,000.00**

23A HVAC - Hartwig Plumbing & Heating			**$ 10,000.00**
PCO 013	Added Finned Tube Heater per PR10	$	2,408.00
PCO 019	Added Fire Dampers per PR-14	$	542.00
		Allowance Balance	**$ 7,050.00**

26A Electrical - Carey Electric			**$ 10,000.00**
		Allowance Balance	**$ 10,000.00**

31A Excavating - DuPage Topsoil			**$ 10,000.00**
PCO 008	Cleanout relo T&M costs - relocating cleanout outside of foundation footprint	$	3,667.00
PCO 012	Balance of excess undercuts	$	6,333.00
		Allowance Balance	**$ -**

32A Paving - Schroeder Asphalt Services			**$ 5,000.00**
		Allowance Balance	**$ 5,000.00**

32C Site Concrete - Chadwick Contracting Company			**$ 5,000.00**
		Allowance Balance	**$ 5,000.00**

LAMP INCORPORATED

PCO #016

Lamp Incorporated
460 N. Grove Avenue
Elgin, Illinois

Project: 16172 - D158 - HHS Fine Arts Addition
13719 Harmony Road
Huntley, Illinois 60142

Potential Change Order #016: PR 12 - Added roof curbing at Area A exterior wall line

TO: Huntley Community School District 158 650 Dr. John Burkey Drive Algonquin 60102		**FROM:**	
PCO NUMBER/REVISION:	016 / 0	**CONTRACT:**	1 - D158 - HHS Fine Arts Addition Prime Contract
REQUEST RECEIVED FROM:	Chris Palmer **(Lamp Incorporated)**	**CREATED BY:**	Jay Schaack **(Lamp Incorporated)**
STATUS:	Pending - Proceeding	**CREATED DATE:**	2/13 /2020
REFERENCE:		**LOCATION:**	Band room

CHANGE REASON: Architect request

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*
This PCO is in regards to PR 12- Additional roof curbing layers were necessary at Area A exterior wall line to accommodate roofing thickness.

ATTACHMENTS:
HBI PCO 004 PR 12.pdf HHS-PR 12.pdf

#	Cost Code	Description	Type	Amount
1	06-06A-01A - General Trades Allowance	06A-Hargrave allowance PR-12 additional roof curbing	Commitment	$ 1,324.00
			Subtotal:	$1,324.00
			Grand Total:	**$1,324.00**

Jay Schaack 2/18/20
SIGNATURE **DATE**

SIGNATURE **DATE**

PROPOSAL REQUEST

District 158 Huntley High School	HHS- Fine Arts Addition
Lamp, Inc.	Attn: Jay Schaack
460 N. Grove Avenue	
Elgin, IL 60120	
(847) 741-7220	Fax: (847) 741-9677
jschaack@lampinc.net	

Submit an itemized (labor and material) quotation for the proposed modifications to the contract documents as described herein within 21 days of receipt. If a cost is not submitted within 21 days, this Proposal Request can be accepted at no additional cost. Written approval is required prior to proceeding with this change. COST EXPECTATIONS: ☐ DEDUCT ☐ NO COST ☐ ADD	**PR: # 12** **Comm: # 193011** **Const. Pkg: # N/A**

Distribution:

- ☐ Doug Renkosik
- ☐ Jay Schaack
- ☐ Chris Palmer
- ☐ Kirsta Ehmke
- ☐ Tyler Severson
- ☐ Jeff Strzalka
- ☐ Kent Adams
- ☐ Bob Chen
- ☐ Dave McVey
- ☐ David Etlinger
- ☐
- ☐
- ☐
- ☐
- ☐
- ☐
- ☐

Item	Description
10.1	Provide additional plywood and wood blocking at parapet coping per detail E1 on Sheet A5.702, as shown on the updated sheets.

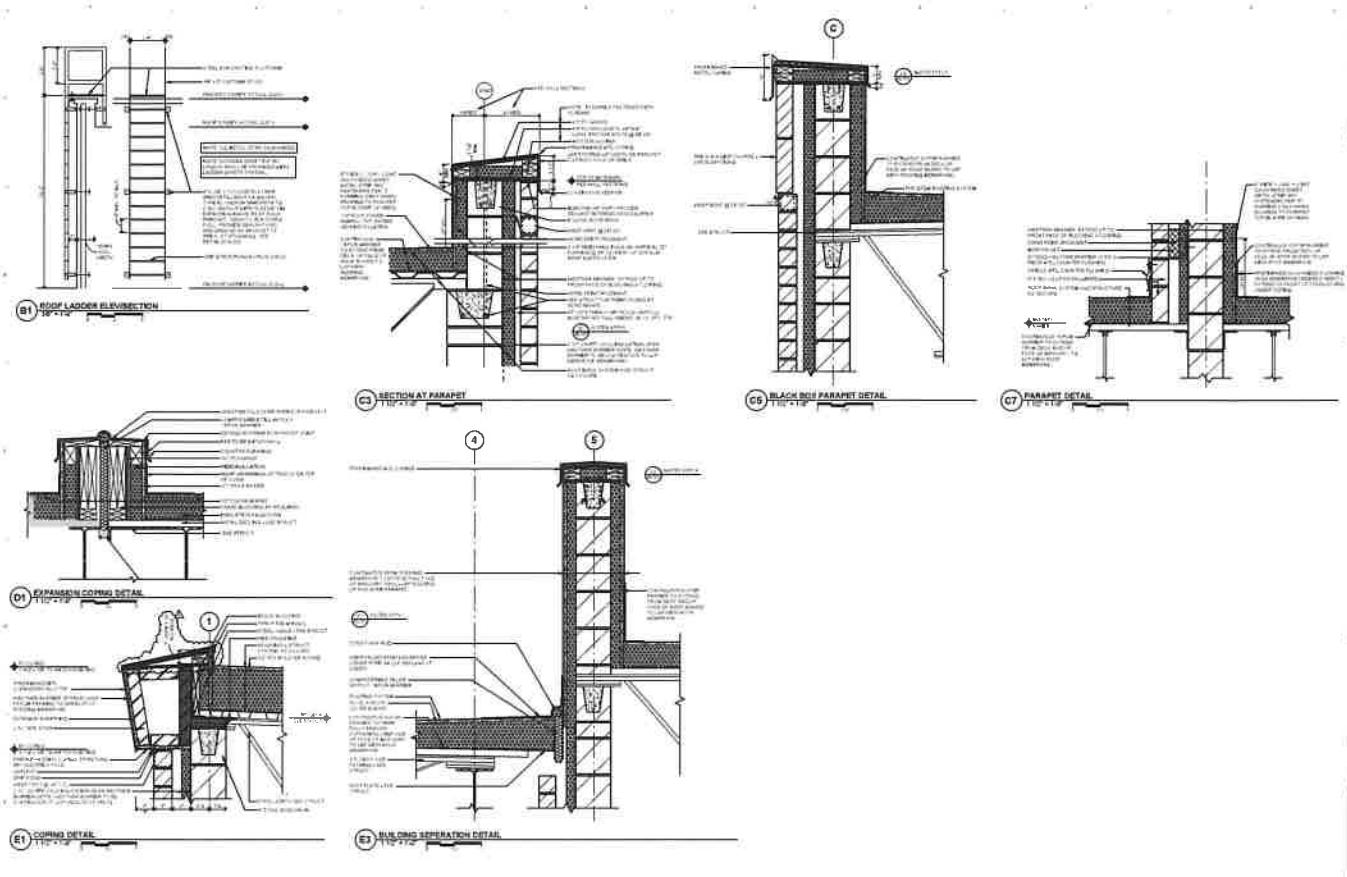
Attachments: Sheet A5.702 (Dated 01/30/2020)

Issued By: Tyler Severson Date: 01/30/2020

Wold Architects and Engineers
110 North Brockway Street, Suite 220
Palatine, IL 60067
woldae.com | 847 241 6100

PLANNERS
ARCHITECTS
ENGINEERS

IL



HUNTLEY HS FINE ARTS ADDITION

Huntley CSD No. 158

Wold

WOLD ARCHITECTS AND ENGINEERS

DETAILS - EXTERIOR ROOF

A

CONSTRUCTION SET

A5.702

Hargrave Builders, Inc.

PCO #004

Hargrave Builders, Inc.
660 Schneider Dr
South Elgin, Illinois 60177
Phone: (847) 742-7828
Fax: (847) 742-7889

Project: 19073 - Lamp-D158 HHS Fine Arts Add
13719 Harmony Road
Huntley, Illinois 60142

Prime Contract Potential Change Order #004: Roof Blocking

TO:	Lamp Incorporated 460 N Grove Ave Elgin, Illinois 60120	**FROM:**	Hargrave Builders, Inc. 660 Schneider Dr South Elgin, Illinois 60177
PCO NUMBER/REVISION:	004 / 0	**CONTRACT:**	1 - Hargrave as Sub Template Prime Contract
REQUEST RECEIVED FROM:		**CREATED BY:**	Corie Turk **(Hargrave Builders, Inc.)**
STATUS:	Pending - In Review	**CREATED DATE:**	2/3/2020
REFERENCE:		**PRIME CONTRACT CHANGE ORDER:**	None
FIELD CHANGE:	No		
LOCATION:		**ACCOUNTING METHOD:**	Unit/Quantity Based
SCHEDULE IMPACT:		**PAID IN FULL:**	No
		TOTAL AMOUNT:	$1,324.13

POTENTIAL CHANGE ORDER TITLE: Roof Blocking

CHANGE REASON: Client Request

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*

ATTACHMENTS:
Roof Blocking Extra.pdf

#	Cost Code	Description	Type	Quantity	Units	Unit Cost	Subtotal
1	01 - General Requirements	HB Carpenter	Labor	9.5	Foreman Scale Hours	$102.22	$971.09
2	01 - General Requirements	Home Depot- Materials	Materials	1.0	LS	$254.46	$254.46
3	01 - General Requirements	HB Carpenter	Labor	1.0	Journeyman Hours	$98.58	$98.58
						Subtotal:	$1,324.13
						Grand Total:	**$1,324.13**

Lamp Incorporated
460 N Grove Ave
Elgin, Illinois 60120

Hargrave Builders, Inc.
660 Schneider Dr
South Elgin, Illinois 60177

SIGNATURE **DATE**

SIGNATURE **DATE**

SIGNATURE **DATE**

HB
Hargrave Builders, Inc.

ADDITIONAL WORK AUTORIZATION

HARGRAVE BUILDERS, INC.
860 Schneider Drive - South Elgin, IL 60177 - P: 847-742-7828 - F: 847-742-7869

CUSTOMER NAME: Camp INC
STREET:
CITY / STATE:
DATE: 1-22-20
CONTRACT # Huntley Fine Arts
JOB # 19073

DESCRIPTION

Additional layers of curbing north east corner
Remove top layer plywood move out 3½"
add 2x mid sleeper and new layer of plywood

LABOR

OCCUPATION	EMPLOYEE NAME	M	T	W	TH	F	S/S	HRS	RATE	TOTAL
Carp	Chris Volmer			3½						
Carp	Jerry Sabor			3						
Carp	Steve Wiberg			3						
Carp	Joe Zybell			1						

MATERIAL / EQUIPMENT

QUANTITY	ITEM	UNIT PRICE	TOTAL
(18) 7	4x8 x ½" treated plywood	(16 ON Home Depot 2 From Shop)	
	2x4 x 8' treated		

TOTAL MATERIAL/EQUIPMENT
TOTAL LABOR
TOTAL ADDITIONAL CHARGE FOR ABOVE WORK

Above additional work to be performed under same conditions as specified in original contract unless otherwise stipulated.

DATE: 1-22-2020 AUTORIZING SIGNATURE:

APPROVED BY:
PRINT NAME:
DATE:

Entries must be completed within 14 days of purchase. Entrants must be 18 or older to enter. See complete rules on website. No purchase necessary.

THE HOME DEPOT ® More saving. More doing.℠

440 RANDALL ROAD
SOUTH ELGIN, IL 60177 (847)2148718

6923 00001 45649 01/21/20 07:54 PM
SALE CASHIER ISAAC

090489367886 15/32 4X8 PT <A>
7@26.57 185.99
0000-218-458 2X4-8 #2 PT <A>
2X4-8FT #2 PT
16@3.17 50.72

SUBTOTAL 236.71
SALES TAX 17.75
TOTAL $254.46
XXXXXXXXXXXX9274 HOME DEPOT
USD$ 254.46
AUTH CODE 021654/7010317 TA

STRAUB BUILDERS
VOLMER CHRISTOPHER
Chip Read
AID A0000000049999D8400305 THD PLCC PRO
X

PRO XTRA MEMBER STATEMENT

PRO XTRA ###-###-7828 SUMMARY
THIS RECEIPT PO/JOB NAME: 19073

PRO XTRA SPEND THIS VISIT: $236.71

2020 PRO XTRA SPEND 01/20: $4,136.37

This purchase qualifies for FUEL DISCOUNTS and 60 DAYS TO PAY on The Home Depot Commercial Credit Card. Ask an Associate to learn more or go to homedepot.com/financeoptions.

6923 01 45649 01/21/2020 1728

RETURN POLICY DEFINITIONS

	POLICY ID	DAYS	POLICY EXPIRES ON
A	11	365	01/20/2021

****

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PASSWORD: 20071 91587

112

LAMP INCORPORATED

PCO #018

Lamp Incorporated
460 N. Grove Avenue
Elgin, Illinois

Project: 16172 - D158 - HHS Fine Arts Addition
13917 Harmony Road
Huntley, Illinois 60142

Potential Change Order #018: Added masonry and Deck support steel per PR 17

TO: Huntley Community School District 158 650 Dr. John Burkey Drive Algonquin 60102		**FROM:**	
PCO NUMBER/REVISION:	018 / 0	**CONTRACT:**	1 - D158 - HHS Fine Arts Addition Prime Contract
REQUEST RECEIVED FROM:		**CREATED BY:**	Jay Schaack **(Lamp Incorporated)**
STATUS:	Pending - In Review	**CREATED DATE:**	2/20 /2020
REFERENCE:		**LOCATION:**	

CHANGE REASON: Architect request

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*
This PCO is in regards to the added brick and deck support that was necessary at CL 10 between Lobby A and the Black Box south wall. PR 17

ATTACHMENTS:
Brick support at south Black Box.pdf_ _HHS-PR 17.pdf_

#	Cost Code	Description	Type	Amount
1	05-05A-01A - Structural Steel Allowance	05A Guardian Steel- Supply and install of steel supports per PR 17	Commitment	$ 2,043.00
			Subtotal:	$2,043.00
			Grand Total:	**$2,043.00**

2/28/20
SIGNATURE **DATE**

2-28-20
SIGNATURE **DATE**

PROPOSAL REQUEST

District 158 Huntley High School	HHS- Fine Arts Addition
Lamp, Inc.	Attn: Jay Schaack
460 N. Grove Avenue	
Elgin, IL 60120	
(847) 741-7220	Fax: (847) 741-9677
jschaack@lampinc.net	

Submit an itemized (labor and material) quotation for the proposed modifications to the contract documents as described herein within 21 days of receipt. If a cost is not submitted within 21 days, this Proposal Request can be accepted at no additional cost. Written approval is required prior to proceeding with this change. COST EXPECTATIONS: ☐ DEDUCT ☐ NO COST ☐ ADD	**PR: # 17** **Comm: # 193011** **Const. Pkg: # N/A**

Distribution:

- ☐ Doug Renkosik
- ☐ Jay Schaack
- ☐ Chris Palmer
- ☐ Kirsta Ehmke
- ☐ Tyler Severson
- ☐ Jeff Strzalka
- ☐ Kent Adams
- ☐ Bob Chen
- ☐ Dave McVey
- ☐ David Etlinger
- ☐
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- ☐
- ☐

Item	Description
	Work Previously Completed, week of January 27, 2020.
17.1	Provide steel lintel for masonry veneer and provide steel lintel for steel decking, at Grid Line 10 between Black Box and South Vestibule. Reference existing detail F3 on sheet S4.01 for additional notes.

Attachments: N/A

Issued By: Tyler Severson Date: 02/20/2020

Wold Architects and Engineers
110 North Brockway Street, Suite 220
Palatine, IL 60067
woldae.com | 847 241 6100

PLANNERS
ARCHITECTS
ENGINEERS

MEMO

GUARDIAN
CONSTRUCTION PRODUCTS, INC.
10 S. 359 NORMANTOWN RD.
NAPERVILLE, IL 60564
(630) 820-8899
FAX (630) 820-1460

To: Lamp Incorporated - Jay **Date:** 11/22/19

Subject: Huntley HS Fine Arts Addition **Job:** 7842
13719 Harmony Rd Huntley, IL

There is nothing called out, shown or details cut along column line '10' for deck support (at the low roof) or for brick support. According to Chris, the Architect told him that angles will be required and to refer to sections D3 F3/S4.01.
We did not include anything for this due to nothing was shown/called out or details cut at that area. There will be an extra charge for the additional work to be performed:

Furnish and erect steel (prime painted) 5x3 angle anchored to cmu wall for deck support. Furnish and erect steel (galv.) 8x8 angle anchored to cmu wall for brick support.

Materials+Fabrication	$ 798.00
Details	$ 125.00
Bolts	$ 140.00
Erection - 2 GUYS - 3.75 HR	$ 980.00
TOTAL:	$ 2,043.00

Please review and advise if we are to proceed with this work.

Thank you,

Michael W. Straube

Michael W. Straube
Project Manager

LAMP INCORPORATED

PCO #019

Lamp Incorporated
460 N. Grove Avenue
Elgin, Illinois

Project: 16172 - D158 - HHS Fine Arts Addition
13917 Harmony Road
Huntley, Illinois 60142

Potential Change Order #019: Added Fire Dampers per PR14

TO: Huntley Community School District 158 650 Dr. John Burkey Drive Algonquin 60102		**FROM:**	
PCO NUMBER/REVISION:	019 / 0	**CONTRACT:**	1 - D158 - HHS Fine Arts Addition Prime Contract
REQUEST RECEIVED FROM:		**CREATED BY:**	Jay Schaack **(Lamp Incorporated)**
STATUS:	Pending - In Review	**CREATED DATE:**	2/26 /2020
REFERENCE:		**LOCATION:**	

CHANGE REASON: Architect request

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*
This PCO is for adding and relocating fire dampers as outlined in PR 14.

ATTACHMENTS:
Hartwig-PR14 pricing.pdf _HHS-PR 14.pdf

#	Cost Code	Description	Type	Amount
1	15-23A-01A - HVAC Allowance	23A Hartwig HVAC-allowance - PR 14 additional fire damper and relocation	Commitment	$ 542.00
			Subtotal:	$542.00
			Grand Total:	**$542.00**

GAGE FORGOT TO PUT ON DRAWING

Jay Schaack 2/28/20
SIGNATURE DATE

SIGNATURE DATE 2-28-20

PROPOSAL REQUEST

District 158 Huntley High School	HHS- Fine Arts Addition
Lamp, Inc.	Attn: Jay Schaack
460 N. Grove Avenue	
Elgin, IL 60120	
(847) 741-7220	Fax: (847) 741-9677
jschaack@lampinc.net	

Submit an itemized (labor and material) quotation for the proposed modifications to the contract documents as described herein within 21 days of receipt. If a cost is not submitted within 21 days, this Proposal Request can be accepted at no additional cost. Written approval is required prior to proceeding with this change.	**PR: # 14**
	Comm: # 193011
COST EXPECTATIONS: ☐ DEDUCT ☐ NO COST ☐ ADD	**Const. Pkg: # N/A**

Distribution:

- ☐ Doug Renkosik
- ☐ Jay Schaack
- ☐ Chris Palmer
- ☐ Kirsta Ehmke
- ☐ Tyler Severson
- ☐ Jeff Strzalka
- ☐ Kent Adams
- ☐ Bob Chen
- ☐ Dave McVey
- ☐ David Etlinger
- ☐
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- ☐
- ☐

Item	Description
14.1	Relocate proposed fire dampers in penthouse floor to be located in existing 2-hr rated fire wall, and provide new fire damper in new 2-hr rated fire wall extension at east end of duct as shown on updated sheets, per mechanical partial first floor plan – ventilation on Sheet M1.11.

Attachments: Sheet M1.11 (Dated 02/17/2020)

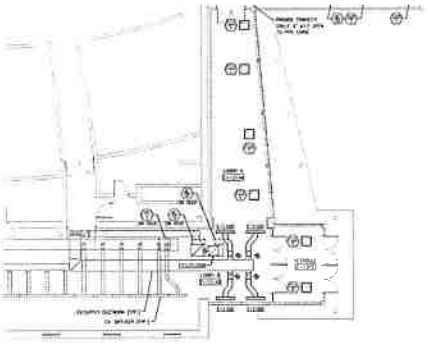
Issued By: Tyler Severson Date: 02/17/2020

Wold Architects and Engineers
110 North Brockway Street, Suite 220
Palatine, IL 60067
woldae.com | 847 241 6100

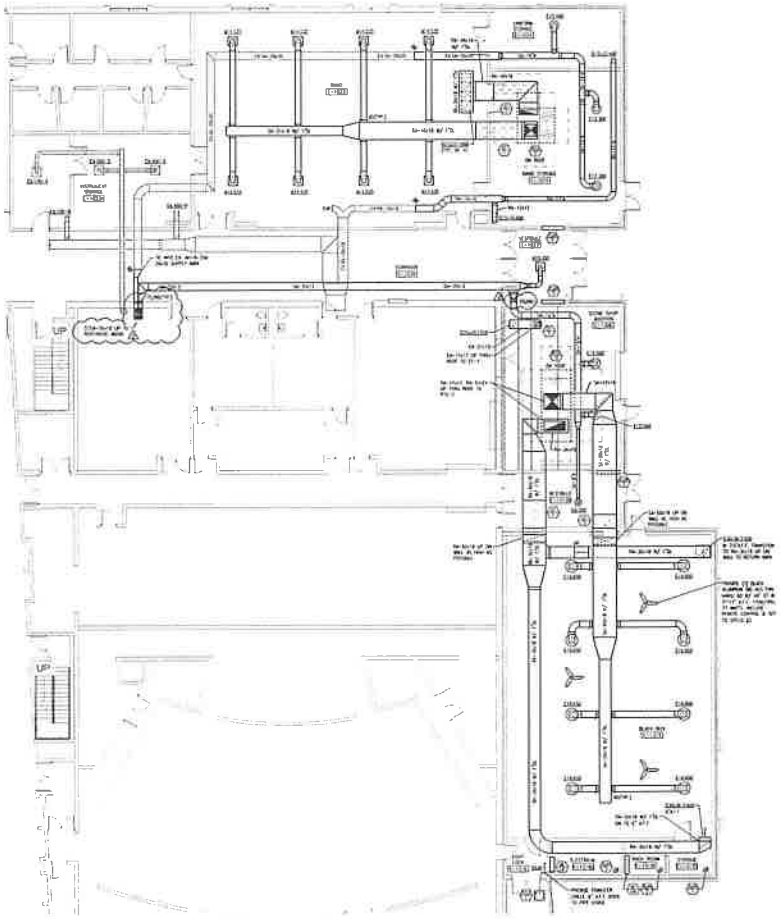
PLANNERS
ARCHITECTS
ENGINEERS

IL

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PARTIAL FIRST FLOOR PLAN - VENTILATION (SOUTH)



PARTIAL FIRST FLOOR PLAN - VENTILATION (NORTH)

HUNTLEY HS FINE ARTS ADDITION

Huntley CSD No. 158

Wold

WOLD ARCHITECTS AND ENGINEERS

FIRST FLOOR PLANS VENTILATION

M1.11

2.21.20 Jr Schuck 2/26/20

Change Order Request Detail

HARTWIG PLUMBING & HEATING, INC.

Project Name	HUNTLEY HS FINE ARTS								
Project Number	H19-146						Date Submitted		02/21/20
Contractor/Subcontractor	LAMP, INC.						Contractor's Request No.		
Description of Change	PR-14								
Labor									
Description	Classification	Hours		Hourly Rate		Raw Cost			
JOURNEYMAN		3.00	X	$ 102.35	=	$ 307.05			
			X		=	$ -			
			X		=	$ -			
						Subtotal		$	307.05
								$	-
						Labor Total		$	307.05
Material & Equipment									
Description	Qty	Unit		Unit Price		Raw Cost			
AIR PRODUCTS/FIRE DAMPER	1		X		=	$ 235.00			
			X		=	$ -			
			X		=	$ -			
			X		=	$ -			
			X		=	$ -			
			X		=	$ -			
			X		=	$ -			
			X		=	$ -			
						Subtotal		$	235.00
						Sales Tax		$	-
				%		Markup on M&E		$	235.00
						Materials & Equipment Total		$	235.00
Subcontractors									
Subcontractor	Description of Subcontract Work					Raw Cost			
						Subtotal		$	-
			10%			Markup on Subcontract Work		$	-
						Subcontract Total		$	-
		LMS: Labor + Materials & Equipment + Subcontract Total						$	542.05
Bonds & Insurance									
Description		Rate				Raw Cost			
Performance and Payment Bonds		0.00%	X	LMS Total	=	$ -			
Builder's Risk Insurance		0.00%	X	LMS Total	=	$ -			
Project Protective Liability Insurance		0.00%	X	LMS Total	=	$ -			
						Bonds & Insurance Total		$	-
						Grand Total		$	542.05

20800 E. Brink Street • Harvard, IL 60033 • 815.943.4430 P • 815.943.4490 F • www.hartwigplumbing.com

Jay Schaack

From: Kirsta Ehmke <kehmke@woldae.com>
Sent: Wednesday, February 26, 2020 11:28 AM
To: Renkosik, Doug
Cc: Tyler Severson; Jay Schaack
Subject: Fwd: HHS - PR 14 pricing
Attachments: PCO 19 w backup attached.pdf

Doug,

We (Wold and Gage Engineering) have reviewed the attached cost and find it to align with the work to be completed. Please let us know if you have any questions or concerns, and how you would like to proceed.

Thank you,

Wold Architects and Engineers

Kirsta Ehmke | AIA

Associate

220 North Smith Street, Suite 310
Palatine, Illinois 60067

t 847 241 6100 | woldae.com

Comm. No.:

---------- Forwarded message ---------
From: **Jay Schaack** <JSchaack@lampinc.net>
Date: Wed, Feb 26, 2020 at 8:47 AM
Subject: HHS - PR 14 pricing
To: Kirsta Ehmke <kehmke@woldae.com>, Tyler Severson <tseverson@woldae.com>

CAUTION: This email originated from outside of the organization. **Do not click links or open attachments unless you recognize the sender and know the content is safe.**

Good morning Kirsta, attached is PR 14 for review.

Thanks

LAMP INCORPORATED

PCO #021

Lamp Incorporated
460 N. Grove Avenue
Elgin, Illinois

Project: 16172 - D158 - HHS Fine Arts Addition
13917 Harmony Road
Huntley, Illinois 60142

Potential Change Order #021: PR 8 Reflected ceiling changes

TO: Huntley Community School District 158 650 Dr. John Burkey Drive Algonquin 60102		**FROM:**	
PCO NUMBER/REVISION:	021 / 0	**CONTRACT:**	1 - D158 - HHS Fine Arts Addition Prime Contract
REQUEST RECEIVED FROM:	Kirsta Ehmke **(Wold Architects & Engineers)**	**CREATED BY:**	Jay Schaack **(Lamp Incorporated)**
STATUS:	Pending - In Review	**CREATED DATE:**	3/3 /2020
REFERENCE:		**LOCATION:**	

CHANGE REASON: Architect request

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*
This PCO is in regards to the costs associated with the reflected ceiling changes for PR8. Hargrave responded as a no cost change for the framing and drywall work on the lintel wrap due the the removal of pipe soffit.

ATTACHMENTS:
HHS-Heikotter - PR 8.pdf

#	Cost Code	Description	Type	Amount
1	09-09D-01A - Acoustical Ceiling Allowance	Labor and materials in association with PR 8	Commitment	$ 275.00
			Subtotal:	$275.00
			Grand Total:	$275.00

4/6/20

Subcontractor Signature Date

Jay Schaack 4/6/20

SIGNATURE **DATE**

SIGNATURE **DATE**

Huntley Community School District 158 – Board of Education
Regular Meeting
March 19, 2020 Minutes – draft

Meeting: Regular Meeting with Closed Session as per OMA and 5ILCS120/2c
Time: 6:00 PM
Location: Administrative Building in the Board Room, 650 Dr. John Burkey Drive, Algonquin, Illinois

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Mission Statement: Our learning community will inspire, challenge and empower all students always.
Board of Education Members: President, Mr. Michael Fleck; Vice President, Mr. Anthony Quagliano; Secretary, Mr. Paul Troy; Mr. William Geheren; Mrs. Melissa Maiorino; Mrs. Lesli Melendy; Mr. Kevin Gentry.

Minutes

1. **Call to Order / Roll Call**
   Call to Order the Thursday, March 19, 2020 Regular Meeting of the Board of Education at 6:02 p.m. A quorum must be met.
   Roll Call: Ayes 7/ Absent 0/ **Motion Carried**
   Members: Mr. Fleck, Mr. Geheren, Mr. Gentry, Mr. Quagliano, Mrs. Melendy, Mr. Troy, Mrs. Maiorino
   Melissa entered @ 6:02
   Phone: Mrs. Stock, Mrs. Melendy, Mr. Geheren, Mrs. Lombard, Mr. Altmayer
2. **Closed Session / Roll Call**
   Move to enter into Closed Session at p.m. as indicated in the Open Meetings Act and 5ILCS120/2c for discussion of: (1) The appointment, employment, discipline, performance, or dismissal of specific employees or legal counsel; (2) Collective negotiating matters; (9) Student Disciplinary; (11) Litigation; (21) Discussion of minutes of meetings lawfully closed under this Act.
   Roll Call: Ayes 7 / Nays 0 / Absent 0 / **Motion Carried**
   Mr. Fleck moved, Mr. Quagliano 2nd
   Members: Mr. Troy, Mr. Geheren, Mr. Fleck, Mr. Gentry, Mr. Quagliano, Mrs. Melendy, Mrs. Maiorino

   2. 1. **Exit or Suspend Closed Session / Voice Call**
      Move to exit or suspend Closed Session at 7:06 p.m. and return to Open Session.
      Voice Call: Ayes 7/ Nays 0/ **Motion Carried**
      Mr. Fleck moved, Mr. Quagliano 2nd
3. **Resume in Public Session / Roll Call**
   Resume the Regular Meeting at 7:12 p.m.
   Roll Call: Ayes 7/ Absent 0/ **Motion Carried**
   Members: Mrs. Melendy, Mr. Troy, Mrs. Maiorino, Mr. Geheren, Mr. Gentry, Mr. Quagliano, Mr. Fleck

   3. 1. **Action as required / Roll Call**
      Will come from the Board.
      Roll Call: Ayes 7/ Nays 0/ **Motion Carried**
      No action was taken
4. **Pledge of Allegiance**
5. **Public Comment**
   Dr. Rowe read statement.
6. **Revision and Adoption of the Agenda / Voice Call**
   Items removed from Agenda 7,8,9,10,11,12
   Mr. Fleck moved, Mrs. Melendy 2nd
7. **Associate Superintendent's Report** -**None**
8. **Assistant Superintendent of Learning and Innovation Report - None**

9. **Chief Financial Officer/Treasurer - None**
10. **Chief Technology Officer - None**
11. **Assistant Superintendent of Human Resources (HR) Report - None**
12. **Assistant Superintendent for Special Services - None**
13. **Community Relations & Student Outreach**

    13. 1. **Freedom of Information Act (FOIA) Requests – The FOIA was given.**
14. **Superintendent's Report** Dr. Rowe gave his report.
15. **President's Report**

    15. 1. **Legislative Updates**
16. **Policy Committee** – Policy was reviewed by the Board.
17. **Consent Agenda / Action / Roll Call**

    All of the following Consent Agenda items have gone through the Committee of the Whole. Prior to adoption, revisions are presented here.

    Roll Call: Ayes 6/ Nays 1/ Motion Carried

    Recommendation: Seeking approval and adoption of the Consent Agenda as follows:

    17. 1. **Board of Education Meeting Minutes**

    The Minutes from January 16, 2020 Regular Meeting, Closed Session for January 16, 2020, February 6, 2020 Regular Meeting, Special Meeting February 6, 2020 and February 20, 2020 Regular Meeting were approved as presented.

    Action: Approved as presented.

    17. 2. **Finance Committee**

    17. 2. 1. **Payables**

    The purchase orders of $415,873.95; imprest checks at $96,516.29; accounts payable at $1,426.31; and disbursements issued at $2,726,430.89; were approved as presented.

    Action: Approved as presented.

    17. 2. 2. **Revenue Contract**

    The fundraising contracts were approved as presented.

    Action: Approved as presented.

    17. 3. **Human Resources (HR) Committee**

    17. 3. 1. **HR Personnel Report**

    The personnel reports provided and reviewed by the Board, which includes explanation for resignations, retirements, terminations, employment, contract revisions, and leave requests, were approved as presented.

    Action: Approved as presented.

    17. 3. 2. **HESPA MOU - Probationary Employees**

    The Memorandum of Understanding between HESPA and the Board of Education, was approved as presented.

    Action: Approved as presented.

    17. 4. **Buildings & Grounds (B&G) Committee**

    17. 4. 1. **Exterior Window Repair Bid #2020-08**

    Bid #2020-08 was approved as presented.

    Action: Approved as presented.

    17. 4. 2. **Thru-wall Flashing Replacement Bid #2020-41**

    Bid #2020-41 was approved as presented.

    Action: Approved as presented.

18. **Items Removed from the Consent Agenda** - None

19. **Action Items / Roll Call (A)** (Mr. Fleck)
(Action items may or may not have gone through committee and require separate action.)

19. 1. **Supplemental Purchase Orders and Supplemental Accounts Payable**
Mr. Altmayer sought approval of the Supplemental Purchase Orders Report at $2,381,409.12 and the Supplemental Accounts Payable Report at $10,009.79, as presented.
Roll Call: Ayes 7/Nays 0/ **Motion Carried**
Mr. Quagliano moved, Mr. Troy 2nd
Action: Approved as presented.

19. 2. **Resolution of Reduction in Extra Working Days - Resolution #2020-03-01**
Mr. Zehr sought the approval of the Board of the Resolution of Reduction in Extra Working Days as presented.
Mr. Fleck moved, Mr. Gentry 2nd
Action: Approved as presented.

19. 3. **Resolution of Non-Reemployment - Resolution #2020-03-02**
Mr. Zehr sought the approval of the Board of the Resolution of Non-Reemployment as presented.
Mr. Fleck moved, Mr. Gentry 2nd
Action: Approved as presented.

19. 4. **Resolution of Honorable Dismissal - Resolution #2020-03-03**
Mr. Zehr sought the approval of the Board of the Resolution of Honorable Dismissal as presented.
Mr. Fleck moved, Mr. Gentry 2nd
Action: Approved as presented.

19. 5. **Transportation Bus Bid**
Bus Bid #2019-07 - Purchase of 18 buses from Midwest Transit Equipment and Central States Bus Sales at prices listed in their respective proposals.
Mr. Fleck moved, Mrs. Maiorino 2nd
Action: Approved as presented.

20. **Public Comment** - None

21. **Adjournment**
Motion to adjourn the meeting at 8:19p.m. **Voice Call:** Ayes 7/ Nays 0/ **Motion Carried**

Submitted by,
Julie Stock, Board Operations
Paul Troy, Board Secretary

These minutes are subject to approval.

_____ _____

President Date Secretary Date

Huntley Community School District 158 – Board of Education
Personnel Report
April 16, 2020

2019-2020 Staff Retirements

Jane Kantor
- Teacher/ Social Studies
- 20 Years of Service

Administrator

Resignations	Location	Name	Salary/Reason	Effective Date
Director of Curriculum	District Office	Kathryn Love	$82,692.50 (prorated to 250 days)/Voluntary	June 30, 2020

Certified

Replacement	Location	Name	Salary	Effective Date
Instructional Coach	Marlowe	Pam Zobott (T)	$TBD	August 17, 2020
Teacher/Special Ed	Chesak	Karlene Ernat (T)	$TBD	August 17, 2020
Teacher/SNAP	Leggee	Margaret Hoffman (T)	$TBD	August 17, 2020
Teacher/Social Studies	High School	Amanda Easley (R)	$TBD	August 17, 2020
Teacher/ Social Studies	TBD	Nicholas Margiotta (R)	$TBD	August 17, 2020
Teacher/English	High School	Noelle Green (T)	$TBD	August 17, 2020

Resignations	Location	Name	Salary/Reason	Effective Date
Teacher/Foods	High School	Brittany Cieplinski	$42,962.00/Voluntary	May 22, 2020
Teacher/English	High School	Benjamin Salomon	$50,076.00/Voluntary	May 22, 2020
Teacher/ Social Studies	Heineman	Jane Kantor	$100,690.80/Retirement	May 22, 2020

Educational Support

Replacements	Location	Name	Salary	Effective Date
1:1 Aide	Light Program	Terri McLaughlin	$14.37	TBD

Mandated Leaves

Type	Location	Number of Staff
FMLA	High School	4

Non-Mandated Leaves

Type	Location	Number of Staff
One Year Personal Unpaid Leave	Conley	1

(N) = New Staff
(T) = Transfer of existing
(R) = Recalled

MEMORANDUM OF UNDERSTANDING REGARDING
REMOTE LEARNING DAYS

This Memorandum of Understanding ("Agreement") is made on this 16th day of April, 2020 by and between The Board of Education of Huntley Community School District No. 158 ("Board" or "District", as applicable), the Huntley Education Association ("Union"). The District and the Union shall collectively be referred to herein as the "Parties".

WHEREAS, On April 16, 2020, Governor Pritzker issued Executive Order 2020-15 authorizing the State Board of Education to implement rules allowing the State Superintendent of Education to create, define and determine the use of Remote Learning Days subsequent to March 30, 2020; and

WHEREAS, On April 16, 2020, the State Board of Education issued emergency regulations ("Emergency Rules") requiring districts without approved statutory e-learning plans to adopt a Remote Learning Day Plan approved by the district's Superintendent or Chief Administrator; and

WHEREAS, the Emergency Rules provide that work connected to Remote Learning Day Plans must be bargained with any applicable bargaining unit in the District; and

WHEREAS, the District administration and the Union have developed the attached Remote Learning Day Plan; and

WHEREAS, the Superintendent of the District has approved the Remote Learning Day Plan.

NOW THEREFORE IT IS AGREED:

1. The recitals set forth above are found to be true and correct.

2. The attached Remote Learning Day Plan is adopted.

3. The Parties agree that the Remote Learning Day Plan may be modified from time to time after bargaining any proposed changes that effect the terms and conditions of employment of Union employees.

IT IS HEREBY AGREED:

The Board of Education of Huntley Community School District No. 158

By: _____
Michael Fleck, President, Board of Education

The Huntley Education Association

By: _____
Brad Aney, President, HEA

Huntley Community School District #158
Job Description –Family Engagement Liaison

Job Title: Family Engagement Liaison
Department: District Office
Reports to: Director of Student Services
Prepared by: Human Resources
Prepared Date: March, 2020
Approved by: Board of Education
Approved Date: April 16, 2020

Summary: The Family Engagement Liaison will work collaboratively with families to ensure that they form partnerships with school personnel. Emphasis will be placed on assurance that special services programs meet the holistic needs of students while providing supports to families with prioritization on educational opportunities to help them better understand provisions of special services.

1. Assume leadership roles in the parent community,
2. Foster relationships with parents to facilitate trust between families and schools,
3. Support parents to develop advocacy skills for their students' academic, behavioral, and social growth

Essential Duties and Responsibilities include the following; other duties may be assigned:

- The Liaison serves as a role model in the development of parent relationships with school personnel.
- The Liaison facilitates the coordination of a variety of family and parent participation activities (i.e., common core grade level workshops, cultural events, parent orientations, support workshops, etc.)
- The Liaison helps develop a school wide parent volunteer system in collaboration with PTO, i.e. 1-2 volunteers who have a student with a disability.
- The Liaison fosters partnerships and relationships with community and educational organizations focused on family engagement linked to learning environments.
- The Liaison maintains familiarity with all aspects of special education processes.
- The Liaison helps parents prepare for special education meetings.
- The Liaison assists with the development of monthly newsletters for families.
- The Liaison makes phone calls to parents for outreach support.
- The Liaison serves as an informational resource to parents concerning school programs and services.
- The Liaison confers and meets with parents to identify family issues and needs.
- The Liaison provides informational materials to parents to assist in the location and utilization of school services and resources.
- The Liaison establishes and maintains partnerships with community agencies to enhance and facilitate support services for students.
- The Liaison maintains familiarity with the district's objectives and policies of special education services and supports.

Qualifications: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education and/or Experience: Master's degree in Social Work or Psychology.

Licenses/Endorsements: Valid Illinois Driver's License**.** Appropriate and valid Professional Educator License with School Social Work or Psychology endorsement.

Language Skills: Ability to read and comprehend simple instructions, short correspondence, and memos. Ability to write basic correspondence. Ability to effectively present information in one-on-one and small group situations to parents and employees of the district. Ability to speak effectively before groups of employees of organization.

Mathematical Skills: Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent. Ability to develop and interpret mathematical data in graphs or other visual displays.

Reasoning Ability: Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables.

Computer Skills: To perform this job successfully, an individual should have:

- Ability to access, organize, and manipulate information using standard office applications, especially Google products
- Strong written communication skills using word processing, email and other modern tools
- Comfortability in an online-oriented, highly connected work environment

Physical Demands: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The employee must occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision and color vision.

Work Environment: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment is usually quiet.

Employee Signature **Date**

Hiring Supervisor Signature **Date**

Job Title: Assistant Director for Special Services
Department: District Administration
Reports to: Director for Special Services
FLSA Status: Exempt
Prepared by: Human Resources
Prepared Date: March, 2020
Approved by: Board of Education
Approved Date: April 16, 2020

Summary: Assists the Director of Special Services in the leadership of special education programs consistent with federal and state laws as well as district policies and procedures. Assists the Director in the administration of school specific programs and services that allow students requiring special education services to access general education curriculum in the least restrictive environment while meeting their individual educational needs.

Essential Duties and Responsibilities include the following; other duties may be assigned:

- Assists the director in identifying staffing requirements of special programs for certificated and classified staff based on student enrollment
- Assists building administrators with recruitment and selection of special needs program staff
- Works with building administrators and curriculum directors to coordinate special education curriculum and regular curriculum, ensuring that specialized instruction needs are met for all students
- Oversight and supervision of Section 504 Services
- Assists the director in developing the program budget policies and procedures, which ensure that the District follows federal and state requirements
- Serves as a liaison with outside agencies
- Serves as a member of the leadership team of the District
- Supervises of out-of-district student placements, contractual agreements, and agency related services
- Assist with preparation of federal and state reports for the purpose of compliance mandates
- Assists the Director to conduct and plan research-based professional learning for district staff
- Support teachers in making professional changes (teaching strategies, innovative ideas, professional networks analysis of student data, etc.)
- Oversight and supervision of the ESY Program

Supervisory Responsibilities: Supervise assigned administrators and departments. This position carries out supervisory responsibilities in accordance with the district's policies and applicable laws. Responsibilities include interviewing, hiring, and training employees; planning, assigning, and directing work; appraising performance; rewarding and disciplining employees; addressing complaints and resolving problems.

Qualifications: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education and/or Experience: Master's degree in Educational Leadership: minimum of two years as an education administrator is preferred.

Licenses/Endorsements: Valid Illinois Driver's License**.** Appropriate and valid Professional Educator License with Administrator Endorsement. Director of Special Education endorsement required.

Language Skills: Ability to read and comprehend simple instructions, short correspondence, and memos. Ability to write basic correspondence. Ability to effectively present information in one-on-one and small group situations to parents and employees of the district. Ability to speak effectively before groups of employees of organization.

Mathematical Skills: Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent. Ability to develop and interpret mathematical data in graphs or other visual displays.

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Employee Signature **Date**

Hiring Supervisor Signature **Date**

MEMORANDUM OF UNDERSTANDING REGARDING
REMOTE LEARNING DAYS

This Memorandum of Understanding ("Agreement") is made on this 16th day of April, 2020 by and between The Board of Education of Huntley Community School District No. 158 ("Board" or "District", as applicable), the Huntley Education Support Personnel Association ("Union"). The District and the Union shall collectively be referred to herein as the "Parties".

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2. The attached Remote Learning Day Plan is adopted.

3. The Parties agree that the Remote Learning Day Plan may be modified from time to time after bargaining any proposed changes that effect the terms and conditions of employment of Union employees.

IT IS HEREBY AGREED:

The Board of Education of Huntley Community School District No. 158

By: _____
Michael Fleck, President, Board of Education

The Huntley Education Support Personnel Association

By: _____
Tammy Fabis, President, HESPA

HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

Huntley Community School District 158

650 Dr. John Burkey Drive
Algonquin, Illinois 60102
(847) 659-6158 • www.district158.org

To: Board of Education and Administration

From: Mark Altmayer, Chief Financial Officer

Date: April 16, 2020

Subject: **Purchase Order Summary**
Board of Education Meeting, April 16, 2020
Finance Committee

The following is an executive summary of the attached report titled "Purchase Orders" which is a listing of purchase orders issued from March 12, 2020 to April 9, 2020 for which administration is requesting Board Approval to issue payment once invoices have been received. Invoices which exceed an approved Purchase Order by $100 or 10% of the Purchase Order (whichever is lower) will not be issued without additional Board approval.

Education Fund	$	1,738,112.50
Operations & Maintenance Fund		318,498.73
Debt Service Fund		0.00
Transporation Fund		136,263.92
Municipal Retirement and Social Security Fund		0.00
Capital Projects Fund		0.00
Working Cash Fund		0.00
Fire Prevention and Safety Fund		0.00
Total	$	2,192,875.15

At this time there is no Supplemental Purchase Order Summary for which Board approval is needed. Therefore, one will be provided in the packet for the upcoming Regular Board meeting. It will consist of an executive summary and an attached report titled "Purchase Orders" which will contain a listing of purchase orders issued for which Administration will request Board Approval to issue payment once invoices have been received.

RECOMMENDATION
Administration requests that the Finance Committee recommends the Board of Education approve the Purchase Order Report at the April 16, 2020 Regular Board of Education meeting.

Huntley Community School District #158
Purchase Orders Report
From March 12, 2020 to April 9, 2020

P.O.#	Vendor Name	A.S.N.	Description		Amount	P.O. Date	State Account Number
0020040677	1ST Ayd Corporation						
		40-2554-410-00-79	Fleet Supplies		500.00	4/1/2020	40-2554-410-00-79
				Total	$500.00		
0020202764	A Parts Warehouse						
		40-2554-410-00-79	Fleet Supplies		240.00	3/13/2020	40-2554-410-00-79
				Total	$240.00		
0020040187	ABM Industry Groups LLC						
		40-2550-321-00-79	Bus Sanitation		3,387.09	4/1/2020	40-2550-321-00-79
				Total	$3,387.09		
0020040207	ABM Industry Groups LLC						
		20-2542-310-00-79	Custodial Contract Service		135,107.73	4/1/2020	20-2542-310-00-79
				Total	$135,107.73		
0020040217	ABM Industry Groups LLC						
		20-2542-320-00-79-605-14	Contractual Overtime		2,200.00	4/1/2020	20-2542-320-00-79-605-14
				Total	$2,200.00		
0020040227	ABM Industry Groups LLC						
		20-2542-319-00-79-605-14	Contractual Cust. Replacement		1,250.00	4/1/2020	20-2542-319-00-79-605-14
				Total	$1,250.00		
0020040637	Accountable Healthcare Staffing Inc						
		10-2140-310-00-79-600-14	Psychological Services		10,000.00	4/1/2020	10-2140-310-00-79-600-14
				Total	$10,000.00		
0020202822	Accountable Healthcare Staffing Inc						
		10-2140-310-92-79-600-14	IDEA Psychological Services		960.00	4/1/2020	10-2140-310-92-79-600-14
				Total	$960.00		
0020040337	ADP LLC						
		10-1100-220-00-79-600-14	Regular Programs Insurance		2,000.00	4/1/2020	10-1100-220-00-79-600-14
				Total	$2,000.00		
0020040437	ADP LLC						
		10-2520-310-00-74-500-14	Prof & Tech Fiscal		18,700.00	4/1/2020	10-2520-310-00-74-500-14
		10-2520-310-00-74-500-14	Prof & Tech Fiscal		18,700.00	4/1/2020	10-2520-310-00-74-500-14
				Total	$37,400.00		
0020040717	Advance Auto Parts						
		40-2554-410-00-79	Fleet Supplies		2,000.00	4/1/2020	40-2554-410-00-79
				Total	$2,000.00		
0020040027	Advantage Mechanical Inc						
		20-2542-323-00-79	Repairs & Maint Buildings		2,500.00	4/1/2020	20-2542-323-00-79
				Total	$2,500.00		

Huntley Community School District #158
Purchase Orders Report
From March 12, 2020 to April 9, 2020

P.O.#	Vendor Name	A.S.N.	Description		Amount	P.O. Date	State Account Number
0020040317	Advantage Mechanical Inc						
		20-2542-390-00-79	Other Purchased Service		4,632.41	4/1/2020	20-2542-390-00-79
				Total	$4,632.41		
0020040427	AFLAC Group						
		10-2310-220-00-79-600-14	Support Serv-Gen Adm Insurance		4,500.00	4/1/2020	10-2310-220-00-79-600-14
				Total	$4,500.00		
0020040237	Airgas USA LLC						
		20-2542-410-00-79	Supplies B & G		500.00	4/1/2020	20-2542-410-00-79
				Total	$500.00		
0020202775	Alboum & Associates LLC						
		10-2212-310-00-79-505-14	Curriclum Gen Pur Svc		12.32	3/17/2020	10-2212-310-00-79-505-14
				Total	$12.32		
0020202776	Alboum & Associates LLC						
		10-2212-310-00-79-505-14	Curriclum Gen Pur Svc		111.36	3/17/2020	10-2212-310-00-79-505-14
				Total	$111.36		
0020202793	Alboum & Associates LLC						
		10-2212-310-00-79-505-14	Curriclum Gen Pur Svc		124.00	3/20/2020	10-2212-310-00-79-505-14
				Total	$124.00		
0020041617	Alexander Leigh Center for Autism						
		10-4220-670-00-79-600-14	Sp Ed Private Tuition		35,200.00	4/1/2020	10-4220-670-00-79-600-14
				Total	$35,200.00		
0020202765	Alexian Brothers						
		10-4210-670-00-79-600-14	Reg Ed Out of District		2,480.00	3/13/2020	10-4210-670-00-79-600-14
				Total	$2,480.00		
0020202794	Alexian Brothers						
		10-1200-310-92-79-600-14	IDEA General Purchased Service		120.00	3/20/2020	10-1200-310-92-79-600-14
				Total	$120.00		
0020202800	Alexian Brothers						
		10-4210-670-00-79-600-14	Reg Ed Out of District		3,800.00	3/20/2020	10-4210-670-00-79-600-14
				Total	$3,800.00		
0020041077	Alpha Baking Company Inc						
		10-2560-415-00-71-100-13	Cafe Food Leggee		650.00	4/1/2020	10-2560-415-00-71-100-13
				Total	$650.00		
0020041087	Alpha Baking Company Inc						
		10-2560-415-00-71-300-13	Cafe Food HS		1,500.00	4/1/2020	10-2560-415-00-71-300-13
				Total	$1,500.00		

Huntley Community School District #158
Purchase Orders Report
From March 12, 2020 to April 9, 2020

P.O.#	Vendor Name	A.S.N.	Description		Amount	P.O. Date	State Account Number
0020041097	Alpha Baking Company Inc						
		10-2560-415-00-72-110-13	Cafe Food Chesak		700.00	4/1/2020	10-2560-415-00-72-110-13
				Total	$700.00		
0020041107	Alpha Baking Company Inc						
		10-2560-415-00-72-120-13	Cafe Food Martin		1,000.00	4/1/2020	10-2560-415-00-72-120-13
				Total	$1,000.00		
0020041117	Alpha Baking Company Inc						
		10-2560-415-00-72-220-13	Cafe Food Marlowe		1,000.00	4/1/2020	10-2560-415-00-72-220-13
				Total	$1,000.00		
0020041127	Alpha Baking Company Inc						
		10-2560-415-00-74-140-13	Cafe Food Mackeben		600.00	4/1/2020	10-2560-415-00-74-140-13
				Total	$600.00		
0020041137	Alpha Baking Company Inc						
		10-2560-415-00-74-150-13	Cafe Food Conley		600.00	4/1/2020	10-2560-415-00-74-150-13
				Total	$600.00		
0020041147	Alpha Baking Company Inc						
		10-2560-415-00-74-210-13	Cafe Food Heineman		800.00	4/1/2020	10-2560-415-00-74-210-13
				Total	$800.00		
0020202891	American Reading Company						
		10-1600-410-89-79-605-14	Title I Supplies		10,800.00	4/8/2020	10-1600-410-89-79-605-14
				Total	$10,800.00		
0020202892	American Reading Company						
		10-1800-410-82-79-605-14	TBE/TPI Instructional Supplies		11,800.00	4/8/2020	10-1800-410-82-79-605-14
				Total	$11,800.00		
0020040087	Anderson Lock Co Inc						
		20-2542-410-00-79	Supplies B & G		1,000.00	4/1/2020	20-2542-410-00-79
				Total	$1,000.00		
0020040037	Anderson Pest Solutions						
		20-2542-321-00-79	Sanitation/Exterminating		554.47	4/1/2020	20-2542-321-00-79
				Total	$554.47		
0020040667	AnthroMed LLC						
		10-2150-310-00-79-600-14	Sp Path & Audiology Serv		12,000.00	4/1/2020	10-2150-310-00-79-600-14
				Total	$12,000.00		
0020040807	Applied Maintenance						
		40-2554-410-00-79	Fleet Supplies		350.00	4/1/2020	40-2554-410-00-79
				Total	$350.00		

Huntley Community School District #158
Purchase Orders Report
From March 12, 2020 to April 9, 2020

P.O.#	Vendor Name	A.S.N.	Description		Amount	P.O. Date	State Account Number
0020040057	Associated Electrical Contractors						
		20-2542-323-00-79	Repairs & Maint Buildings		1,000.00	4/1/2020	20-2542-323-00-79
				Total	$1,000.00		
0020040327	AT&T						
		20-2540-340-00-79	Telephone - Districtwide		10,000.00	4/1/2020	20-2540-340-00-79
				Total	$10,000.00		
0020040367	AT&T Long Distance						
		20-2540-340-00-79	Telephone - Districtwide		3,000.00	4/1/2020	20-2540-340-00-79
				Total	$3,000.00		
0020202766	Auto Tech Centers Inc						
		40-2550-323-00-79	Repairs and Maintenance		1,175.43	3/13/2020	40-2550-323-00-79
				Total	$1,175.43		
0020202795	Aveanna Healthcare						
		10-2130-310-00-79-600-14	Health Services		1,296.00	3/20/2020	10-2130-310-00-79-600-14
				Total	$1,296.00		
0020202823	Aveanna Healthcare						
		10-2130-310-00-79-600-14	Health Services		1,838.40	4/1/2020	10-2130-310-00-79-600-14
				Total	$1,838.40		
0020040257	Batteries Plus LLC						
		20-2542-410-00-79	Supplies B & G		250.00	4/1/2020	20-2542-410-00-79
				Total	$250.00		
0020040197	Benefitfocus.com Inc						
		10-2310-220-00-79-600-14	Support Serv-Gen Adm Insurance		1,700.00	4/1/2020	10-2310-220-00-79-600-14
				Total	$1,700.00		
0020202796	Bilingual Educational Specialists Inc						
		10-2150-310-92-79-600-14	IDEA Sp Path & Audiology Serv		650.00	3/20/2020	10-2150-310-92-79-600-14
				Total	$650.00		
0020202785	Biology Products						
		10-1120-410-13-72-220-08	Marlowe Science Supplies 8		148.05	3/17/2020	10-1120-410-13-72-220-08
		10-1120-410-13-72-220-08	Marlowe Science Supplies 8		787.50	3/17/2020	10-1120-410-13-72-220-08
				Total	$935.55		
0020040827	Blu Petroleum						
		40-2552-464-00-79	Diesel/Gasoline		40,000.00	4/1/2020	40-2552-464-00-79
				Total	$40,000.00		
0020041647	Blu Petroleum						
		40-2552-464-00-79	Diesel/Gasoline		2,000.00	4/1/2020	40-2552-464-00-79
				Total	$2,000.00		

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P.O.#	Vendor Name	A.S.N.	Description		Amount	P.O. Date	State Account Number
0020040417	Blue Cross Blue Shield						
		10-1100-220-00-79-600-14	Regular Programs Insurance		850,000.00	4/1/2020	10-1100-220-00-79-600-14
				Total	$850,000.00		
0020202774	BMO Mastercard						
		10-1120-332-00-72-220-13	Teacher Travel Marlowe		515.00	3/17/2020	10-1120-332-00-72-220-13
		10-1120-332-00-72-220-13	Teacher Travel Marlowe		295.00	3/17/2020	10-1120-332-00-72-220-13
		10-1120-410-00-72-220-13	Inst Supplies Marlowe		9.07	3/17/2020	10-1120-410-00-72-220-13
		10-1120-410-00-72-220-13	Inst Supplies Marlowe		155.94	3/17/2020	10-1120-410-00-72-220-13
		10-1120-410-00-72-220-13	Inst Supplies Marlowe		107.16	3/17/2020	10-1120-410-00-72-220-13
		10-1120-410-00-72-220-13	Inst Supplies Marlowe		96.46	3/17/2020	10-1120-410-00-72-220-13
		10-1120-410-00-72-220-13	Inst Supplies Marlowe		62.43	3/17/2020	10-1120-410-00-72-220-13
		10-1120-410-00-72-220-13	Inst Supplies Marlowe		18.99	3/17/2020	10-1120-410-00-72-220-13
		10-1120-410-00-72-220-13	Inst Supplies Marlowe		43.97	3/17/2020	10-1120-410-00-72-220-13
		10-1120-410-09-72-220-13	Home Ec Marlowe		51.27	3/17/2020	10-1120-410-09-72-220-13
		10-1120-410-09-72-220-13	Home Ec Marlowe		62.64	3/17/2020	10-1120-410-09-72-220-13
		10-1120-410-80-72-220-13	PBIS		32.34	3/17/2020	10-1120-410-80-72-220-13
		10-1120-490-00-72-220-13	Instruc Coach/1:1 Supplies MMS		24.46	3/17/2020	10-1120-490-00-72-220-13
		10-1120-490-00-72-220-13	Instruc Coach/1:1 Supplies MMS		48.49	3/17/2020	10-1120-490-00-72-220-13
		10-1120-490-02-72-220-13	Marlowe Fine Arts Supplies		29.97	3/17/2020	10-1120-490-02-72-220-13
		10-1120-490-02-72-220-13	Marlowe Fine Arts Supplies		39.96	3/17/2020	10-1120-490-02-72-220-13
		10-1120-490-02-72-220-13	Marlowe Fine Arts Supplies		79.92	3/17/2020	10-1120-490-02-72-220-13
		10-1120-490-02-72-220-13	Marlowe Fine Arts Supplies		82.32	3/17/2020	10-1120-490-02-72-220-13
		10-1120-490-02-72-220-13	Marlowe Fine Arts Supplies		129.41	3/17/2020	10-1120-490-02-72-220-13
		10-1120-490-02-72-220-13	Marlowe Fine Arts Supplies		394.71	3/17/2020	10-1120-490-02-72-220-13
		10-1120-490-02-72-220-13	Marlowe Fine Arts Supplies		8.99	3/17/2020	10-1120-490-02-72-220-13
		10-2410-410-00-72-220-13	Office Supplies Marlowe		431.65	3/17/2020	10-2410-410-00-72-220-13
				Total	$2,720.15		
0020202790	BMO Mastercard						
		10-1125-410-97-79-600-14	All Children Supplies		7.22	3/19/2020	10-1125-410-97-79-600-14
		10-1125-410-97-79-600-14	All Children Supplies		208.34	3/19/2020	10-1125-410-97-79-600-14
		10-1125-410-97-79-600-14	All Children Supplies		68.59	3/19/2020	10-1125-410-97-79-600-14
		10-1125-410-97-79-600-14	All Children Supplies		41.30	3/19/2020	10-1125-410-97-79-600-14
		10-1125-410-97-79-600-14	All Children Supplies		91.71	3/19/2020	10-1125-410-97-79-600-14
		10-1125-490-00-79-600-14	Supplies Preschool		5.90	3/19/2020	10-1125-490-00-79-600-14
		10-1125-490-00-79-600-14	Supplies Preschool		8.99	3/19/2020	10-1125-490-00-79-600-14
		10-1125-490-00-79-600-14	Supplies Preschool		36.95	3/19/2020	10-1125-490-00-79-600-14
		10-1125-490-00-79-600-14	Supplies Preschool		14.99	3/19/2020	10-1125-490-00-79-600-14
		10-1225-410-95-79-600-14	ECE Instr Supplies		37.98	3/19/2020	10-1225-410-95-79-600-14
		10-1225-410-95-79-600-14	ECE Instr Supplies		129.98	3/19/2020	10-1225-410-95-79-600-14
		10-1225-410-95-79-600-14	ECE Instr Supplies		244.56	3/19/2020	10-1225-410-95-79-600-14
		10-2300-410-97-79-600-14	All Children Gen Admin Sup		26.98	3/19/2020	10-2300-410-97-79-600-14
				Total	$923.49		

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P.O.#	Vendor Name	A.S.N.	Description	Amount	P.O. Date	State Account Number
0020202791	BMO Mastercard					
		10-1200-310-92-79-600-14	IDEA General Purchased Service	50.00	3/19/2020	10-1200-310-92-79-600-14
		10-1200-410-66-71-300-13	STEP Supplies	118.99	3/19/2020	10-1200-410-66-71-300-13
		10-1200-410-66-71-300-13	STEP Supplies	13.99	3/19/2020	10-1200-410-66-71-300-13
		10-1200-410-66-71-300-13	STEP Supplies	22.32	3/19/2020	10-1200-410-66-71-300-13
		10-1200-410-66-71-300-13	STEP Supplies	29.97	3/19/2020	10-1200-410-66-71-300-13
		10-1200-410-66-71-300-13	STEP Supplies	59.97	3/19/2020	10-1200-410-66-71-300-13
		10-1200-410-66-71-300-13	STEP Supplies	747.54	3/19/2020	10-1200-410-66-71-300-13
		10-1200-410-66-71-300-13	STEP Supplies	119.69	3/19/2020	10-1200-410-66-71-300-13
		10-1200-410-66-71-300-13	STEP Supplies	129.38	3/19/2020	10-1200-410-66-71-300-13
		10-1200-410-66-71-300-13	STEP Supplies	135.42	3/19/2020	10-1200-410-66-71-300-13
		10-1200-410-66-71-300-13	STEP Supplies	149.55	3/19/2020	10-1200-410-66-71-300-13
		10-1200-410-66-71-300-13	STEP Supplies	187.43	3/19/2020	10-1200-410-66-71-300-13
		10-1200-410-66-71-300-13	STEP Supplies	282.43	3/19/2020	10-1200-410-66-71-300-13
		10-1200-410-66-71-300-13	STEP Supplies	45.99	3/19/2020	10-1200-410-66-71-300-13
		10-1200-410-92-79-600-14	IDEA Instructional Supplies	74.77	3/19/2020	10-1200-410-92-79-600-14
		10-1200-410-92-79-600-14	IDEA Instructional Supplies	43.96	3/19/2020	10-1200-410-92-79-600-14
		10-1200-410-92-79-600-14	IDEA Instructional Supplies	65.89	3/19/2020	10-1200-410-92-79-600-14
		10-1200-410-92-79-600-14	IDEA Instructional Supplies	53.77	3/19/2020	10-1200-410-92-79-600-14
		10-1200-490-92-79-600-14	IDEA Supplies - Amazon	209.76	3/19/2020	10-1200-490-92-79-600-14
		10-1200-490-92-79-600-14	IDEA Supplies - Amazon	189.86	3/19/2020	10-1200-490-92-79-600-14
		10-1200-490-92-79-600-14	IDEA Supplies - Amazon	169.03	3/19/2020	10-1200-490-92-79-600-14
		10-1200-490-92-79-600-14	IDEA Supplies - Amazon	14.98	3/19/2020	10-1200-490-92-79-600-14
		10-1200-490-92-79-600-14	IDEA Supplies - Amazon	11.95	3/19/2020	10-1200-490-92-79-600-14
		10-1200-490-92-79-600-14	IDEA Supplies - Amazon	7.46	3/19/2020	10-1200-490-92-79-600-14
		10-1200-490-92-79-600-14	IDEA Supplies - Amazon	5.49	3/19/2020	10-1200-490-92-79-600-14
		10-2150-410-92-79-605-14	IDEA Sp Path & Audiol Supplies	221.03	3/19/2020	10-2150-410-92-79-605-14
		10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	142.38	3/19/2020	10-2210-314-92-79-605-14
		10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	854.28	3/19/2020	10-2210-314-92-79-605-14
		10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	284.76	3/19/2020	10-2210-314-92-79-605-14
		10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	219.99	3/19/2020	10-2210-314-92-79-605-14
		10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	154.50	3/19/2020	10-2210-314-92-79-605-14
		10-2210-410-92-79-600-14	IDEA Impr of Instruction Suppl	718.00	3/19/2020	10-2210-410-92-79-600-14
		10-2210-410-92-79-600-14	IDEA Impr of Instruction Suppl	20.00	3/19/2020	10-2210-410-92-79-600-14
			Total	$5,554.53		
0020202829	BMO Mastercard					
		10-2410-490-00-71-300-13	HS Staff Recognition	152.00	4/1/2020	10-2410-490-00-71-300-13
		10-2410-490-00-71-300-13	HS Staff Recognition	25.98	4/1/2020	10-2410-490-00-71-300-13
		10-2410-490-00-71-300-13	HS Staff Recognition	64.00	4/1/2020	10-2410-490-00-71-300-13
			Total	$241.98		

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P.O.#	Vendor Name	A.S.N.	Description		Amount	P.O. Date	State Account Number
0020202830	BMO Mastercard						
		10-2660-332-00-79-600-14	Travel Technology		-4,000.00	4/1/2020	10-2660-332-00-79-600-14
		10-2660-410-00-79-600-14	Supplies Tech		12.87	4/1/2020	10-2660-410-00-79-600-14
		10-2660-470-00-79-600-14	Software Technology		143.04	4/1/2020	10-2660-470-00-79-600-14
				Total	($3,844.09)		
0020202831	BMO Mastercard						
		10-158	Activity Funds		41.04	4/1/2020	10-158
		10-158	Activity Funds		127.31	4/1/2020	10-158
		10-158	Activity Funds		86.00	4/1/2020	10-158
		10-158	Activity Funds		37.74	4/1/2020	10-158
		10-158	Activity Funds		48.24	4/1/2020	10-158
				Total	$340.33		
0020202832	BMO Mastercard						
		10-1800-410-82-79-605-14	TBE/TPI Instructional Supplies		36.48	4/1/2020	10-1800-410-82-79-605-14
		10-1800-410-82-79-605-14	TBE/TPI Instructional Supplies		387.15	4/1/2020	10-1800-410-82-79-605-14
		10-1800-410-82-79-605-14	TBE/TPI Instructional Supplies		96.26	4/1/2020	10-1800-410-82-79-605-14
		10-1800-410-82-79-605-14	TBE/TPI Instructional Supplies		25.90	4/1/2020	10-1800-410-82-79-605-14
		10-1800-410-82-79-605-14	TBE/TPI Instructional Supplies		21.10	4/1/2020	10-1800-410-82-79-605-14
		10-1800-410-82-79-605-14	TBE/TPI Instructional Supplies		8.19	4/1/2020	10-1800-410-82-79-605-14
		10-1800-410-82-79-605-14	TBE/TPI Instructional Supplies		112.02	4/1/2020	10-1800-410-82-79-605-14
		10-2210-490-00-74-500-14	Supplies Curr & Inst		21.24	4/1/2020	10-2210-490-00-74-500-14
		10-2210-490-00-74-500-14	Supplies Curr & Inst		23.15	4/1/2020	10-2210-490-00-74-500-14
		10-2210-490-00-74-500-14	Supplies Curr & Inst		83.41	4/1/2020	10-2210-490-00-74-500-14
		10-2210-490-00-74-500-14	Supplies Curr & Inst		237.86	4/1/2020	10-2210-490-00-74-500-14
		10-2212-332-00-74-500-14	Travel & Conference Curr		2,375.00	4/1/2020	10-2212-332-00-74-500-14
		10-2212-332-00-74-500-14	Travel & Conference Curr		188.16	4/1/2020	10-2212-332-00-74-500-14
				Total	$3,615.92		
0020202833	BMO Mastercard						
		10-2212-332-00-74-500-14	Travel & Conference Curr		7.00	4/1/2020	10-2212-332-00-74-500-14
				Total	$7.00		
0020202834	BMO Mastercard						
		10-2520-410-00-74-500-14	Supplies Fiscal		2.59	4/1/2020	10-2520-410-00-74-500-14
		10-2520-410-00-74-500-14	Supplies Fiscal		4.99	4/1/2020	10-2520-410-00-74-500-14
		10-2520-410-00-74-500-14	Supplies Fiscal		-184.99	4/1/2020	10-2520-410-00-74-500-14
		10-2520-640-00-74-500-14	Dues & Fees Fiscal		340.00	4/1/2020	10-2520-640-00-74-500-14
				Total	$162.59		

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P.O.#	Vendor Name	A.S.N.	Description		Amount	P.O. Date	State Account Number
0020202835	BMO Mastercard						
		10-1200-410-92-79-600-14	IDEA Instructional Supplies		51.68	4/1/2020	10-1200-410-92-79-600-14
		10-1200-410-92-79-600-14	IDEA Instructional Supplies		29.95	4/1/2020	10-1200-410-92-79-600-14
		10-1200-490-92-79-600-14	IDEA Supplies - Amazon		16.99	4/1/2020	10-1200-490-92-79-600-14
		10-2210-410-92-79-600-14	IDEA Impr of Instruction Suppl		75.25	4/1/2020	10-2210-410-92-79-600-14
				Total	$173.87		
0020202836	BMO Mastercard						
		10-2321-410-00-74-500-14	Supplies Supt		12.99	4/1/2020	10-2321-410-00-74-500-14
		10-2546-490-00-79-600-14	Security Officer Supplies		176.10	4/1/2020	10-2546-490-00-79-600-14
		10-2546-490-00-79-600-14	Security Officer Supplies		47.23	4/1/2020	10-2546-490-00-79-600-14
		10-2633-360-00-74-500-14	Newsletter Printing		13.50	4/1/2020	10-2633-360-00-74-500-14
		10-2633-360-00-74-500-14	Newsletter Printing		78.81	4/1/2020	10-2633-360-00-74-500-14
				Total	$328.63		
0020202837	BMO Mastercard						
		10-158	Activity Funds		76.10	4/1/2020	10-158
		10-158	Activity Funds		170.47	4/1/2020	10-158
		10-158	Activity Funds		79.41	4/1/2020	10-158
		10-158	Activity Funds		320.24	4/1/2020	10-158
		10-158	Activity Funds		50.99	4/1/2020	10-158
		10-158	Activity Funds		22.42	4/1/2020	10-158
		10-158	Activity Funds		16.16	4/1/2020	10-158
		10-158	Activity Funds		10.69	4/1/2020	10-158
		10-158	Activity Funds		8.72	4/1/2020	10-158
		10-158	Activity Funds		-4.96	4/1/2020	10-158
				Total	$750.24		
0020202838	BMO Mastercard						
		10-1110-332-00-72-120-13	Teacher Travel Martin		37.63	4/1/2020	10-1110-332-00-72-120-13
		10-1110-332-00-72-120-13	Teacher Travel Martin		777.00	4/1/2020	10-1110-332-00-72-120-13
		10-158	Activity Funds		340.22	4/1/2020	10-158
		10-158	Activity Funds		61.02	4/1/2020	10-158
		10-158	Activity Funds		227.16	4/1/2020	10-158
		10-2220-430-00-72-120-13	Media Center Martin		173.30	4/1/2020	10-2220-430-00-72-120-13
		10-2220-430-00-72-120-13	Media Center Martin		42.45	4/1/2020	10-2220-430-00-72-120-13
				Total	$1,658.78		

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P.O.#	Vendor Name	A.S.N.	Description	Amount	P.O. Date	State Account Number
0020202839	BMO Mastercard					
		10-1130-332-00-71-300-13	Teacher Travel HS	269.12	4/1/2020	10-1130-332-00-71-300-13
		10-1130-410-00-71-300-13	Inst Supplies HS	480.50	4/1/2020	10-1130-410-00-71-300-13
		10-1130-410-00-71-300-13	Inst Supplies HS	804.00	4/1/2020	10-1130-410-00-71-300-13
		10-1130-410-00-71-300-13	Inst Supplies HS	403.50	4/1/2020	10-1130-410-00-71-300-13
		10-1130-410-02-71-300-13	Art Supplies HS	-235.00	4/1/2020	10-1130-410-02-71-300-13
		10-1130-410-05-71-300-13	English Supplies HS	29.04	4/1/2020	10-1130-410-05-71-300-13
		10-1130-410-12-71-300-13	Music Supplies HS	89.99	4/1/2020	10-1130-410-12-71-300-13
		10-1130-410-12-71-300-13	Music Supplies HS	136.00	4/1/2020	10-1130-410-12-71-300-13
		10-1130-410-13-71-300-13	Science Supplies HS	61.60	4/1/2020	10-1130-410-13-71-300-13
		10-1130-410-13-71-300-13	Science Supplies HS	10.88	4/1/2020	10-1130-410-13-71-300-13
		10-1130-410-13-71-300-13	Science Supplies HS	33.18	4/1/2020	10-1130-410-13-71-300-13
		10-1130-410-13-71-300-13	Science Supplies HS	31.49	4/1/2020	10-1130-410-13-71-300-13
		10-1130-410-32-71-305-09	Freshman Academy Supplies	7.59	4/1/2020	10-1130-410-32-71-305-09
		10-1130-410-32-71-305-09	Freshman Academy Supplies	66.86	4/1/2020	10-1130-410-32-71-305-09
		10-1130-410-32-71-305-09	Freshman Academy Supplies	79.99	4/1/2020	10-1130-410-32-71-305-09
		10-1130-410-59-71-300-14	HS Special Ed Supplies	69.97	4/1/2020	10-1130-410-59-71-300-14
		10-1400-410-03-71-300-13	Business Supplies	216.97	4/1/2020	10-1400-410-03-71-300-13
		10-1400-410-03-71-300-13	Business Supplies	53.74	4/1/2020	10-1400-410-03-71-300-13
		10-1400-410-03-71-300-13	Business Supplies	-235.00	4/1/2020	10-1400-410-03-71-300-13
		10-2120-410-00-71-300-13	Supplies Counseling HS	122.39	4/1/2020	10-2120-410-00-71-300-13
		10-2310-230-00-74-500-14	Tuition Reimbursement	130.00	4/1/2020	10-2310-230-00-74-500-14
			Total	$2,626.81		
0020202840	BMO Mastercard					
		10-1110-410-00-74-140-13	Inst Supplies Mackeben	33.34	4/1/2020	10-1110-410-00-74-140-13
		10-1110-410-00-74-140-13	Inst Supplies Mackeben	129.05	4/1/2020	10-1110-410-00-74-140-13
		10-1110-410-00-74-140-13	Inst Supplies Mackeben	25.79	4/1/2020	10-1110-410-00-74-140-13
		10-1110-410-00-74-140-13	Inst Supplies Mackeben	17.97	4/1/2020	10-1110-410-00-74-140-13
		10-1110-410-00-74-140-13	Inst Supplies Mackeben	161.07	4/1/2020	10-1110-410-00-74-140-13
		10-1110-410-02-74-140-13	Mackeben Art Supplies	19.58	4/1/2020	10-1110-410-02-74-140-13
		10-1110-410-02-74-140-13	Mackeben Art Supplies	88.68	4/1/2020	10-1110-410-02-74-140-13
		10-1110-410-02-74-140-13	Mackeben Art Supplies	79.16	4/1/2020	10-1110-410-02-74-140-13
		10-158	Activity Funds	222.42	4/1/2020	10-158
		10-158	Activity Funds	99.90	4/1/2020	10-158
		10-2410-410-00-74-140-14	Copier Paper & Toner Mackeben	727.66	4/1/2020	10-2410-410-00-74-140-14
			Total	$1,604.62		

Huntley Community School District #158
Purchase Orders Report
From March 12, 2020 to April 9, 2020

P.O.#	Vendor Name	A.S.N.	Description		Amount	P.O. Date	State Account Number
0020202841	BMO Mastercard						
		10-158	Activity Funds		87.98	4/1/2020	10-158
		10-158	Activity Funds		130.87	4/1/2020	10-158
		10-158	Activity Funds		115.53	4/1/2020	10-158
		10-158	Activity Funds		76.90	4/1/2020	10-158
		10-158	Activity Funds		48.78	4/1/2020	10-158
		10-158	Activity Funds		35.43	4/1/2020	10-158
		10-158	Activity Funds		20.72	4/1/2020	10-158
				Total	$516.21		
0020202842	BMO Mastercard						
		10-158	Activity Funds		481.50	4/1/2020	10-158
		10-158	Activity Funds		14.98	4/1/2020	10-158
		10-158	Activity Funds		384.20	4/1/2020	10-158
		10-158	Activity Funds		226.26	4/1/2020	10-158
		10-158	Activity Funds		148.51	4/1/2020	10-158
		10-158	Activity Funds		86.37	4/1/2020	10-158
		10-158	Activity Funds		63.11	4/1/2020	10-158
		10-158	Activity Funds		60.68	4/1/2020	10-158
		10-158	Activity Funds		49.98	4/1/2020	10-158
		10-158	Activity Funds		34.95	4/1/2020	10-158
		10-158	Activity Funds		29.98	4/1/2020	10-158
		10-158	Activity Funds		29.55	4/1/2020	10-158
		10-158	Activity Funds		20.00	4/1/2020	10-158
		10-158	Activity Funds		-365.75	4/1/2020	10-158
		10-158	Activity Funds		23.97	4/1/2020	10-158
				Total	$1,288.29		
0020202843	BMO Mastercard						
		10-1120-410-00-74-210-13	Inst Supplies Heineman		62.32	4/1/2020	10-1120-410-00-74-210-13
		10-1120-410-00-74-210-13	Inst Supplies Heineman		4.00	4/1/2020	10-1120-410-00-74-210-13
		10-1120-410-00-74-210-13	Inst Supplies Heineman		210.20	4/1/2020	10-1120-410-00-74-210-13
		10-1120-410-00-74-210-13	Inst Supplies Heineman		23.98	4/1/2020	10-1120-410-00-74-210-13
		10-1120-410-00-74-210-13	Inst Supplies Heineman		59.90	4/1/2020	10-1120-410-00-74-210-13
		10-1120-410-00-74-210-13	Inst Supplies Heineman		9.69	4/1/2020	10-1120-410-00-74-210-13
		10-1120-410-00-74-210-13	Inst Supplies Heineman		60.72	4/1/2020	10-1120-410-00-74-210-13
		10-1120-410-13-74-210-07	Heineman Science Supplies 7		85.00	4/1/2020	10-1120-410-13-74-210-07
		10-1120-410-22-74-210-13	PLTW Supplies Heineman		11.99	4/1/2020	10-1120-410-22-74-210-13
		10-2410-332-00-74-210-13	Principal Travel Heineman		128.82	4/1/2020	10-2410-332-00-74-210-13
		10-2410-410-00-74-210-13	Office Supplies Heineman		25.94	4/1/2020	10-2410-410-00-74-210-13
		10-2410-410-00-74-210-13	Office Supplies Heineman		46.54	4/1/2020	10-2410-410-00-74-210-13
		10-2410-410-00-74-210-13	Office Supplies Heineman		67.16	4/1/2020	10-2410-410-00-74-210-13
				Total	$796.26		

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From March 12, 2020 to April 9, 2020

P.O.#	Vendor Name	A.S.N.	Description	Amount	P.O. Date	State Account Number
0020202844	BMO Mastercard					
		10-1110-410-02-74-150-13	Art Supplies Conley	226.19	4/1/2020	10-1110-410-02-74-150-13
		10-158	Activity Funds	59.88	4/1/2020	10-158
		10-158	Activity Funds	193.90	4/1/2020	10-158
		10-158	Activity Funds	76.45	4/1/2020	10-158
		10-158	Activity Funds	69.90	4/1/2020	10-158
		10-158	Activity Funds	17.98	4/1/2020	10-158
		10-158	Activity Funds	29.98	4/1/2020	10-158
		10-158	Activity Funds	121.47	4/1/2020	10-158
		10-158	Activity Funds	44.70	4/1/2020	10-158
		10-158	Activity Funds	115.42	4/1/2020	10-158
		10-2220-430-00-74-150-13	Media Center Conley	18.32	4/1/2020	10-2220-430-00-74-150-13
		10-2220-490-00-74-150-13	Media Center AV Conley	28.98	4/1/2020	10-2220-490-00-74-150-13
		10-2410-410-00-74-150-13	Office Supplies Conley	42.72	4/1/2020	10-2410-410-00-74-150-13
		10-2410-410-00-74-150-13	Office Supplies Conley	34.57	4/1/2020	10-2410-410-00-74-150-13
		10-2410-410-00-74-150-13	Office Supplies Conley	31.92	4/1/2020	10-2410-410-00-74-150-13
			Total	$1,112.38		
0020202845	BMO Mastercard					
		10-1125-410-97-79-600-14	All Children Supplies	68.87	4/1/2020	10-1125-410-97-79-600-14
		10-1125-410-97-79-600-14	All Children Supplies	81.09	4/1/2020	10-1125-410-97-79-600-14
		10-1125-410-97-79-600-14	All Children Supplies	31.98	4/1/2020	10-1125-410-97-79-600-14
		10-1125-410-97-79-600-14	All Children Supplies	69.97	4/1/2020	10-1125-410-97-79-600-14
		10-1125-415-90-79-600-14	Food Supplies Parent-Tot	210.00	4/1/2020	10-1125-415-90-79-600-14
		10-1125-490-00-79-600-14	Supplies Preschool	20.62	4/1/2020	10-1125-490-00-79-600-14
		10-1125-490-00-79-600-14	Supplies Preschool	94.94	4/1/2020	10-1125-490-00-79-600-14
		10-1125-490-00-79-600-14	Supplies Preschool	11.98	4/1/2020	10-1125-490-00-79-600-14
		10-1125-490-00-79-600-14	Supplies Preschool	33.41	4/1/2020	10-1125-490-00-79-600-14
		10-1225-410-95-79-600-14	ECE Instr Supplies	124.64	4/1/2020	10-1225-410-95-79-600-14
		10-1225-410-95-79-600-14	ECE Instr Supplies	43.94	4/1/2020	10-1225-410-95-79-600-14
		10-1225-410-95-79-600-14	ECE Instr Supplies	4.90	4/1/2020	10-1225-410-95-79-600-14
		10-1225-410-95-79-600-14	ECE Instr Supplies	46.75	4/1/2020	10-1225-410-95-79-600-14
		10-1225-410-95-79-600-14	ECE Instr Supplies	186.46	4/1/2020	10-1225-410-95-79-600-14
		10-2560-415-97-79-600-14	All Children Snacks	37.95	4/1/2020	10-2560-415-97-79-600-14
			Total	$1,067.50		
0020202846	BMO Mastercard					
		10-2321-410-00-74-500-14	Supplies Supt	20.91	4/1/2020	10-2321-410-00-74-500-14
			Total	$20.91		

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P.O.#	Vendor Name	A.S.N.	Description	Amount	P.O. Date	State Account Number
0020202847	BMO Mastercard					
		10-1120-410-00-72-220-13	Inst Supplies Marlowe	83.83	4/1/2020	10-1120-410-00-72-220-13
		10-1120-410-00-72-220-13	Inst Supplies Marlowe	32.50	4/1/2020	10-1120-410-00-72-220-13
		10-1120-410-09-72-220-13	Home Ec Marlowe	35.74	4/1/2020	10-1120-410-09-72-220-13
		10-1120-410-09-72-220-13	Home Ec Marlowe	56.32	4/1/2020	10-1120-410-09-72-220-13
		10-1120-410-13-72-220-08	Marlowe Science Supplies 8	87.92	4/1/2020	10-1120-410-13-72-220-08
		10-1120-410-13-72-220-08	Marlowe Science Supplies 8	89.50	4/1/2020	10-1120-410-13-72-220-08
		10-1120-410-13-72-220-08	Marlowe Science Supplies 8	367.53	4/1/2020	10-1120-410-13-72-220-08
		10-1120-410-13-72-220-08	Marlowe Science Supplies 8	203.70	4/1/2020	10-1120-410-13-72-220-08
		10-1120-410-13-72-220-08	Marlowe Science Supplies 8	89.99	4/1/2020	10-1120-410-13-72-220-08
		10-1120-490-00-72-220-13	Instruc Coach/1:1 Supplies MMS	121.04	4/1/2020	10-1120-490-00-72-220-13
		10-1120-490-00-72-220-13	Instruc Coach/1:1 Supplies MMS	33.98	4/1/2020	10-1120-490-00-72-220-13
		10-1120-490-00-72-220-13	Instruc Coach/1:1 Supplies MMS	31.21	4/1/2020	10-1120-490-00-72-220-13
		10-1120-490-02-72-220-13	Marlowe Fine Arts Supplies	379.71	4/1/2020	10-1120-490-02-72-220-13
		10-1120-490-02-72-220-13	Marlowe Fine Arts Supplies	204.96	4/1/2020	10-1120-490-02-72-220-13
		10-1120-490-02-72-220-13	Marlowe Fine Arts Supplies	72.95	4/1/2020	10-1120-490-02-72-220-13
		10-1120-490-02-72-220-13	Marlowe Fine Arts Supplies	71.24	4/1/2020	10-1120-490-02-72-220-13
		10-1120-490-02-72-220-13	Marlowe Fine Arts Supplies	-5.28	4/1/2020	10-1120-490-02-72-220-13
			Total	$1,956.84		
0020202848	BMO Mastercard					
		10-158	Activity Funds	26.98	4/1/2020	10-158
		10-158	Activity Funds	7.41	4/1/2020	10-158
		10-158	Activity Funds	37.97	4/1/2020	10-158
		10-158	Activity Funds	438.22	4/1/2020	10-158
		10-158	Activity Funds	-10.99	4/1/2020	10-158
		10-158	Activity Funds	200.00	4/1/2020	10-158
		10-158	Activity Funds	32.30	4/1/2020	10-158
		10-158	Activity Funds	287.15	4/1/2020	10-158
		10-158	Activity Funds	40.96	4/1/2020	10-158
		10-158	Activity Funds	40.74	4/1/2020	10-158
		10-158	Activity Funds	129.98	4/1/2020	10-158
		10-158	Activity Funds	55.93	4/1/2020	10-158
		10-158	Activity Funds	58.02	4/1/2020	10-158
		10-158	Activity Funds	124.00	4/1/2020	10-158
		10-158	Activity Funds	399.53	4/1/2020	10-158
			Total	$1,868.20		
0020202849	BMO Mastercard					
		10-158	Activity Funds	93.20	4/1/2020	10-158
		10-2410-410-00-72-110-13	Office Supplies Chesak	26.99	4/1/2020	10-2410-410-00-72-110-13
			Total	$120.19		

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P.O.#	Vendor Name	A.S.N.	Description		Amount	P.O. Date	State Account Number
0020202850	BMO Mastercard						
		10-2642-410-00-74-500-14	Supplies Human Res		135.98	4/1/2020	10-2642-410-00-74-500-14
				Total	$135.98		
0020202851	BMO Mastercard						
		10-2660-332-00-79-600-14	Travel Technology		-483.76	4/1/2020	10-2660-332-00-79-600-14
		10-2660-410-00-79-600-14	Supplies Tech		82.50	4/1/2020	10-2660-410-00-79-600-14
				Total	($401.26)		
0020202852	BMO Mastercard						
		10-158	Activity Funds		125.65	4/1/2020	10-158
		10-158	Activity Funds		145.45	4/1/2020	10-158
				Total	$271.10		
0020202853	BMO Mastercard						
		10-1800-410-82-79-605-14	TBE/TPI Instructional Supplies		8.19	4/1/2020	10-1800-410-82-79-605-14
		10-2210-490-00-74-500-14	Supplies Curr & Inst		6.98	4/1/2020	10-2210-490-00-74-500-14
				Total	$15.17		
0020202854	BMO Mastercard						
		10-1200-490-92-79-600-14	IDEA Supplies - Amazon		-100.09	4/1/2020	10-1200-490-92-79-600-14
		10-1200-490-92-79-600-14	IDEA Supplies - Amazon		216.40	4/1/2020	10-1200-490-92-79-600-14
		10-1200-490-92-79-600-14	IDEA Supplies - Amazon		178.78	4/1/2020	10-1200-490-92-79-600-14
		10-1200-490-92-79-600-14	IDEA Supplies - Amazon		147.38	4/1/2020	10-1200-490-92-79-600-14
		10-1200-490-92-79-600-14	IDEA Supplies - Amazon		43.68	4/1/2020	10-1200-490-92-79-600-14
		10-1200-490-92-79-600-14	IDEA Supplies - Amazon		89.97	4/1/2020	10-1200-490-92-79-600-14
				Total	$576.12		
0020202855	BMO Mastercard						
		10-2546-490-00-79-600-14	Security Officer Supplies		27.99	4/1/2020	10-2546-490-00-79-600-14
		10-2546-490-00-79-600-14	Security Officer Supplies		15.27	4/1/2020	10-2546-490-00-79-600-14
				Total	$43.26		
0020202856	BMO Mastercard						
		10-158	Activity Funds		13.99	4/1/2020	10-158
		10-158	Activity Funds		99.43	4/1/2020	10-158
				Total	$113.42		
0020202857	BMO Mastercard						
		10-1130-332-00-71-300-13	Teacher Travel HS		-269.12	4/1/2020	10-1130-332-00-71-300-13
		10-1130-490-00-71-300-13	Instructional Coaching Supplies HS		34.31	4/1/2020	10-1130-490-00-71-300-13
		10-2120-410-00-71-300-13	Supplies Counseling HS		-220.00	4/1/2020	10-2120-410-00-71-300-13
		10-2120-410-00-71-300-13	Supplies Counseling HS		200.00	4/1/2020	10-2120-410-00-71-300-13
				Total	($254.81)		

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P.O.#	Vendor Name	A.S.N.	Description		Amount	P.O. Date	State Account Number
0020202858	BMO Mastercard						
		10-1110-410-00-74-140-13	Inst Supplies Mackeben		268.45	4/1/2020	10-1110-410-00-74-140-13
		10-1110-410-00-74-140-13	Inst Supplies Mackeben		132.38	4/1/2020	10-1110-410-00-74-140-13
		10-1110-410-00-74-140-13	Inst Supplies Mackeben		14.58	4/1/2020	10-1110-410-00-74-140-13
				Total	$415.41		
0020202859	BMO Mastercard						
		10-158	Activity Funds		4.41	4/1/2020	10-158
		10-158	Activity Funds		88.00	4/1/2020	10-158
		10-2410-410-00-71-100-14	Copier Paper & Toner Leggee		37.80	4/1/2020	10-2410-410-00-71-100-14
				Total	$130.21		
0020202860	BMO Mastercard						
		10-158	Activity Funds		-29.55	4/1/2020	10-158
		10-158	Activity Funds		117.70	4/1/2020	10-158
		10-158	Activity Funds		32.45	4/1/2020	10-158
				Total	$120.60		
0020202861	BMO Mastercard						
		10-1120-410-00-74-210-13	Inst Supplies Heineman		100.95	4/1/2020	10-1120-410-00-74-210-13
		10-2410-332-00-74-210-13	Principal Travel Heineman		100.98	4/1/2020	10-2410-332-00-74-210-13
		10-2410-491-00-74-210-13	Rebate Supplies Heineman		1,699.98	4/1/2020	10-2410-491-00-74-210-13
				Total	$1,901.91		
0020202862	BMO Mastercard						
		10-2310-410-00-74-500-14	Supplies Board		130.95	4/1/2020	10-2310-410-00-74-500-14
				Total	$130.95		
0020202863	BMO Mastercard						
		10-1125-490-00-79-600-14	Supplies Preschool		-13.37	4/1/2020	10-1125-490-00-79-600-14
		10-1125-490-00-79-600-14	Supplies Preschool		13.37	4/1/2020	10-1125-490-00-79-600-14
		10-1125-490-00-79-600-14	Supplies Preschool		7.66	4/1/2020	10-1125-490-00-79-600-14
		10-1225-410-95-79-600-14	ECE Instr Supplies		32.60	4/1/2020	10-1225-410-95-79-600-14
				Total	$40.26		
0020202864	BMO Mastercard						
		20-2542-410-00-79	Supplies B & G		72.95	4/1/2020	20-2542-410-00-79
		20-2542-410-00-79	Supplies B & G		32.25	4/1/2020	20-2542-410-00-79
		20-2542-410-00-79	Supplies B & G		23.56	4/1/2020	20-2542-410-00-79
		20-2542-410-00-79	Supplies B & G		631.98	4/1/2020	20-2542-410-00-79
				Total	$760.74		
0020202865	BMO Mastercard						
		10-2321-332-00-74-500-14	Travel Supt		-343.70	4/1/2020	10-2321-332-00-74-500-14
				Total	($343.70)		

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P.O.#	Vendor Name	A.S.N.	Description		Amount	P.O. Date	State Account Number
0020202866	BMO Mastercard						
		10-1120-332-00-72-220-13	Teacher Travel Marlowe		30.00	4/1/2020	10-1120-332-00-72-220-13
		10-1120-332-00-72-220-13	Teacher Travel Marlowe		99.00	4/1/2020	10-1120-332-00-72-220-13
		10-1120-410-00-72-220-13	Inst Supplies Marlowe		22.32	4/1/2020	10-1120-410-00-72-220-13
		10-1120-490-00-72-220-13	Instruc Coach/1:1 Supplies MMS		150.00	4/1/2020	10-1120-490-00-72-220-13
		10-2410-491-00-72-220-13	Rebate Supplies Marlowe		55.99	4/1/2020	10-2410-491-00-72-220-13
		10-2410-491-00-72-220-13	Rebate Supplies Marlowe		-60.19	4/1/2020	10-2410-491-00-72-220-13
		10-2410-491-00-72-220-13	Rebate Supplies Marlowe		56.00	4/1/2020	10-2410-491-00-72-220-13
		10-2410-491-00-72-220-13	Rebate Supplies Marlowe		59.49	4/1/2020	10-2410-491-00-72-220-13
				Total	$412.61		
0020202867	BMO Mastercard						
		10-158	Activity Funds		45.54	4/1/2020	10-158
		10-158	Activity Funds		-124.00	4/1/2020	10-158
				Total	($78.46)		
0020202868	BMO Mastercard						
		10-2642-410-00-74-500-14	Supplies Human Res		113.94	4/1/2020	10-2642-410-00-74-500-14
				Total	$113.94		
0020202869	BMO Mastercard						
		20-2540-640-00-79	Dues & Fees		250.00	4/1/2020	20-2540-640-00-79
		20-2540-640-00-79	Dues & Fees		205.00	4/1/2020	20-2540-640-00-79
		20-2542-410-00-79	Supplies B & G		86.39	4/1/2020	20-2542-410-00-79
		20-2542-410-00-79	Supplies B & G		34.95	4/1/2020	20-2542-410-00-79
		20-2542-410-00-79	Supplies B & G		9.09	4/1/2020	20-2542-410-00-79
				Total	$585.43		
0020202886	BMO Mastercard						
		10-2520-410-00-74-500-14	Supplies Fiscal		64.99	4/7/2020	10-2520-410-00-74-500-14
		10-2520-410-00-74-500-14	Supplies Fiscal		232.69	4/7/2020	10-2520-410-00-74-500-14
		10-2560-410-00-74-210-13	Cafe Supplies Heineman		394.29	4/7/2020	10-2560-410-00-74-210-13
				Total	$691.97		
0020202887	BMO Mastercard						
		10-158	Activity Funds		52.59	4/7/2020	10-158
		10-158	Activity Funds		146.16	4/7/2020	10-158
				Total	$198.75		
0020202797	Brehm Preparatory School						
		10-4120-670-00-79-605-14	Sp Ed Room & Board		3,607.02	3/20/2020	10-4120-670-00-79-605-14
		10-4220-670-00-79-600-14	Sp Ed Private Tuition		5,261.86	3/20/2020	10-4220-670-00-79-600-14
				Total	$8,868.88		
0020040297	Brucker Company						
		20-2542-410-00-79	Supplies B & G		600.00	4/1/2020	20-2542-410-00-79
				Total	$600.00		

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P.O.#	Vendor Name	A.S.N.	Description		Amount	P.O. Date	State Account Number
0020202801	Brucker Company						
		20-2542-410-00-79	Supplies B & G		119.10	3/20/2020	20-2542-410-00-79
				Total	$119.10		
0020041907	BryMax Enterprises Inc						
		10-2560-415-00-71-300-13	Cafe Food HS		1,000.00	4/1/2020	10-2560-415-00-71-300-13
				Total	$1,000.00		
0020041917	BryMax Enterprises Inc						
		10-2560-415-00-72-220-13	Cafe Food Marlowe		1,000.00	4/1/2020	10-2560-415-00-72-220-13
				Total	$1,000.00		
0020041927	BryMax Enterprises Inc						
		10-2560-415-00-74-210-13	Cafe Food Heineman		1,000.00	4/1/2020	10-2560-415-00-74-210-13
				Total	$1,000.00		
0020040517	Camelot Schools LLC						
		10-4220-670-00-79-600-14	Sp Ed Private Tuition		5,833.34	4/1/2020	10-4220-670-00-79-600-14
		10-4220-670-00-79-600-14	Sp Ed Private Tuition		29,166.65	4/1/2020	10-4220-670-00-79-600-14
				Total	$34,999.99		
0020202816	CDW Government						
		10-2660-490-00-79-600-14	Inventoriable Equipment Tech		10.56	3/30/2020	10-2660-490-00-79-600-14
		10-2660-490-00-79-600-14	Inventoriable Equipment Tech		516.68	3/30/2020	10-2660-490-00-79-600-14
		10-2660-490-00-79-600-14	Inventoriable Equipment Tech		50.00	3/30/2020	10-2660-490-00-79-600-14
				Total	$577.24		
0020202873	CDW Government						
		10-2660-390-00-79-600-14	Purchased Service Technology		20,332.00	4/3/2020	10-2660-390-00-79-600-14
				Total	$20,332.00		
0020202815	Center for Teaching for Biliteracy						
		10-2212-314-83-79-505-14	Title II Prof Development		9,200.00	3/30/2020	10-2212-314-83-79-505-14
				Total	$9,200.00		
0020202889	Center for Teaching for Biliteracy						
		10-2212-314-83-79-505-14	Title II Prof Development		2,300.00	4/7/2020	10-2212-314-83-79-505-14
				Total	$2,300.00		
0020040727	Central States Bus Sales Inc						
		40-2554-410-00-79	Fleet Supplies		2,500.00	4/1/2020	40-2554-410-00-79
				Total	$2,500.00		
0020202894	Century Springs						
		10-2410-490-00-71-300-13	HS Staff Recognition		26.00	4/9/2020	10-2410-490-00-71-300-13
		10-2410-490-00-71-300-13	HS Staff Recognition		81.00	4/9/2020	10-2410-490-00-71-300-13
				Total	$107.00		

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P.O.#	Vendor Name	A.S.N.	Description		Amount	P.O. Date	State Account Number
0020202893	Champion Paving Corp						
		20-2543-323-00-79	Repairs-Grounds		4,000.00	4/8/2020	20-2543-323-00-79
				Total	$4,000.00		
0020040757	CINTAS Corporation						
		40-2550-325-00-79	Rental Trans		600.00	4/1/2020	40-2550-325-00-79
				Total	$600.00		
0020040587	Classroom Connection Day School						
		10-4220-670-00-79-600-14	Sp Ed Private Tuition		8,500.00	4/1/2020	10-4220-670-00-79-600-14
				Total	$8,500.00		
0020202871	ClientFirst Technology Consulting						
		10-2660-390-00-79-600-14	Purchased Service Technology		1,875.00	4/2/2020	10-2660-390-00-79-600-14
		10-2660-390-00-79-600-14	Purchased Service Technology		491.25	4/2/2020	10-2660-390-00-79-600-14
				Total	$2,366.25		
0020041962	Clinical Connections						
		10-4220-670-00-79-600-14	Sp Ed Private Tuition		1,000.00	4/1/2020	10-4220-670-00-79-600-14
				Total	$1,000.00		
0020202777	College Entrance Exam Board						
		10-2230-312-00-79-600-14	Testing/Assessment		90.00	3/17/2020	10-2230-312-00-79-600-14
				Total	$90.00		
0020041627	Comcast						
		20-2540-340-00-79	Telephone - Districtwide		24,000.00	4/1/2020	20-2540-340-00-79
				Total	$24,000.00		
0020202812	Complete Northern Illinois Fence Inc						
		40-2550-323-00-79	Repairs and Maintenance		3,155.00	3/24/2020	40-2550-323-00-79
				Total	$3,155.00		
0020040537	Connections Day School						
		10-4220-670-00-79-600-14	Sp Ed Private Tuition		25,000.00	4/1/2020	10-4220-670-00-79-600-14
		10-4220-670-00-79-600-14	Sp Ed Private Tuition		25,000.00	4/1/2020	10-4220-670-00-79-600-14
				Total	$50,000.00		
0020040277	CPC Inc. / Facility Tree						
		20-2542-390-00-79	Other Purchased Service		748.80	4/1/2020	20-2542-390-00-79
				Total	$748.80		
0020040047	Crescent Electric Supply Co						
		20-2542-410-00-79	Supplies B & G		1,000.00	4/1/2020	20-2542-410-00-79
				Total	$1,000.00		

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P.O.#	Vendor Name	A.S.N.	Description		Amount	P.O. Date	State Account Number
0020202883	Crescent Electric Supply Co						
		20-2542-410-00-79	Supplies B & G		49.65	4/7/2020	20-2542-410-00-79
		20-2542-410-00-79	Supplies B & G		2.61	4/7/2020	20-2542-410-00-79
		20-2542-410-00-79	Supplies B & G		506.25	4/7/2020	20-2542-410-00-79
				Total	$558.51		
0020202824	Crystal Lake School District 47						
		10-4120-310-92-79-600-14	IDEA Payments to Other Districts		56.25	4/1/2020	10-4120-310-92-79-600-14
				Total	$56.25		
0020040157	CT Veach Inc						
		20-2543-320-00-79-600-14	Grounds Contract		18,800.00	4/1/2020	20-2543-320-00-79-600-14
				Total	$18,800.00		
0020040397	Datamation Imaging Services Corp						
		10-2660-390-00-79-600-14	Purchased Service Technology		200.00	4/1/2020	10-2660-390-00-79-600-14
				Total	$200.00		
0020202872	Datamation Imaging Services Corp						
		10-2660-390-00-79-600-14	Purchased Service Technology		125.00	4/3/2020	10-2660-390-00-79-600-14
				Total	$125.00		
0020041597	De Lage Landen Public Finance						
		10-2900-325-00-79-600-14	Copier Leases		710.00	4/1/2020	10-2900-325-00-79-600-14
				Total	$710.00		
0020202806	Earthwise Environmental Inc						
		20-2542-390-00-79	Other Purchased Service		1,600.00	3/20/2020	20-2542-390-00-79
				Total	$1,600.00		
0020202817	Earthwise Environmental Inc						
		20-2542-390-00-79	Other Purchased Service		400.00	4/1/2020	20-2542-390-00-79
				Total	$400.00		
0020041557	Easterseals						
		10-4220-670-00-79-600-14	Sp Ed Private Tuition		13,000.00	4/1/2020	10-4220-670-00-79-600-14
				Total	$13,000.00		
0020040707	Eds Automotive						
		40-2550-310-00-79	Prof & Tech Service Trans		850.00	4/1/2020	40-2550-310-00-79
				Total	$850.00		
0020040097	Fox Valley Fire Safety						
		20-2542-323-00-79	Repairs & Maint Buildings		1,000.00	4/1/2020	20-2542-323-00-79
				Total	$1,000.00		
0020040817	Fox Valley Fire Safety						
		20-2542-390-00-79	Other Purchased Service		801.00	4/1/2020	20-2542-390-00-79
				Total	$801.00		

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P.O.#	Vendor Name	A.S.N.	Description		Amount	P.O. Date	State Account Number
0020202807	Gaggle.Net Inc						
		10-2660-319-61-79-600-14	Software Maintenance		950.00	3/20/2020	10-2660-319-61-79-600-14
				Total	$950.00		
0020041657	General Parts LLC						
		10-2560-323-00-71-100-13	Cafe Repairs Leggee		1,250.00	4/1/2020	10-2560-323-00-71-100-13
				Total	$1,250.00		
0020041667	General Parts LLC						
		10-2560-323-00-71-300-13	Cafe Repairs HS		2,100.00	4/1/2020	10-2560-323-00-71-300-13
				Total	$2,100.00		
0020041677	General Parts LLC						
		10-2560-323-00-72-110-13	Cafe Repairs Chesak		1,250.00	4/1/2020	10-2560-323-00-72-110-13
				Total	$1,250.00		
0020041687	General Parts LLC						
		10-2560-323-00-72-120-13	Cafe Repairs Martin		1,250.00	4/1/2020	10-2560-323-00-72-120-13
				Total	$1,250.00		
0020041697	General Parts LLC						
		10-2560-323-00-72-220-13	Cafe Repairs Marlowe		1,250.00	4/1/2020	10-2560-323-00-72-220-13
				Total	$1,250.00		
0020041707	General Parts LLC						
		10-2560-323-00-74-140-13	Cafe Repairs Mackeben		1,250.00	4/1/2020	10-2560-323-00-74-140-13
				Total	$1,250.00		
0020041717	General Parts LLC						
		10-2560-323-00-74-150-13	Cafe Repairs Conley		1,250.00	4/1/2020	10-2560-323-00-74-150-13
				Total	$1,250.00		
0020041727	General Parts LLC						
		10-2560-323-00-74-210-13	Cafe Repairs Heineman		1,250.00	4/1/2020	10-2560-323-00-74-210-13
				Total	$1,250.00		
0020041827	Get Fresh Produce Inc						
		10-2560-415-00-71-100-13	Cafe Food Leggee		1,000.00	4/1/2020	10-2560-415-00-71-100-13
				Total	$1,000.00		
0020041837	Get Fresh Produce Inc						
		10-2560-415-00-71-300-13	Cafe Food HS		1,500.00	4/1/2020	10-2560-415-00-71-300-13
				Total	$1,500.00		
0020041847	Get Fresh Produce Inc						
		10-2560-415-00-72-110-13	Cafe Food Chesak		1,000.00	4/1/2020	10-2560-415-00-72-110-13
				Total	$1,000.00		

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P.O.#	Vendor Name	A.S.N.	Description		Amount	P.O. Date	State Account Number
0020041857	Get Fresh Produce Inc						
		10-2560-415-00-72-120-13	Cafe Food Martin		1,000.00	4/1/2020	10-2560-415-00-72-120-13
				Total	$1,000.00		
0020041867	Get Fresh Produce Inc						
		10-2560-415-00-72-220-13	Cafe Food Marlowe		1,500.00	4/1/2020	10-2560-415-00-72-220-13
				Total	$1,500.00		
0020041877	Get Fresh Produce Inc						
		10-2560-415-00-74-140-13	Cafe Food Mackeben		1,000.00	4/1/2020	10-2560-415-00-74-140-13
				Total	$1,000.00		
0020041887	Get Fresh Produce Inc						
		10-2560-415-00-74-150-13	Cafe Food Conley		1,000.00	4/1/2020	10-2560-415-00-74-150-13
				Total	$1,000.00		
0020041897	Get Fresh Produce Inc						
		10-2560-415-00-74-210-13	Cafe Food Heineman		1,500.00	4/1/2020	10-2560-415-00-74-210-13
				Total	$1,500.00		
0020202802	Gexpro						
		20-2542-410-00-79	Supplies B & G		249.24	3/20/2020	20-2542-410-00-79
				Total	$249.24		
0020040617	GFC Leasing WI						
		10-2900-325-00-79-600-14	Copier Leases		5,806.84	4/1/2020	10-2900-325-00-79-600-14
				Total	$5,806.84		
0020041157	Gordon Food Service						
		10-2560-410-00-71-100-13	Cafe Supplies Leggee		1,200.00	4/1/2020	10-2560-410-00-71-100-13
				Total	$1,200.00		
0020041167	Gordon Food Service						
		10-2560-410-00-71-300-13	Cafe Supplies HS		6,000.00	4/1/2020	10-2560-410-00-71-300-13
				Total	$6,000.00		
0020041177	Gordon Food Service						
		10-2560-410-00-72-110-13	Cafe Supplies Chesak		900.00	4/1/2020	10-2560-410-00-72-110-13
				Total	$900.00		
0020041187	Gordon Food Service						
		10-2560-410-00-72-120-13	Cafe Supplies Martin		1,200.00	4/1/2020	10-2560-410-00-72-120-13
				Total	$1,200.00		
0020041197	Gordon Food Service						
		10-2560-410-00-72-220-13	Cafe Supplies Marlowe		2,200.00	4/1/2020	10-2560-410-00-72-220-13
				Total	$2,200.00		

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P.O.#	Vendor Name	A.S.N.	Description		Amount	P.O. Date	State Account Number
0020041207	Gordon Food Service						
		10-2560-410-00-74-140-13	Cafe Supplies Mackeben		800.00	4/1/2020	10-2560-410-00-74-140-13
				Total	$800.00		
0020041217	Gordon Food Service						
		10-2560-410-00-74-150-13	Cafe Supplies Conley		900.00	4/1/2020	10-2560-410-00-74-150-13
				Total	$900.00		
0020041227	Gordon Food Service						
		10-2560-410-00-74-210-13	Cafe Supplies Heineman		1,600.00	4/1/2020	10-2560-410-00-74-210-13
				Total	$1,600.00		
0020041237	Gordon Food Service						
		10-2560-415-00-71-100-13	Cafe Food Leggee		12,000.00	4/1/2020	10-2560-415-00-71-100-13
				Total	$12,000.00		
0020041247	Gordon Food Service						
		10-2560-415-00-71-300-13	Cafe Food HS		50,000.00	4/1/2020	10-2560-415-00-71-300-13
				Total	$50,000.00		
0020041257	Gordon Food Service						
		10-2560-415-00-72-110-13	Cafe Food Chesak		10,000.00	4/1/2020	10-2560-415-00-72-110-13
				Total	$10,000.00		
0020041267	Gordon Food Service						
		10-2560-415-00-72-120-13	Cafe Food Martin		13,000.00	4/1/2020	10-2560-415-00-72-120-13
				Total	$13,000.00		
0020041277	Gordon Food Service						
		10-2560-415-00-72-220-13	Cafe Food Marlowe		20,000.00	4/1/2020	10-2560-415-00-72-220-13
				Total	$20,000.00		
0020041287	Gordon Food Service						
		10-2560-415-00-74-140-13	Cafe Food Mackeben		7,000.00	4/1/2020	10-2560-415-00-74-140-13
				Total	$7,000.00		
0020041297	Gordon Food Service						
		10-2560-415-00-74-150-13	Cafe Food Conley		7,000.00	4/1/2020	10-2560-415-00-74-150-13
				Total	$7,000.00		
0020041307	Gordon Food Service						
		10-2560-415-00-74-210-13	Cafe Food Heineman		17,000.00	4/1/2020	10-2560-415-00-74-210-13
				Total	$17,000.00		
0020040107	Grainger						
		20-2542-410-00-79	Supplies B & G		500.00	4/1/2020	20-2542-410-00-79
				Total	$500.00		

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P.O.#	Vendor Name	A.S.N.	Description		Amount	P.O. Date	State Account Number
0020202810	GreenRoom Productions						
		10-2633-360-00-74-500-14	Newsletter Printing		4,200.00	3/24/2020	10-2633-360-00-74-500-14
				Total	$4,200.00		
0020202808	Halloran & Yauch Inc						
		20-2543-323-00-79	Repairs-Grounds		970.00	3/20/2020	20-2543-323-00-79
		20-2543-323-00-79	Repairs-Grounds		285.00	3/20/2020	20-2543-323-00-79
				Total	$1,255.00		
0020202811	Hastings Asphalt Services Inc						
		20-2543-323-00-79	Repairs-Grounds		3,150.00	3/24/2020	20-2543-323-00-79
		20-2543-323-00-79	Repairs-Grounds		5,510.00	3/24/2020	20-2543-323-00-79
				Total	$8,660.00		
0020041797	Hershey Creamery Company						
		10-2560-415-00-71-300-13	Cafe Food HS		2,000.00	4/1/2020	10-2560-415-00-71-300-13
				Total	$2,000.00		
0020041807	Hershey Creamery Company						
		10-2560-415-00-72-220-13	Cafe Food Marlowe		2,000.00	4/1/2020	10-2560-415-00-72-220-13
				Total	$2,000.00		
0020041817	Hershey Creamery Company						
		10-2560-415-00-74-210-13	Cafe Food Heineman		2,000.00	4/1/2020	10-2560-415-00-74-210-13
				Total	$2,000.00		
0020040067	Home Depot Credit Services						
		20-2542-410-00-79	Supplies B & G		1,500.00	4/1/2020	20-2542-410-00-79
				Total	$1,500.00		
0020041767	Home Juice Corp						
		10-2560-415-00-71-300-13	Cafe Food HS		500.00	4/1/2020	10-2560-415-00-71-300-13
				Total	$500.00		
0020041777	Home Juice Corp						
		10-2560-415-00-72-220-13	Cafe Food Marlowe		500.00	4/1/2020	10-2560-415-00-72-220-13
				Total	$500.00		
0020041787	Home Juice Corp						
		10-2560-415-00-74-210-13	Cafe Food Heineman		500.00	4/1/2020	10-2560-415-00-74-210-13
				Total	$500.00		
0020202778	Illinois Department of Public Health						
		10-2130-390-00-79-600-14	Purchased Services Health		60.00	3/17/2020	10-2130-390-00-79-600-14
				Total	$60.00		
0020202779	Illinois Department of Public Health						
		10-1110-332-00-71-100-13	Teacher Travel Leggee		60.00	3/17/2020	10-1110-332-00-71-100-13
				Total	$60.00		

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P.O.#	Vendor Name	A.S.N.	Description		Amount	P.O. Date	State Account Number
0020040077	Interstate Battery Center						
		20-2542-410-00-79	Supplies B & G		200.00	4/1/2020	20-2542-410-00-79
				Total	$200.00		
0020202884	Jensens Plumbing & Heating Inc						
		20-2542-323-00-79	Repairs & Maint Buildings		13,386.70	4/7/2020	20-2542-323-00-79
				Total	$13,386.70		
0020202870	Johnson Floor Co						
		20-2542-329-00-79	Buildings - Small Projects		6,266.00	4/2/2020	20-2542-329-00-79
		20-2542-329-00-79	Buildings - Small Projects		2,774.00	4/2/2020	20-2542-329-00-79
				Total	$9,040.00		
0020041537	Klein Thorpe & Jenkins Ltd						
		10-2310-318-00-74-500-14	Legal Board		7,000.00	4/1/2020	10-2310-318-00-74-500-14
				Total	$7,000.00		
0020202786	K-Log Inc						
		10-1120-710-00-74-210-13	Heineman Non-Capitalized Eqpt		3,959.60	3/17/2020	10-1120-710-00-74-210-13
				Total	$3,959.60		
0020040787	Leach Enterprises Inc						
		40-2554-410-00-79	Fleet Supplies		2,500.00	4/1/2020	40-2554-410-00-79
				Total	$2,500.00		
0020202818	Leach Enterprises Inc						
		40-2554-410-00-79	Fleet Supplies		1,691.00	4/1/2020	40-2554-410-00-79
				Total	$1,691.00		
0020040447	Lincoln National Life						
		10-2310-220-00-79-600-14	Support Serv-Gen Adm Insurance		90,000.00	4/1/2020	10-2310-220-00-79-600-14
				Total	$90,000.00		
0020040497	Little City Foundation						
		10-4220-670-00-79-600-14	Sp Ed Private Tuition		18,000.00	4/1/2020	10-4220-670-00-79-600-14
				Total	$18,000.00		
0020041959	Manthey, Denise N						
		10-2130-310-00-79-600-14	Health Services		4,000.00	4/1/2020	10-2130-310-00-79-600-14
				Total	$4,000.00		
0020040507	Marklund Children`s Home						
		10-4220-670-00-79-600-14	Sp Ed Private Tuition		24,000.00	4/1/2020	10-4220-670-00-79-600-14
				Total	$24,000.00		

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P.O.#	Vendor Name	A.S.N.	Description		Amount	P.O. Date	State Account Number
0020202813	McHenry Specialties						
		10-1500-410-00-71-300-13	Training/Athletic Supplies HS		37.00	3/25/2020	10-1500-410-00-71-300-13
		10-1500-410-00-71-300-13	Training/Athletic Supplies HS		48.00	3/25/2020	10-1500-410-00-71-300-13
		10-1500-410-00-71-300-13	Training/Athletic Supplies HS		96.00	3/25/2020	10-1500-410-00-71-300-13
				Total	$181.00		
0020040287	McMaster Carr Supply Co						
		20-2542-410-00-79	Supplies B & G		700.00	4/1/2020	20-2542-410-00-79
				Total	$700.00		
0020040117	MDC Environmental Serv						
		20-2542-321-00-79	Sanitation/Exterminating		2,300.00	4/1/2020	20-2542-321-00-79
				Total	$2,300.00		
0020202787	Medco Supply Company						
		10-1500-410-00-71-300-13	Training/Athletic Supplies HS		293.58	3/17/2020	10-1500-410-00-71-300-13
				Total	$293.58		
0020040127	Menards Inc						
		20-2542-410-00-79	Supplies B & G		1,000.00	4/1/2020	20-2542-410-00-79
				Total	$1,000.00		
0020202882	Menards Inc						
		10-1120-410-00-72-220-13	Inst Supplies Marlowe		1,799.98	4/7/2020	10-1120-410-00-72-220-13
		10-1120-410-00-72-220-13	Inst Supplies Marlowe		1,299.98	4/7/2020	10-1120-410-00-72-220-13
		10-1120-410-00-72-220-13	Inst Supplies Marlowe		322.02	4/7/2020	10-1120-410-00-72-220-13
		10-1120-410-00-72-220-13	Inst Supplies Marlowe		4.20	4/7/2020	10-1120-410-00-72-220-13
				Total	$3,426.18		
0020202825	Metro Prep						
		10-4220-670-00-79-600-14	Sp Ed Private Tuition		4,408.57	4/1/2020	10-4220-670-00-79-600-14
				Total	$4,408.57		
0020041527	Miller Hall & Triggs						
		10-2310-318-00-74-500-14	Legal Board		8,000.00	4/1/2020	10-2310-318-00-74-500-14
				Total	$8,000.00		
0020202780	Moore, Jeff M						
		10-1120-390-02-74-210-13	Heineman Fine Arts Pur Svc		250.00	3/17/2020	10-1120-390-02-74-210-13
				Total	$250.00		
0020202828	Mulch Center, The						
		20-2543-410-00-79	Grounds Supplies		1,380.00	4/1/2020	20-2543-410-00-79
				Total	$1,380.00		
0020040147	Neuco						
		20-2542-410-00-79	Supplies B & G		1,000.00	4/1/2020	20-2542-410-00-79
				Total	$1,000.00		

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P.O.#	Vendor Name	A.S.N.	Description		Amount	P.O. Date	State Account Number
0020040607	New Connections Academy						
		10-4220-670-00-79-600-14	Sp Ed Private Tuition		12,000.00	4/1/2020	10-4220-670-00-79-600-14
				Total	$12,000.00		
0020040547	New Hope Academy						
		10-4220-670-00-79-600-14	Sp Ed Private Tuition		5,000.00	4/1/2020	10-4220-670-00-79-600-14
				Total	$5,000.00		
0020040017	North American Corporation						
		20-2542-410-00-79	Supplies B & G		8,959.60	4/1/2020	20-2542-410-00-79
				Total	$8,959.60		
0020202896	North American Corporation						
		20-2542-410-00-79	Supplies B & G		479.00	4/9/2020	20-2542-410-00-79
				Total	$479.00		
0020202826	North Shore Transit Inc						
		40-2552-331-00-79	Contracted Transportation		1,297.75	4/1/2020	40-2552-331-00-79
				Total	$1,297.75		
0020041547	Northwestern Medicine						
		10-2130-220-00-79-600-14	Health Services Insurance		500.00	4/1/2020	10-2130-220-00-79-600-14
		10-2642-390-00-74-500-14	Purchased Service Human Res		250.00	4/1/2020	10-2642-390-00-74-500-14
				Total	$750.00		
0020202781	Northwestern Medicine McHenry EMS						
		10-1500-410-00-74-210-13	Training Supplies Heineman		15.00	3/17/2020	10-1500-410-00-74-210-13
				Total	$15.00		
0020202782	Northwestern Medicine McHenry EMS						
		10-1500-410-00-72-220-13	Training Supplies Marlowe		30.00	3/17/2020	10-1500-410-00-72-220-13
				Total	$30.00		
0020202768	Northwestern Medicine Occupational H						
		10-1500-390-00-71-300-13	Student Drug Testing		10,410.00	3/13/2020	10-1500-390-00-71-300-13
				Total	$10,410.00		
0020040167	Office Depot						
		20-2540-410-00-79	Office Supplies B & G		187.50	4/1/2020	20-2540-410-00-79
				Total	$187.50		
0020202783	Ombudsman						
		10-1100-310-89-79-605-14	Title I Instruc Pur Svc		3,245.00	3/17/2020	10-1100-310-89-79-605-14
				Total	$3,245.00		
0020040177	Omni Commercial Lighting Service						
		20-2542-323-00-79	Repairs & Maint Buildings		1,000.00	4/1/2020	20-2542-323-00-79
				Total	$1,000.00		

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P.O.#	Vendor Name	A.S.N.	Description		Amount	P.O. Date	State Account Number
0020202885	Omni Commercial Lighting Service						
		20-2542-323-00-79	Repairs & Maint Buildings		440.00	4/7/2020	20-2542-323-00-79
				Total	$440.00		
0020040797	Ottosen DiNolfo						
		10-2310-318-00-74-500-14	Legal Board		3,000.00	4/1/2020	10-2310-318-00-74-500-14
				Total	$3,000.00		
0020202769	Patlin Inc						
		40-2554-410-00-79	Fleet Supplies		404.96	3/13/2020	40-2554-410-00-79
				Total	$404.96		
0020202798	Paula Kluth Consulting						
		10-2130-310-92-79-600-14	IDEA Health Services		4,251.75	3/20/2020	10-2130-310-92-79-600-14
		10-2130-310-92-79-600-14	IDEA Health Services		935.80	3/20/2020	10-2130-310-92-79-600-14
				Total	$5,187.55		
0020041487	Pepsi-Cola Gen Bot Inc						
		10-2560-415-00-71-300-13	Cafe Food HS		7,500.00	4/1/2020	10-2560-415-00-71-300-13
				Total	$7,500.00		
0020202803	PlumbMaster Inc						
		20-2542-410-00-79	Supplies B & G		94.09	3/20/2020	20-2542-410-00-79
				Total	$94.09		
0020040557	Pro Com Systems Inc						
		10-2660-390-00-79-600-14	Purchased Service Technology		2,000.00	4/1/2020	10-2660-390-00-79-600-14
				Total	$2,000.00		
0020202879	Raptor Technologies						
		10-2546-390-00-79-600-14	Security Officer Gnl Purch Svc		5,500.00	4/6/2020	10-2546-390-00-79-600-14
				Total	$5,500.00		
0020040487	Revtrak, Inc.						
		10-2523-319-00-79-600-14	Banking Fees		10,000.00	4/1/2020	10-2523-319-00-79-600-14
				Total	$10,000.00		
0020202792	Royal Pipe & Supply inc						
		20-2542-410-00-79	Supplies B & G		11,152.96	3/19/2020	20-2542-410-00-79
				Total	$11,152.96		
0020040737	Rush Truck Center Huntley						
		40-2550-323-00-79	Repairs and Maintenance		2,000.00	4/1/2020	40-2550-323-00-79
				Total	$2,000.00		
0020040747	Rush Truck Center Huntley						
		40-2554-410-00-79	Fleet Supplies		3,000.00	4/1/2020	40-2554-410-00-79
				Total	$3,000.00		

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P.O.#	Vendor Name	A.S.N.	Description		Amount	P.O. Date	State Account Number
0020202767	Rush Truck Center Huntley						
		10-2550-410-97-79-600-14	All Children Trans Supplies		1,630.90	3/13/2020	10-2550-410-97-79-600-14
		40-2554-410-00-79	Fleet Supplies		1,908.08	3/13/2020	40-2554-410-00-79
				Total	$3,538.98		
0020202819	Rush Truck Center Huntley						
		40-2554-410-00-79	Fleet Supplies		17,800.00	4/1/2020	40-2554-410-00-79
		40-2554-410-00-79	Fleet Supplies		1,760.24	4/1/2020	40-2554-410-00-79
		40-2554-410-00-79	Fleet Supplies		900.16	4/1/2020	40-2554-410-00-79
		40-2554-410-00-79	Fleet Supplies		209.80	4/1/2020	40-2554-410-00-79
		40-2554-410-00-79	Fleet Supplies		839.48	4/1/2020	40-2554-410-00-79
		40-2554-410-00-79	Fleet Supplies		165.00	4/1/2020	40-2554-410-00-79
		40-2554-410-00-79	Fleet Supplies		769.50	4/1/2020	40-2554-410-00-79
		40-2554-410-00-79	Fleet Supplies		178.29	4/1/2020	40-2554-410-00-79
				Total	$22,622.47		
0020202880	Rush Truck Center Huntley						
		40-2550-323-00-79	Repairs and Maintenance		142.88	4/6/2020	40-2550-323-00-79
		40-2550-323-00-79	Repairs and Maintenance		185.00	4/6/2020	40-2550-323-00-79
		40-2550-323-00-79	Repairs and Maintenance		434.75	4/6/2020	40-2550-323-00-79
		40-2550-323-00-79	Repairs and Maintenance		4,346.17	4/6/2020	40-2550-323-00-79
				Total	$5,108.80		
0020041637	Russo Power Equipment						
		20-2543-410-00-79	Grounds Supplies		1,500.00	4/1/2020	20-2543-410-00-79
				Total	$1,500.00		
0020041067	Safety Kleen						
		40-2550-310-00-79	Prof & Tech Service Trans		200.00	4/1/2020	40-2550-310-00-79
				Total	$200.00		
0020041960	Saxe, David						
		10-2140-310-92-79-600-14	IDEA Psychological Services		10,000.00	4/1/2020	10-2140-310-92-79-600-14
				Total	$10,000.00		
0020202770	Schocks Towing						
		40-2550-323-00-79	Repairs and Maintenance		975.00	3/13/2020	40-2550-323-00-79
				Total	$975.00		
0020202788	School Health Corporation						
		10-1500-410-00-71-300-13	Training/Athletic Supplies HS		694.26	3/17/2020	10-1500-410-00-71-300-13
				Total	$694.26		
0020202895	School Health Corporation						
		10-2130-410-00-79-600-14	Supplies Health		2,821.91	4/9/2020	10-2130-410-00-79-600-14
				Total	$2,821.91		

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P.O.#	Vendor Name	A.S.N.	Description		Amount	P.O. Date	State Account Number
0020202771	Schoolbells Ltd						
		40-2552-331-00-79	Contracted Transportation		16,030.00	3/13/2020	40-2552-331-00-79
				Total	$16,030.00		
0020202820	Schoolbells Ltd						
		40-2552-331-00-79	Contracted Transportation		8,371.00	4/1/2020	40-2552-331-00-79
				Total	$8,371.00		
0020202898	SchoolMint Inc						
		10-1130-410-00-71-300-13	Inst Supplies HS		13,406.40	4/9/2020	10-1130-410-00-71-300-13
				Total	$13,406.40		
0020041317	Schuring & Schuring						
		10-2560-415-00-71-100-13	Cafe Food Leggee		6,000.00	4/1/2020	10-2560-415-00-71-100-13
				Total	$6,000.00		
0020041327	Schuring & Schuring						
		10-2560-415-00-71-300-13	Cafe Food HS		7,000.00	4/1/2020	10-2560-415-00-71-300-13
				Total	$7,000.00		
0020041367	Schuring & Schuring						
		10-2560-415-00-74-140-13	Cafe Food Mackeben		5,000.00	4/1/2020	10-2560-415-00-74-140-13
				Total	$5,000.00		
0020041373	Schuring & Schuring						
		10-2560-415-00-72-110-13	Cafe Food Chesak		8,000.00	4/1/2020	10-2560-415-00-72-110-13
				Total	$8,000.00		
0020041374	Schuring & Schuring						
		10-2560-415-00-72-120-13	Cafe Food Martin		8,000.00	4/1/2020	10-2560-415-00-72-120-13
				Total	$8,000.00		
0020041375	Schuring & Schuring						
		10-2560-415-00-72-220-13	Cafe Food Marlowe		4,000.00	4/1/2020	10-2560-415-00-72-220-13
				Total	$4,000.00		
0020041377	Schuring & Schuring						
		10-2560-415-00-74-150-13	Cafe Food Conley		5,000.00	4/1/2020	10-2560-415-00-74-150-13
				Total	$5,000.00		
0020041387	Schuring & Schuring						
		10-2560-415-00-74-210-13	Cafe Food Heineman		4,000.00	4/1/2020	10-2560-415-00-74-210-13
				Total	$4,000.00		
0020041397	Schuring & Schuring						
		10-2560-415-97-79-600-14	All Children Snacks		150.00	4/1/2020	10-2560-415-97-79-600-14
				Total	$150.00		

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P.O.#	Vendor Name	A.S.N.	Description		Amount	P.O. Date	State Account Number
0020040957	Secretary of State 12						
		40-2550-310-00-79	Prof & Tech Service Trans		4.00	4/1/2020	40-2550-310-00-79
				Total	$4.00		
0020040947	Secretary of State 11						
		40-2550-310-00-79	Prof & Tech Service Trans		4.00	4/1/2020	40-2550-310-00-79
				Total	$4.00		
0020040967	Secretary of State 13						
		40-2550-310-00-79	Prof & Tech Service Trans		4.00	4/1/2020	40-2550-310-00-79
				Total	$4.00		
0020040977	Secretary of State 14						
		40-2550-310-00-79	Prof & Tech Service Trans		4.00	4/1/2020	40-2550-310-00-79
				Total	$4.00		
0020040987	Secretary of State 15						
		40-2550-310-00-79	Prof & Tech Service Trans		4.00	4/1/2020	40-2550-310-00-79
				Total	$4.00		
0020040997	Secretary of State 16						
		40-2550-310-00-79	Prof & Tech Service Trans		4.00	4/1/2020	40-2550-310-00-79
				Total	$4.00		
0020041007	Secretary of State 17						
		40-2550-310-00-79	Prof & Tech Service Trans		4.00	4/1/2020	40-2550-310-00-79
				Total	$4.00		
0020041017	Secretary of State 18						
		40-2550-310-00-79	Prof & Tech Service Trans		4.00	4/1/2020	40-2550-310-00-79
				Total	$4.00		
0020041027	Secretary of State 19						
		40-2550-310-00-79	Prof & Tech Service Trans		4.00	4/1/2020	40-2550-310-00-79
				Total	$4.00		
0020041037	Secretary of State 20						
		40-2550-310-00-79	Prof & Tech Service Trans		4.00	4/1/2020	40-2550-310-00-79
				Total	$4.00		
0020040847	Secretary of State1						
		40-2550-310-00-79	Prof & Tech Service Trans		4.00	4/1/2020	40-2550-310-00-79
				Total	$4.00		
0020040937	Secretary of State10						
		40-2550-310-00-79	Prof & Tech Service Trans		4.00	4/1/2020	40-2550-310-00-79
				Total	$4.00		

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P.O.#	Vendor Name	A.S.N.	Description		Amount	P.O. Date	State Account Number
0020040857	Secretary of State2						
		40-2550-310-00-79	Prof & Tech Service Trans		4.00	4/1/2020	40-2550-310-00-79
				Total	$4.00		
0020040867	Secretary of State3						
		40-2550-310-00-79	Prof & Tech Service Trans		4.00	4/1/2020	40-2550-310-00-79
				Total	$4.00		
0020040877	Secretary of State4						
		40-2550-310-00-79	Prof & Tech Service Trans		4.00	4/1/2020	40-2550-310-00-79
				Total	$4.00		
0020040887	Secretary of State5						
		40-2550-310-00-79	Prof & Tech Service Trans		4.00	4/1/2020	40-2550-310-00-79
				Total	$4.00		
0020040897	Secretary of State6						
		40-2550-310-00-79	Prof & Tech Service Trans		4.00	4/1/2020	40-2550-310-00-79
				Total	$4.00		
0020040907	Secretary of State7						
		40-2550-310-00-79	Prof & Tech Service Trans		4.00	4/1/2020	40-2550-310-00-79
				Total	$4.00		
0020040917	Secretary of State8						
		40-2550-310-00-79	Prof & Tech Service Trans		4.00	4/1/2020	40-2550-310-00-79
				Total	$4.00		
0020040927	Secretary of State9						
		40-2550-310-00-79	Prof & Tech Service Trans		4.00	4/1/2020	40-2550-310-00-79
				Total	$4.00		
0020202772	SEDOM of McHenry County						
		10-4210-670-00-79-600-14	Reg Ed Out of District		1,440.00	3/13/2020	10-4210-670-00-79-600-14
				Total	$1,440.00		
0020202897	Service Sanitation Inc						
		10-1500-320-00-71-300-13	HHS Athletics Grounds Svcs		397.39	4/9/2020	10-1500-320-00-71-300-13
		10-1500-320-00-71-300-13	HHS Athletics Grounds Svcs		437.67	4/9/2020	10-1500-320-00-71-300-13
				Total	$835.06		
0020202809	Shiffler Equipment Sales Inc						
		20-2542-410-00-79	Supplies B & G		202.20	3/20/2020	20-2542-410-00-79
				Total	$202.20		
0020202773	Streamwood Behavioral Health						
		10-4210-670-00-79-600-14	Reg Ed Out of District		700.00	3/13/2020	10-4210-670-00-79-600-14
				Total	$700.00		

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P.O.#	Vendor Name	A.S.N.	Description		Amount	P.O. Date	State Account Number
0020202799	Sunrise Southwest LLC						
		40-2552-331-00-79	Contracted Transportation		3,839.80	3/20/2020	40-2552-331-00-79
				Total	$3,839.80		
0020202827	Sunrise Southwest LLC						
		40-2552-331-00-79	Contracted Transportation		2,157.15	4/1/2020	40-2552-331-00-79
				Total	$2,157.15		
0020040377	Talerico Martin Corp						
		10-2560-415-00-74-210-13	Cafe Food Heineman		1,000.00	4/1/2020	10-2560-415-00-74-210-13
				Total	$1,000.00		
0020040378	Talerico Martin Corp						
		10-2560-415-00-71-300-13	Cafe Food HS		2,000.00	4/1/2020	10-2560-415-00-71-300-13
				Total	$2,000.00		
0020040387	Talerico Martin Corp						
		10-2560-415-00-72-220-13	Cafe Food Marlowe		1,000.00	4/1/2020	10-2560-415-00-72-220-13
				Total	$1,000.00		
0020202789	Team Reil Inc						
		20-2543-323-00-79	Repairs-Grounds		1,480.00	3/17/2020	20-2543-323-00-79
				Total	$1,480.00		
0020202821	Top Line Transportation						
		40-2552-331-00-79	Contracted Transportation		1,050.00	4/1/2020	40-2552-331-00-79
				Total	$1,050.00		
0020202784	TPI Tyler Press Inc						
		10-2520-410-00-74-500-14	Supplies Fiscal		372.85	3/17/2020	10-2520-410-00-74-500-14
				Total	$372.85		
0020202890	Trane						
		20-2542-323-00-79	Repairs & Maint Buildings		1,938.00	4/8/2020	20-2542-323-00-79
				Total	$1,938.00		
0020040837	Tredroc Tire Services						
		40-2554-410-00-79	Fleet Supplies		3,400.00	4/1/2020	40-2554-410-00-79
				Total	$3,400.00		
0020202881	Tyler Technologies Inc						
		40-2550-310-00-79	Prof & Tech Service Trans		1,171.15	4/6/2020	40-2550-310-00-79
		40-2550-310-00-79	Prof & Tech Service Trans		1,299.24	4/6/2020	40-2550-310-00-79
				Total	$2,470.39		
0020202804	UPS Store #6063						
		20-2540-341-00-79-605-14	Postage		5.41	3/20/2020	20-2540-341-00-79-605-14
				Total	$5.41		

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P.O.#	Vendor Name	A.S.N.	Description		Amount	P.O. Date	State Account Number
0020041607	Verizon Wireless						
		20-2540-340-00-79	Telephone - Districtwide		4,000.00	4/1/2020	20-2540-340-00-79
				Total	$4,000.00		
0020040137	Village of Algonquin						
		20-2546-310-00-71-305	Resource Officer HS		9,444.09	4/1/2020	20-2546-310-00-71-305
				Total	$9,444.09		
0020041517	Village of Huntley						
		20-2546-310-00-71-305	Resource Officer HS		5,360.20	4/1/2020	20-2546-310-00-71-305
				Total	$5,360.20		
0020202874	Village of Huntley						
		20-2546-310-00-71-305	Resource Officer HS		438.75	4/6/2020	20-2546-310-00-71-305
				Total	$438.75		
0020202875	Village of Huntley						
		20-2546-310-00-71-305	Resource Officer HS		292.50	4/6/2020	20-2546-310-00-71-305
				Total	$292.50		
0020202876	Village of Huntley						
		20-2546-310-00-71-305	Resource Officer HS		877.50	4/6/2020	20-2546-310-00-71-305
				Total	$877.50		
0020202877	Village of Huntley						
		20-2546-310-00-71-305	Resource Officer HS		683.80	4/6/2020	20-2546-310-00-71-305
				Total	$683.80		
0020202878	Village of Huntley						
		20-2546-310-00-71-305	Resource Officer HS		325.00	4/6/2020	20-2546-310-00-71-305
				Total	$325.00		
0020040687	Village of Lake in the Hills						
		20-2546-310-00-71-305	Resource Officer HS		5,245.00	4/1/2020	20-2546-310-00-71-305
				Total	$5,245.00		
0020041757	Virtual Connections Academy						
		10-4220-670-00-79-600-14	Sp Ed Private Tuition		5,000.00	4/1/2020	10-4220-670-00-79-600-14
				Total	$5,000.00		
0020040457	VSP of Illinois NFP						
		10-2310-220-00-79-600-14	Support Serv-Gen Adm Insurance		8,000.00	4/1/2020	10-2310-220-00-79-600-14
				Total	$8,000.00		
0020202888	Wallingford Sales Company						
		20-2542-410-00-79	Supplies B & G		5,758.00	4/7/2020	20-2542-410-00-79
				Total	$5,758.00		

Huntley Community School District #158
Purchase Orders Report
From March 12, 2020 to April 9, 2020

P.O.#	Vendor Name	A.S.N.	Description		Amount	P.O. Date	State Account Number
0020202805	WeatherGuard Roofing Company						
		20-2542-323-00-79	Repairs & Maint Buildings		196.00	3/20/2020	20-2542-323-00-79
				Total	$196.00		
0020040767	WEX BANK						
		40-2552-464-00-79	Diesel/Gasoline		300.00	4/1/2020	40-2552-464-00-79
				Total	$300.00		
0020040777	WEX BANK						
		10-1700-464-21-71-300-13	Driver Education Gasoline		2,030.00	4/1/2020	10-1700-464-21-71-300-13
		10-1700-464-21-71-300-13	Driver Education Gasoline		2,030.00	4/1/2020	10-1700-464-21-71-300-13
				Total	$4,060.00		
0020202814	Wilson, Danielle						
		10-1120-490-02-72-220-13	Marlowe Fine Arts Supplies		1,262.50	3/26/2020	10-1120-490-02-72-220-13
				Total	$1,262.50		
0020041747	Winston Knolls Education Group						
		10-4220-670-00-79-600-14	Sp Ed Private Tuition		6,500.00	4/1/2020	10-4220-670-00-79-600-14
				Total	$6,500.00		
0020040657	Woodstock Community Unit School Dist						
		10-4220-670-00-79-600-14	Sp Ed Private Tuition		30,000.00	4/1/2020	10-4220-670-00-79-600-14
				Total	$30,000.00		
0020040477	Zero Card						
		10-1100-220-00-79-600-14	Regular Programs Insurance		2,500.00	4/1/2020	10-1100-220-00-79-600-14
				Total	$2,500.00		
0020040267	Zieglers Ace Hardware						
		20-2542-410-00-79	Supplies B & G		300.00	4/1/2020	20-2542-410-00-79
				Total	$300.00		
0020041047	Zieglers Ace Hardware						
		40-2554-410-00-79	Fleet Supplies		100.00	4/1/2020	40-2554-410-00-79
				Total	$100.00		
				Total	$2,192,875.15		

HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

Huntley Community School District 158

650 Dr. John Burkey Drive
Algonquin, Illinois 60102
(847) 659-6158 • www.district158.org

To: Board of Education and Administration

From: Mark Altmayer, Chief Financial Officer

Date: April 16, 2020

Subject: **Accounts Payable Report**
Board of Education Meeting, April 16, 2020
Finance Committee

The following is an executive summary of the attached report titled "Accounts Payable" which is a listing of open accounts payable for which the Board has not approved purchase orders (i.e. employee reimbursements, refunds for fees, etc.) and therefore Administration is requesting Board Approval to issue payment:

Education Fund	$	8,954.30
Operations & Maintenance Fund		0.00
Debt Service Fund		0.00
Transporation Fund		0.00
Municipal Retirement and Social Security Fund		0.00
Capital Projects Fund		0.00
Working Cash Fund		0.00
Fire Prevention and Safety Fund		0.00
Total	$	8,954.30

At this time there is no Supplemental Accounts Payable Report for which Board approval is needed. Therefore, one will be provided in the packet for the upcoming Regular Board meeting. It will consist of an executive summary and an attached report titled "Accounts Payable" which will include an additional listing of open accounts payable for which the Board has not approved purchase orders (i.e. employee reimbursements, refunds for fees, etc.) and therefore Administration will request Board Approval to issue payment.

RECOMMENDATION
Administration requests that the Finance Committee recommend the Board of Education approve the Accounts Payable Report at the April 16, 2020 Regular Board meeting.

Huntley Community School District #158
Accounts Payable Report

Printed: 4/9/2020

Vendor Name	A.S.N.	Description		Amount	State Account Number
Awrey, Terry					
	10-1200-310-66-71-300-13	STEP Purchased Services		42.83	10-1200-310-66-71-300-13
			Total	$42.83	
Belin, Marcus					
	10-2410-332-00-71-300-13	Prin Travel HS		497.38	10-2410-332-00-71-300-13
			Total	$497.38	
Chesney, Kendra					
	10-2310-230-00-74-500-14	Tuition Reimbursement		750.00	10-2310-230-00-74-500-14
			Total	$750.00	
Corapi, Jillian					
	10-2310-230-00-74-500-14	Tuition Reimbursement		375.00	10-2310-230-00-74-500-14
			Total	$375.00	
Dean, Adam					
	10-2546-332-00-79-600-14	Security Officer Travel		218.50	10-2546-332-00-79-600-14
			Total	$218.50	
del Castillo, Rocio					
	10-1800-410-84-79-605-14	Title III LIPLEPS Supplies		395.50	10-1800-410-84-79-605-14
	10-2212-332-00-74-500-14	Travel & Conference Curr		1,186.86	10-2212-332-00-74-500-14
			Total	$1,582.36	
Duppler, Erica					
	10-2310-230-00-74-500-14	Tuition Reimbursement		375.00	10-2310-230-00-74-500-14
			Total	$375.00	
Greene, Noelle					
	10-2310-230-00-74-500-14	Tuition Reimbursement		780.00	10-2310-230-00-74-500-14
			Total	$780.00	
Hollabaugh, Jennifer					
	10-2310-230-00-74-500-14	Tuition Reimbursement		375.00	10-2310-230-00-74-500-14
			Total	$375.00	
Kasch, Jennifer					
	10-1200-310-66-71-300-13	STEP Purchased Services		106.49	10-1200-310-66-71-300-13
			Total	$106.49	
Kehler, Jessica					
	10-2310-230-00-74-500-14	Tuition Reimbursement		520.00	10-2310-230-00-74-500-14
			Total	$520.00	

Huntley Community School District #158
Accounts Payable Report

Vendor Name	A.S.N.	Description		Amount	State Account Number
Kempf, Thomas					
	10-2410-490-00-71-300-13	HS Staff Recognition		66.43	10-2410-490-00-71-300-13
			Total	$66.43	
Kent, Deborah					
	10-2660-332-00-79-600-14	Travel Technology		55.25	10-2660-332-00-79-600-14
			Total	$55.25	
Kienzle, Elizabeth					
	10-1200-310-66-71-300-13	STEP Purchased Services		40.13	10-1200-310-66-71-300-13
			Total	$40.13	
Meyers, Lori					
	10-1110-410-00-72-120-13	Inst Supplies Martin		113.18	10-1110-410-00-72-120-13
			Total	$113.18	
Mikolas, Christine					
	10-1200-310-66-71-300-13	STEP Purchased Services		47.38	10-1200-310-66-71-300-13
			Total	$47.38	
Parker, Alicia					
	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev		70.03	10-2210-314-92-79-605-14
			Total	$70.03	
Scardina, Katherine					
	10-2310-230-00-74-500-14	Tuition Reimbursement		375.00	10-2310-230-00-74-500-14
			Total	$375.00	
Schneider, Margaret					
	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev		34.55	10-2210-314-92-79-605-14
			Total	$34.55	
Schoenherr, Heather					
	10-1200-310-66-71-300-13	STEP Purchased Services		70.61	10-1200-310-66-71-300-13
			Total	$70.61	
Schwingen, Rachael					
	10-2310-230-00-74-500-14	Tuition Reimbursement		375.00	10-2310-230-00-74-500-14
			Total	$375.00	
Soriano, Missy					
	10-1200-310-66-71-300-13	STEP Purchased Services		72.50	10-1200-310-66-71-300-13
			Total	$72.50	

Huntley Community School District #158
Accounts Payable Report

Vendor Name	A.S.N.	Description		Amount	State Account Number
Surak-Roesner, Linda					
	10-1110-332-00-71-100-13	Teacher Travel Leggee		25.98	10-1110-332-00-71-100-13
			Total	$25.98	
Swanson, Kelli					
	10-2310-230-00-74-500-14	Tuition Reimbursement		390.00	10-2310-230-00-74-500-14
			Total	$390.00	
Wilkinson, Jennifer					
	10-2310-230-00-74-500-14	Tuition Reimbursement		375.00	10-2310-230-00-74-500-14
			Total	$375.00	
Wilson, Glen					
	10-1500-332-00-71-300-13	Athletic Trips HS		339.25	10-1500-332-00-71-300-13
			Total	$339.25	
Wolf, Kevin					
	10-1200-332-00-79-600-14	Travel Sp Ed		796.83	10-1200-332-00-79-600-14
			Total	$796.83	
Yokas, Robin					
	10-2212-332-00-74-500-14	Travel & Conference Curr		84.62	10-2212-332-00-74-500-14
			Total	$84.62	
			Total	$8,954.30	

HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

Huntley Community School District 158

650 Dr. John Burkey Drive
Algonquin, Illinois 60102
(847) 659-6158 • www.district158.org

To: Board of Education and Administration

From: Mark Altmayer, Chief Financial Officer

Date: April 16, 2020

Subject: **Imprest Checks Issue**
Board of Education Meeting, April 16, 2020
Finance Committee

The following is an executive summary of the attached report titled "Imprest Checks Issued" which is a listing of payments made as of April 9, 2020 for which the Board had not previously approved purchase orders. Therefore Administration is requesting Board Approval acknowledging the issuance of payment:

Education Fund	$	15,179.58
Operations & Maintenance Fund		52,758.09
Debt Service Fund		0.00
Transporation Fund		0.00
Municipal Retirement and Social Security Fund		16.00
Capital Projects Fund		0.00
Working Cash Fund		0.00
Fire Prevention and Safety Fund		0.00
Total	$	67,953.67

RECOMMENDATION
Administration requests that the Finance Committee recommend the Board of Education approve the Imprest Checks Issued Report at the April 16, 2020 Regular Board meeting.

Huntley Community School District 158

Imprest Checks Issued
As of: 04/08/2020

Vendor Name / P.O. Number	Description	Amount	State Account Number
Anderson, Amos			
	Sports Officials HS	53.00	10-1500-319-00-71-300-13
		$53.00	
AT&T Long Distance			
	Telephone - Districtwide	465.53	20-2540-340-00-79
		$465.53	
Bach, Brad			
	Sports Officials HS	67.00	10-1500-319-00-71-300-13
		$67.00	
Central High School			
	Conference Travel HS	330.00	10-1500-335-00-71-300-13
		$330.00	
ComEd			
	Electric	17,538.22	20-2540-466-00-79
	Electric	19,760.12	20-2540-466-00-79
		$37,298.34	
Criss, David			
	Sports Officials HS	67.00	10-1500-319-00-71-300-13
		$67.00	
Culbertson, Mattie m			
	HS Parking Fee	50.00	10-1792
		$50.00	
DeKalb High School			
	Conference Travel HS	400.00	10-1500-335-00-71-300-13
	Conference Travel HS	420.00	10-1500-335-00-71-300-13
	Extra-Curricular HS	150.00	10-1500-410-70-71-300-13
		$970.00	
DePue, William			
	Sports Officials HS	67.00	10-1500-319-00-71-300-13
		$67.00	
Fed, Charles			
	Sports Officials HS	53.00	10-1500-319-00-71-300-13
		$53.00	
Fiene, Sandra M			
	Drivers Ed Fees	28.00	10-1970
		$28.00	
Finstein, Mark			
	Sports Officials Heineman	65.00	10-1500-319-00-74-210-13
		$65.00	
Fulk, Trevor			
	Sports Officials HS	53.00	10-1500-319-00-71-300-13
		$53.00	
Grayslake Central HS c/o Athletics			
	Conference Travel HS	150.00	10-1500-335-00-71-300-13
		$150.00	
HESPA			
	HESPA Dues	5,448.65	10-462
	HESPA Dues	5,406.17	10-462

Vendor Name / P.O. Number	Description	Amount	State Account Number
		$10,854.82	
Karkow, Jim			
	Sports Officials Heineman	65.00	10-1500-319-00-74-210-13
	Sports Officials Heineman	65.00	10-1500-319-00-74-210-13
		$130.00	
King, David			
	Sports Officials HS	67.00	10-1500-319-00-71-300-13
		$67.00	
Knauf, James			
	Sports Officials HS	67.00	10-1500-319-00-71-300-13
		$67.00	
Krueger, Wesley			
	Sports Officials Heineman	65.00	10-1500-319-00-74-210-13
		$65.00	
Martin, Mike			
	Sports Officials HS	65.00	10-1500-319-00-71-300-13
		$65.00	
McMahon, Tim			
	Sports Officials Heineman	65.00	10-1500-319-00-74-210-13
	Sports Officials Heineman	40.00	10-1500-319-00-74-210-13
		$105.00	
Montini Catholic			
	Conference Travel HS	500.00	10-1500-335-00-71-300-13
		$500.00	
Mortensen, Art			
	Sports Officials HS	53.00	10-1500-319-00-71-300-13
		$53.00	
Murzyn, Steve			
	Sports Officials HS	53.00	10-1500-319-00-71-300-13
		$53.00	
NCPERS Group Life Ins			
	IMRF & SS (Board)	16.00	50-481
		$16.00	
Orange, Christopher			
	Sports Officials HS	65.00	10-1500-319-00-71-300-13
	Sports Officials Heineman	65.00	10-1500-319-00-74-210-13
		$130.00	
Petty Cash-HHS SpEd			
	IDEA Instructional Supplies	30.07	10-1200-410-92-79-600-14
	IDEA General Purchased Service	50.00	10-1200-310-92-79-600-14
		$80.07	
Pfaff, Darlene			
	AP Payroll Net Checks	330.83	10-475
		$330.83	
Pingel, Rick			
	Sports Officials HS	92.00	10-1500-319-00-71-300-13
	Sports Officials HS	53.00	10-1500-319-00-71-300-13
		$145.00	

Vendor Name / P.O. Number	Description	Amount	State Account Number
Ropiak, Kenneth			
	Sports Officials HS	92.00	10-1500-319-00-71-300-13
		$92.00	
Schimbke, Paul			
	Sports Officials HS	67.00	10-1500-319-00-71-300-13
		$67.00	
Schultz, Brad			
	Sports Officials Heineman	65.00	10-1500-319-00-74-210-13
	Sports Officials Heineman	40.00	10-1500-319-00-74-210-13
		$105.00	
Smith, Kevin			
	Sports Officials HS	53.00	10-1500-319-00-71-300-13
		$53.00	
Stephenson, Michael			
	Sports Officials HS	92.00	10-1500-319-00-71-300-13
		$92.00	
United Way of McHenry Co			
	United Way Payable	13.43	10-498
	United Way Payable	13.43	10-498
		$26.86	
Village of Algonquin			
	Water/Sewer	2,186.05	20-2540-370-00-79
	Water/Sewer	1,465.15	20-2540-370-00-79
	Water/Sewer	1,304.95	20-2540-370-00-79
	Water/Sewer	677.50	20-2540-370-00-79
	Water/Sewer	10.00	20-2540-370-00-79
		$5,643.65	
Village of Huntley			
	Water/Sewer	1,472.24	20-2540-370-00-79
	Water/Sewer	42.19	20-2540-370-00-79
	Water/Sewer	5,120.80	20-2540-370-00-79
	Water/Sewer	873.64	20-2540-370-00-79
	Water/Sewer	890.29	20-2540-370-00-79
	Water/Sewer	187.66	20-2540-370-00-79
	Water/Sewer	763.75	20-2540-370-00-79
		$9,350.57	
Wilmot, Michael			
	Sports Officials HS	92.00	10-1500-319-00-71-300-13
	Sports Officials HS	53.00	10-1500-319-00-71-300-13
		$145.00	
	Report Total	$67,953.67	

HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

Huntley Community School District 158

650 Dr. John Burkey Drive
Algonquin, Illinois 60102
(847) 659-6158 • www.district158.org

To: Board of Education and Administration

From: Mark Altmayer, Chief Financial Officer

Date: April 16, 2020

Subject: **Disbursements Issued**
Board of Education Meeting, April 16, 2020
Finance Committee

The following is an executive summary of the attached report titled "Disbursements Issued" which is a listing of disbursements issued from February 27, 2019 to April 9, 2020.

Education Fund	$	6,837,242.84
Operations & Maintenance Fund		566,315.43
Debt Service Fund		0.00
Transporation Fund		114,038.73
Municipal Retirement and Social Security Fund		170,406.98
Capital Projects Fund		892,568.67
Working Cash Fund		0.00
Fire Prevention and Safety Fund		0.00
Total	$	8,580,572.65

RECOMMENDATION

Administration requests that the Finance Committee recommend the Board of Education approve the Disbursements Issued Report at the April 16, 2020 Regular Board meeting.

Huntley Community School District #158
Disbursements Issued
From February 27, 2020 to April 9, 2020

Vendor Name	Check #	Check Date	A.S.N.	Description		Amount	PO #	State Account Number
1ST Ayd Corporation								
	52670	4/3/2020	40-2554-410-00-79	Fleet Supplies		222.53	0020030677	40-2554-410-00-79
					Total	$222.53		
ABM Industry Groups LLC								
	52394	3/13/2020	20-2542-320-00-79-605-14	Contractual Overtime		3,721.11	0020010217	20-2542-320-00-79-605-14
	52394	3/13/2020	40-2550-321-00-79	Bus Sanitation		2,215.92	0020010187	40-2550-321-00-79
	52442	3/20/2020	20-2542-310-00-79	Custodial Contract Service		134,940.73	0020030207	20-2542-310-00-79
	52671	4/3/2020	20-2542-320-00-79-605-14	Contractual Overtime		5,412.80	0020030217	20-2542-320-00-79-605-14
					Total	$146,290.56		
Accardi, David								
	52218	2/28/2020	10-1500-319-00-72-220-13	Sports Officials Marlowe		65.00		10-1500-319-00-72-220-13
	52218	2/28/2020	10-1500-319-00-74-210-13	Sports Officials Heineman		65.00		10-1500-319-00-74-210-13
					Total	$130.00		
Accountable Healthcare Staffing Inc								
	52219	2/28/2020	10-2140-310-00-79-600-14	Psychological Services		2,900.00	0020010637	10-2140-310-00-79-600-14
	52219	2/28/2020	10-2140-310-00-79-600-14	Psychological Services		4,640.00	0020020637	10-2140-310-00-79-600-14
	52395	3/13/2020	10-2140-310-00-79-600-14	Psychological Services		2,073.60	0020020637	10-2140-310-00-79-600-14
	52443	3/20/2020	10-2140-310-00-79-600-14	Psychological Services		2,900.00	0020202721	10-2140-310-00-79-600-14
	52443	3/20/2020	10-2140-310-92-79-600-14	IDEA Psychological Services		2,320.00	0020202748	10-2140-310-92-79-600-14
	52644	3/20/2020	10-2140-310-00-79-600-14	Psychological Services		5,800.00	0020030637	10-2140-310-00-79-600-14
					Total	$20,633.60		
Adaptive Specialties								
	52220	2/28/2020	10-2130-710-92-79-600-14	IDEA Hlth Sup Non-Cap		985.00	0020202317	10-2130-710-92-79-600-14
					Total	$985.00		
ADP LLC								
	52221	2/28/2020	10-2520-310-00-74-500-14	Prof & Tech Fiscal		12,656.95	0020120437	10-2520-310-00-74-500-14
	52650	3/27/2020	10-1100-220-00-79-600-14	Regular Programs Insurance		5,161.47	0020020337	10-1100-220-00-79-600-14
	52672	4/3/2020	10-1100-220-00-79-600-14	Regular Programs Insurance		1,857.25	0020030337	10-1100-220-00-79-600-14
	52672	4/3/2020	10-2520-310-00-74-500-14	Prof & Tech Fiscal		13,116.83	0020030437	10-2520-310-00-74-500-14
					Total	$32,792.50		
ADP Net Pay Wires								
	2020031101	3/10/2020	10103	Payroll Education Fund		1,904,025.76		10103
	2020032601	3/25/2020	10103	Payroll Education Fund		1,991,805.88		10103
					Total	$3,895,831.64		

Huntley Community School District #158
Disbursements Issued
From February 27, 2020 to April 9, 2020

Vendor Name	Check #	Check Date	A.S.N.	Description		Amount	PO #	State Account Number
ADP Tax Wires								
	202031001	3/10/2020	10-2523-319-00-79-600-14	Banking Fees		-0.49		10-2523-319-00-79-600-14
	202031001	3/10/2020	10403	Garnish		1,217.25		10403
	202031001	3/10/2020	10452	FED W/H Taxes Payable		212,767.13		10452
	202031001	3/10/2020	10453	State W/H Taxes Payable		110,754.90		10453
	202031001	3/10/2020	10458	Family Services		1,796.92		10458
	202031001	3/10/2020	10464	Medicare		37,024.08		10464
	202031001	3/10/2020	10470	Social Security - ER Payable		33,528.50		10470
	202031001	3/10/2020	10471	Medicare - EE Payable		37,023.95		10471
	202031001	3/10/2020	10472	Social Security - EE		33,528.37		10472
	202031001	3/10/2020	10473	State Withholding - WI		1,763.42		10473
	202031001	3/10/2020	10475	AP Payroll Net Checks		-330.83		10475
	202031001	3/10/2020	10478	HSA Payable		1,684.64		10478
	202032501	3/25/2020	10-2523-319-00-79-600-14	Banking Fees		-0.21		10-2523-319-00-79-600-14
	202032501	3/25/2020	10403	Garnish		1,384.94		10403
	202032501	3/25/2020	10452	FED W/H Taxes Payable		223,562.92		10452
	202032501	3/25/2020	10453	State W/H Taxes Payable		116,040.07		10453
	202032501	3/25/2020	10458	Family Services		1,796.92		10458
	202032501	3/25/2020	10464	Medicare		38,739.77		10464
	202032501	3/25/2020	10470	Social Security - ER Payable		37,251.87		10470
	202032501	3/25/2020	10471	Medicare - EE Payable		38,739.42		10471
	202032501	3/25/2020	10472	Social Security - EE		37,251.81		10472
	202032501	3/25/2020	10473	State Withholding - WI		1,768.11		10473
	202032501	3/25/2020	10478	HSA Payable		1,684.64		10478
					Total	$968,978.10		
Advance Auto Parts								
	52444	3/20/2020	40-2554-410-00-79	Fleet Supplies		523.21	0020010717	40-2554-410-00-79
	52673	4/3/2020	40-2554-410-00-79	Fleet Supplies		419.70	0020030717	40-2554-410-00-79
					Total	$942.91		
Advantage Behavioral Health								
	52445	3/20/2020	10-2510-220-00-79-600-14	Direction of Business Serv Ins		2,955.00	0020202613	10-2510-220-00-79-600-14
					Total	$2,955.00		

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Advantage Mechanical Inc								
	52222	2/28/2020	20-2542-323-00-79	Repairs & Maint Buildings		930.30	0020020027	20-2542-323-00-79
	52222	2/28/2020	20-2542-390-00-79	Other Purchased Service		4,629.32	0020020317	20-2542-390-00-79
	52315	3/6/2020	20-2542-323-00-79	Repairs & Maint Buildings		558.00	0020030027	20-2542-323-00-79
	52446	3/20/2020	20-2542-323-00-79	Repairs & Maint Buildings		434.00	0020030027	20-2542-323-00-79
	52446	3/20/2020	20-2542-323-00-79	Repairs & Maint Buildings		552.00	0020202531	20-2542-323-00-79
	52446	3/20/2020	20-2542-323-00-79	Repairs & Maint Buildings		156.00	0020202532	20-2542-323-00-79
	52446	3/20/2020	20-2542-323-00-79	Repairs & Maint Buildings		409.00	0020202534	20-2542-323-00-79
	52446	3/20/2020	20-2542-323-00-79	Repairs & Maint Buildings		14,347.00	0020202583	20-2542-323-00-79
	52446	3/20/2020	20-2542-323-00-79	Repairs & Maint Buildings		2,542.00	0020202722	20-2542-323-00-79
	52446	3/20/2020	20-2542-323-00-79	Repairs & Maint Buildings		1,250.00	0020202533	20-2542-323-00-79
	52446	3/20/2020	20-2542-390-00-79	Other Purchased Service		4,629.32	0020030317	20-2542-390-00-79
					Total	$30,436.94		
Aerial Metrics Inc								
	52651	3/27/2020	10-1130-540-00-71-300-13	High School Equipment		1,790.00	0020202212	10-1130-540-00-71-300-13
					Total	$1,790.00		
AIA Services LLC								
	52447	3/20/2020	10-1110-410-00-72-120-13	Inst Supplies Martin		125.00	0020202670	10-1110-410-00-72-120-13
	52447	3/20/2020	10-1130-490-02-71-300-13	High School Fine Arts/PAC Supplies		680.45	0020202620	10-1130-490-02-71-300-13
					Total	$805.45		
Air Products Equipment Co								
	52448	3/20/2020	20-2542-410-00-79	Supplies B & G		156.00	0020202584	20-2542-410-00-79
					Total	$156.00		
Airgas USA LLC								
	52223	2/28/2020	20-2542-410-00-79	Supplies B & G		161.14	0020010237	20-2542-410-00-79
	52223	2/28/2020	20-2542-410-00-79	Supplies B & G		611.14	0020020237	20-2542-410-00-79
	52449	3/20/2020	20-2542-410-00-79	Supplies B & G		1,672.28	0020202513	20-2542-410-00-79
	52449	3/20/2020	40-2554-410-00-79	Fleet Supplies		197.14	0020202522	40-2554-410-00-79
					Total	$2,641.70		
Alboum & Associates LLC								
	52450	3/20/2020	10-2150-310-92-79-600-14	IDEA Sp Path & Audiology Serv		150.00	0020202450	10-2150-310-92-79-600-14
					Total	$150.00		
Alexander Leigh Center for Autism								
	52645	3/20/2020	10-4220-670-00-79-600-14	Sp Ed Private Tuition		32,582.66	0020021617	10-4220-670-00-79-600-14
	52645	3/20/2020	10-4220-670-00-79-600-14	Sp Ed Private Tuition		29,145.48	0020031617	10-4220-670-00-79-600-14
					Total	$61,728.14		

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Alexian Brothers								
	52316	3/6/2020	10-4210-670-00-79-600-14	Reg Ed Out of District		560.00	0020202578	10-4210-670-00-79-600-14
	52316	3/6/2020	10-4210-670-00-79-600-14	Reg Ed Out of District		1,400.00	0020202577	10-4210-670-00-79-600-14
					Total	$1,960.00		
Alpha Baking Company Inc								
	52396	3/13/2020	10-2560-415-00-71-100-13	Cafe Food Leggee		185.21	0020021077	10-2560-415-00-71-100-13
	52396	3/13/2020	10-2560-415-00-71-300-13	Cafe Food HS		1,359.57	0020021087	10-2560-415-00-71-300-13
	52396	3/13/2020	10-2560-415-00-72-110-13	Cafe Food Chesak		154.64	0020021097	10-2560-415-00-72-110-13
	52396	3/13/2020	10-2560-415-00-72-120-13	Cafe Food Martin		282.40	0020021107	10-2560-415-00-72-120-13
	52396	3/13/2020	10-2560-415-00-72-220-13	Cafe Food Marlowe		234.04	0020021117	10-2560-415-00-72-220-13
	52396	3/13/2020	10-2560-415-00-74-140-13	Cafe Food Mackeben		186.40	0020021127	10-2560-415-00-74-140-13
	52396	3/13/2020	10-2560-415-00-74-150-13	Cafe Food Conley		88.12	0020021137	10-2560-415-00-74-150-13
	52396	3/13/2020	10-2560-415-00-74-210-13	Cafe Food Heineman		304.14	0020021147	10-2560-415-00-74-210-13
					Total	$2,794.52		
Altmayer, Mark								
	52451	3/20/2020	10-2520-332-00-74-500-14	Travel Fiscal		405.84		10-2520-332-00-74-500-14
					Total	$405.84		
American Reading Company								
	52317	3/6/2020	10-2212-310-00-79-505-14	Curriclum Gen Pur Svc		2,700.00	0020200273	10-2212-310-00-79-505-14
	52452	3/20/2020	10-2212-310-00-79-505-14	Curriclum Gen Pur Svc		2,700.00	0020200273	10-2212-310-00-79-505-14
					Total	$5,400.00		
Anderson Pest Solutions								
	52453	3/20/2020	20-2542-321-00-79	Sanitation/Exterminating		554.47	0020030037	20-2542-321-00-79
					Total	$554.47		
Anderson, Allison								
	52454	3/20/2020	10-1200-310-92-79-600-14	IDEA General Purchased Service		52.78		10-1200-310-92-79-600-14
					Total	$52.78		
Anderson, Amos								
	52224	2/28/2020	10-1500-319-00-71-300-13	Sports Officials HS		53.00		10-1500-319-00-71-300-13
	52318	3/6/2020	10-1500-319-00-71-300-13	Sports Officials HS		53.00		10-1500-319-00-71-300-13
					Total	$106.00		
Apple Inc								
	52455	3/20/2020	10-1200-410-92-79-600-14	IDEA Instructional Supplies		2,392.00	0020202654	10-1200-410-92-79-600-14
	52455	3/20/2020	10-2220-490-00-74-150-13	Media Center AV Conley		399.00	0020202640	10-2220-490-00-74-150-13
					Total	$2,791.00		

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Applied Maintenance								
	52225	2/28/2020	40-2554-410-00-79	Fleet Supplies		277.31	0020020807	40-2554-410-00-79
					Total	$277.31		
ASCD Membership								
	52456	3/20/2020	10-2323-640-00-74-500-14	Dues & Fees Curr & Inst		59.00	0020202630	10-2323-640-00-74-500-14
					Total	$59.00		
Aschacher, Joe								
	51912	3/18/2020	10-1500-319-00-71-300-13	Sports Officials HS		-53.00		10-1500-319-00-71-300-13
	52226	2/28/2020	10-1500-319-00-71-300-13	Sports Officials HS		120.00		10-1500-319-00-71-300-13
	52674	4/3/2020	10-1500-319-00-71-300-13	Sports Officials HS		53.00		10-1500-319-00-71-300-13
					Total	$120.00		
Associated Electrical Contractors								
	52457	3/20/2020	10-1110-323-00-71-100-13	Repairs & Maintenance Leggee		2,500.00	0020202549	10-1110-323-00-71-100-13
					Total	$2,500.00		
AT&T								
	52227	2/28/2020	20-2540-340-00-79	Telephone - Districtwide		2,769.17	0020020327	20-2540-340-00-79
	52319	3/6/2020	20-2540-340-00-79	Telephone - Districtwide		5,882.55	0020020327	20-2540-340-00-79
					Total	$8,651.72		
AT&T Long Distance								
	52397	3/13/2020	20-2540-340-00-79	Telephone - Districtwide		3,000.00	0020020367	20-2540-340-00-79
	52458	3/20/2020	20-2540-340-00-79	Telephone - Districtwide		465.53		20-2540-340-00-79
					Total	$3,465.53		
Atchison, Charity								
	52459	3/20/2020	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev		52.20		10-2210-314-92-79-605-14
					Total	$52.20		
Auto Tech Centers Inc								
	52460	3/20/2020	20-2545-323-00-79-600-14	Vehicle Repairs & Maintenance		694.80	0020202446	20-2545-323-00-79-600-14
					Total	$694.80		
Aveanna Healthcare								
	52461	3/20/2020	10-2130-310-00-79-600-14	Health Services		408.00	0020202648	10-2130-310-00-79-600-14
	52461	3/20/2020	10-2130-310-00-79-600-14	Health Services		1,008.00	0020202536	10-2130-310-00-79-600-14
					Total	$1,416.00		
Awrey, Terry								
	52462	3/20/2020	10-1200-310-66-71-300-13	STEP Purchased Services		57.90		10-1200-310-66-71-300-13
					Total	$57.90		

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Vendor Name	Check #	Check Date	A.S.N.	Description		Amount	PO #	State Account Number
B & H Photo Video								
	52228	2/28/2020	10-2410-410-00-71-300-14	Copier Paper & Toner HS		451.59	0020202336	10-2410-410-00-71-300-14
					Total	$451.59		
Bach, Brad								
	52320	3/6/2020	10-1500-319-00-71-300-13	Sports Officials HS		67.00		10-1500-319-00-71-300-13
					Total	$67.00		
Baker, Robert								
	52229	2/28/2020	10-1500-319-00-71-300-13	Sports Officials HS		92.00		10-1500-319-00-71-300-13
					Total	$92.00		
Barr Mechanical Sales Inc								
	52463	3/20/2020	20-2542-410-00-79	Supplies B & G		968.06	0020202514	20-2542-410-00-79
					Total	$968.06		
Basargin, Beth								
	52464	3/20/2020	10-1200-310-92-79-600-14	IDEA General Purchased Service		90.27		10-1200-310-92-79-600-14
					Total	$90.27		
Behavioral Perspective Inc								
	52465	3/20/2020	10-2210-312-97-79-600-14	All Children Prof Dev		6,572.50	0020202488	10-2210-312-97-79-600-14
					Total	$6,572.50		
Benchmark Sales & Service of IL Inc								
	52466	3/20/2020	20-2542-323-00-79	Repairs & Maint Buildings		3,150.00	0020202634	20-2542-323-00-79
					Total	$3,150.00		
Benefitfocus.com Inc								
	2020022904	2/29/2020	10477	Flex Plan		41,162.01		10477
	52398	3/13/2020	10-2310-220-00-79-600-14	Support Serv-Gen Adm Insurance		1,628.13	0020030197	10-2310-220-00-79-600-14
					Total	$42,790.14		
Blick Art Materials								
	52467	3/20/2020	10-1110-410-02-72-110-13	Art Supplies Chesak		809.19	0020202337	10-1110-410-02-72-110-13
	52652	3/27/2020	10-1120-410-02-72-220-13	Art Supplies Marlowe		370.66	0020202656	10-1120-410-02-72-220-13
					Total	$1,179.85		

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Vendor Name	Check #	Check Date	A.S.N.	Description	Amount	PO #	State Account Number
Blu Petroleum							
	52230	2/28/2020	40-2552-464-00-79	Diesel/Gasoline	7,901.84	0020020827	40-2552-464-00-79
	52230	2/28/2020	40-2552-464-00-79	Diesel/Gasoline	4,607.45	0020010827	40-2552-464-00-79
	52468	3/20/2020	40-2552-464-00-79	Diesel/Gasoline	28,944.47	0020020827	40-2552-464-00-79
	52468	3/20/2020	40-2552-464-00-79	Diesel/Gasoline	859.17	0020021647	40-2552-464-00-79
	52468	3/20/2020	40-2552-464-00-79	Diesel/Gasoline	1,308.33	0020031647	40-2552-464-00-79
	52468	3/20/2020	40-2552-464-00-79	Diesel/Gasoline	672.65	0020202523	40-2552-464-00-79
	52675	4/3/2020	40-2552-464-00-79	Diesel/Gasoline	12,415.56	0020030827	40-2552-464-00-79
				Total	$56,709.47		

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Vendor Name	Check #	Check Date	A.S.N.	Description	Amount	PO #	State Account Number
BMO Mastercard							
	2020021010	2/29/2020	10-1100-421-00-74-500-14	Materials K-12	92.45	0020202235	10-1100-421-00-74-500-14
	2020021010	2/29/2020	10-1100-421-00-74-500-14	Materials K-12	41.94	0020202178	10-1100-421-00-74-500-14
	2020021010	2/29/2020	10-1110-332-00-71-100-13	Teacher Travel Leggee	250.00	0020202243	10-1110-332-00-71-100-13
	2020021010	2/29/2020	10-1110-332-00-72-120-13	Teacher Travel Martin	190.00	0020202183	10-1110-332-00-72-120-13
	2020021010	2/29/2020	10-1110-332-00-74-150-13	Teacher Travel Conley	95.00	0020202246	10-1110-332-00-74-150-13
	2020021010	2/29/2020	10-1110-410-00-71-100-13	Inst Supplies Leggee	389.57	0020202243	10-1110-410-00-71-100-13
	2020021010	2/29/2020	10-1110-410-00-72-110-13	Inst Supplies Chesak	390.13	0020202248	10-1110-410-00-72-110-13
	2020021010	2/29/2020	10-1110-410-00-72-110-13	Inst Supplies Chesak	902.58	0020202196	10-1110-410-00-72-110-13
	2020021010	2/29/2020	10-1110-410-00-72-120-13	Inst Supplies Martin	275.12	0020202240	10-1110-410-00-72-120-13
	2020021010	2/29/2020	10-1110-410-00-72-120-13	Inst Supplies Martin	159.92	0020202118	10-1110-410-00-72-120-13
	2020021010	2/29/2020	10-1110-410-00-72-120-13	Inst Supplies Martin	238.48	0020202183	10-1110-410-00-72-120-13
	2020021010	2/29/2020	10-1110-410-00-74-140-13	Inst Supplies Mackeben	279.77	0020202185	10-1110-410-00-74-140-13
	2020021010	2/29/2020	10-1110-410-00-74-140-13	Inst Supplies Mackeben	431.04	0020202242	10-1110-410-00-74-140-13
	2020021010	2/29/2020	10-1110-410-00-74-150-13	Inst Supplies Conley	339.40	0020202190	10-1110-410-00-74-150-13
	2020021010	2/29/2020	10-1110-410-00-74-150-13	Inst Supplies Conley	165.85	0020202246	10-1110-410-00-74-150-13
	2020021010	2/29/2020	10-1110-410-02-71-100-13	Art Supplies Leggee	154.41	0020202243	10-1110-410-02-71-100-13
	2020021010	2/29/2020	10-1110-410-02-71-100-13	Art Supplies Leggee	41.18	0020202121	10-1110-410-02-71-100-13
	2020021010	2/29/2020	10-1110-410-02-71-100-13	Art Supplies Leggee	80.69	0020202186	10-1110-410-02-71-100-13
	2020021010	2/29/2020	10-1110-410-12-72-120-13	Music SuppliesMartin	108.77	0020202240	10-1110-410-12-72-120-13
	2020021010	2/29/2020	10-1110-410-50-74-140-14	Mackeben PE Supplies	119.20	0020202242	10-1110-410-50-74-140-14
	2020021010	2/29/2020	10-1120-332-00-72-220-13	Teacher Travel Marlowe	358.00	0020202277	10-1120-332-00-72-220-13
	2020021010	2/29/2020	10-1120-332-00-74-210-13	Teacher Travel Heineman	574.00	0020202188	10-1120-332-00-74-210-13
	2020021010	2/29/2020	10-1120-410-00-72-220-13	Inst Supplies Marlowe	237.11	0020202194	10-1120-410-00-72-220-13
	2020021010	2/29/2020	10-1120-410-00-72-220-13	Inst Supplies Marlowe	1,583.89	0020202277	10-1120-410-00-72-220-13
	2020021010	2/29/2020	10-1120-410-00-74-210-13	Inst Supplies Heineman	81.85	0020202123	10-1120-410-00-74-210-13
	2020021010	2/29/2020	10-1120-410-00-74-210-13	Inst Supplies Heineman	127.53	0020202188	10-1120-410-00-74-210-13
	2020021010	2/29/2020	10-1120-410-00-74-210-13	Inst Supplies Heineman	170.36	0020202245	10-1120-410-00-74-210-13
	2020021010	2/29/2020	10-1120-410-09-72-220-13	Home Ec Marlowe	85.98	0020202275	10-1120-410-09-72-220-13
	2020021010	2/29/2020	10-1120-410-09-72-220-13	Home Ec Marlowe	31.94	0020202177	10-1120-410-09-72-220-13
	2020021010	2/29/2020	10-1120-410-09-74-210-13	Home Ec Heineman	111.52	0020202188	10-1120-410-09-74-210-13
	2020021010	2/29/2020	10-1120-410-13-72-220-08	Marlowe Science Supplies 8	15.17	0020202277	10-1120-410-13-72-220-08
	2020021010	2/29/2020	10-1120-410-13-72-220-08	Marlowe Science Supplies 8	47.55	0020202275	10-1120-410-13-72-220-08
	2020021010	2/29/2020	10-1120-410-13-74-210-06	Heineman Science Supplies 6	151.38	0020202245	10-1120-410-13-74-210-06
	2020021010	2/29/2020	10-1120-490-00-72-220-13	Instruc Coach/1:1 Supplies MMS	23.45	0020202277	10-1120-490-00-72-220-13
	2020021010	2/29/2020	10-1120-490-00-72-220-13	Instruc Coach/1:1 Supplies MMS	399.92	0020202194	10-1120-490-00-72-220-13
	2020021010	2/29/2020	10-1120-490-00-72-220-13	Instruc Coach/1:1 Supplies MMS	34.38	0020202275	10-1120-490-00-72-220-13
	2020021010	2/29/2020	10-1120-710-00-74-210-13	Heineman Non-Capitalized Eqpt	720.50	0020202245	10-1120-710-00-74-210-13
	2020021010	2/29/2020	10-1125-410-90-79-600-14	Supplies Parent-Tot	75.63	0020202293	10-1125-410-90-79-600-14
	2020021010	2/29/2020	10-1125-410-97-79-600-14	All Children Supplies	257.19	0020202191	10-1125-410-97-79-600-14
	2020021010	2/29/2020	10-1125-410-97-79-600-14	All Children Supplies	163.24	0020202293	10-1125-410-97-79-600-14

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Vendor Name	Check #	Check Date	A.S.N.	Description	Amount	PO #	State Account Number
	2020021010	2/29/2020	10-1125-410-97-79-600-14	All Children Supplies	-25.98	0020202125	10-1125-410-97-79-600-14
	2020021010	2/29/2020	10-1125-490-00-79-600-14	Supplies Preschool	56.80	0020202293	10-1125-490-00-79-600-14
	2020021010	2/29/2020	10-1130-332-00-71-300-13	Teacher Travel HS	720.00	0020202241	10-1130-332-00-71-300-13
	2020021010	2/29/2020	10-1130-410-00-71-300-13	Inst Supplies HS	239.28	0020202241	10-1130-410-00-71-300-13
	2020021010	2/29/2020	10-1130-410-00-71-300-13	Inst Supplies HS	158.03	0020202184	10-1130-410-00-71-300-13
	2020021010	2/29/2020	10-1130-410-05-71-300-13	English Supplies HS	31.59	0020202184	10-1130-410-05-71-300-13
	2020021010	2/29/2020	10-1130-410-11-71-300-13	Math Supplies HS	-107.50	0020202119	10-1130-410-11-71-300-13
	2020021010	2/29/2020	10-1130-410-11-71-300-13	Math Supplies HS	262.26	0020202184	10-1130-410-11-71-300-13
	2020021010	2/29/2020	10-1130-410-11-71-300-13	Math Supplies HS	40.96	0020202241	10-1130-410-11-71-300-13
	2020021010	2/29/2020	10-1130-410-12-71-300-13	Music Supplies HS	-244.21	0020202241	10-1130-410-12-71-300-13
	2020021010	2/29/2020	10-1130-410-13-71-300-13	Science Supplies HS	296.82	0020202241	10-1130-410-13-71-300-13
	2020021010	2/29/2020	10-1130-410-15-71-300-13	Social Studies Supplies HS	52.60	0020202241	10-1130-410-15-71-300-13
	2020021010	2/29/2020	10-1130-410-31-71-300-13	Blended Learning Supplies	82.06	0020202241	10-1130-410-31-71-300-13
	2020021010	2/29/2020	10-1130-410-32-71-305-09	Freshman Academy Supplies	203.84	0020202241	10-1130-410-32-71-305-09
	2020021010	2/29/2020	10-1130-410-59-71-300-14	HS Special Ed Supplies	368.33	0020202241	10-1130-410-59-71-300-14
	2020021010	2/29/2020	10-1130-410-67-71-300-13	PLTW Supplies	327.17	0020202241	10-1130-410-67-71-300-13
	2020021010	2/29/2020	10-1130-540-00-71-300-13	High School Equipment	4,668.00	0020202241	10-1130-540-00-71-300-13
	2020021010	2/29/2020	10-1130-540-00-71-300-13	High School Equipment	6,231.58	0020202184	10-1130-540-00-71-300-13
	2020021010	2/29/2020	10-1200-410-66-71-300-13	STEP Supplies	112.53	0020202279	10-1200-410-66-71-300-13
	2020021010	2/29/2020	10-1200-410-92-79-600-14	IDEA Instructional Supplies	143.42	0020202279	10-1200-410-92-79-600-14
	2020021010	2/29/2020	10-1200-490-92-79-600-14	IDEA Supplies - Amazon	332.56	0020202181	10-1200-490-92-79-600-14
	2020021010	2/29/2020	10-1200-490-92-79-600-14	IDEA Supplies - Amazon	816.14	0020202279	10-1200-490-92-79-600-14
	2020021010	2/29/2020	10-1225-410-95-79-600-14	ECE Instr Supplies	229.56	0020202125	10-1225-410-95-79-600-14
	2020021010	2/29/2020	10-1225-410-95-79-600-14	ECE Instr Supplies	50.63	0020202191	10-1225-410-95-79-600-14
	2020021010	2/29/2020	10-1225-410-95-79-600-14	ECE Instr Supplies	429.94	0020202293	10-1225-410-95-79-600-14
	2020021010	2/29/2020	10-1400-410-10-71-300-13	Ind Arts Supplies	19.99	0020202119	10-1400-410-10-71-300-13
	2020021010	2/29/2020	10-1400-410-10-71-300-13	Ind Arts Supplies	454.58	0020202241	10-1400-410-10-71-300-13
	2020021010	2/29/2020	10-1400-410-10-71-300-13	Ind Arts Supplies	395.40	0020202184	10-1400-410-10-71-300-13
	2020021010	2/29/2020	10-1400-410-62-71-300-13	Co-Op Supplies	137.51	0020202241	10-1400-410-62-71-300-13
	2020021010	2/29/2020	10-1500-410-00-74-210-13	Training Supplies Heineman	49.00	0020202188	10-1500-410-00-74-210-13
	2020021010	2/29/2020	10-1500-410-00-74-210-13	Training Supplies Heineman	127.12	0020202245	10-1500-410-00-74-210-13
	2020021010	2/29/2020	10-1500-411-00-74-210-13	Awards Heineman	127.23	0020202245	10-1500-411-00-74-210-13
	2020021010	2/29/2020	10-1543-640-00-71-305-13	Activities Fees	310.00	0020202187	10-1543-640-00-71-305-13
	2020021010	2/29/2020	10-158	Activity Funds	111.87	0020202246	10-158
	2020021010	2/29/2020	10-158	Activity Funds	6,568.94	0020202187	10-158
	2020021010	2/29/2020	10-158	Activity Funds	38.48	0020202194	10-158
	2020021010	2/29/2020	10-158	Activity Funds	3,464.96	0020202195	10-158
	2020021010	2/29/2020	10-158	Activity Funds	349.99	0020202239	10-158
	2020021010	2/29/2020	10-158	Activity Funds	196.21	0020202241	10-158
	2020021010	2/29/2020	10-158	Activity Funds	62.99	0020202242	10-158
	2020021010	2/29/2020	10-158	Activity Funds	513.72	0020202186	10-158

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Vendor Name	Check #	Check Date	A.S.N.	Description	Amount	PO #	State Account Number
	2020021010	2/29/2020	10-158	Activity Funds	5,519.67	0020202244	10-158
	2020021010	2/29/2020	10-158	Activity Funds	-35.98	0020202196	10-158
	2020021010	2/29/2020	10-158	Activity Funds	51.86	0020202248	10-158
	2020021010	2/29/2020	10-158	Activity Funds	387.54	0020202275	10-158
	2020021010	2/29/2020	10-158	Activity Funds	3,353.32	0020202278	10-158
	2020021010	2/29/2020	10-158	Activity Funds	145.83	0020202293	10-158
	2020021010	2/29/2020	10-158	Activity Funds	55.00	0020202121	10-158
	2020021010	2/29/2020	10-158	Activity Funds	1,308.91	0020202114	10-158
	2020021010	2/29/2020	10-158	Activity Funds	-411.31	0020202113	10-158
	2020021010	2/29/2020	10-158	Activity Funds	172.13	0020202243	10-158
	2020021010	2/29/2020	10-158	Activity Funds	60.00	0020202125	10-158
	2020021010	2/29/2020	10-158	Activity Funds	154.76	0020202183	10-158
	2020021010	2/29/2020	10-158	Activity Funds	670.63	0020202240	10-158
	2020021010	2/29/2020	10-158	Activity Funds	107.25	0020202124	10-158
	2020021010	2/29/2020	10-158	Activity Funds	699.57	0020202128	10-158
	2020021010	2/29/2020	10-158	Activity Funds	4,292.92	0020202122	10-158
	2020021010	2/29/2020	10-158	Activity Funds	1,536.32	0020202129	10-158
	2020021010	2/29/2020	10-158	Activity Funds	293.52	0020202177	10-158
	2020021010	2/29/2020	10-1600-410-89-79-605-14	Title I Supplies	302.89	0020202179	10-1600-410-89-79-605-14
	2020021010	2/29/2020	10-1600-410-89-79-605-14	Title I Supplies	553.57	0020202236	10-1600-410-89-79-605-14
	2020021010	2/29/2020	10-1800-410-82-79-605-14	TBE/TPI Instructional Supplies	35.12	0020202115	10-1800-410-82-79-605-14
	2020021010	2/29/2020	10-1800-410-82-79-605-14	TBE/TPI Instructional Supplies	79.95	0020202235	10-1800-410-82-79-605-14
	2020021010	2/29/2020	10-2114-410-00-74-500-14	Supplies Registration	517.13	0020202234	10-2114-410-00-74-500-14
	2020021010	2/29/2020	10-2120-410-00-71-300-13	Supplies Counseling HS	7.78	0020202184	10-2120-410-00-71-300-13
	2020021010	2/29/2020	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	841.08	0020202184	10-2210-314-92-79-605-14
	2020021010	2/29/2020	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	840.00	0020202293	10-2210-314-92-79-605-14
	2020021010	2/29/2020	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	840.00	0020202248	10-2210-314-92-79-605-14
	2020021010	2/29/2020	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	794.98	0020202186	10-2210-314-92-79-605-14
	2020021010	2/29/2020	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	715.00	0020202128	10-2210-314-92-79-605-14
	2020021010	2/29/2020	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	199.99	0020202119	10-2210-314-92-79-605-14
	2020021010	2/29/2020	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	420.00	0020202240	10-2210-314-92-79-605-14
	2020021010	2/29/2020	10-2210-410-92-79-600-14	IDEA Impr of Instruction Suppl	429.00	0020202181	10-2210-410-92-79-600-14
	2020021010	2/29/2020	10-2210-410-92-79-600-14	IDEA Impr of Instruction Suppl	66.82	0020202279	10-2210-410-92-79-600-14
	2020021010	2/29/2020	10-2210-490-00-74-500-14	Supplies Curr & Inst	312.32	0020202178	10-2210-490-00-74-500-14
	2020021010	2/29/2020	10-2210-490-00-74-500-14	Supplies Curr & Inst	39.98	0020202115	10-2210-490-00-74-500-14
	2020021010	2/29/2020	10-2210-490-00-74-500-14	Supplies Curr & Inst	55.50	0020202235	10-2210-490-00-74-500-14
	2020021010	2/29/2020	10-2212-332-00-74-500-14	Travel & Conference Curr	1,000.85	0020202236	10-2212-332-00-74-500-14
	2020021010	2/29/2020	10-2212-332-00-74-500-14	Travel & Conference Curr	720.00	0020202235	10-2212-332-00-74-500-14
	2020021010	2/29/2020	10-2212-332-00-74-500-14	Travel & Conference Curr	462.00	0020202193	10-2212-332-00-74-500-14
	2020021010	2/29/2020	10-2212-410-00-74-500-14	Associate Supt Supplies	63.01	0020202189	10-2212-410-00-74-500-14
	2020021010	2/29/2020	10-2212-410-00-74-500-14	Associate Supt Supplies	129.48	0020202238	10-2212-410-00-74-500-14

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Vendor Name	Check #	Check Date	A.S.N.	Description	Amount	PO #	State Account Number
	2020021010	2/29/2020	10-2220-430-00-71-100-13	Media Center Leggee	100.97	0020202243	10-2220-430-00-71-100-13
	2020021010	2/29/2020	10-2220-430-00-71-300-13	Media Center HS	269.68	0020202241	10-2220-430-00-71-300-13
	2020021010	2/29/2020	10-2220-430-00-71-300-13	Media Center HS	17.93	0020202184	10-2220-430-00-71-300-13
	2020021010	2/29/2020	10-2220-430-00-72-110-13	Media Center Chesak	865.94	0020202248	10-2220-430-00-72-110-13
	2020021010	2/29/2020	10-2220-430-00-72-120-13	Media Center Martin	310.56	0020202240	10-2220-430-00-72-120-13
	2020021010	2/29/2020	10-2220-430-00-72-120-13	Media Center Martin	165.91	0020202118	10-2220-430-00-72-120-13
	2020021010	2/29/2020	10-2220-430-00-72-220-13	Media Center Marlowe	64.05	0020202277	10-2220-430-00-72-220-13
	2020021010	2/29/2020	10-2220-430-00-72-220-13	Media Center Marlowe	523.43	0020202194	10-2220-430-00-72-220-13
	2020021010	2/29/2020	10-2220-430-00-74-140-13	Media Center Mackeben	10.00	0020202242	10-2220-430-00-74-140-13
	2020021010	2/29/2020	10-2220-430-00-74-210-13	Media Center Heineman	13.99	0020202188	10-2220-430-00-74-210-13
	2020021010	2/29/2020	10-2220-490-00-71-100-13	Media Center AV Leggee	239.90	0020202243	10-2220-490-00-71-100-13
	2020021010	2/29/2020	10-2220-490-00-71-100-13	Media Center AV Leggee	133.60	0020202186	10-2220-490-00-71-100-13
	2020021010	2/29/2020	10-2220-490-00-72-110-13	Media Center AV Chesak	60.36	0020202196	10-2220-490-00-72-110-13
	2020021010	2/29/2020	10-2220-490-00-72-220-13	Media Center AV Marlowe	149.50	0020202194	10-2220-490-00-72-220-13
	2020021010	2/29/2020	10-2220-490-00-74-210-13	Media Center AV Heineman	90.00	0020202188	10-2220-490-00-74-210-13
	2020021010	2/29/2020	10-2220-490-00-74-210-13	Media Center AV Heineman	104.19	0020202245	10-2220-490-00-74-210-13
	2020021010	2/29/2020	10-2300-410-97-79-600-14	All Children Gen Admin Sup	13.89	0020202125	10-2300-410-97-79-600-14
	2020021010	2/29/2020	10-2300-410-97-79-600-14	All Children Gen Admin Sup	94.13	0020202293	10-2300-410-97-79-600-14
	2020021010	2/29/2020	10-2310-332-00-74-500-14	Travel Board	744.00	0020202238	10-2310-332-00-74-500-14
	2020021010	2/29/2020	10-2310-410-00-74-500-14	Supplies Board	12.99	0020202182	10-2310-410-00-74-500-14
	2020021010	2/29/2020	10-2321-332-00-74-500-14	Travel Supt	97.59	0020202247	10-2321-332-00-74-500-14
	2020021010	2/29/2020	10-2321-332-00-74-500-14	Travel Supt	1,265.30	0020202127	10-2321-332-00-74-500-14
	2020021010	2/29/2020	10-2321-390-00-74-500-14	Purchased Service Supt	315.00	0020202238	10-2321-390-00-74-500-14
	2020021010	2/29/2020	10-2321-410-00-74-500-14	Supplies Supt	14.70	0020202182	10-2321-410-00-74-500-14
	2020021010	2/29/2020	10-2321-415-00-74-500-14	Community Supplies	88.60	0020202238	10-2321-415-00-74-500-14
	2020021010	2/29/2020	10-2330-410-92-79-600-14	IDEA Genl Admin Office Supplie	1,060.44	0020202279	10-2330-410-92-79-600-14
	2020021010	2/29/2020	10-2410-332-00-71-300-13	Prin Travel HS	120.00	0020202241	10-2410-332-00-71-300-13
	2020021010	2/29/2020	10-2410-410-00-71-100-14	Copier Paper & Toner Leggee	288.90	0020202243	10-2410-410-00-71-100-14
	2020021010	2/29/2020	10-2410-410-00-71-100-14	Copier Paper & Toner Leggee	82.50	0020202186	10-2410-410-00-71-100-14
	2020021010	2/29/2020	10-2410-410-00-71-300-13	Office Supplies HS	7.28	0020202184	10-2410-410-00-71-300-13
	2020021010	2/29/2020	10-2410-410-00-72-110-13	Office Supplies Chesak	25.58	0020202248	10-2410-410-00-72-110-13
	2020021010	2/29/2020	10-2410-410-00-72-120-13	Office Supplies Martin	109.87	0020202240	10-2410-410-00-72-120-13
	2020021010	2/29/2020	10-2410-410-00-72-220-13	Office Supplies Marlowe	181.10	0020202194	10-2410-410-00-72-220-13
	2020021010	2/29/2020	10-2410-410-00-72-220-13	Office Supplies Marlowe	50.17	0020202277	10-2410-410-00-72-220-13
	2020021010	2/29/2020	10-2410-410-00-72-220-13	Office Supplies Marlowe	-714.98	0020202128	10-2410-410-00-72-220-13
	2020021010	2/29/2020	10-2410-410-00-74-140-13	Office Supplies Mackeben	69.94	0020202120	10-2410-410-00-74-140-13
	2020021010	2/29/2020	10-2410-410-00-74-140-14	Copier Paper & Toner Mackeben	368.58	0020202242	10-2410-410-00-74-140-14
	2020021010	2/29/2020	10-2410-410-00-74-150-13	Office Supplies Conley	44.29	0020202246	10-2410-410-00-74-150-13
	2020021010	2/29/2020	10-2410-410-00-74-210-14	Copier Paper & Toner Heineman	79.47	0020202245	10-2410-410-00-74-210-14
	2020021010	2/29/2020	10-2410-490-00-71-300-13	HS Staff Recognition	34.00	0020202184	10-2410-490-00-71-300-13
	2020021010	2/29/2020	10-2410-490-00-71-300-13	HS Staff Recognition	227.38	0020202112	10-2410-490-00-71-300-13

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Vendor Name	Check #	Check Date	A.S.N.	Description	Amount	PO #	State Account Number
	2020021010	2/29/2020	10-2410-491-00-72-120-13	Rebate Supplies Martin	42.97	0020202118	10-2410-491-00-72-120-13
	2020021010	2/29/2020	10-2410-491-00-74-140-13	Rebate Supplies Mackeben	108.16	0020202185	10-2410-491-00-74-140-13
	2020021010	2/29/2020	10-2410-491-00-74-210-13	Rebate Supplies Heineman	161.91	0020202123	10-2410-491-00-74-210-13
	2020021010	2/29/2020	10-2520-332-00-74-500-14	Travel Fiscal	530.00	0020202116	10-2520-332-00-74-500-14
	2020021010	2/29/2020	10-2520-410-00-74-500-14	Supplies Fiscal	28.18	0020202237	10-2520-410-00-74-500-14
	2020021010	2/29/2020	10-2520-640-00-74-500-14	Dues & Fees Fiscal	258.00	0020202180	10-2520-640-00-74-500-14
	2020021010	2/29/2020	10-2546-390-00-79-600-14	Security Officer Gnl Purch Svc	86.05	0020202238	10-2546-390-00-79-600-14
	2020021010	2/29/2020	10-2561-410-00-79-605-14	Dir Food Service Supplies	289.54	0020202117	10-2561-410-00-79-605-14
	2020021010	2/29/2020	10-2561-410-00-79-605-14	Dir Food Service Supplies	71.94	0020202180	10-2561-410-00-79-605-14
	2020021010	2/29/2020	10-2642-350-00-74-500-14	Advertising Human Res	119.00	0020202197	10-2642-350-00-74-500-14
	2020021010	2/29/2020	10-2642-350-00-74-500-14	Advertising Human Res	199.00	0020202130	10-2642-350-00-74-500-14
	2020021010	2/29/2020	10-2642-410-00-74-500-14	Supplies Human Res	42.11	0020202197	10-2642-410-00-74-500-14
	2020021010	2/29/2020	10-2642-640-00-74-500-14	Dues & Fees Human Res	70.00	0020202197	10-2642-640-00-74-500-14
	2020021010	2/29/2020	10-2660-319-61-79-600-14	Software Maintenance	884.64	0020202176	10-2660-319-61-79-600-14
	2020021010	2/29/2020	10-2660-319-61-79-600-14	Software Maintenance	595.94	0020202113	10-2660-319-61-79-600-14
	2020021010	2/29/2020	10-2660-319-61-79-600-14	Software Maintenance	2,987.50	0020202234	10-2660-319-61-79-600-14
	2020021010	2/29/2020	10-2660-410-00-79-600-14	Supplies Tech	175.76	0020202113	10-2660-410-00-79-600-14
	2020021010	2/29/2020	10-2660-410-00-79-600-14	Supplies Tech	51.96	0020202176	10-2660-410-00-79-600-14
	2020021010	2/29/2020	10-2660-410-00-79-600-14	Supplies Tech	287.75	0020202234	10-2660-410-00-79-600-14
	2020021010	2/29/2020	10-2660-640-00-79-600-14	Dues & Fees Technology	575.00	0020202113	10-2660-640-00-79-600-14
	2020021010	2/29/2020	20-2540-410-00-79	Office Supplies B & G	78.03	0020202276	20-2540-410-00-79
	2020021010	2/29/2020	20-2540-640-00-79	Dues & Fees	545.00	0020202276	20-2540-640-00-79
	2020021010	2/29/2020	20-2542-410-00-79	Supplies B & G	275.00	0020202192	20-2542-410-00-79
	2020021010	2/29/2020	20-2543-410-00-79	Grounds Supplies	397.00	0020202126	20-2543-410-00-79
	2020031010	3/20/2020	10-1100-421-00-74-500-14	Materials K-12	500.72	0020202400	10-1100-421-00-74-500-14
	2020031010	3/20/2020	10-1110-332-00-72-120-13	Teacher Travel Martin	35.00	0020202622	10-1110-332-00-72-120-13
	2020031010	3/20/2020	10-1110-332-00-72-120-13	Teacher Travel Martin	114.00	0020202404	10-1110-332-00-72-120-13
	2020031010	3/20/2020	10-1110-332-00-74-140-13	Teacher Travel Mackeben	575.00	0020202567	10-1110-332-00-74-140-13
	2020031010	3/20/2020	10-1110-410-00-71-100-13	Inst Supplies Leggee	195.50	0020202407	10-1110-410-00-71-100-13
	2020031010	3/20/2020	10-1110-410-00-71-100-13	Inst Supplies Leggee	158.94	0020202468	10-1110-410-00-71-100-13
	2020031010	3/20/2020	10-1110-410-00-71-100-13	Inst Supplies Leggee	551.77	0020202306	10-1110-410-00-71-100-13
	2020031010	3/20/2020	10-1110-410-00-71-100-13	Inst Supplies Leggee	164.70	0020202568	10-1110-410-00-71-100-13
	2020031010	3/20/2020	10-1110-410-00-72-110-13	Inst Supplies Chesak	237.04	0020202339	10-1110-410-00-72-110-13
	2020031010	3/20/2020	10-1110-410-00-72-110-13	Inst Supplies Chesak	562.50	0020202473	10-1110-410-00-72-110-13
	2020031010	3/20/2020	10-1110-410-00-72-110-13	Inst Supplies Chesak	32.93	0020202573	10-1110-410-00-72-110-13
	2020031010	3/20/2020	10-1110-410-00-72-120-13	Inst Supplies Martin	704.61	0020202622	10-1110-410-00-72-120-13
	2020031010	3/20/2020	10-1110-410-00-72-120-13	Inst Supplies Martin	-39.78	0020202465	10-1110-410-00-72-120-13
	2020031010	3/20/2020	10-1110-410-00-72-120-13	Inst Supplies Martin	210.63	0020202404	10-1110-410-00-72-120-13
	2020031010	3/20/2020	10-1110-410-00-72-120-13	Inst Supplies Martin	481.20	0020202303	10-1110-410-00-72-120-13
	2020031010	3/20/2020	10-1110-410-00-74-140-13	Inst Supplies Mackeben	303.90	0020202305	10-1110-410-00-74-140-13
	2020031010	3/20/2020	10-1110-410-00-74-140-13	Inst Supplies Mackeben	601.16	0020202567	10-1110-410-00-74-140-13

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Vendor Name	Check #	Check Date	A.S.N.	Description	Amount	PO #	State Account Number
	2020031010	3/20/2020	10-1110-410-00-74-140-13	Inst Supplies Mackeben	105.39	0020202467	10-1110-410-00-74-140-13
	2020031010	3/20/2020	10-1110-410-00-74-140-13	Inst Supplies Mackeben	309.58	0020202406	10-1110-410-00-74-140-13
	2020031010	3/20/2020	10-1110-410-00-74-150-13	Inst Supplies Conley	155.92	0020202410	10-1110-410-00-74-150-13
	2020031010	3/20/2020	10-1110-410-00-74-150-13	Inst Supplies Conley	36.15	0020202571	10-1110-410-00-74-150-13
	2020031010	3/20/2020	10-1110-410-00-74-150-13	Inst Supplies Conley	122.12	0020202502	10-1110-410-00-74-150-13
	2020031010	3/20/2020	10-1110-410-02-71-100-13	Art Supplies Leggee	418.64	0020202468	10-1110-410-02-71-100-13
	2020031010	3/20/2020	10-1110-410-02-72-110-13	Art Supplies Chesak	79.14	0020202473	10-1110-410-02-72-110-13
	2020031010	3/20/2020	10-1110-410-02-74-150-13	Art Supplies Conley	341.63	0020202571	10-1110-410-02-74-150-13
	2020031010	3/20/2020	10-1110-410-12-72-120-13	Music SuppliesMartin	345.76	0020202622	10-1110-410-12-72-120-13
	2020031010	3/20/2020	10-1110-410-12-72-120-13	Music SuppliesMartin	43.99	0020202465	10-1110-410-12-72-120-13
	2020031010	3/20/2020	10-1110-410-12-72-120-13	Music SuppliesMartin	237.66	0020202303	10-1110-410-12-72-120-13
	2020031010	3/20/2020	10-1110-410-12-74-150-13	Conley Music Supplies	17.98	0020202502	10-1110-410-12-74-150-13
	2020031010	3/20/2020	10-1120-332-00-72-220-13	Teacher Travel Marlowe	980.00	0020202576	10-1120-332-00-72-220-13
	2020031010	3/20/2020	10-1120-332-00-72-220-13	Teacher Travel Marlowe	165.00	0020202458	10-1120-332-00-72-220-13
	2020031010	3/20/2020	10-1120-410-00-72-220-13	Inst Supplies Marlowe	264.87	0020202576	10-1120-410-00-72-220-13
	2020031010	3/20/2020	10-1120-410-00-72-220-13	Inst Supplies Marlowe	1,152.30	0020202471	10-1120-410-00-72-220-13
	2020031010	3/20/2020	10-1120-410-00-72-220-13	Inst Supplies Marlowe	847.36	0020202458	10-1120-410-00-72-220-13
	2020031010	3/20/2020	10-1120-410-00-72-220-13	Inst Supplies Marlowe	627.66	0020202314	10-1120-410-00-72-220-13
	2020031010	3/20/2020	10-1120-410-00-74-210-13	Inst Supplies Heineman	412.04	0020202470	10-1120-410-00-74-210-13
	2020031010	3/20/2020	10-1120-410-00-74-210-13	Inst Supplies Heineman	1,060.45	0020202308	10-1120-410-00-74-210-13
	2020031010	3/20/2020	10-1120-410-00-74-210-13	Inst Supplies Heineman	326.67	0020202409	10-1120-410-00-74-210-13
	2020031010	3/20/2020	10-1120-410-00-74-210-13	Inst Supplies Heineman	484.56	0020202570	10-1120-410-00-74-210-13
	2020031010	3/20/2020	10-1120-410-00-74-210-13	Inst Supplies Heineman	18.42	0020202403	10-1120-410-00-74-210-13
	2020031010	3/20/2020	10-1120-410-02-74-210-13	Art Supplies Heineman	19.98	0020202308	10-1120-410-02-74-210-13
	2020031010	3/20/2020	10-1120-410-09-72-220-13	Home Ec Marlowe	178.96	0020202562	10-1120-410-09-72-220-13
	2020031010	3/20/2020	10-1120-410-09-72-220-13	Home Ec Marlowe	100.19	0020202296	10-1120-410-09-72-220-13
	2020031010	3/20/2020	10-1120-410-09-72-220-13	Home Ec Marlowe	100.92	0020202457	10-1120-410-09-72-220-13
	2020031010	3/20/2020	10-1120-410-09-72-220-13	Home Ec Marlowe	91.47	0020202462	10-1120-410-09-72-220-13
	2020031010	3/20/2020	10-1120-410-09-74-210-13	Home Ec Heineman	100.38	0020202308	10-1120-410-09-74-210-13
	2020031010	3/20/2020	10-1120-410-09-74-210-13	Home Ec Heineman	126.39	0020202409	10-1120-410-09-74-210-13
	2020031010	3/20/2020	10-1120-410-09-74-210-13	Home Ec Heineman	127.45	0020202470	10-1120-410-09-74-210-13
	2020031010	3/20/2020	10-1120-410-13-72-220-06	Marlowe Science Supplies 6	60.89	0020202314	10-1120-410-13-72-220-06
	2020031010	3/20/2020	10-1120-410-13-72-220-06	Marlowe Science Supplies 6	218.85	0020202576	10-1120-410-13-72-220-06
	2020031010	3/20/2020	10-1120-410-13-74-210-06	Heineman Science Supplies 6	69.68	0020202470	10-1120-410-13-74-210-06
	2020031010	3/20/2020	10-1120-410-13-74-210-06	Heineman Science Supplies 6	28.99	0020202570	10-1120-410-13-74-210-06
	2020031010	3/20/2020	10-1120-410-13-74-210-07	Heineman Science Supplies 7	456.30	0020202570	10-1120-410-13-74-210-07
	2020031010	3/20/2020	10-1120-410-13-74-210-07	Heineman Science Supplies 7	752.42	0020202470	10-1120-410-13-74-210-07
	2020031010	3/20/2020	10-1120-410-22-72-220-13	Tech Lab Supplies Marlowe	65.71	0020202458	10-1120-410-22-72-220-13
	2020031010	3/20/2020	10-1120-490-00-72-220-13	Instruc Coach/1:1 Supplies MMS	5.99	0020202314	10-1120-490-00-72-220-13
	2020031010	3/20/2020	10-1120-490-00-72-220-13	Instruc Coach/1:1 Supplies MMS	43.98	0020202458	10-1120-490-00-72-220-13
	2020031010	3/20/2020	10-1120-490-00-72-220-13	Instruc Coach/1:1 Supplies MMS	108.66	0020202296	10-1120-490-00-72-220-13

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Vendor Name	Check #	Check Date	A.S.N.	Description	Amount	PO #	State Account Number
	2020031010	3/20/2020	10-1120-490-02-72-220-13	Marlowe Fine Arts Supplies	29.99	0020202576	10-1120-490-02-72-220-13
	2020031010	3/20/2020	10-1120-490-02-72-220-13	Marlowe Fine Arts Supplies	102.96	0020202471	10-1120-490-02-72-220-13
	2020031010	3/20/2020	10-1120-490-02-72-220-13	Marlowe Fine Arts Supplies	570.81	0020202458	10-1120-490-02-72-220-13
	2020031010	3/20/2020	10-1120-490-02-74-210-13	Heineman Fine Arts Supplies	217.58	0020202470	10-1120-490-02-74-210-13
	2020031010	3/20/2020	10-1120-490-02-74-210-13	Heineman Fine Arts Supplies	104.82	0020202570	10-1120-490-02-74-210-13
	2020031010	3/20/2020	10-1120-710-00-72-220-13	Marlowe Non-Capitalized Eqpt	904.33	0020202576	10-1120-710-00-72-220-13
	2020031010	3/20/2020	10-1120-710-00-72-220-13	Marlowe Non-Capitalized Eqpt	-185.92	0020202471	10-1120-710-00-72-220-13
	2020031010	3/20/2020	10-1120-710-00-72-220-13	Marlowe Non-Capitalized Eqpt	2,584.94	0020202458	10-1120-710-00-72-220-13
	2020031010	3/20/2020	10-1125-331-97-79-600-14	All Children Field Trip Cost	420.00	0020202311	10-1125-331-97-79-600-14
	2020031010	3/20/2020	10-1125-410-97-79-600-14	All Children Supplies	100.34	0020202605	10-1125-410-97-79-600-14
	2020031010	3/20/2020	10-1125-410-97-79-600-14	All Children Supplies	322.23	0020202496	10-1125-410-97-79-600-14
	2020031010	3/20/2020	10-1125-410-97-79-600-14	All Children Supplies	94.86	0020202503	10-1125-410-97-79-600-14
	2020031010	3/20/2020	10-1125-410-97-79-600-14	All Children Supplies	260.50	0020202311	10-1125-410-97-79-600-14
	2020031010	3/20/2020	10-1125-490-00-79-600-14	Supplies Preschool	284.33	0020202605	10-1125-490-00-79-600-14
	2020031010	3/20/2020	10-1125-490-00-79-600-14	Supplies Preschool	164.73	0020202311	10-1125-490-00-79-600-14
	2020031010	3/20/2020	10-1130-323-00-71-300-13	Repairs HS	339.00	0020202405	10-1130-323-00-71-300-13
	2020031010	3/20/2020	10-1130-332-00-71-300-13	Teacher Travel HS	210.48	0020202566	10-1130-332-00-71-300-13
	2020031010	3/20/2020	10-1130-410-00-71-300-13	Inst Supplies HS	286.48	0020202405	10-1130-410-00-71-300-13
	2020031010	3/20/2020	10-1130-410-00-71-300-13	Inst Supplies HS	131.40	0020202566	10-1130-410-00-71-300-13
	2020031010	3/20/2020	10-1130-410-00-71-300-13	Inst Supplies HS	358.29	0020202304	10-1130-410-00-71-300-13
	2020031010	3/20/2020	10-1130-410-05-71-300-13	English Supplies HS	68.66	0020202466	10-1130-410-05-71-300-13
	2020031010	3/20/2020	10-1130-410-12-71-300-13	Music Supplies HS	588.00	0020202294	10-1130-410-12-71-300-13
	2020031010	3/20/2020	10-1130-410-12-71-300-13	Music Supplies HS	1,663.20	0020202405	10-1130-410-12-71-300-13
	2020031010	3/20/2020	10-1130-410-13-71-300-13	Science Supplies HS	176.90	0020202466	10-1130-410-13-71-300-13
	2020031010	3/20/2020	10-1130-410-15-71-300-13	Social Studies Supplies HS	63.25	0020202304	10-1130-410-15-71-300-13
	2020031010	3/20/2020	10-1130-410-15-71-300-13	Social Studies Supplies HS	197.28	0020202405	10-1130-410-15-71-300-13
	2020031010	3/20/2020	10-1130-410-33-71-305-13	Academies Supplies	45.28	0020202466	10-1130-410-33-71-305-13
	2020031010	3/20/2020	10-1130-410-59-71-300-14	HS Special Ed Supplies	34.80	0020202405	10-1130-410-59-71-300-14
	2020031010	3/20/2020	10-1130-410-67-71-300-13	PLTW Supplies	76.61	0020202304	10-1130-410-67-71-300-13
	2020031010	3/20/2020	10-1130-490-00-71-300-13	Instructional Coaching Supplies HS	122.14	0020202466	10-1130-490-00-71-300-13
	2020031010	3/20/2020	10-1130-490-00-71-300-13	Instructional Coaching Supplies HS	49.31	0020202405	10-1130-490-00-71-300-13
	2020031010	3/20/2020	10-1130-490-00-71-300-13	Instructional Coaching Supplies HS	222.31	0020202304	10-1130-490-00-71-300-13
	2020031010	3/20/2020	10-1200-310-92-79-600-14	IDEA General Purchased Service	177.60	0020202499	10-1200-310-92-79-600-14
	2020031010	3/20/2020	10-1200-410-66-71-300-13	STEP Supplies	1,009.14	0020202644	10-1200-410-66-71-300-13
	2020031010	3/20/2020	10-1200-410-92-79-600-14	IDEA Instructional Supplies	-32.99	0020202494	10-1200-410-92-79-600-14
	2020031010	3/20/2020	10-1200-410-92-79-600-14	IDEA Instructional Supplies	118.64	0020202499	10-1200-410-92-79-600-14
	2020031010	3/20/2020	10-1200-410-92-79-600-14	IDEA Instructional Supplies	109.92	0020202644	10-1200-410-92-79-600-14
	2020031010	3/20/2020	10-1200-490-92-79-600-14	IDEA Supplies - Amazon	433.78	0020202299	10-1200-490-92-79-600-14
	2020031010	3/20/2020	10-1200-490-92-79-600-14	IDEA Supplies - Amazon	89.90	0020202494	10-1200-490-92-79-600-14
	2020031010	3/20/2020	10-1200-490-92-79-600-14	IDEA Supplies - Amazon	234.88	0020202499	10-1200-490-92-79-600-14
	2020031010	3/20/2020	10-1225-410-95-79-600-14	ECE Instr[illegible]plies	176.34	0020202503	10-1225-410-95-79-600-14

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Vendor Name	Check #	Check Date	A.S.N.	Description	Amount	PO #	State Account Number
	2020031010	3/20/2020	10-1225-410-95-79-600-14	ECE Instr Supplies	2,445.57	0020202605	10-1225-410-95-79-600-14
	2020031010	3/20/2020	10-1400-410-01-71-300-13	Ag Supplies	249.18	0020202566	10-1400-410-01-71-300-13
	2020031010	3/20/2020	10-1400-410-03-71-300-13	Business Supplies	97.95	0020202304	10-1400-410-03-71-300-13
	2020031010	3/20/2020	10-1400-410-09-71-300-13	Home Economics Supplies	29.93	0020202304	10-1400-410-09-71-300-13
	2020031010	3/20/2020	10-1400-410-09-71-300-13	Home Economics Supplies	34.61	0020202469	10-1400-410-09-71-300-13
	2020031010	3/20/2020	10-1400-410-09-71-300-13	Home Economics Supplies	13.88	0020202566	10-1400-410-09-71-300-13
	2020031010	3/20/2020	10-1400-410-62-71-300-13	Co-Op Supplies	162.99	0020202304	10-1400-410-62-71-300-13
	2020031010	3/20/2020	10-1400-410-62-71-300-13	Co-Op Supplies	358.21	0020202405	10-1400-410-62-71-300-13
	2020031010	3/20/2020	10-1500-332-00-71-300-13	Athletic Trips HS	61.58	0020202625	10-1500-332-00-71-300-13
	2020031010	3/20/2020	10-1500-332-00-71-300-13	Athletic Trips HS	343.46	0020202405	10-1500-332-00-71-300-13
	2020031010	3/20/2020	10-1500-332-00-71-300-13	Athletic Trips HS	5,419.46	0020202472	10-1500-332-00-71-300-13
	2020031010	3/20/2020	10-1500-332-00-71-300-13	Athletic Trips HS	104.60	0020202466	10-1500-332-00-71-300-13
	2020031010	3/20/2020	10-1500-332-00-71-300-13	Athletic Trips HS	4,641.46	0020202459	10-1500-332-00-71-300-13
	2020031010	3/20/2020	10-1500-332-00-71-300-13	Athletic Trips HS	77.64	0020202341	10-1500-332-00-71-300-13
	2020031010	3/20/2020	10-1500-332-00-72-220-13	Athletic Travel Marlowe	1,430.38	0020202314	10-1500-332-00-72-220-13
	2020031010	3/20/2020	10-1500-332-00-74-210-13	Athletic Travel Heineman	931.84	0020202308	10-1500-332-00-74-210-13
	2020031010	3/20/2020	10-1500-410-00-74-210-13	Training Supplies Heineman	34.95	0020202470	10-1500-410-00-74-210-13
	2020031010	3/20/2020	10-1500-410-00-74-210-13	Training Supplies Heineman	19.93	0020202409	10-1500-410-00-74-210-13
	2020031010	3/20/2020	10-1500-411-00-74-210-13	Awards Heineman	610.00	0020202308	10-1500-411-00-74-210-13
	2020031010	3/20/2020	10-1500-412-00-74-210-13	Uniforms Heineman	359.60	0020202570	10-1500-412-00-74-210-13
	2020031010	3/20/2020	10-1543-332-00-71-305-13	Activities Travel	2,404.21	0020202408	10-1543-332-00-71-305-13
	2020031010	3/20/2020	10-1543-332-00-71-305-13	Activities Travel	1,048.80	0020202569	10-1543-332-00-71-305-13
	2020031010	3/20/2020	10-158	Activity Funds	553.80	0020202575	10-158
	2020031010	3/20/2020	10-158	Activity Funds	156.90	0020202625	10-158
	2020031010	3/20/2020	10-158	Activity Funds	296.74	0020202465	10-158
	2020031010	3/20/2020	10-158	Activity Funds	6,634.28	0020202569	10-158
	2020031010	3/20/2020	10-158	Activity Funds	188.23	0020202568	10-158
	2020031010	3/20/2020	10-158	Activity Funds	107.17	0020202466	10-158
	2020031010	3/20/2020	10-158	Activity Funds	38.78	0020202567	10-158
	2020031010	3/20/2020	10-158	Activity Funds	465.74	0020202562	10-158
	2020031010	3/20/2020	10-158	Activity Funds	282.58	0020202502	10-158
	2020031010	3/20/2020	10-158	Activity Funds	228.00	0020202494	10-158
	2020031010	3/20/2020	10-158	Activity Funds	636.11	0020202404	10-158
	2020031010	3/20/2020	10-158	Activity Funds	6,331.07	0020202493	10-158
	2020031010	3/20/2020	10-158	Activity Funds	66.96	0020202473	10-158
	2020031010	3/20/2020	10-158	Activity Funds	979.78	0020202472	10-158
	2020031010	3/20/2020	10-158	Activity Funds	445.37	0020202467	10-158
	2020031010	3/20/2020	10-158	Activity Funds	132.56	0020202468	10-158
	2020031010	3/20/2020	10-158	Activity Funds	3,447.91	0020202469	10-158
	2020031010	3/20/2020	10-158	Activity Funds	3,739.02	0020202561	10-158
	2020031010	3/20/2020	10-158	Activity Funds	435.54	0020202303	10-158

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Vendor Name	Check #	Check Date	A.S.N.	Description	Amount	PO #	State Account Number
	2020031010	3/20/2020	10-158	Activity Funds	100.40	0020202296	10-158
	2020031010	3/20/2020	10-158	Activity Funds	1,178.93	0020202457	10-158
	2020031010	3/20/2020	10-158	Activity Funds	819.97	0020202464	10-158
	2020031010	3/20/2020	10-158	Activity Funds	492.43	0020202302	10-158
	2020031010	3/20/2020	10-158	Activity Funds	332.75	0020202306	10-158
	2020031010	3/20/2020	10-158	Activity Funds	507.35	0020202307	10-158
	2020031010	3/20/2020	10-158	Activity Funds	72.57	0020202310	10-158
	2020031010	3/20/2020	10-158	Activity Funds	48.19	0020202311	10-158
	2020031010	3/20/2020	10-158	Activity Funds	1,381.75	0020202340	10-158
	2020031010	3/20/2020	10-158	Activity Funds	291.02	0020202403	10-158
	2020031010	3/20/2020	10-158	Activity Funds	3,667.31	0020202459	10-158
	2020031010	3/20/2020	10-158	Activity Funds	255.50	0020202462	10-158
	2020031010	3/20/2020	10-158	Activity Funds	123.00	0020202299	10-158
	2020031010	3/20/2020	10-158	Activity Funds	536.99	0020202461	10-158
	2020031010	3/20/2020	10-158	Activity Funds	504.94	0020202458	10-158
	2020031010	3/20/2020	10-158	Activity Funds	75.90	0020202573	10-158
	2020031010	3/20/2020	10-158	Activity Funds	2,747.45	0020202408	10-158
	2020031010	3/20/2020	10-1610-410-00-79-600-14	Supplies Summer School	27.04	0020202571	10-1610-410-00-79-600-14
	2020031010	3/20/2020	10-1800-410-82-79-605-14	TBE/TPI Instructional Supplies	562.51	0020202463	10-1800-410-82-79-605-14
	2020031010	3/20/2020	10-1800-410-82-79-605-14	TBE/TPI Instructional Supplies	267.80	0020202477	10-1800-410-82-79-605-14
	2020031010	3/20/2020	10-1800-410-82-79-605-14	TBE/TPI Instructional Supplies	61.19	0020202476	10-1800-410-82-79-605-14
	2020031010	3/20/2020	10-1800-410-84-79-605-14	Title III LIPLEPS Supplies	197.40	0020202400	10-1800-410-84-79-605-14
	2020031010	3/20/2020	10-2114-410-00-74-500-14	Supplies Registration	74.99	0020202295	10-2114-410-00-74-500-14
	2020031010	3/20/2020	10-2120-410-00-71-300-13	Supplies Counseling HS	895.99	0020202566	10-2120-410-00-71-300-13
	2020031010	3/20/2020	10-2130-332-00-79-600-14	Health Travel	51.50	0020202496	10-2130-332-00-79-600-14
	2020031010	3/20/2020	10-2130-332-00-79-600-14	Health Travel	103.00	0020202309	10-2130-332-00-79-600-14
	2020031010	3/20/2020	10-2130-332-00-79-600-14	Health Travel	51.50	0020202315	10-2130-332-00-79-600-14
	2020031010	3/20/2020	10-2130-410-00-79-600-14	Supplies Health	52.34	0020202646	10-2130-410-00-79-600-14
	2020031010	3/20/2020	10-2130-410-92-79-605-14	IDEA Health OTPT & Nurse Sup	57.83	0020202494	10-2130-410-92-79-605-14
	2020031010	3/20/2020	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	1,450.00	0020202644	10-2210-314-92-79-605-14
	2020031010	3/20/2020	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	1,279.00	0020202306	10-2210-314-92-79-605-14
	2020031010	3/20/2020	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	196.08	0020202315	10-2210-314-92-79-605-14
	2020031010	3/20/2020	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	-60.00	0020202407	10-2210-314-92-79-605-14
	2020031010	3/20/2020	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	118.68	0020202465	10-2210-314-92-79-605-14
	2020031010	3/20/2020	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	30.00	0020202466	10-2210-314-92-79-605-14
	2020031010	3/20/2020	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	1,552.79	0020202299	10-2210-314-92-79-605-14
	2020031010	3/20/2020	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	775.18	0020202494	10-2210-314-92-79-605-14
	2020031010	3/20/2020	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	2,543.58	0020202499	10-2210-314-92-79-605-14
	2020031010	3/20/2020	10-2210-410-92-79-600-14	IDEA Impr of Instruction Suppl	97.25	0020202499	10-2210-410-92-79-600-14
	2020031010	3/20/2020	10-2210-410-92-79-600-14	IDEA Impr of Instruction Suppl	480.00	0020202644	10-2210-410-92-79-600-14
	2020031010	3/20/2020	10-2210-410-92-79-600-14	IDEA Impr of Instruction Suppl	607.00	0020202494	10-2210-410-92-79-600-14

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Disbursements Issued
From February 27, 2020 to April 9, 2020

Vendor Name	Check #	Check Date	A.S.N.	Description	Amount	PO #	State Account Number
	2020031010	3/20/2020	10-2210-490-00-74-500-14	Supplies Curr & Inst	541.30	0020202297	10-2210-490-00-74-500-14
	2020031010	3/20/2020	10-2210-490-00-74-500-14	Supplies Curr & Inst	85.00	0020202463	10-2210-490-00-74-500-14
	2020031010	3/20/2020	10-2210-490-00-74-500-14	Supplies Curr & Inst	493.38	0020202563	10-2210-490-00-74-500-14
	2020031010	3/20/2020	10-2210-490-00-74-500-14	Supplies Curr & Inst	113.58	0020202400	10-2210-490-00-74-500-14
	2020031010	3/20/2020	10-2212-332-00-74-500-14	Travel & Conference Curr	483.80	0020202564	10-2212-332-00-74-500-14
	2020031010	3/20/2020	10-2212-332-00-74-500-14	Travel & Conference Curr	830.00	0020202400	10-2212-332-00-74-500-14
	2020031010	3/20/2020	10-2212-332-00-74-500-14	Travel & Conference Curr	205.24	0020202572	10-2212-332-00-74-500-14
	2020031010	3/20/2020	10-2220-430-00-71-300-13	Media Center HS	190.09	0020202566	10-2220-430-00-71-300-13
	2020031010	3/20/2020	10-2220-430-00-71-300-13	Media Center HS	221.55	0020202304	10-2220-430-00-71-300-13
	2020031010	3/20/2020	10-2220-430-00-71-300-13	Media Center HS	146.20	0020202405	10-2220-430-00-71-300-13
	2020031010	3/20/2020	10-2220-430-00-71-300-13	Media Center HS	88.00	0020202466	10-2220-430-00-71-300-13
	2020031010	3/20/2020	10-2220-430-00-72-120-13	Media Center Martin	-17.16	0020202465	10-2220-430-00-72-120-13
	2020031010	3/20/2020	10-2220-430-00-72-120-13	Media Center Martin	241.99	0020202404	10-2220-430-00-72-120-13
	2020031010	3/20/2020	10-2220-430-00-72-120-13	Media Center Martin	106.70	0020202622	10-2220-430-00-72-120-13
	2020031010	3/20/2020	10-2220-430-00-72-220-13	Media Center Marlowe	757.93	0020202471	10-2220-430-00-72-220-13
	2020031010	3/20/2020	10-2220-430-00-72-220-13	Media Center Marlowe	35.86	0020202458	10-2220-430-00-72-220-13
	2020031010	3/20/2020	10-2220-430-00-72-220-13	Media Center Marlowe	12.80	0020202314	10-2220-430-00-72-220-13
	2020031010	3/20/2020	10-2220-430-00-72-220-13	Media Center Marlowe	547.32	0020202576	10-2220-430-00-72-220-13
	2020031010	3/20/2020	10-2220-430-00-74-210-13	Media Center Heineman	357.81	0020202570	10-2220-430-00-74-210-13
	2020031010	3/20/2020	10-2220-430-00-74-210-13	Media Center Heineman	78.86	0020202470	10-2220-430-00-74-210-13
	2020031010	3/20/2020	10-2220-430-00-74-210-13	Media Center Heineman	467.48	0020202308	10-2220-430-00-74-210-13
	2020031010	3/20/2020	10-2220-490-00-71-100-13	Media Center AV Leggee	478.93	0020202468	10-2220-490-00-71-100-13
	2020031010	3/20/2020	10-2220-490-00-71-100-13	Media Center AV Leggee	406.10	0020202407	10-2220-490-00-71-100-13
	2020031010	3/20/2020	10-2220-490-00-71-100-13	Media Center AV Leggee	27.98	0020202306	10-2220-490-00-71-100-13
	2020031010	3/20/2020	10-2220-490-00-72-110-13	Media Center AV Chesak	11.98	0020202573	10-2220-490-00-72-110-13
	2020031010	3/20/2020	10-2220-490-00-72-220-13	Media Center AV Marlowe	195.00	0020202314	10-2220-490-00-72-220-13
	2020031010	3/20/2020	10-2220-490-00-72-220-13	Media Center AV Marlowe	339.98	0020202576	10-2220-490-00-72-220-13
	2020031010	3/20/2020	10-2220-490-00-74-210-13	Media Center AV Heineman	178.69	0020202570	10-2220-490-00-74-210-13
	2020031010	3/20/2020	10-2223-410-00-79-600-14	Supplies PAC	192.64	0020202566	10-2223-410-00-79-600-14
	2020031010	3/20/2020	10-2223-490-00-79-600-14	PAC Invent Supplies	146.33	0020202405	10-2223-490-00-79-600-14
	2020031010	3/20/2020	10-2310-410-00-74-500-14	Supplies Board	60.96	0020202500	10-2310-410-00-74-500-14
	2020031010	3/20/2020	10-2310-410-00-74-500-14	Supplies Board	30.00	0020202300	10-2310-410-00-74-500-14
	2020031010	3/20/2020	10-2321-332-00-74-500-14	Travel Supt	394.90	0020202501	10-2321-332-00-74-500-14
	2020031010	3/20/2020	10-2321-332-00-74-500-14	Travel Supt	447.80	0020202624	10-2321-332-00-74-500-14
	2020031010	3/20/2020	10-2321-390-00-74-500-14	Purchased Service Supt	155.00	0020202301	10-2321-390-00-74-500-14
	2020031010	3/20/2020	10-2321-410-00-74-500-14	Supplies Supt	50.52	0020202300	10-2321-410-00-74-500-14
	2020031010	3/20/2020	10-2321-410-00-74-500-14	Supplies Supt	20.18	0020202500	10-2321-410-00-74-500-14
	2020031010	3/20/2020	10-2321-415-00-74-500-14	Community Supplies	35.12	0020202313	10-2321-415-00-74-500-14
	2020031010	3/20/2020	10-2321-415-00-74-500-14	Community Supplies	55.90	0020202501	10-2321-415-00-74-500-14
	2020031010	3/20/2020	10-2321-415-00-74-500-14	Community Supplies	55.43	0020202505	10-2321-415-00-74-500-14
	2020031010	3/20/2020	10-2321-440-00-74-500-14	Supt Periodicals	40.00	0020202498	10-2321-440-00-74-500-14

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Disbursements Issued
From February 27, 2020 to April 9, 2020

Vendor Name	Check #	Check Date	A.S.N.	Description	Amount	PO #	State Account Number
	2020031010	3/20/2020	10-2323-640-00-74-500-14	Dues & Fees Curr & Inst	747.00	0020202401	10-2323-640-00-74-500-14
	2020031010	3/20/2020	10-2330-410-92-79-600-14	IDEA Genl Admin Office Supplie	81.27	0020202644	10-2330-410-92-79-600-14
	2020031010	3/20/2020	10-2330-410-92-79-600-14	IDEA Genl Admin Office Supplie	496.45	0020202494	10-2330-410-92-79-600-14
	2020031010	3/20/2020	10-2330-410-92-79-600-14	IDEA Genl Admin Office Supplie	115.91	0020202499	10-2330-410-92-79-600-14
	2020031010	3/20/2020	10-2410-332-00-71-300-13	Prin Travel HS	220.67	0020202460	10-2410-332-00-71-300-13
	2020031010	3/20/2020	10-2410-332-00-72-220-13	Principal Travel Marlowe	153.99	0020202576	10-2410-332-00-72-220-13
	2020031010	3/20/2020	10-2410-332-00-74-210-13	Principal Travel Heineman	208.25	0020202308	10-2410-332-00-74-210-13
	2020031010	3/20/2020	10-2410-332-00-74-210-13	Principal Travel Heineman	187.50	0020202409	10-2410-332-00-74-210-13
	2020031010	3/20/2020	10-2410-410-00-71-100-13	Office Supplies Leggee	15.64	0020202306	10-2410-410-00-71-100-13
	2020031010	3/20/2020	10-2410-410-00-71-300-13	Office Supplies HS	89.88	0020202466	10-2410-410-00-71-300-13
	2020031010	3/20/2020	10-2410-410-00-71-300-13	Office Supplies HS	95.28	0020202405	10-2410-410-00-71-300-13
	2020031010	3/20/2020	10-2410-410-00-71-300-13	Office Supplies HS	13.98	0020202566	10-2410-410-00-71-300-13
	2020031010	3/20/2020	10-2410-410-00-71-300-14	Copier Paper & Toner HS	280.00	0020202466	10-2410-410-00-71-300-14
	2020031010	3/20/2020	10-2410-410-00-72-110-13	Office Supplies Chesak	563.97	0020202573	10-2410-410-00-72-110-13
	2020031010	3/20/2020	10-2410-410-00-72-110-13	Office Supplies Chesak	55.11	0020202339	10-2410-410-00-72-110-13
	2020031010	3/20/2020	10-2410-410-00-72-110-13	Office Supplies Chesak	9.80	0020202315	10-2410-410-00-72-110-13
	2020031010	3/20/2020	10-2410-410-00-72-110-14	Copier Paper & Toner Chesak	183.36	0020202339	10-2410-410-00-72-110-14
	2020031010	3/20/2020	10-2410-410-00-72-110-14	Copier Paper & Toner Chesak	16.98	0020202473	10-2410-410-00-72-110-14
	2020031010	3/20/2020	10-2410-410-00-72-120-13	Office Supplies Martin	44.47	0020202303	10-2410-410-00-72-120-13
	2020031010	3/20/2020	10-2410-410-00-72-220-13	Office Supplies Marlowe	25.79	0020202471	10-2410-410-00-72-220-13
	2020031010	3/20/2020	10-2410-410-00-72-220-13	Office Supplies Marlowe	137.35	0020202458	10-2410-410-00-72-220-13
	2020031010	3/20/2020	10-2410-410-00-72-220-13	Office Supplies Marlowe	205.09	0020202576	10-2410-410-00-72-220-13
	2020031010	3/20/2020	10-2410-410-00-72-220-14	Copier Paper & Toner Marlowe	53.20	0020202471	10-2410-410-00-72-220-14
	2020031010	3/20/2020	10-2410-410-00-72-220-14	Copier Paper & Toner Marlowe	218.43	0020202458	10-2410-410-00-72-220-14
	2020031010	3/20/2020	10-2410-410-00-74-140-13	Office Supplies Mackeben	200.78	0020202305	10-2410-410-00-74-140-13
	2020031010	3/20/2020	10-2410-410-00-74-140-14	Copier Paper & Toner Mackeben	48.88	0020202305	10-2410-410-00-74-140-14
	2020031010	3/20/2020	10-2410-410-00-74-140-14	Copier Paper & Toner Mackeben	49.94	0020202567	10-2410-410-00-74-140-14
	2020031010	3/20/2020	10-2410-410-00-74-150-13	Office Supplies Conley	74.77	0020202310	10-2410-410-00-74-150-13
	2020031010	3/20/2020	10-2410-410-00-74-210-13	Office Supplies Heineman	32.55	0020202570	10-2410-410-00-74-210-13
	2020031010	3/20/2020	10-2410-490-00-71-300-13	HS Staff Recognition	16.85	0020202569	10-2410-490-00-71-300-13
	2020031010	3/20/2020	10-2410-490-00-71-300-13	HS Staff Recognition	53.69	0020202460	10-2410-490-00-71-300-13
	2020031010	3/20/2020	10-2410-490-00-71-300-13	HS Staff Recognition	75.00	0020202341	10-2410-490-00-71-300-13
	2020031010	3/20/2020	10-2410-491-00-72-120-13	Rebate Supplies Martin	241.30	0020202303	10-2410-491-00-72-120-13
	2020031010	3/20/2020	10-2410-491-00-72-120-13	Rebate Supplies Martin	185.98	0020202404	10-2410-491-00-72-120-13
	2020031010	3/20/2020	10-2410-491-00-72-220-13	Rebate Supplies Marlowe	96.97	0020202576	10-2410-491-00-72-220-13
	2020031010	3/20/2020	10-2410-491-00-74-140-13	Rebate Supplies Mackeben	192.74	0020202467	10-2410-491-00-74-140-13
	2020031010	3/20/2020	10-2520-332-00-74-500-14	Travel Fiscal	166.24	0020202565	10-2520-332-00-74-500-14
	2020031010	3/20/2020	10-2520-332-00-74-500-14	Travel Fiscal	765.00	0020202402	10-2520-332-00-74-500-14
	2020031010	3/20/2020	10-2520-332-00-74-500-14	Travel Fiscal	545.00	0020202478	10-2520-332-00-74-500-14
	2020031010	3/20/2020	10-2520-410-00-74-500-14	Supplies Fiscal	70.87	0020202298	10-2520-410-00-74-500-14
	2020031010	3/20/2020	10-2546-490-00-79-600-14	Security Other Supplies	158.85	0020202500	10-2546-490-00-79-600-14

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Vendor Name	Check #	Check Date	A.S.N.	Description		Amount	PO #	State Account Number
	2020031010	3/20/2020	10-2546-490-00-79-600-14	Security Officer Supplies		217.52	0020202645	10-2546-490-00-79-600-14
	2020031010	3/20/2020	10-2560-410-00-74-150-13	Cafe Supplies Conley		134.00	0020202565	10-2560-410-00-74-150-13
	2020031010	3/20/2020	10-2560-415-97-79-600-14	All Children Snacks		77.35	0020202496	10-2560-415-97-79-600-14
	2020031010	3/20/2020	10-2630-332-00-74-500-14	Communications Travel		1.29	0020202495	10-2630-332-00-74-500-14
	2020031010	3/20/2020	10-2630-332-00-74-500-14	Communications Travel		130.07	0020202645	10-2630-332-00-74-500-14
	2020031010	3/20/2020	10-2642-350-00-74-500-14	Advertising Human Res		119.00	0020202474	10-2642-350-00-74-500-14
	2020031010	3/20/2020	10-2642-350-00-74-500-14	Advertising Human Res		1,427.00	0020202316	10-2642-350-00-74-500-14
	2020031010	3/20/2020	10-2642-410-00-74-500-14	Supplies Human Res		567.61	0020202474	10-2642-410-00-74-500-14
	2020031010	3/20/2020	10-2642-640-00-74-500-14	Dues & Fees Human Res		336.00	0020202574	10-2642-640-00-74-500-14
	2020031010	3/20/2020	10-2660-319-61-79-600-14	Software Maintenance		96.42	0020202340	10-2660-319-61-79-600-14
	2020031010	3/20/2020	10-2660-410-00-79-600-14	Supplies Tech		29.97	0020202561	10-2660-410-00-79-600-14
	2020031010	3/20/2020	10-2660-410-00-79-600-14	Supplies Tech		249.99	0020202461	10-2660-410-00-79-600-14
	2020031010	3/20/2020	10-2660-410-00-79-600-14	Supplies Tech		8.19	0020202295	10-2660-410-00-79-600-14
	2020031010	3/20/2020	10-2660-640-00-79-600-14	Dues & Fees Technology		25.00	0020202561	10-2660-640-00-79-600-14
	2020031010	3/20/2020	10-3100-410-97-79-605-24	All Children Parental Supplies		93.44	0020202605	10-3100-410-97-79-605-24
	2020031010	3/20/2020	10-3600-410-82-79-605-14	T Bilingual Com Svc Supplies		54.00	0020202300	10-3600-410-82-79-605-14
	2020031010	3/20/2020	10-3600-410-82-79-605-14	T Bilingual Com Svc Supplies		285.00	0020202400	10-3600-410-82-79-605-14
	2020031010	3/20/2020	20-2540-310-00-79	Professional & Technical		18.38	0020202497	20-2540-310-00-79
	2020031010	3/20/2020	20-2540-410-00-79	Office Supplies B & G		53.55	0020202312	20-2540-410-00-79
	2020031010	3/20/2020	20-2540-410-00-79	Office Supplies B & G		13.48	0020202497	20-2540-410-00-79
	2020031010	3/20/2020	20-2540-410-00-79	Office Supplies B & G		113.45	0020202504	20-2540-410-00-79
	2020031010	3/20/2020	20-2540-465-00-79	Natural Gas		63,544.87	0020202411	20-2540-465-00-79
	2020031010	3/20/2020	20-2540-640-00-79	Dues & Fees		-545.00	0020202497	20-2540-640-00-79
	2020031010	3/20/2020	20-2540-640-00-79	Dues & Fees		205.00	0020202312	20-2540-640-00-79
	2020031010	3/20/2020	20-2540-640-00-79	Dues & Fees		610.00	0020202504	20-2540-640-00-79
	2020031010	3/20/2020	20-2542-410-00-79	Supplies B & G		342.60	0020202504	20-2542-410-00-79
	2020031010	3/20/2020	20-2542-410-00-79	Supplies B & G		132.21	0020202312	20-2542-410-00-79
	2020031010	3/20/2020	20-2542-410-00-79	Supplies B & G		1,409.48	0020202497	20-2542-410-00-79
	2020031010	3/20/2020	20-2542-410-00-79	Supplies B & G		109.04	0020202623	20-2542-410-00-79
					Total	$269,398.20		
Boilersource								
	52469	3/20/2020	20-2542-410-00-79	Supplies B & G		218.26	0020202535	20-2542-410-00-79
					Total	$218.26		
Boomerang Project, The								
	52470	3/20/2020	10-1130-410-32-71-305-09	Freshman Academy Supplies		852.50	0020202671	10-1130-410-32-71-305-09
					Total	$852.50		

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Vendor Name	Check #	Check Date	A.S.N.	Description		Amount	PO #	State Account Number
Bowl-Hi Lane								
	52471	3/20/2020	10-1547-410-30-71-300-13	Bowling Girls HS		3,400.00	0020202757	10-1547-410-30-71-300-13
	52471	3/20/2020	10-1548-410-30-71-300-13	Bowling Boys HS		3,400.00	0020202757	10-1548-410-30-71-300-13
					Total	$6,800.00		
Brach Jr, Fred								
	52231	2/28/2020	10-1500-319-00-74-210-13	Sports Officials Heineman		65.00		10-1500-319-00-74-210-13
					Total	$65.00		
Brown, Kristy								
	52472	3/20/2020	10-1200-410-92-79-600-14	IDEA Instructional Supplies		121.17		10-1200-410-92-79-600-14
					Total	$121.17		
Brucker Company								
	52399	3/13/2020	20-2542-410-00-79	Supplies B & G		450.00	0020202225	20-2542-410-00-79
					Total	$450.00		
BryMax Enterprises Inc								
	52400	3/13/2020	10-2560-415-00-71-300-13	Cafe Food HS		672.00	0020021907	10-2560-415-00-71-300-13
	52400	3/13/2020	10-2560-415-00-72-220-13	Cafe Food Marlowe		1,152.00	0020021917	10-2560-415-00-72-220-13
	52400	3/13/2020	10-2560-415-00-74-210-13	Cafe Food Heineman		816.00	0020021927	10-2560-415-00-74-210-13
					Total	$2,640.00		
Budzynski, Christopher								
	52473	3/20/2020	10-2660-332-00-79-600-14	Travel Technology		496.25		10-2660-332-00-79-600-14
					Total	$496.25		
Building Technology Consultants PC								
	52474	3/20/2020	20-2540-310-00-79	Professional & Technical		4,523.65	0020202483	20-2540-310-00-79
					Total	$4,523.65		
Camelot Education								
	52232	2/28/2020	10-4220-670-00-79-600-14	Sp Ed Private Tuition		32,557.26	0020010517	10-4220-670-00-79-600-14
	52646	3/20/2020	10-4220-670-00-79-600-14	Sp Ed Private Tuition		30,843.72	0020020517	10-4220-670-00-79-600-14
					Total	$63,400.98		
Carpenter, Allison								
	52475	3/20/2020	10-1110-332-00-71-100-13	Teacher Travel Leggee		36.23		10-1110-332-00-71-100-13
	52475	3/20/2020	10-1110-332-00-71-100-13	Teacher Travel Leggee		28.17		10-1110-332-00-71-100-13
					Total	$64.40		

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Vendor Name	Check #	Check Date	A.S.N.	Description		Amount	PO #	State Account Number
CDW Government								
	52401	3/13/2020	60-2530-531-00-71-300	HS Fine Arts Expansion Construction		3,532.24	0020202558	60-2530-531-00-71-300
	52476	3/20/2020	10-1130-410-00-71-300-13	Inst Supplies HS		519.70	0020202606	10-1130-410-00-71-300-13
	52476	3/20/2020	10-2660-390-00-79-600-14	Purchased Service Technology		1,140.00	0020202723	10-2660-390-00-79-600-14
	52476	3/20/2020	10-2660-410-00-79-600-14	Supplies Tech		586.19	0020202632	10-2660-410-00-79-600-14
	52476	3/20/2020	10-2660-490-00-79-600-14	Inventoriable Equipment Tech		6,058.18	0020202657	10-2660-490-00-79-600-14
	52476	3/20/2020	20-2540-410-00-79	Office Supplies B & G		562.56	0020202506	20-2540-410-00-79
	52476	3/20/2020	20-2540-410-00-79	Office Supplies B & G		740.99	0020202541	20-2540-410-00-79
	52476	3/20/2020	60-2530-319-00-71-300	HS Fine Arts Expansion Prof/Tech		1,545.00	0020202631	60-2530-319-00-71-300
	52476	3/20/2020	60-2530-531-00-71-300	HS Fine Arts Expansion Construction		367.66	0020202558	60-2530-531-00-71-300
	52676	4/3/2020	10-2220-490-00-71-100-13	Media Center AV Leggee		479.50	0020202442	10-2220-490-00-71-100-13
					Total	$15,532.02		
Center for Teaching for Biliteracy								
	52477	3/20/2020	10-2212-310-00-79-505-14	Curriclum Gen Pur Svc		4,600.00	0020202586	10-2212-310-00-79-505-14
	52477	3/20/2020	10-2212-310-00-79-505-14	Curriclum Gen Pur Svc		4,600.00	0020202587	10-2212-310-00-79-505-14
					Total	$9,200.00		
Central High School								
	52233	2/28/2020	10-1500-335-00-71-300-13	Conference Travel HS		325.00		10-1500-335-00-71-300-13
	52321	3/6/2020	10-1500-335-00-71-300-13	Conference Travel HS		330.00		10-1500-335-00-71-300-13
					Total	$655.00		
Central States Bus Sales Inc								
	52478	3/20/2020	40-2554-410-00-79	Fleet Supplies		756.89	0020120727	40-2554-410-00-79
	52677	4/3/2020	40-2554-410-00-79	Fleet Supplies		155.80	0020030727	40-2554-410-00-79
					Total	$912.69		
Century Springs								
	52479	3/20/2020	10-2410-490-00-71-300-13	HS Staff Recognition		134.00	0020202635	10-2410-490-00-71-300-13
					Total	$134.00		
Child Advocacy Center of McHenry County								
	52234	2/28/2020	10-2546-390-00-79-600-14	Security Officer Gnl Purch Svc		30.00	0020202530	10-2546-390-00-79-600-14
					Total	$30.00		
Cieplinski, Brittany								
	52480	3/20/2020	10-1400-410-09-71-300-13	Home Economics Supplies		158.11		10-1400-410-09-71-300-13
					Total	$158.11		
Cinco Books								
	52322	3/6/2020	10-1100-421-00-74-500-14	Materials K-12		2,503.28	0020201733	10-1100-421-00-74-500-14
					Total	$2,503.28		

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CINTAS Corporation								
	52481	3/20/2020	40-2550-325-00-79	Rental Trans		168.49	0020202524	40-2550-325-00-79
	52481	3/20/2020	40-2550-325-00-79	Rental Trans		168.49	0020202451	40-2550-325-00-79
	52481	3/20/2020	40-2550-325-00-79	Rental Trans		579.39	0020020757	40-2550-325-00-79
	52678	4/3/2020	40-2550-325-00-79	Rental Trans		168.49	0020030757	40-2550-325-00-79
					Total	$1,084.86		
Classroom Connection Day School								
	52482	3/20/2020	10-4220-670-00-79-600-14	Sp Ed Private Tuition		6,609.60	0020030587	10-4220-670-00-79-600-14
					Total	$6,609.60		
Clinical Connections								
	52235	2/28/2020	10-4220-670-00-79-600-14	Sp Ed Private Tuition		495.00	0020121962	10-4220-670-00-79-600-14
					Total	$495.00		
Coleman, Candice								
	52483	3/20/2020	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev		263.35		10-2210-314-92-79-605-14
					Total	$263.35		
College Board, The								
	52653	3/27/2020	10-2230-312-00-79-600-14	Testing/Assessment		7,155.00	0020200361	10-2230-312-00-79-600-14
					Total	$7,155.00		
College Entrance Exam Board								
	52484	3/20/2020	10-2230-312-00-79-600-14	Testing/Assessment		90.00	0020202777	10-2230-312-00-79-600-14
					Total	$90.00		
ComEd								
	52654	3/27/2020	20-2540-466-00-79	Electric		37,298.34		20-2540-466-00-79
					Total	$37,298.34		
Commercial Specialties Inc								
	52402	3/13/2020	20-2542-520-00-79	Building projects		3,601.25	0020200055	20-2542-520-00-79
					Total	$3,601.25		
Connections Day School								
	48908	3/18/2020	10-4220-670-00-79-600-14	Sp Ed Private Tuition		-6,244.92		10-4220-670-00-79-600-14
	52403	3/13/2020	10-4220-670-00-79-600-14	Sp Ed Private Tuition		24,068.63	0020020537	10-4220-670-00-79-600-14
					Total	$17,823.71		
Conserv FS Inc								
	52679	4/3/2020	20-2543-410-00-79	Grounds Supplies		1,956.50	0020202702	20-2543-410-00-79
					Total	$1,956.50		

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Control Technology & Solutions LLC								
	52485	3/20/2020	20-2542-410-00-79	Supplies B & G		4,131.95	0020202600	20-2542-410-00-79
					Total	$4,131.95		
Corapi, Jillian								
	52486	3/20/2020	10-2310-230-00-74-500-14	Tuition Reimbursement		375.00		10-2310-230-00-74-500-14
					Total	$375.00		
CPC Inc. / Facility Tree								
	52323	3/6/2020	20-2542-390-00-79	Other Purchased Service		748.80	0020030277	20-2542-390-00-79
	52680	4/3/2020	20-2542-390-00-79	Other Purchased Service		748.80	0020040277	20-2542-390-00-79
					Total	$1,497.60		
Crescent Electric Supply Co								
	52324	3/6/2020	20-2542-410-00-79	Supplies B & G		377.31	0020120047	20-2542-410-00-79
	52487	3/20/2020	20-2542-410-00-79	Supplies B & G		-2.59	0020110047	20-2542-410-00-79
	52487	3/20/2020	20-2542-410-00-79	Supplies B & G		109.75	0020020047	20-2542-410-00-79
	52487	3/20/2020	20-2542-410-00-79	Supplies B & G		450.18	0020030047	20-2542-410-00-79
					Total	$934.65		
Criss, David								
	52325	3/6/2020	10-1500-319-00-71-300-13	Sports Officials HS		67.00		10-1500-319-00-71-300-13
					Total	$67.00		
Cross, Jill								
	52488	3/20/2020	10-1120-490-02-72-220-13	Marlowe Fine Arts Supplies		36.24		10-1120-490-02-72-220-13
					Total	$36.24		
Crowne Plaza Springfield								
	52236	2/28/2020	10-1543-332-00-71-305-13	Activities Travel		2,585.44	0020202550	10-1543-332-00-71-305-13
					Total	$2,585.44		
Crystal Lake School District 47								
	52489	3/20/2020	10-2130-390-00-79-600-14	Purchased Services Health		206.25	0020202537	10-2130-390-00-79-600-14
	52489	3/20/2020	10-4120-310-92-79-600-14	IDEA Payments to Other Districts		56.25	0020202537	10-4120-310-92-79-600-14
					Total	$262.50		
CT Veach Inc								
	52490	3/20/2020	20-2543-320-00-79-600-14	Grounds Contract		18,800.00	0020030157	20-2543-320-00-79-600-14
					Total	$18,800.00		
Culbertson, Mattie m								
	52326	3/6/2020	10-1792	HS Parking Fee		50.00		10-1792
					Total	$50.00		

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Vendor Name	Check #	Check Date	A.S.N.	Description		Amount	PO #	State Account Number
D158 Activity								
	202022512	2/29/2020	10-158	Activity Funds		3,334.56		10-158
					Total	$3,334.56		
D158 Food Service								
	2020022912	2/29/2020	10-121	Food Service Receivable		150.94		10-121
	2020022912	2/29/2020	10-1690-225	Other Food Serv Rev Marlowe		-150.94		10-1690-225
	2020033112	3/31/2020	10-121	Food Service Receivable		636.25		10-121
	2020033112	3/31/2020	10-1690-105	Other Food Serv Rev Leggee		-58.75		10-1690-105
	2020033112	3/31/2020	10-1690-115	Other Food Serv Rev Chesak		-58.75		10-1690-115
	2020033112	3/31/2020	10-1690-125	Other Food Serv Rev Martin		-58.75		10-1690-125
	2020033112	3/31/2020	10-1690-145	Other Food Serv Rev Mackeben		-58.75		10-1690-145
	2020033112	3/31/2020	10-1690-155	Other Food Serv Rev Conley		-165.00		10-1690-155
	2020033112	3/31/2020	10-1690-215	Other Food Serv Rev Heineman		-366.38		10-1690-215
	2020033112	3/31/2020	10-1690-225	Other Food Serv Rev Marlowe		-84.00		10-1690-225
	2020033112	3/31/2020	10-2210-490-00-74-500-14	Supplies Curr & Inst		31.38		10-2210-490-00-74-500-14
	2020033112	3/31/2020	10-2410-491-00-72-120-13	Rebate Supplies Martin		58.75		10-2410-491-00-72-120-13
	2020033112	3/31/2020	10-2546-390-00-79-600-14	Security Officer Gnl Purch Svc		40.00		10-2546-390-00-79-600-14
	2020033112	3/31/2020	40-2550-410-00-79	Office Supplies		84.00		40-2550-410-00-79
					Total	$0.00		
D158 LIGHT Program								
	52491	3/20/2020	10-2560-415-00-71-300-13	Cafe Food HS		26.00	0020202665	10-2560-415-00-71-300-13
					Total	$26.00		
Datamation Imaging Services Corp								
	52492	3/20/2020	10-2660-390-00-79-600-14	Purchased Service Technology		125.00	0020030397	10-2660-390-00-79-600-14
					Total	$125.00		
Dean, Adam								
	52493	3/20/2020	10-2546-332-00-79-600-14	Security Officer Travel		227.70		10-2546-332-00-79-600-14
					Total	$227.70		
DeKalb High School								
	52327	3/6/2020	10-1500-335-00-71-300-13	Conference Travel HS		820.00		10-1500-335-00-71-300-13
	52655	3/27/2020	10-1500-410-70-71-300-13	Extra-Curricular HS		150.00		10-1500-410-70-71-300-13
					Total	$970.00		
Delahanty, Eileen								
	52494	3/20/2020	10-2630-332-00-74-500-14	Communications Travel		25.30		10-2630-332-00-74-500-14
					Total	$25.30		

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DePue, William								
	52328	3/6/2020	10-1500-319-00-71-300-13	Sports Officials HS		67.00		10-1500-319-00-71-300-13
					Total	$67.00		
DiCianni, Megan								
	52495	3/20/2020	10-2310-230-00-74-500-14	Tuition Reimbursement		390.00		10-2310-230-00-74-500-14
					Total	$390.00		
DiRaimondo, Kelley								
	52496	3/20/2020	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev		52.20		10-2210-314-92-79-605-14
					Total	$52.20		
Direct Fitness Solutions								
	52497	3/20/2020	10-1130-410-50-71-300-13	PE Supplies HS		515.00	0020202509	10-1130-410-50-71-300-13
					Total	$515.00		
Disabato, Amy								
	51486	3/18/2020	10-2310-230-00-74-500-14	Tuition Reimbursement		-390.00		10-2310-230-00-74-500-14
					Total	($390.00)		
District Management Group								
	52498	3/20/2020	10-2321-390-00-74-500-14	Purchased Service Supt		3,500.00	0020202725	10-2321-390-00-74-500-14
					Total	$3,500.00		
Dreisilker Electric Motors Inc								
	52499	3/20/2020	20-2542-410-00-79	Supplies B & G		134.50	0020202636	20-2542-410-00-79
	52499	3/20/2020	20-2542-410-00-79	Supplies B & G		622.21	0020202510	20-2542-410-00-79
					Total	$756.71		
DuPage Federation on Human Services								
	52500	3/20/2020	10-2212-310-00-79-505-14	Curriclum Gen Pur Svc		14.85	0020202484	10-2212-310-00-79-505-14
					Total	$14.85		
EAB Global Inc								
	52501	3/20/2020	10-2212-310-00-79-505-14	Curriclum Gen Pur Svc		24,075.00	0020202720	10-2212-310-00-79-505-14
					Total	$24,075.00		
Easterseals								
	52237	2/28/2020	10-4220-670-00-79-600-14	Sp Ed Private Tuition		16,110.10	0020011557	10-4220-670-00-79-600-14
	52502	3/20/2020	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev		36,229.97	0020200485	10-2210-314-92-79-605-14
	52502	3/20/2020	10-4220-670-00-79-600-14	Sp Ed Private Tuition		15,262.20	0020021557	10-4220-670-00-79-600-14
	52656	3/27/2020	10-4220-670-00-79-600-14	Sp Ed Private Tuition		15,262.20		10-4220-670-00-79-600-14
	52681	4/3/2020	10-4220-670-00-79-600-14	Sp Ed Private Tuition		13,994.30	0020031557	10-4220-670-00-79-600-14
					Total	$96,858.77		

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Eds Automotive								
	52503	3/20/2020	40-2550-310-00-79	Prof & Tech Service Trans		535.00	0020020707	40-2550-310-00-79
					Total	$535.00		
Elite Uniforms Inc								
	52504	3/20/2020	10-2546-490-00-79-600-14	Security Officer Supplies		3,489.35	0020202590	10-2546-490-00-79-600-14
					Total	$3,489.35		
Fed, Charles								
	52329	3/6/2020	10-1500-319-00-71-300-13	Sports Officials HS		53.00		10-1500-319-00-71-300-13
					Total	$53.00		
Fiene, Sandra M								
	52505	3/20/2020	10-1970	Drivers Ed Fees		28.00		10-1970
					Total	$28.00		
Finstein, Mark								
	52330	3/6/2020	10-1500-319-00-74-210-13	Sports Officials Heineman		65.00		10-1500-319-00-74-210-13
					Total	$65.00		
Flaghouse Inc								
	52506	3/20/2020	10-2130-410-92-79-605-14	IDEA Health OTPT & Nurse Sup		527.80	0020202703	10-2130-410-92-79-605-14
					Total	$527.80		
Follett School Solutions Inc								
	52238	2/28/2020	10-2220-430-00-72-120-13	Media Center Martin		431.10	0020202138	10-2220-430-00-72-120-13
	52238	2/28/2020	10-2220-430-00-74-150-13	Media Center Conley		47.33	0020201544	10-2220-430-00-74-150-13
	52331	3/6/2020	10-2220-430-00-72-120-13	Media Center Martin		1,234.89	0020202138	10-2220-430-00-72-120-13
	52331	3/6/2020	10-2220-430-00-74-210-13	Media Center Heineman		59.21	0020202357	10-2220-430-00-74-210-13
	52507	3/20/2020	10-2220-430-00-71-100-13	Media Center Leggee		1,360.28	0020201590	10-2220-430-00-71-100-13
	52507	3/20/2020	10-2220-430-00-71-100-13	Media Center Leggee		1,578.06	0020201026	10-2220-430-00-71-100-13
	52507	3/20/2020	10-2220-430-00-74-140-13	Media Center Mackeben		197.89	0020202356	10-2220-430-00-74-140-13
	52657	3/27/2020	10-2220-430-00-71-300-13	Media Center HS		520.23	0020202641	10-2220-430-00-71-300-13
					Total	$5,428.99		
Fox Valley Fire Safety								
	52239	2/28/2020	20-2542-323-00-79	Repairs & Maint Buildings		270.20	0020120097	20-2542-323-00-79
	52508	3/20/2020	20-2542-390-00-79	Other Purchased Service		801.00	0020030817	20-2542-390-00-79
	52508	3/20/2020	20-2542-390-00-79	Other Purchased Service		1,000.50	0020202726	20-2542-390-00-79
					Total	$2,071.70		
Frederickson, David								
	51757	3/18/2020	10-1500-319-00-71-300-13	Sports Officials HS		-106.00		10-1500-319-00-71-300-13
					Total	($106.00)		

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Vendor Name	Check #	Check Date	A.S.N.	Description		Amount	PO #	State Account Number
Frett, Bree								
	52509	3/20/2020	10-2210-640-92-79-605-14	IDEA Other Objects		225.00		10-2210-640-92-79-605-14
					Total	$225.00		
Freund, Christina								
	52510	3/20/2020	10-2310-230-00-74-500-14	Tuition Reimbursement		375.00		10-2310-230-00-74-500-14
					Total	$375.00		
Friederick, David								
	52240	2/28/2020	10-1500-319-00-71-300-13	Sports Officials HS		53.00		10-1500-319-00-71-300-13
	52240	2/28/2020	10-1500-319-00-72-220-13	Sports Officials Marlowe		40.00		10-1500-319-00-72-220-13
					Total	$93.00		
Fulk, Trevor								
	52241	2/28/2020	10-1500-319-00-72-220-13	Sports Officials Marlowe		65.00		10-1500-319-00-72-220-13
	52332	3/6/2020	10-1500-319-00-71-300-13	Sports Officials HS		53.00		10-1500-319-00-71-300-13
					Total	$118.00		
Gage Consulting Engineers Inc								
	52242	2/28/2020	20-2540-310-00-79	Professional & Technical		2,000.00	0020192188	20-2540-310-00-79
	52511	3/20/2020	20-2540-310-00-79	Professional & Technical		315.00	0020202485	20-2540-310-00-79
	52511	3/20/2020	20-2540-310-00-79	Professional & Technical		105.00	0020202601	20-2540-310-00-79
					Total	$2,420.00		
Gaggle.Net Inc								
	52658	3/27/2020	10-2660-319-61-79-600-14	Software Maintenance		950.00	0020202807	10-2660-319-61-79-600-14
					Total	$950.00		
Gallaugher, Bradley								
	52512	3/20/2020	10-2310-230-00-74-500-14	Tuition Reimbursement		375.00		10-2310-230-00-74-500-14
					Total	$375.00		
Gates, Julie								
	52513	3/20/2020	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev		44.28		10-2210-314-92-79-605-14
					Total	$44.28		
Gelasi, Paul								
	52514	3/20/2020	20-2540-332-00-79	Travel		21.33		20-2540-332-00-79
	52514	3/20/2020	20-2540-332-00-79	Travel		17.25		20-2540-332-00-79
					Total	$38.58		

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Vendor Name	Check #	Check Date	A.S.N.	Description		Amount	PO #	State Account Number
General Parts LLC								
	52333	3/6/2020	10-2560-323-00-74-150-13	Cafe Repairs Conley		4,602.97	0020202548	10-2560-323-00-74-150-13
	52404	3/13/2020	10-2560-323-00-72-110-13	Cafe Repairs Chesak		1,568.24	0020021677	10-2560-323-00-72-110-13
	52404	3/13/2020	10-2560-323-00-72-120-13	Cafe Repairs Martin		1,788.24	0020021687	10-2560-323-00-72-120-13
	52404	3/13/2020	10-2560-323-00-74-140-13	Cafe Repairs Mackeben		205.28	0020021707	10-2560-323-00-74-140-13
	52404	3/13/2020	10-2560-323-00-74-140-13	Cafe Repairs Mackeben		1,314.42	0020121707	10-2560-323-00-74-140-13
	52404	3/13/2020	10-2560-323-00-74-150-13	Cafe Repairs Conley		1,243.67	0020121717	10-2560-323-00-74-150-13
	52404	3/13/2020	10-2560-323-00-74-150-13	Cafe Repairs Conley		870.09	0020011717	10-2560-323-00-74-150-13
	52515	3/20/2020	10-2560-323-00-72-110-13	Cafe Repairs Chesak		4,471.66	0020202690	10-2560-323-00-72-110-13
					Total	$16,064.57		
Get Fresh Produce Inc								
	52405	3/13/2020	10-2560-415-00-71-100-13	Cafe Food Leggee		1,060.79	0020021827	10-2560-415-00-71-100-13
	52405	3/13/2020	10-2560-415-00-72-110-13	Cafe Food Chesak		655.10	0020021847	10-2560-415-00-72-110-13
	52405	3/13/2020	10-2560-415-00-72-120-13	Cafe Food Martin		412.40	0020021857	10-2560-415-00-72-120-13
	52405	3/13/2020	10-2560-415-00-72-220-13	Cafe Food Marlowe		1,100.01	0020021867	10-2560-415-00-72-220-13
	52405	3/13/2020	10-2560-415-00-74-140-13	Cafe Food Mackeben		1,089.21	0020021877	10-2560-415-00-74-140-13
	52405	3/13/2020	10-2560-415-00-74-150-13	Cafe Food Conley		544.43	0020021887	10-2560-415-00-74-150-13
	52405	3/13/2020	10-2560-415-00-74-210-13	Cafe Food Heineman		576.73	0020021897	10-2560-415-00-74-210-13
					Total	$5,438.67		
Gexpro								
	52334	3/6/2020	20-2542-410-00-79	Supplies B & G		1,225.12	0020202252	20-2542-410-00-79
					Total	$1,225.12		
GFC Leasing WI								
	52335	3/6/2020	10-2900-325-00-79-600-14	Copier Leases		5,806.84	0020030617	10-2900-325-00-79-600-14
					Total	$5,806.84		
GlenOaks Therapeutic Day School								
	52516	3/20/2020	10-4220-670-00-79-600-14	Sp Ed Private Tuition		6,762.03	0020202745	10-4220-670-00-79-600-14
					Total	$6,762.03		
Global Water Technology Inc								
	52517	3/20/2020	20-2542-390-00-79	Other Purchased Service		897.50	0020202727	20-2542-390-00-79
					Total	$897.50		
Gopher								
	52243	2/28/2020	10-1110-410-50-72-120-13	PE Supplies Martin		1,000.00	0020202431	10-1110-410-50-72-120-13
	52518	3/20/2020	10-1110-410-50-74-150-13	Conley PE Supplies		434.50	0020202660	10-1110-410-50-74-150-13
					Total	$1,434.50		

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Gordon Flesch Co Inc								
	52519	3/20/2020	10-2660-410-00-79-600-14	Supplies Tech		459.00	0020202728	10-2660-410-00-79-600-14
	52519	3/20/2020	10-2900-390-00-79-600-14	Copier Maintenance		9,653.97	0020202517	10-2900-390-00-79-600-14
					Total	$10,112.97		
Gordon Food Service								
	52244	2/28/2020	10-1120-410-09-74-210-13	Home Ec Heineman		66.28	0020202547	10-1120-410-09-74-210-13
	52406	3/13/2020	10-1400-410-09-71-300-13	Home Economics Supplies		-107.06		10-1400-410-09-71-300-13
	52406	3/13/2020	10-2560-410-00-71-100-13	Cafe Supplies Leggee		573.67	0020021157	10-2560-410-00-71-100-13
	52406	3/13/2020	10-2560-410-00-71-300-13	Cafe Supplies HS		2,286.33	0020021167	10-2560-410-00-71-300-13
	52406	3/13/2020	10-2560-410-00-72-110-13	Cafe Supplies Chesak		456.16	0020021177	10-2560-410-00-72-110-13
	52406	3/13/2020	10-2560-410-00-72-120-13	Cafe Supplies Martin		919.13	0020021187	10-2560-410-00-72-120-13
	52406	3/13/2020	10-2560-410-00-72-220-13	Cafe Supplies Marlowe		971.06	0020021197	10-2560-410-00-72-220-13
	52406	3/13/2020	10-2560-410-00-74-140-13	Cafe Supplies Mackeben		638.66	0020021207	10-2560-410-00-74-140-13
	52406	3/13/2020	10-2560-410-00-74-150-13	Cafe Supplies Conley		274.96	0020021217	10-2560-410-00-74-150-13
	52406	3/13/2020	10-2560-410-00-74-210-13	Cafe Supplies Heineman		1,146.74	0020021227	10-2560-410-00-74-210-13
	52406	3/13/2020	10-2560-415-00-71-100-13	Cafe Food Leggee		5,076.08	0020021237	10-2560-415-00-71-100-13
	52406	3/13/2020	10-2560-415-00-71-300-13	Cafe Food HS		33,994.58	0020021247	10-2560-415-00-71-300-13
	52406	3/13/2020	10-2560-415-00-72-110-13	Cafe Food Chesak		4,379.29	0020021257	10-2560-415-00-72-110-13
	52406	3/13/2020	10-2560-415-00-72-120-13	Cafe Food Martin		6,290.32	0020021267	10-2560-415-00-72-120-13
	52406	3/13/2020	10-2560-415-00-72-220-13	Cafe Food Marlowe		14,480.19	0020021277	10-2560-415-00-72-220-13
	52406	3/13/2020	10-2560-415-00-74-140-13	Cafe Food Mackeben		3,634.86	0020021287	10-2560-415-00-74-140-13
	52406	3/13/2020	10-2560-415-00-74-150-13	Cafe Food Conley		3,849.04	0020021297	10-2560-415-00-74-150-13
	52406	3/13/2020	10-2560-415-00-74-210-13	Cafe Food Heineman		9,955.35	0020021307	10-2560-415-00-74-210-13
	52520	3/20/2020	10-1120-410-09-72-220-13	Home Ec Marlowe		34.61	0020202594	10-1120-410-09-72-220-13
	52520	3/20/2020	10-1120-410-09-72-220-13	Home Ec Marlowe		28.10	0020202651	10-1120-410-09-72-220-13
	52520	3/20/2020	10-1400-410-09-71-300-13	Home Economics Supplies		312.15	0020202551	10-1400-410-09-71-300-13
					Total	$89,260.50		
Gore, Rita								
	52521	3/20/2020	10-2520-332-00-74-500-14	Travel Fiscal		31.92		10-2520-332-00-74-500-14
					Total	$31.92		
Grainger								
	52245	2/28/2020	20-2542-410-00-79	Supplies B & G		64.39	0020090107	20-2542-410-00-79
					Total	$64.39		
Grayslake Central HS c/o Athletics								
	52336	3/6/2020	10-1500-335-00-71-300-13	Conference Travel HS		150.00		10-1500-335-00-71-300-13
					Total	$150.00		

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GreenRoom Productions								
	52659	3/27/2020	10-2633-360-00-74-500-14	Newsletter Printing		4,200.00	0020202810	10-2633-360-00-74-500-14
					Total	$4,200.00		
Grismayer, Nicole								
	52522	3/20/2020	10-1120-490-02-72-220-13	Marlowe Fine Arts Supplies		500.00	0020202554	10-1120-490-02-72-220-13
					Total	$500.00		
Guarino, Rose								
	52246	2/28/2020	10-1611-305	Student Food Svc - HS		7.50		10-1611-305
					Total	$7.50		
Gullifor, Kateri								
	52523	3/20/2020	10-1200-310-92-79-600-14	IDEA General Purchased Service		87.40		10-1200-310-92-79-600-14
					Total	$87.40		
Haile Consulting Co								
	52524	3/20/2020	10-1100-310-89-79-605-14	Title I Instruc Pur Svc		2,000.00	0020202491	10-1100-310-89-79-605-14
					Total	$2,000.00		
Harris Bank N.A.								
	202022408	2/29/2020	10-2523-319-00-79-600-14	Banking Fees		1,869.21		10-2523-319-00-79-600-14
					Total	$1,869.21		
Harvard HARMONY								
	52247	2/28/2020	10-1130-335-00-71-300-13	Curriculum/FVC Competitions		280.00		10-1130-335-00-71-300-13
					Total	$280.00		
Hastings Asphalt Services Inc								
	52682	4/3/2020	20-2543-530-00-79	Improvements not Buildings		6,110.00	0020202608	20-2543-530-00-79
					Total	$6,110.00		
Hershey Creamery Company								
	52409	3/13/2020	10-2560-415-00-71-300-13	Cafe Food HS		307.44	0020021797	10-2560-415-00-71-300-13
	52409	3/13/2020	10-2560-415-00-74-210-13	Cafe Food Heineman		295.20	0020021817	10-2560-415-00-74-210-13
					Total	$602.64		
HESPA								
	52248	2/28/2020	10462	HESPA Dues		5,533.61		10462
	52410	3/13/2020	10462	HESPA Dues		5,448.65		10462
	52660	3/27/2020	10462	HESPA Dues		5,406.17		10462
					Total	$16,388.43		

Vendor Name	Check #	Check Date	A.S.N.	Description		Amount	PO #	State Account Number
Higgin, Merry C								
	52525	3/20/2020	10-1130-332-00-71-300-13	Teacher Travel HS		24.15		10-1130-332-00-71-300-13
	52525	3/20/2020	10-1130-332-00-71-300-13	Teacher Travel HS		17.25		10-1130-332-00-71-300-13
					Total	$41.40		
Hodge, James								
	52249	2/28/2020	10-1500-319-00-74-210-13	Sports Officials Heineman		65.00		10-1500-319-00-74-210-13
					Total	$65.00		
Hoffman Estates High School								
	52250	2/28/2020	10-1500-335-00-71-300-13	Conference Travel HS		250.00		10-1500-335-00-71-300-13
					Total	$250.00		
Home Depot Credit Services								
	52337	3/6/2020	20-2542-410-00-79	Supplies B & G		1,690.04	0020020067	20-2542-410-00-79
					Total	$1,690.04		
Home Juice Corp								
	52411	3/13/2020	10-2560-415-00-72-220-13	Cafe Food Marlowe		631.32	0020021777	10-2560-415-00-72-220-13
	52411	3/13/2020	10-2560-415-00-74-210-13	Cafe Food Heineman		491.52	0020021787	10-2560-415-00-74-210-13
					Total	$1,122.84		
Honeywell International Inc								
	52526	3/20/2020	10-2546-323-00-79-600-14	Security Officer Repairs		856.80	0020202480	10-2546-323-00-79-600-14
	52526	3/20/2020	10-2546-323-00-79-600-14	Security Officer Repairs		1,129.51	0020202515	10-2546-323-00-79-600-14
	52526	3/20/2020	10-2546-323-00-79-600-14	Security Officer Repairs		991.42	0020202479	10-2546-323-00-79-600-14
	52526	3/20/2020	10-2546-323-00-79-600-14	Security Officer Repairs		527.82	0020202481	10-2546-323-00-79-600-14
					Total	$3,505.55		
Huntley Ford								
	52527	3/20/2020	10-1700-323-21-71-300-13	Driver Ed Repair & Maintenance		202.13	0020202552	10-1700-323-21-71-300-13
					Total	$202.13		
Huntley Rotary Club								
	52528	3/20/2020	20-1910	Rentals		306.50	0020202492	20-1910
					Total	$306.50		
IASB								
	52529	3/20/2020	10-2310-332-00-74-500-14	Travel Board		610.00	0020202579	10-2310-332-00-74-500-14
					Total	$610.00		
Illinois ASCD								
	52412	3/13/2020	10-1120-410-00-74-210-13	Inst Supplies Heineman		1,500.00	0020202626	10-1120-410-00-74-210-13
					Total	$1,500.00		

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Illinois Communications Sales Inc								
	52530	3/20/2020	10-2546-490-00-79-600-14	Security Officer Supplies		3,915.00	0020202438	10-2546-490-00-79-600-14
					Total	$3,915.00		
Illinois EPA								
	52531	3/20/2020	20-2543-530-00-79	Improvements not Buildings		750.00	0020202617	20-2543-530-00-79
					Total	$750.00		
Illinois FBLA								
	52251	2/28/2020	10-1543-640-00-71-305-13	Activities Fees		1,625.00	0020202511	10-1543-640-00-71-305-13
					Total	$1,625.00		
Illinois State Police								
	52338	3/6/2020	10-2310-390-00-74-500-14	Purchased Service Board		6,000.00	0020202482	10-2310-390-00-74-500-14
					Total	$6,000.00		
Illinois State University								
	52252	2/28/2020	10-2210-312-97-79-600-14	All Children Prof Dev		600.00	0020202280	10-2210-312-97-79-600-14
	52532	3/20/2020	10-2210-312-97-79-600-14	All Children Prof Dev		600.00	0020202582	10-2210-312-97-79-600-14
					Total	$1,200.00		
IMRF								
	20202606	2/29/2020	50454	IMRF & SS (Board)		170,374.98		50454
					Total	$170,374.98		
Instrument Barn, The								
	52533	3/20/2020	10-1110-410-00-74-150-13	Inst Supplies Conley		50.00	0020202664	10-1110-410-00-74-150-13
					Total	$50.00		
IPA Kishwaukee								
	52339	3/6/2020	10-1130-410-00-71-300-13	Inst Supplies HS		250.00	0020202652	10-1130-410-00-71-300-13
	52339	3/6/2020	10-1500-411-00-74-210-13	Awards Heineman		250.00	0020202512	10-1500-411-00-74-210-13
					Total	$500.00		
IPO/DBA Cardunal Office Supply								
	52253	2/28/2020	40-2550-410-00-79	Office Supplies		240.48	0020202443	40-2550-410-00-79
	52340	3/6/2020	10-2130-410-00-79-600-14	Supplies Health		153.16	0020200046	10-2130-410-00-79-600-14
					Total	$393.64		
IXL Learning Inc								
	52534	3/20/2020	10-1200-310-92-79-600-14	IDEA General Purchased Service		599.00	0020202661	10-1200-310-92-79-600-14
					Total	$599.00		
J & B Custom Woodworking								
	52413	3/13/2020	10-1120-710-00-74-210-13	Heineman Non-Capitalized Eqpt		850.00	0020201960	10-1120-710-00-74-210-13
					Total	$850.00		

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J Tsunami Consulting								
	52535	3/20/2020	10-2212-310-00-79-505-14	Curriclum Gen Pur Svc		150.00	0020202588	10-2212-310-00-79-505-14
					Total	$150.00		
JBH Technologies Inc								
	52661	3/27/2020	10-1130-410-67-71-300-13	PLTW Supplies		608.62	0020202705	10-1130-410-67-71-300-13
					Total	$608.62		
Jenkins, Jeffrey								
	52254	2/28/2020	10-1500-319-00-74-210-13	Sports Officials Heineman		40.00		10-1500-319-00-74-210-13
					Total	$40.00		
Jensens Plumbing & Heating Inc								
	52255	2/28/2020	20-2542-323-00-79	Repairs & Maint Buildings		12,700.00	0020202175	20-2542-323-00-79
					Total	$12,700.00		
Johnson Floor Co								
	52683	4/3/2020	20-2542-323-00-79	Repairs & Maint Buildings		12,795.00	0020202559	20-2542-323-00-79
					Total	$12,795.00		
Jones School Supply								
	52647	3/20/2020	10-1120-360-00-74-210-13	Printing Heineman		456.75	0020202227	10-1120-360-00-74-210-13
					Total	$456.75		
Kaffel, Emily								
	52536	3/20/2020	10-2310-230-00-74-500-14	Tuition Reimbursement		1,170.00		10-2310-230-00-74-500-14
					Total	$1,170.00		
Kambitsis, Caryn								
	51527	3/18/2020	10-2310-230-00-74-500-14	Tuition Reimbursement		-520.00		10-2310-230-00-74-500-14
					Total	($520.00)		
Kane County ROE #31								
	52537	3/20/2020	10-2660-319-61-79-600-14	Software Maintenance		2,917.29	0020202518	10-2660-319-61-79-600-14
					Total	$2,917.29		
Kapachinski, Jessica								
	52538	3/20/2020	10-1130-410-59-71-300-14	HS Special Ed Supplies		84.48		10-1130-410-59-71-300-14
					Total	$84.48		
Karkow, Jim								
	52341	3/6/2020	10-1500-319-00-74-210-13	Sports Officials Heineman		130.00		10-1500-319-00-74-210-13
					Total	$130.00		
Kasch, Jennifer								
	52539	3/20/2020	10-1200-310-66-71-300-13	STEP Purchased Services		204.36		10-1200-310-66-71-300-13
					Total	$204.36		

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Vendor Name	Check #	Check Date	A.S.N.	Description		Amount	PO #	State Account Number
Katz, Joshua								
	52540	3/20/2020	10-1120-390-02-74-210-13	Heineman Fine Arts Pur Svc		300.00	0020202615	10-1120-390-02-74-210-13
					Total	$300.00		
Kelly, Jill								
	52541	3/20/2020	10-1200-310-92-79-600-14	IDEA General Purchased Service		115.36		10-1200-310-92-79-600-14
					Total	$115.36		
Kelso Burnett Co								
	52342	3/6/2020	10-2546-323-00-79-600-14	Security Officer Repairs		195.00	0020202516	10-2546-323-00-79-600-14
	52542	3/20/2020	10-2546-323-00-79-600-14	Security Officer Repairs		135.00	0020202591	10-2546-323-00-79-600-14
	52684	4/3/2020	10-2546-323-00-79-600-14	Security Officer Repairs		1,135.00	0020202739	10-2546-323-00-79-600-14
	52684	4/3/2020	10-2546-323-00-79-600-14	Security Officer Repairs		1,125.00	0020202737	10-2546-323-00-79-600-14
	52684	4/3/2020	10-2546-490-00-79-600-14	Security Officer Supplies		1,135.00	0020202738	10-2546-490-00-79-600-14
					Total	$3,725.00		
Kids Therapy Ltd								
	52543	3/20/2020	10-2130-310-00-79-600-14	Health Services		850.00	0020202746	10-2130-310-00-79-600-14
					Total	$850.00		
Kienzle, Elizabeth								
	52544	3/20/2020	10-1200-310-66-71-300-13	STEP Purchased Services		108.33		10-1200-310-66-71-300-13
					Total	$108.33		
Kimley-Horn and Associates Inc								
	52685	4/3/2020	20-2540-310-00-79	Professional & Technical		1,320.00	0020201056	20-2540-310-00-79
					Total	$1,320.00		
King, David								
	52343	3/6/2020	10-1500-319-00-71-300-13	Sports Officials HS		67.00		10-1500-319-00-71-300-13
					Total	$67.00		
Kish, Shelly								
	52545	3/20/2020	10-1130-410-33-71-305-13	Academies Supplies		33.44		10-1130-410-33-71-305-13
					Total	$33.44		
Klein Thorpe & Jenkins Ltd								
	52414	3/13/2020	10-2310-318-00-74-500-14	Legal Board		3,848.50	0020011537	10-2310-318-00-74-500-14
					Total	$3,848.50		
Klingberg, Scott								
	52256	2/28/2020	10-1500-319-00-71-300-13	Sports Officials HS		67.00		10-1500-319-00-71-300-13
					Total	$67.00		

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Knapke, Nathan								
	52546	3/20/2020	10-1130-490-02-71-300-13	High School Fine Arts/PAC Supplies		690.60		10-1130-490-02-71-300-13
	52546	3/20/2020	10-2223-410-00-79-600-14	Supplies PAC		150.98		10-2223-410-00-79-600-14
					Total	$841.58		
Knauf, James								
	52344	3/6/2020	10-1500-319-00-71-300-13	Sports Officials HS		67.00		10-1500-319-00-71-300-13
					Total	$67.00		
Knych, Jillian								
	52547	3/20/2020	10-2130-332-00-79-600-14	Health Travel		4.56		10-2130-332-00-79-600-14
					Total	$4.56		
Korn, Jennifer								
	52548	3/20/2020	10-1200-310-92-79-600-14	IDEA General Purchased Service		75.08		10-1200-310-92-79-600-14
	52548	3/20/2020	10-2150-410-92-79-605-14	IDEA Sp Path & Audiol Supplies		126.61		10-2150-410-92-79-605-14
					Total	$201.69		
Krasity`s Medical & Surgical Supply Inc								
	52662	3/27/2020	10-1130-410-13-71-300-13	Science Supplies HS		181.34	0020202321	10-1130-410-13-71-300-13
					Total	$181.34		
Krueger, Wesley								
	52257	2/28/2020	10-1500-319-00-71-300-13	Sports Officials HS		53.00		10-1500-319-00-71-300-13
	52257	2/28/2020	10-1500-319-00-72-220-13	Sports Officials Marlowe		65.00		10-1500-319-00-72-220-13
	52345	3/6/2020	10-1500-319-00-74-210-13	Sports Officials Heineman		65.00		10-1500-319-00-74-210-13
					Total	$183.00		
K-Tech Inc								
	52258	2/28/2020	20-2542-410-00-79	Supplies B & G		89.00	0020202153	20-2542-410-00-79
	52346	3/6/2020	20-2542-410-00-79	Supplies B & G		59.45	0020202036	20-2542-410-00-79
					Total	$148.45		
Kubitz, Laura								
	52549	3/20/2020	10-1200-410-92-79-600-14	IDEA Instructional Supplies		444.27		10-1200-410-92-79-600-14
					Total	$444.27		
L Marshall Inc								
	52259	2/28/2020	20-2542-520-00-79	Building projects		49,945.70	0020193330	20-2542-520-00-79
					Total	$49,945.70		
Lakeshore Learning Materials								
	52663	3/27/2020	10-1800-410-84-79-605-14	Title III LIPLEPS Supplies		8,293.11	0020202553	10-1800-410-84-79-605-14
					Total	$8,293.11		

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Lamp Incorporated								
	52347	3/6/2020	60-2530-531-00-71-300	HS Fine Arts Expansion Construction		415,765.00	0020201355	60-2530-531-00-71-300
	52686	4/3/2020	60-2530-531-00-71-300	HS Fine Arts Expansion Construction		462,317.00	0020201355	60-2530-531-00-71-300
					Total	$878,082.00		
Landvick, Matthew								
	52550	3/20/2020	10-1500-332-00-71-300-13	Athletic Trips HS		388.48		10-1500-332-00-71-300-13
					Total	$388.48		
Langenfeld, Darcy								
	52551	3/20/2020	10-2520-332-00-74-500-14	Travel Fiscal		48.31		10-2520-332-00-74-500-14
	52551	3/20/2020	10-2520-332-00-74-500-14	Travel Fiscal		56.36		10-2520-332-00-74-500-14
					Total	$104.67		
Leach Enterprises Inc								
	52552	3/20/2020	40-2554-410-00-79	Fleet Supplies		2,011.21	0020202452	40-2554-410-00-79
	52552	3/20/2020	40-2554-410-00-79	Fleet Supplies		983.16	0020202525	40-2554-410-00-79
	52552	3/20/2020	40-2554-410-00-79	Fleet Supplies		498.30	0020010787	40-2554-410-00-79
	52552	3/20/2020	40-2554-410-00-79	Fleet Supplies		272.03	0020120787	40-2554-410-00-79
					Total	$3,764.70		
Learning Forward								
	52348	3/6/2020	10-2323-640-00-74-500-14	Dues & Fees Curr & Inst		99.00	0020202444	10-2323-640-00-74-500-14
					Total	$99.00		
Life Fitness								
	52415	3/13/2020	10-1130-410-50-71-300-13	PE Supplies HS		801.30	0020202365	10-1130-410-50-71-300-13
					Total	$801.30		
Lincoln National Life								
	52349	3/6/2020	10-2310-220-00-79-600-14	Support Serv-Gen Adm Insurance		69,565.61	0020030447	10-2310-220-00-79-600-14
					Total	$69,565.61		
Linden Oaks Tutoring Services								
	52553	3/20/2020	10-1200-310-92-79-600-14	IDEA General Purchased Service		436.80	0020202649	10-1200-310-92-79-600-14
					Total	$436.80		
Little City Foundation								
	52260	2/28/2020	10-4220-670-00-79-600-14	Sp Ed Private Tuition		13,821.74	0020010497	10-4220-670-00-79-600-14
	52648	3/20/2020	10-4220-670-00-79-600-14	Sp Ed Private Tuition		13,094.28	0020020497	10-4220-670-00-79-600-14
					Total	$26,916.02		
Lizarraga, Natasha								
	52261	2/28/2020	10-1611-115	Student Food Svc - Chesak		17.00		10-1611-115
					Total	$17.00		

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Love, Kathryn								
	52554	3/20/2020	10-2212-332-00-74-500-14	Travel & Conference Curr		28.46		10-2212-332-00-74-500-14
					Total	$28.46		
Maciejewski, Rhonda								
	52555	3/20/2020	10-2410-410-00-74-150-13	Office Supplies Conley		90.97		10-2410-410-00-74-150-13
					Total	$90.97		
Mainstage Theatrical Supply								
	52687	4/3/2020	10-2223-490-00-79-600-14	PAC Invent Supplies		1,200.00	0020202556	10-2223-490-00-79-600-14
					Total	$1,200.00		
Marklund Children`s Home								
	52416	3/13/2020	10-4220-670-00-79-600-14	Sp Ed Private Tuition		23,974.92	0020020507	10-4220-670-00-79-600-14
					Total	$23,974.92		
Martin, Mike								
	52350	3/6/2020	10-1500-319-00-71-300-13	Sports Officials HS		65.00		10-1500-319-00-71-300-13
					Total	$65.00		
Mason, Pamela								
	52262	2/28/2020	10-1500-319-00-74-210-13	Sports Officials Heineman		40.00		10-1500-319-00-74-210-13
					Total	$40.00		
Massie, Steve								
	52263	2/28/2020	10-1500-319-00-71-300-13	Sports Officials HS		67.00		10-1500-319-00-71-300-13
					Total	$67.00		
McCullough, Kristian								
	52264	2/28/2020	10-1500-319-00-71-300-13	Sports Officials HS		67.00		10-1500-319-00-71-300-13
					Total	$67.00		
McHenry Co Department of Health								
	52556	3/20/2020	10-2130-390-00-79-600-14	Purchased Services Health		4,991.00	0020202729	10-2130-390-00-79-600-14
					Total	$4,991.00		
McHenry Co Dept of Health								
	52557	3/20/2020	10-2560-640-00-71-100-13	Cafe Dues & Fees Leggee		155.00	0020202667	10-2560-640-00-71-100-13
	52557	3/20/2020	10-2560-640-00-71-300-13	Cafe Dues & Fees HS		155.00	0020202667	10-2560-640-00-71-300-13
	52557	3/20/2020	10-2560-640-00-72-110-13	Cafe Dues & Fees Chesak		155.00	0020202667	10-2560-640-00-72-110-13
	52557	3/20/2020	10-2560-640-00-72-120-13	Cafe Dues & Fees Martin		155.00	0020202667	10-2560-640-00-72-120-13
	52557	3/20/2020	10-2560-640-00-72-220-13	Cafe Dues & Fees Marlowe		155.00	0020202667	10-2560-640-00-72-220-13
	52557	3/20/2020	10-2560-640-00-74-140-13	Cafe Dues & Fees Mackeben		155.00	0020202667	10-2560-640-00-74-140-13
	52557	3/20/2020	10-2560-640-00-74-150-13	Cafe Dues & Fees Conley		155.00	0020202667	10-2560-640-00-74-150-13
	52557	3/20/2020	10-2560-640-00-74-210-13	Cafe Dues & Fees Heineman		155.00	0020202667	10-2560-640-00-74-210-13
					Total	$1,240.00		

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Vendor Name	Check #	Check Date	A.S.N.	Description		Amount	PO #	State Account Number
McMahon, Tim								
	52351	3/6/2020	10-1500-319-00-74-210-13	Sports Officials Heineman		65.00		10-1500-319-00-74-210-13
	52417	3/13/2020	10-1500-319-00-74-210-13	Sports Officials Heineman		40.00		10-1500-319-00-74-210-13
					Total	$105.00		
McTague, Scott								
	52265	2/28/2020	10-1500-319-00-71-300-13	Sports Officials HS		106.00		10-1500-319-00-71-300-13
					Total	$106.00		
MDC Environmental Serv								
	52558	3/20/2020	20-2542-321-00-79	Sanitation/Exterminating		2,250.00	0020030117	20-2542-321-00-79
					Total	$2,250.00		
Menards Inc								
	52266	2/28/2020	10-1130-490-02-71-300-13	High School Fine Arts/PAC Supplies		1,292.84	0020202251	10-1130-490-02-71-300-13
	52418	3/13/2020	20-2542-410-00-79	Supplies B & G		27.68	0020020127	20-2542-410-00-79
					Total	$1,320.52		
Metro Prep								
	52352	3/6/2020	10-4220-670-00-79-600-14	Sp Ed Private Tuition		4,408.57	0020202538	10-4220-670-00-79-600-14
	52352	3/6/2020	10-4220-670-00-79-600-14	Sp Ed Private Tuition		4,408.57	0020202539	10-4220-670-00-79-600-14
	52559	3/20/2020	10-4220-670-00-79-600-14	Sp Ed Private Tuition		1,160.15	0020202747	10-4220-670-00-79-600-14
					Total	$9,977.29		
Midland Paper								
	52560	3/20/2020	10-2410-410-00-71-100-14	Copier Paper & Toner Leggee		1,200.67	0020200798	10-2410-410-00-71-100-14
	52560	3/20/2020	10-2410-410-00-71-300-14	Copier Paper & Toner HS		3,602.02	0020200706	10-2410-410-00-71-300-14
	52560	3/20/2020	10-2410-410-00-72-120-14	Copier Paper & Toner Martin		1,200.67	0020200370	10-2410-410-00-72-120-14
					Total	$6,003.36		
Midland Standard Engineering & Testing								
	52267	2/28/2020	20-2540-310-00-79	Professional & Technical		10,157.00	0020201560	20-2540-310-00-79
	52353	3/6/2020	60-2530-520-00-71-305	Construction HS		1,281.75	0020200772	60-2530-520-00-71-305
	52561	3/20/2020	60-2530-520-00-71-305	Construction HS		2,444.60	0020200772	60-2530-520-00-71-305
					Total	$13,883.35		
Midwest Media Educators Association								
	52392	3/9/2020	10-1130-335-00-71-300-13	Curriculum/FVC Competitions		235.00	0020202672	10-1130-335-00-71-300-13
					Total	$235.00		
Mikolas, Christine								
	52562	3/20/2020	10-1200-310-66-71-300-13	STEP Purchased Services		203.44		10-1200-310-66-71-300-13
					Total	$203.44		

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Miller Hall & Triggs								
	52419	3/13/2020	10-2310-318-00-74-500-14	Legal Board		3,418.00	0020011527	10-2310-318-00-74-500-14
	52563	3/20/2020	10-2310-318-00-74-500-14	Legal Board		1,255.20	0020021527	10-2310-318-00-74-500-14
					Total	$4,673.20		
Minnesota Clay								
	52354	3/6/2020	10-1110-410-02-74-150-13	Art Supplies Conley		304.10	0020202508	10-1110-410-02-74-150-13
					Total	$304.10		
MobyMax LLC								
	52268	2/28/2020	10-1110-410-00-74-150-13	Inst Supplies Conley		995.00	0020202213	10-1110-410-00-74-150-13
					Total	$995.00		
Moersfelder, Anne								
	52564	3/20/2020	10-2520-332-00-74-500-14	Travel Fiscal		32.49		10-2520-332-00-74-500-14
					Total	$32.49		
Montini Catholic								
	52355	3/6/2020	10-1500-335-00-71-300-13	Conference Travel HS		500.00		10-1500-335-00-71-300-13
					Total	$500.00		
Moran, Sarah								
	52565	3/20/2020	10-1120-490-02-72-220-13	Marlowe Fine Arts Supplies		94.53		10-1120-490-02-72-220-13
					Total	$94.53		
Mortensen, Art								
	52356	3/6/2020	10-1500-319-00-71-300-13	Sports Officials HS		53.00		10-1500-319-00-71-300-13
					Total	$53.00		
Most, Brandon								
	52269	2/28/2020	10-1500-319-00-74-210-13	Sports Officials Heineman		65.00		10-1500-319-00-74-210-13
					Total	$65.00		
Murzyn, Steve								
	52270	2/28/2020	10-1500-319-00-71-300-13	Sports Officials HS		53.00		10-1500-319-00-71-300-13
	52357	3/6/2020	10-1500-319-00-71-300-13	Sports Officials HS		53.00		10-1500-319-00-71-300-13
					Total	$106.00		
Nasco								
	52271	2/28/2020	10-1110-410-02-72-110-13	Art Supplies Chesak		120.64	0020202366	10-1110-410-02-72-110-13
					Total	$120.64		
National Council for Behavioral Health								
	52420	3/13/2020	10-2210-490-00-74-500-14	Supplies Curr & Inst		341.10	0020202633	10-2210-490-00-74-500-14
					Total	$341.10		

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National Lift Truck Inc								
	52566	3/20/2020	20-2542-323-00-79	Repairs & Maint Buildings		643.32	0020202647	20-2542-323-00-79
					Total	$643.32		
NCPERS Group Life Ins								
	52272	2/28/2020	50454	IMRF & SS (Board)		16.00		50454
	52664	3/27/2020	50454	IMRF & SS (Board)		16.00		50454
					Total	$32.00		
Neuco								
	52273	2/28/2020	20-2542-410-00-79	Supplies B & G		534.96	0020020147	20-2542-410-00-79
	52567	3/20/2020	20-2542-410-00-79	Supplies B & G		-714.34	0020020147	20-2542-410-00-79
	52567	3/20/2020	20-2542-410-00-79	Supplies B & G		3,232.47	0020202447	20-2542-410-00-79
					Total	$3,053.09		
Neuzil, William								
	52568	3/20/2020	20-2540-332-00-79	Travel		13.45		20-2540-332-00-79
					Total	$13.45		
New Connections Academy								
	52421	3/13/2020	10-4220-670-00-79-600-14	Sp Ed Private Tuition		10,812.14	0020020607	10-4220-670-00-79-600-14
					Total	$10,812.14		
New England Center for Children								
	52358	3/6/2020	10-1200-310-92-79-600-14	IDEA General Purchased Service		664.05	0020202519	10-1200-310-92-79-600-14
					Total	$664.05		
New Hope Academy								
	52422	3/13/2020	10-4220-670-00-79-600-14	Sp Ed Private Tuition		4,107.61	0020020547	10-4220-670-00-79-600-14
					Total	$4,107.61		
Nippersink Middle School								
	52569	3/20/2020	10-1500-335-00-74-210-13	Conference Travel Heineman		120.00	0020202621	10-1500-335-00-74-210-13
					Total	$120.00		
NISRA								
	52570	3/20/2020	10-1200-410-66-71-300-13	STEP Supplies		250.00	0020200244	10-1200-410-66-71-300-13
					Total	$250.00		
North American Corporation								
	52571	3/20/2020	20-2542-410-00-79	Supplies B & G		8,959.60	0020030017	20-2542-410-00-79
					Total	$8,959.60		
North Shore Transit Inc								
	52359	3/6/2020	40-2552-331-00-79	Contracted Transportation		339.12	0020202540	40-2552-331-00-79
					Total	$339.12		

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Northwestern Medicine								
	52688	4/3/2020	10-2130-220-00-79-600-14	Health Services Insurance		450.00	0020031547	10-2130-220-00-79-600-14
	52688	4/3/2020	10-2642-390-00-74-500-14	Purchased Service Human Res		120.00	0020031547	10-2642-390-00-74-500-14
					Total	$570.00		
Northwestern Medicine Occupational Health								
	52360	3/6/2020	40-2550-310-00-79	Prof & Tech Service Trans		2,105.00	0020202453	40-2550-310-00-79
	52572	3/20/2020	10-1500-390-00-71-300-13	Student Drug Testing		5,205.00	0020202768	10-1500-390-00-71-300-13
					Total	$7,310.00		
O Neill, Brian								
	52573	3/20/2020	10-1400-410-03-71-300-13	Business Supplies		250.00		10-1400-410-03-71-300-13
					Total	$250.00		
Office Depot								
	52574	3/20/2020	10-2410-410-00-72-110-14	Copier Paper & Toner Chesak		108.88	0020202653	10-2410-410-00-72-110-14
					Total	$108.88		
Ombudsman								
	52361	3/6/2020	10-1100-310-89-79-605-14	Title I Instruc Pur Svc		2,899.00	0020202449	10-1100-310-89-79-605-14
					Total	$2,899.00		
Omni Commercial Lighting Service								
	52274	2/28/2020	20-2542-323-00-79	Repairs & Maint Buildings		494.03	0020100177	20-2542-323-00-79
	52575	3/20/2020	20-2542-323-00-79	Repairs & Maint Buildings		220.00	0020030177	20-2542-323-00-79
					Total	$714.03		
On Target Sales								
	52576	3/20/2020	10-2410-490-00-71-300-13	HS Staff Recognition		70.00	0020202730	10-2410-490-00-71-300-13
					Total	$70.00		
Orange, Christopher								
	52275	2/28/2020	10-1500-319-00-74-210-13	Sports Officials Heineman		40.00		10-1500-319-00-74-210-13
	52362	3/6/2020	10-1500-319-00-71-300-13	Sports Officials HS		65.00		10-1500-319-00-71-300-13
	52423	3/13/2020	10-1500-319-00-74-210-13	Sports Officials Heineman		65.00		10-1500-319-00-74-210-13
					Total	$170.00		
Orris, Bill								
	52276	2/28/2020	10-1500-319-00-71-300-13	Sports Officials HS		67.00		10-1500-319-00-71-300-13
					Total	$67.00		
Otis Elevator Company								
	52363	3/6/2020	20-2542-390-00-79	Other Purchased Service		612.50	0020202486	20-2542-390-00-79
	52577	3/20/2020	20-2542-323-00-79	Repairs & Maint Buildings		612.50	0020202448	20-2542-323-00-79
					Total	$1,225.00		

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Vendor Name	Check #	Check Date	A.S.N.	Description		Amount	PO #	State Account Number
Ottosen DiNolfo								
	52277	2/28/2020	10-2310-318-00-74-500-14	Legal Board		4,230.00	0020010797	10-2310-318-00-74-500-14
	52364	3/6/2020	10-2310-318-00-74-500-14	Legal Board		1,732.50	0020120797	10-2310-318-00-74-500-14
	52364	3/6/2020	10-2310-318-00-74-500-14	Legal Board		1,170.00	0020020797	10-2310-318-00-74-500-14
	52578	3/20/2020	10-2310-318-00-74-500-14	Legal Board		1,755.00	0020020797	10-2310-318-00-74-500-14
					Total	$8,887.50		
P & M Distributors Inc								
	52579	3/20/2020	10-2560-415-00-71-300-13	Cafe Food HS		930.32	0020202475	10-2560-415-00-71-300-13
	52579	3/20/2020	10-2560-415-00-71-300-13	Cafe Food HS		1,878.32	0020202668	10-2560-415-00-71-300-13
					Total	$2,808.64		
Patlin Inc								
	52580	3/20/2020	40-2554-410-00-79	Fleet Supplies		145.11	0020202454	40-2554-410-00-79
					Total	$145.11		
PEARSON Education								
	52278	2/28/2020	10-2150-410-92-79-605-14	IDEA Sp Path & Audiol Supplies		100.00	0020202412	10-2150-410-92-79-605-14
	52581	3/20/2020	10-2130-410-92-79-605-14	IDEA Health OTPT & Nurse Sup		506.70	0020202595	10-2130-410-92-79-605-14
					Total	$606.70		
Pepsi-Cola Gen Bot Inc								
	52279	2/28/2020	10-2560-415-00-71-300-13	Cafe Food HS		814.16	0020021487	10-2560-415-00-71-300-13
	52365	3/6/2020	10-2560-415-00-71-300-13	Cafe Food HS		1,360.31	0020021487	10-2560-415-00-71-300-13
	52424	3/13/2020	10-2560-415-00-71-300-13	Cafe Food HS		1,779.42	0020031487	10-2560-415-00-71-300-13
	52582	3/20/2020	10-2560-415-00-71-300-13	Cafe Food HS		2,052.02	0020031487	10-2560-415-00-71-300-13
					Total	$6,005.91		
Petersen, Matthew								
	52280	2/28/2020	10-1500-319-00-72-220-13	Sports Officials Marlowe		65.00		10-1500-319-00-72-220-13
					Total	$65.00		
Peterson, Kristin								
	52583	3/20/2020	10-1200-310-66-71-300-13	STEP Purchased Services		128.39		10-1200-310-66-71-300-13
					Total	$128.39		
Petty Cash-HHS SpEd								
	52281	2/28/2020	10-1200-310-92-79-600-14	IDEA General Purchased Service		70.00		10-1200-310-92-79-600-14
	52366	3/6/2020	10-1200-410-92-79-600-14	IDEA Instructional Supplies		30.07		10-1200-410-92-79-600-14
	52425	3/13/2020	10-1200-310-92-79-600-14	IDEA General Purchased Service		50.00		10-1200-310-92-79-600-14
					Total	$150.07		
Pfaff, Darlene								
	52584	3/20/2020	10475	AP Payroll Net Checks		330.83		10475
					Total	$330.83		

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Pingel, Rick								
	52367	3/6/2020	10-1500-319-00-71-300-13	Sports Officials HS		145.00		10-1500-319-00-71-300-13
					Total	$145.00		
Pinter, William								
	52282	2/28/2020	10-1500-319-00-71-300-13	Sports Officials HS		53.00		10-1500-319-00-71-300-13
	52282	2/28/2020	10-1500-319-00-74-210-13	Sports Officials Heineman		40.00		10-1500-319-00-74-210-13
					Total	$93.00		
PlumbMaster Inc								
	52585	3/20/2020	20-2542-410-00-79	Supplies B & G		107.96	0020202731	20-2542-410-00-79
	52585	3/20/2020	20-2542-410-00-79	Supplies B & G		13.41	0020202618	20-2542-410-00-79
					Total	$121.37		
PMA Securities LLC								
	52586	3/20/2020	10-2520-390-00-74-500-14	Purch Serv Fiscal		2,000.00	0020202589	10-2520-390-00-74-500-14
					Total	$2,000.00		
Pocztowski, Shaina								
	52587	3/20/2020	10-2410-332-00-71-300-13	Prin Travel HS		20.70		10-2410-332-00-71-300-13
					Total	$20.70		
Prentke Romich Co								
	52588	3/20/2020	10-1200-310-92-79-600-14	IDEA General Purchased Service		125.00	0020202650	10-1200-310-92-79-600-14
					Total	$125.00		
Price, Charles								
	52283	2/28/2020	10-1500-319-00-72-220-13	Sports Officials Marlowe		40.00		10-1500-319-00-72-220-13
					Total	$40.00		
Price, Mary								
	52589	3/20/2020	10-2310-230-00-74-500-14	Tuition Reimbursement		375.00		10-2310-230-00-74-500-14
					Total	$375.00		
Pro Ed Inc								
	52368	3/6/2020	10-1200-310-92-79-600-14	IDEA General Purchased Service		1,530.00	0020202061	10-1200-310-92-79-600-14
					Total	$1,530.00		

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Vendor Name	Check #	Check Date	A.S.N.	Description		Amount	PO #	State Account Number
Project Lead the Way								
	52284	2/28/2020	10-1130-410-67-71-300-13	PLTW Supplies		329.50	0020201732	10-1130-410-67-71-300-13
	52284	2/28/2020	10-1130-410-67-71-300-13	PLTW Supplies		50.00	0020201962	10-1130-410-67-71-300-13
	52284	2/28/2020	10-1130-410-67-71-300-13	PLTW Supplies		494.50	0020201730	10-1130-410-67-71-300-13
	52284	2/28/2020	10-1130-410-67-71-300-13	PLTW Supplies		674.50	0020201731	10-1130-410-67-71-300-13
	52369	3/6/2020	10-1100-423-00-74-500-14	New Adoption		23,254.75	0020193513	10-1100-423-00-74-500-14
	52369	3/6/2020	10-1100-423-00-74-500-14	New Adoption		18,839.25	0020193512	10-1100-423-00-74-500-14
	52369	3/6/2020	10-1100-423-00-74-500-14	New Adoption		14,859.50	0020193704	10-1100-423-00-74-500-14
					Total	$58,502.00		
Quinlan & Fabish Music Co								
	52285	2/28/2020	10-1100-423-00-74-500-14	New Adoption		3,287.73	0020201739	10-1100-423-00-74-500-14
					Total	$3,287.73		
R & G Consultants Inc								
	52590	3/20/2020	10-2520-310-00-74-500-14	Prof & Tech Fiscal		7,978.63	0020202732	10-2520-310-00-74-500-14
					Total	$7,978.63		
Read Naturally								
	52426	3/13/2020	10-1200-310-92-79-600-14	IDEA General Purchased Service		330.00	0020201830	10-1200-310-92-79-600-14
					Total	$330.00		
Realityworks								
	52370	3/6/2020	10-1100-423-00-74-500-14	New Adoption		6,646.44	0020201963	10-1100-423-00-74-500-14
					Total	$6,646.44		
Reed, Richard								
	52591	3/20/2020	10-2560-415-00-71-300-13	Cafe Food HS		71.80		10-2560-415-00-71-300-13
	52591	3/20/2020	10-2561-332-00-79-605-14	Dir Food Service Travel		40.48		10-2561-332-00-79-605-14
					Total	$112.28		
Regional Office of Education								
	52592	3/20/2020	10-2321-440-00-74-500-14	Supt Periodicals		200.00	0020202580	10-2321-440-00-74-500-14
					Total	$200.00		
Remkes Garage LLC								
	52593	3/20/2020	40-2550-323-00-79	Repairs and Maintenance		5,183.00	0020202526	40-2550-323-00-79
					Total	$5,183.00		
Renkosik, Doug								
	52594	3/20/2020	20-2540-332-00-79	Travel		180.66		20-2540-332-00-79
					Total	$180.66		
Revtrak, Inc.								
	20202708	2/29/2020	10-2523-319-00-79-600-14	Banking Fees		3,054.82	160	10-2523-319-00-79-600-14
					Total	$3,054.82		

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Rivera Jr, Rafael								
	52286	2/28/2020	10-1500-319-00-72-220-13	Sports Officials Marlowe		65.00		10-1500-319-00-72-220-13
					Total	$65.00		
RJ Cooper & Associates Inc								
	52427	3/13/2020	10-1200-410-92-79-600-14	IDEA Instructional Supplies		139.00	0020191874	10-1200-410-92-79-600-14
					Total	$139.00		
RJ Cooper and Associates Inc								
	46613	3/6/2020	10-1200-410-92-79-600-14	IDEA Instructional Supplies		-139.00	0020191874	10-1200-410-92-79-600-14
					Total	($139.00)		
Rodriguez, Tom								
	52595	3/20/2020	10-2520-332-00-74-500-14	Travel Fiscal		16.10		10-2520-332-00-74-500-14
					Total	$16.10		
Ropiak, Kenneth								
	52371	3/6/2020	10-1500-319-00-71-300-13	Sports Officials HS		92.00		10-1500-319-00-71-300-13
					Total	$92.00		
Roskopf, Janet								
	52596	3/20/2020	10-1120-332-00-72-220-13	Teacher Travel Marlowe		15.00		10-1120-332-00-72-220-13
					Total	$15.00		
Ross, Kevin								
	52597	3/20/2020	10-1125-332-00-79-600-14	Travel Preschool		65.10		10-1125-332-00-79-600-14
					Total	$65.10		
Ruggles, Dan								
	52287	2/28/2020	10-1500-319-00-74-210-13	Sports Officials Heineman		40.00		10-1500-319-00-74-210-13
					Total	$40.00		
Rush Truck Center Huntley								
	52288	2/28/2020	40-2550-323-00-79	Repairs and Maintenance		185.00	0020010737	40-2550-323-00-79
	52288	2/28/2020	40-2554-410-00-79	Fleet Supplies		371.22	0020010747	40-2554-410-00-79
	52372	3/6/2020	40-2550-323-00-79	Repairs and Maintenance		12,464.70	0020202527	40-2550-323-00-79
	52598	3/20/2020	10-2550-410-97-79-600-14	All Children Trans Supplies		1,630.90	0020202767	10-2550-410-97-79-600-14
	52598	3/20/2020	40-2554-410-00-79	Fleet Supplies		-813.15	0020010747	40-2554-410-00-79
	52598	3/20/2020	40-2554-410-00-79	Fleet Supplies		1,356.59	0020202455	40-2554-410-00-79
	52598	3/20/2020	40-2554-410-00-79	Fleet Supplies		3,281.19	0020202528	40-2554-410-00-79
	52598	3/20/2020	40-2554-410-00-79	Fleet Supplies		1,908.08	0020202767	40-2554-410-00-79
	52689	4/3/2020	40-2550-323-00-79	Repairs and Maintenance		2,206.39	0020010737	40-2550-323-00-79
					Total	$22,590.92		

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Vendor Name	Check #	Check Date	A.S.N.	Description		Amount	PO #	State Account Number
Russo Power Equipment								
	52289	2/28/2020	20-2543-410-00-79	Grounds Supplies		510.24	0020121637	20-2543-410-00-79
	52289	2/28/2020	20-2543-410-00-79	Grounds Supplies		490.50	0020021637	20-2543-410-00-79
	52289	2/28/2020	20-2543-410-00-79	Grounds Supplies		110.07	0020011637	20-2543-410-00-79
	52373	3/6/2020	20-2543-410-00-79	Grounds Supplies		302.10	0020101637	20-2543-410-00-79
					Total	$1,412.91		
Ryan, Debra								
	52599	3/20/2020	10-1200-310-92-79-600-14	IDEA General Purchased Service		84.98		10-1200-310-92-79-600-14
					Total	$84.98		
Saxe, David								
	52290	2/28/2020	10-2130-310-00-79-600-14	Health Services		1,599.00	0020021960	10-2130-310-00-79-600-14
	52374	3/6/2020	10-2130-310-00-79-600-14	Health Services		1,599.00	0020021960	10-2130-310-00-79-600-14
	52600	3/20/2020	10-2140-310-92-79-600-14	IDEA Psychological Services		3,198.00	0020031960	10-2140-310-92-79-600-14
	52665	3/27/2020	10-2140-310-92-79-600-14	IDEA Psychological Services		1,435.00	0020031960	10-2140-310-92-79-600-14
					Total	$7,831.00		
Say It Right								
	52375	3/6/2020	10-2150-410-92-79-605-14	IDEA Sp Path & Audiol Supplies		67.37	0020202543	10-2150-410-92-79-605-14
					Total	$67.37		
Schimbke, Paul								
	52376	3/6/2020	10-1500-319-00-71-300-13	Sports Officials HS		67.00		10-1500-319-00-71-300-13
					Total	$67.00		
Schmuhl, Jessica								
	52601	3/20/2020	10-1120-410-09-72-220-13	Home Ec Marlowe		57.08		10-1120-410-09-72-220-13
	52601	3/20/2020	10-1120-410-09-72-220-13	Home Ec Marlowe		63.33		10-1120-410-09-72-220-13
					Total	$120.41		
Schocks Towing								
	52377	3/6/2020	40-2550-323-00-79	Repairs and Maintenance		250.00	0020202456	40-2550-323-00-79
					Total	$250.00		
Schoenherr, Heather								
	52602	3/20/2020	10-1200-310-66-71-300-13	STEP Purchased Services		186.24		10-1200-310-66-71-300-13
					Total	$186.24		

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School Health Corporation								
	52291	2/28/2020	10-1200-410-92-79-600-14	IDEA Instructional Supplies		270.01	0020202398	10-1200-410-92-79-600-14
	52291	2/28/2020	10-2130-410-00-79-600-14	Supplies Health		296.07	0020200040	10-2130-410-00-79-600-14
	52291	2/28/2020	10-2130-410-00-79-600-14	Supplies Health		41.45	0020200041	10-2130-410-00-79-600-14
	52291	2/28/2020	10-2130-410-00-79-600-14	Supplies Health		43.22	0020200045	10-2130-410-00-79-600-14
	52291	2/28/2020	10-2130-410-00-79-600-14	Supplies Health		88.15	0020200044	10-2130-410-00-79-600-14
	52603	3/20/2020	10-2130-410-00-79-600-14	Supplies Health		203.70	0020200044	10-2130-410-00-79-600-14
	52603	3/20/2020	10-2130-410-00-79-600-14	Supplies Health		283.00	0020200038	10-2130-410-00-79-600-14
	52603	3/20/2020	10-2130-410-00-79-600-14	Supplies Health		20.18	0020202596	10-2130-410-00-79-600-14
	52666	3/27/2020	10-2130-410-00-79-600-14	Supplies Health		26.67		10-2130-410-00-79-600-14
	52666	3/27/2020	10-2130-410-00-79-600-14	Supplies Health		166.21	0020200040	10-2130-410-00-79-600-14
	52666	3/27/2020	10-2130-410-00-79-600-14	Supplies Health		120.53	0020200044	10-2130-410-00-79-600-14
					Total	$1,559.19		
School Specialty								
	52378	3/6/2020	10-1200-410-92-79-600-14	IDEA Instructional Supplies		60.84	0020202420	10-1200-410-92-79-600-14
					Total	$60.84		
Schoolbells Ltd								
	52604	3/20/2020	40-2552-331-00-79	Contracted Transportation		16,030.00	0020202771	40-2552-331-00-79
					Total	$16,030.00		
SchoolMint Inc								
	52292	2/28/2020	10-1130-410-00-71-300-13	Inst Supplies HS		676.00	0020202380	10-1130-410-00-71-300-13
					Total	$676.00		
Schultz, Brad								
	52428	3/13/2020	10-1500-319-00-74-210-13	Sports Officials Heineman		105.00		10-1500-319-00-74-210-13
					Total	$105.00		
Schuring & Schuring								
	52429	3/13/2020	10-2560-415-00-71-100-13	Cafe Food Leggee		1,226.54	0020021317	10-2560-415-00-71-100-13
	52429	3/13/2020	10-2560-415-00-71-300-13	Cafe Food HS		1,341.98	0020021327	10-2560-415-00-71-300-13
	52429	3/13/2020	10-2560-415-00-72-110-13	Cafe Food Chesak		1,673.66	0020021373	10-2560-415-00-72-110-13
	52429	3/13/2020	10-2560-415-00-72-120-13	Cafe Food Martin		1,365.22	0020021374	10-2560-415-00-72-120-13
	52429	3/13/2020	10-2560-415-00-72-220-13	Cafe Food Marlowe		704.73	0020021375	10-2560-415-00-72-220-13
	52429	3/13/2020	10-2560-415-00-74-140-13	Cafe Food Mackeben		1,606.63	0020021367	10-2560-415-00-74-140-13
	52429	3/13/2020	10-2560-415-00-74-150-13	Cafe Food Conley		903.40	0020021377	10-2560-415-00-74-150-13
	52429	3/13/2020	10-2560-415-00-74-210-13	Cafe Food Heineman		925.13	0020021387	10-2560-415-00-74-210-13
					Total	$9,747.29		
Schwerzler, Therese								
	52605	3/20/2020	10-2410-332-00-71-300-13	Prin Travel HS		10.35		10-2410-332-00-71-300-13
					Total	$10.35		

Vendor Name	Check #	Check Date	A.S.N.	Description		Amount	PO #	State Account Number
Secretary of State1								
	52606	3/20/2020	40-2550-310-00-79	Prof & Tech Service Trans		4.00	0020030847	40-2550-310-00-79
					Total	$4.00		
Secretary of State10								
	52607	3/20/2020	40-2550-310-00-79	Prof & Tech Service Trans		4.00	0020030937	40-2550-310-00-79
					Total	$4.00		
Secretary of State2								
	52608	3/20/2020	40-2550-310-00-79	Prof & Tech Service Trans		4.00	0020030857	40-2550-310-00-79
					Total	$4.00		
Secretary of State3								
	52609	3/20/2020	40-2550-310-00-79	Prof & Tech Service Trans		4.00	0020030867	40-2550-310-00-79
					Total	$4.00		
Secretary of State4								
	52610	3/20/2020	40-2550-310-00-79	Prof & Tech Service Trans		4.00	0020030877	40-2550-310-00-79
					Total	$4.00		
Secretary of State5								
	52611	3/20/2020	40-2550-310-00-79	Prof & Tech Service Trans		4.00	0020030887	40-2550-310-00-79
					Total	$4.00		
Secretary of State6								
	52612	3/20/2020	40-2550-310-00-79	Prof & Tech Service Trans		4.00	0020030897	40-2550-310-00-79
					Total	$4.00		
Secretary of State7								
	52613	3/20/2020	40-2550-310-00-79	Prof & Tech Service Trans		4.00	0020030907	40-2550-310-00-79
					Total	$4.00		
Secretary of State8								
	52614	3/20/2020	40-2550-310-00-79	Prof & Tech Service Trans		4.00	0020030917	40-2550-310-00-79
					Total	$4.00		
Secretary of State9								
	52615	3/20/2020	40-2550-310-00-79	Prof & Tech Service Trans		4.00	0020030927	40-2550-310-00-79
					Total	$4.00		
Sefton, Grace								
	52616	3/20/2020	10-2520-332-00-74-500-14	Travel Fiscal		16.10		10-2520-332-00-74-500-14
	52616	3/20/2020	10-2520-332-00-74-500-14	Travel Fiscal		-7.35		10-2520-332-00-74-500-14
	52616	3/20/2020	10-2520-332-00-74-500-14	Travel Fiscal		10.06		10-2520-332-00-74-500-14
					Total	$18.81		

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Vendor Name	Check #	Check Date	A.S.N.	Description		Amount	PO #	State Account Number
Simply Novel								
	52379	3/6/2020	10-2210-490-00-74-500-14	Supplies Curr & Inst		133.65	0020182039	10-2210-490-00-74-500-14
	52379	3/6/2020	10-2210-490-00-74-500-14	Supplies Curr & Inst		2,606.87	0020181544	10-2210-490-00-74-500-14
	52379	3/6/2020	10-2210-490-00-74-500-14	Supplies Curr & Inst		133.65	0020182181	10-2210-490-00-74-500-14
	52379	3/6/2020	10-2210-490-00-74-500-14	Supplies Curr & Inst		79.90	0020182243	10-2210-490-00-74-500-14
					Total	$2,954.07		
Simply Novel Publishing								
	40569	3/5/2020	10-2210-490-00-74-500-14	Supplies Curr & Inst		-133.65	0020182039	10-2210-490-00-74-500-14
	40569	3/5/2020	10-2210-490-00-74-500-14	Supplies Curr & Inst		-2,606.87	0020181544	10-2210-490-00-74-500-14
	40569	3/5/2020	10-2210-490-00-74-500-14	Supplies Curr & Inst		-79.90	0020182243	10-2210-490-00-74-500-14
	40569	3/5/2020	10-2210-490-00-74-500-14	Supplies Curr & Inst		-133.65	0020182181	10-2210-490-00-74-500-14
					Total	($2,954.07)		
Smith, Carly								
	52617	3/20/2020	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev		118.55		10-2210-314-92-79-605-14
					Total	$118.55		
Smith, Kevin								
	52293	2/28/2020	10-1500-319-00-71-300-13	Sports Officials HS		92.00		10-1500-319-00-71-300-13
	52380	3/6/2020	10-1500-319-00-71-300-13	Sports Officials HS		53.00		10-1500-319-00-71-300-13
					Total	$145.00		
Smith, Sandra								
	52618	3/20/2020	10-1200-310-92-79-600-14	IDEA General Purchased Service		98.90		10-1200-310-92-79-600-14
					Total	$98.90		
Snyder, Alan & Jill								
	52294	2/28/2020	10-1611-305	Student Food Svc - HS		24.15		10-1611-305
					Total	$24.15		
Sonova USA Inc								
	52295	2/28/2020	10-2150-710-92-79-605-14	IDEA Speech NonCap Eqpt		1,434.99	0020202416	10-2150-710-92-79-605-14
	52295	2/28/2020	10-2150-710-92-79-605-14	IDEA Speech NonCap Eqpt		100.00	0020202417	10-2150-710-92-79-605-14
					Total	$1,534.99		
Soriano, Missy								
	52619	3/20/2020	10-1200-310-66-71-300-13	STEP Purchased Services		159.85		10-1200-310-66-71-300-13
					Total	$159.85		
Stabrawa, Jeremy								
	52620	3/20/2020	10-2310-230-00-74-500-14	Tuition Reimbursement		375.00		10-2310-230-00-74-500-14
					Total	$375.00		

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Vendor Name	Check #	Check Date	A.S.N.	Description		Amount	PO #	State Account Number
Stamatis, Kristi								
	52621	3/20/2020	10-1110-332-00-71-100-13	Teacher Travel Leggee		32.08		10-1110-332-00-71-100-13
					Total	$32.08		
Stark & Son Trenching Inc								
	52622	3/20/2020	20-2543-323-00-79	Repairs-Grounds		1,877.20	0020202609	20-2543-323-00-79
					Total	$1,877.20		
Steeber, Dale								
	52296	2/28/2020	10-1500-319-00-74-210-13	Sports Officials Heineman		65.00		10-1500-319-00-74-210-13
					Total	$65.00		
Stephan, Mark								
	52297	2/28/2020	10-1500-319-00-71-300-13	Sports Officials HS		92.00		10-1500-319-00-71-300-13
					Total	$92.00		
Stephenson, Michael								
	52381	3/6/2020	10-1500-319-00-71-300-13	Sports Officials HS		92.00		10-1500-319-00-71-300-13
					Total	$92.00		
Streamwood Behavioral Health								
	52623	3/20/2020	10-4210-670-00-79-600-14	Reg Ed Out of District		350.00	0020202773	10-4210-670-00-79-600-14
	52623	3/20/2020	10-4210-670-00-79-600-14	Reg Ed Out of District		420.00	0020202581	10-4210-670-00-79-600-14
					Total	$770.00		
Sunbelt Staffing LLC								
	52624	3/20/2020	10-2130-310-92-79-600-14	IDEA Health Services		2,400.00	0020202520	10-2130-310-92-79-600-14
					Total	$2,400.00		
Surak-Roesner, Linda								
	52625	3/20/2020	10-1110-332-00-71-100-13	Teacher Travel Leggee		11.50		10-1110-332-00-71-100-13
					Total	$11.50		
Talerico Martin Corp								
	52430	3/13/2020	10-2560-415-00-71-300-13	Cafe Food HS		1,657.86	0020020378	10-2560-415-00-71-300-13
	52430	3/13/2020	10-2560-415-00-72-220-13	Cafe Food Marlowe		222.00	0020020387	10-2560-415-00-72-220-13
	52430	3/13/2020	10-2560-415-00-74-210-13	Cafe Food Heineman		121.80	0020010377	10-2560-415-00-74-210-13
	52430	3/13/2020	10-2560-415-00-74-210-13	Cafe Food Heineman		1,020.80	0020020377	10-2560-415-00-74-210-13
					Total	$3,022.46		
Tapanes, Pedro								
	52298	2/28/2020	10-1500-319-00-74-210-13	Sports Officials Heineman		65.00		10-1500-319-00-74-210-13
					Total	$65.00		

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Taylor, David								
	52299	2/28/2020	10-1500-319-00-71-300-13	Sports Officials HS		67.00		10-1500-319-00-71-300-13
					Total	$67.00		
Teachers Discovery								
	52431	3/13/2020	10-1800-410-84-79-605-14	Title III LIPLEPS Supplies		6,239.44	0020202546	10-1800-410-84-79-605-14
					Total	$6,239.44		
Teachers Retirement System								
	202022105	2/29/2020	10451	TRS Payable		213,424.74		10451
	202022105	2/29/2020	10468	TRS Health Ins		48,204.08		10468
	20202705	2/29/2020	10451	TRS Payable		215,912.09		10451
	20202705	2/29/2020	10468	TRS Health Ins		48,251.38		10468
					Total	$525,792.29		
Teaching Strategies LLC								
	52300	2/28/2020	10-1125-390-97-79-600-14	All Children Purchased Service		3,907.75	0020200491	10-1125-390-97-79-600-14
	52300	2/28/2020	10-1225-390-95-79-600-14	ECE Purchased Services		558.25	0020200491	10-1225-390-95-79-600-14
					Total	$4,466.00		
Tennant Sales and Service								
	52301	2/28/2020	20-2542-410-00-79	Supplies B & G		44.70	0020202490	20-2542-410-00-79
	52626	3/20/2020	20-2542-410-00-79	Supplies B & G		16.20	0020202733	20-2542-410-00-79
	52626	3/20/2020	20-2542-410-00-79	Supplies B & G		28.50	0020202610	20-2542-410-00-79
					Total	$89.40		
The Huntley Education Association								
	202021112	2/29/2020	10460	IEA Dues Payable		26,108.32		10460
	202022712	2/29/2020	10460	IEA Dues Payable		26,108.32		10460
					Total	$52,216.64		
Therapro, Inc.								
	52382	3/6/2020	10-2130-410-92-79-605-14	IDEA Health OTPT & Nurse Sup		159.44	0020202597	10-2130-410-92-79-605-14
					Total	$159.44		
Thompson, Angela								
	52627	3/20/2020	10-2310-230-00-74-500-14	Tuition Reimbursement		240.00		10-2310-230-00-74-500-14
					Total	$240.00		
Total Fitness								
	52383	3/6/2020	10-1120-323-00-72-220-13	Repairs Marlowe		250.00	0020202593	10-1120-323-00-72-220-13
					Total	$250.00		
Tovar Snow Professional								
	52690	4/3/2020	20-2542-322-00-79-605-14	Snow Removal		18,865.00	0020020247	20-2542-322-00-79-605-14
					Total	$18,865.00		

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TPI Tyler Press Inc								
	52628	3/20/2020	10-1200-410-66-71-300-13	STEP Supplies		2,032.98	0020202557	10-1200-410-66-71-300-13
	52628	3/20/2020	10-2520-410-00-74-500-14	Supplies Fiscal		372.85	0020202784	10-2520-410-00-74-500-14
					Total	$2,405.83		
Trane								
	52302	2/28/2020	20-2542-410-00-79	Supplies B & G		18,207.72	0020202328	20-2542-410-00-79
	52629	3/20/2020	20-2542-410-00-79	Supplies B & G		229.96	0020202611	20-2542-410-00-79
	52691	4/3/2020	20-2542-323-00-79	Repairs & Maint Buildings		7,926.00		20-2542-323-00-79
					Total	$26,363.68		
Translation Today Network Inc								
	52630	3/20/2020	10-2150-310-92-79-600-14	IDEA Sp Path & Audiology Serv		439.10	0020202592	10-2150-310-92-79-600-14
					Total	$439.10		
Tredroc Tire Services								
	52631	3/20/2020	40-2554-410-00-79	Fleet Supplies		1,746.35	0020120837	40-2554-410-00-79
					Total	$1,746.35		
Trowbridge, Daniel								
	51798	3/18/2020	10-1500-319-00-72-220-13	Sports Officials Marlowe		-65.00		10-1500-319-00-72-220-13
					Total	($65.00)		
Trowbridge, David								
	52303	2/28/2020	10-1500-319-00-74-210-13	Sports Officials Heineman		65.00		10-1500-319-00-74-210-13
					Total	$65.00		
TSA Consulting Group Inc								
	202021103	2/29/2020	10455	Annuities Payable		64,163.84		10455
	202022703	2/29/2020	10455	Annuities Payable		64,255.84		10455
					Total	$128,419.68		
Uline								
	52667	3/27/2020	10-1130-410-00-71-300-13	Inst Supplies HS		1,413.44	0020202701	10-1130-410-00-71-300-13
					Total	$1,413.44		
United Seating & Mobility LLC								
	52632	3/20/2020	10-1200-540-92-79-600-14	IDEA Instruction Capital		6,319.80	0020202223	10-1200-540-92-79-600-14
					Total	$6,319.80		
United Way of McHenry Co								
	52304	2/28/2020	10461	United Way Payable		13.43		10461
	52432	3/13/2020	10461	United Way Payable		13.43		10461
	52668	3/27/2020	10461	United Way Payable		13.43		10461
					Total	$40.29		

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Valley Speech Language Learning Center								
	52433	3/13/2020	10-1800-410-82-79-605-14	TBE/TPI Instructional Supplies		4,342.80	0020202445	10-1800-410-82-79-605-14
					Total	$4,342.80		
Vari								
	52384	3/6/2020	10-2210-410-92-79-600-14	IDEA Impr of Instruction Suppl		455.00	0020202062	10-2210-410-92-79-600-14
					Total	$455.00		
Verizon Wireless								
	52434	3/13/2020	20-2540-340-00-79	Telephone - Districtwide		126.44	0020021607	20-2540-340-00-79
	52633	3/20/2020	20-2540-340-00-79	Telephone - Districtwide		5,471.12	0020202619	20-2540-340-00-79
					Total	$5,597.56		
Vernsten, Kathryn								
	52634	3/20/2020	10-2150-410-92-79-605-14	IDEA Sp Path & Audiol Supplies		51.27		10-2150-410-92-79-605-14
	52634	3/20/2020	10-2210-410-92-79-600-14	IDEA Impr of Instruction Suppl		100.76		10-2210-410-92-79-600-14
					Total	$152.03		
VEX Robotics Inc								
	52669	3/27/2020	10-1130-410-67-71-300-13	PLTW Supplies		5,839.89	0020202662	10-1130-410-67-71-300-13
					Total	$5,839.89		
Village of Algonquin								
	52305	2/28/2020	20-2540-370-00-79	Water/Sewer		7,125.50		20-2540-370-00-79
	52385	3/6/2020	20-2546-310-00-71-305	Resource Officer HS		9,444.09	0020030137	20-2546-310-00-71-305
	52692	4/3/2020	20-2540-370-00-79	Water/Sewer		5,643.65		20-2540-370-00-79
					Total	$22,213.24		
Village of Huntley								
	52386	3/6/2020	20-2540-370-00-79	Water/Sewer		9,350.57		20-2540-370-00-79
	52693	4/3/2020	20-2546-310-00-71-305	Resource Officer HS		5,727.72	0020031517	20-2546-310-00-71-305
					Total	$15,078.29		
Village of Lake in the Hills								
	52435	3/13/2020	20-2546-310-00-71-305	Resource Officer HS		5,245.00	0020030687	20-2546-310-00-71-305
					Total	$5,245.00		
Virtual Connections Academy								
	52436	3/13/2020	10-4220-670-00-79-600-14	Sp Ed Private Tuition		5,351.54	0020021757	10-4220-670-00-79-600-14
					Total	$5,351.54		
Vista Learning, NFP								
	52635	3/20/2020	10-2642-390-00-74-500-14	Purchased Service Human Res		598.50	0020202614	10-2642-390-00-74-500-14
					Total	$598.50		

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Vrugt, Adriaan								
	52306	2/28/2020	10-1500-319-00-74-210-13	Sports Officials Heineman		40.00		10-1500-319-00-74-210-13
					Total	$40.00		
VSP of Illinois NFP								
	52437	3/13/2020	10-2310-220-00-79-600-14	Support Serv-Gen Adm Insurance		7,277.56	0020030457	10-2310-220-00-79-600-14
					Total	$7,277.56		
Wallingford Sales Company								
	52307	2/28/2020	20-2542-410-00-79	Supplies B & G		7,183.60	0020202396	20-2542-410-00-79
	52636	3/20/2020	20-2542-410-00-79	Supplies B & G		338.97	0020202585	20-2542-410-00-79
	52636	3/20/2020	20-2542-410-00-79	Supplies B & G		388.94	0020202612	20-2542-410-00-79
					Total	$7,911.51		
Walsh, Tracy								
	52637	3/20/2020	10-1200-310-92-79-600-14	IDEA General Purchased Service		54.57		10-1200-310-92-79-600-14
					Total	$54.57		
Warren, Mike								
	52308	2/28/2020	10-1500-319-00-71-300-13	Sports Officials HS		92.00		10-1500-319-00-71-300-13
	52308	2/28/2020	10-1500-319-00-72-220-13	Sports Officials Marlowe		65.00		10-1500-319-00-72-220-13
	52308	2/28/2020	10-1500-319-00-74-210-13	Sports Officials Heineman		65.00		10-1500-319-00-74-210-13
					Total	$222.00		
Welch, Janet M								
	52387	3/6/2020	10-1500-411-00-71-300-13	Awards HS		300.00	0020202555	10-1500-411-00-71-300-13
					Total	$300.00		
WEX BANK								
	52393	3/10/2020	10-1700-464-21-71-300-13	Driver Education Gasoline		335.41	0020020777	10-1700-464-21-71-300-13
	52694	4/3/2020	10-1700-464-21-71-300-13	Driver Education Gasoline		812.63	0020030777	10-1700-464-21-71-300-13
					Total	$1,148.04		
Wheaton Warrenville South HS								
	52309	2/28/2020	10-1500-410-70-71-300-13	Extra-Curricular HS		410.00		10-1500-410-70-71-300-13
					Total	$410.00		
Wheeler, Megan E								
	52638	3/20/2020	10-1130-332-00-71-300-13	Teacher Travel HS		45.65		10-1130-332-00-71-300-13
					Total	$45.65		
White, Larry								
	52310	2/28/2020	10-1611-305	Student Food Svc - HS		13.70		10-1611-305
					Total	$13.70		

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Willatts, Linda								
	52311	2/28/2020	10-1611-305	Student Food Svc - HS		8.65		10-1611-305
					Total	$8.65		
Wilmot, Michael								
	52388	3/6/2020	10-1500-319-00-71-300-13	Sports Officials HS		145.00		10-1500-319-00-71-300-13
					Total	$145.00		
Wilson, Glen								
	52639	3/20/2020	10-1500-332-00-71-300-13	Athletic Trips HS		240.35		10-1500-332-00-71-300-13
					Total	$240.35		
Winesburg, Ray								
	52389	3/6/2020	10-1500-319-00-74-210-13	Sports Officials Heineman		123.00	0020202616	10-1500-319-00-74-210-13
					Total	$123.00		
Winston Knolls Education Group								
	52390	3/6/2020	10-4220-670-00-79-600-14	Sp Ed Private Tuition		2,692.80	0020202521	10-4220-670-00-79-600-14
	52438	3/13/2020	10-4220-670-00-79-600-14	Sp Ed Private Tuition		5,116.32	0020021747	10-4220-670-00-79-600-14
	52640	3/20/2020	10-4220-670-00-79-600-14	Sp Ed Private Tuition		3,769.92	0020121747	10-4220-670-00-79-600-14
	52649	3/20/2020	10-4220-670-00-79-600-14	Sp Ed Private Tuition		2,423.52	0020031747	10-4220-670-00-79-600-14
					Total	$14,002.56		
Wold Architects and Engineers								
	52439	3/13/2020	20-2540-310-00-79	Professional & Technical		353.23	0020201097	20-2540-310-00-79
	52439	3/13/2020	20-2540-310-00-79	Professional & Technical		319.98	0020200581	20-2540-310-00-79
	52439	3/13/2020	20-2540-310-00-79	Professional & Technical		3,728.24	0020202320	20-2540-310-00-79
	52439	3/13/2020	60-2530-319-00-71-300	HS Fine Arts Expansion Prof/Tech		5,315.42	0020192563	60-2530-319-00-71-300
					Total	$9,716.87		
Wolinsky, Carole								
	52312	2/28/2020	10-1611-305	Student Food Svc - HS		13.90		10-1611-305
					Total	$13.90		
Woods, Lorie								
	52641	3/20/2020	10-1130-490-02-71-300-13	High School Fine Arts/PAC Supplies		295.31		10-1130-490-02-71-300-13
					Total	$295.31		
Woodstock Community Unit School Dist 200								
	52391	3/6/2020	10-4220-670-00-79-600-14	Sp Ed Private Tuition		12,331.56	0020010657	10-4220-670-00-79-600-14
					Total	$12,331.56		

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Zero Card								
	2020022404	2/29/2020	10-1100-220-00-79-600-14	Regular Programs Insurance		207.00		10-1100-220-00-79-600-14
	202021004	2/29/2020	10-1100-220-00-79-600-14	Regular Programs Insurance		395.96		10-1100-220-00-79-600-14
	202021804	2/29/2020	10-1100-220-00-79-600-14	Regular Programs Insurance		103.50		10-1100-220-00-79-600-14
	52440	3/13/2020	10-1100-220-00-79-600-14	Regular Programs Insurance		310.50	0020030477	10-1100-220-00-79-600-14
					Total	$1,016.96		
Zhang, Guangping								
	52642	3/20/2020	10-2520-332-00-74-500-14	Travel Fiscal		57.50		10-2520-332-00-74-500-14
	52642	3/20/2020	10-2520-332-00-74-500-14	Travel Fiscal		40.25		10-2520-332-00-74-500-14
					Total	$97.75		
Zieglers Ace Hardware								
	52313	2/28/2020	20-2542-410-00-79	Supplies B & G		19.99	0020010267	20-2542-410-00-79
	52313	2/28/2020	40-2554-410-00-79	Fleet Supplies		11.56	0020011047	40-2554-410-00-79
	52441	3/13/2020	20-2542-410-00-79	Supplies B & G		33.16	0020010267	20-2542-410-00-79
	52643	3/20/2020	20-2542-410-00-79	Supplies B & G		7.59	0020010267	20-2542-410-00-79
	52643	3/20/2020	40-2554-410-00-79	Fleet Supplies		41.56	0020011047	40-2554-410-00-79
					Total	$113.86		
Zimmerman, Jillian								
	52314	2/28/2020	10-1611-305	Student Food Svc - HS		80.00		10-1611-305
					Total	$80.00		
					Total	$8,580,572.65		

HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

Huntley Community School District 158

650 Dr. John Burkey Drive
Algonquin, Illinois 60102
(847) 659-6158 • www.district158.org

To: Board of Education and Administration

From: Mark Altmayer, Chief Financial Officer

Date: April 16, 2020

Subject: **FY21 Budget Draft I & 5 Year Plan - Summary Memorandum**
Board of Education Meeting, April 16, 2020

Similar to last year, we are presenting Draft I of the FY21 Budget as well as a look at the District's 5 Year Plan. Over the next several drafts of the budget, the 5-year plan assumptions will be modified slightly to provide the Board various scenarios under certain assumptions. **Please note that because of the current year's COVID-19 crisis, there will be future financial implications that will materially impact the District's financial position.**

The assumptions made within this plan reflect last year's assumptions of Most Approximating Today's Economy. **This draft represents where we left off last year, with some material modifications to property taxes, salaries, and capital projects.**

For your review, outlined below is a summary of the FY21 Budget Draft I and 5 Year Plan as well as several attachments that will help guide you through the document.

The following documents supporting the District's FY21 Budget Draft I & 5 Year Plan are as follows:

I. Financial Implications of COVID-19

II. Budget & 5 Year Plan Assumptions & Summary - Below

III. The FY21 Budget & 5 Year Plan - Draft I by Fund – This document includes a Snapshot Summary, an Aggregate Operating Projections for the Operating Funds, summaries of each Fund as well as EAV and Extension Analysis.

IV. The FY21 Budget Draft I Detail Expenditures with Key Expenditure and Revenue Detail.

Financial Implications of COVID-19 and School Closure
Over the past month, the District has stepped up and faced the many challenges of COVID-19 with generosity and focus, providing learning opportunities for our students, meals to families in need, assisting local hospitals and healthcare providers with daycare and providing disinfectant supplies and resources to emergency responders. The District continues in all of its efforts to move forward in its mission of All Students Always! That said, as a result of school closures and the overall

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economic impact of COVID-19, there are financial implications. Below is a chart outlining several of these implications.

Financial Implications of COVID-19		
Revenues	**2020**	**2021**
Property Taxes	1st installment payments may be delayed and the percentage of uncollected taxes may rise, resulting in reduced cash flow	The 2020 Levy will be impacted by the potential of reduced CPI and lower than expected new construction. This amount could be very material in nature.
Impact Fees	Sales of new homes during this time, the busiest time of the year for new home sales, is likely to decline.	Yet to be determined
Student Fees	Reimbursing fees for Spring athletics and certain activities	Filings for Free & Reduced likely to rise
Food Services	Revenues and expenditures will be reduced, resulting in loss of departmental operating surplus. In addition, unfavorable results will occur as a result of paying certain expenses with no offsetting revenue.	Yet to be determined
Interest Revenue	Declining rates are impacting interest revenue. In addition, with the possibility of reduced cash flow as a result of property taxes, we are no longer placing funds in long-term investments.	Yet to be determined
State Funding	With state revenues not flowing, the payment of current year MCAT's could be impacted.	Discussion is currently happening surrounding the State not having the ability to fund additional dollars for the EBF formula - which could result in approximately a ($700k) reduction in anticipated revenues.
National School Lunch	National School Lunch revenues approximate 60-70k per month. These revenues will be offset by the meals we are serving today, but that amount in total has yet to be fully quantified.	Filings for Free & Reduced likely to rise
Medicaid	Medicaid services provided by our Related Services Staff, such as one-on-one aides and transportation, likely to decline. Not yet quantified.	Yet to be determined
Title Funds	No expected impact	The District received an allocation under Title I, Part A of the Elementary and Secondary Education Act of approximately $183k.
Expenses	**2020**	**2021**
Health Insurance	As a result of COVID-19, we have seen a decrease in claims as our employees are not going to the doctor. That said, there is a possibility of increased claims if some of our employees contract the virus.	Yet to be determined
Contract Custodial	No immediate impact as the contract custodial staff continues to work, cleaning and disinfecting our buildings as well as working on long term Summer projects, such as high dusting and carpet cleaning, etc.	Yet to be determined
Substitute Teachers	As a result, we will see favorability on this budget line for the current fiscal year.	Yet to be determined
Energy Costs	With the shutdown of the buildings, energy consumption will be reduced. Amount not yet quantified.	Yet to be determined
Capital Projects	As of now, expected to remain on schedule.	Yet to be determined
Transportation	Reduced supplies and repairs as well as fuel cost, which will slightly impact next year's claim reimbursement.	With a downturn in the economy and declining oil prices, fuel prices may remain favorable.
Technology	No immediate material impact other than $16k of hot spots for our students	Yet to be determined

In addition, please note that with the Coronavirus Aid, Relief, and Economic Security (CARES) Act, the District received an allocation under Title I, Part A of the Elementary and Secondary Education Act of approximately $183k. It is currently unclear as to when these funds will be received, but we will be budgeting for these funds in FY21 in a future budget draft.

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Budget Assumptions & Summary

For Fiscal Year 2020 the District continues to track within budget. Major capital projects such as the Fine Arts addition, asphalt improvements, new roof systems and carpet replacement continue. In addition, Forefront Power is continuing construction on the solar arrays and expects to be done in May.

As with prior years, the FY21 Budget Draft I continues to reflect the strategic plan of the District. This Budget Draft includes funds to cover the replacement of Chromebooks, additional resources as a result of increased needs in Special Education and Social Emotional Learning, ongoing maintenance projects in line with the District's Deferred Maintenance Plan as well as technology infrastructure upgrades and replacement.

The FY21 Budget Draft I reflects the following material assumptions:

Revenue Assumptions

- ✓ The 2019 Levy has been finalized. As such, CPI at 1.9% with New Construction at $9.74M for the 2019 levy and CPI at 2.0% and New Construction at $12M in the out years.
- ✓ State funding reflects the new Evidence-Based Model and the annual hold harmless combined with an estimated $675k increase each year for additional Tier 2 funding. This is an estimate that will be revised once the State releases final calculations for additional funding.
- ✓ State Categorical Funding remains relatively flat with the FY20 Budget, with the District budgeting the receipt of all four payments and continuing this trend through the forecast years.
- ✓ Impact &Transition Fees reflect the FY20 budget amount of $350k and currently reflect the trend of residential housing in the District and remaining flat through the forecast years.

Expenditure Assumptions

- ✓ ***Salaries reflect the District's collective bargaining agreements and remain flat throughout the forecast years not under agreement.***
- ✓ In FY20 Health Insurance was budgeted to increase 5% based upon the FY19 trended claim experience. For FY21 and throughout the forecast years, Health Insurance is budgeted at a 5% increase.
- ✓ Property & Liability and Workers Compensation Insurance is budgeted to increase 5% for FY21 and throughout the forecast years.
- ✓ Technology Equipment and Curriculum Materials and Adoptions reflect last year's 5 Year Plan amounts and remain flat throughout the forecast years.
- ✓ Capital Expenditures for Operations and Maintenance have been adjusted to remain flat with the FY20 Budget of $3.2M. Large capital projects expected for FY21 primarily include new roofing systems at Huntley High School, asphalt repair and replacement and carpet replacement.

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The current FY21 Budget Draft I reflects an Operating deficit of approximately ($273k). Please note, additional risks and challenges remain. Please see below.

A summary of the operating results follows. Please note that for comparative purposes, presented are the FY18 and FY19 Actuals, the FY20 Budget as well as the current FY21 Budget Draft I.

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget Draft I
Operating Revenues	$ 103,680,400	$ 106,242,135	$ 109,847,655	$ 112,081,676
Operating Expenditures	$ 101,994,535	$ 104,579,047	$ 109,691,741	$ 112,354,566
Operating Surplus (Deficit)	**$ 1,685,865**	**$ 1,663,088**	**$ 155,914**	**$ (272,890)**
Beginning Fund Balance	$ 36,495,620	$ 38,181,485	$ 39,844,573	$ 40,000,487
Ending Fund Balance	**$ 38,181,485**	**$ 39,844,573**	**$40,000,487**	**$39,727,597**
Reserve for Replacement	$ (6,500,000)	$ (7,000,000)	$ (7,500,000)	$ (7,500,000)
Unrestricted Fund Balance	$ 31,681,485	$ 32,844,573	$ 32,500,487	$ 32,227,597
	31%	***31%***	***30%***	***29%***

FY21 Operating Revenues are budgeted to increase approximately $2.2M driven primarily by an increase in levy dollars of $1.5M and an increase in State revenues by approximately $675k.

Operating Expenditures are budgeted to increase approximately $2.7M versus the FY20 Budget, primarily driven by the increase in Salaries & Benefits and Capital Outlay. Please see below:

Salaries and Benefits within the FY21 Budget Draft I increased $2.2M due to the following:

- ✓ Net salary reductions due to declining enrollment ($1.1M) as presented to the Board in March.
- ✓ HEA, HESPA and Non-Union salary increases of approximately $2.6M.
- ✓ Benefits increased $640k due to the Health Insurance increase approximating $479k as well as approximately $161k in TRS and FICA increases.

Purchased Services is budgeted to decrease approximately ($212k) over the FY20 Budget primarily due to a decrease in contracted bus leases of ($121k).

Supplies & Materials is budgeted to remain flat with the FY20 Budget. Electric and overall energy costs will be reevaluated closer to finalizing the FY21 Budget.

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Capital Outlay is budgeted to increase approximately ($678k) from the FY20 Budget due to an increase in the budgeted amount for Bus Purchases from $1M in FY20 to $1.67M in FY21, due to the recent bid for 14 propane buses and 4 wheelchair buses. Please note that the Transportation Fund has accumulated fund balance over the years to absorb much needed future bus purchases. Thus, we are budgeting a deficit in this fund.

As more information is received from the State as well as the overall budget position, the Capital Outlay line item will be evaluated and possibly adjusted as appropriate.

Other Objects is currently budgeted to remain flat with the FY20 Budget covering expenses such as Private Facility, Room & Board, and Out of District Tuition.

As a result, the FY21 Budget Draft I reflects a current Operating Deficit of ($273k), which is primarily driven by the budgeted deficit in the Transportation Fund. Please know that this amount will change as a result of future adjustments. Please see Future Adjustments below.

Continued Unknowns and Risks with the FY21 Budget:

- With the new Governor on board and the 101st General Assembly moving forward, the State Budget has yet to be finalized for the current year. As more information becomes available, the Budget will be adjusted.
- Special education costs associated with Private Tuition and Room & Board will not be finalized until August when all placements are solidified.
- Health Insurance and the related risks associated with being self-insured are always uncertain.
- The overall health of the economy and the related financial impact (next year's CPI, new construction, etc.)

Future Adjustments

- ✓ All other State Grants including final State funding
- ✓ Finalizing the Transportation Claim
- ✓ The IDEA Grant
- ✓ Other Federal Funding, Title Grants, National School Lunch, etc.
- ✓ Final Special Education estimates
- ✓ Department Allocations – Once the Budget is near final, each Department will have the opportunity to reclass budgeted expenditures between accounts within their budget based on their estimated need; i.e., supplies, travel, dues & fees, etc.

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Budget Timeline

The budget timeline for presenting and submitting a final FY21 Budget in September, 2020 follows:

April- June - Updates as Needed
June – FY21 Tentative Budget presented
August/September – Final FY21 Budget presented
September – Final Budget adopted by the Board

5 Year Plan

The attached budget document includes 5-Year Plan information for the years FY20-FY24. The Forecast years of FY22-24 are presented as directionally the "all needs in" of the District, as line items from Curriculum, Operations and Maintenance and Technology have been adjusted to reflect the long term needs of the District. Please note that these amounts are from prior year and still need to be adjusted to reflect current reality.

Furthermore, at a future Board Meeting, we will present various scenarios for your review. As noted above, the overall economic impact of COVID-19 will significantly impact the financial future of the District.

If you have any questions, comments and/or suggestions, please feel free to reach out to me before the upcoming meeting.

HUNTLEY

COMMUNITY SCHOOL DISTRICT 158

FY21 Proposed Budget

Presented: April 16, 2020



HUNTLEY
COMMUNITY SCHOOL DISTRICT 158



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HUNTLEY COMMUNITY SCHOOL DISTRICT 158

Snapshot Summary

Huntley Community School District 158 | Base Scenario, 040720

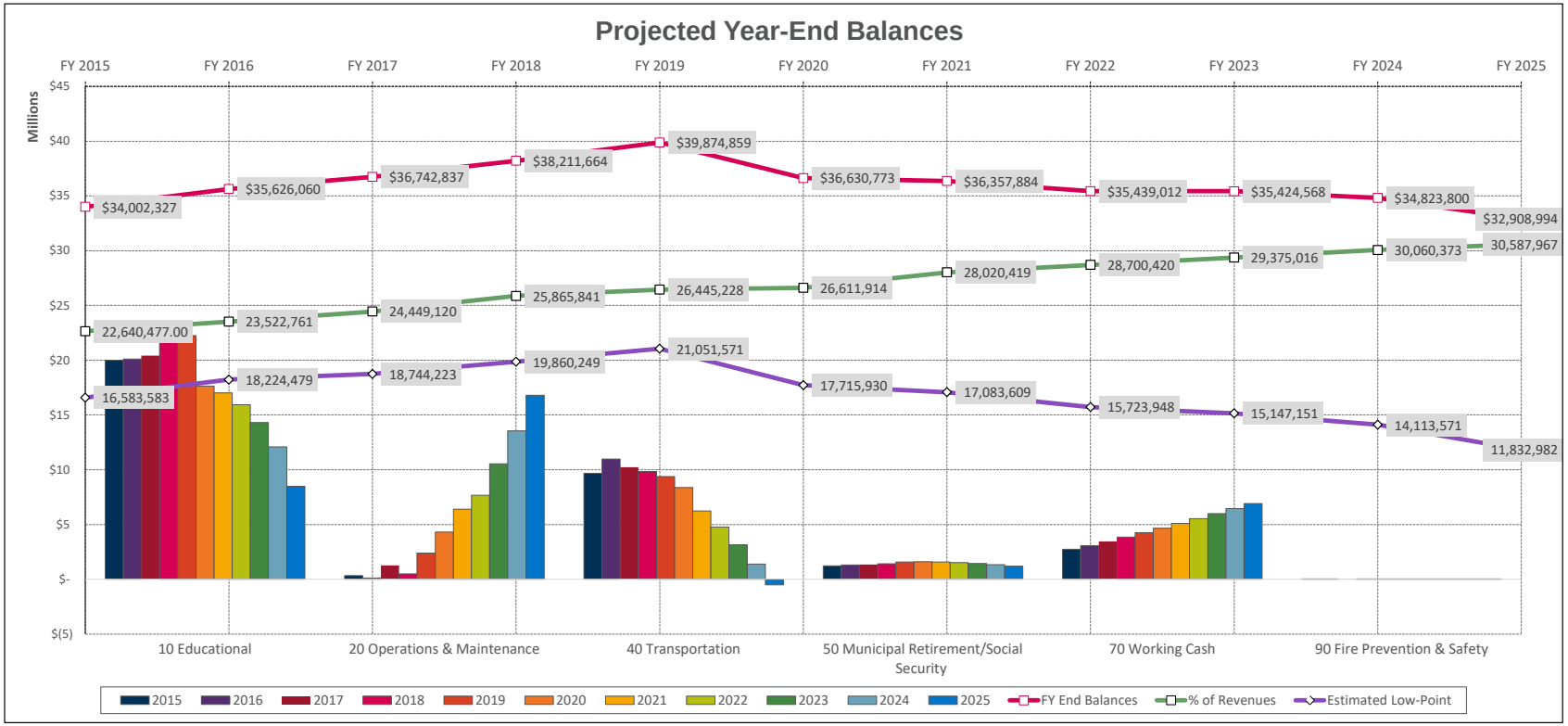
	ACTUALS FY 2017	ACTUALS FY 2018	BUDGET FY 2020	BUDGET FY 2021	% Δ	FY 2022	% Δ	FY 2023	% Δ	FY 2024	% Δ
Operating Revenue	$103,680,400	$106,003,317	$109,847,655	$112,081,676	2.03%	$114,801,678	2.43%	$117,500,062	2.35%	$120,241,491	2.33%
Operating Expense	$101,994,535	$104,117,715	$109,691,741	$112,354,566	2.43%	$115,720,550	3.00%	$117,514,507	1.55%	$120,842,259	2.83%
Operating Surplus (Deficit)	**$1,685,865**	**$1,885,602**	**$155,914**	**($272,890)**	**0.00%**	**($918,872)**	**0.00%**	**($14,444)**	**0.00%**	**($600,767)**	**0.00%**
Beginning Fund Balance	$36,742,837	$38,211,664	$39,874,859	$36,630,773		$36,357,884		$35,439,012		$35,424,568	
Ending Fund Balance	**$38,428,702**	**$40,097,266**	**$40,030,773**	**$36,357,884**	**0.00%**	**$35,439,012**	**0.00%**	**$35,424,568**	**0.00%**	**$34,823,800**	**0.00%**
	37%	**38%**	**36%**	**32%**		**31%**		**30%**		**29%**	
Cumulative Reserve for Replacement	**5,400,000**	**6,500,000**	**7,000,000**	**7,500,000**		**7,500,000**		**7,500,000**		**7,500,000**	
Total Operating Property Taxes - Levy	**55,867,081**	**57,135,622**	**65,949,872**	**67,508,893**	**2.36%**	**$69,553,895**	**3.03%**	**$71,577,279**	**2.91%**	**$73,643,708**	**2.89%**
						#REF!		**#REF!**		**#REF!**	
EBF/ State Aid	**$20,262,590**	**$25,741,278**	**$27,103,881**	**$27,778,881**	**2.49%**	**$28,453,881**	**2.43%**	**$29,128,881**	**2.37%**	**$29,803,881**	**2.32%**
Other State Revenues / Categoricals	**$7,642,870**	**$6,109,868**	**$8,325,588**	**$8,325,588**	**0.00%**	**$8,325,588**	**0.00%**	**$8,325,588**	**0.00%**	**$8,325,588**	**0.00%**
Total State Revenue	**27,905,460**	**31,851,146**	**32,009,974**	**32,684,974**	**2.11%**	**$33,359,974**	**2.07%**	**$34,034,974**	**2.02%**	**$34,709,974**	**1.98%**
Increase in Salaries & Benefits	**$5,124,766**	**$3,674,193**	**$3,769,631**	**$2,198,080**		**$3,092,153**		**$3,174,971**		**$3,293,341**	
Operating Expense Per Student	**$9,832**	**$10,570**	**#REF!**	**#REF!**		**#REF!**		**#REF!**		**#REF!**	
Transportation Expense Per Student	**$735**	**$711**	**#REF!**	**#REF!**		**#REF!**		**#REF!**		**#REF!**	
Debt Service Fund 30	**$10,683,491**	**$10,912,366**	**$10,765,103**	**$10,828,900**		**$21,378,900**		**$22,963,900**		**$23,773,900**	
Operating Capital Expenditures	**$20,992,257**	**$13,945,635**	**$4,278,521**	**$4,956,521**	**15.85%**	**$5,419,266**	**9.34%**	**$3,919,266**	**######**	**$3,919,266**	**0.00%**
Standard & Poors Rating	**AA**	**AA**	**AA**	**tbd**		**tbd**		**tbd**		**tbd**	
ISBE Profile Score Rating	**3.8**	**3.9**	**tbd**	**tbd**		**tbd**		**tbd**		**tbd**	

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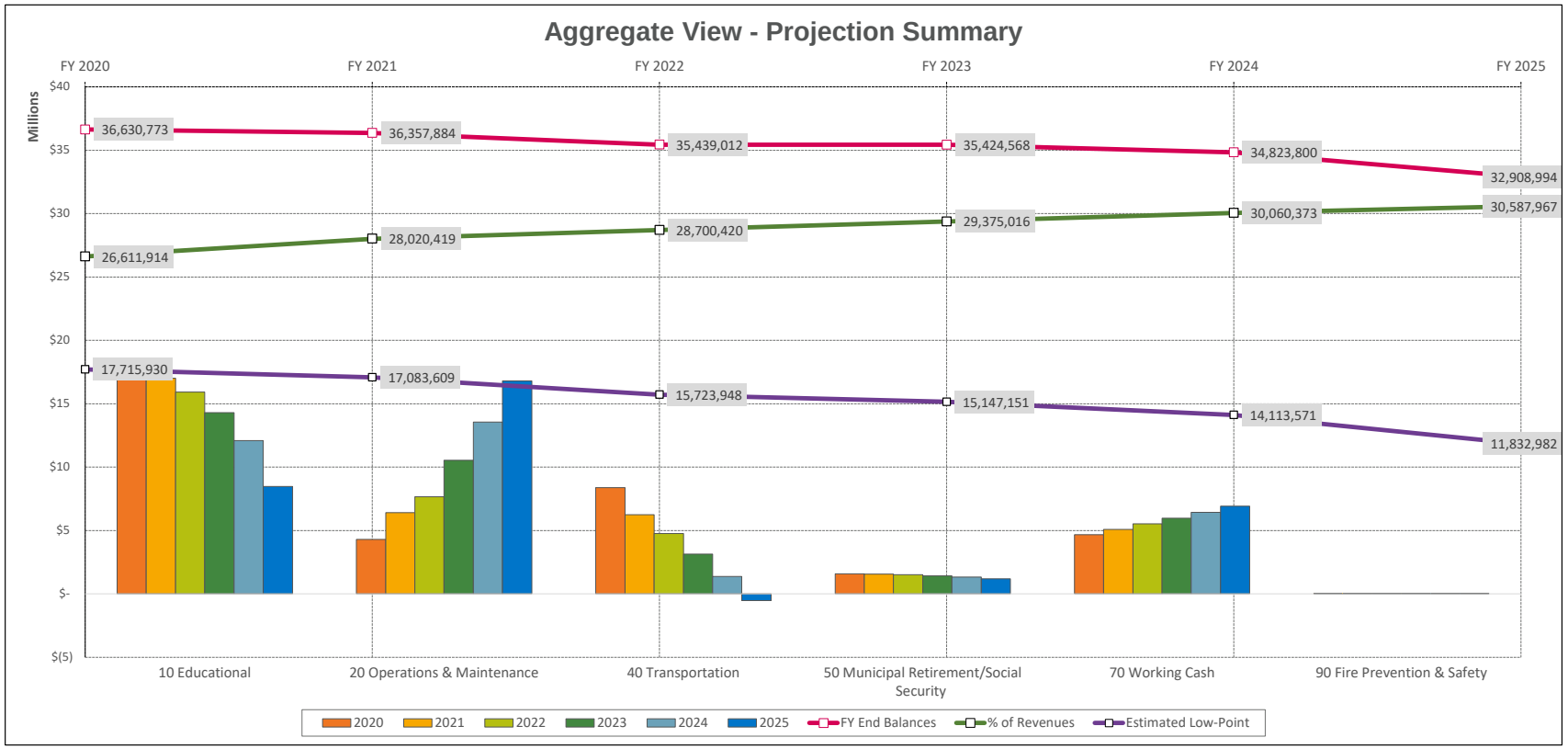


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Aggregate - Projection Summary

Huntley Community School District 158 | Base Scenario, 040720

	BUDGET FY 2020	BUDGET FY 2021	% Δ	REVENUE / EXPENDITURE PROJECTIONS FY 2022	% Δ	FY 2023	% Δ	FY 2024	% Δ	FY 2025	% Δ
REVENUE											
Local	$74,275,460	$75,834,481	2.10%	$77,879,483	2.70%	$79,902,867	2.60%	$81,969,296	2.59%	$84,079,672	2.57%
State	$32,009,974	$32,684,974	2.11%	$33,359,974	2.07%	$34,034,974	2.02%	$34,709,974	1.98%	$34,709,974	0.00%
Federal	$3,562,221	$3,562,221	0.00%	$3,562,221	0.00%	$3,562,221	0.00%	$3,562,221	0.00%	$3,562,221	0.00%
Other	$0	$0		$0		$0		$0		$0	
TOTAL REVENUE	**$109,847,655**	**$112,081,676**	**2.03%**	**$114,801,678**	**2.43%**	**$117,500,062**	**2.35%**	**$120,241,491**	**2.33%**	**$122,351,867**	**1.76%**
EXPENDITURES											
Salary and Benefit Costs	$82,428,448	$84,626,528	2.67%	$87,718,681	3.65%	$90,893,652	3.62%	$94,186,993	3.62%	$97,652,524	3.68%
Other	$27,263,293	$27,728,038	1.70%	$28,001,869	0.99%	$26,620,855	-4.93%	$26,655,266	0.13%	$26,614,150	-0.15%
TOTAL EXPENDITURES	**$109,691,741**	**$112,354,566**	**2.43%**	**$115,720,550**	**3.00%**	**$117,514,507**	**1.55%**	**$120,842,259**	**2.83%**	**$124,266,674**	**2.83%**
SURPLUS / DEFICIT	**$155,914**	**($272,890)**		**($918,872)**		**($14,444)**		**($600,767)**		**($1,914,806)**	
OTHER FINANCING SOURCES/USES											
Other Financing Sources	($3,400,000)	$0		$0		$0		$0		$0	
Other Financing Uses	$0	$0		$0		$0		$0		$0	
TOTAL OTHER FIN. SOURCES/USES	**($3,400,000)**	**$0**		**$0**		**$0**		**$0**		**$0**	
SURPLUS / DEFICIT INCL. OTHER FIN. SOURCES	**($3,244,086)**	**($272,890)**		**($918,872)**		**($14,444)**		**($600,767)**		**($1,914,806)**	
BEGINNING FUND BALANCE	**$39,874,859**	**$36,630,773**		**$36,357,884**		**$35,439,012**		**$35,424,568**		**$34,823,800**	
AUDIT ADUSTMENTS TO FUND BALANCE	$0	$0		$0		$0		$0		$0	
PROJECTED YEAR END BALANCE	**$36,630,773**	**$36,357,884**		**$35,439,012**		**$35,424,568**		**$34,823,800**		**$32,908,994**	
FUND BALANCE AS % OF EXPENDITURES	**33.39%**	**32.36%**		**30.62%**		**30.14%**		**28.82%**		**26.48%**	
FUND BALANCE AS # OF MONTHS OF EXPEND.	**4.01**	**3.88**		**3.67**		**3.62**		**3.46**		**3.18**	

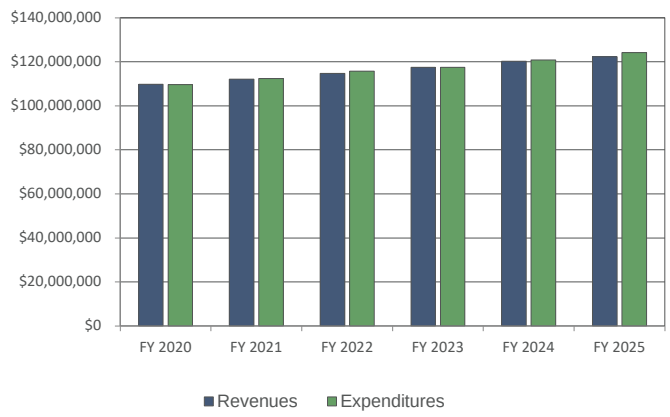
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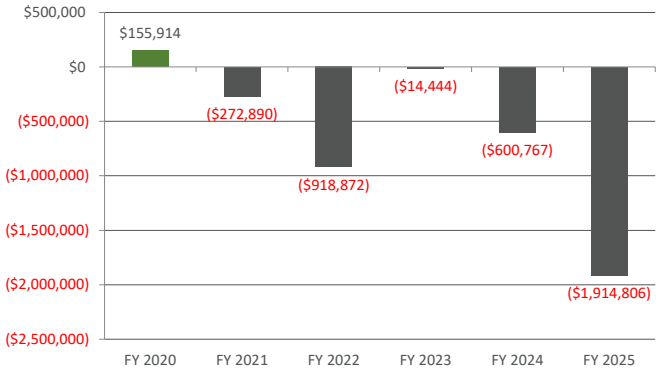
Aggregate - Projection Summary

Huntley Community School District 158 | Base Scenario, 040720

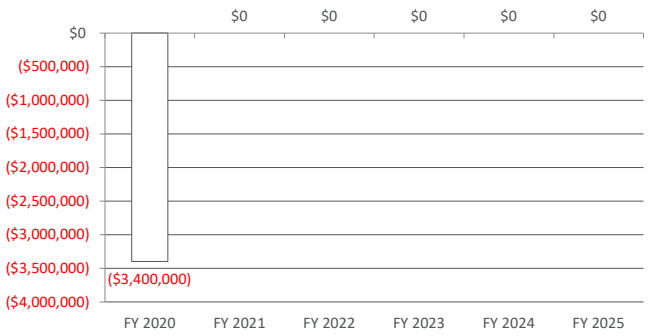
Revenues vs. Expenditures



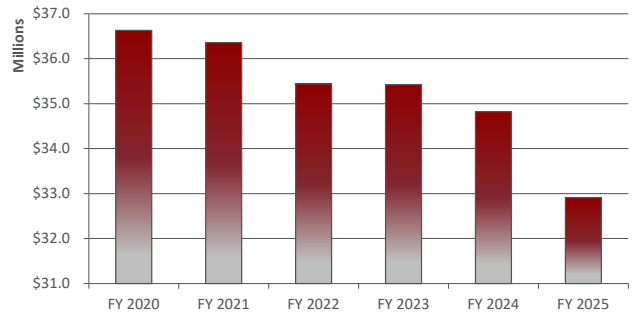
Fiscal Year Surplus / Deficit



Other Financing Sources & Uses



Year End Fund Balances



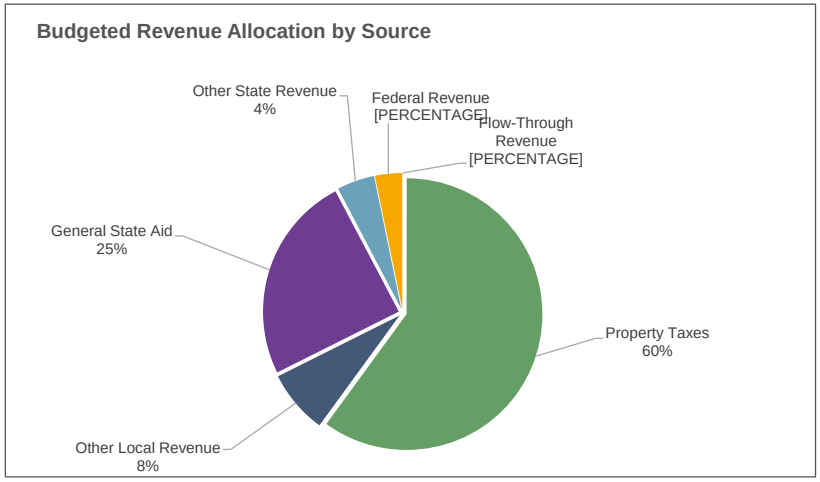
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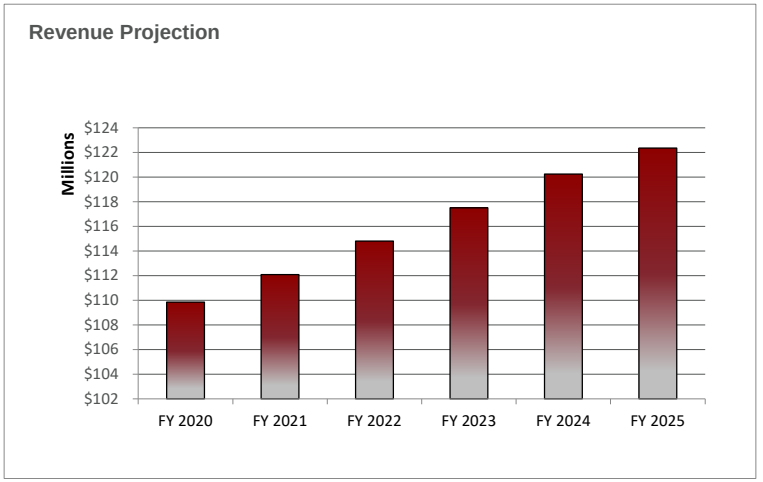
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Aggregate - Revenue Analysis

Huntley Community School District 158 | Base Scenario, 040720

	BUDGET FY 2020	BUDGET FY 2021	% Δ	REVENUE PROJECTIONS FY 2022	% Δ	FY 2023	% Δ	FY 2024	% Δ	FY 2025	% Δ
LOCAL											
Property Taxes	$65,949,872	$67,508,893	2.36%	$69,553,895	3.03%	$71,577,279	2.91%	$73,643,708	2.89%	$75,754,084	2.87%
Other Local Revenue	$8,325,588	$8,325,588	0.00%	$8,325,588	0.00%	$8,325,588	0.00%	$8,325,588	0.00%	$8,325,588	0.00%
TOTAL LOCAL REVENUE	**$74,275,460**	**$75,834,481**	**2.10%**	**$77,879,483**	**2.70%**	**$79,902,867**	**2.60%**	**$81,969,296**	**2.59%**	**$84,079,672**	**2.57%**
STATE											
General State Aid	$27,103,881	$27,778,881	2.49%	$28,453,881	2.43%	$29,128,881	2.37%	$29,803,881	2.32%	$29,803,881	0.00%
Other State Revenue	$4,906,093	$4,906,093	0.00%	$4,906,093	0.00%	$4,906,093	0.00%	$4,906,093	0.00%	$4,906,093	0.00%
TOTAL STATE REVENUE	**$32,009,974**	**$32,684,974**	**2.11%**	**$33,359,974**	**2.07%**	**$34,034,974**	**2.02%**	**$34,709,974**	**1.98%**	**$34,709,974**	**0.00%**
TOTAL FEDERAL REVENUE	**$3,562,221**	**$3,562,221**	**0.00%**	**$3,562,221**	**0.00%**	**$3,562,221**	**0.00%**	**$3,562,221**	**0.00%**	**$3,562,221**	**0.00%**
FLOW-THROUGH REVENUE	**$0**	**$0**		**$0**		**$0**		**$0**		**$0**	
TOTAL REVENUE	**$109,847,655**	**$112,081,676**	**2.03%**	**$114,801,678**	**2.43%**	**$117,500,062**	**2.35%**	**$120,241,491**	**2.33%**	**$122,351,867**	**1.76%**





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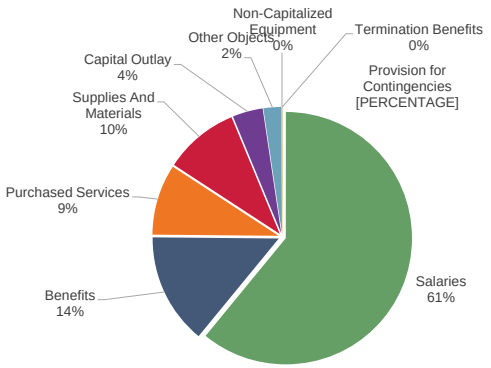
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Aggregate - Expenditure Analysis

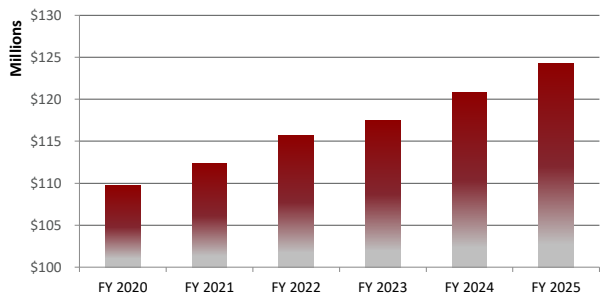
Huntley Community School District 158 | Base Scenario, 040720

	BUDGET FY 2020	BUDGET FY 2021	% Δ	EXPENDITURE PROJECTIONS FY 2022	% Δ	FY 2023	% Δ	FY 2024	% Δ	FY 2025	% Δ	
Salaries	$66,838,411	$68,396,786	2.33%	$70,772,788	3.47%	$73,204,785	3.44%	$75,721,264	3.44%	$78,371,508	3.50%	$1,558,374
Benefits	$15,590,037	$16,229,742	4.10%	$16,945,893	4.41%	$17,688,867	4.38%	$18,465,729	4.39%	$19,281,016	4.42%	$639,706
TOTAL SALARIES & BENEFITS	**$82,428,448**	**$84,626,528**	2.67%	**$87,718,681**	3.65%	**$90,893,652**	3.62%	**$94,186,993**	3.62%	**$97,652,524**	3.68%	$2,198,080
												$0
Purchased Services	$9,942,099	$9,729,844	-2.13%	$9,686,203	-0.45%	$9,767,800	0.84%	$9,802,211	0.35%	$9,802,211	0.00%	($212,255)
Supplies And Materials	$10,463,728	$10,463,728	0.00%	$10,463,728	0.00%	$10,463,728	0.00%	$10,463,728	0.00%	$10,463,728	0.00%	$0
Capital Outlay	$4,278,521	$4,956,521	15.85%	$5,419,266	9.34%	$3,919,266	-27.68%	$3,919,266	0.00%	$3,919,266	0.00%	$678,000
Other Objects	$2,492,205	$2,491,205	-0.04%	$2,345,932	-5.83%	$2,383,321	1.59%	$2,383,321	0.00%	$2,342,205	-1.73%	($1,000)
Non-Capitalized Equipment	$86,741	$86,741	0.00%	$86,741	0.00%	$86,741	0.00%	$86,741	0.00%	$86,741	0.00%	$0
Termination Benefits	$0	$0		$0		$0		$0		$0		$0
Provision For Contingencies	$0	$0		$0		$0		$0		$0		$0
TOTAL ALL OTHER	**$27,263,293**	**$27,728,038**	1.70%	**$28,001,869**	0.99%	**$26,620,855**	-4.93%	**$26,655,266**	0.13%	**$26,614,150**	-0.15%	$464,745
												$0
TOTAL EXPENDITURES	**$109,691,741**	**$112,354,566**	2.43%	**$115,720,550**	3.00%	**$117,514,507**	1.55%	**$120,842,259**	2.83%	**$124,266,674**	2.83%	$2,662,825

Budgeted Expenditure Allocation by Object



Expenditure Projection



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Aggregate - Historical Summary

Huntley Community School District 158 | Base Scenario, 040720

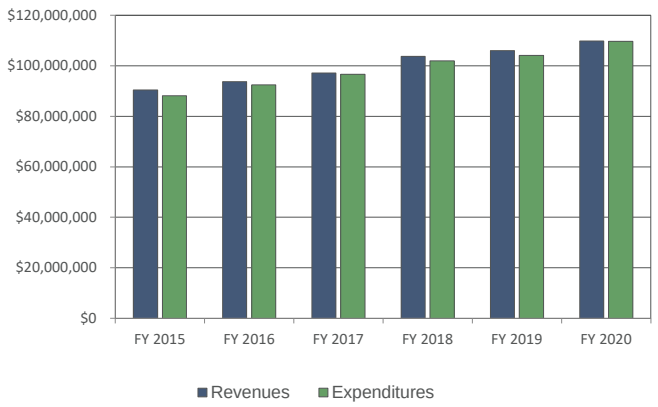
	ACTUAL REVENUE / EXPENDITURE							AUDITED		BUDGET	
	FY 2015	FY 2016	% Δ	FY 2017	% Δ	FY 2018	% Δ	FY 2019	% Δ	FY 2020	% Δ
REVENUE											
Local	$61,791,417	$63,384,131	2.58%	$66,163,977	4.39%	$68,330,725	3.27%	$71,124,939	4.09%	$74,275,460	4.43%
State	$25,275,487	$27,347,859	8.20%	$27,668,233	1.17%	$31,851,146	15.12%	$31,269,522	-1.83%	$32,009,974	2.37%
Federal	$3,390,371	$2,972,814	-12.32%	$3,314,966	11.51%	$3,498,529	5.54%	$3,608,856	3.15%	$3,562,221	-1.29%
Other	$0	$0		$0		$0		$0		$0	
TOTAL REVENUE	**$90,457,275**	**$93,704,804**	**3.59%**	**$97,147,176**	**3.67%**	**$103,680,400**	**6.73%**	**$106,003,317**	**2.24%**	**$109,847,655**	**3.63%**
EXPENDITURES											
Salary and Benefit Costs	$63,921,594	$67,087,958	4.95%	$69,859,858	4.13%	$74,984,624	7.34%	$78,658,817	4.90%	$82,428,448	4.79%
Other	$24,261,914	$25,379,353	4.61%	$26,819,844	5.68%	$27,009,911	0.71%	$25,458,898	-5.74%	$27,263,293	7.09%
TOTAL EXPENDITURES	**$88,183,508**	**$92,467,311**	**4.86%**	**$96,679,702**	**4.56%**	**$101,994,535**	**5.50%**	**$104,117,715**	**2.08%**	**$109,691,741**	**5.35%**
SURPLUS / DEFICIT	**$2,273,767**	**$1,237,493**		**$467,474**		**$1,685,865**		**$1,885,602**		**$155,914**	
OTHER FINANCING SOURCES/USES											
Other Financing Sources	$311,870	$605,172		$867,299		$0		$4,000		$0	
Other Financing Uses	($207,237)	($218,932)		($217,996)		($217,038)		($226,407)		$0	
TOTAL OTHER FIN. SOURCES/USES	**$104,633**	**$386,240**		**$649,303**		**($217,038)**		**($222,407)**		**$0**	
SURPLUS / DEFICIT INCL. OTHER FIN. SOURCES	**$2,378,400**	**$1,623,733**		**$1,116,777**		**$1,468,827**		**$1,663,195**		**$155,914**	
BEGINNING FUND BALANCE	**$31,623,927**	**$34,002,327**		**$35,626,060**		**$36,742,837**		**$38,211,664**		**$39,874,859**	
AUDIT ADUSTMENTS TO FUND BALANCE	$0	$0		$0		$0		$0		$0	
YEAR END BALANCE	**$34,002,327**	**$35,626,060**		**$36,742,837**		**$38,211,664**		**$39,874,859**		**$40,030,773**	
FUND BALANCE AS % OF EXPENDITURES	**38.56%**	**38.53%**		**38.00%**		**37.46%**		**38.30%**		**36.49%**	
FUND BALANCE AS # OF MONTHS OF EXPEND.	**4.63**	**4.62**		**4.56**		**4.50**		**4.60**		**4.38**	

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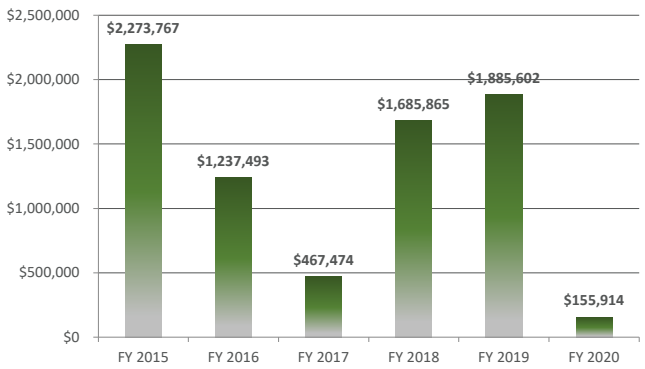
Aggregate - Historical Summary

Huntley Community School District 158 | Base Scenario, 040720

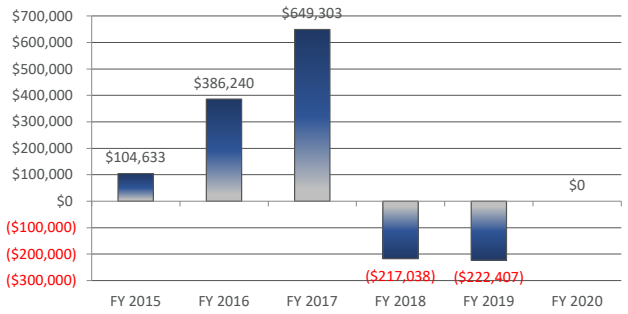
Revenues vs. Expenditures



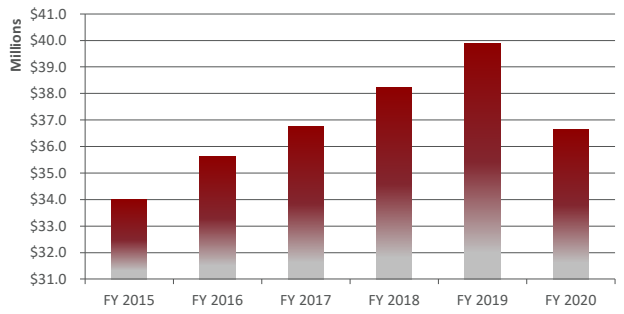
Fiscal Year Surplus / Deficit



Other Financing Sources & Uses



Year End Fund Balances



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Educational Fund - Projection Summary

Huntley Community School District 158 | Base Scenario, 040720

	BUDGET FY 2020	BUDGET FY 2021	% Δ	REVENUE / EXPENDITURE PROJECTIONS FY 2022	% Δ	FY 2023	% Δ	FY 2024	% Δ	FY 2025	% Δ
REVENUE											
Local	$59,603,967	$61,368,600	2.96%	$62,995,963	2.65%	$64,606,123	2.56%	$66,250,537	2.55%	$67,929,922	2.53%
State	$24,139,974	$24,814,974	2.80%	$25,489,974	2.72%	$26,164,974	2.65%	$26,839,974	2.58%	$26,839,974	0.00%
Federal	$3,562,221	$3,562,221	0.00%	$3,562,221	0.00%	$3,562,221	0.00%	$3,562,221	0.00%	$3,562,221	0.00%
Other	$0	$0		$0		$0		$0		$0	
TOTAL REVENUE	**$87,306,162**	**$89,745,795**	**2.79%**	**$92,048,158**	**2.57%**	**$94,333,318**	**2.48%**	**$96,652,732**	**2.46%**	**$98,332,117**	**1.74%**
EXPENDITURES											
Salary and Benefit Costs	$73,340,348	$75,190,480	2.52%	$77,921,122	3.63%	$80,726,285	3.60%	$83,635,507	3.60%	$86,701,379	3.67%
Other	$15,159,877	$15,183,654	0.16%	$15,208,619	0.16%	$15,234,833	0.17%	$15,234,833	0.00%	$15,234,833	0.00%
TOTAL EXPENDITURES	**$88,500,225**	**$90,374,134**	**2.12%**	**$93,129,742**	**3.05%**	**$95,961,118**	**3.04%**	**$98,870,340**	**3.03%**	**$101,936,212**	**3.10%**
SURPLUS / DEFICIT	**($1,194,063)**	**($628,339)**		**($1,081,583)**		**($1,627,799)**		**($2,217,607)**		**($3,604,095)**	
OTHER FINANCING SOURCES/USES											
Other Financing Sources	($3,400,000)	$0		$0		$0		$0		$0	
Other Financing Uses	$0	$0		$0		$0		$0		$0	
TOTAL OTHER FIN. SOURCES/USES	**($3,400,000)**	**$0**		**$0**		**$0**		**$0**		**$0**	
SURPLUS / DEFICIT INCL. OTHER FIN. SOURCES	**($4,594,063)**	**($628,339)**		**($1,081,583)**		**($1,627,799)**		**($2,217,607)**		**($3,604,095)**	
BEGINNING FUND BALANCE	**$22,234,991**	**$17,640,928**		**$17,012,589**		**$15,931,006**		**$14,303,206**		**$12,085,599**	
AUDIT ADUSTMENTS TO FUND BALANCE											
PROJECTED YEAR END BALANCE	**$17,640,928**	**$17,012,589**		**$15,931,006**		**$14,303,206**		**$12,085,599**		**$8,481,505**	
FUND BALANCE AS % OF EXPENDITURES	**19.93%**	**18.82%**		**17.11%**		**14.91%**		**12.22%**		**8.32%**	
FUND BALANCE AS # OF MONTHS OF EXPEND.	**2.39**	**2.26**		**2.05**		**1.79**		**1.47**		**1.00**	

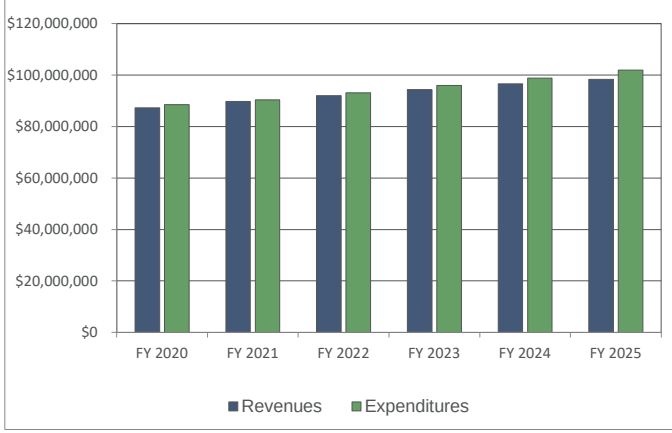
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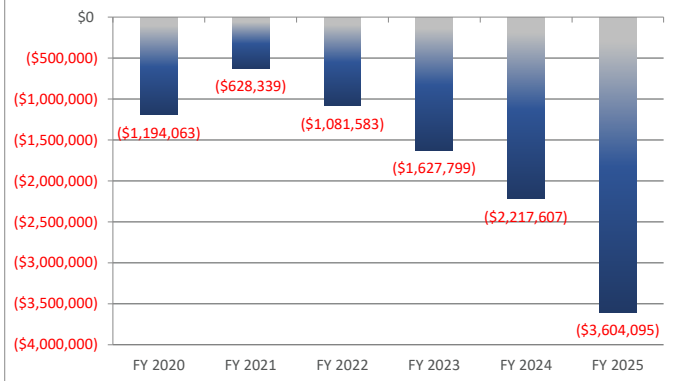
Educational Fund - Projection Summary

Huntley Community School District 158 | Base Scenario, 040720

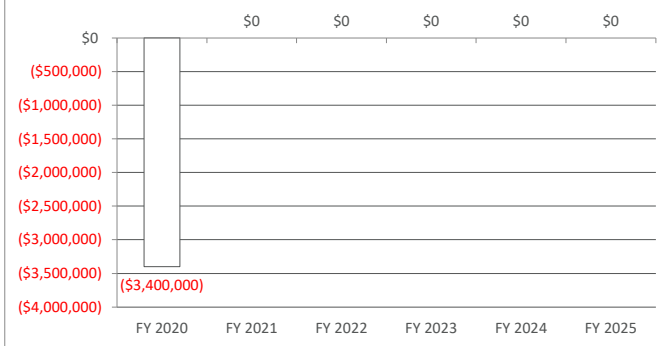
Revenues vs. Expenditures



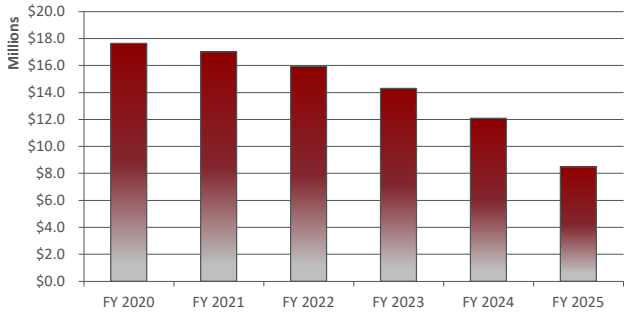
Fiscal Year Surplus / Deficit



Other Financing Sources & Uses



Year End Fund Balances



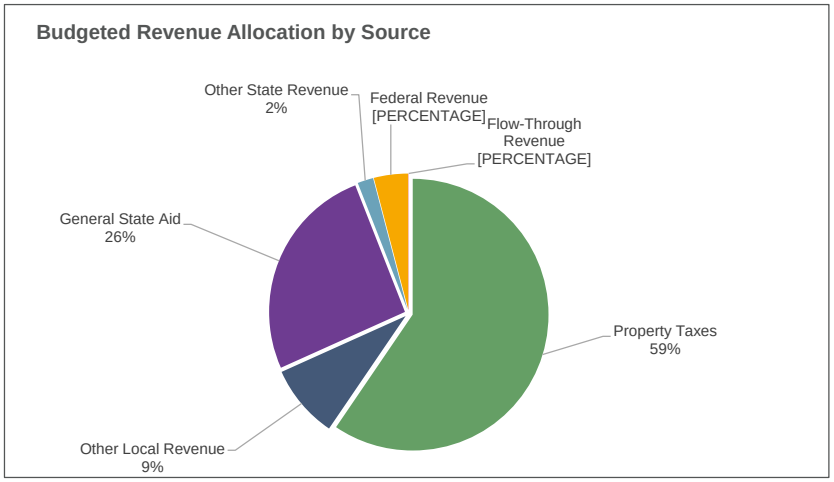
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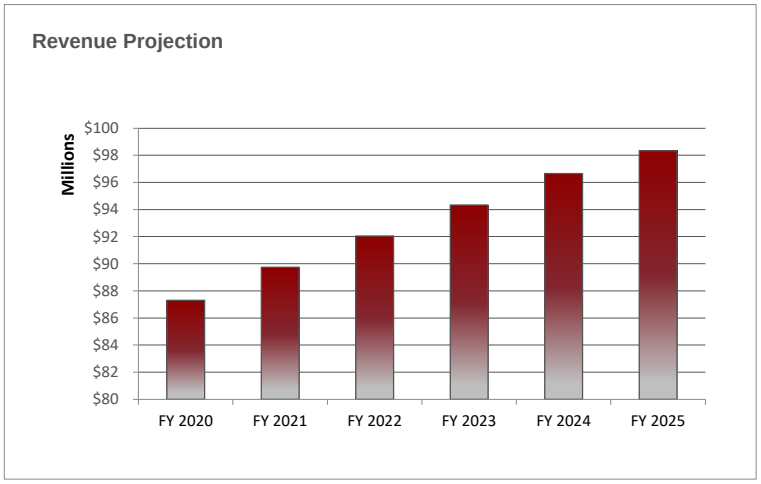
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Educational Fund - Revenue Analysis

Huntley Community School District 158 | Base Scenario, 040720

	BUDGET FY 2020	BUDGET FY 2021	% Δ	REVENUE PROJECTIONS FY 2022	% Δ	FY 2023	% Δ	FY 2024	% Δ	FY 2025	% Δ
LOCAL											
Property Taxes	$51,957,300	$53,721,933	3.40%	$55,349,296	3.03%	$56,959,456	2.91%	$58,603,870	2.89%	$60,283,255	2.87%
Other Local Revenue	$7,646,667	$7,646,667	0.00%	$7,646,667	0.00%	$7,646,667	0.00%	$7,646,667	0.00%	$7,646,667	0.00%
TOTAL LOCAL REVENUE	**$59,603,967**	**$61,368,600**	**2.96%**	**$62,995,963**	**2.65%**	**$64,606,123**	**2.56%**	**$66,250,537**	**2.55%**	**$67,929,922**	**2.53%**
STATE											
General State Aid	$22,503,881	$23,178,881	3.00%	$23,853,881	2.91%	$24,528,881	2.83%	$25,203,881	2.75%	$25,203,881	0.00%
Other State Revenue	$1,636,093	$1,636,093	0.00%	$1,636,093	0.00%	$1,636,093	0.00%	$1,636,093	0.00%	$1,636,093	0.00%
TOTAL STATE REVENUE	**$24,139,974**	**$24,814,974**	**2.80%**	**$25,489,974**	**2.72%**	**$26,164,974**	**2.65%**	**$26,839,974**	**2.58%**	**$26,839,974**	**0.00%**
TOTAL FEDERAL REVENUE	**$3,562,221**	**$3,562,221**	**0.00%**	**$3,562,221**	**0.00%**	**$3,562,221**	**0.00%**	**$3,562,221**	**0.00%**	**$3,562,221**	**0.00%**
FLOW-THROUGH REVENUE	**$0**	**$0**		**$0**		**$0**		**$0**		**$0**	
TOTAL REVENUE	**$87,306,162**	**$89,745,795**	**2.79%**	**$92,048,158**	**2.57%**	**$94,333,318**	**2.48%**	**$96,652,732**	**2.46%**	**$98,332,117**	**1.74%**





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Educational Fund - Historical Summary

Huntley Community School District 158 | Base Scenario, 040720

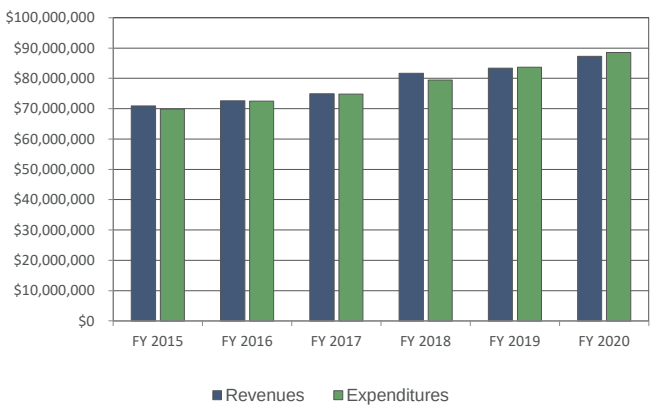
	ACTUAL REVENUE / EXPENDITURE							AUDITED		BUDGET	
	FY 2015	FY 2016	% Δ	FY 2017	% Δ	FY 2018	% Δ	FY 2019	% Δ	FY 2020	% Δ
REVENUE											
Local	$47,688,470	$48,575,100	1.86%	$52,051,152	7.16%	$54,310,908	4.34%	$56,496,047	4.02%	$59,603,967	5.50%
State	$19,783,195	$21,106,873	6.69%	$19,542,237	-7.41%	$23,888,946	22.24%	$23,311,513	-2.42%	$24,139,974	3.55%
Federal	$3,390,371	$2,972,814	-12.32%	$3,314,966	11.51%	$3,498,529	5.54%	$3,608,856	3.15%	$3,562,221	-1.29%
Other	$0	$0		$0		$0		$0		$0	
TOTAL REVENUE	**$70,862,036**	**$72,654,787**	**2.53%**	**$74,908,355**	**3.10%**	**$81,698,383**	**9.06%**	**$83,416,416**	**2.10%**	**$87,306,162**	**4.66%**
EXPENDITURES											
Salary and Benefit Costs	$57,297,586	$59,947,014	4.62%	$62,502,732	4.26%	$66,826,490	6.92%	$70,580,858	5.62%	$73,340,348	3.91%
Other	$12,590,816	$12,517,832	-0.58%	$12,285,613	-1.86%	$12,618,808	2.71%	$13,133,402	4.08%	$15,159,877	15.43%
TOTAL EXPENDITURES	**$69,888,402**	**$72,464,846**	**3.69%**	**$74,788,345**	**3.21%**	**$79,445,298**	**6.23%**	**$83,714,260**	**5.37%**	**$88,500,225**	**5.72%**
SURPLUS / DEFICIT	**$973,634**	**$189,941**		**$120,010**		**$2,253,085**		**($297,844)**		**($1,194,063)**	
OTHER FINANCING SOURCES/USES											
Other Financing Sources	$37,037	$0		$236,224		$0		$4,000		$0	
Other Financing Uses	($51,128)	($63,152)		($62,583)		($61,978)		($72,087)		$0	
TOTAL OTHER FIN. SOURCES/USES	**($14,091)**	**($63,152)**		**$173,641**		**($61,978)**		**($68,087)**		**$0**	
SURPLUS / DEFICIT INCL. OTHER FIN. SOURCES	**$959,543**	**$126,789**		**$293,651**		**$2,191,107**		**($365,931)**		**($1,194,063)**	
BEGINNING FUND BALANCE	**$19,029,832**	**$19,989,375**		**$20,116,164**		**$20,409,815**		**$22,600,922**		**$22,234,991**	
AUDIT ADUSTMENTS TO FUND BALANCE											
YEAR END BALANCE	**$19,989,375**	**$20,116,164**		**$20,409,815**		**$22,600,922**		**$22,234,991**		**$21,040,928**	
FUND BALANCE AS % OF EXPENDITURES	**28.60%**	**27.76%**		**27.29%**		**28.45%**		**26.56%**		**23.77%**	
FUND BALANCE AS # OF MONTHS OF EXPEND.	**3.43**	**3.33**		**3.27**		**3.41**		**3.19**		**2.85**	

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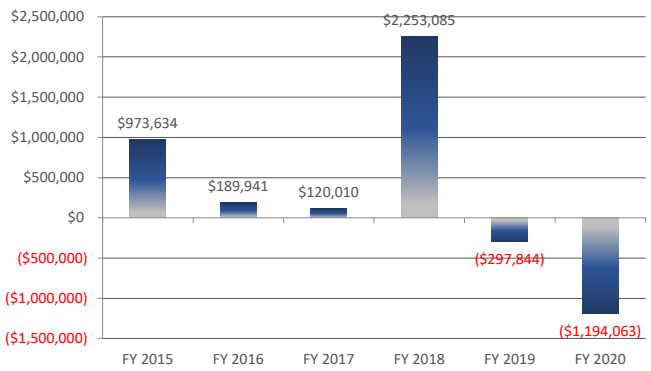
Educational Fund - Historical Summary

Huntley Community School District 158 | Base Scenario, 040720

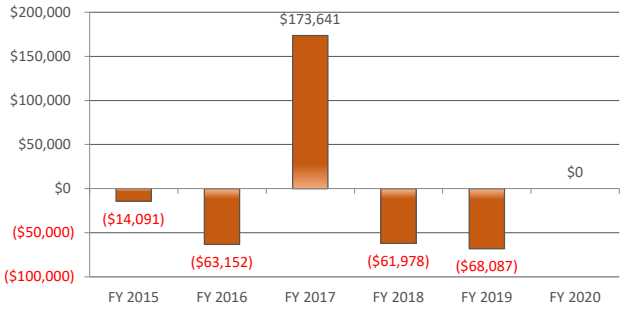
Revenues vs. Expenditures



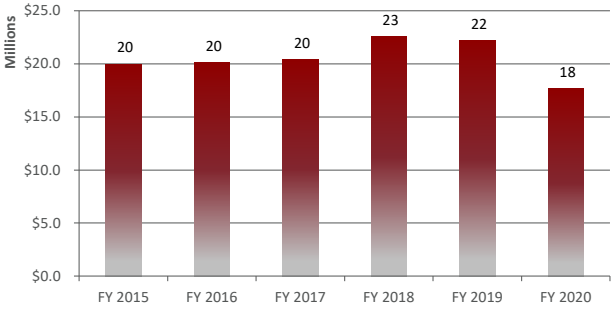
Fiscal Year Surplus / Deficit



Other Financing Sources & Uses



Year End Fund Balances



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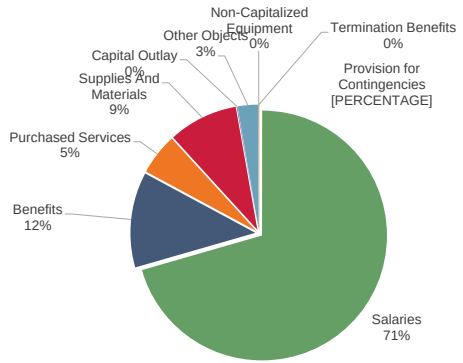
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Educational Fund - Expenditure Analysis

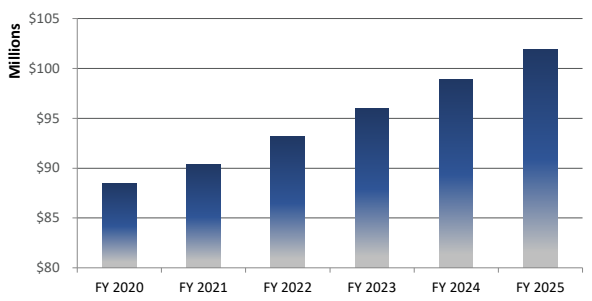
Huntley Community School District 158 | Base Scenario, 040720

	BUDGET FY 2020	BUDGET FY 2021	% Δ	EXPENDITURE PROJECTIONS FY 2022	% Δ	FY 2023	% Δ	FY 2024	% Δ	FY 2025	% Δ
Salaries	$62,420,288	$63,815,619	2.24%	$66,031,280	3.47%	$68,297,325	3.43%	$70,642,042	3.43%	$73,114,514	3.50%
Benefits	$10,920,060	$11,374,862	4.16%	$11,889,843	4.53%	$12,428,960	4.53%	$12,993,464	4.54%	$13,586,865	4.57%
TOTAL SALARIES & BENEFITS	**$73,340,348**	**$75,190,480**	2.52%	**$77,921,122**	3.63%	**$80,726,285**	3.60%	**$83,635,507**	3.60%	**$86,701,379**	3.67%
Purchased Services	$4,738,995	$4,762,771	0.50%	$4,787,737	0.52%	$4,813,950	0.55%	$4,813,950	0.00%	$4,813,950	0.00%
Supplies And Materials	$7,950,562	$7,950,562	0.00%	$7,950,562	0.00%	$7,950,562	0.00%	$7,950,562	0.00%	$7,950,562	0.00%
Capital Outlay	$66,000	$66,000	0.00%	$66,000	0.00%	$66,000	0.00%	$66,000	0.00%	$66,000	0.00%
Other Objects	$2,317,580	$2,317,580	0.00%	$2,317,580	0.00%	$2,317,580	0.00%	$2,317,580	0.00%	$2,317,580	0.00%
Non-Capitalized Equipment	$86,741	$86,741	0.00%	$86,741	0.00%	$86,741	0.00%	$86,741	0.00%	$86,741	0.00%
Termination Benefits	$0	$0		$0		$0		$0		$0	
Provision For Contingencies	$0	$0		$0		$0		$0		$0	
TOTAL ALL OTHER	**$15,159,877**	**$15,183,654**	0.16%	**$15,208,619**	0.16%	**$15,234,833**	0.17%	**$15,234,833**	0.00%	**$15,234,833**	0.00%
TOTAL EXPENDITURES	**$88,500,225**	**$90,374,134**	2.12%	**$93,129,742**	3.05%	**$95,961,118**	3.04%	**$98,870,340**	3.03%	**$101,936,212**	3.10%

Budgeted Expenditure Allocation by Object



Expenditure Projection



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Operations and Maintenance Fund - Projection Summary

Huntley Community School District 158 | Base Scenario, 040720

	BUDGET FY 2020	BUDGET FY 2021	% Δ	REVENUE / EXPENDITURE PROJECTIONS FY 2022	% Δ	FY 2023	% Δ	FY 2024	% Δ	FY 2025	% Δ
REVENUE											
Local	$8,398,759	$8,678,709	3.33%	$8,930,638	2.90%	$9,179,904	2.79%	$9,434,472	2.77%	$9,694,455	2.76%
State	$4,600,000	$4,600,000	0.00%	$4,600,000	0.00%	$4,600,000	0.00%	$4,600,000	0.00%	$4,600,000	0.00%
Federal	$0	$0		$0		$0		$0		$0	
Other	$0	$0		$0		$0		$0		$0	
TOTAL REVENUE	**$12,998,759**	**$13,278,709**	**2.15%**	**$13,530,638**	**1.90%**	**$13,779,904**	**1.84%**	**$14,034,472**	**1.85%**	**$14,294,455**	**1.85%**
EXPENDITURES											
Salary and Benefit Costs	$1,580,175	$1,639,840	3.78%	$1,700,612	3.71%	$1,763,664	3.71%	$1,829,099	3.71%	$1,897,009	3.71%
Other	$9,495,197	$9,534,633	0.42%	$10,571,590	10.88%	$9,151,546	-13.43%	$9,185,957	0.38%	$9,144,841	-0.45%
TOTAL EXPENDITURES	**$11,075,372**	**$11,174,473**	**0.89%**	**$12,272,202**	**9.82%**	**$10,915,210**	**-11.06%**	**$11,015,055**	**0.91%**	**$11,041,850**	**0.24%**
SURPLUS / DEFICIT	**$1,923,387**	**$2,104,236**		**$1,258,436**		**$2,864,694**		**$3,019,417**		**$3,252,605**	
OTHER FINANCING SOURCES/USES											
Other Financing Sources	$0	$0		$0		$0		$0		$0	
Other Financing Uses	$0	$0		$0		$0		$0		$0	
TOTAL OTHER FIN. SOURCES/USES	**$0**	**$0**		**$0**		**$0**		**$0**		**$0**	
SURPLUS / DEFICIT INCL. OTHER FIN. SOURCES	**$1,923,387**	**$2,104,236**		**$1,258,436**		**$2,864,694**		**$3,019,417**		**$3,252,605**	
BEGINNING FUND BALANCE	**$2,380,144**	**$4,303,531**		**$6,407,768**		**$7,666,203**		**$10,530,898**		**$13,550,314**	
AUDIT ADUSTMENTS TO FUND BALANCE											
PROJECTED YEAR END BALANCE	**$4,303,531**	**$6,407,768**		**$7,666,203**		**$10,530,898**		**$13,550,314**		**$16,802,919**	
FUND BALANCE AS % OF EXPENDITURES	**38.86%**	**57.34%**		**62.47%**		**96.48%**		**123.02%**		**152.17%**	
FUND BALANCE AS # OF MONTHS OF EXPEND.	**4.66**	**6.88**		**7.50**		**11.58**		**14.76**		**18.26**	

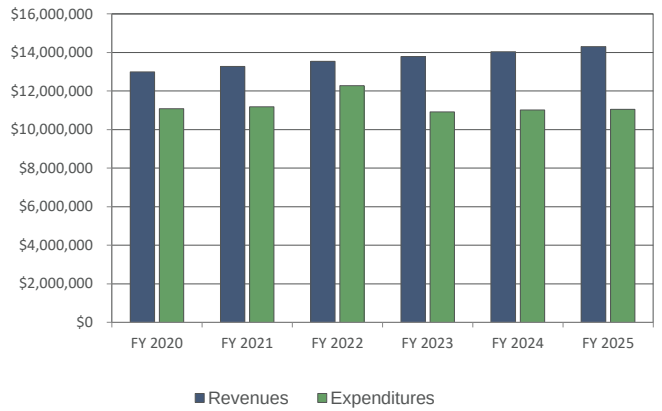
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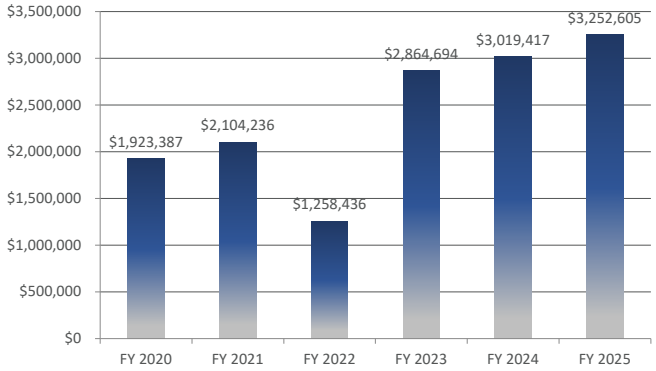
Operations and Maintenance Fund - Projection Summary

Huntley Community School District 158 | Base Scenario, 040720

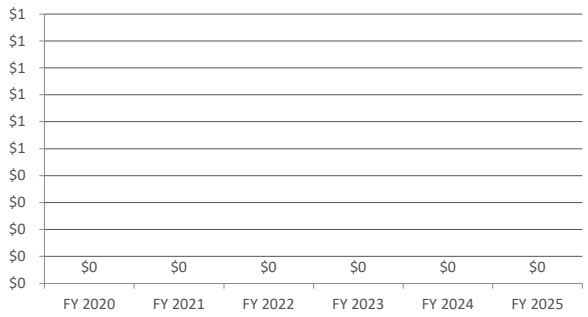
Revenues vs. Expenditures



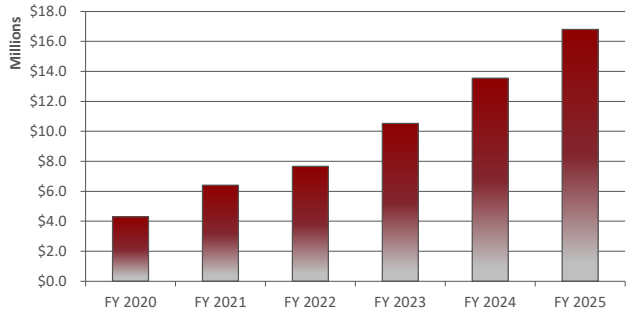
Fiscal Year Surplus / Deficit



Other Financing Sources & Uses



Year End Fund Balances



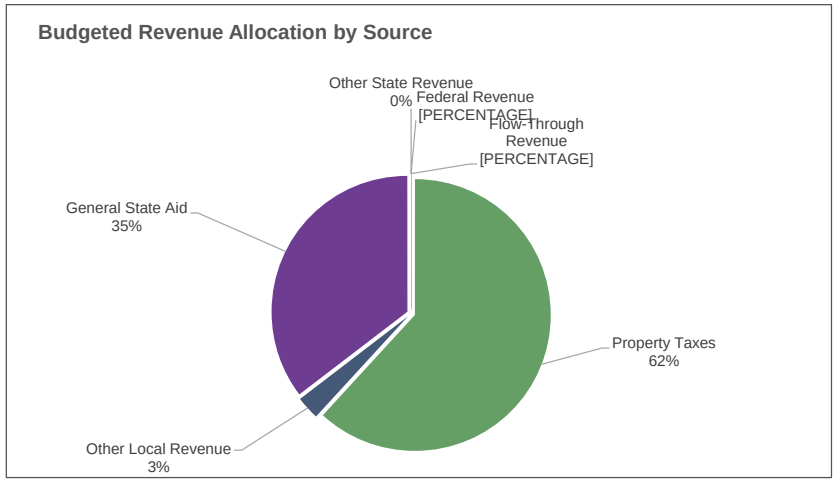
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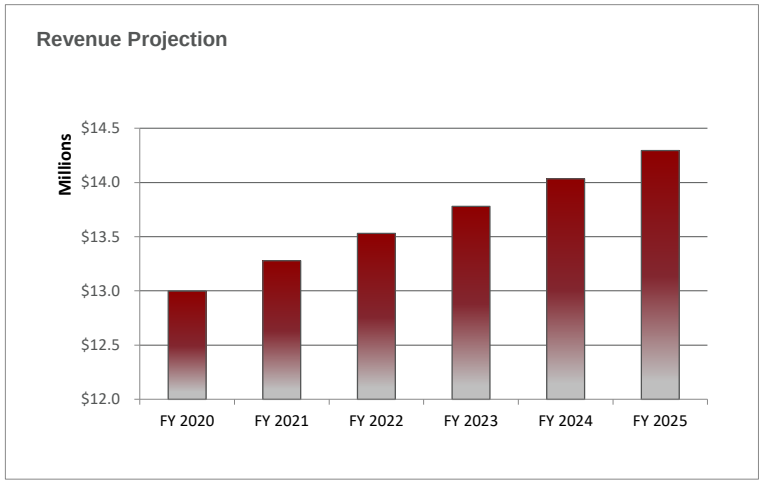
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Operations and Maintenance Fund - Revenue Analysis

Huntley Community School District 158 | Base Scenario, 040720

	BUDGET FY 2020	BUDGET FY 2021	% Δ	REVENUE PROJECTIONS FY 2022	% Δ	FY 2023	% Δ	FY 2024	% Δ	FY 2025	% Δ
LOCAL											
Property Taxes	$8,036,640	$8,316,590	3.48%	$8,568,519	3.03%	$8,817,785	2.91%	$9,072,353	2.89%	$9,332,336	2.87%
Other Local Revenue	$362,119	$362,119	0.00%	$362,119	0.00%	$362,119	0.00%	$362,119	0.00%	$362,119	0.00%
TOTAL LOCAL REVENUE	**$8,398,759**	**$8,678,709**	**3.33%**	**$8,930,638**	**2.90%**	**$9,179,904**	**2.79%**	**$9,434,472**	**2.77%**	**$9,694,455**	**2.76%**
STATE											
General State Aid	$4,600,000	$4,600,000	0.00%	$4,600,000	0.00%	$4,600,000	0.00%	$4,600,000	0.00%	$4,600,000	0.00%
Other State Revenue	$0	$0		$0		$0		$0		$0	
TOTAL STATE REVENUE	**$4,600,000**	**$4,600,000**	**0.00%**	**$4,600,000**	**0.00%**	**$4,600,000**	**0.00%**	**$4,600,000**	**0.00%**	**$4,600,000**	**0.00%**
TOTAL FEDERAL REVENUE	**$0**	**$0**		**$0**		**$0**		**$0**		**$0**	
FLOW-THROUGH REVENUE	**$0**	**$0**		**$0**		**$0**		**$0**		**$0**	
TOTAL REVENUE	**$12,998,759**	**$13,278,709**	**2.15%**	**$13,530,638**	**1.90%**	**$13,779,904**	**1.84%**	**$14,034,472**	**1.85%**	**$14,294,455**	**1.85%**





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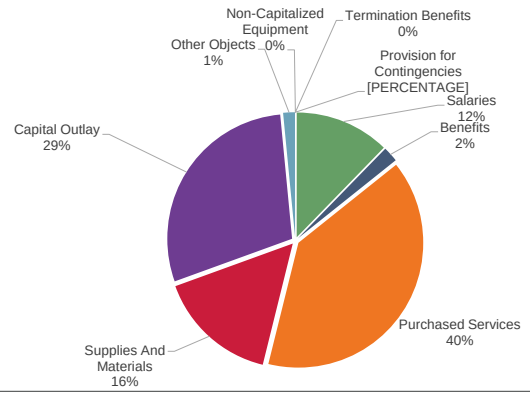
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Operations and Maintenance Fund - Expenditure Analysis

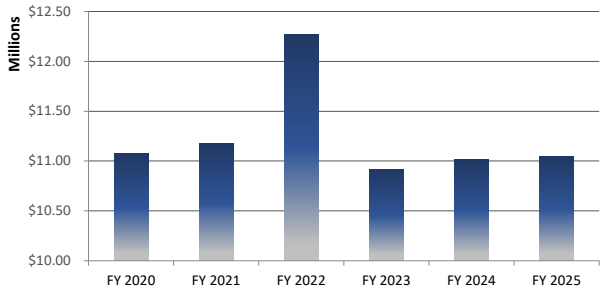
Huntley Community School District 158 | Base Scenario, 040720

	BUDGET FY 2020	BUDGET FY 2021	% Δ	EXPENDITURE PROJECTIONS FY 2022	% Δ	FY 2023	% Δ	FY 2024	% Δ	FY 2025	% Δ
Salaries	$1,360,509	$1,409,261	3.58%	$1,458,585	3.50%	$1,509,636	3.50%	$1,562,473	3.50%	$1,617,159	3.50%
Benefits	$219,666	$230,579	4.97%	$242,027	4.97%	$254,028	4.96%	$266,626	4.96%	$279,850	4.96%
TOTAL SALARIES & BENEFITS	**$1,580,175**	**$1,639,840**	3.78%	**$1,700,612**	3.71%	**$1,763,664**	3.71%	**$1,829,099**	3.71%	**$1,897,009**	3.71%
Purchased Services	$4,386,105	$4,426,541	0.92%	$4,468,026	0.94%	$4,510,593	0.95%	$4,545,004	0.76%	$4,545,004	0.00%
Supplies And Materials	$1,726,890	$1,726,890	0.00%	$1,726,890	0.00%	$1,726,890	0.00%	$1,726,890	0.00%	$1,726,890	0.00%
Capital Outlay	$3,212,521	$3,212,521	0.00%	$4,353,266	35.51%	$2,853,266	-34.46%	$2,853,266	0.00%	$2,853,266	0.00%
Other Objects	$169,681	$168,681	-0.59%	$23,408	-86.12%	$60,797	159.73%	$60,797	0.00%	$19,681	-67.63%
Non-Capitalized Equipment	$0	$0		$0		$0		$0		$0	
Termination Benefits	$0	$0		$0		$0		$0		$0	
Provision For Contingencies	$0	$0		$0		$0		$0		$0	
TOTAL ALL OTHER	**$9,495,197**	**$9,534,633**	0.42%	**$10,571,590**	10.88%	**$9,151,546**	-13.43%	**$9,185,957**	0.38%	**$9,144,841**	-0.45%
TOTAL EXPENDITURES	**$11,075,372**	**$11,174,473**	0.89%	**$12,272,202**	9.82%	**$10,915,210**	-11.06%	**$11,015,055**	0.91%	**$11,041,850**	0.24%

Budgeted Expenditure Allocation by Object



Expenditure Projection



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Operations and Maintenance Fund - Historical Summary

Huntley Community School District 158 | Base Scenario, 040720

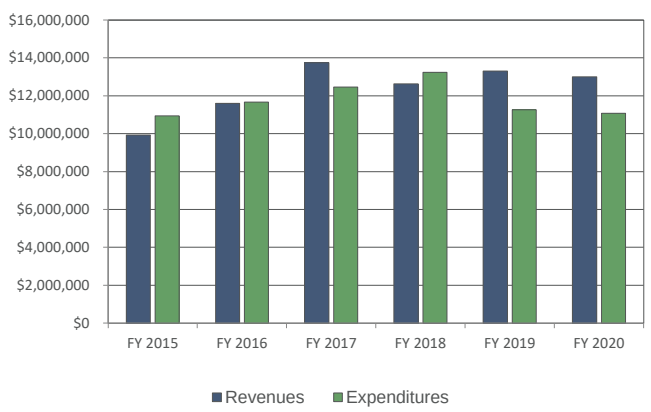
	ACTUAL REVENUE / EXPENDITURE							AUDITED		BUDGET	
	FY 2015	FY 2016	% Δ	FY 2017	% Δ	FY 2018	% Δ	FY 2019	% Δ	FY 2020	% Δ
REVENUE											
Local	$6,969,471	$7,489,190	7.46%	$7,429,769	-0.79%	$8,026,028	8.03%	$8,701,021	8.41%	$8,398,759	-3.47%
State	$2,963,690	$4,117,891	38.94%	$6,323,061	53.55%	$4,600,000	-27.25%	$4,600,000	0.00%	$4,600,000	0.00%
Federal	$0	$0		$0		$0		$0		$0	
Other	$0	$0		$0		$0		$0		$0	
TOTAL REVENUE	**$9,933,161**	**$11,607,081**	**16.85%**	**$13,752,830**	**18.49%**	**$12,626,028**	**-8.19%**	**$13,301,021**	**5.35%**	**$12,998,759**	**-2.27%**
EXPENDITURES											
Salary and Benefit Costs	$1,245,519	$1,304,551	4.74%	$1,363,896	4.55%	$1,412,017	3.53%	$1,513,116	7.16%	$1,580,175	4.43%
Other	$9,700,438	$10,365,678	6.86%	$11,097,818	7.06%	$11,818,317	6.49%	$9,747,347	-17.52%	$9,495,197	-2.59%
TOTAL EXPENDITURES	**$10,945,957**	**$11,670,229**	**6.62%**	**$12,461,714**	**6.78%**	**$13,230,334**	**6.17%**	**$11,260,463**	**-14.89%**	**$11,075,372**	**-1.64%**
SURPLUS / DEFICIT	**($1,012,796)**	**($63,148)**		**$1,291,116**		**($604,306)**		**$2,040,558**		**$1,923,387**	
OTHER FINANCING SOURCES/USES											
Other Financing Sources	$0	$0		$0		$0		$0		$0	
Other Financing Uses	($156,109)	($155,780)		($155,413)		($155,060)		($154,320)		$0	
TOTAL OTHER FIN. SOURCES/USES	**($156,109)**	**($155,780)**		**($155,413)**		**($155,060)**		**($154,320)**		**$0**	
SURPLUS / DEFICIT INCL. OTHER FIN. SOURCES	**($1,168,905)**	**($218,928)**		**$1,135,703**		**($759,366)**		**$1,886,238**		**$1,923,387**	
BEGINNING FUND BALANCE	**$1,505,402**	**$336,497**		**$117,569**		**$1,253,272**		**$493,906**		**$2,380,144**	
AUDIT ADUSTMENTS TO FUND BALANCE											
YEAR END BALANCE	**$336,497**	**$117,569**		**$1,253,272**		**$493,906**		**$2,380,144**		**$4,303,531**	
FUND BALANCE AS % OF EXPENDITURES	**3.07%**	**1.01%**		**10.06%**		**3.73%**		**21.14%**		**38.86%**	
FUND BALANCE AS # OF MONTHS OF EXPEND.	**0.37**	**0.12**		**1.21**		**0.45**		**2.54**		**4.66**	

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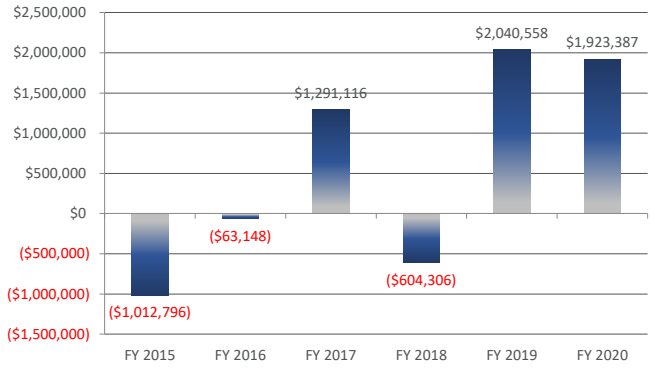
Operations and Maintenance Fund - Historical Summary

Huntley Community School District 158 | Base Scenario, 040720

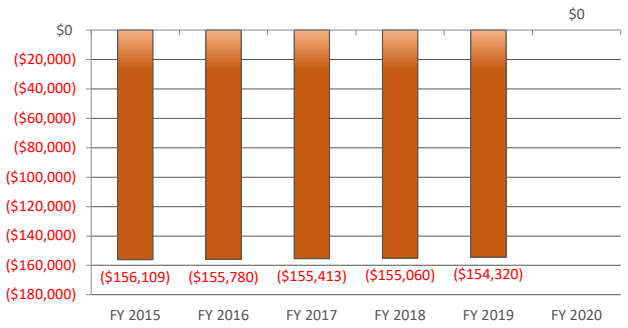
Revenues vs. Expenditures



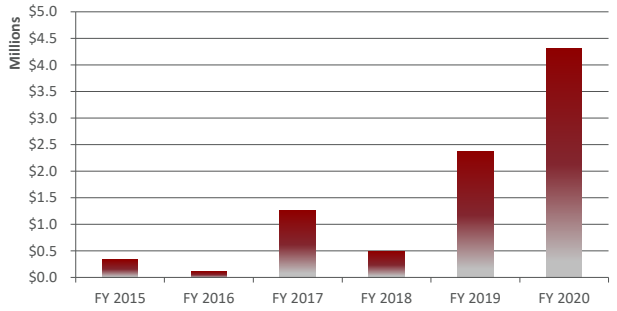
Fiscal Year Surplus / Deficit



Other Financing Sources & Uses



Year End Fund Balances



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Debt Service Fund - Projection Summary

Huntley Community School District 158 | Base Scenario, 040720

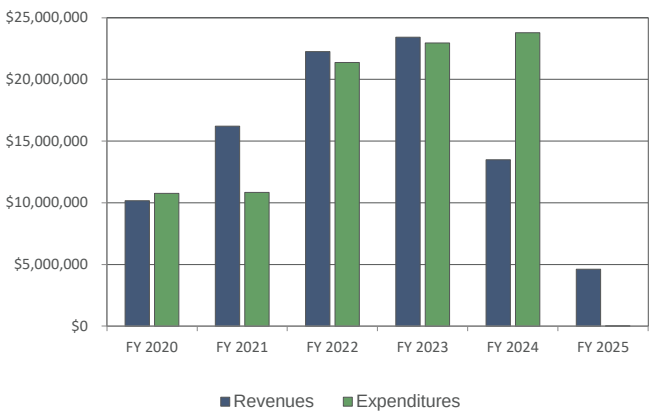
	BUDGET FY 2020	BUDGET FY 2021	% Δ	REVENUE / EXPENDITURE PROJECTIONS FY 2022	% Δ	FY 2023	% Δ	FY 2024	% Δ	FY 2025	% Δ
REVENUE											
Local	$10,154,138	$16,220,341	59.74%	$22,240,748	37.12%	$23,426,929	5.33%	$13,480,358	######	$4,604,378	-65.84%
State	$0	$0		$0		$0		$0		$0	
Federal	$0	$0		$0		$0		$0		$0	
Other	$0	$0		$0		$0		$0		$0	
TOTAL REVENUE	**$10,154,138**	**$16,220,341**	**59.74%**	**$22,240,748**	**37.12%**	**$23,426,929**	**5.33%**	**$13,480,358**	######	**$4,604,378**	**-65.84%**
EXPENDITURES											
Salary and Benefit Costs	$0	$0		$0		$0		$0		$0	
Other	$10,765,103	$10,828,900	0.59%	$21,378,900	97.42%	$22,963,900	7.41%	$23,773,900	3.53%	$20,000	-99.92%
TOTAL EXPENDITURES	**$10,765,103**	**$10,828,900**	**0.59%**	**$21,378,900**	**97.42%**	**$22,963,900**	**7.41%**	**$23,773,900**	**3.53%**	**$20,000**	**-99.92%**
SURPLUS / DEFICIT	**($610,965)**	**$5,391,441**		**$861,848**		**$463,029**		**($10,293,542)**		**$4,584,378**	
OTHER FINANCING SOURCES/USES											
Other Financing Sources	$0	$0		$0		$0		$0		$0	
Other Financing Uses	$0	$0		$0		$0		$0		$0	
TOTAL OTHER FIN. SOURCES/USES	**$0**	**$0**		**$0**		**$0**		**$0**		**$0**	
SURPLUS / DEFICIT INCL. OTHER FIN. SOURCES	**($610,965)**	**$5,391,441**		**$861,848**		**$463,029**		**($10,293,542)**		**$4,584,378**	
BEGINNING FUND BALANCE	**$6,562,804**	**$5,951,839**		**$11,343,280**		**$12,205,128**		**$12,668,157**		**$2,374,615**	
AUDIT ADUSTMENTS TO FUND BALANCE											
PROJECTED YEAR END BALANCE	**$5,951,839**	**$11,343,280**		**$12,205,128**		**$12,668,157**		**$2,374,615**		**$6,958,993**	
FUND BALANCE AS % OF EXPENDITURES	**55.29%**	**104.75%**		**57.09%**		**55.17%**		**9.99%**		**34794.97%**	
FUND BALANCE AS # OF MONTHS OF EXPEND.	**6.63**	**12.57**		**6.85**		**6.62**		**1.20**		**4175.40**	

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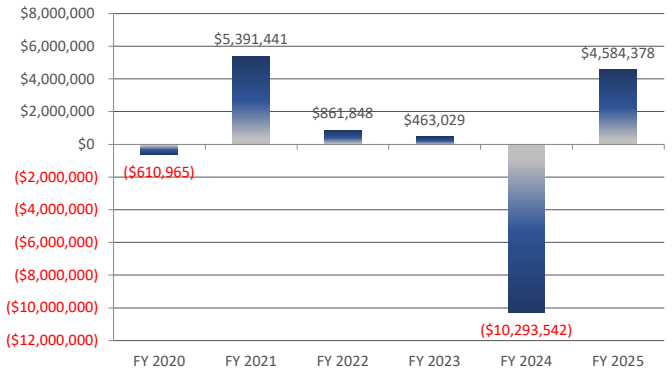
Debt Service Fund - Projection Summary

Huntley Community School District 158 | Base Scenario, 040720

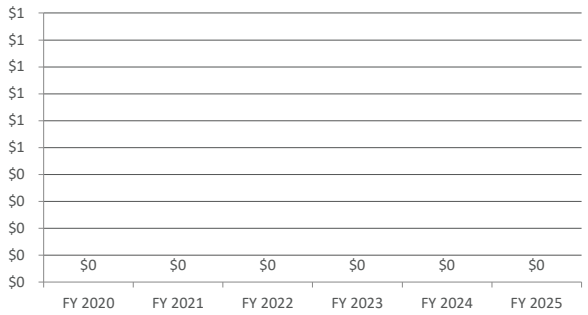
Revenues vs. Expenditures



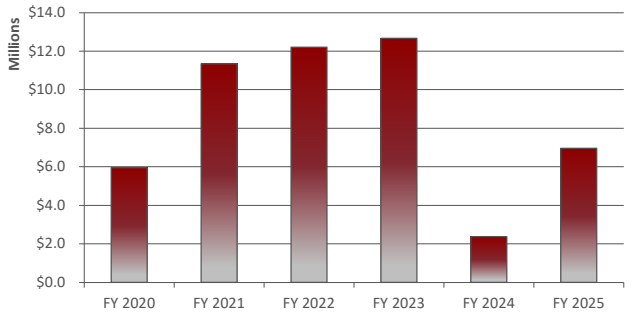
Fiscal Year End Surplus / Deficit



Other Financing Sources & Uses



Year End Fund Balances



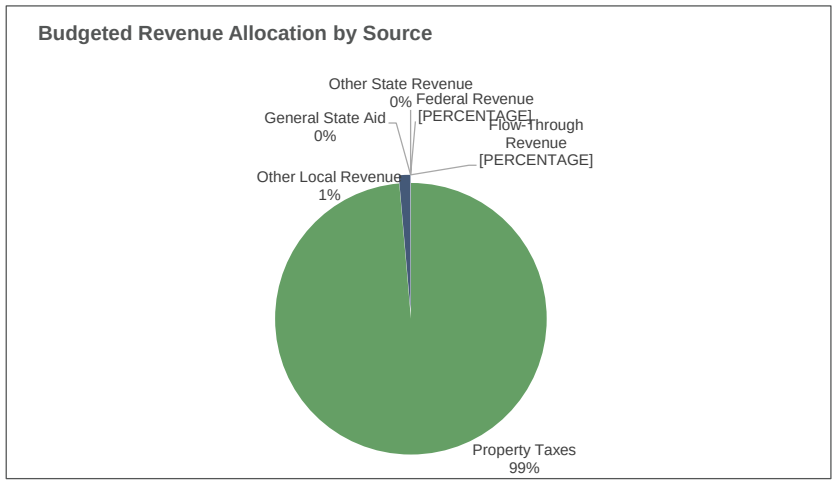
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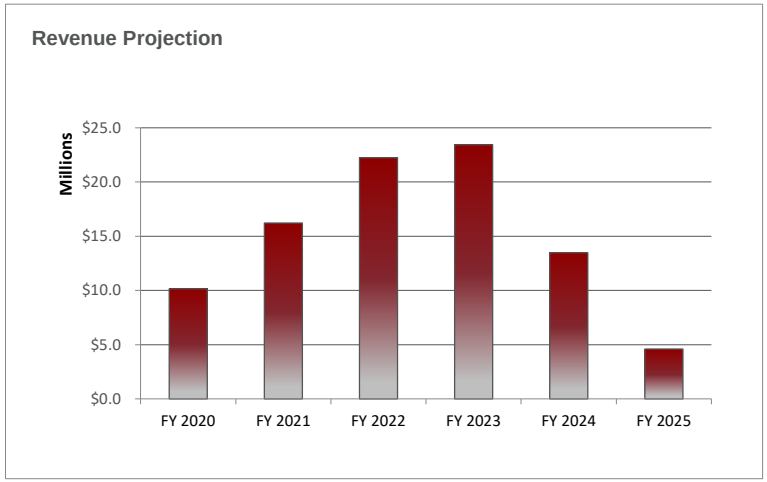
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Debt Service Fund - Revenue Analysis

Huntley Community School District 158 | Base Scenario, 040720

	BUDGET FY 2020	BUDGET FY 2021	% Δ	REVENUE PROJECTIONS FY 2022	% Δ	FY 2023	% Δ	FY 2024	% Δ	FY 2025	% Δ
LOCAL											
Property Taxes	$10,014,138	$16,080,341	60.58%	$22,100,748	37.44%	$23,286,929	5.37%	$13,340,358	-42.71%	$4,464,378	-66.53%
Other Local Revenue	$140,000	$140,000	0.00%	$140,000	0.00%	$140,000	0.00%	$140,000	0.00%	$140,000	0.00%
TOTAL LOCAL REVENUE	**$10,154,138**	**$16,220,341**	**59.74%**	**$22,240,748**	**37.12%**	**$23,426,929**	**5.33%**	**$13,480,358**	**-42.46%**	**$4,604,378**	**-65.84%**
STATE											
General State Aid	$0	$0		$0		$0		$0		$0	
Other State Revenue	$0	$0		$0		$0		$0		$0	
TOTAL STATE REVENUE	**$0**	**$0**		**$0**		**$0**		**$0**		**$0**	
TOTAL FEDERAL REVENUE	**$0**	**$0**		**$0**		**$0**		**$0**		**$0**	
FLOW-THROUGH REVENUE	**$0**	**$0**		**$0**		**$0**		**$0**		**$0**	
TOTAL REVENUE	**$10,154,138**	**$16,220,341**	**59.74%**	**$22,240,748**	**37.12%**	**$23,426,929**	**5.33%**	**$13,480,358**	**-42.46%**	**$4,604,378**	**-65.84%**





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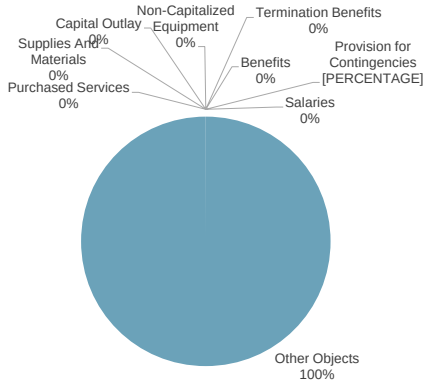
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Debt Service Fund - Expenditure Analysis

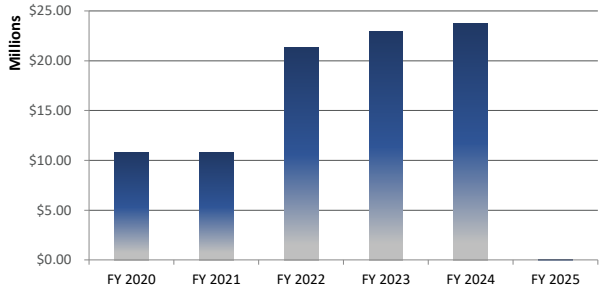
Huntley Community School District 158 | Base Scenario, 040720

	BUDGET FY 2020	BUDGET FY 2021	% Δ	EXPENDITURE PROJECTIONS FY 2022	% Δ	FY 2023	% Δ	FY 2024	% Δ	FY 2025	% Δ
Salaries	$0	$0		$0		$0		$0		$0	
Benefits	$0	$0		$0		$0		$0		$0	
TOTAL SALARIES & BENEFITS	**$0**	**$0**		**$0**		**$0**		**$0**		**$0**	
Purchased Services	$0	$0		$0		$0		$0		$0	
Supplies And Materials	$0	$0		$0		$0		$0		$0	
Capital Outlay	$0	$0		$0		$0		$0		$0	
Other Objects	$10,765,103	$10,828,900	0.59%	$21,378,900	97.42%	$22,963,900	7.41%	$23,773,900	3.53%	$20,000	-99.92%
Non-Capitalized Equipment	$0	$0		$0		$0		$0		$0	
Termination Benefits	$0	$0		$0		$0		$0		$0	
Provision For Contingencies	$0	$0		$0		$0		$0		$0	
TOTAL ALL OTHER	**$10,765,103**	**$10,828,900**	0.59%	**$21,378,900**	97.42%	**$22,963,900**	7.41%	**$23,773,900**	3.53%	**$20,000**	-99.92%
TOTAL EXPENDITURES	**$10,765,103**	**$10,828,900**	0.59%	**$21,378,900**	97.42%	**$22,963,900**	7.41%	**$23,773,900**	3.53%	**$20,000**	-99.92%

Budgeted Expenditure Allocation by Object



Expenditure Projection



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Debt Service Fund - Historical Summary

Huntley Community School District 158 | Base Scenario, 040720

	ACTUAL REVENUE / EXPENDITURE							AUDITED		BUDGET	
	FY 2015	FY 2016	% Δ	FY 2017	% Δ	FY 2018	% Δ	FY 2019	% Δ	FY 2020	% Δ
REVENUE											
Local	$8,449,708	$8,709,820	3.08%	$9,159,642	5.16%	$9,536,031	4.11%	$10,132,863	6.26%	$10,154,138	0.21%
State	$0	$0		$0		$0		$0		$0	
Federal	$0	$0		$0		$0		$0		$0	
Other	$0	$0		$0		$0		$0		$0	
TOTAL REVENUE	**$8,449,708**	**$8,709,820**	**3.08%**	**$9,159,642**	**5.16%**	**$9,536,031**	**4.11%**	**$10,132,863**	**6.26%**	**$10,154,138**	**0.21%**
EXPENDITURES											
Salary and Benefit Costs	$0	$0		$0		$0		$0		$0	
Other	$15,986,794	$9,689,533	-39.39%	$10,213,811	5.41%	$10,683,491	4.60%	$10,912,366	2.14%	$10,765,103	-1.35%
TOTAL EXPENDITURES	**$15,986,794**	**$9,689,533**	**-39.39%**	**$10,213,811**	**5.41%**	**$10,683,491**	**4.60%**	**$10,912,366**	**2.14%**	**$10,765,103**	**-1.35%**
SURPLUS / DEFICIT	**($7,537,086)**	**($979,713)**		**($1,054,169)**		**($1,147,460)**		**($779,503)**		**($610,965)**	
OTHER FINANCING SOURCES/USES											
Other Financing Sources	$10,719,901	$5,852,026		$456,071		$12,782,047		$7,658,916		$0	
Other Financing Uses	($3,026,917)	($5,160,126)		$0		($9,832,973)		($6,206,546)		$0	
TOTAL OTHER FIN. SOURCES/USES	**$7,692,984**	**$691,900**		**$456,071**		**$2,949,074**		**$1,452,370**		**$0**	
SURPLUS / DEFICIT INCL. OTHER FIN. SOURCES	**$155,898**	**($287,813)**		**($598,098)**		**$1,801,614**		**$672,867**		**($610,965)**	
BEGINNING FUND BALANCE	**$4,818,336**	**$4,974,234**		**$4,686,421**		**$4,088,323**		**$5,889,937**		**$6,562,804**	
AUDIT ADUSTMENTS TO FUND BALANCE											
YEAR END BALANCE	**$4,974,234**	**$4,686,421**		**$4,088,323**		**$5,889,937**		**$6,562,804**		**$5,951,839**	
FUND BALANCE AS % OF EXPENDITURES	**31.11%**	**48.37%**		**40.03%**		**55.13%**		**60.14%**		**55.29%**	
FUND BALANCE AS # OF MONTHS OF EXPEND.	**3.73**	**5.80**		**4.80**		**6.62**		**7.22**		**6.63**	

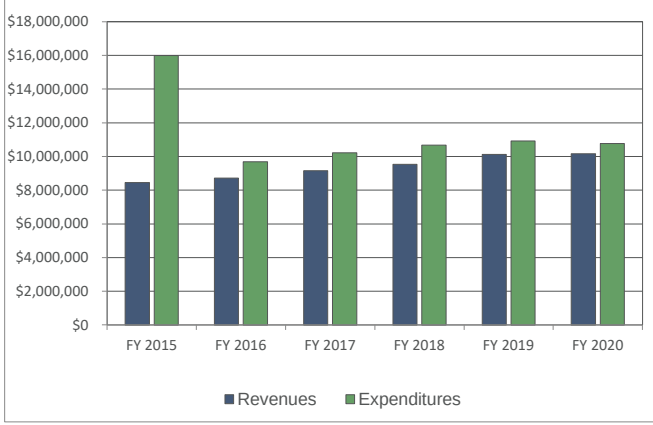
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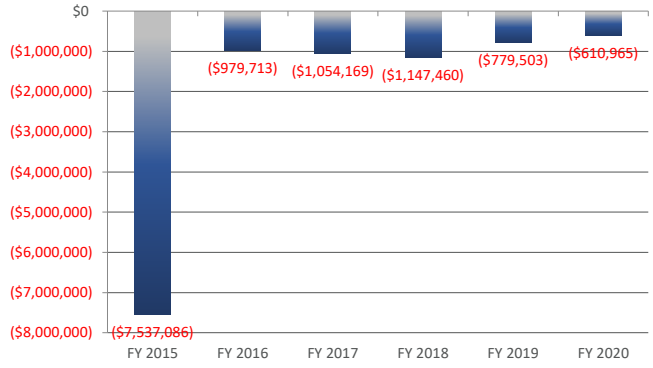
Debt Service Fund - Historical Summary

Huntley Community School District 158 | Base Scenario, 040720

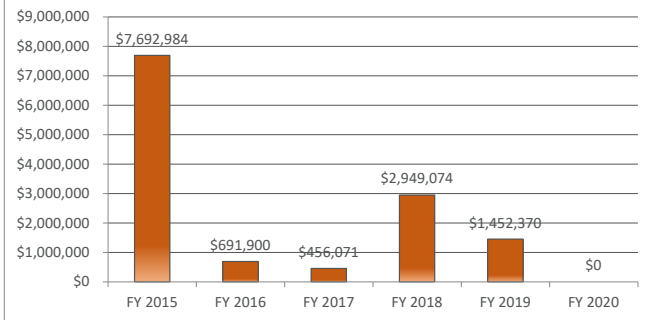
Revenues vs. Expenditures



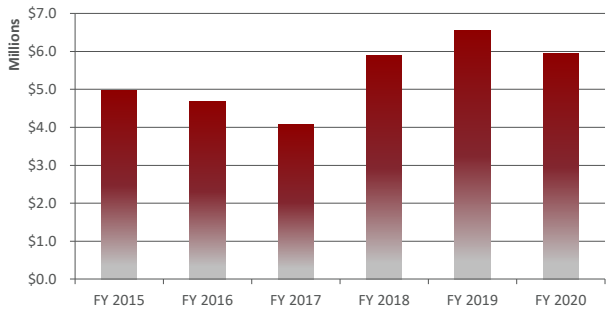
Fiscal Year Surplus / Deficit



Other Financing Sources & Uses



Year End Fund Balances



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Transportation Fund - Projection Summary

Huntley Community School District 158 | Base Scenario, 040720

	BUDGET FY 2020	BUDGET FY 2021	% Δ	REVENUE / EXPENDITURE PROJECTIONS FY 2022	% Δ	FY 2023	% Δ	FY 2024	% Δ	FY 2025	% Δ
REVENUE											
Local	$2,865,283	$2,303,541	-19.61%	$2,369,240	2.85%	$2,434,245	2.74%	$2,500,632	2.73%	$2,568,432	2.71%
State	$3,270,000	$3,270,000	0.00%	$3,270,000	0.00%	$3,270,000	0.00%	$3,270,000	0.00%	$3,270,000	0.00%
Federal	$0	$0		$0		$0		$0		$0	
Other	$0	$0		$0		$0		$0		$0	
TOTAL REVENUE	**$6,135,283**	**$5,573,541**	**-9.16%**	**$5,639,240**	**1.18%**	**$5,704,245**	**1.15%**	**$5,770,632**	**1.16%**	**$5,838,432**	**1.17%**
EXPENDITURES											
Salary and Benefit Costs	$4,520,609	$4,707,921	4.14%	$4,895,588	3.99%	$5,090,938	3.99%	$5,294,325	4.00%	$5,506,091	4.00%
Other	$2,608,218	$3,009,751	15.39%	$2,221,660	-26.18%	$2,234,476	0.58%	$2,234,476	0.00%	$2,234,476	0.00%
TOTAL EXPENDITURES	**$7,128,828**	**$7,717,671**	**8.26%**	**$7,117,248**	**-7.78%**	**$7,325,414**	**2.92%**	**$7,528,801**	**2.78%**	**$7,740,567**	**2.81%**
SURPLUS / DEFICIT	**($993,545)**	**($2,144,130)**		**($1,478,008)**		**($1,621,169)**		**($1,758,169)**		**($1,902,135)**	
OTHER FINANCING SOURCES/USES											
Other Financing Sources	$0	$0		$0		$0		$0		$0	
Other Financing Uses	$0	$0		$0		$0		$0		$0	
TOTAL OTHER FIN. SOURCES/USES	**$0**	**$0**		**$0**		**$0**		**$0**		**$0**	
SURPLUS / DEFICIT INCL. OTHER FIN. SOURCES	**($993,545)**	**($2,144,130)**		**($1,478,008)**		**($1,621,169)**		**($1,758,169)**		**($1,902,135)**	
BEGINNING FUND BALANCE	**$9,382,995**	**$8,389,450**		**$6,245,320**		**$4,767,312**		**$3,146,143**		**$1,387,974**	
AUDIT ADUSTMENTS TO FUND BALANCE											
PROJECTED YEAR END BALANCE	**$8,389,450**	**$6,245,320**		**$4,767,312**		**$3,146,143**		**$1,387,974**		**($514,162)**	
FUND BALANCE AS % OF EXPENDITURES	**117.68%**	**80.92%**		**66.98%**		**42.95%**		**18.44%**		**-6.64%**	
FUND BALANCE AS # OF MONTHS OF EXPEND.	**14.12**	**9.71**		**8.04**		**5.15**		**2.21**		**-0.80**	

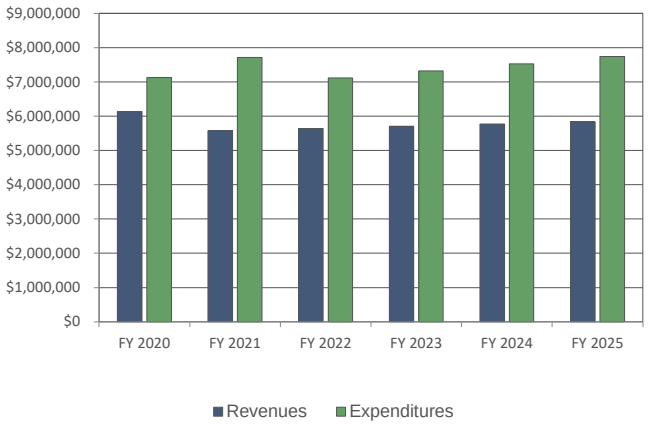
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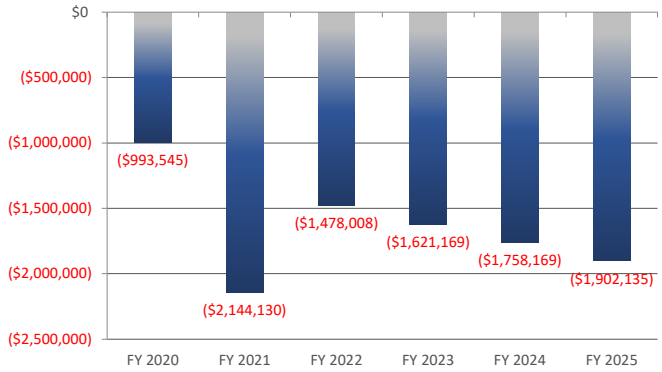
Transportation Fund - Projection Summary

Huntley Community School District 158 | Base Scenario, 040720

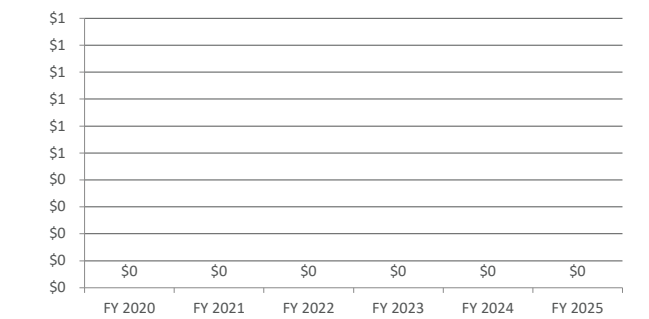
Revenues vs. Expenditures



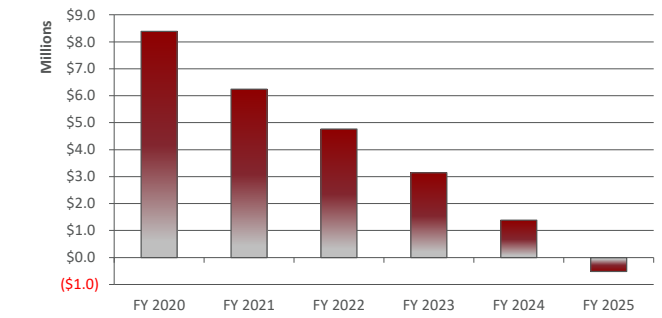
Fiscal Year Surplus / Deficit



Other Financing Sources & Uses



Year End Fund Balances



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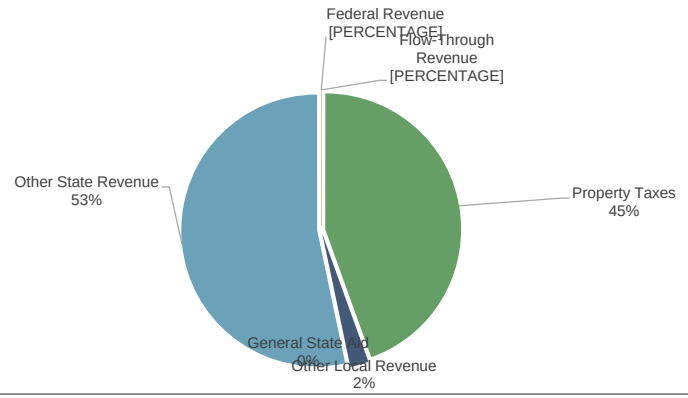
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Transportation Fund - Revenue Analysis

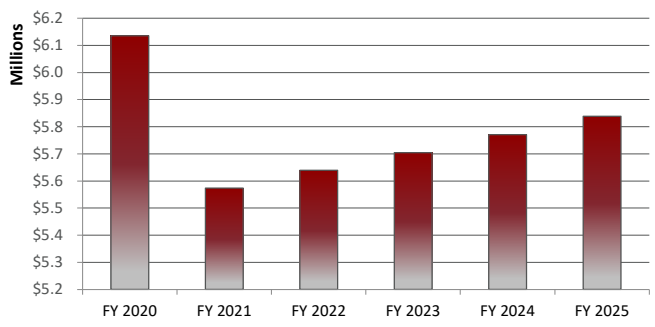
Huntley Community School District 158 | Base Scenario, 040720

	BUDGET FY 2020	BUDGET FY 2021	% Δ	REVENUE PROJECTIONS FY 2022	% Δ	FY 2023	% Δ	FY 2024	% Δ	FY 2025	% Δ
LOCAL											
Property Taxes	$2,730,583	$2,168,841	-20.57%	$2,234,540	3.03%	$2,299,545	2.91%	$2,365,932	2.89%	$2,433,732	2.87%
Other Local Revenue	$134,700	$134,700	0.00%	$134,700	0.00%	$134,700	0.00%	$134,700	0.00%	$134,700	0.00%
TOTAL LOCAL REVENUE	**$2,865,283**	**$2,303,541**	**-19.61%**	**$2,369,240**	**2.85%**	**$2,434,245**	**2.74%**	**$2,500,632**	**2.73%**	**$2,568,432**	**2.71%**
STATE											
General State Aid	$0	$0		$0		$0		$0		$0	
Other State Revenue	$3,270,000	$3,270,000	0.00%	$3,270,000	0.00%	$3,270,000	0.00%	$3,270,000	0.00%	$3,270,000	0.00%
TOTAL STATE REVENUE	**$3,270,000**	**$3,270,000**	**0.00%**	**$3,270,000**	**0.00%**	**$3,270,000**	**0.00%**	**$3,270,000**	**0.00%**	**$3,270,000**	**0.00%**
TOTAL FEDERAL REVENUE	**$0**	**$0**		**$0**		**$0**		**$0**		**$0**	
FLOW-THROUGH REVENUE	**$0**	**$0**		**$0**		**$0**		**$0**		**$0**	
TOTAL REVENUE	**$6,135,283**	**$5,573,541**	**-9.16%**	**$5,639,240**	**1.18%**	**$5,704,245**	**1.15%**	**$5,770,632**	**1.16%**	**$5,838,432**	**1.17%**

Budgeted Revenue Allocation by Source



Revenue Projection



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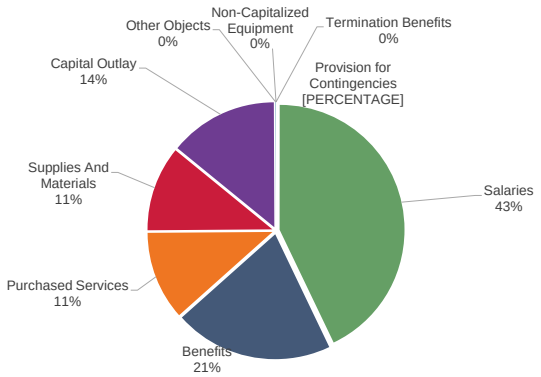
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Transportation Fund - Expenditure Analysis

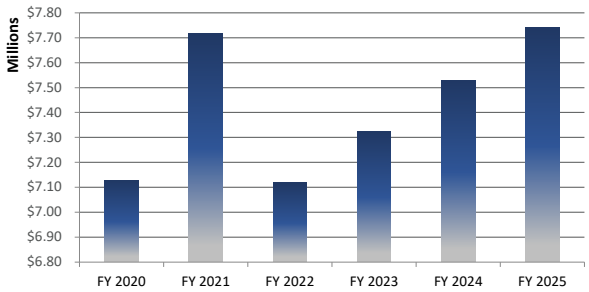
Huntley Community School District 158 | Base Scenario, 040720

	BUDGET FY 2020	BUDGET FY 2021	% Δ	EXPENDITURE PROJECTIONS FY 2022	% Δ	FY 2023	% Δ	FY 2024	% Δ	FY 2025	% Δ
Salaries	$3,057,614	$3,171,906	3.74%	$3,282,923	3.50%	$3,397,825	3.50%	$3,516,749	3.50%	$3,639,835	3.50%
Benefits	$1,462,995	$1,536,015	4.99%	$1,612,666	4.99%	$1,693,113	4.99%	$1,777,576	4.99%	$1,866,256	4.99%
TOTAL SALARIES & BENEFITS	**$4,520,609**	**$4,707,921**	4.14%	**$4,895,588**	3.99%	**$5,090,938**	3.99%	**$5,294,325**	4.00%	**$5,506,091**	4.00%
Purchased Services	$816,999	$540,531	-33.84%	$430,440	-20.37%	$443,256	2.98%	$443,256	0.00%	$443,256	0.00%
Supplies And Materials	$786,275	$786,275	0.00%	$786,275	0.00%	$786,275	0.00%	$786,275	0.00%	$786,275	0.00%
Capital Outlay	$1,000,000	$1,678,000	67.80%	$1,000,000	-40.41%	$1,000,000	0.00%	$1,000,000	0.00%	$1,000,000	0.00%
Other Objects	$4,944	$4,944	0.00%	$4,944	0.00%	$4,944	0.00%	$4,944	0.00%	$4,944	0.00%
Non-Capitalized Equipment	$0	$0		$0		$0		$0		$0	
Termination Benefits	$0	$0		$0		$0		$0		$0	
Provision For Contingencies	$0	$0		$0		$0		$0		$0	
TOTAL ALL OTHER	**$2,608,218**	**$3,009,751**	15.39%	**$2,221,660**	-26.18%	**$2,234,476**	0.58%	**$2,234,476**	0.00%	**$2,234,476**	0.00%
TOTAL EXPENDITURES	**$7,128,828**	**$7,717,671**	8.26%	**$7,117,248**	-7.78%	**$7,325,414**	2.92%	**$7,528,801**	2.78%	**$7,740,567**	2.81%

Budgeted Expenditure Allocation by Object



Expenditure Projection



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Transportation Fund - Historical Summary

Huntley Community School District 158 | Base Scenario, 040720

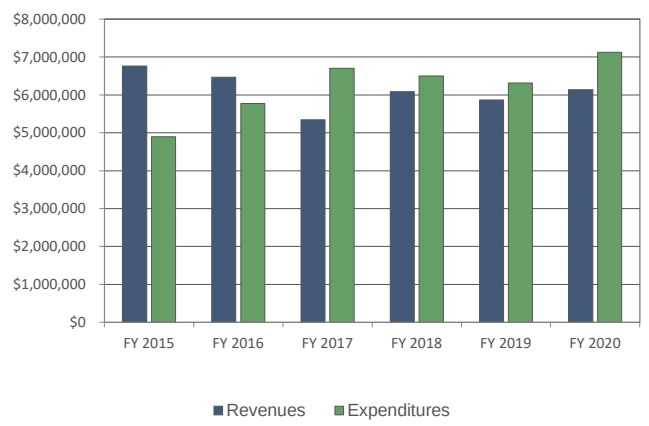
	ACTUAL REVENUE / EXPENDITURE							AUDITED		BUDGET	
	FY 2015	FY 2016	% Δ	FY 2017	% Δ	FY 2018	% Δ	FY 2019	% Δ	FY 2020	% Δ
REVENUE											
Local	$4,231,161	$4,341,068	2.60%	$3,536,184	-18.54%	$2,726,391	-22.90%	$2,511,197	-7.89%	$2,865,283	14.10%
State	$2,528,602	$2,123,095	-16.04%	$1,802,935	-15.08%	$3,362,200	86.48%	$3,358,009	-0.12%	$3,270,000	-2.62%
Federal	$0	$0		$0		$0		$0		$0	
Other	$0	$0		$0		$0		$0		$0	
TOTAL REVENUE	**$6,759,763**	**$6,464,163**	**-4.37%**	**$5,339,119**	**-17.40%**	**$6,088,591**	**14.04%**	**$5,869,206**	**-3.60%**	**$6,135,283**	**4.53%**
EXPENDITURES											
Salary and Benefit Costs	$2,926,699	$3,278,171	12.01%	$3,268,367	-0.30%	$3,930,554	20.26%	$3,734,187	-5.00%	$4,520,609	21.06%
Other	$1,970,660	$2,495,843	26.65%	$3,436,413	37.69%	$2,572,786	-25.13%	$2,578,149	0.21%	$2,608,218	1.17%
TOTAL EXPENDITURES	**$4,897,359**	**$5,774,014**	**17.90%**	**$6,704,780**	**16.12%**	**$6,503,340**	**-3.00%**	**$6,312,336**	**-2.94%**	**$7,128,828**	**12.93%**
SURPLUS / DEFICIT	**$1,862,404**	**$690,149**		**($1,365,661)**		**($414,749)**		**($443,130)**		**($993,545)**	
OTHER FINANCING SOURCES/USES											
Other Financing Sources	$274,833	$605,172		$631,075		$0		$0		$0	
Other Financing Uses	$0	$0		$0		$0		$0		$0	
TOTAL OTHER FIN. SOURCES/USES	**$274,833**	**$605,172**		**$631,075**		**$0**		**$0**		**$0**	
SURPLUS / DEFICIT INCL. OTHER FIN. SOURCES	**$2,137,237**	**$1,295,321**		**($734,586)**		**($414,749)**		**($443,130)**		**($993,545)**	
BEGINNING FUND BALANCE	**$7,542,902**	**$9,680,139**		**$10,975,460**		**$10,240,874**		**$9,826,125**		**$9,382,995**	
AUDIT ADUSTMENTS TO FUND BALANCE											
YEAR END BALANCE	**$9,680,139**	**$10,975,460**		**$10,240,874**		**$9,826,125**		**$9,382,995**		**$8,389,450**	
FUND BALANCE AS % OF EXPENDITURES	**197.66%**	**190.08%**		**152.74%**		**151.09%**		**148.65%**		**117.68%**	
FUND BALANCE AS # OF MONTHS OF EXPEND.	**23.72**	**22.81**		**18.33**		**18.13**		**17.84**		**14.12**	

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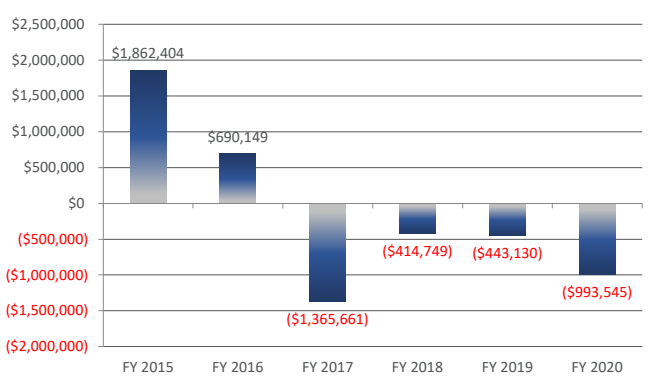
Transportation Fund - Historical Summary

Huntley Community School District 158 | Base Scenario, 040720

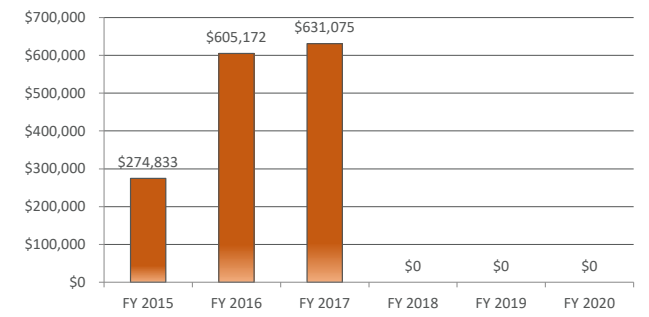
Revenues vs. Expenditures



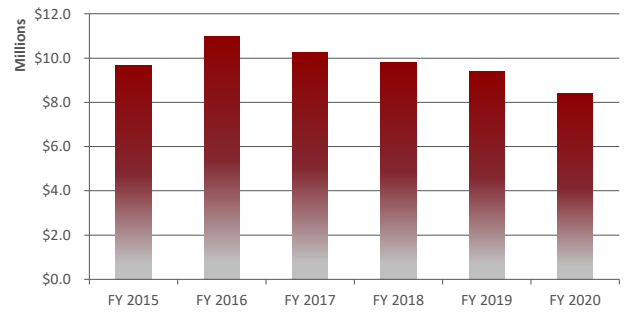
Fiscal Year Surplus / Deficit



Other Financing Sources & Uses



Year End Fund Balances



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Municipal Retirement/Social Security Fund - Projection Summary

Huntley Community School District 158 | Base Scenario, 040720

	BUDGET FY 2020	BUDGET FY 2021	% Δ	REVENUE / EXPENDITURE PROJECTIONS FY 2022	% Δ	FY 2023	% Δ	FY 2024	% Δ	FY 2025	% Δ
REVENUE											
Local	$2,992,585	$3,059,310	2.23%	$3,146,931	2.86%	$3,233,625	2.75%	$3,322,165	2.74%	$3,412,586	2.72%
State	$0	$0		$0		$0		$0		$0	
Federal	$0	$0		$0		$0		$0		$0	
Other	$0	$0		$0		$0		$0		$0	
TOTAL REVENUE	**$2,992,585**	**$3,059,310**	**2.23%**	**$3,146,931**	**2.86%**	**$3,233,625**	**2.75%**	**$3,322,165**	**2.74%**	**$3,412,586**	**2.72%**
EXPENDITURES											
Salary and Benefit Costs	$2,987,316	$3,088,287	3.38%	$3,201,358	3.66%	$3,312,765	3.48%	$3,428,063	3.48%	$3,548,045	3.50%
Other	$0	$0		$0		$0		$0		$0	
TOTAL EXPENDITURES	**$2,987,316**	**$3,088,287**	**3.38%**	**$3,201,358**	**3.66%**	**$3,312,765**	**3.48%**	**$3,428,063**	**3.48%**	**$3,548,045**	**3.50%**
SURPLUS / DEFICIT	**$5,269**	**($28,977)**		**($54,427)**		**($79,140)**		**($105,898)**		**($135,459)**	
OTHER FINANCING SOURCES/USES											
Other Financing Sources	$0	$0		$0		$0		$0		$0	
Other Financing Uses	$0	$0		$0		$0		$0		$0	
TOTAL OTHER FIN. SOURCES/USES	**$0**	**$0**		**$0**		**$0**		**$0**		**$0**	
SURPLUS / DEFICIT INCL. OTHER FIN. SOURCES	**$5,269**	**($28,977)**		**($54,427)**		**($79,140)**		**($105,898)**		**($135,459)**	
BEGINNING FUND BALANCE	**$1,590,714**	**$1,595,983**		**$1,567,005**		**$1,512,578**		**$1,433,438**		**$1,327,540**	
AUDIT ADUSTMENTS TO FUND BALANCE											
PROJECTED YEAR END BALANCE	**$1,595,983**	**$1,567,005**		**$1,512,578**		**$1,433,438**		**$1,327,540**		**$1,192,082**	
FUND BALANCE AS % OF EXPENDITURES	**53.43%**	**50.74%**		**47.25%**		**43.27%**		**38.73%**		**33.60%**	
FUND BALANCE AS # OF MONTHS OF EXPEND.	**6.41**	**6.09**		**5.67**		**5.19**		**4.65**		**4.03**	

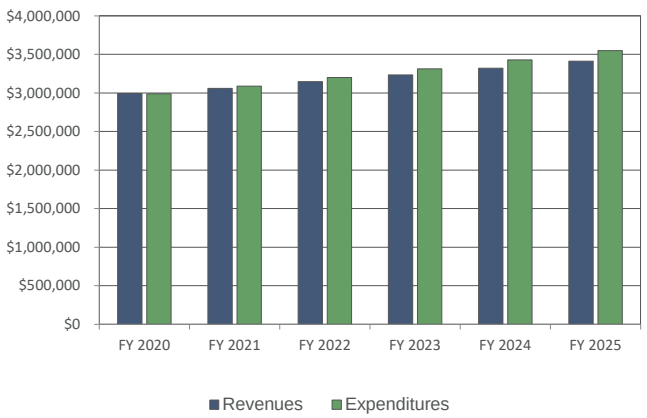
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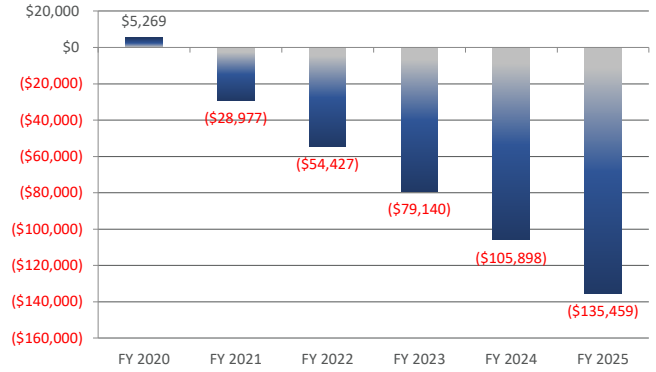
Municipal Retirement/Social Security Fund - Projection Summary

Huntley Community School District 158 | Base Scenario, 040720

Revenues vs. Expenditures



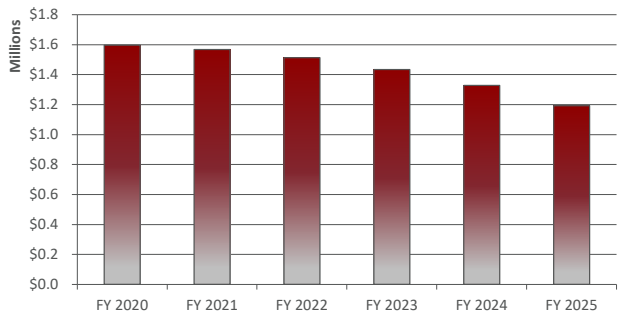
Fiscal Year Surplus / Deficit



Other Financing Sources & Uses



Year End Fund Balances



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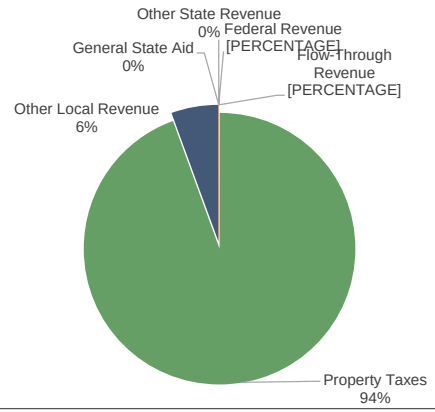
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Municipal Retirement/Social Security Fund - Revenue Analysis

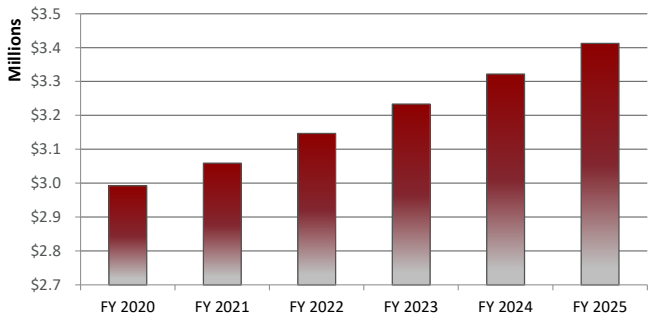
Huntley Community School District 158 | Base Scenario, 040720

	BUDGET FY 2020	BUDGET FY 2021	% Δ	REVENUE PROJECTIONS FY 2022	% Δ	FY 2023	% Δ	FY 2024	% Δ	FY 2025	% Δ
LOCAL											
Property Taxes	$2,825,783	$2,892,508	2.36%	$2,980,129	3.03%	$3,066,823	2.91%	$3,155,363	2.89%	$3,245,784	2.87%
Other Local Revenue	$166,802	$166,802	0.00%	$166,802	0.00%	$166,802	0.00%	$166,802	0.00%	$166,802	0.00%
TOTAL LOCAL REVENUE	**$2,992,585**	**$3,059,310**	**2.23%**	**$3,146,931**	**2.86%**	**$3,233,625**	**2.75%**	**$3,322,165**	**2.74%**	**$3,412,586**	**2.72%**
STATE											
General State Aid	$0	$0		$0		$0		$0		$0	
Other State Revenue	$0	$0		$0		$0		$0		$0	
TOTAL STATE REVENUE	**$0**	**$0**		**$0**		**$0**		**$0**		**$0**	
TOTAL FEDERAL REVENUE	**$0**	**$0**		**$0**		**$0**		**$0**		**$0**	
FLOW-THROUGH REVENUE	**$0**	**$0**		**$0**		**$0**		**$0**		**$0**	
TOTAL REVENUE	**$2,992,585**	**$3,059,310**	**2.23%**	**$3,146,931**	**2.86%**	**$3,233,625**	**2.75%**	**$3,322,165**	**2.74%**	**$3,412,586**	**2.72%**

Budgeted Revenue Allocation by Source



Revenue Projection



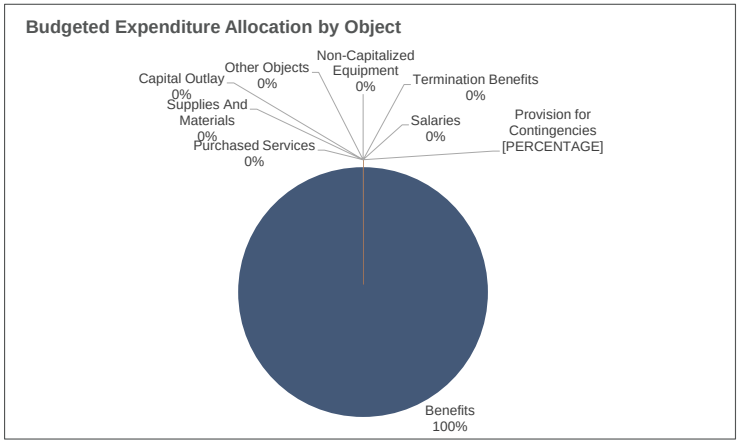
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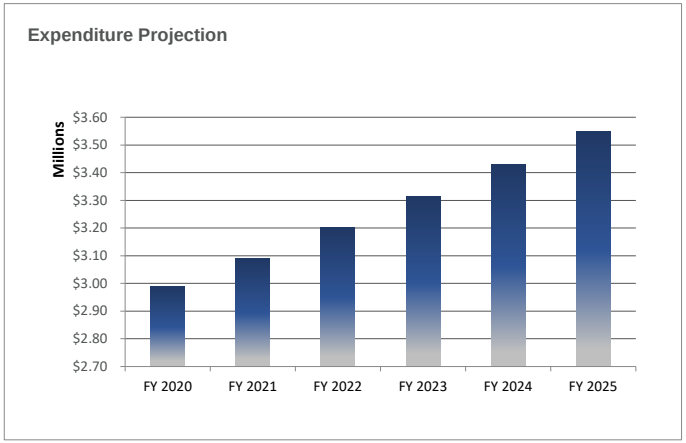
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Municipal Retirement/Social Security Fund - Expenditure Analysis

Huntley Community School District 158 | Base Scenario, 040720

	BUDGET FY 2020	BUDGET FY 2021	% Δ	EXPENDITURE PROJECTIONS FY 2022	% Δ	FY 2023	% Δ	FY 2024	% Δ	FY 2025	% Δ
Salaries	$0	$0		$0		$0		$0		$0	
Benefits	$2,987,316	$3,088,287	3.38%	$3,201,358	3.66%	$3,312,765	3.48%	$3,428,063	3.48%	$3,548,045	3.50%
TOTAL SALARIES & BENEFITS	**$2,987,316**	**$3,088,287**	3.38%	**$3,201,358**	3.66%	**$3,312,765**	3.48%	**$3,428,063**	3.48%	**$3,548,045**	3.50%
Purchased Services	$0	$0		$0		$0		$0		$0	
Supplies And Materials	$0	$0		$0		$0		$0		$0	
Capital Outlay	$0	$0		$0		$0		$0		$0	
Other Objects	$0	$0		$0		$0		$0		$0	
Non-Capitalized Equipment	$0	$0		$0		$0		$0		$0	
Termination Benefits	$0	$0		$0		$0		$0		$0	
Provision For Contingencies	$0	$0		$0		$0		$0		$0	
TOTAL ALL OTHER	**$0**	**$0**		**$0**		**$0**		**$0**		**$0**	
TOTAL EXPENDITURES	**$2,987,316**	**$3,088,287**	3.38%	**$3,201,358**	3.66%	**$3,312,765**	3.48%	**$3,428,063**	3.48%	**$3,548,045**	3.50%





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Municipal Retirement/Social Security Fund - Historical Summary

Huntley Community School District 158 | Base Scenario, 040720

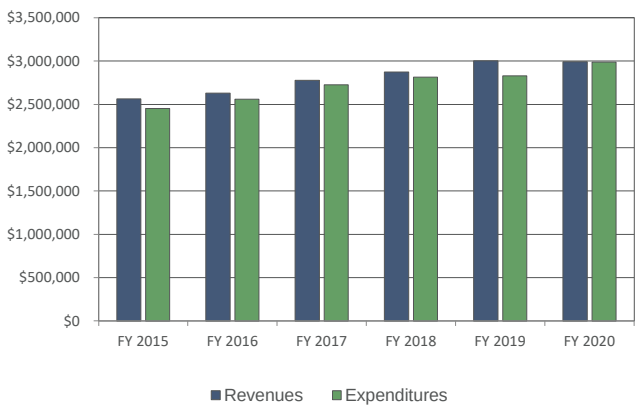
	ACTUAL REVENUE / EXPENDITURE							AUDITED		BUDGET	
	FY 2015	FY 2016	% Δ	FY 2017	% Δ	FY 2018	% Δ	FY 2019	% Δ	FY 2020	% Δ
REVENUE											
Local	$2,562,346	$2,629,583	2.62%	$2,775,769	5.56%	$2,875,343	3.59%	$3,001,857	4.40%	$2,992,585	-0.31%
State	$0	$0		$0		$0		$0		$0	
Federal	$0	$0		$0		$0		$0		$0	
Other	$0	$0		$0		$0		$0		$0	
TOTAL REVENUE	**$2,562,346**	**$2,629,583**	**2.62%**	**$2,775,769**	**5.56%**	**$2,875,343**	**3.59%**	**$3,001,857**	**4.40%**	**$2,992,585**	**-0.31%**
EXPENDITURES											
Salary and Benefit Costs	$2,451,790	$2,558,222	4.34%	$2,724,863	6.51%	$2,815,563	3.33%	$2,830,656	0.54%	$2,987,316	5.53%
Other	$0	$0		$0		$0		$0		$0	
TOTAL EXPENDITURES	**$2,451,790**	**$2,558,222**	**4.34%**	**$2,724,863**	**6.51%**	**$2,815,563**	**3.33%**	**$2,830,656**	**0.54%**	**$2,987,316**	**5.53%**
SURPLUS / DEFICIT	**$110,556**	**$71,361**		**$50,906**		**$59,780**		**$171,201**		**$5,269**	
OTHER FINANCING SOURCES/USES											
Other Financing Sources	$0	$0		$0		$0		$0		$0	
Other Financing Uses	$0	$0		$0		$0		$0		$0	
TOTAL OTHER FIN. SOURCES/USES	**$0**	**$0**		**$0**		**$0**		**$0**		**$0**	
SURPLUS / DEFICIT INCL. OTHER FIN. SOURCES	**$110,556**	**$71,361**		**$50,906**		**$59,780**		**$171,201**		**$5,269**	
BEGINNING FUND BALANCE	**$1,126,910**	**$1,237,466**		**$1,308,827**		**$1,359,733**		**$1,419,513**		**$1,590,714**	
AUDIT ADUSTMENTS TO FUND BALANCE											
YEAR END BALANCE	**$1,237,466**	**$1,308,827**		**$1,359,733**		**$1,419,513**		**$1,590,714**		**$1,595,983**	
FUND BALANCE AS % OF EXPENDITURES	**50.47%**	**51.16%**		**49.90%**		**50.42%**		**56.20%**		**53.43%**	
FUND BALANCE AS # OF MONTHS OF EXPEND.	**6.06**	**6.14**		**5.99**		**6.05**		**6.74**		**6.41**	

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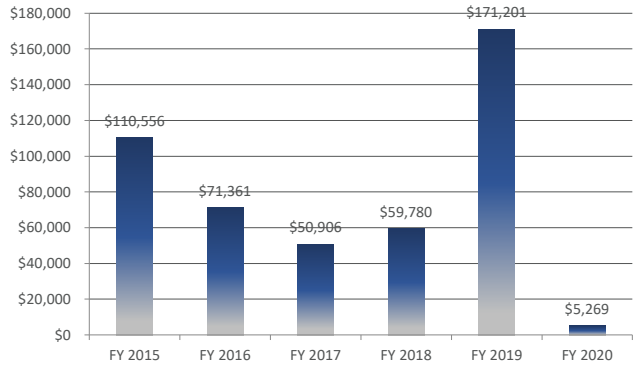
Municipal Retirement/Social Security Fund - Historical Summary

Huntley Community School District 158 | Base Scenario, 040720

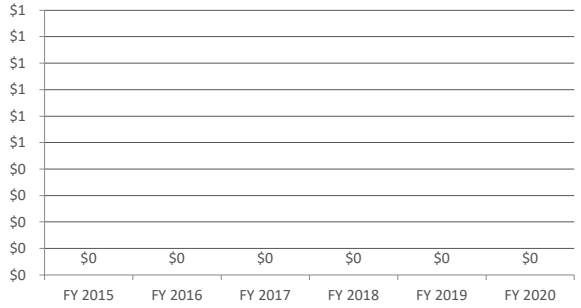
Revenues vs. Expenditures



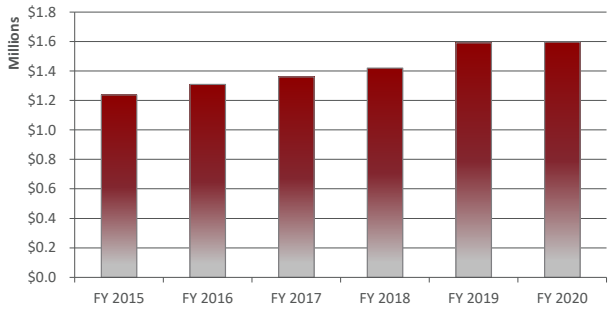
Fiscal Year Surplus / Deficit



Other Financing Sources & Uses



Year End Fund Balances



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Capital Project Fund - Projection Summary

Huntley Community School District 158 | Base Scenario, 040720

	BUDGET FY 2020	BUDGET FY 2021	% Δ	REVENUE / EXPENDITURE PROJECTIONS FY 2022	% Δ	FY 2023	% Δ	FY 2024	% Δ	FY 2025	% Δ
REVENUE											
Local	$215,000	$215,000	0.00%	$215,000	0.00%	$215,000	0.00%	$215,000	0.00%	$215,000	0.00%
State	$0	$0		$0		$0		$0		$0	
Federal	$0	$0		$0		$0		$0		$0	
Other	$0	$0		$0		$0		$0		$0	
TOTAL REVENUE	**$215,000**	**$215,000**	**0.00%**	**$215,000**	**0.00%**	**$215,000**	**0.00%**	**$215,000**	**0.00%**	**$215,000**	**0.00%**
EXPENDITURES											
Salary and Benefit Costs	$0	$0		$0		$0		$0		$0	
Other	$5,149,686	$716,050	-86.10%	$712,060	-0.56%	$472,331	-33.67%	$0	######	$0	
TOTAL EXPENDITURES	**$5,149,686**	**$716,050**	**-86.10%**	**$712,060**	**-0.56%**	**$472,331**	**-33.67%**	**$0**	######	**$0**	
SURPLUS / DEFICIT	**($4,934,686)**	**($501,050)**		**($497,060)**		**($257,331)**		**$215,000**		**$215,000**	
OTHER FINANCING SOURCES/USES											
Other Financing Sources	$3,400,000	$0		$0		$0		$0		$0	
Other Financing Uses	$0	$0		$0		$0		$0		$0	
TOTAL OTHER FIN. SOURCES/USES	**$3,400,000**	**$0**		**$0**		**$0**		**$0**		**$0**	
SURPLUS / DEFICIT INCL. OTHER FIN. SOURCES	**($1,534,686)**	**($501,050)**		**($497,060)**		**($257,331)**		**$215,000**		**$215,000**	
BEGINNING FUND BALANCE	**$2,964,613**	**$1,429,927**		**$928,877**		**$431,817**		**$174,486**		**$389,486**	
AUDIT ADUSTMENTS TO FUND BALANCE											
PROJECTED YEAR END BALANCE	**$1,429,927**	**$928,877**		**$431,817**		**$174,486**		**$389,486**		**$604,486**	
FUND BALANCE AS % OF EXPENDITURES	**27.77%**	**129.72%**		**60.64%**		**36.94%**		**#DIV/0!**		**#DIV/0!**	
FUND BALANCE AS # OF MONTHS OF EXPEND.	**3.33**	**15.57**		**7.28**		**4.43**		**#DIV/0!**		**#DIV/0!**	

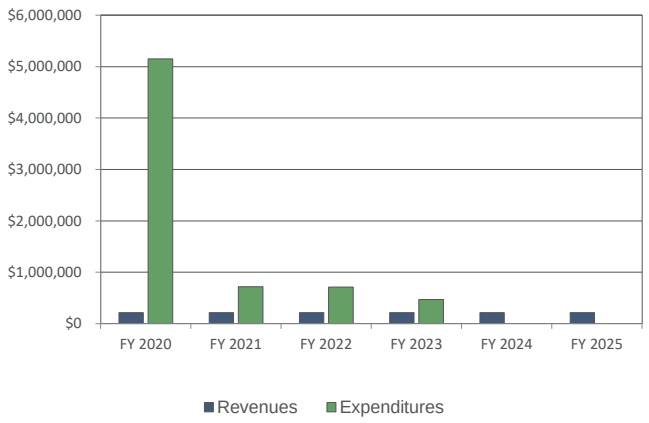
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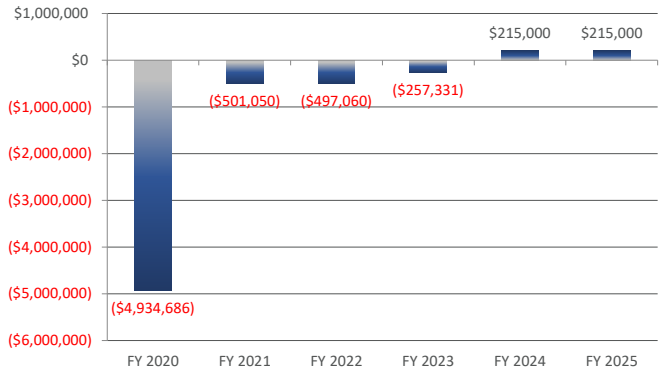
Capital Project Fund - Projection Summary

Huntley Community School District 158 | Base Scenario, 040720

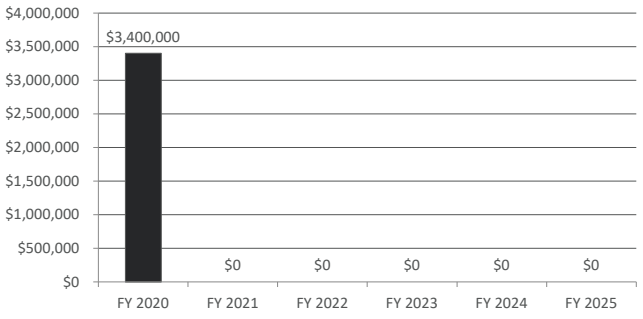
Revenues vs. Expenditures



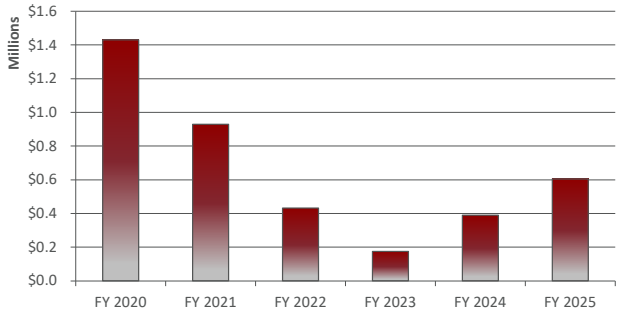
Fiscal Year Surplus / Deficit



Other Financing Sources & Uses



Year End Fund Balances



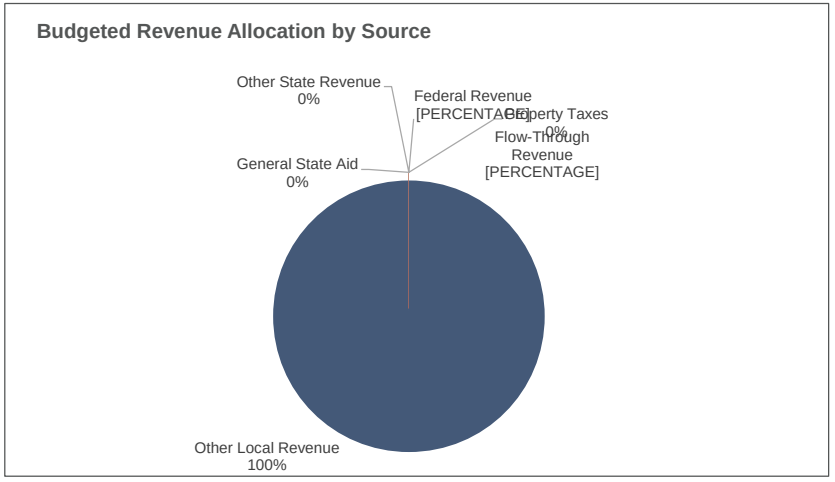
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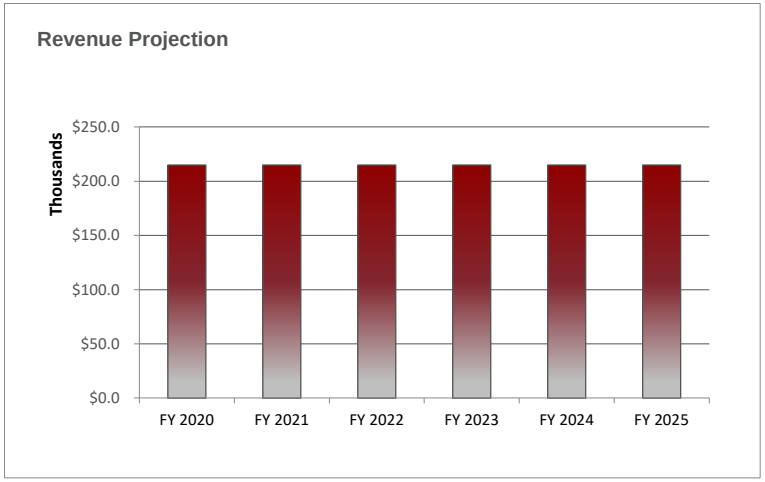
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Capital Projects Fund - Revenue Analysis

Huntley Community School District 158 | Base Scenario, 040720

	BUDGET FY 2020	BUDGET FY 2021	% Δ	REVENUE PROJECTIONS FY 2022	% Δ	FY 2023	% Δ	FY 2024	% Δ	FY 2025	% Δ
LOCAL											
Property Taxes	$0	$0		$0		$0		$0		$0	
Other Local Revenue	$215,000	$215,000	0.00%	$215,000	0.00%	$215,000	0.00%	$215,000	0.00%	$215,000	0.00%
TOTAL LOCAL REVENUE	**$215,000**	**$215,000**	**0.00%**	**$215,000**	**0.00%**	**$215,000**	**0.00%**	**$215,000**	**0.00%**	**$215,000**	**0.00%**
STATE											
General State Aid	$0	$0		$0		$0		$0		$0	
Other State Revenue	$0	$0		$0		$0		$0		$0	
TOTAL STATE REVENUE	**$0**	**$0**		**$0**		**$0**		**$0**		**$0**	
TOTAL FEDERAL REVENUE	**$0**	**$0**		**$0**		**$0**		**$0**		**$0**	
FLOW-THROUGH REVENUE	**$0**	**$0**		**$0**		**$0**		**$0**		**$0**	
TOTAL REVENUE	**$215,000**	**$215,000**	**0.00%**	**$215,000**	**0.00%**	**$215,000**	**0.00%**	**$215,000**	**0.00%**	**$215,000**	**0.00%**





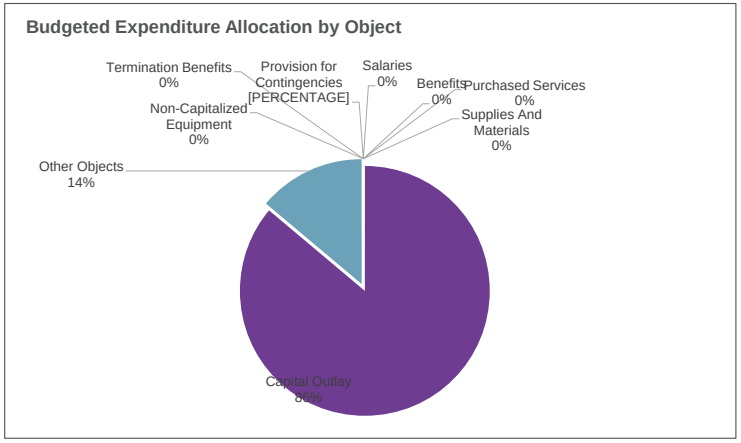
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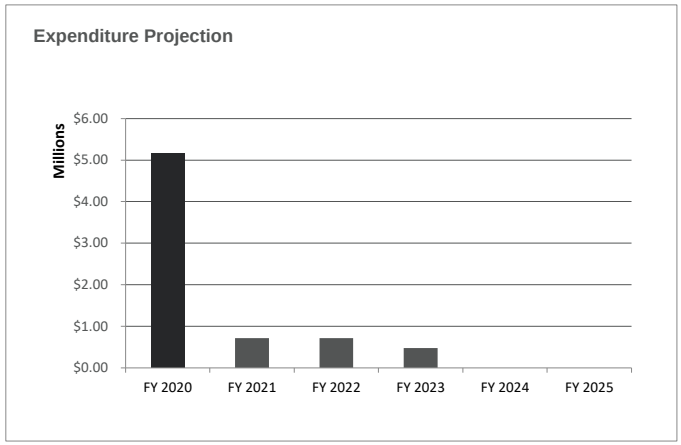
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Capital Funds Fund - Expenditure Analysis

Huntley Community School District 158 | Base Scenario, 040720

	BUDGET FY 2020	BUDGET FY 2021	% Δ	EXPENDITURE PROJECTIONS FY 2022	% Δ	FY 2023	% Δ	FY 2024	% Δ	FY 2025	% Δ
Salaries	$0	$0		$0		$0		$0		$0	
Benefits	$0	$0		$0		$0		$0		$0	
TOTAL SALARIES & BENEFITS	**$0**	**$0**		**$0**		**$0**		**$0**		**$0**	
Purchased Services	$0	$0		$0		$0		$0		$0	
Supplies And Materials	$0	$0		$0		$0		$0		$0	
Capital Outlay	$4,434,958	$0	-100.00%	$0		$0		$0		$0	
Other Objects	$714,728	$716,050	0.18%	$712,060	-0.56%	$472,331	-33.67%	$0	-100.00%	$0	
Non-Capitalized Equipment	$0	$0		$0		$0		$0		$0	
Termination Benefits	$0	$0		$0		$0		$0		$0	
Provision For Contingencies	$0	$0		$0		$0		$0		$0	
TOTAL ALL OTHER	**$5,149,686**	**$716,050**	-86.10%	**$712,060**	-0.56%	**$472,331**	-33.67%	**$0**	-100.00%	**$0**	
TOTAL EXPENDITURES	**$5,149,686**	**$716,050**	-86.10%	**$712,060**	-0.56%	**$472,331**	-33.67%	**$0**	-100.00%	**$0**	





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Capital Project Fund - Historical Summary

Huntley Community School District 158 | Base Scenario, 040720

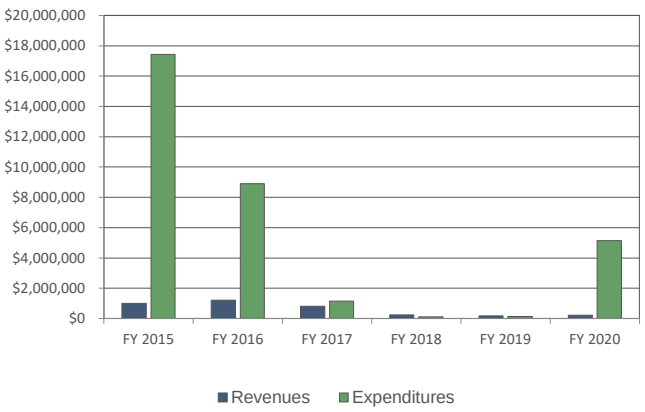
	ACTUAL REVENUE / EXPENDITURE							AUDITED		BUDGET	
	FY 2015	FY 2016	% Δ	FY 2017	% Δ	FY 2018	% Δ	FY 2019	% Δ	FY 2020	% Δ
REVENUE											
Local	$988,956	$1,211,629	22.52%	$565,668	-53.31%	$246,897	-56.35%	$184,996	-25.07%	$215,000	16.22%
State	$21,826	$0	-100.00%	$237,227		$0	-100.00%	$0		$0	
Federal	$0	$0		$0		$0		$0		$0	
Other	$0	$0		$0		$0		$0		$0	
TOTAL REVENUE	**$1,010,782**	**$1,211,629**	**19.87%**	**$802,895**	**-33.73%**	**$246,897**	**-69.25%**	**$184,996**	**-25.07%**	**$215,000**	**16.22%**
EXPENDITURES											
Salary and Benefit Costs	$56,076	$20,254	-63.88%	$0	-100.00%	$0		$0		$0	
Other	$17,382,996	$8,888,688	-48.87%	$1,144,674	-87.12%	$125,611	-89.03%	$139,093	10.73%	$5,149,686	3602.33%
TOTAL EXPENDITURES	**$17,439,072**	**$8,908,942**	**-48.91%**	**$1,144,674**	**-87.15%**	**$125,611**	**-89.03%**	**$139,093**	**10.73%**	**$5,149,686**	**3602.33%**
SURPLUS / DEFICIT	**($16,428,290)**	**($7,697,313)**		**($341,779)**		**$121,286**		**$45,903**		**($4,934,686)**	
OTHER FINANCING SOURCES/USES											
Other Financing Sources	$0	$0		$0		$0		$0		$0	
Other Financing Uses	($812,094)	($408,094)		($238,075)		($2,565,401)		($1,112,831)		$0	
TOTAL OTHER FIN. SOURCES/USES	**($812,094)**	**($408,094)**		**($238,075)**		**($2,565,401)**		**($1,112,831)**		**$0**	
SURPLUS / DEFICIT INCL. OTHER FIN. SOURCES	**($17,240,384)**	**($8,105,407)**		**($579,854)**		**($2,444,115)**		**($1,066,928)**		**($4,934,686)**	
BEGINNING FUND BALANCE	**$32,401,301**	**$15,160,917**		**$7,055,510**		**$6,475,656**		**$4,031,541**		**$2,964,613**	
AUDIT ADUSTMENTS TO FUND BALANCE											
YEAR END BALANCE	**$15,160,917**	**$7,055,510**		**$6,475,656**		**$4,031,541**		**$2,964,613**		**($1,970,073)**	
FUND BALANCE AS % OF EXPENDITURES	**86.94%**	**79.20%**		**565.72%**		**3209.54%**		**2131.39%**		**-38.26%**	
FUND BALANCE AS # OF MONTHS OF EXPEND.	**10.43**	**9.50**		**67.89**		**385.15**		**255.77**		**-4.59**	

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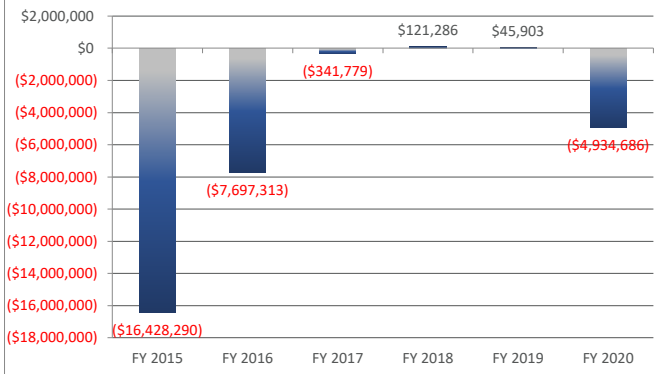
Capital Project Fund - Historical Summary

Huntley Community School District 158 | Base Scenario, 040720

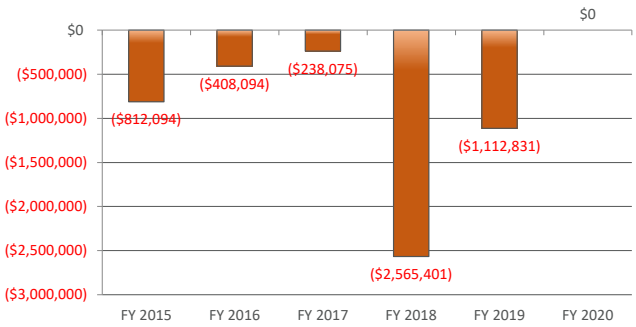
Revenues vs. Expenditures



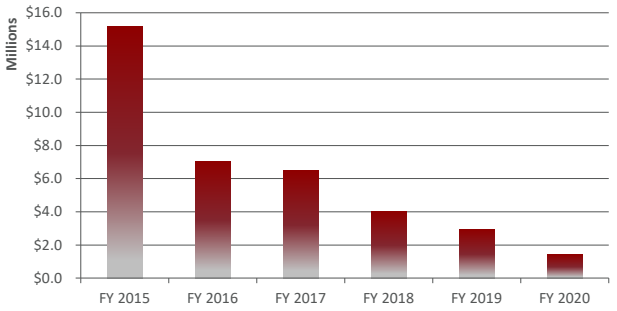
Fiscal Year Surplus / Deficit



Other Financing Sources & Uses



Year End Fund Balances



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Working Cash Fund - Projection Summary

Huntley Community School District 158 | Base Scenario, 040720

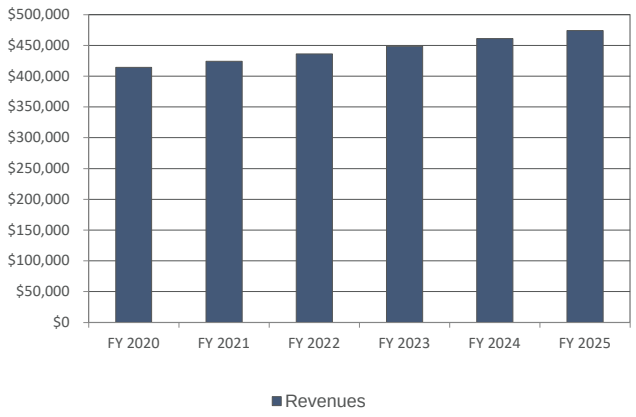
	BUDGET FY 2020	BUDGET FY 2021	% Δ	REVENUE / EXPENDITURE PROJECTIONS FY 2022	% Δ	FY 2023	% Δ	FY 2024	% Δ	FY 2025	% Δ
REVENUE											
Local	$414,566	$424,021	2.28%	$436,411	2.92%	$448,670	2.81%	$461,190	2.79%	$473,977	2.77%
State	$0	$0		$0		$0		$0		$0	
Federal	$0	$0		$0		$0		$0		$0	
Other	$0	$0		$0		$0		$0		$0	
TOTAL REVENUE	**$414,566**	**$424,021**	**2.28%**	**$436,411**	**2.92%**	**$448,670**	**2.81%**	**$461,190**	**2.79%**	**$473,977**	**2.77%**
OTHER FINANCING SOURCES/USES											
Other Financing Sources	$0	$0		$0		$0		$0		$0	
Other Financing Uses	$0	$0		$0		$0		$0		$0	
TOTAL OTHER FIN. SOURCES/USES	**$0**	**$0**		**$0**		**$0**		**$0**		**$0**	
SURPLUS / DEFICIT INCL. OTHER FIN. SOURCES	**$414,566**	**$424,021**		**$436,411**		**$448,670**		**$461,190**		**$473,977**	
BEGINNING FUND BALANCE	**$4,255,729**	**$4,670,295**		**$5,094,316**		**$5,530,727**		**$5,979,397**		**$6,440,587**	
AUDIT ADUSTMENTS TO FUND BALANCE											
PROJECTED YEAR END BALANCE	**$4,670,295**	**$5,094,316**		**$5,530,727**		**$5,979,397**		**$6,440,587**		**$6,914,564**	

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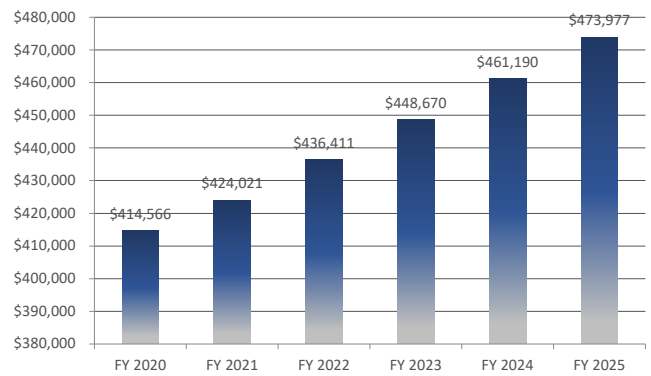
Working Cash Fund - Projection Summary

Huntley Community School District 158 | Base Scenario, 040720

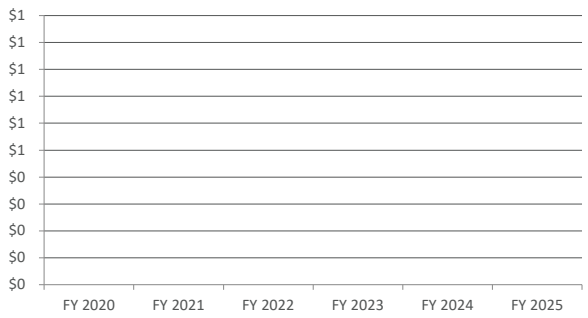
Revenues



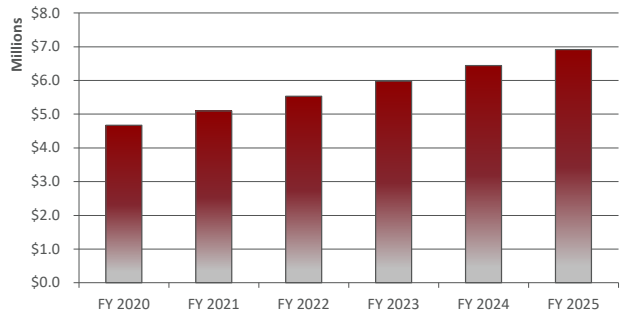
Fiscal Year Surplus / Deficit



Other Financing Sources & Uses



Year End Fund Balances



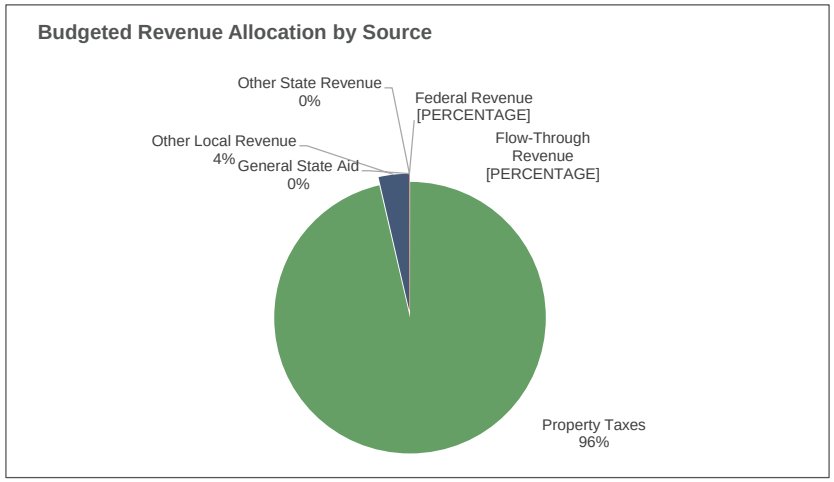
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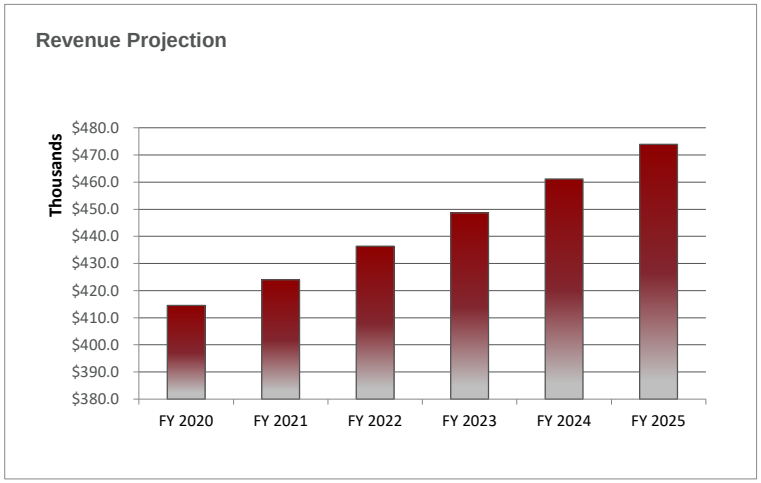
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Working Cash Fund - Revenue Analysis

Huntley Community School District 158 | Base Scenario, 040720

	BUDGET FY 2020	BUDGET FY 2021	% Δ	REVENUE PROJECTIONS FY 2022	% Δ	FY 2023	% Δ	FY 2024	% Δ	FY 2025	% Δ
LOCAL											
Property Taxes	$399,566	$409,021	2.37%	$421,411	3.03%	$433,670	2.91%	$446,190	2.89%	$458,977	2.87%
Other Local Revenue	$15,000	$15,000	0.00%	$15,000	0.00%	$15,000	0.00%	$15,000	0.00%	$15,000	0.00%
TOTAL LOCAL REVENUE	**$414,566**	**$424,021**	**2.28%**	**$436,411**	**2.92%**	**$448,670**	**2.81%**	**$461,190**	**2.79%**	**$473,977**	**2.77%**
STATE											
General State Aid	$0	$0		$0		$0		$0		$0	
Other State Revenue	$0	$0		$0		$0		$0		$0	
TOTAL STATE REVENUE	**$0**	**$0**		**$0**		**$0**		**$0**		**$0**	
TOTAL FEDERAL REVENUE	**$0**	**$0**		**$0**		**$0**		**$0**		**$0**	
FLOW-THROUGH REVENUE	**$0**	**$0**		**$0**		**$0**		**$0**		**$0**	
TOTAL REVENUE	**$414,566**	**$424,021**	**2.28%**	**$436,411**	**2.92%**	**$448,670**	**2.81%**	**$461,190**	**2.79%**	**$473,977**	**2.77%**





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Working Cash Fund - Historical Summary

Huntley Community School District 158 | Base Scenario, 040720

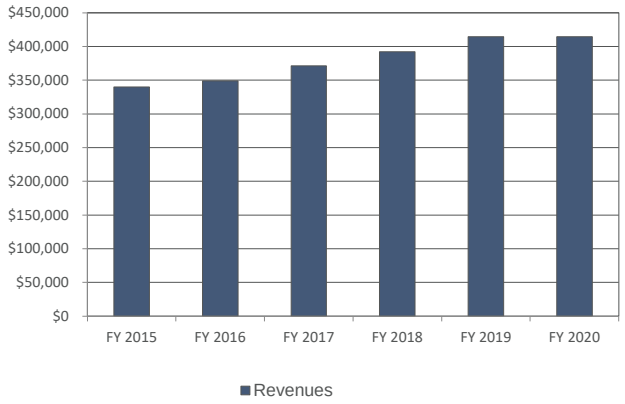
	ACTUAL REVENUE / EXPENDITURE							AUDITED		BUDGET	
	FY 2015	FY 2016	% Δ	FY 2017	% Δ	FY 2018	% Δ	FY 2019	% Δ	FY 2020	% Δ
REVENUE											
Local	$339,948	$349,168	2.71%	$371,052	6.27%	$391,961	5.64%	$414,710	5.80%	$414,566	-0.03%
State	$0	$0		$0		$0		$0		$0	
Federal	$0	$0		$0		$0		$0		$0	
Other	$0	$0		$0		$0		$0		$0	
TOTAL REVENUE	**$339,948**	**$349,168**	**2.71%**	**$371,052**	**6.27%**	**$391,961**	**5.64%**	**$414,710**	**5.80%**	**$414,566**	**-0.03%**
OTHER FINANCING SOURCES/USES											
Other Financing Sources	$0	$0		$0		$0		$0		$0	
Other Financing Uses	$0	$0		$0		$0		$0		$0	
TOTAL OTHER FIN. SOURCES/USES	**$0**	**$0**		**$0**		**$0**		**$0**		**$0**	
SURPLUS / DEFICIT INCL. OTHER FIN. SOURCES	**$339,948**	**$349,168**		**$371,052**		**$391,961**		**$414,710**		**$414,566**	
BEGINNING FUND BALANCE	**$2,388,890**	**$2,728,838**		**$3,078,006**		**$3,449,058**		**$3,841,019**		**$4,255,729**	
AUDIT ADUSTMENTS TO FUND BALANCE											
YEAR END BALANCE	**$2,728,838**	**$3,078,006**		**$3,449,058**		**$3,841,019**		**$4,255,729**		**$4,670,295**	

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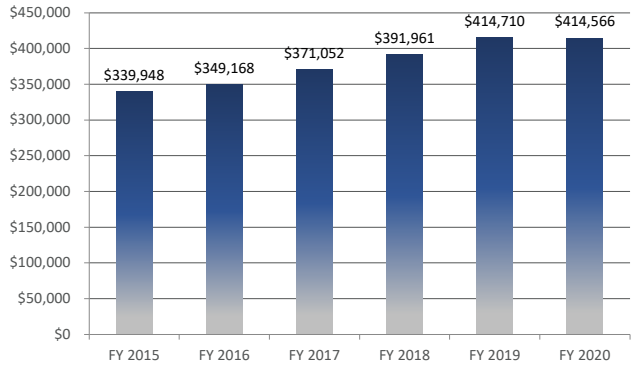
Working Cash Fund - Historical Summary

Huntley Community School District 158 | Base Scenario, 040720

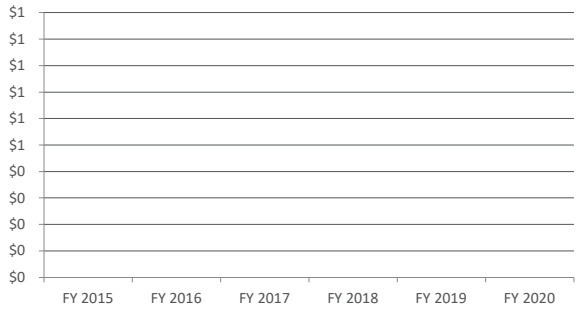
Revenues



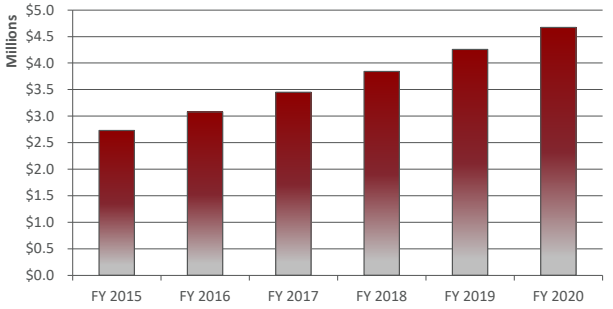
Fiscal Year Surplus / Deficit



Other Financing Sources & Uses



Year End Fund Balances



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Fire Prevention and Safety Fund - Projection Summary

Huntley Community School District 158 | Base Scenario, 040720

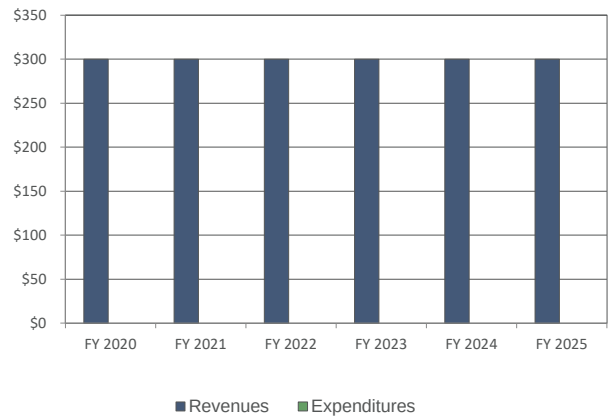
	BUDGET FY 2020	BUDGET FY 2021	% Δ	REVENUE / EXPENDITURE PROJECTIONS FY 2022	% Δ	FY 2023	% Δ	FY 2024	% Δ	FY 2025	% Δ
REVENUE											
Local	$300	$300	0.00%	$300	0.00%	$300	0.00%	$300	0.00%	$300	0.00%
State	$0	$0		$0		$0		$0		$0	
Federal	$0	$0		$0		$0		$0		$0	
Other	$0	$0		$0		$0		$0		$0	
TOTAL REVENUE	**$300**	**$300**	**0.00%**	**$300**	**0.00%**	**$300**	**0.00%**	**$300**	**0.00%**	**$300**	**0.00%**
EXPENDITURES											
Salary and Benefit Costs	$0	$0		$0		$0		$0		$0	
Other	$0	$0		$0		$0		$0		$0	
TOTAL EXPENDITURES	**$0**	**$0**		**$0**		**$0**		**$0**		**$0**	
SURPLUS / DEFICIT	**$300**	**$300**		**$300**		**$300**		**$300**		**$300**	
OTHER FINANCING SOURCES/USES											
Other Financing Sources	$0	$0		$0		$0		$0		$0	
Other Financing Uses	$0	$0		$0		$0		$0		$0	
TOTAL OTHER FIN. SOURCES/USES	**$0**	**$0**		**$0**		**$0**		**$0**		**$0**	
SURPLUS / DEFICIT INCL. OTHER FIN. SOURCES	**$300**	**$300**		**$300**		**$300**		**$300**		**$300**	
BEGINNING FUND BALANCE	**$30,286**	**$30,586**		**$30,886**		**$31,186**		**$31,486**		**$31,786**	
AUDIT ADUSTMENTS TO FUND BALANCE											
PROJECTED YEAR END BALANCE	**$30,586**	**$30,886**		**$31,186**		**$31,486**		**$31,786**		**$32,086**	
FUND BALANCE AS % OF EXPENDITURES	**#DIV/0!**	**#DIV/0!**		**#DIV/0!**		**#DIV/0!**		**#DIV/0!**		**#DIV/0!**	
FUND BALANCE AS # OF MONTHS OF EXPEND.	**#DIV/0!**	**#DIV/0!**		**#DIV/0!**		**#DIV/0!**		**#DIV/0!**		**#DIV/0!**	

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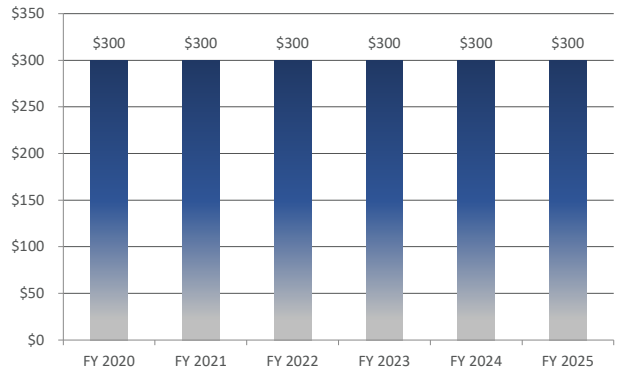
Fire Prevention and Safety Fund - Projection Summary

Huntley Community School District 158 | Base Scenario, 040720

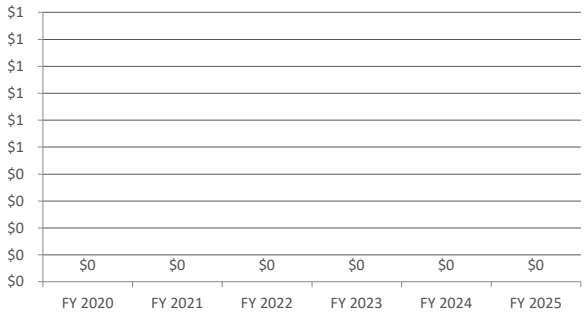
Revenues vs. Expenditures



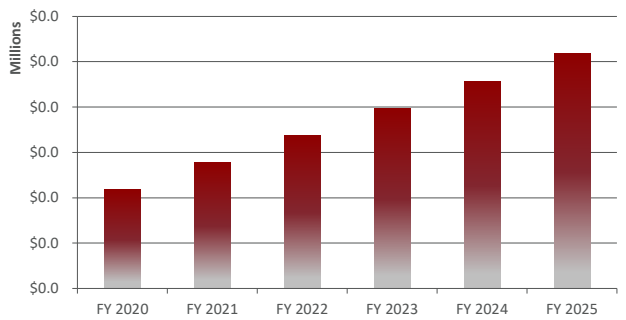
Fiscal Year Surplus / Deficit



Other Financing Sources & Uses



Year End Fund Balances



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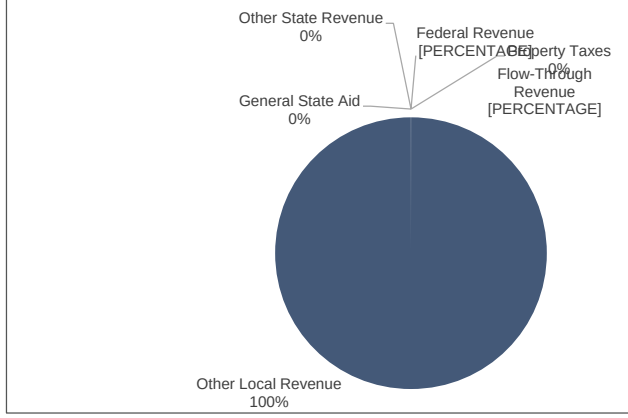
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Fire Prevention and Safety Fund - Revenue Analysis

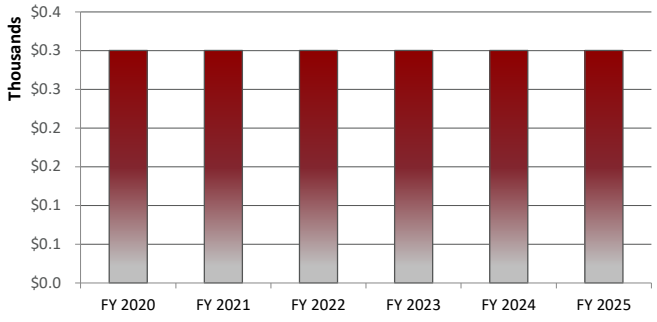
Huntley Community School District 158 | Base Scenario, 040720

	BUDGET FY 2020	BUDGET FY 2021	% Δ	REVENUE PROJECTIONS FY 2022	% Δ	FY 2023	% Δ	FY 2024	% Δ	FY 2025	% Δ
LOCAL											
Property Taxes	$0	$0		$0		$0		$0		$0	
Other Local Revenue	$300	$300	0.00%	$300	0.00%	$300	0.00%	$300	0.00%	$300	0.00%
TOTAL LOCAL REVENUE	**$300**	**$300**	**0.00%**	**$300**	**0.00%**	**$300**	**0.00%**	**$300**	**0.00%**	**$300**	**0.00%**
STATE											
General State Aid	$0	$0		$0		$0		$0		$0	
Other State Revenue	$0	$0		$0		$0		$0		$0	
TOTAL STATE REVENUE	**$0**	**$0**		**$0**		**$0**		**$0**		**$0**	
TOTAL FEDERAL REVENUE	**$0**	**$0**		**$0**		**$0**		**$0**		**$0**	
FLOW-THROUGH REVENUE	**$0**	**$0**		**$0**		**$0**		**$0**		**$0**	
TOTAL REVENUE	**$300**	**$300**	**0.00%**	**$300**	**0.00%**	**$300**	**0.00%**	**$300**	**0.00%**	**$300**	**0.00%**

Budgeted Revenue Allocation by Source



Revenue Projection



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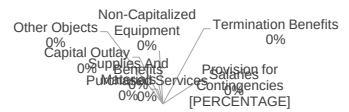
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Fire Prevention and Safety Fund - Expenditure Analysis

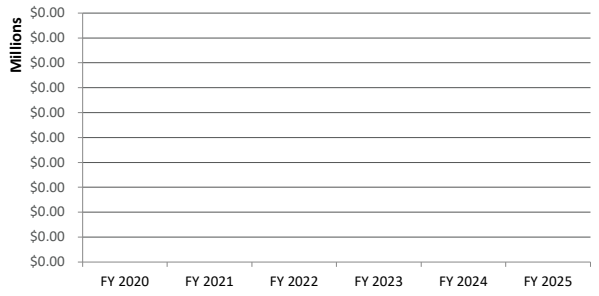
Huntley Community School District 158 | Base Scenario, 040720

	BUDGET FY 2020	BUDGET FY 2021	% Δ	EXPENDITURE PROJECTIONS FY 2022	% Δ	FY 2023	% Δ	FY 2024	% Δ	FY 2025	% Δ
Salaries	$0	$0		$0		$0		$0		$0	
Benefits	$0	$0		$0		$0		$0		$0	
TOTAL SALARIES & BENEFITS	**$0**	**$0**		**$0**		**$0**		**$0**		**$0**	
Purchased Services	$0	$0		$0		$0		$0		$0	
Supplies And Materials	$0	$0		$0		$0		$0		$0	
Capital Outlay	$0	$0		$0		$0		$0		$0	
Other Objects	$0	$0		$0		$0		$0		$0	
Non-Capitalized Equipment	$0	$0		$0		$0		$0		$0	
Termination Benefits	$0	$0		$0		$0		$0		$0	
Provision For Contingencies	$0	$0		$0		$0		$0		$0	
TOTAL ALL OTHER	**$0**	**$0**		**$0**		**$0**		**$0**		**$0**	
TOTAL EXPENDITURES	**$0**	**$0**		**$0**		**$0**		**$0**		**$0**	

Budgeted Expenditure Allocation by Object



Expenditure Projection



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Fire Prevention and Safety Fund - Historical Summary

Huntley Community School District 158 | Base Scenario, 040720

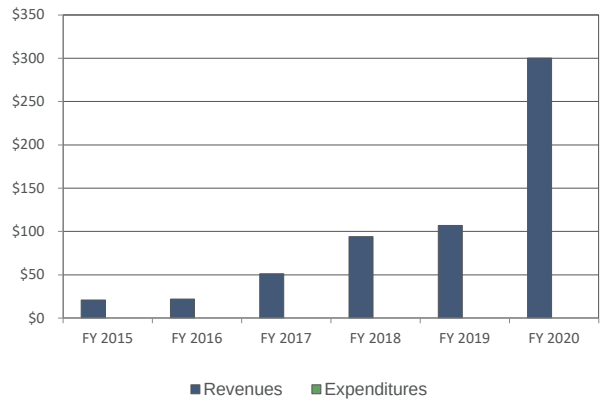
	ACTUAL REVENUE / EXPENDITURE							AUDITED		BUDGET	
	FY 2015	FY 2016	% Δ	FY 2017	% Δ	FY 2018	% Δ	FY 2019	% Δ	FY 2020	% Δ
REVENUE											
Local	$21	$22	4.76%	$51	131.82%	$94	84.31%	$107	13.83%	$300	180.37%
State	$0	$0		$0		$0		$0		$0	
Federal	$0	$0		$0		$0		$0		$0	
Other	$0	$0		$0		$0		$0		$0	
TOTAL REVENUE	**$21**	**$22**	**4.76%**	**$51**	**131.82%**	**$94**	**84.31%**	**$107**	**13.83%**	**$300**	**180.37%**
EXPENDITURES											
Salary and Benefit Costs	$0	$0		$0		$0		$0		$0	
Other	$0	$0		$0		$0		$0		$0	
TOTAL EXPENDITURES	**$0**	**$0**		**$0**		**$0**		**$0**		**$0**	
SURPLUS / DEFICIT	**$21**	**$22**		**$51**		**$94**		**$107**		**$300**	
OTHER FINANCING SOURCES/USES											
Other Financing Sources	$0	$0		$0		$0		$0		$0	
Other Financing Uses	$0	$0		$0		$0		$0		$0	
TOTAL OTHER FIN. SOURCES/USES	**$0**	**$0**		**$0**		**$0**		**$0**		**$0**	
SURPLUS / DEFICIT INCL. OTHER FIN. SOURCES	**$21**	**$22**		**$51**		**$94**		**$107**		**$300**	
BEGINNING FUND BALANCE	**$29,991**	**$30,012**		**$30,034**		**$30,085**		**$30,179**		**$30,286**	
AUDIT ADUSTMENTS TO FUND BALANCE											
YEAR END BALANCE	**$30,012**	**$30,034**		**$30,085**		**$30,179**		**$30,286**		**$30,586**	
FUND BALANCE AS % OF EXPENDITURES	**#DIV/0!**	**#DIV/0!**		**#DIV/0!**		**#DIV/0!**		**#DIV/0!**		**#DIV/0!**	
FUND BALANCE AS # OF MONTHS OF EXPEND.	**#DIV/0!**	**#DIV/0!**		**#DIV/0!**		**#DIV/0!**		**#DIV/0!**		**#DIV/0!**	

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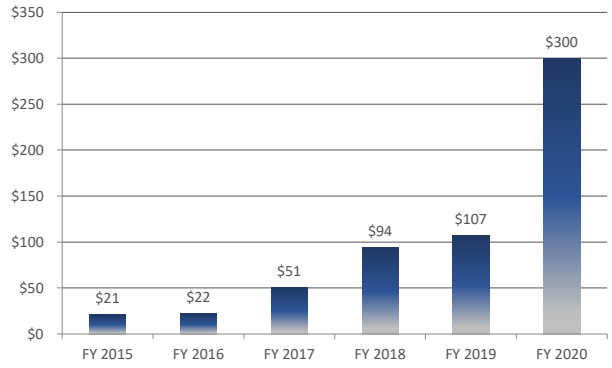
Fire Prevention and Safety Fund - Historical Summary

Huntley Community School District 158 | Base Scenario, 040720

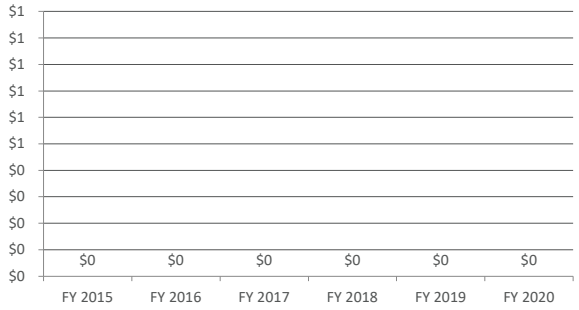
Revenues vs. Expenditures



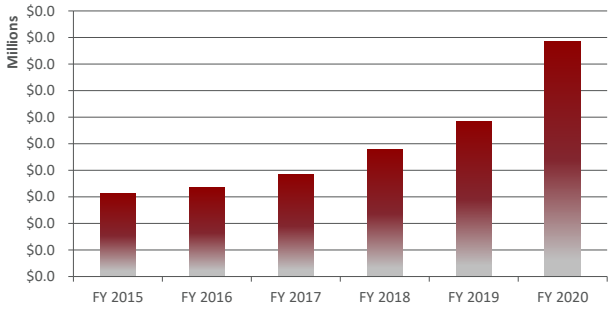
Fiscal Year Surplus / Deficit



Other Financing Sources & Uses



Year End Fund Balances



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Huntley Community School District 158
Expenditure Detail By Account

Presented:

FY21 Proposed Budget





HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

FY21 Proposed Budget - Expenditure Detail By Account

Presented:

Account Number	Account Description	Exp Type	Object Type	FY20	FY21
10-1100-120-00-79-605-14-0000	Extra Duty	HEA	100 Salaries	48,007.70	48,967.85
10-1100-130-00-79-600-14-0000	National Board Certification	HEA	100 Salaries	89,616.04	91,287.06
10-1101-120-00-79-605-14-0000	Substitute Teacher	R	100 Salaries	859,256.35	889,330.32
10-1101-121-00-79-605-14-0000	Homebound Salary	HEA	100 Salaries	91,623.42	93,331.87
10-1101-128-00-79-605-14-0000	Substitute Teacher Aide	HSP	100 Salaries	89,909.46	93,955.39
10-1110-110-00-71-105-00-0000	Kinderg Teacher Leggee	HEA	100 Salaries	528,283.10	538,133.67
10-1110-110-00-71-105-01-0000	1st Grade Teacher Leggee	HEA	100 Salaries	511,851.14	521,395.32
10-1110-110-00-71-105-02-0000	2nd Grade Teacher Leggee	HEA	100 Salaries	375,696.04	382,701.42
10-1110-110-00-71-105-03-0000	3rd Grade Teacher Leggee	HEA	100 Salaries	526,710.87	536,532.13
10-1110-110-00-71-105-04-0000	4th Grade Teacher Leggee	HEA	100 Salaries	506,397.44	515,839.92
10-1110-110-00-71-105-05-0000	5th Grade Teacher Leggee	HEA	100 Salaries	528,835.60	538,696.48
10-1110-110-00-72-115-00-0000	Kinderg Teacher Chesak	HEA	100 Salaries	961,441.03	979,368.44
10-1110-110-00-72-115-01-0000	1st Grade Teacher Chesak	HEA	100 Salaries	957,993.53	975,856.65
10-1110-110-00-72-115-02-0000	2nd Grade Teacher Chesak	HEA	100 Salaries	903,059.56	919,898.36
10-1110-110-00-72-125-03-0000	3rd Grade Teacher Martin	HEA	100 Salaries	835,074.05	850,645.17
10-1110-110-00-72-125-04-0000	4th Grade Teacher Martin	HEA	100 Salaries	954,364.31	972,159.76
10-1110-110-00-72-125-05-0000	5th Grade Teacher Martin	HEA	100 Salaries	813,016.56	828,176.39
10-1110-110-00-74-145-00-0000	Kinderg Teacher Mackeben	HEA	100 Salaries	575,812.44	586,549.26
10-1110-110-00-74-145-01-0000	1st Grade Teacher Mackeben	HEA	100 Salaries	628,267.89	639,982.82
10-1110-110-00-74-145-02-0000	2nd Grade Teacher Mackeben	HEA	100 Salaries	594,970.07	606,064.11
10-1110-110-00-74-155-03-0000	3rd Grade Teacher Conley	HEA	100 Salaries	602,009.70	613,235.01
10-1110-110-00-74-155-04-0000	4th Grade Teacher Conley	HEA	100 Salaries	453,687.26	462,146.89
10-1110-110-00-74-155-05-0000	5th Grade Teacher Conley	HEA	100 Salaries	610,691.34	622,078.53
10-1110-110-02-71-105-13-0000	Art Teacher Leggee	HEA	100 Salaries	124,225.35	126,541.70
10-1110-110-02-72-115-13-0000	Art Teacher Chesak	HEA	100 Salaries	93,546.99	95,291.30
10-1110-110-02-72-125-13-0000	Art Teacher Martin	HEA	100 Salaries	99,021.06	100,867.45
10-1110-110-02-74-145-13-0000	Art Teacher Mackeben	HEA	100 Salaries	68,979.00	70,265.21
10-1110-110-02-74-155-13-0000	Art Teacher Conley	HEA	100 Salaries	63,395.14	64,577.23
10-1110-110-05-71-105-13-0000	Reading Specialist Leggee	HEA	100 Salaries	264,397.50	269,327.56
10-1110-110-05-72-115-13-0000	Reading Specialist Chesak	HEA	100 Salaries	203,354.96	207,146.80



HUNTLEY COMMUNITY SCHOOL DISTRICT 158

FY21 Proposed Budget - Expenditure Detail By Account

Presented:

Account Number	Account Description	Exp Type	Object Type	FY20	FY21
10-1110-110-05-72-125-13-0000	Reading Specialist Martin	HEA	100 Salaries	284,018.92	289,314.85
10-1110-110-05-74-145-13-0000	Reading Spec Mackeben	HEA	100 Salaries	65,340.24	66,558.60
10-1110-110-05-74-155-13-0000	Reading Specialist Conley	HEA	100 Salaries	207,328.25	211,194.17
10-1110-110-12-71-105-13-0000	Music Teacher Leggee	HEA	100 Salaries	182,691.57	186,098.11
10-1110-110-12-72-115-13-0000	Music Teacher Chesak	HEA	100 Salaries	159,028.50	161,993.81
10-1110-110-12-72-125-13-0000	Music Teacher Martin	HEA	100 Salaries	226,881.23	231,111.75
10-1110-110-12-74-145-13-0000	Music Teacher Mackeben	HEA	100 Salaries	142,477.51	145,134.20
10-1110-110-12-74-155-13-0000	Music Teacher Conley	HEA	100 Salaries	65,053.46	66,266.47
10-1110-110-50-71-105-13-0000	PE Teacher Leggee	HEA	100 Salaries	282,687.69	287,958.80
10-1110-110-50-72-115-13-0000	PE Teacher Chesak	HEA	100 Salaries	344,757.30	351,185.78
10-1110-110-50-72-125-13-0000	PE Teacher Martin	HEA	100 Salaries	347,508.42	353,988.20
10-1110-110-50-74-145-13-0000	PE Teacher Mackeben	HEA	100 Salaries	170,603.71	173,784.85
10-1110-110-50-74-155-13-0000	PE Teacher Conley	HEA	100 Salaries	176,013.04	179,295.05
10-1110-112-00-71-105-13-0000	Aide Salary Leggee	HSP	100 Salaries	-	-
10-1110-112-00-72-115-13-0000	Aide Salary Chesak	HSP	100 Salaries	19,020.70	19,876.63
10-1110-112-89-79-605-14-0000	Title I Aide Salaries	HSP	100 Salaries	90,000.00	94,050.00
10-1120-110-00-72-215-13-0000	Foods Teacher Heineman	HEA	100 Salaries	74,277.74	75,662.75
10-1120-110-00-72-225-13-0000	Foods Teacher Marlowe	HEA	100 Salaries	53,566.89	54,565.72
10-1120-110-02-72-225-13-0000	Art Teacher Marlowe	HEA	100 Salaries	125,289.07	127,625.26
10-1120-110-02-74-210-13-0000	Heineman Fine Arts Salaries	HEA	100 Salaries	1,102.59	1,123.15
10-1120-110-02-74-215-13-0000	Art Teacher Heineman	HEA	100 Salaries	56,350.43	57,401.16
10-1120-110-05-72-225-06-0000	English Teacher 6th Marlowe	HEA	100 Salaries	586,597.76	597,535.69
10-1120-110-05-72-225-07-0000	English Teacher 7th Marlowe	HEA	100 Salaries	508,415.73	517,895.85
10-1120-110-05-72-225-08-0000	English Teacher 8th Marlowe	HEA	100 Salaries	474,417.80	483,263.98
10-1120-110-05-74-215-06-0000	English Teacher 6th Heineman	HEA	100 Salaries	454,072.84	462,539.66
10-1120-110-05-74-215-07-0000	English Teacher 7th Heineman	HEA	100 Salaries	387,529.97	394,756.01
10-1120-110-05-74-215-08-0000	English Teacher 8th Heineman	HEA	100 Salaries	276,122.32	281,271.00
10-1120-110-06-72-225-13-0000	Foreign Lang Teacher Marlowe	HEA	100 Salaries	101,152.50	103,038.63
10-1120-110-06-74-215-13-0000	Foreign Lang Teacher Heineman	HEA	100 Salaries	85,495.76	87,089.95
10-1120-110-11-72-225-06-0000	Math Teacher 6th Marlowe	HEA	100 Salaries	176,799.68	180,096.36



HUNTLEY COMMUNITY SCHOOL DISTRICT 158

FY21 Proposed Budget - Expenditure Detail By Account

Presented:

Account Number	Account Description	Exp Type	Object Type	FY20	FY21
10-1120-110-11-72-225-07-0000	Math Teacher 7th Marlowe	HEA	100 Salaries	331,194.82	337,370.41
10-1120-110-11-72-225-08-0000	Math Teacher 8th Marlowe	HEA	100 Salaries	289,959.05	295,365.74
10-1120-110-11-74-215-06-0000	Math Teacher 6th Heineman	HEA	100 Salaries	162,380.92	165,408.74
10-1120-110-11-74-215-07-0000	Math Teacher 7th Heineman	HEA	100 Salaries	46,516.23	47,383.59
10-1120-110-11-74-215-08-0000	Math Teacher 8th Heineman	HEA	100 Salaries	190,403.90	193,954.25
10-1120-110-12-72-225-13-0000	Music Teacher Marlowe	HEA	100 Salaries	236,474.61	240,884.01
10-1120-110-12-74-215-13-0000	Music Teacher Heineman	HEA	100 Salaries	154,352.90	157,231.02
10-1120-110-13-72-225-06-0000	Science 6th Marlowe	HEA	100 Salaries	341,896.06	348,271.19
10-1120-110-13-72-225-07-0000	Science 7th Marlowe	HEA	100 Salaries	267,222.61	272,205.35
10-1120-110-13-72-225-08-0000	Science 8th Marlowe	HEA	100 Salaries	126,638.49	128,999.84
10-1120-110-13-74-215-06-0000	Science 6th Heineman	HEA	100 Salaries	179,707.51	183,058.41
10-1120-110-13-74-215-07-0000	Science 7th Heineman	HEA	100 Salaries	134,627.23	137,137.54
10-1120-110-13-74-215-08-0000	Science 8th Heineman	HEA	100 Salaries	170,877.88	174,064.14
10-1120-110-15-72-225-06-0000	Soc Stud 6th Marlowe	HEA	100 Salaries	278,070.60	283,255.61
10-1120-110-15-72-225-07-0000	Soc Stud 7th Marlowe	HEA	100 Salaries	223,013.48	227,171.88
10-1120-110-15-72-225-08-0000	Soc Stud 8th Marlowe	HEA	100 Salaries	233,934.53	238,296.56
10-1120-110-15-74-215-06-0000	Soc Studies 6th Heineman	HEA	100 Salaries	146,282.73	149,010.38
10-1120-110-15-74-215-07-0000	Soc Studies 7th Heineman	HEA	100 Salaries	170,931.97	174,119.23
10-1120-110-15-74-215-08-0000	Soc Studies 8th Heineman	HEA	100 Salaries	160,008.75	162,992.34
10-1120-110-50-72-225-13-0000	PE Teacher Marlowe	HEA	100 Salaries	463,518.79	472,161.74
10-1120-110-50-74-215-13-0000	PE Teacher Heineman	HEA	100 Salaries	324,221.52	330,267.08
10-1120-110-61-72-225-13-0000	Computer Teacher Marlowe	HEA	100 Salaries	167,898.42	171,029.12
10-1120-110-61-74-215-13-0000	Computer Teacher Heineman	HEA	100 Salaries	128,912.39	131,316.14
10-1120-112-00-72-225-13-0000	Aide Salary Marlowe	HSP	100 Salaries	-	-
10-1125-110-00-79-600-14-0000	Preschool Teacher	HEA	100 Salaries	686,310.27	699,107.48
10-1125-110-90-79-600-14-0000	Parent Tot Coordinator	ADM	100 Salaries	23,259.39	24,073.47
10-1125-110-97-79-600-14-0000	All Children Teacher Salaries	HEA	100 Salaries	144,925.00	147,627.33
10-1125-112-00-79-600-14-0000	Preschool Aide	HSP	100 Salaries	393,673.82	411,389.14
10-1125-112-97-79-600-14-0000	All Children Aide Salaries	HSP	100 Salaries	45,229.00	47,264.31
10-1130-110-00-71-305-13-0000	Team Leaders HS	HEA	100 Salaries	15,666.21	15,958.33



HUNTLEY
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FY21 Proposed Budget - Expenditure Detail By Account

Presented:

Account Number	Account Description	Exp Type	Object Type	FY20	FY21
10-1130-110-02-71-305-13-0000	Art Teacher HS	HEA	100 Salaries	272,586.69	277,669.45
10-1130-110-05-71-305-13-0000	English/LA Teacher HS	HEA	100 Salaries	1,494,109.13	1,521,968.87
10-1130-110-05-71-305-23-0000	Reading Specialist HS	HEA	100 Salaries	91,841.75	93,554.27
10-1130-110-06-71-305-13-0000	Foreign Lang Teacher HS	HEA	100 Salaries	880,875.49	897,300.64
10-1130-110-11-71-305-13-0000	Math Teacher HS	HEA	100 Salaries	1,487,754.22	1,515,495.47
10-1130-110-12-71-305-13-0000	Music Teacher HS	HEA	100 Salaries	192,235.86	195,820.37
10-1130-110-13-71-305-13-0000	Science Teacher HS	HEA	100 Salaries	1,391,686.14	1,417,636.06
10-1130-110-15-71-305-13-0000	Soc Studies Teacher HS	HEA	100 Salaries	1,035,255.58	1,054,559.36
10-1130-110-50-71-305-13-0000	PE Teacher HS	HEA	100 Salaries	1,094,539.94	1,114,949.16
10-1130-110-61-71-305-13-0000	Computer Teacher HS	HEA	100 Salaries	221,135.83	225,259.22
10-1130-112-00-71-305-13-0000	Aide Salary HS	HSP	100 Salaries	112,003.13	117,043.27
10-1130-127-00-71-300-14-0000	HS Overloads	HEA	100 Salaries	45,226.87	46,131.41
10-1130-130-00-71-305-13-0000	Team Leader HS Overtime	HEA	100 Salaries	-	-
10-1200-110-00-79-505-14-0000	Director Special Services	ADM	100 Salaries	215,091.63	222,619.84
10-1200-110-92-79-600-14-0000	IDEA Salary	HEA	100 Salaries	590,000.00	601,001.37
10-1200-111-00-71-105-13-0000	Sp Ed Teacher Leggee	HEA	100 Salaries	634,836.03	646,673.43
10-1200-111-00-71-305-13-0000	Sp Ed Teacher HS	HEA	100 Salaries	1,571,256.62	1,600,554.89
10-1200-111-00-72-115-13-0000	Sp Ed Teacher Chesak	HEA	100 Salaries	486,522.87	495,594.77
10-1200-111-00-72-125-13-0000	Sp Ed Teacher Martin	HEA	100 Salaries	575,423.75	586,153.33
10-1200-111-00-72-225-13-0000	Sp Ed Teacher Marlowe	HEA	100 Salaries	992,100.93	1,010,600.03
10-1200-111-00-74-145-13-0000	Sp Ed Teacher Mackeben	HEA	100 Salaries	197,315.98	200,995.21
10-1200-111-00-74-155-13-0000	Sp Ed Teacher Conley	HEA	100 Salaries	367,087.86	373,932.72
10-1200-111-00-74-215-13-0000	Sp Ed Teacher Heineman	HEA	100 Salaries	860,705.37	876,754.42
10-1200-111-00-79-605-14-0000	Asst Director Special Svcs	ADM	100 Salaries	176,847.34	183,037.00
10-1200-112-00-71-105-13-0000	Spec Ed Aide Leggee	HSP	100 Salaries	225,644.26	235,798.25
10-1200-112-00-71-305-13-0000	Spec Ed Aide HS	HSP	100 Salaries	262,381.69	274,188.87
10-1200-112-00-72-115-13-0000	Spec Ed Aide Chesak	HSP	100 Salaries	147,647.72	154,291.87
10-1200-112-00-72-125-13-0000	Spec Ed Aide Martin	HSP	100 Salaries	103,283.05	107,930.79
10-1200-112-00-72-225-13-0000	Sp Ed Aide Marlowe	HSP	100 Salaries	200,325.83	209,340.49
10-1200-112-00-74-145-13-0000	Sp Ed Aide Mackeben	HSP	100 Salaries	37,193.67	38,867.39



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Account Number	Account Description	Exp Type	Object Type	FY20	FY21
10-1200-112-00-74-155-13-0000	Sp Ed Aide Conley	HSP	100 Salaries	66,068.75	69,041.84
10-1200-112-00-74-215-13-0000	Sp Ed Aide Heineman	HSP	100 Salaries	174,951.18	182,823.98
10-1200-112-00-79-605-13-0000	Spec Ed Aide Off-Site	HSP	100 Salaries	23,643.46	24,707.42
10-1200-113-00-79-505-14-0000	Sp Ed Office Salary	ADM	100 Salaries	80,451.42	83,267.22
10-1200-122-00-79-600-14-0000	SpEd Summer Staff Development	HEA	100 Salaries	20,000.04	20,400.04
10-1200-126-00-79-600-14-0000	SpEd After School PD Salaries	HEA	100 Salaries	29,999.55	30,558.93
10-1200-129-00-79-600-14-0000	SpEd Summer Evaluations	HEA	100 Salaries	10,000.00	10,200.00
10-1200-130-00-72-225-13-0000	SpEd OT Marlowe	HEA	100 Salaries	-	-
10-1200-130-00-79-505-14-0000	Special Ed OT District	HEA	100 Salaries	-	-
10-1200-140-00-79-505-14-0000	Vacation-Sp Ed Office	ADM	100 Salaries	1,913.40	1,980.37
10-1400-110-03-71-305-13-0000	Business Teacher HS	HEA	100 Salaries	85,306.76	86,897.42
10-1400-110-09-71-305-13-0000	Home Ec Teacher HS	HEA	100 Salaries	169,702.15	172,866.48
10-1400-110-10-71-305-13-0000	Industrial Arts Teacher HS	HEA	100 Salaries	152,456.55	155,299.31
10-1412-110-63-71-300-14-0000	Career and Tech Ed Improvement	HEA	100 Salaries	34,058.00	34,693.06
10-1501-110-30-71-305-13-0000	Academic Team Sponsor HS	HEA	100 Salaries	4,212.12	4,296.36
10-1501-110-30-72-225-13-0000	Academic Team Sponsor Marlowe	HEA	100 Salaries	4,212.12	4,296.36
10-1501-110-30-74-215-13-0000	Academic Team Sponsor Heineman	HEA	100 Salaries	4,212.12	4,296.36
10-1502-110-30-71-305-13-0000	Art Team Sponsor HS	HEA	100 Salaries	1,080.55	1,102.16
10-1502-110-30-72-225-13-0000	Art Club Sponsor-Marlowe	HEA	100 Salaries	1,317.26	1,343.61
10-1502-110-30-74-215-13-0000	Art Club Sponsor MS	HEA	100 Salaries	1,317.26	1,343.61
10-1503-110-30-71-305-13-0000	Band Sponsor HS	HEA	100 Salaries	7,710.60	7,864.81
10-1503-110-30-72-225-13-0000	Band Sponsor Marlowe	HEA	100 Salaries	5,616.97	5,729.31
10-1503-110-30-74-215-13-0000	Band Sponsor Heineman	HEA	100 Salaries	4,212.71	4,296.96
10-1503-110-30-79-600-21-0000	Mallets, Movement & More Dir	HEA	100 Salaries	5,192.60	5,296.45
10-1504-110-30-71-305-15-0000	Baseball Coach HS	HEA	100 Salaries	39,661.25	40,454.47
10-1505-110-30-71-305-15-0000	Basketball Boys Coach HS	HEA	100 Salaries	29,810.38	30,406.59
10-1505-110-30-71-305-16-0000	Basketball Girls Coach HS	HEA	100 Salaries	29,810.38	30,406.59
10-1505-110-30-72-225-15-0000	Basketball Boys Coach Marlowe	HEA	100 Salaries	13,825.82	14,102.34
10-1505-110-30-72-225-16-0000	Basketball Girls Coach Marlowe	HEA	100 Salaries	13,825.82	14,102.34
10-1505-110-30-74-215-15-0000	Basketball Boys Coach Heineman	HEA	100 Salaries	13,825.82	14,102.34



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Presented:

Account Number	Account Description	Exp Type	Object Type	FY20	FY21
10-1505-110-30-74-215-16-0000	Basketball Gls Coach Heineman	HEA	100 Salaries	13,825.82	14,102.34
10-1506-110-30-71-305-13-0000	Cheerleading Sponsor HS	HEA	100 Salaries	16,202.31	16,526.36
10-1506-110-30-72-225-13-0000	Cheer Sponsor Marlowe	HEA	100 Salaries	3,240.46	3,305.27
10-1506-110-30-74-215-13-0000	Cheer Sponsor Heineman	HEA	100 Salaries	3,240.46	3,305.27
10-1507-110-30-71-305-13-0000	Chorus Sponsor HS	HEA	100 Salaries	2,916.18	2,974.50
10-1507-110-30-72-225-13-0000	Chorus Sponsor Marlowe	HEA	100 Salaries	2,808.48	2,864.65
10-1507-110-30-74-215-13-0000	Chorus Sponsor Heineman	HEA	100 Salaries	2,808.48	2,864.65
10-1508-110-30-71-305-13-0000	Color Guard Coach HS	HEA	100 Salaries	1,317.26	1,343.61
10-1510-110-30-71-300-13-0000	Community Service Club	HEA	100 Salaries	1,620.24	1,652.64
10-1511-110-30-71-305-15-0000	Cross Ctry Boys Coach HS	HEA	100 Salaries	7,237.20	7,381.94
10-1511-110-30-71-305-16-0000	Cross Ctry Girls Coach HS	HEA	100 Salaries	7,237.20	7,381.94
10-1511-110-30-72-225-13-0000	Cross Ctry Coach Marlowe	HEA	100 Salaries	6,000.59	6,120.60
10-1511-110-30-74-215-13-0000	Cross Ctry Coach Heineman	HEA	100 Salaries	4,428.71	4,517.28
10-1512-110-30-71-300-13-0000	Dance Club	HEA	100 Salaries	2,808.48	2,864.65
10-1513-110-30-71-305-13-0000	FFA Sponsor HS	HEA	100 Salaries	405.48	413.59
10-1514-110-30-71-305-15-0000	Football Coach HS	HEA	100 Salaries	73,013.38	74,473.65
10-1515-110-30-71-305-15-0000	Golf Boys Coach HS	HEA	100 Salaries	7,237.20	7,381.94
10-1515-110-30-71-305-16-0000	Golf Girls Coach HS	HEA	100 Salaries	7,237.20	7,381.94
10-1515-110-30-74-150-13-0000	Frisbee Golf Club Coord CON	HEA	100 Salaries	-	-
10-1516-110-30-71-105-13-0000	Literary Club Leggee	HEA	100 Salaries	1,403.64	1,431.71
10-1516-110-30-71-305-13-0000	Literary Club Sponsor HS	HEA	100 Salaries	1,252.12	1,277.16
10-1516-110-30-72-115-13-0000	Literary Club Chesak	HEA	100 Salaries	1,403.64	1,431.71
10-1516-110-30-72-125-13-0000	Literary Club Martin	HEA	100 Salaries	1,403.64	1,431.71
10-1516-110-30-72-225-13-0000	Literary Club Sponsor Marlowe	HEA	100 Salaries	539.68	550.47
10-1516-110-30-74-145-14-0000	Literary Club Mackeben	HEA	100 Salaries	1,403.64	1,431.71
10-1516-110-30-74-155-13-0000	Literary Club Conley	HEA	100 Salaries	1,403.64	1,431.71
10-1516-110-30-74-215-13-0000	Literary Club Sponsor Heineman	HEA	100 Salaries	1,356.27	1,383.40
10-1517-110-30-71-305-13-0000	Math Team Sponsor HS	HEA	100 Salaries	3,564.75	3,636.05
10-1518-110-30-71-305-13-0000	Buddies Club Sponsor HS	HEA	100 Salaries	1,080.55	1,102.16
10-1519-110-30-71-305-13-0000	NHS Coach HS	HEA	100 Salaries	1,317.26	1,343.61



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FY21 Proposed Budget - Expenditure Detail By Account

Presented:

Account Number	Account Description	Exp Type	Object Type	FY20	FY21
10-1520-110-30-71-305-13-0000	Newspaper Sponsor HS	HEA	100 Salaries	2,268.80	2,314.18
10-1520-110-30-72-225-13-0000	Newspaper Sponsor Marlowe	HEA	100 Salaries	539.68	550.47
10-1520-110-30-74-215-13-0000	Newspaper Sponsor Heineman	HEA	100 Salaries	521.43	531.86
10-1521-110-30-71-305-13-0000	Pom Pons Sponsor HS	HEA	100 Salaries	6,805.21	6,941.31
10-1522-110-30-71-305-13-0000	Science Club Sponsor HS	HEA	100 Salaries	4,212.12	4,296.36
10-1522-110-30-72-225-13-0000	Science Club Sponsor Marlowe	HEA	100 Salaries	1,403.64	1,431.71
10-1522-110-30-74-215-13-0000	Science Club Sponsor Heineman	HEA	100 Salaries	1,403.64	1,431.71
10-1523-110-30-71-305-13-0000	Ski Club Sponsor HS	HEA	100 Salaries	1,317.26	1,343.61
10-1525-110-30-71-305-15-0000	Soccer Boys Coach HS	HEA	100 Salaries	15,552.56	15,863.61
10-1525-110-30-71-305-16-0000	Soccer Girls Coach HS	HEA	100 Salaries	15,552.56	15,863.61
10-1526-110-30-71-305-16-0000	Softball Girls Coach HS	HEA	100 Salaries	21,604.47	22,036.56
10-1527-110-30-71-305-13-0000	Spanish Club Sponsor HS	HEA	100 Salaries	521.43	531.86
10-1527-110-30-72-225-13-0000	Spanish Club Sponsor Marlowe	HEA	100 Salaries	539.68	550.47
10-1527-110-30-74-215-13-0000	Spanish Club Sponsor Heineman	HEA	100 Salaries	539.68	550.47
10-1528-110-30-71-305-13-0000	Speech Club Sponsor HS	HEA	100 Salaries	14,782.34	15,077.99
10-1528-110-30-72-225-13-0000	MMS Performance Reading Sponsor	HEA	100 Salaries	-	-
10-1529-110-30-71-305-13-0000	Student Council Sponsor HS	HEA	100 Salaries	4,536.42	4,627.15
10-1529-110-30-72-225-13-0000	Student Council Spons Marlowe	HEA	100 Salaries	3,457.05	3,526.19
10-1529-110-30-74-215-13-0000	Student Council Spons Heineman	HEA	100 Salaries	3,457.05	3,526.19
10-1530-110-30-71-305-15-0000	Tennis Boys Coach HS	HEA	100 Salaries	7,344.90	7,491.80
10-1530-110-30-71-305-16-0000	Tennis Girls Coach HS	HEA	100 Salaries	7,344.90	7,491.80
10-1531-110-30-74-215-13-0000	Theater Club Sponsor Heineman	HEA	100 Salaries	3,053.65	3,114.72
10-1532-110-30-71-305-15-0000	Track Boys Coach HS	HEA	100 Salaries	19,443.96	19,832.84
10-1532-110-30-71-305-16-0000	Track Girls Coach HS	HEA	100 Salaries	19,443.96	19,832.84
10-1532-110-30-72-225-13-0000	Track Coach Marlowe	HEA	100 Salaries	18,796.58	19,172.51
10-1532-110-30-74-215-13-0000	Track Coach Heineman	HEA	100 Salaries	18,796.58	19,172.51
10-1533-110-30-71-305-13-0000	VICA Sponsor HS	HEA	100 Salaries	1,317.26	1,343.61
10-1534-110-30-71-305-15-0000	Volleyball Boys HHS	HEA	100 Salaries	-	-
10-1534-110-30-71-305-16-0000	Volleyball Girls Coach HS	HEA	100 Salaries	22,250.07	22,695.07
10-1534-110-30-72-225-16-0000	Volleyball Coach Marlowe	HEA	100 Salaries	11,018.52	11,238.89



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Presented:

Account Number	Account Description	Exp Type	Object Type	FY20	FY21
10-1534-110-30-74-215-16-0000	Volleyball Coach Heineman	HEA	100 Salaries	11,018.52	11,238.89
10-1535-110-30-71-305-15-0000	Wrestling Coach HS	HEA	100 Salaries	23,546.03	24,016.95
10-1535-110-30-72-225-15-0000	Wrestling Coach Marlowe	HEA	100 Salaries	9,829.09	10,025.67
10-1535-110-30-74-215-15-0000	Wrestling Coach Heineman	HEA	100 Salaries	9,829.09	10,025.67
10-1536-110-30-72-225-13-0000	WYSE Marlowe	HEA	100 Salaries	539.68	550.47
10-1536-110-30-74-215-13-0000	WYSE Heineman	HEA	100 Salaries	539.68	550.47
10-1537-110-30-71-100-13-0000	Leggee Yearbook	HEA	100 Salaries	863.96	881.24
10-1537-110-30-71-305-13-0000	Yearbook Sponsor HS	HEA	100 Salaries	2,268.80	2,314.18
10-1537-110-30-72-110-13-0000	Chesak Yearbook	HEA	100 Salaries	863.96	881.24
10-1537-110-30-72-120-13-0000	Martin Yearbook	HEA	100 Salaries	863.96	881.24
10-1537-110-30-72-225-13-0000	Yearbook Sponsor Marlowe	HEA	100 Salaries	1,403.64	1,431.71
10-1537-110-30-74-140-13-0000	Mackeben Yearbook	HEA	100 Salaries	863.96	881.24
10-1537-110-30-74-150-13-0000	Conley Yearbook	HEA	100 Salaries	863.96	881.24
10-1537-110-30-74-215-13-0000	Yearbook Sponsor Heineman	HEA	100 Salaries	1,403.64	1,431.71
10-1538-110-30-71-305-13-0000	TV Production Sponsor	HEA	100 Salaries	-	-
10-1538-110-30-74-150-13-0000	Boardcast Club Coord CON	HEA	100 Salaries	-	-
10-1539-110-30-71-305-13-0000	Weight Training HS	HEA	100 Salaries	15,654.41	15,967.50
10-1540-110-30-71-305-13-0000	Class Sponsors HS	HEA	100 Salaries	5,401.56	5,509.59
10-1540-110-30-72-225-14-0000	Team Leaders Marlowe	HEA	100 Salaries	45,291.09	46,196.91
10-1540-110-30-74-215-14-0000	Team Leaders Heineman	HEA	100 Salaries	33,481.63	34,151.26
10-1541-110-30-72-225-13-0000	Beta Club Sponsor Marlowe	HEA	100 Salaries	3,340.18	3,406.98
10-1541-110-30-74-215-13-0000	Beta Club Sponsor Heineman	HEA	100 Salaries	3,340.14	3,406.94
10-1542-110-30-71-305-14-0000	Head Play Director	HEA	100 Salaries	4,319.82	4,406.22
10-1542-110-30-72-220-14-0000	Play Director Marlowe	HEA	100 Salaries	3,348.16	3,415.12
10-1542-110-30-74-210-14-0000	Play Director Heineman	HEA	100 Salaries	3,348.16	3,415.12
10-1543-110-00-71-305-13-0000	Athletic Director HS	ADM	100 Salaries	113,549.85	117,524.09
10-1543-113-00-71-305-13-0000	Athletic Office HS Salary	ADM	100 Salaries	18,718.22	19,373.36
10-1543-140-00-71-305-13-0000	Vacation-Activities Office	ADM	100 Salaries	4,375.93	4,529.09
10-1544-110-00-72-225-13-0000	Homework Club Marlowe	HEA	100 Salaries	41,101.02	41,923.04
10-1544-110-00-74-215-13-0000	Homework Club Heineman	HEA	100 Salaries	15,629.63	15,942.22



HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

FY21 Proposed Budget - Expenditure Detail By Account

Presented:

Account Number	Account Description	Exp Type	Object Type	FY20	FY21
10-1545-110-30-71-300-14-0000	Musical Director High School	HEA	100 Salaries	25,753.69	26,268.76
10-1545-110-30-72-220-14-0000	Musical Director Marlowe	HEA	100 Salaries	6,265.52	6,390.83
10-1545-110-30-74-210-14-0000	Musical Director Heineman	HEA	100 Salaries	6,265.52	6,390.83
10-1546-110-30-71-300-13-0000	Guitar Club	HEA	100 Salaries	-	-
10-1547-110-30-71-300-13-0000	Bowling-Girls	HEA	100 Salaries	2,916.18	2,974.50
10-1547-110-30-74-215-13-0000	Bowling-Girls	HEA	100 Salaries	1,317.26	1,343.61
10-1548-110-30-71-300-13-0000	Bowling-Boys	HEA	100 Salaries	2,916.18	2,974.50
10-1549-110-30-71-100-13-0000	Leggee Recycle	HEA	100 Salaries	539.68	550.47
10-1549-110-30-71-300-13-0000	HHS Recycle	HEA	100 Salaries	531.73	542.36
10-1549-110-30-72-110-13-0000	Chesak Recycle	HEA	100 Salaries	539.68	550.47
10-1549-110-30-72-120-13-0000	Martin Recycle	HEA	100 Salaries	539.68	550.47
10-1549-110-30-74-140-13-0000	Mackeben Recycle	HEA	100 Salaries	539.68	550.47
10-1549-110-30-74-150-13-0000	Conley Recycle	HEA	100 Salaries	539.68	550.47
10-1550-110-30-71-305-13-0000	Fishing Club HS	HEA	100 Salaries	1,080.55	1,102.16
10-1551-110-00-71-300-15-0000	Swimming-Boys	HEA	100 Salaries	5,724.67	5,839.16
10-1551-110-00-71-300-16-0000	Swimming-Girls	HEA	100 Salaries	5,724.67	5,839.16
10-1552-110-00-79-300-14-0000	Baking Club	HEA	100 Salaries	1,080.55	1,102.16
10-1553-110-30-71-300-13-0000	FBLA	HEA	100 Salaries	1,916.49	1,954.82
10-1554-110-30-79-600-22-0000	Spelling Bee Coordinator	HEA	100 Salaries	1,063.44	1,084.71
10-1555-110-30-71-300-13-0000	Friends of Rachel Sponsor	HEA	100 Salaries	1,063.44	1,084.71
10-1556-110-30-71-305-15-0000	Lacrosse - Boys	HEA	100 Salaries	13,031.94	13,292.58
10-1556-110-30-71-305-16-0000	Lacrosse - Girls	HEA	100 Salaries	4,010.09	4,090.29
10-1557-110-00-79-600-14-0000	RtI Facilitator	HEA	100 Salaries	16,475.25	16,804.76
10-1559-110-30-71-305-13-0000	HS Special Olympics	HEA	100 Salaries	-	-
10-1562-110-30-71-305-13-0000	Chess Club HHS	HEA	100 Salaries	-	-
10-1563-110-30-71-305-13-0000	Frisbee HHS	HEA	100 Salaries	-	-
10-1599-129-00-79-600-14-0000	Summer Camp Salaries	HEA	100 Salaries	173,905.69	179,992.39
10-1600-110-00-79-605-14-0000	Summer School Salary	HEA	100 Salaries	118,097.48	122,230.89
10-1600-111-00-79-605-14-0000	Summer School SpEd Salary	HEA	100 Salaries	142,502.21	147,489.79
10-1600-127-00-79-605-14-0000	Summer Challenge Salaries	HEA	100 Salaries	106,860.50	110,600.62



HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

FY21 Proposed Budget - Expenditure Detail By Account

Presented:

Account Number	Account Description	Exp Type	Object Type	FY20	FY21
10-1650-110-00-79-605-14-0000	Gifted Salary	HEA	100 Salaries	71,360.90	73,858.53
10-1700-110-21-71-300-13-0000	Drivers Ed Teacher HS	HEA	100 Salaries	166,236.46	169,336.17
10-1800-110-00-79-600-14-0000	ESL Team Leader	HEA	100 Salaries	3,177.98	3,241.54
10-1800-110-00-79-605-14-0000	ESL/TBE Salary	HEA	100 Salaries	341,539.76	347,908.24
10-1800-110-82-79-605-14-0000	T Bilingual Instr Salaries	HEA	100 Salaries	65,165.32	66,380.42
10-1100-211-00-79-600-14-0000	TRS	TRS	200 Employee Benefits	1,843,620.00	1,881,424.20
10-1100-211-00-79-605-14-0000	TRS	TRS	200 Employee Benefits	185.20	189.00
10-1100-216-00-79-600-14-0000	TRS On-Behalf	TRS	200 Employee Benefits	-	-
10-1100-220-00-79-600-14-0000	Regular Programs Insurance	I	200 Employee Benefits	4,162,512.72	4,370,638.36
10-1101-211-00-79-605-14-0000	Substitute TRS	TRS	200 Employee Benefits	12,547.90	12,805.20
10-1110-211-00-71-105-00-0000	Kinderg TRS Leggee	TRS	200 Employee Benefits	6,566.27	6,700.91
10-1110-211-00-71-105-01-0000	1st Grade Teacher Leggee	TRS	200 Employee Benefits	6,510.72	6,644.23
10-1110-211-00-71-105-02-0000	2nd Grade Teacher Leggee	TRS	200 Employee Benefits	6,393.00	6,524.09
10-1110-211-00-71-105-03-0000	3rd Grade Teacher Leggee	TRS	200 Employee Benefits	5,291.11	5,399.61
10-1110-211-00-71-105-04-0000	4th Grade Teacher Leggee	TRS	200 Employee Benefits	4,998.79	5,101.29
10-1110-211-00-71-105-05-0000	5th Grade Teacher Leggee	TRS	200 Employee Benefits	4,198.50	4,284.59
10-1110-211-00-72-115-00-0000	Kinderg Teacher Chesak	TRS	200 Employee Benefits	13,709.29	13,990.40
10-1110-211-00-72-115-01-0000	1st Grade Teacher Chesak	TRS	200 Employee Benefits	13,030.70	13,297.90
10-1110-211-00-72-115-02-0000	2nd Grade Teacher Chesak	TRS	200 Employee Benefits	11,665.59	11,904.80
10-1110-211-00-72-125-03-0000	3rd Grade Teacher Martin	TRS	200 Employee Benefits	10,717.16	10,936.92
10-1110-211-00-72-125-04-0000	4th Grade Teacher Martin	TRS	200 Employee Benefits	11,816.38	12,058.68
10-1110-211-00-72-125-05-0000	5th Grade Teacher Martin	TRS	200 Employee Benefits	10,459.22	10,673.69
10-1110-211-00-74-145-00-0000	Kinderg Teacher Mackeben	TRS	200 Employee Benefits	9,149.68	9,337.30
10-1110-211-00-74-145-01-0000	1st Grade Teacher Mackeben	TRS	200 Employee Benefits	9,371.90	9,564.07
10-1110-211-00-74-145-02-0000	2nd Grade Teacher Mackeben	TRS	200 Employee Benefits	7,899.65	8,061.64
10-1110-211-00-74-155-03-0000	3rd Grade Teacher Conley	TRS	200 Employee Benefits	6,988.25	7,131.55
10-1110-211-00-74-155-04-0000	4th Grade Teacher Conley	TRS	200 Employee Benefits	7,578.20	7,733.59
10-1110-211-00-74-155-05-0000	5th Grade Teacher Conley	TRS	200 Employee Benefits	6,956.50	7,099.15
10-1110-211-02-71-105-13-0000	Art Teacher Leggee	TRS	200 Employee Benefits	1,264.59	1,290.52
10-1110-211-02-72-115-13-0000	Art Teacher Chesak	TRS	200 Employee Benefits	1,609.82	1,642.83



HUNTLEY
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FY21 Proposed Budget - Expenditure Detail By Account

Presented:

Account Number	Account Description	Exp Type	Object Type	FY20	FY21
10-1110-211-02-72-125-13-0000	Art Teacher Martin	TRS	200 Employee Benefits	1,842.64	1,880.42
10-1110-211-02-74-145-13-0000	Art Teacher Mackeben	TRS	200 Employee Benefits	928.59	947.63
10-1110-211-02-74-155-13-0000	Art Teacher Conley	TRS	200 Employee Benefits	989.43	1,009.72
10-1110-211-05-71-105-13-0000	Reading Specialist Leggee	TRS	200 Employee Benefits	2,350.58	2,398.78
10-1110-211-05-72-115-13-0000	Reading Specialist Chesak	TRS	200 Employee Benefits	3,940.56	4,021.36
10-1110-211-05-72-125-13-0000	Reading Specialist Martin	TRS	200 Employee Benefits	3,200.34	3,265.96
10-1110-211-05-74-145-13-0000	Reading Spec Mackeben	TRS	200 Employee Benefits	2,704.83	2,760.29
10-1110-211-05-74-155-13-0000	Reading Specialist Conley	TRS	200 Employee Benefits	2,567.23	2,619.87
10-1110-211-12-71-105-13-0000	Music Teacher Leggee	TRS	200 Employee Benefits	2,093.95	2,136.89
10-1110-211-12-72-115-13-0000	Music Teacher Chesak	TRS	200 Employee Benefits	2,538.41	2,590.46
10-1110-211-12-72-125-13-0000	Music Teacher Martin	TRS	200 Employee Benefits	3,062.23	3,125.02
10-1110-211-12-74-145-13-0000	Music Teacher Mackeben	TRS	200 Employee Benefits	1,736.80	1,772.41
10-1110-211-12-74-155-13-0000	Music Teacher Conley	TRS	200 Employee Benefits	1,226.21	1,251.35
10-1110-211-50-71-105-13-0000	PE Teacher Leggee	TRS	200 Employee Benefits	3,383.66	3,453.04
10-1110-211-50-72-115-13-0000	PE Teacher Chesak	TRS	200 Employee Benefits	4,042.42	4,125.31
10-1110-211-50-72-125-13-0000	PE Teacher Martin	TRS	200 Employee Benefits	5,349.31	5,459.00
10-1110-211-50-74-145-13-0000	PE Teacher Mackeben	TRS	200 Employee Benefits	2,436.56	2,486.52
10-1110-211-50-74-155-13-0000	PE Teacher Conley	TRS	200 Employee Benefits	2,408.78	2,458.17
10-1110-211-61-72-120-03-0000	Keyboarding TRS/THIS Martin	TRS	200 Employee Benefits	1,124.36	1,147.42
10-1110-211-61-74-150-03-0000	Keyboarding 3rd Grade Conley	TRS	200 Employee Benefits	435.20	444.12
10-1120-211-00-72-215-13-0000	Foods Teacher Heineman	TRS	200 Employee Benefits	858.48	876.08
10-1120-211-00-72-225-13-0000	Foods Teacher Marlowe	TRS	200 Employee Benefits	641.55	654.71
10-1120-211-02-72-225-13-0000	Art Teacher Marlowe	TRS	200 Employee Benefits	1,505.32	1,536.19
10-1120-211-02-74-215-13-0000	Art Teacher Heineman	TRS	200 Employee Benefits	743.41	758.65
10-1120-211-05-72-225-06-0000	English Teacher 6th Marlowe	TRS	200 Employee Benefits	6,129.77	6,255.46
10-1120-211-05-72-225-07-0000	English Teacher 7th Marlowe	TRS	200 Employee Benefits	4,818.88	4,917.69
10-1120-211-05-72-225-08-0000	English Teacher 8th Marlowe	TRS	200 Employee Benefits	5,717.05	5,834.28
10-1120-211-05-74-215-06-0000	English Teacher 6th Heineman	TRS	200 Employee Benefits	4,711.73	4,808.35
10-1120-211-05-74-215-07-0000	English Teacher 7th Heineman	TRS	200 Employee Benefits	4,312.26	4,400.68
10-1120-211-05-74-215-08-0000	English Teacher 8th Heineman	TRS	200 Employee Benefits	2,792.39	2,849.65



HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

FY21 Proposed Budget - Expenditure Detail By Account

Presented:

Account Number	Account Description	Exp Type	Object Type	FY20	FY21
10-1120-211-06-72-225-13-0000	Foreign Lang Teacher Marlowe	TRS	200 Employee Benefits	1,575.43	1,607.73
10-1120-211-06-74-215-13-0000	Foreign Lang Teacher Heineman	TRS	200 Employee Benefits	990.76	1,011.08
10-1120-211-11-72-225-06-0000	Math Teacher 6th Marlowe	TRS	200 Employee Benefits	3,030.50	3,092.64
10-1120-211-11-72-225-07-0000	Math Teacher 7th Marlowe	TRS	200 Employee Benefits	2,564.86	2,617.45
10-1120-211-11-72-225-08-0000	Math Teacher 8th Marlowe	TRS	200 Employee Benefits	3,534.47	3,606.95
10-1120-211-11-74-215-06-0000	Math Teacher 6th Heineman	TRS	200 Employee Benefits	1,928.62	1,968.17
10-1120-211-11-74-215-07-0000	Math Teacher 7th Heineman	TRS	200 Employee Benefits	1,869.09	1,907.42
10-1120-211-11-74-215-08-0000	Math Teacher 8th Heineman	TRS	200 Employee Benefits	2,112.48	2,155.80
10-1120-211-12-72-225-13-0000	Music Teacher Marlowe	TRS	200 Employee Benefits	3,817.55	3,895.83
10-1120-211-12-74-215-13-0000	Music Teacher Heineman	TRS	200 Employee Benefits	2,387.60	2,436.56
10-1120-211-13-72-225-06-0000	Science 6th Marlowe	TRS	200 Employee Benefits	3,345.30	3,413.90
10-1120-211-13-72-225-07-0000	Science 7th Marlowe	TRS	200 Employee Benefits	3,131.02	3,195.22
10-1120-211-13-72-225-08-0000	Science 8th Marlowe	TRS	200 Employee Benefits	1,489.45	1,519.99
10-1120-211-13-74-215-06-0000	Science 6th Heineman	TRS	200 Employee Benefits	2,120.42	2,163.90
10-1120-211-13-74-215-07-0000	Science 7th Heineman	TRS	200 Employee Benefits	1,894.22	1,933.06
10-1120-211-13-74-215-08-0000	Science 8th Heineman	TRS	200 Employee Benefits	1,683.89	1,718.42
10-1120-211-15-72-225-06-0000	Soc Stud 6th Marlowe	TRS	200 Employee Benefits	3,306.94	3,374.75
10-1120-211-15-72-225-07-0000	Soc Stud 7th Marlowe	TRS	200 Employee Benefits	2,179.93	2,224.63
10-1120-211-15-72-225-08-0000	Soc Stud 8th Marlowe	TRS	200 Employee Benefits	2,488.15	2,539.17
10-1120-211-15-74-215-06-0000	Soc Studies 6th Heineman	TRS	200 Employee Benefits	1,750.03	1,785.92
10-1120-211-15-74-215-07-0000	Soc Studies 7th Heineman	TRS	200 Employee Benefits	1,564.85	1,596.94
10-1120-211-15-74-215-08-0000	Soc Studies 8th Heineman	TRS	200 Employee Benefits	1,621.73	1,654.98
10-1120-211-50-72-225-13-0000	PE Teacher Marlowe	TRS	200 Employee Benefits	6,051.72	6,175.81
10-1120-211-50-74-215-13-0000	PE Teacher Heineman	TRS	200 Employee Benefits	3,488.16	3,559.69
10-1120-211-61-72-225-13-0000	Computer Teacher Marlowe	TRS	200 Employee Benefits	2,058.24	2,100.45
10-1120-211-61-74-215-13-0000	Computer Teacher Heineman	TRS	200 Employee Benefits	1,755.33	1,791.32
10-1125-211-00-79-600-14-0000	Preschool Teacher	TRS	200 Employee Benefits	8,580.87	8,756.82
10-1125-220-00-79-600-14-0000	Pre-K Programs Insurance	I	200 Employee Benefits	180,485.00	189,509.25
10-1130-211-00-71-305-13-0000	Team Leaders HS	TRS	200 Employee Benefits	421.97	430.62
10-1130-211-02-71-305-13-0000	Art Teacher HS	TRS	200 Employee Benefits	4,268.60	4,356.13



HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

FY21 Proposed Budget - Expenditure Detail By Account

Presented:

Account Number	Account Description	Exp Type	Object Type	FY20	FY21
10-1130-211-05-71-305-13-0000	English/LA Teacher HS	TRS	200 Employee Benefits	17,176.29	17,528.50
10-1130-211-05-71-305-23-0000	TRS	TRS	200 Employee Benefits	1,193.14	1,217.61
10-1130-211-06-71-305-13-0000	Foreign Lang Teacher HS	TRS	200 Employee Benefits	8,784.58	8,964.71
10-1130-211-11-71-305-13-0000	Math Teacher HS	TRS	200 Employee Benefits	16,352.19	16,687.50
10-1130-211-12-71-305-13-0000	Music Teacher HS	TRS	200 Employee Benefits	1,977.55	2,018.10
10-1130-211-13-71-305-13-0000	Science Teacher HS	TRS	200 Employee Benefits	12,173.55	12,423.17
10-1130-211-15-71-305-13-0000	Soc Studies Teacher HS	TRS	200 Employee Benefits	12,135.18	12,384.02
10-1130-211-50-71-305-13-0000	PE Teacher HS	TRS	200 Employee Benefits	10,651.02	10,869.42
10-1130-211-61-71-305-13-0000	Computer Teacher HS	TRS	200 Employee Benefits	1,996.07	2,037.00
10-1200-211-00-71-105-13-0000	Sp Ed Teacher Leggee	TRS	200 Employee Benefits	8,307.06	8,477.40
10-1200-211-00-71-305-13-0000	Sp Ed Teacher HS	TRS	200 Employee Benefits	11,375.91	11,609.18
10-1200-211-00-72-115-13-0000	Sp Ed Teacher Chesak	TRS	200 Employee Benefits	5,530.55	5,643.96
10-1200-211-00-72-125-13-0000	Sp Ed Teacher Martin	TRS	200 Employee Benefits	8,922.15	9,105.10
10-1200-211-00-72-225-13-0000	Sp Ed Teacher Marlowe	TRS	200 Employee Benefits	10,744.94	10,965.27
10-1200-211-00-74-145-13-0000	Sp Ed Teacher Mackeben	TRS	200 Employee Benefits	2,543.70	2,595.86
10-1200-211-00-74-155-13-0000	Sp Ed Teacher Conley	TRS	200 Employee Benefits	6,053.04	6,177.16
10-1200-211-00-74-215-13-0000	Sp Ed Teacher Heineman	TRS	200 Employee Benefits	9,356.03	9,547.88
10-1200-211-00-79-505-14-0000	Director Special Ed	TRS	200 Employee Benefits	14,296.59	14,589.75
10-1200-211-00-79-600-14-0000	Sp Ed Extra Duty	TRS	200 Employee Benefits	1,459.03	1,488.95
10-1200-211-00-79-605-14-0000	Director Sp Ed TRS	TRS	200 Employee Benefits	1,132.30	1,155.52
10-1200-220-00-79-600-14-0000	Special Education Programs Ins	I	200 Employee Benefits	1,231,962.68	1,293,560.81
10-1400-211-03-71-305-13-0000	Business Teacher HS	TRS	200 Employee Benefits	2,186.55	2,231.39
10-1400-211-09-71-305-13-0000	Home Ec Teacher HS	TRS	200 Employee Benefits	1,607.17	1,640.13
10-1400-211-10-71-305-13-0000	Industrial Arts Teacher HS	TRS	200 Employee Benefits	1,586.01	1,618.53
10-1400-220-00-79-600-14-0000	CTE Programs Insurance	I	200 Employee Benefits	70,114.45	73,620.17
10-1500-211-00-00-000-00-0000	DO NOT USE-FOR BUDGET	TRS	200 Employee Benefits	960.35	980.04
10-1500-220-00-79-600-14-0000	Interscholastic Prog Insurance	I	200 Employee Benefits	20,357.54	21,375.42
10-1501-211-30-71-305-13-0000	Academic Team Sponsor HS	TRS	200 Employee Benefits	30.41	31.03
10-1501-211-30-72-225-13-0000	Academic Team Sponsor Marlowe	TRS	200 Employee Benefits	56.88	58.05
10-1501-211-30-74-215-13-0000	Academic Team Sponsor Heineman	TRS	200 Employee Benefits	50.27	51.30



HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

FY21 Proposed Budget - Expenditure Detail By Account

Presented:

Account Number	Account Description	Exp Type	Object Type	FY20	FY21
10-1502-211-30-74-215-13-0000	TRS	TRS	200 Employee Benefits	13.23	13.50
10-1503-211-30-71-305-13-0000	Band Sponsor HS	TRS	200 Employee Benefits	48.94	49.94
10-1503-211-30-72-225-13-0000	Band Sponsor Marlowe	TRS	200 Employee Benefits	66.13	67.49
10-1503-211-30-74-215-13-0000	Band Sponsor Heineman	TRS	200 Employee Benefits	37.04	37.80
10-1504-211-30-71-305-15-0000	Baseball Coach HS	TRS	200 Employee Benefits	76.72	78.29
10-1505-211-30-71-305-15-0000	Basketball Boys Coach HS	TRS	200 Employee Benefits	338.63	345.57
10-1505-211-30-71-305-16-0000	Basketball Girls Coach HS	TRS	200 Employee Benefits	335.99	342.88
10-1505-211-30-72-225-15-0000	Basketball Boys Coach Marlowe	TRS	200 Employee Benefits	140.21	143.09
10-1505-211-30-72-225-16-0000	Basketball Girls Coach Marlowe	TRS	200 Employee Benefits	183.87	187.64
10-1505-211-30-74-215-15-0000	Basketball Boys Coach Heineman	TRS	200 Employee Benefits	187.82	191.67
10-1505-211-30-74-215-16-0000	Basketball Gls Coach Heineman	TRS	200 Employee Benefits	183.87	187.64
10-1506-211-30-71-305-13-0000	Cheerleading Sponsor HS	TRS	200 Employee Benefits	130.96	133.65
10-1506-211-30-72-225-13-0000	Cheer Sponsor Marlowe	TRS	200 Employee Benefits	39.68	40.49
10-1506-211-30-74-215-13-0000	Cheer Sponsor Heineman	TRS	200 Employee Benefits	39.68	40.49
10-1507-211-30-71-305-13-0000	Chorus Sponsor HS	TRS	200 Employee Benefits	37.04	37.80
10-1507-211-30-72-225-13-0000	Chorus Sponsor Marlowe	TRS	200 Employee Benefits	19.85	20.26
10-1507-211-30-74-215-13-0000	Chorus Sponsor Heineman	TRS	200 Employee Benefits	70.10	71.54
10-1508-211-30-71-305-13-0000	Color Guard Coach HS	TRS	200 Employee Benefits	15.89	16.22
10-1510-211-30-71-300-13-0000	Community Service Club	TRS	200 Employee Benefits	15.89	16.22
10-1511-211-30-71-305-15-0000	TRS/THIS	TRS	200 Employee Benefits	47.62	48.60
10-1511-211-30-71-305-16-0000	Cross Ctry Girls Coach HS	TRS	200 Employee Benefits	47.62	48.60
10-1511-211-30-72-225-13-0000	TRS/THIS	TRS	200 Employee Benefits	55.56	56.70
10-1511-211-30-74-215-13-0000	Cross Ctry Coach Heineman	TRS	200 Employee Benefits	58.20	59.39
10-1512-211-30-71-300-13-0000	Dance Club	TRS	200 Employee Benefits	13.23	13.50
10-1513-211-30-71-305-13-0000	FFA Sponsor THR	TRS	200 Employee Benefits	25.12	25.64
10-1514-211-30-71-305-15-0000	Football Coach HS	TRS	200 Employee Benefits	732.81	747.84
10-1515-211-30-71-305-15-0000	Golf Boys Coach HS	TRS	200 Employee Benefits	142.86	145.79
10-1516-211-30-71-105-13-0000	Literary Club Leggee	TRS	200 Employee Benefits	15.89	16.22
10-1516-211-30-72-115-13-0000	Literary Club Chesak	TRS	200 Employee Benefits	35.72	36.45
10-1516-211-30-72-125-13-0000	Literary Club Martin	TRS	200 Employee Benefits	34.39	35.10



HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

FY21 Proposed Budget - Expenditure Detail By Account

Presented:

Account Number	Account Description	Exp Type	Object Type	FY20	FY21
10-1516-211-30-72-225-13-0000	Literary Club Sponsor Marlowe	TRS	200 Employee Benefits	17.19	17.54
10-1516-211-30-74-145-14-0000	Literary Club Mackeben	TRS	200 Employee Benefits	18.52	18.90
10-1516-211-30-74-155-13-0000	Literary Club Conley	TRS	200 Employee Benefits	15.89	16.22
10-1516-211-30-74-215-13-0000	Literary Club Sponsor Heineman	TRS	200 Employee Benefits	15.89	16.22
10-1517-211-30-71-305-13-0000	Math Team Sponsor HS	TRS	200 Employee Benefits	25.12	25.64
10-1518-211-30-71-305-13-0000	TRS	TRS	200 Employee Benefits	13.23	13.50
10-1519-211-30-71-305-13-0000	TRS/THIS	TRS	200 Employee Benefits	13.23	13.50
10-1520-211-30-71-305-13-0000	Newspaper Sponsor HS	TRS	200 Employee Benefits	14.56	14.86
10-1521-211-30-71-305-13-0000	Pom Pons Sponsor HS	TRS	200 Employee Benefits	79.36	80.99
10-1522-211-30-72-225-13-0000	Science Club Sponsor Marlowe	TRS	200 Employee Benefits	17.19	17.54
10-1522-211-30-74-215-13-0000	Science Club Sponsor Heineman	TRS	200 Employee Benefits	18.52	18.90
10-1525-211-30-71-305-15-0000	Soccer Boys Coach HS	TRS	200 Employee Benefits	125.67	128.25
10-1525-211-30-71-305-16-0000	Soccer Girls Coach HS	TRS	200 Employee Benefits	128.31	130.94
10-1526-211-30-71-305-16-0000	Softball Girls Coach HS	TRS	200 Employee Benefits	178.59	182.25
10-1527-211-30-72-225-13-0000	Spanish Club Sponsor Marlowe	TRS	200 Employee Benefits	5.29	5.40
10-1527-211-30-74-215-13-0000	Spanish Club Sponsor Heineman	TRS	200 Employee Benefits	5.29	5.40
10-1528-211-30-71-305-13-0000	Speech Club Sponsor HS	TRS	200 Employee Benefits	97.89	99.90
10-1529-211-30-71-305-13-0000	Student Council Sponsor HS	TRS	200 Employee Benefits	19.85	20.26
10-1529-211-30-72-225-13-0000	Student Council Spons Marlowe	TRS	200 Employee Benefits	33.07	33.75
10-1529-211-30-74-215-13-0000	Student Council Spons Heineman	TRS	200 Employee Benefits	37.04	37.80
10-1530-211-30-71-305-15-0000	Tennis Boys Coach HS	TRS	200 Employee Benefits	88.62	90.44
10-1530-211-30-71-305-16-0000	Tennis Girls Coach HS	TRS	200 Employee Benefits	88.62	90.44
10-1531-211-30-74-215-13-0000	Theater Club Sponsor Heineman	TRS	200 Employee Benefits	38.36	39.15
10-1532-211-30-71-305-15-0000	Track Boys Coach HS	TRS	200 Employee Benefits	239.42	244.33
10-1532-211-30-71-305-16-0000	Track Girls Coach HS	TRS	200 Employee Benefits	178.59	182.25
10-1532-211-30-72-225-13-0000	Track Coach Marlowe	TRS	200 Employee Benefits	83.34	85.05
10-1532-211-30-74-215-13-0000	Track Coach Heineman	TRS	200 Employee Benefits	113.76	116.09
10-1533-211-30-71-305-13-0000	VICA Sponsor HS	TRS	200 Employee Benefits	15.89	16.22
10-1534-211-30-71-305-16-0000	Volleyball Girls Coach HS	TRS	200 Employee Benefits	269.84	275.37
10-1534-211-30-72-225-16-0000	TRS/THIS	TRS	200 Employee Benefits	142.86	145.79



HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

FY21 Proposed Budget - Expenditure Detail By Account

Presented:

Account Number	Account Description	Exp Type	Object Type	FY20	FY21
10-1534-211-30-74-215-13-0000	TRS/THIS	TRS	200 Employee Benefits	105.82	107.99
10-1534-211-30-74-215-16-0000	Volleyball Coach Heineman	TRS	200 Employee Benefits	42.33	43.20
10-1535-211-30-71-305-15-0000	Wrestling Coach HS	TRS	200 Employee Benefits	153.43	156.58
10-1535-211-30-72-225-15-0000	Wrestling Coach Marlowe	TRS	200 Employee Benefits	130.96	133.65
10-1535-211-30-74-215-15-0000	TRS/THIS	TRS	200 Employee Benefits	126.98	129.58
10-1536-211-30-72-225-13-0000	WYSE Marlowe	TRS	200 Employee Benefits	5.29	5.40
10-1536-211-30-74-215-13-0000	WYSE Heineman	TRS	200 Employee Benefits	5.29	5.40
10-1537-211-30-71-305-13-0000	Yearbook Sponsor HS	TRS	200 Employee Benefits	43.65	44.55
10-1537-211-30-72-225-13-0000	TRS/THIS	TRS	200 Employee Benefits	13.23	13.50
10-1537-211-30-74-215-13-0000	Yearbook Sponsor Heineman	TRS	200 Employee Benefits	13.23	13.50
10-1540-211-30-71-305-13-0000	Class Sponsors HS	TRS	200 Employee Benefits	62.16	63.43
10-1540-211-30-72-225-14-0000	Team Leaders Marlowe	TRS	200 Employee Benefits	572.76	584.50
10-1540-211-30-74-215-14-0000	Team Leaders Heineman	TRS	200 Employee Benefits	424.61	433.32
10-1541-211-30-72-225-13-0000	Beta Club Sponsor Marlowe	TRS	200 Employee Benefits	10.58	10.80
10-1541-211-30-74-215-13-0000	Beta Club Sponsor Heineman	TRS	200 Employee Benefits	37.04	37.80
10-1542-211-30-71-305-14-0000	Head Play Director	TRS	200 Employee Benefits	39.68	40.49
10-1542-211-30-72-220-14-0000	Play Director Marlowe	TRS	200 Employee Benefits	48.94	49.94
10-1542-211-30-74-210-14-0000	TRS	TRS	200 Employee Benefits	33.07	33.75
10-1543-211-00-71-305-13-0000	Activities Dir Retire HS	TRS	200 Employee Benefits	16,291.35	16,625.41
10-1544-211-00-72-225-13-0000	Homework Club Marlowe THR	TRS	200 Employee Benefits	297.62	303.72
10-1544-211-00-74-215-13-0000	Homework Club Heineman	TRS	200 Employee Benefits	198.42	202.49
10-1545-211-30-71-300-14-0000	Musical Director HS	TRS	200 Employee Benefits	202.38	206.53
10-1545-211-30-72-220-14-0000	TRS	TRS	200 Employee Benefits	74.08	75.60
10-1545-211-30-74-210-14-0000	TRS	TRS	200 Employee Benefits	43.65	44.55
10-1547-211-30-71-300-13-0000	Bowling-Girls	TRS	200 Employee Benefits	38.36	39.15
10-1547-211-30-74-215-13-0000	Bowling-Girls	TRS	200 Employee Benefits	13.23	13.50
10-1557-211-00-79-600-14-0000	RtI Facilitator TRS	TRS	200 Employee Benefits	-	-
10-1598-211-00-79-600-14-0000	Atwood Salaries	TRS	200 Employee Benefits	287.05	292.94
10-1599-211-00-79-600-14-0000	Summer Camp Salaries	TRS	200 Employee Benefits	759.27	774.84
10-1600-211-00-79-605-14-0000	Summer School TRS	TRS	200 Employee Benefits	3,366.47	3,435.50



HUNTLEY
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FY21 Proposed Budget - Expenditure Detail By Account

Presented:

Account Number	Account Description	Exp Type	Object Type	FY20	FY21
10-1650-211-00-79-605-14-0000	Gifted TRS	TRS	200 Employee Benefits	1,854.53	1,892.56
10-1650-220-00-79-600-14-0000	Gifted Programs Insurance	I	200 Employee Benefits	35,952.53	37,750.16
10-1700-211-21-71-300-13-0000	Drivers Ed Teacher HS	TRS	200 Employee Benefits	1,440.51	1,470.05
10-1700-220-00-79-600-14-0000	Drivers Education Prog Ins	I	200 Employee Benefits	9,778.79	10,267.73
10-1800-211-00-79-600-14-0000	TRS	TRS	200 Employee Benefits	42.33	43.20
10-1800-211-00-79-605-14-0000	ESL/TBE Salary	TRS	200 Employee Benefits	8,434.05	8,606.99
10-1800-220-00-79-600-14-0000	Bilingual Programs Insurance	I	200 Employee Benefits	95,517.35	100,293.22
10-1100-310-89-79-605-14-0000	Title I Instruc Pur Svc	A	300 Purchased Services	63,018.00	63,018.00
10-1100-382-00-79-600-14-0000	Regular Education W/C Ins	WC	300 Purchased Services	68,694.30	72,129.01
10-1101-310-00-79-605-14-0000	Substitute Teacher-Contracted	A	300 Purchased Services	20,000.00	20,000.00
10-1110-323-00-71-100-13-0000	Repairs & Maintenance Leggee	A	300 Purchased Services	3,270.00	3,270.00
10-1110-323-00-72-110-13-0000	Repairs & Maintenance Chesak	A	300 Purchased Services	2,892.70	2,892.70
10-1110-323-00-72-120-13-0000	Repairs Martin	A	300 Purchased Services	3,954.31	3,954.31
10-1110-323-00-74-140-13-0000	Repairs & Maintenance Mackeben	A	300 Purchased Services	1,801.12	1,801.12
10-1110-323-00-74-150-13-0000	Repairs Conley	A	300 Purchased Services	1,200.00	1,200.00
10-1110-332-00-71-100-13-0000	Teacher Travel Leggee	A	300 Purchased Services	2,500.00	2,500.00
10-1110-332-00-72-110-13-0000	Teacher Travel Chesak	A	300 Purchased Services	4,986.24	4,986.24
10-1110-332-00-72-120-13-0000	Teacher Travel Martin	A	300 Purchased Services	3,984.35	3,984.35
10-1110-332-00-74-140-13-0000	Teacher Travel Mackeben	A	300 Purchased Services	1,728.96	1,728.96
10-1110-332-00-74-150-13-0000	Teacher Travel Conley	A	300 Purchased Services	500.00	500.00
10-1120-323-00-72-220-13-0000	Repairs Marlowe	A	300 Purchased Services	3,484.86	3,484.86
10-1120-323-00-74-210-13-0000	Repairs & Maintenance HMS	A	300 Purchased Services	7,000.00	7,000.00
10-1120-323-02-72-220-13-0000	Instrument Repair Marlowe	A	300 Purchased Services	15,000.00	15,000.00
10-1120-332-00-72-220-13-0000	Teacher Travel Marlowe	A	300 Purchased Services	5,277.00	5,277.00
10-1120-332-00-74-210-13-0000	Teacher Travel Heineman	A	300 Purchased Services	4,600.00	4,600.00
10-1120-360-00-72-220-13-0000	Printing Marlowe	A	300 Purchased Services	2,614.71	2,614.71
10-1120-360-00-74-210-13-0000	Printing Heineman	A	300 Purchased Services	2,500.00	2,500.00
10-1120-390-00-72-220-13-0000	Marlowe Purchased Service	A	300 Purchased Services	2,006.00	2,006.00
10-1120-390-00-74-210-13-0000	Heineman Purchased Service	A	300 Purchased Services	800.00	800.00
10-1120-390-02-74-210-13-0000	Heineman Fine Arts Pur Svc	A	300 Purchased Services	2,000.00	2,000.00



HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

FY21 Proposed Budget - Expenditure Detail By Account

Presented:

Account Number	Account Description	Exp Type	Object Type	FY20	FY21
10-1120-399-00-72-220-13-0000	Student Field Trips	A	300 Purchased Services	5,000.00	5,000.00
10-1120-399-00-74-210-13-0000	Student Field Trips	A	300 Purchased Services	1,700.00	1,700.00
10-1125-331-97-79-600-14-0000	All Children Field Trip Cost	A	300 Purchased Services	4,100.00	4,100.00
10-1125-332-00-79-600-14-0000	Travel Preschool	A	300 Purchased Services	997.25	997.25
10-1125-382-00-79-600-14-0000	Pre-K Programs W/C Ins	WC	300 Purchased Services	5,211.40	5,471.97
10-1125-390-00-79-600-14-0000	Preschool Purchased Services	A	300 Purchased Services	500.00	500.00
10-1125-390-90-79-600-14-0000	Purchased Serv Parent-Tot	A	300 Purchased Services	4,810.03	4,810.03
10-1125-390-97-79-600-14-0000	All Children Purchased Service	A	300 Purchased Services	-	-
10-1130-314-06-71-305-13-0000	Confucious Contract / Alternative Schc	A	300 Purchased Services	320,000.00	320,000.00
10-1130-323-00-71-300-13-0000	Repairs HS	A	300 Purchased Services	14,460.10	14,460.10
10-1130-332-00-71-300-13-0000	Teacher Travel HS	A	300 Purchased Services	18,000.00	18,000.00
10-1130-335-00-71-300-13-0000	Curriculum Based Competition	A	300 Purchased Services	1,000.00	1,000.00
10-1130-390-00-71-300-13-0000	Uniform Cleaning HS	A	300 Purchased Services	24,000.00	24,000.00
10-1130-390-67-71-300-13-0000	PLTW Pur Svc	A	300 Purchased Services	5,000.00	5,000.00
10-1200-310-00-79-600-14-0000	Prof & Tech Sp Ed	A	300 Purchased Services	-	-
10-1200-310-66-71-300-13-0000	STEP Purchased Services	A	300 Purchased Services	87,440.00	87,440.00
10-1200-310-92-79-600-14-0000	IDEA Instruction Pur Svc	A	300 Purchased Services	129,695.00	129,695.00
10-1200-332-00-79-600-14-0000	Travel Sp Ed	A	300 Purchased Services	7,479.36	7,479.36
10-1200-382-00-79-600-14-0000	Special Education W/C Ins	WC	300 Purchased Services	33,628.85	35,310.29
10-1225-390-95-79-600-14-0000	ECE Purchased Services	A	300 Purchased Services	560.00	560.00
10-1400-310-00-74-305-13-0000	Voc Ed Tuition	A	300 Purchased Services	56,000.00	56,000.00
10-1400-323-00-71-300-13-0000	Voc Ed Repairs HS	A	300 Purchased Services	1,200.00	1,200.00
10-1400-382-00-79-600-14-0000	Career & Tech Ed W/C Ins	WC	300 Purchased Services	1,986.57	2,085.90
10-1400-390-64-71-305-13-0000	Perkins Grant Purch Svc	A	300 Purchased Services	30,000.00	30,000.00
10-1500-310-00-71-300-13-0000	Supervision HS	A	300 Purchased Services	5,200.00	5,200.00
10-1500-319-00-71-300-13-0000	Sports Officials HS	A	300 Purchased Services	37,243.07	37,243.07
10-1500-319-00-72-220-13-0000	Sports Officials Marlowe	A	300 Purchased Services	4,980.44	4,980.44
10-1500-319-00-74-210-13-0000	Sports Officials Heineman	A	300 Purchased Services	6,000.00	6,000.00
10-1500-320-00-71-300-13-0000	HHS Athletics Grounds Svcs	A	300 Purchased Services	7,000.00	7,000.00
10-1500-323-00-71-300-13-0000	Reconditioning	A	300 Purchased Services	15,394.44	15,394.44



HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

FY21 Proposed Budget - Expenditure Detail By Account

Presented:

Account Number	Account Description	Exp Type	Object Type	FY20	FY21
10-1500-332-00-71-300-13-0000	Athletic Trips HS	A	300 Purchased Services	12,000.00	12,000.00
10-1500-332-00-72-220-13-0000	Athletic Travel Marlowe	A	300 Purchased Services	5,976.53	5,976.53
10-1500-332-00-74-210-13-0000	Athletic Travel Heineman	A	300 Purchased Services	4,130.00	4,130.00
10-1500-335-00-71-300-13-0000	Conference Travel HS	A	300 Purchased Services	35,000.00	35,000.00
10-1500-335-00-72-220-13-0000	Conference Travel Marlowe	A	300 Purchased Services	1,206.08	1,206.08
10-1500-335-00-74-210-13-0000	Conference Travel Heineman	A	300 Purchased Services	1,000.00	1,000.00
10-1500-382-00-79-600-14-0000	Interscholastic Prog W/C Ins	WC	300 Purchased Services	4,685.47	4,919.74
10-1500-390-00-71-300-13-0000	Student Drug Testing	A	300 Purchased Services	19,944.96	19,944.96
10-1531-319-00-71-300-13-0000	Theater Royalties	A	300 Purchased Services	4,500.00	4,500.00
10-1543-310-00-71-305-13-0000	Activities Judges/Officials	A	300 Purchased Services	4,200.00	4,200.00
10-1543-332-00-71-305-13-0000	Activities Travel	A	300 Purchased Services	10,000.00	10,000.00
10-1650-382-00-79-600-14-0000	Gifted Programs W/C Ins	WC	300 Purchased Services	1,471.52	1,545.10
10-1700-323-21-71-300-13-0000	Driver Ed Repair & Maintenance	A	300 Purchased Services	4,000.00	4,000.00
10-1700-382-00-79-600-14-0000	Drivers Education Prog W/C	WC	300 Purchased Services	606.40	636.72
10-1800-332-00-79-600-14-0000	Title III/Travel TPI	A	300 Purchased Services	842.99	842.99
10-1800-382-00-79-600-14-0000	Bilingual Programs W/C Ins	WC	300 Purchased Services	2,427.21	2,548.57
10-1800-390-82-79-605-14-0000	TBE/TPI Instr Pur Svc	A	300 Purchased Services	10,612.00	10,612.00
10-1100-410-56-79-605-14-0000	RtI Materials	R	400 Supplies & Materials	50,000.00	50,000.00
10-1100-410-81-74-500-14-0000	ADA Block Curriculum materials	A	400 Supplies & Materials	503.29	503.29
10-1100-421-00-74-500-14-0000	Materials K-12	R	400 Supplies & Materials	170,000.21	170,000.21
10-1100-423-00-74-500-14-0000	New Adoption	R	400 Supplies & Materials	767,858.00	767,858.00
10-1100-490-54-79-600-14-0000	Confucius Supplies	A	400 Supplies & Materials	-	-
10-1110-410-00-71-100-13-0000	Inst Supplies Leggee	A	400 Supplies & Materials	46,000.00	46,000.00
10-1110-410-00-72-110-13-0000	Inst Supplies Chesak	A	400 Supplies & Materials	36,737.00	36,737.00
10-1110-410-00-72-120-13-0000	Inst Supplies Martin	A	400 Supplies & Materials	47,011.00	47,011.00
10-1110-410-00-74-140-13-0000	Inst Supplies Mackeben	A	400 Supplies & Materials	31,601.00	31,601.00
10-1110-410-00-74-150-13-0000	Inst Supplies Conley	A	400 Supplies & Materials	35,826.00	35,826.00
10-1110-410-02-71-100-13-0000	Art Supplies Leggee	A	400 Supplies & Materials	5,000.00	5,000.00
10-1110-410-02-72-110-13-0000	Art Supplies Chesak	A	400 Supplies & Materials	2,991.74	2,991.74
10-1110-410-02-72-120-13-0000	Art Supplies Martin	A	400 Supplies & Materials	4,482.40	4,482.40



HUNTLEY
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FY21 Proposed Budget - Expenditure Detail By Account

Presented:

Account Number	Account Description	Exp Type	Object Type	FY20	FY21
10-1110-410-02-74-140-13-0000	Mackeben Art Supplies	A	400 Supplies & Materials	911.41	911.41
10-1110-410-02-74-150-13-0000	Art Supplies Conley	A	400 Supplies & Materials	1,200.00	1,200.00
10-1110-410-12-72-100-13-0000	Music Supplies Leggee	A	400 Supplies & Materials	1,000.00	1,000.00
10-1110-410-12-72-120-13-0000	Music SuppliesMartin	A	400 Supplies & Materials	1,896.00	1,896.00
10-1110-410-12-74-110-13-0000	Music Supplies	A	400 Supplies & Materials	598.35	598.35
10-1110-410-12-74-140-13-0000	Mackeben Music Supplies	A	400 Supplies & Materials	505.36	505.36
10-1110-410-12-74-150-13-0000	Conley Music Supplies	A	400 Supplies & Materials	1,200.00	1,200.00
10-1110-410-50-72-110-13-0000	PE Supplies Chesak	A	400 Supplies & Materials	598.35	598.35
10-1110-410-50-72-120-13-0000	PE Supplies Martin	A	400 Supplies & Materials	996.09	996.09
10-1110-410-50-74-100-14-0000	PE Supplies Leggee	A	400 Supplies & Materials	1,000.00	1,000.00
10-1110-410-50-74-140-14-0000	Mackeben PE Supplies	A	400 Supplies & Materials	601.15	601.15
10-1110-410-50-74-150-13-0000	Conley PE Supplies	A	400 Supplies & Materials	1,200.00	1,200.00
10-1120-410-00-72-220-13-0000	Inst Supplies Marlowe	A	400 Supplies & Materials	53,388.00	53,388.00
10-1120-410-00-74-210-13-0000	Inst Supplies Heineman	A	400 Supplies & Materials	42,675.00	42,675.00
10-1120-410-02-72-220-13-0000	Art Supplies Marlowe	A	400 Supplies & Materials	6,537.00	6,537.00
10-1120-410-02-74-210-13-0000	Art Supplies Heineman	A	400 Supplies & Materials	3,279.45	3,279.45
10-1120-410-06-72-220-13-0000	Foreign Lang Supplies Marlowe	A	400 Supplies & Materials	400.00	400.00
10-1120-410-06-74-210-13-0000	Foreign Lang Supplies Heineman	A	400 Supplies & Materials	600.00	600.00
10-1120-410-08-72-220-13-0000	Health Supplies Marlowe	A	400 Supplies & Materials	471.46	471.46
10-1120-410-08-74-210-13-0000	Health Supplies Heineman	A	400 Supplies & Materials	700.00	700.00
10-1120-410-09-72-220-13-0000	Home Ec Marlowe	A	400 Supplies & Materials	5,803.00	5,803.00
10-1120-410-09-74-210-13-0000	Home Ec Heineman	A	400 Supplies & Materials	4,965.74	4,965.74
10-1120-410-12-72-220-13-0000	Chorus/Band Supplies Marlowe	A	400 Supplies & Materials	3,468.54	3,468.54
10-1120-410-12-74-210-13-0000	Chorus/Band Supplies Heineman	A	400 Supplies & Materials	19,099.31	19,099.31
10-1120-410-13-72-220-06-0000	Marlowe Science Supplies 6	A	400 Supplies & Materials	3,329.37	3,329.37
10-1120-410-13-72-220-07-0000	Marlowe Science Supplies 7	A	400 Supplies & Materials	3,329.37	3,329.37
10-1120-410-13-72-220-08-0000	Marlowe Science Supplies 8	A	400 Supplies & Materials	3,329.37	3,329.37
10-1120-410-13-74-210-06-0000	Heineman Science Supplies 6	A	400 Supplies & Materials	2,086.30	2,086.30
10-1120-410-13-74-210-07-0000	Heineman Science Supplies 7	A	400 Supplies & Materials	2,086.30	2,086.30
10-1120-410-13-74-210-08-0000	Heineman Science Supplies 8	A	400 Supplies & Materials	2,086.30	2,086.30



HUNTLEY
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FY21 Proposed Budget - Expenditure Detail By Account

Presented:

Account Number	Account Description	Exp Type	Object Type	FY20	FY21
10-1120-410-22-72-220-13-0000	Tech Lab Supplies Marlowe	A	400 Supplies & Materials	2,044.00	2,044.00
10-1120-410-22-74-210-13-0000	Tech Lab Supplies Heineman	A	400 Supplies & Materials	800.00	800.00
10-1120-410-50-72-220-13-0000	PE Supplies Marlowe	A	400 Supplies & Materials	2,191.39	2,191.39
10-1120-410-50-74-210-13-0000	PE Supplies Heineman	A	400 Supplies & Materials	1,093.15	1,093.15
10-1120-410-80-72-220-13-0000	PBIS	A	400 Supplies & Materials	2,980.00	2,980.00
10-1120-412-50-72-220-13-0000	PE Uniforms Marlowe	A	400 Supplies & Materials	13,822.00	13,822.00
10-1120-412-50-74-210-13-0000	PE Uniforms Heineman	A	400 Supplies & Materials	6,000.00	6,000.00
10-1120-490-00-72-220-13-0000	Instruc Coach/1:1 Supplies MMS	A	400 Supplies & Materials	4,500.00	4,500.00
10-1120-490-02-72-220-13-0000	Marlowe Fine Arts Supplies	A	400 Supplies & Materials	30,000.00	30,000.00
10-1120-490-02-74-210-13-0000	Heineman Fine Arts Supplies	A	400 Supplies & Materials	11,000.00	11,000.00
10-1125-410-00-79-600-14-0000	Copier Paper & Toner Preschool	A	400 Supplies & Materials	5,000.00	5,000.00
10-1125-410-90-79-600-14-0000	Supplies Parent-Tot	A	400 Supplies & Materials	5,232.00	5,232.00
10-1125-410-97-79-600-14-0000	All Children Supplies	A	400 Supplies & Materials	16,984.00	16,984.00
10-1125-415-90-79-600-14-0000	Food Supplies Parent-Tot	A	400 Supplies & Materials	400.00	400.00
10-1125-490-00-79-600-14-0000	Supplies Preschool	A	400 Supplies & Materials	6,000.00	6,000.00
10-1130-410-00-71-300-13-0000	Inst Supplies HS	A	400 Supplies & Materials	94,000.00	94,000.00
10-1130-410-02-71-300-13-0000	Art Supplies HS	A	400 Supplies & Materials	19,000.00	19,000.00
10-1130-410-05-71-300-13-0000	English Supplies HS	A	400 Supplies & Materials	3,300.00	3,300.00
10-1130-410-06-71-300-13-0000	Foreign Language Supplies HS	A	400 Supplies & Materials	3,700.00	3,700.00
10-1130-410-08-71-300-13-0000	Health Supplies HS	A	400 Supplies & Materials	600.00	600.00
10-1130-410-11-71-300-13-0000	Math Supplies HS	A	400 Supplies & Materials	3,200.00	3,200.00
10-1130-410-12-71-300-13-0000	Music Supplies HS	A	400 Supplies & Materials	6,100.00	6,100.00
10-1130-410-13-71-300-13-0000	Science Supplies HS	A	400 Supplies & Materials	24,000.00	24,000.00
10-1130-410-15-71-300-13-0000	Social Studies Supplies HS	A	400 Supplies & Materials	3,350.00	3,350.00
10-1130-410-31-71-300-13-0000	Blended Learning Supplies	A	400 Supplies & Materials	1,800.00	1,800.00
10-1130-410-32-71-305-09-0000	Freshman Academy Supplies	A	400 Supplies & Materials	3,500.00	3,500.00
10-1130-410-33-71-305-13-0000	Academies Supplies	A	400 Supplies & Materials	5,000.00	5,000.00
10-1130-410-50-71-300-13-0000	PE Supplies HS	A	400 Supplies & Materials	4,000.00	4,000.00
10-1130-410-59-71-300-14-0000	HS Special Ed Supplies	A	400 Supplies & Materials	3,500.00	3,500.00
10-1130-410-67-71-300-13-0000	PLTW Supplies	R	400 Supplies & Materials	64,000.00	64,000.00



HUNTLEY
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FY21 Proposed Budget - Expenditure Detail By Account

Presented:

Account Number	Account Description	Exp Type	Object Type	FY20	FY21
10-1130-410-85-79-605-14-0000	Title IV Supplies	A	400 Supplies & Materials	13,513.00	13,513.00
10-1130-490-00-71-300-13-0000	Instructional Coaching Supplies HS	A	400 Supplies & Materials	5,000.00	5,000.00
10-1130-490-02-71-300-13-0000	High School Fine Arts Supplies	A	400 Supplies & Materials	27,890.47	27,890.47
10-1200-410-00-79-600-14-0000	Supplies Sp Ed	A	400 Supplies & Materials	27,406.00	27,406.00
10-1200-410-66-71-300-13-0000	STEP Supplies	A	400 Supplies & Materials	50,000.00	50,000.00
10-1200-410-92-79-600-14-0000	IDEA Instructional Supplies	A	400 Supplies & Materials	218,212.00	218,212.00
10-1200-490-00-74-150-13-0000	Other Supplies Conley	A	400 Supplies & Materials	3,000.00	3,000.00
10-1200-490-92-79-600-14-0000	IDEA Invent Supplies	R	400 Supplies & Materials	22,000.00	22,000.00
10-1200-491-92-79-600-14-0000	IDEA Supplies - Office Depot	A	400 Supplies & Materials	6,000.00	6,000.00
10-1200-492-92-79-600-14-0000	IDEA Supplies - Walmart	A	400 Supplies & Materials	5,000.00	5,000.00
10-1225-410-95-79-600-14-0000	ECE Instr Supplies	A	400 Supplies & Materials	3,675.00	3,675.00
10-1400-410-01-71-300-13-0000	Ag Supplies	A	400 Supplies & Materials	2,500.00	2,500.00
10-1400-410-03-71-300-13-0000	Business Supplies	A	400 Supplies & Materials	3,355.00	3,355.00
10-1400-410-09-71-300-13-0000	Home Economics Supplies	A	400 Supplies & Materials	8,000.00	8,000.00
10-1400-410-10-71-300-13-0000	Ind Arts Supplies	A	400 Supplies & Materials	5,000.00	5,000.00
10-1400-410-62-71-300-13-0000	Co-Op Supplies	A	400 Supplies & Materials	2,500.00	2,500.00
10-1500-410-00-71-300-13-0000	Training/Athletic Supplies HS	A	400 Supplies & Materials	65,000.00	65,000.00
10-1500-410-00-72-220-13-0000	Training Supplies Marlowe	A	400 Supplies & Materials	1,492.00	1,492.00
10-1500-410-00-74-210-13-0000	Training Supplies Heineman	A	400 Supplies & Materials	4,000.00	4,000.00
10-1500-411-00-71-300-13-0000	Awards HS	A	400 Supplies & Materials	5,000.00	5,000.00
10-1500-411-00-74-210-13-0000	Awards Heineman	A	400 Supplies & Materials	1,100.00	1,100.00
10-1500-412-00-71-300-13-0000	Uniforms HS	A	400 Supplies & Materials	22,000.00	22,000.00
10-1500-412-00-72-220-13-0000	Uniforms Marlowe	A	400 Supplies & Materials	3,490.00	3,490.00
10-1500-412-00-74-210-13-0000	Uniforms Heineman	A	400 Supplies & Materials	6,000.00	6,000.00
10-1500-490-00-71-300-13-0000	Team Sports HHS	A	400 Supplies & Materials	33,709.94	33,709.94
10-1504-410-00-71-300-15-0000	Baseball Boys Supplies HS	A	400 Supplies & Materials	-	-
10-1504-410-00-72-220-15-0000	Baseball Supplies Marlowe	A	400 Supplies & Materials	199.00	199.00
10-1505-410-00-71-300-15-0000	Basketball Boys Supplies HS	A	400 Supplies & Materials	-	-
10-1505-410-00-71-300-16-0000	Basketball Girls Supplies HS	A	400 Supplies & Materials	-	-
10-1505-410-00-72-220-15-0000	Basketball Boys Supplies Marl	A	400 Supplies & Materials	199.22	199.22



HUNTLEY
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FY21 Proposed Budget - Expenditure Detail By Account

Presented:

Account Number	Account Description	Exp Type	Object Type	FY20	FY21
10-1505-410-00-72-220-16-0000	Basketball Girls Supplies Marl	A	400 Supplies & Materials	199.22	199.22
10-1505-410-00-74-210-15-0000	Basketball Boys Supplies Heine	A	400 Supplies & Materials	100.00	100.00
10-1505-410-00-74-210-16-0000	Basketball Gls Supplies Heine	A	400 Supplies & Materials	100.00	100.00
10-1506-410-00-72-220-13-0000	Cheerleading Supplies Marlowe	R	400 Supplies & Materials	199.00	199.00
10-1511-410-00-72-220-13-0000	Cross Ctry Supplies Marlowe	A	400 Supplies & Materials	199.22	199.22
10-1511-410-00-74-210-13-0000	Cross Ctry Supplies Heineman	A	400 Supplies & Materials	100.00	100.00
10-1514-410-00-71-300-15-0000	Football Boys Supplies HS	A	400 Supplies & Materials	14,917.73	14,917.73
10-1515-410-00-71-300-16-0000	Golf Girls Supplies HS	A	400 Supplies & Materials	-	-
10-1520-410-30-71-305-13-0000	HS Newspaper Supplies	A	400 Supplies & Materials	5,000.00	5,000.00
10-1521-410-00-72-220-13-0000	Pom Pon Supplies Marlowe	A	400 Supplies & Materials	199.22	199.22
10-1532-410-00-72-220-13-0000	Track Supplies Marlowe	A	400 Supplies & Materials	199.22	199.22
10-1532-410-00-74-210-13-0000	Track Supplies Heineman	A	400 Supplies & Materials	400.00	400.00
10-1534-410-00-72-220-16-0000	Volleyball Supplies Marlowe	A	400 Supplies & Materials	199.22	199.22
10-1534-410-00-74-210-16-0000	Volleyball Supplies Heineman	A	400 Supplies & Materials	100.00	100.00
10-1535-410-00-72-220-15-0000	Wrestling Supplies Marlowe	A	400 Supplies & Materials	199.22	199.22
10-1535-410-00-74-210-15-0000	Wrestling Supplies Heineman	A	400 Supplies & Materials	100.00	100.00
10-1543-410-00-71-305-13-0000	Activities Awards	A	400 Supplies & Materials	1,800.00	1,800.00
10-1548-410-30-71-300-13-0000	Bowling Boys HS	A	400 Supplies & Materials	-	-
10-1558-410-00-71-300-13-0000	VEI Supplies HS	A	400 Supplies & Materials	5,000.00	5,000.00
10-1599-410-00-79-600-14-0000	Summer Camp Supplies	A	400 Supplies & Materials	2,000,000.00	2,000,000.00
10-1600-410-00-79-600-14-0000	Copier Paper & Toner Summer Sc	A	400 Supplies & Materials	7,850.42	7,850.42
10-1600-410-89-79-605-14-0000	Title I Supplies	A	400 Supplies & Materials	14,000.00	14,000.00
10-1610-410-00-79-600-14-0000	Supplies Summer School	A	400 Supplies & Materials	3,294.54	3,294.54
10-1700-410-21-71-300-13-0000	Driver Ed Supplies HS	A	400 Supplies & Materials	600.00	600.00
10-1700-464-21-71-300-13-0000	Driver Education Gasoline	A	400 Supplies & Materials	10,000.00	10,000.00
10-1800-410-82-79-605-14-0000	TBE/TPI Instructional Supplies	A	400 Supplies & Materials	36,932.00	36,932.00
10-1800-410-84-79-605-14-0000	Title III LIPLEPS Supplies	A	400 Supplies & Materials	29,790.00	29,790.00
10-1130-540-00-71-300-13-0000	High School Equipment	A	500 Capital Outlay	-	-
10-1200-540-92-79-600-14-0000	IDEA Equipment	A	500 Capital Outlay	6,000.00	6,000.00
10-1700-540-21-71-300-13-0000	Driver Education Vehicle	A	500 Capital Outlay	20,000.00	20,000.00



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FY21 Proposed Budget - Expenditure Detail By Account

Presented:

Account Number	Account Description	Exp Type	Object Type	FY20	FY21
10-1110-640-00-72-110-13-0000	Teacher Dues & Fees Chesak	A	600 Other Objects	199.45	199.45
10-1110-640-00-74-140-13-0000	Teacher Dues & Fees Mackeben	A	600 Other Objects	505.36	505.36
10-1120-640-00-72-220-13-0000	Teacher Dues & Fees Marlowe	A	600 Other Objects	396.00	396.00
10-1130-640-00-71-300-13-0000	Teacher Dues & Fees HS	A	600 Other Objects	1,500.00	1,500.00
10-1500-640-00-71-300-13-0000	Sports Dues & Fees HS	A	600 Other Objects	4,600.00	4,600.00
10-1500-640-00-72-220-13-0000	Sports Dues & Fees Marlowe	A	600 Other Objects	1,494.13	1,494.13
10-1500-640-00-74-210-13-0000	Sports Dues & Fees Heineman	A	600 Other Objects	1,800.00	1,800.00
10-1543-640-00-71-305-13-0000	Activities Fees	A	600 Other Objects	7,500.00	7,500.00
10-1110-710-00-71-100-13-0000	Non-Cap Eqpt Leggee	A	700 Non-Capitalized Equipmen	10,000.00	10,000.00
10-1120-710-00-72-220-13-0000	Marlowe Non-Capitalized Eqpt	A	700 Non-Capitalized Equipmen	14,949.00	14,949.00
10-1125-710-00-79-600-14-0000	Preschool Non-Cap Eqpt	A	700 Non-Capitalized Equipmen	1,000.00	1,000.00
10-1200-710-00-79-600-14-0000	SpEd NonCap Eqpt	A	700 Non-Capitalized Equipmen	-	-
10-1200-710-66-71-300-13-0000	STEP Non-Cap Eqpt	A	700 Non-Capitalized Equipmen	20,000.00	20,000.00
10-1200-710-92-79-600-14-0000	IDEA Instructional Non-Cap Eqp	A	700 Non-Capitalized Equipmen	10,000.00	10,000.00
10-1400-710-64-71-305-13-0000	Perkins Grant Non-Cap Eqpt	A	700 Non-Capitalized Equipmen	4,345.00	4,345.00
10-1800-710-82-79-605-14-0000	TBE/TPI Non-Cap Eqpt	A	700 Non-Capitalized Equipmen	1,000.00	1,000.00
10-2113-110-00-79-605-14-0000	Social Worker Salary	HEA	100 Salaries	1,096,380.15	1,116,823.68
10-2114-113-00-79-505-14-0000	Registration Salaries	ADM	100 Salaries	97,813.96	101,237.45
10-2114-120-00-79-505-14-0000	Registration Temp Salaries	ADM	100 Salaries	4,306.93	4,457.67
10-2114-130-00-79-505-14-0000	Registration Overtime	ADM	100 Salaries	495.40	512.74
10-2114-140-00-79-505-14-0000	Vacation-Registration Office	ADM	100 Salaries	878.23	908.97
10-2121-110-00-71-305-13-0000	Guidance HS	HEA	100 Salaries	573,134.52	583,821.41
10-2121-110-00-72-225-13-0000	Guidance Marlowe	HEA	100 Salaries	206,246.59	210,092.34
10-2121-110-00-74-215-13-0000	Guidance Heineman	HEA	100 Salaries	149,808.04	152,601.42
10-2134-110-00-79-605-14-0000	Health Salary	HEA	100 Salaries	654,808.58	667,018.40
10-2134-130-00-79-605-14-0000	Health Overtime	HEA	100 Salaries	437.54	446.29
10-2137-110-00-79-605-14-0000	Physical Therapy Salary	HEA	100 Salaries	197,420.83	201,102.02
10-2138-110-00-79-605-14-0000	Occupational Therapy Salary	HEA	100 Salaries	730,643.69	744,267.56
10-2140-110-00-79-605-14-0000	Psychologist Salary	HEA	100 Salaries	747,019.89	760,949.12
10-2150-110-00-79-605-14-0000	Speech Pathologist Salary	HEA	100 Salaries	1,641,228.65	1,671,831.64



HUNTLEY
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FY21 Proposed Budget - Expenditure Detail By Account

Presented:

Account Number	Account Description	Exp Type	Object Type	FY20	FY21
10-2190-110-00-79-605-14-0000	Student Supervision	R	100 Salaries	225,000.00	225,000.00
10-2190-112-00-79-605-14-0000	Lunchroom Supervisor	ADM	100 Salaries	302,501.65	313,089.21
10-2190-127-00-79-605-14-0000	Spanish Interpreter	ADM	100 Salaries	3,296.68	3,412.06
10-2210-110-92-79-600-14-0000	IDEA Impr of Instruc Salaries	HEA	100 Salaries	10,000.00	10,350.00
10-2210-110-97-79-600-14-0000	All Children Prof Dev Sal	HEA	100 Salaries	14,850.00	15,147.00
10-2210-127-82-71-300-14-0000	T Bilingual Instr Stipends	HEA	100 Salaries	19,101.74	19,483.77
10-2210-127-98-79-600-14-0000	Title III Excellence Grant	HEA	100 Salaries	7,938.89	8,097.67
10-2211-110-00-79-600-14-0000	Instructional Coaches	HEA	100 Salaries	906,780.00	924,915.60
10-2212-110-00-79-505-14-0000	Director of Curr & Inst	ADM	100 Salaries	567,209.75	587,062.09
10-2212-119-00-74-145-14-0000	FY16 NH	HEA	100 Salaries	412,925.53	420,625.10
10-2212-119-00-74-155-14-0000	FY17 NH	HEA	100 Salaries	171,898.76	175,104.05
10-2212-119-00-79-605-14-0000	Curriculum Duty	R	100 Salaries	150,000.00	150,000.00
10-2212-124-00-79-605-14-0000	Mentoring	HEA	100 Salaries	34,304.77	34,990.87
10-2212-127-00-79-605-14-0000	Proctor Stipends	HEA	100 Salaries	7,650.00	7,803.00
10-2212-140-00-79-505-14-0000	Vacation-Director of C&I	ADM	100 Salaries	2,272.07	2,351.59
10-2213-119-67-71-300-13-0000	PLTW Teacher Duty Pay	HEA	100 Salaries	2,040.00	2,080.80
10-2220-110-00-79-605-14-0000	Media Specialist Salary	HEA	100 Salaries	559,200.81	569,627.89
10-2220-112-00-79-605-14-0000	Media Aide Wages	HSP	100 Salaries	548,582.93	573,269.16
10-2223-110-00-79-605-14-0000	PAC Director Salary	ADM	100 Salaries	89,791.86	92,934.58
10-2223-123-00-71-605-14-0000	PAC Salaries	ADM	100 Salaries	4,008.99	4,149.30
10-2223-140-00-79-605-14-0000	Vacation-PAC Director	ADM	100 Salaries	506.37	524.09
10-2321-110-00-79-505-14-0000	Superintendent Salary	ADM	100 Salaries	207,000.00	214,245.00
10-2321-113-00-79-505-14-0000	Supt Office Salary	ADM	100 Salaries	73,844.84	76,429.41
10-2321-130-00-79-505-14-0000	Supt Office Overtime	ADM	100 Salaries	2,956.92	3,060.41
10-2321-140-00-79-505-14-0000	Vacation-Supt Office	ADM	100 Salaries	8,658.80	8,961.86
10-2323-110-00-79-505-14-0000	Assoc Supt Salary Elem & MS/HS	ADM	100 Salaries	164,551.54	170,310.84
10-2323-113-00-79-505-14-0000	Curr & Inst Office Salary & CSO	ADM	100 Salaries	141,105.69	146,044.39
10-2323-130-00-79-505-14-0000	Curriculum Overtime	HEA	100 Salaries	-	-
10-2323-140-00-79-505-14-0000	Vacation-Curr & Inst Office	ADM	100 Salaries	2,124.22	2,198.57
10-2325-110-00-79-605-14-0000	Comm & Public Engmt Salary	ADM	100 Salaries	77,625.00	80,341.88



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Presented:

Account Number	Account Description	Exp Type	Object Type	FY20	FY21
10-2410-110-00-71-105-13-0000	Principal Salary Leggee	ADM	100 Salaries	114,465.82	118,472.12
10-2410-110-00-71-305-13-0000	Principal Salary HS	ADM	100 Salaries	134,550.00	139,259.25
10-2410-110-00-72-115-13-0000	Principal Salary Chesak	ADM	100 Salaries	119,630.47	123,817.54
10-2410-110-00-72-125-13-0000	Principal Salary Martin	ADM	100 Salaries	104,077.53	107,720.24
10-2410-110-00-72-125-24-0000	Principal Salary Preschool	ADM	100 Salaries	95,166.18	98,497.00
10-2410-110-00-72-225-13-0000	Principal Salary Marlowe	ADM	100 Salaries	91,073.12	94,260.68
10-2410-110-00-74-145-13-0000	Principal Salary Mackeben	ADM	100 Salaries	101,826.58	105,390.51
10-2410-110-00-74-155-13-0000	Principal Salary Conley	ADM	100 Salaries	111,512.08	115,415.00
10-2410-110-00-74-215-13-0000	Principal Salary Heineman	ADM	100 Salaries	97,370.54	100,778.51
10-2410-113-00-71-105-13-0000	School Office Leggee	HSP	100 Salaries	87,172.60	90,441.57
10-2410-113-00-71-305-13-0000	School Office HS	HSP	100 Salaries	257,451.64	267,106.08
10-2410-113-00-72-110-24-0000	School Office Preschool	HSP	100 Salaries	-	-
10-2410-113-00-72-115-13-0000	School Office Chesak	HSP	100 Salaries	107,900.23	111,946.49
10-2410-113-00-72-125-13-0000	School Office Martin	HSP	100 Salaries	123,056.20	127,670.81
10-2410-113-00-72-225-13-0000	School Office Marlowe	HSP	100 Salaries	96,539.03	100,159.24
10-2410-113-00-74-145-13-0000	School Office Mackeben	HSP	100 Salaries	71,497.39	74,178.54
10-2410-113-00-74-155-13-0000	School Office Conley	HSP	100 Salaries	71,656.57	74,343.69
10-2410-113-00-74-215-13-0000	School Office Heineman	HSP	100 Salaries	68,177.15	70,733.79
10-2410-130-00-71-105-13-0000	School Office Leggee Overtime	HSP	100 Salaries	193.56	200.82
10-2410-130-00-71-305-13-0000	School Office HS Overtime	HSP	100 Salaries	-	-
10-2410-130-00-72-115-13-0000	School Office Chesak Overtime	HSP	100 Salaries	-	-
10-2410-130-00-72-125-13-0000	School Office Martin Overtime	HSP	100 Salaries	261.72	271.53
10-2410-130-00-74-215-13-0000	Principal Office Heineman OT	HSP	100 Salaries	-	-
10-2410-140-00-71-105-13-0000	Vacation-School Office Leggee	HSP	100 Salaries	2,232.92	2,316.65
10-2410-140-00-71-305-13-0000	Vacation-School Office HS	HSP	100 Salaries	4,202.01	4,359.59
10-2410-140-00-72-115-13-0000	Vacation-School Office Chesak	HSP	100 Salaries	1,869.87	1,939.99
10-2410-140-00-72-225-13-0000	Vacation-School Office Marlowe	HSP	100 Salaries	3,429.80	3,558.42
10-2410-140-00-74-145-13-0000	Vacation-School Office Mack	HSP	100 Salaries	1,272.45	1,320.17
10-2410-140-00-74-155-13-0000	Vacation-School Office Conley	HSP	100 Salaries	1,295.72	1,344.31
10-2410-140-00-74-215-13-0000	Vacation-School Office HMS	HSP	100 Salaries	2,407.66	2,497.95



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FY21 Proposed Budget - Expenditure Detail By Account

Presented:

Account Number	Account Description	Exp Type	Object Type	FY20	FY21
10-2411-110-00-71-105-13-0000	Asst Prin Salary Leggee	ADM	100 Salaries	73,379.43	75,947.71
10-2411-110-00-71-305-13-0000	Asst Prin Salary HS	ADM	100 Salaries	577,551.10	597,765.39
10-2411-110-00-72-115-13-0000	Asst Prin Salary Chesak	ADM	100 Salaries	73,472.58	76,044.12
10-2411-110-00-72-125-13-0000	Asst Prin Salary Martin	ADM	100 Salaries	73,378.39	75,946.63
10-2411-110-00-72-225-13-0000	Asst Prin Salary Marlowe	ADM	100 Salaries	144,160.84	149,206.47
10-2411-110-00-74-145-13-0000	Asst Prin Salary Mackeben	ADM	100 Salaries	60,881.76	63,012.62
10-2411-110-00-74-155-13-0000	Asst Prin Salary Conley	ADM	100 Salaries	92,713.46	95,958.43
10-2411-110-00-74-215-13-0000	Asst Prin Salary Heineman	ADM	100 Salaries	139,717.64	144,607.76
10-2412-110-00-71-305-13-0000	Dean - HS	ADM	100 Salaries	324,067.37	335,409.73
10-2412-113-00-71-305-13-0000	Dean Secretary - HS	HSP	100 Salaries	30,375.48	31,514.56
10-2510-110-00-79-505-14-0000	CFO Salary	ADM	100 Salaries	186,300.00	192,820.50
10-2510-140-00-79-505-14-0000	Vacation-Fiscal Office	ADM	100 Salaries	1,549.45	1,603.68
10-2520-110-00-79-505-14-0000	Director of Fiscal Service Sal	ADM	100 Salaries	96,154.60	99,520.01
10-2520-140-00-79-505-14-0000	Vacation-Dir of Fiscal Service	ADM	100 Salaries	834.32	863.52
10-2525-110-00-79-505-14-0000	Fiscal Office Salary	ADM	100 Salaries	315,192.48	326,224.22
10-2525-110-92-79-605-14-0000	IDEA Fiscal Salaries	ADM	100 Salaries	10,000.00	10,350.00
10-2525-140-00-79-505-14-0000	Vacation-Fiscal Office	ADM	100 Salaries	2,834.07	2,933.26
10-2560-110-00-71-105-13-0000	Food Service Sal Leggee	HSP	100 Salaries	77,128.96	80,021.30
10-2560-110-00-71-305-13-0000	Food Service Salary HS	HSP	100 Salaries	207,244.36	215,016.02
10-2560-110-00-72-115-13-0000	Food Service Sal Chesak	HSP	100 Salaries	67,395.63	69,922.97
10-2560-110-00-72-125-13-0000	Food Service Sal Martin	HSP	100 Salaries	70,814.24	73,469.77
10-2560-110-00-72-225-13-0000	Food Service Salary Marlowe	HSP	100 Salaries	116,600.04	120,972.54
10-2560-110-00-74-145-13-0000	Food Service Salary Mackeben	HSP	100 Salaries	47,269.71	49,042.32
10-2560-110-00-74-155-13-0000	Food Service Salary Conley	HSP	100 Salaries	51,722.95	53,662.56
10-2560-110-00-74-215-13-0000	Food Service Salary Heineman	HSP	100 Salaries	102,381.82	106,221.14
10-2560-113-00-79-605-14-0000	Admin Asst Food Service	ADM	100 Salaries	46,409.52	48,033.85
10-2560-120-00-79-605-14-0000	Food Service Substitute Salary	HSP	100 Salaries	27,702.04	28,740.87
10-2560-130-00-71-305-13-0000	Food Service OT HS	HSP	100 Salaries	365.86	379.58
10-2560-130-00-72-225-13-0000	Food Service OT Marlowe	HSP	100 Salaries	543.38	563.76
10-2560-140-00-79-605-14-0000	Vacation-Food Service Office	ADM	100 Salaries	418.49	433.14



HUNTLEY
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Presented:

Account Number	Account Description	Exp Type	Object Type	FY20	FY21
10-2561-110-00-79-605-14-0000	Dir Food Service Salary	ADM	100 Salaries	89,080.38	92,198.19
10-2561-140-00-79-605-14-0000	Vacation-Dir Food Service	ADM	100 Salaries	781.36	808.71
10-2630-110-00-79-605-14-0000	Volunteer Coord Salary	ADM	100 Salaries	40,892.89	42,324.14
10-2641-110-00-79-505-14-0000	Director of HR Salary	ADM	100 Salaries	134,550.00	139,259.25
10-2641-140-00-79-505-14-0000	Vacation-Director of HR	ADM	100 Salaries	1,076.68	1,114.36
10-2642-113-00-79-505-14-0000	HR Office Salary	ADM	100 Salaries	185,139.03	191,618.90
10-2642-140-00-79-505-14-0000	Vacation-HR Office	ADM	100 Salaries	1,631.57	1,688.67
10-2660-110-92-79-605-14-0000	IDEA Data Processing	ADM	100 Salaries	10,000.00	10,350.00
10-2660-120-00-79-605-14-0000	Technology Summer Salaries	ADM	100 Salaries	6,441.95	6,667.42
10-2664-110-00-79-605-14-0000	Office of Technology	ADM	100 Salaries	827,627.49	856,594.45
10-2664-130-00-79-605-14-0000	Technology Overtime	ADM	100 Salaries	3,532.11	3,655.73
10-2110-220-00-79-600-14-0000	Attend & Social Work Serv Ins	I	200 Employee Benefits	171,700.11	180,285.12
10-2113-211-00-79-605-14-0000	Social Worker TRS	TRS	200 Employee Benefits	13,149.65	13,419.29
10-2120-220-00-79-600-14-0000	Guidance Services Insurance	I	200 Employee Benefits	96,732.62	101,569.25
10-2121-211-00-71-305-13-0000	Guidance HS	TRS	200 Employee Benefits	5,874.58	5,995.04
10-2121-211-00-72-225-13-0000	Guidance Marlowe	TRS	200 Employee Benefits	2,201.96	2,247.11
10-2121-211-00-74-215-13-0000	Guidance Heineman	TRS	200 Employee Benefits	2,300.44	2,347.61
10-2130-211-00-79-605-14-0000	Director TRS	TRS	200 Employee Benefits	11,241.83	11,472.35
10-2130-220-00-79-600-14-0000	Health Services Insurance	I	200 Employee Benefits	201,812.18	211,902.79
10-2134-211-00-79-605-14-0000	Health TRS	TRS	200 Employee Benefits	3,767.07	3,844.32
10-2140-211-00-79-605-14-0000	Psychologist TRS	TRS	200 Employee Benefits	9,468.94	9,663.10
10-2140-220-00-79-600-14-0000	Psychological Services Ins	I	200 Employee Benefits	98,209.68	103,120.16
10-2150-211-00-79-605-14-0000	Speech Pathologist TRS	TRS	200 Employee Benefits	22,553.81	23,016.29
10-2150-220-00-79-600-14-0000	Speech Path & Audi Serv Ins	I	200 Employee Benefits	138,750.23	145,687.74
10-2190-211-00-79-605-14-0000	Student Supervision TRS	TRS	200 Employee Benefits	4,335.09	4,423.98
10-2210-220-00-79-600-14-0000	Improvement of Instr Serv Ins	I	200 Employee Benefits	69,590.85	73,070.39
10-2212-211-00-79-505-14-0000	Director of Curr & Inst	TRS	200 Employee Benefits	44,824.46	45,743.60
10-2212-211-00-79-605-14-0000	Proctor Stipends	TRS	200 Employee Benefits	154.76	157.93
10-2220-211-00-79-605-14-0000	Media Specialist Benefits	TRS	200 Employee Benefits	8,023.90	8,188.43
10-2220-220-00-79-600-14-0000	Educational Media Services Ins	I	200 Employee Benefits	170,586.64	179,115.97



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Account Number	Account Description	Exp Type	Object Type	FY20	FY21
10-2310-230-00-74-500-14-0000	Tuition Reimbursement	R	200 Employee Benefits	165,000.00	165,000.00
10-2311-231-00-79-605-14-0000	Reimbursed Expenses	ADM	200 Employee Benefits	-	-
10-2320-220-00-79-600-14-0000	Executive Admin Serv Insurance	I	200 Employee Benefits	70,652.16	74,184.77
10-2321-211-00-79-505-14-0000	Superintendent Salary	TRS	200 Employee Benefits	25,025.11	25,538.26
10-2323-211-00-79-505-14-0000	Assoc Supt TRS	TRS	200 Employee Benefits	22,428.33	22,888.23
10-2323-212-00-79-505-14-0000	Board Paid IMRF	IMRF	200 Employee Benefits	-	-
10-2325-212-00-79-605-14-0000	Board Paid IMRF	IMRF	200 Employee Benefits	-	-
10-2410-211-00-71-105-13-0000	Principal Retire Leggee	TRS	200 Employee Benefits	15,405.57	15,721.47
10-2410-211-00-71-305-13-0000	Principal Retire HS	TRS	200 Employee Benefits	21,450.15	21,889.99
10-2410-211-00-72-115-13-0000	Principal Retire Chesak	TRS	200 Employee Benefits	16,549.72	16,889.08
10-2410-211-00-72-125-13-0000	Principal Retire Martin	TRS	200 Employee Benefits	16,656.31	16,997.85
10-2410-211-00-72-225-13-0000	Principal Salary Marlowe	TRS	200 Employee Benefits	12,557.77	12,815.27
10-2410-211-00-74-145-13-0000	Principal Salary Mackeben	TRS	200 Employee Benefits	12,501.48	12,757.83
10-2410-211-00-74-155-13-0000	Principal Salary Conley	TRS	200 Employee Benefits	11,772.52	12,013.92
10-2410-211-00-74-215-13-0000	Principal Salary Heineman	TRS	200 Employee Benefits	14,118.81	14,408.32
10-2410-220-00-79-600-14-0000	Office of Principal Serv Ins	I	200 Employee Benefits	605,381.58	635,650.66
10-2411-211-00-71-105-13-0000	Asst Prin TRS Leggee	TRS	200 Employee Benefits	10,205.62	10,414.89
10-2411-211-00-71-305-13-0000	Asst Prin TRS HS	TRS	200 Employee Benefits	13,619.18	13,898.45
10-2411-211-00-72-115-13-0000	Asst Prin TRS Chesak	TRS	200 Employee Benefits	23,216.29	23,692.35
10-2411-211-00-72-125-13-0000	Asst Prin TRS Martin	TRS	200 Employee Benefits	21,574.26	22,016.65
10-2411-211-00-72-225-13-0000	Asst Prin Salary Marlowe	TRS	200 Employee Benefits	6,694.98	6,832.26
10-2411-211-00-74-145-13-0000	Asst Prin Salary Mackeben	TRS	200 Employee Benefits	8,111.01	8,277.33
10-2411-211-00-74-155-13-0000	Asst Prin Salary Conley	TRS	200 Employee Benefits	9,751.75	9,951.71
10-2411-211-00-74-215-13-0000	Asst Prin Salary Heineman	TRS	200 Employee Benefits	10,773.94	10,994.86
10-2412-211-00-71-305-13-0000	Director TRS	TRS	200 Employee Benefits	2,176.32	2,220.95
10-2510-212-00-79-505-14-0000	Board Paid IMRF	IMRF	200 Employee Benefits	36,500.00	37,911.93
10-2510-220-00-79-600-14-0000	Direction of Business Serv Ins	I	200 Employee Benefits	20,433.19	21,454.85
10-2520-220-00-79-600-14-0000	Fiscal Services Insurance	I	200 Employee Benefits	79,694.46	83,679.18
10-2560-220-00-79-600-14-0000	Food Services Insurance	I	200 Employee Benefits	200,318.95	210,334.90
10-2561-212-00-79-605-14-0000	Director IMRF	IMRF	200 Employee Benefits	-	-



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FY21 Proposed Budget - Expenditure Detail By Account

Presented:

Account Number	Account Description	Exp Type	Object Type	FY20	FY21
10-2630-220-00-79-600-14-0000	Information Services Insurance	I	200 Employee Benefits	14,011.26	14,711.82
10-2640-220-00-79-600-14-0000	Staff Services Insurance	I	200 Employee Benefits	78,071.94	81,975.54
10-2641-211-00-79-505-14-0000	Director of HR Retirement	TRS	200 Employee Benefits	15,493.28	15,810.98
10-2642-212-00-79-505-14-0000	IMRF Employer Paid	IMRF	200 Employee Benefits	-	-
10-2660-211-00-79-605-14-0000	Dir Technology/Curriculum TRS	TRS	200 Employee Benefits	1,132.00	1,155.21
10-2660-220-00-79-600-14-0000	Data Processing Services Ins	I	200 Employee Benefits	97,508.31	102,383.73
10-2110-382-00-79-600-14-0000	Attend & Social Work W/C Ins	WC	300 Purchased Services	5,238.67	5,500.60
10-2114-332-00-74-500-14-0000	Travel Registration	A	300 Purchased Services	421.49	421.49
10-2114-390-00-74-500-14-0000	Purch Serv Registration	A	300 Purchased Services	1,045.89	1,045.89
10-2120-382-00-79-600-14-0000	Guidance Services W/C Ins	WC	300 Purchased Services	3,642.40	3,824.52
10-2130-310-00-79-600-14-0000	Health Services	A	300 Purchased Services	248,748.28	248,748.28
10-2130-310-92-79-600-14-0000	IDEA Health Services	A	300 Purchased Services	12,000.00	12,000.00
10-2130-321-00-79-600-14-0000	Health Sharps Disposal	A	300 Purchased Services	601.38	601.38
10-2130-332-00-79-600-14-0000	Health Travel	A	300 Purchased Services	1,687.02	1,687.02
10-2130-342-79-79-605-14-0000	McHenry Co Health Pub Rel	A	300 Purchased Services	522.94	522.94
10-2130-382-00-79-600-14-0000	Health Services W/C Ins	WC	300 Purchased Services	5,626.30	5,907.62
10-2130-390-00-79-600-14-0000	Purchased Services Health	A	300 Purchased Services	23,000.00	23,000.00
10-2140-310-92-79-600-14-0000	IDEA Psychological Services	A	300 Purchased Services	46,500.00	46,500.00
10-2140-382-00-79-600-14-0000	Psychological Services W/C Ins	WC	300 Purchased Services	3,565.82	3,744.11
10-2150-310-00-79-600-14-0000	Sp Path & Audiology Serv	A	300 Purchased Services	-	-
10-2150-310-92-79-600-14-0000	IDEA Sp Path & Audiology Serv	A	300 Purchased Services	5,324.00	5,324.00
10-2150-382-00-79-600-14-0000	Speech Path & Audi Serv W/C	WC	300 Purchased Services	6,485.73	6,810.02
10-2190-382-00-79-600-14-0000	Other Support Serv-Pupils W/C	WC	300 Purchased Services	2,444.77	2,567.01
10-2190-390-00-71-300-12-0000	Graduation Event	A	300 Purchased Services	12,000.00	12,000.00
10-2210-310-81-79-600-14-0000	ADA Block Program Consult Fees	A	300 Purchased Services	16,953.22	16,953.22
10-2210-310-84-79-605-14-0000	Title III LIPLEPS Pur Svcs	A	300 Purchased Services	13,310.00	13,310.00
10-2210-312-89-79-605-14-0000	Title I Professional Developmt	A	300 Purchased Services	34,243.00	34,243.00
10-2210-312-97-79-600-14-0000	All Children Prof Dev	A	300 Purchased Services	13,666.00	13,666.00
10-2210-314-92-79-605-14-0000	IDEA Impr of Instr-Staff Dev	A	300 Purchased Services	228,831.00	228,831.00
10-2210-382-00-79-600-14-0000	Improvement of Instr W/C Ins	WC	300 Purchased Services	1,533.58	1,610.26



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Account Number	Account Description	Exp Type	Object Type	FY20	FY21
10-2210-390-82-79-605-14-0000	T Bilingual Impr Inst Services	A	300 Purchased Services	1,000.00	1,000.00
10-2212-310-00-79-505-14-0000	Curriclum Gen Pur Svc	R	300 Purchased Services	400,000.00	400,000.00
10-2212-314-83-79-505-14-0000	Title II Prof Development	A	300 Purchased Services	94,924.00	94,924.00
10-2212-319-00-74-500-14-0000	Instructional Tech Renewal	A	300 Purchased Services	4,601.90	4,601.90
10-2212-332-00-74-500-14-0000	Travel & Conference Curr	A	300 Purchased Services	30,000.00	30,000.00
10-2220-310-92-79-600-14-0000	IDEA Ed Media Pur Svc	A	300 Purchased Services	50,000.00	50,000.00
10-2220-382-00-79-600-14-0000	Educational Media Services W/C	WC	300 Purchased Services	5,749.66	6,037.14
10-2223-323-00-79-600-14-0000	PAC Repairs	A	300 Purchased Services	4,183.54	4,183.54
10-2230-312-00-79-600-14-0000	Testing/Assessment	R	300 Purchased Services	120,000.00	120,000.00
10-2310-310-00-74-500-14-0000	Prof & Tech Board	A	300 Purchased Services	198.72	198.72
10-2310-311-81-79-600-14-0000	ADA Block Strategic Planning	A	300 Purchased Services	5,000.00	5,000.00
10-2310-317-00-74-500-14-0000	CPA Audit	R	300 Purchased Services	35,000.00	35,000.00
10-2310-318-00-74-500-14-0000	Legal Board	R	300 Purchased Services	100,000.00	100,000.00
10-2310-332-00-74-500-14-0000	Travel Board	A	300 Purchased Services	12,000.00	12,000.00
10-2310-350-00-74-500-14-0000	Advertising Board	A	300 Purchased Services	10,458.85	10,458.85
10-2310-381-00-74-500-14-0000	CLIC Liability Insurance	CLIC	300 Purchased Services	279,531.64	293,508.22
10-2310-383-00-74-500-14-0000	Unemployment Insurance	R	300 Purchased Services	9,500.00	9,500.00
10-2310-390-00-74-500-14-0000	Purchased Service Board	A	300 Purchased Services	15,000.00	15,000.00
10-2320-382-00-79-600-14-0000	Executive Admin Serv W/C Ins	WC	300 Purchased Services	2,958.05	3,105.95
10-2321-332-00-74-500-14-0000	Travel Supt	A	300 Purchased Services	12,000.00	12,000.00
10-2321-390-00-74-500-14-0000	Purchased Service Supt	A	300 Purchased Services	50,000.00	50,000.00
10-2323-332-00-74-500-14-0000	Travel Student Services	A	300 Purchased Services	8,700.00	8,700.00
10-2330-310-92-79-600-14-0000	IDEA General Admin Pur Svc	A	300 Purchased Services	-	-
10-2410-312-00-79-600-14-0000	Principal Academies	A	300 Purchased Services	4,500.00	4,500.00
10-2410-332-00-71-100-13-0000	Prin Travel Leggee	A	300 Purchased Services	1,000.00	1,000.00
10-2410-332-00-71-300-13-0000	Prin Travel HS	A	300 Purchased Services	9,000.00	9,000.00
10-2410-332-00-72-110-13-0000	Prin Travel Chesak	A	300 Purchased Services	498.62	498.62
10-2410-332-00-72-220-13-0000	Principal Travel Marlowe	A	300 Purchased Services	2,197.00	2,197.00
10-2410-332-00-74-140-13-0000	Principal Travel Mackeben	A	300 Purchased Services	1,202.15	1,202.15
10-2410-332-00-74-210-13-0000	Principal Travel Heineman	A	300 Purchased Services	1,000.00	1,000.00



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Account Number	Account Description	Exp Type	Object Type	FY20	FY21
10-2410-382-00-79-600-14-0000	Office of Principal Serv W/C	WC	300 Purchased Services	14,047.98	14,750.38
10-2510-382-00-79-600-14-0000	Direction of Business Serv W/C	WC	300 Purchased Services	786.82	826.16
10-2520-310-00-74-500-14-0000	Prof & Tech Fiscal	A	300 Purchased Services	300,000.00	300,000.00
10-2520-332-00-74-500-14-0000	Travel Fiscal	A	300 Purchased Services	13,000.00	13,000.00
10-2520-382-00-79-600-14-0000	Fiscal Services W/C Ins	WC	300 Purchased Services	1,965.27	2,063.53
10-2520-390-00-74-500-14-0000	Purch Serv Fiscal	A	300 Purchased Services	30,000.00	30,000.00
10-2523-319-00-79-600-14-0000	Banking Fees	A	300 Purchased Services	175,000.00	175,000.00
10-2546-332-00-79-600-14-0000	Security Officer Travel	A	300 Purchased Services	4,000.00	4,000.00
10-2546-390-00-79-600-14-0000	Security Officer Gnl Purch Svc	A	300 Purchased Services	112,000.00	112,000.00
10-2550-390-92-79-600-14-0000	IDEA Field Trip Transportation	A	300 Purchased Services	1,000.00	1,000.00
10-2560-310-00-71-100-13-0000	Cafe Prof & Tech Leggee	A	300 Purchased Services	1,000.00	1,000.00
10-2560-310-00-71-300-13-0000	Cafe Prof & Tech HS	A	300 Purchased Services	1,000.00	1,000.00
10-2560-310-00-72-110-13-0000	Cafe Prof & Tech Chesak	A	300 Purchased Services	1,000.00	1,000.00
10-2560-310-00-72-120-13-0000	Cafe Prof & Tech Martin	A	300 Purchased Services	1,000.00	1,000.00
10-2560-310-00-72-220-13-0000	Cafe Prof & Tech Marlowe	A	300 Purchased Services	1,000.00	1,000.00
10-2560-310-00-74-140-13-0000	Cafe Prof & Tech Mackeben	A	300 Purchased Services	1,000.00	1,000.00
10-2560-310-00-74-150-13-0000	Cafe Prof & Tech Conley	A	300 Purchased Services	1,000.00	1,000.00
10-2560-310-00-74-210-13-0000	Cafe Prof & Tech Heineman	A	300 Purchased Services	1,000.00	1,000.00
10-2560-313-00-71-300-13-0000	Cafe Commodity Ship HS	A	300 Purchased Services	1,500.00	1,500.00
10-2560-313-00-72-110-13-0000	Cafe Commodity Ship Chesak	A	300 Purchased Services	-	-
10-2560-313-00-72-120-13-0000	Cafe Commodity Ship Martin	A	300 Purchased Services	-	-
10-2560-313-00-72-220-13-0000	Cafe Commodity Marlowe	A	300 Purchased Services	2,500.00	2,500.00
10-2560-313-00-74-140-13-0000	Cafe Commodity Mackeben	A	300 Purchased Services	-	-
10-2560-313-00-74-150-13-0000	Cafe Commodity Conley	A	300 Purchased Services	-	-
10-2560-313-00-74-210-13-0000	Cafe Commodity Heineman	A	300 Purchased Services	1,600.00	1,600.00
10-2560-323-00-71-100-13-0000	Cafe Repairs Leggee	A	300 Purchased Services	5,000.00	5,000.00
10-2560-323-00-71-300-13-0000	Cafe Repairs HS	A	300 Purchased Services	13,000.00	13,000.00
10-2560-323-00-72-110-13-0000	Cafe Repairs Chesak	A	300 Purchased Services	3,000.00	3,000.00
10-2560-323-00-72-120-13-0000	Cafe Repairs Martin	A	300 Purchased Services	3,000.00	3,000.00
10-2560-323-00-72-220-13-0000	Cafe Repairs Marlowe	A	300 Purchased Services	7,500.00	7,500.00



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Account Number	Account Description	Exp Type	Object Type	FY20	FY21
10-2560-323-00-74-140-13-0000	Cafe Repairs Mackeben	A	300 Purchased Services	3,000.00	3,000.00
10-2560-323-00-74-150-13-0000	Cafe Repairs Conley	A	300 Purchased Services	3,000.00	3,000.00
10-2560-323-00-74-210-13-0000	Cafe Repairs Heineman	A	300 Purchased Services	7,500.00	7,500.00
10-2560-332-00-71-100-13-0000	Cafe Travel Leggee	A	300 Purchased Services	80.00	80.00
10-2560-332-00-71-300-13-0000	Cafe Travel HS	A	300 Purchased Services	80.00	80.00
10-2560-332-00-72-110-13-0000	Cafe Travel Chesak	A	300 Purchased Services	80.00	80.00
10-2560-332-00-72-120-13-0000	Cafe Travel Martin	A	300 Purchased Services	80.00	80.00
10-2560-332-00-72-220-13-0000	Cafe Travel Marlowe	A	300 Purchased Services	80.00	80.00
10-2560-332-00-74-140-13-0000	Cafe Travel Mackeben	A	300 Purchased Services	80.00	80.00
10-2560-332-00-74-150-13-0000	Cafe Travel Conley	A	300 Purchased Services	80.00	80.00
10-2560-332-00-74-210-13-0000	Cafe Travel Heineman	A	300 Purchased Services	80.00	80.00
10-2560-382-00-79-600-14-0000	Food Services W/C Ins	WC	300 Purchased Services	18,742.50	19,679.63
10-2561-332-00-79-605-14-0000	Dir Food Service Travel	A	300 Purchased Services	1,600.00	1,600.00
10-2630-332-00-74-500-14-0000	Travel Volunteer Coord	A	300 Purchased Services	1,000.00	1,000.00
10-2630-341-00-74-500-14-0000	Postage Central Office	A	300 Purchased Services	20,000.00	20,000.00
10-2630-382-00-79-600-14-0000	Information Services W/C Ins	WC	300 Purchased Services	181.10	190.16
10-2633-360-00-74-500-14-0000	Newsletter Printing	A	300 Purchased Services	20,000.00	20,000.00
10-2640-382-00-79-600-14-0000	Staff Services W/C Ins	WC	300 Purchased Services	1,338.29	1,405.20
10-2642-332-00-74-500-14-0000	Travel Human Res	A	300 Purchased Services	1,489.72	1,489.72
10-2642-350-00-74-500-14-0000	Advertising Human Res	A	300 Purchased Services	7,488.00	7,488.00
10-2642-390-00-74-500-14-0000	Purchased Service Human Res	A	300 Purchased Services	32,000.00	32,000.00
10-2643-316-00-79-605-14-0000	Sub Calling Software	A	300 Purchased Services	10,500.00	10,500.00
10-2660-310-92-79-600-14-0000	IDEA Data Processing Pur Svc	A	300 Purchased Services	24,680.00	24,680.00
10-2660-316-00-79-600-14-0000	Student Information	R	300 Purchased Services	132,000.00	132,000.00
10-2660-319-00-79-600-14-0000	Hardware Maintenance Renewal	R	300 Purchased Services	60,597.00	60,597.00
10-2660-319-61-79-600-14-0000	Software Maintenance	R	300 Purchased Services	275,000.00	275,000.00
10-2660-323-00-79-600-14-0000	Repairs Technology	A	300 Purchased Services	5,229.43	5,229.43
10-2660-332-00-79-600-14-0000	Travel Technology	A	300 Purchased Services	10,969.73	10,969.73
10-2660-382-00-79-600-14-0000	Data Processing Services W/C	WC	300 Purchased Services	2,980.28	3,129.29
10-2660-390-00-79-600-14-0000	Purchased Service Technology	R	300 Purchased Services	184,000.00	184,000.00



HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

FY21 Proposed Budget - Expenditure Detail By Account

Presented:

Account Number	Account Description	Exp Type	Object Type	FY20	FY21
10-2900-325-00-79-600-14-0000	Copier Leases	R	300 Purchased Services	60,000.00	60,000.00
10-2900-390-00-79-600-14-0000	Copier Maintenance	R	300 Purchased Services	15,160.91	15,160.91
10-2110-410-92-79-605-14-0000	IDEA Socail Work Supplies	A	400 Supplies & Materials	500.00	500.00
10-2114-410-00-74-500-14-0000	Supplies Registration	A	400 Supplies & Materials	3,566.47	3,566.47
10-2120-410-00-71-300-13-0000	Supplies Guidance HS	A	400 Supplies & Materials	10,000.00	10,000.00
10-2120-410-00-72-220-13-0000	Supplies Guidance Marlowe	A	400 Supplies & Materials	705.97	705.97
10-2120-410-00-74-210-13-0000	Supplies Guidance Heineman	A	400 Supplies & Materials	100.00	100.00
10-2130-410-00-72-110-13-0000	Chesak Nurse Supplies	A	400 Supplies & Materials	-	-
10-2130-410-00-79-600-14-0000	Supplies Health	A	400 Supplies & Materials	22,486.55	22,486.55
10-2130-410-92-79-605-14-0000	IDEA Health OTPT & Nurse Sup	A	400 Supplies & Materials	9,900.00	9,900.00
10-2140-410-92-79-605-14-0000	IDEA Psychological Supplies	A	400 Supplies & Materials	1,500.00	1,500.00
10-2150-410-92-79-605-14-0000	IDEA Sp Path & Audiol Supplies	A	400 Supplies & Materials	2,000.00	2,000.00
10-2190-410-00-71-300-12-0000	Graduation Supplies HHS	A	400 Supplies & Materials	-	-
10-2210-410-00-79-600-14-0000	Assignment Notebooks/Locks	A	400 Supplies & Materials	34,903.68	34,903.68
10-2210-410-92-79-600-14-0000	IDEA Impr of Instruction Suppl	A	400 Supplies & Materials	8,130.00	8,130.00
10-2210-410-95-79-600-14-0000	ECE PD Supplies	R	400 Supplies & Materials	525.00	525.00
10-2210-410-97-79-600-14-0000	All Children Supplies	A	400 Supplies & Materials	689.00	689.00
10-2210-430-82-71-300-14-0000	ESL Prof Library	A	400 Supplies & Materials	1,000.00	1,000.00
10-2210-490-00-74-500-14-0000	Supplies Curr & Inst	R	400 Supplies & Materials	17,000.00	17,000.00
10-2212-410-00-74-500-14-0000	Associate Spt. Supplies	A	400 Supplies & Materials	300.00	300.00
10-2220-430-00-71-100-13-0000	Media Center Leggee	A	400 Supplies & Materials	5,000.00	5,000.00
10-2220-430-00-71-300-13-0000	Media Center HS	A	400 Supplies & Materials	11,000.00	11,000.00
10-2220-430-00-72-110-13-0000	Media Center Chesak	A	400 Supplies & Materials	3,988.99	3,988.99
10-2220-430-00-72-120-13-0000	Media Center Martin	A	400 Supplies & Materials	6,083.21	6,083.21
10-2220-430-00-72-220-13-0000	Media Center Marlowe	A	400 Supplies & Materials	6,773.40	6,773.40
10-2220-430-00-74-140-13-0000	Media Center Mackeben	A	400 Supplies & Materials	1,734.24	1,734.24
10-2220-430-00-74-150-13-0000	Media Center Conley	A	400 Supplies & Materials	3,000.00	3,000.00
10-2220-430-00-74-210-13-0000	Media Center Heineman	A	400 Supplies & Materials	3,972.59	3,972.59
10-2220-430-00-79-600-14-0000	Media Center Per Capita Grant	A	400 Supplies & Materials	5,629.38	5,629.38
10-2220-490-00-71-100-13-0000	Media Center AV Leggee	A	400 Supplies & Materials	4,500.00	4,500.00



HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

FY21 Proposed Budget - Expenditure Detail By Account

Presented:

Account Number	Account Description	Exp Type	Object Type	FY20	FY21
10-2220-490-00-72-110-13-0000	Media Center AV Chesak	A	400 Supplies & Materials	2,991.74	2,991.74
10-2220-490-00-72-120-13-0000	Media Center AV Martin	A	400 Supplies & Materials	2,800.00	2,800.00
10-2220-490-00-72-220-13-0000	Media Center AV Marlowe	A	400 Supplies & Materials	3,988.00	3,988.00
10-2220-490-00-74-140-13-0000	Media Center AV Mackeben	A	400 Supplies & Materials	1,010.73	1,010.73
10-2220-490-00-74-150-13-0000	Media Center AV Conley	A	400 Supplies & Materials	2,600.00	2,600.00
10-2220-490-00-74-210-13-0000	Media Center AV Heineman	A	400 Supplies & Materials	4,000.00	4,000.00
10-2223-410-00-79-600-14-0000	Supplies PAC	A	400 Supplies & Materials	7,945.19	7,945.19
10-2223-490-00-79-600-14-0000	PAC Invent Supplies	A	400 Supplies & Materials	51,836.80	51,836.80
10-2300-410-97-79-600-14-0000	All Children Gen Admin Sup	A	400 Supplies & Materials	2,000.00	2,000.00
10-2310-410-00-74-500-14-0000	Supplies Board	A	400 Supplies & Materials	3,000.00	3,000.00
10-2310-415-00-74-500-14-0000	District Food	A	400 Supplies & Materials	3,476.02	3,476.02
10-2321-410-00-74-500-14-0000	Supplies Supt	A	400 Supplies & Materials	25,000.00	25,000.00
10-2321-415-00-74-500-14-0000	Supt. Food	A	400 Supplies & Materials	498.88	498.88
10-2321-440-00-74-500-14-0000	Supt Periodicals	A	400 Supplies & Materials	272.98	272.98
10-2330-410-92-79-600-14-0000	IDEA Genl Admin Office Supplie	A	400 Supplies & Materials	4,000.00	4,000.00
10-2410-410-00-71-100-13-0000	Office Supplies Leggee	A	400 Supplies & Materials	2,000.00	2,000.00
10-2410-410-00-71-100-14-0000	Copier Paper & Toner Leggee	A	400 Supplies & Materials	21,330.00	21,330.00
10-2410-410-00-71-300-13-0000	Office Supplies HS	A	400 Supplies & Materials	3,000.00	3,000.00
10-2410-410-00-71-300-14-0000	Copier Paper & Toner HS	A	400 Supplies & Materials	66,000.00	66,000.00
10-2410-410-00-72-110-13-0000	Office Supplies Chesak	A	400 Supplies & Materials	997.25	997.25
10-2410-410-00-72-110-14-0000	Copier Paper & Toner Chesak	A	400 Supplies & Materials	24,931.20	24,931.20
10-2410-410-00-72-120-13-0000	Office Supplies Martin	A	400 Supplies & Materials	1,500.00	1,500.00
10-2410-410-00-72-120-14-0000	Copier Paper & Toner Martin	A	400 Supplies & Materials	27,311.58	27,311.58
10-2410-410-00-72-220-13-0000	Office Supplies Marlowe	A	400 Supplies & Materials	6,692.78	6,692.78
10-2410-410-00-72-220-14-0000	Copier Paper & Toner Marlowe	A	400 Supplies & Materials	26,928.00	26,928.00
10-2410-410-00-74-140-13-0000	Office Supplies Mackeben	A	400 Supplies & Materials	1,110.04	1,110.04
10-2410-410-00-74-140-14-0000	Copier Paper & Toner Mackeben	A	400 Supplies & Materials	15,609.67	15,609.67
10-2410-410-00-74-150-13-0000	Office Supplies Conley	A	400 Supplies & Materials	2,000.00	2,000.00
10-2410-410-00-74-150-14-0000	Copier Paper & Toner Conley	A	400 Supplies & Materials	16,000.00	16,000.00
10-2410-410-00-74-210-13-0000	Office Supplies Heineman	A	400 Supplies & Materials	6,200.00	6,200.00



HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

FY21 Proposed Budget - Expenditure Detail By Account

Presented:

Account Number	Account Description	Exp Type	Object Type	FY20	FY21
10-2410-410-00-74-210-14-0000	Copier Paper & Toner Heineman	A	400 Supplies & Materials	19,343.08	19,343.08
10-2410-490-00-71-300-13-0000	Office Invent Supplies HS	A	400 Supplies & Materials	10,633.00	10,633.00
10-2410-491-00-74-150-13-0000	Rebate Supplies Conley	A	400 Supplies & Materials	-	-
10-2520-410-00-74-500-14-0000	Supplies Fiscal	A	400 Supplies & Materials	30,000.00	30,000.00
10-2546-490-00-79-600-14-0000	Security Officer Supplies	A	400 Supplies & Materials	119,000.00	119,000.00
10-2550-410-97-79-600-14-0000	All Children Trans Supplies	A	400 Supplies & Materials	1,600.00	1,600.00
10-2560-410-00-71-100-13-0000	Cafe Supplies Leggee	A	400 Supplies & Materials	6,902.84	6,902.84
10-2560-410-00-71-300-13-0000	Cafe Supplies HS	A	400 Supplies & Materials	37,165.51	37,165.51
10-2560-410-00-72-110-13-0000	Cafe Supplies Chesak	A	400 Supplies & Materials	5,309.70	5,309.70
10-2560-410-00-72-120-13-0000	Cafe Supplies Martin	A	400 Supplies & Materials	6,773.94	6,773.94
10-2560-410-00-72-220-13-0000	Cafe Supplies Marlowe	A	400 Supplies & Materials	14,642.41	14,642.41
10-2560-410-00-74-140-13-0000	Cafe Supplies Mackeben	A	400 Supplies & Materials	4,675.11	4,675.11
10-2560-410-00-74-150-13-0000	Cafe Supplies Conley	A	400 Supplies & Materials	5,748.97	5,748.97
10-2560-410-00-74-210-13-0000	Cafe Supplies Heineman	A	400 Supplies & Materials	10,828.57	10,828.57
10-2560-415-00-71-100-13-0000	Cafe Food Leggee	A	400 Supplies & Materials	131,569.57	131,569.57
10-2560-415-00-71-300-13-0000	Cafe Food HS	A	400 Supplies & Materials	514,161.54	514,161.54
10-2560-415-00-72-110-13-0000	Cafe Food Chesak	A	400 Supplies & Materials	132,561.23	132,561.23
10-2560-415-00-72-120-13-0000	Cafe Food Martin	A	400 Supplies & Materials	142,467.07	142,467.07
10-2560-415-00-72-220-13-0000	Cafe Food Marlowe	A	400 Supplies & Materials	237,791.23	237,791.23
10-2560-415-00-74-140-13-0000	Cafe Food Mackeben	A	400 Supplies & Materials	87,860.91	87,860.91
10-2560-415-00-74-150-13-0000	Cafe Food Conley	A	400 Supplies & Materials	88,704.70	88,704.70
10-2560-415-00-74-210-13-0000	Cafe Food Heineman	A	400 Supplies & Materials	174,916.27	174,916.27
10-2560-415-95-79-600-14-0000	ECE Snacks	A	400 Supplies & Materials	400.00	400.00
10-2560-415-97-79-600-14-0000	All Children Snacks	A	400 Supplies & Materials	9,500.00	9,500.00
10-2560-490-00-71-100-13-0000	Cafe Invent Supplies Leggee	A	400 Supplies & Materials	542.72	542.72
10-2560-490-00-71-300-13-0000	Cafe Invent Supplies HS	A	400 Supplies & Materials	542.72	542.72
10-2560-490-00-72-110-13-0000	Cafe Invent Supplies Chesak	A	400 Supplies & Materials	542.72	542.72
10-2560-490-00-72-120-13-0000	Cafe Invent Supplies Martin	A	400 Supplies & Materials	542.72	542.72
10-2560-490-00-72-220-13-0000	Cafe Invent Supplies Marlowe	A	400 Supplies & Materials	542.72	542.72
10-2560-490-00-74-140-13-0000	Cafe Invent Supplies Mackeben	A	400 Supplies & Materials	542.72	542.72



HUNTLEY COMMUNITY SCHOOL DISTRICT 158

FY21 Proposed Budget - Expenditure Detail By Account

Presented:

Account Number	Account Description	Exp Type	Object Type	FY20	FY21
10-2560-490-00-74-150-13-0000	Cafe Invent Supplies Conley	A	400 Supplies & Materials	542.72	542.72
10-2560-490-00-74-210-13-0000	Cafe Invent Supplies Heineman	A	400 Supplies & Materials	542.72	542.72
10-2561-410-00-79-605-14-0000	Dir Food Service Supplies	A	400 Supplies & Materials	941.30	941.30
10-2630-410-00-74-500-14-0000	Supplies Volunteer Coord	A	400 Supplies & Materials	3,000.00	3,000.00
10-2642-410-00-74-500-14-0000	Supplies Human Res	A	400 Supplies & Materials	9,931.49	9,931.49
10-2642-411-00-74-500-14-0000	HR Employee Recognition	A	400 Supplies & Materials	6,000.00	6,000.00
10-2660-410-00-79-600-14-0000	Supplies Tech	A	400 Supplies & Materials	19,944.96	19,944.96
10-2660-470-00-79-600-14-0000	Software Technology	R	400 Supplies & Materials	200,000.00	200,000.00
10-2660-490-00-79-600-14-0000	Inventoriable Equipment Tech	R	400 Supplies & Materials	1,000,000.00	1,000,000.00
10-2900-410-00-79-600-14-0000	Copier Paper & Toner DO	A	400 Supplies & Materials	10,458.85	10,458.85
10-2560-540-00-72-220-13-0000	Cafe Equipment Marlowe	A	500 Capital Outlay	20,000.00	20,000.00
10-2560-540-00-74-210-13-0000	Cafe Equipment Heineman	A	500 Capital Outlay	20,000.00	20,000.00
10-2114-640-00-74-500-14-0000	Dues & Fees Registration	A	600 Other Objects	522.94	522.94
10-2210-640-92-79-605-14-0000	IDEA Dues and Fees	A	600 Other Objects	6,585.00	6,585.00
10-2310-640-00-74-500-14-0000	Dues & Fees Board	A	600 Other Objects	35,000.00	35,000.00
10-2313-640-00-79-605-14-0000	Treasurers Bond	A	600 Other Objects	25,320.00	25,320.00
10-2321-640-00-74-500-14-0000	Dues & Fees Supt	A	600 Other Objects	3,296.07	3,296.07
10-2323-640-00-74-500-14-0000	Dues & Fees Curr & Inst	A	600 Other Objects	5,000.00	5,000.00
10-2410-640-00-71-100-13-0000	Principal Dues Leggee	A	600 Other Objects	700.00	700.00
10-2410-640-00-71-300-13-0000	Office Dues & Fees HS	A	600 Other Objects	2,000.00	2,000.00
10-2410-640-00-72-110-13-0000	Office Dues & Fees Chesak	A	600 Other Objects	498.62	498.62
10-2410-640-00-72-120-13-0000	Office Dues & Fees Martin	A	600 Other Objects	993.15	993.15
10-2410-640-00-74-140-13-0000	Office Dues & Fees Mackeben	A	600 Other Objects	303.22	303.22
10-2410-640-00-74-150-13-0000	Office Dues & Fees Conley	A	600 Other Objects	2,000.00	2,000.00
10-2410-640-00-74-210-13-0000	Office Dues & Fees Heineman	A	600 Other Objects	1,300.00	1,300.00
10-2520-640-00-74-500-14-0000	Dues & Fees Fiscal	A	600 Other Objects	4,500.00	4,500.00
10-2560-640-00-71-100-13-0000	Cafe Dues & Fees Leggee	A	600 Other Objects	465.98	465.98
10-2560-640-00-71-300-13-0000	Cafe Dues & Fees HS	A	600 Other Objects	657.85	657.85
10-2560-640-00-72-110-13-0000	Cafe Dues & Fees Chesak	A	600 Other Objects	465.98	465.98
10-2560-640-00-72-120-13-0000	Cafe Dues & Fees Martin	A	600 Other Objects	465.98	465.98



HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

FY21 Proposed Budget - Expenditure Detail By Account

Presented:

Account Number	Account Description	Exp Type	Object Type	FY20	FY21
10-2560-640-00-72-220-13-0000	Cafe Dues & Fees Marlowe	A	600 Other Objects	465.98	465.98
10-2560-640-00-74-140-13-0000	Cafe Dues & Fees Mackeben	A	600 Other Objects	465.98	465.98
10-2560-640-00-74-150-13-0000	Cafe Dues & Fees Conley	A	600 Other Objects	465.98	465.98
10-2560-640-00-74-210-13-0000	Cafe Dues & Fees Heineman	A	600 Other Objects	465.98	465.98
10-2561-640-00-79-600-14-0000	Dir Food Service Dues & Fees	A	600 Other Objects	156.89	156.89
10-2642-640-00-74-500-14-0000	Dues & Fees Human Res	A	600 Other Objects	993.15	993.15
10-2660-640-00-79-600-14-0000	Dues & Fees Technology	A	600 Other Objects	1,495.87	1,495.87
10-2150-710-92-79-605-14-0000	IDEA Speech NonCap Eqpt	A	700 Non-Capitalized Equipmen	6,000.00	6,000.00
10-2560-710-00-79-605-14-0000	Foodservice Non-Cap Eqpt	A	700 Non-Capitalized Equipmen	19,446.63	19,446.63
10-3100-110-97-79-605-14-0000	All Children Parent Coord Salary	HEA	100 Salaries	23,000.00	23,428.87
10-3000-390-84-79-605-14-0000	Title III LIPLEPS Comm Svcs PS	A	300 Purchased Services	-	-
10-3100-332-97-79-605-14-0000	All Children Community Travel	A	300 Purchased Services	400.00	400.00
10-3000-410-84-79-605-14-0000	Title III Comm Svcs Supplies	R	400 Supplies & Materials	1,000.00	1,000.00
10-3100-410-97-79-605-24-0000	All Children Parental Supplies	A	400 Supplies & Materials	1,200.00	1,200.00
10-3600-410-82-79-605-14-0000	T Bilingual Community Svrcs	A	400 Supplies & Materials	8,000.00	8,000.00
10-4120-310-92-79-600-14-0000	IDEA Pmts to Other Districts	A	300 Purchased Services	10,000.00	10,000.00
10-4120-670-00-79-605-14-0000	Sp Ed Room & Board	R	600 Other Objects	25,000.00	25,000.00
10-4210-670-00-79-600-14-0000	Reg Ed Out of District	R	600 Other Objects	65,000.00	65,000.00
10-4220-670-00-79-600-14-0000	Sp Ed Private Tuition	R	600 Other Objects	2,115,000.00	2,115,000.00
20-2540-110-00-79-600-14-0000	Assistant Director Salary	ADM	100 Salaries	107,004.20	110,749.35
20-2540-110-00-79-605-14-0000	Director O & M Salary	ADM	100 Salaries	136,510.29	141,288.15
20-2540-113-00-79-605-14-0000	Office O&M Salary	ADM	100 Salaries	46,967.67	48,611.54
20-2540-130-00-79-605-14-0000	Office O & M OT	ADM	100 Salaries	-	-
20-2540-140-00-79-600-14-0000	Vacation-Assistant Director	ADM	100 Salaries	962.79	996.49
20-2540-140-00-79-605-14-0000	Vacation-Office O&M	ADM	100 Salaries	1,649.66	1,707.40
20-2542-110-00-79-605-14-0000	Custodial Salaries	HSP	100 Salaries	378,110.78	392,289.93
20-2542-120-00-79-605-14-0000	On Call Wages	ADM	100 Salaries	15,579.32	16,124.60
20-2542-122-00-79-605-14-0000	Summer Custodial	HSP	100 Salaries	48,344.40	50,157.32
20-2542-130-00-79-605-14-0000	Custodial Overtime	HSP	100 Salaries	23,368.56	24,244.88
20-2542-140-00-79-605-14-0000	Vacation-Custodial Salaries	HSP	100 Salaries	3,872.94	4,018.18

HUNTLEY COMMUNITY SCHOOL DISTRICT 158

FY21 Proposed Budget - Expenditure Detail By Account

Presented:

Account Number	Account Description	Exp Type	Object Type	FY20	FY21
20-2543-130-00-79-605-14-0000	Athletic Grounds Mtnc Overtime	ADM	100 Salaries	7,198.99	7,450.95
20-2544-110-00-79-605-14-0000	Maintenance Salary	ADM	100 Salaries	551,691.33	571,000.53
20-2544-130-00-79-605-14-0000	Overtime-Maintenance	ADM	100 Salaries	35,066.52	36,293.85
20-2544-140-00-79-605-14-0000	Vacation-Maintenance	ADM	100 Salaries	4,181.51	4,327.86
20-2540-212-00-79-605-14-0000	IMRF Employer Paid	IMRF	200 Employee Benefits	6,200.00	6,439.83
20-2540-220-00-79-600-14-0000	O&M of Plant Serv Insurance	I	200 Employee Benefits	213,465.60	224,138.88
20-2540-310-00-79-000-00-0000	Professional & Technical	R	300 Purchased Services	240,000.00	240,000.00
20-2540-323-00-79-000-00-0000	Repairs and Maintenance	A	300 Purchased Services	10,458.86	10,458.86
20-2540-332-00-79-000-00-0000	Travel	A	300 Purchased Services	4,005.00	4,005.00
20-2540-340-00-79-000-00-0000	Telephone - Districtwide	R	300 Purchased Services	225,000.00	225,000.00
20-2540-341-00-79-605-14-0000	Postage	A	300 Purchased Services	140.00	140.00
20-2540-370-00-79-000-00-0000	Water/Sewer	R	300 Purchased Services	86,942.00	86,942.00
20-2540-381-00-79-500-14-0000	Property Insurance	CLIC	300 Purchased Services	107,233.86	112,595.55
20-2540-382-00-79-600-14-0000	Support Serv-O&M W/C Ins	WC	300 Purchased Services	52,968.43	55,616.85
20-2542-310-00-79-000-00-0000	Custodial Contract Service	R	300 Purchased Services	1,621,296.00	1,653,721.92
20-2542-319-00-79-605-14-0000	Contractual Cust. Replacement	A	300 Purchased Services	-	-
20-2542-320-00-79-605-14-0000	Contractual Overtime	A	300 Purchased Services	42,000.00	42,000.00
20-2542-321-00-79-000-00-0000	Sanitation/Exterminating	A	300 Purchased Services	43,250.00	43,250.00
20-2542-322-00-79-605-14-0000	Snow Removal	R	300 Purchased Services	280,000.00	280,000.00
20-2542-323-00-79-000-00-0000	Repairs & Maint Buildings	R	300 Purchased Services	574,985.00	574,985.00
20-2542-324-00-79-000-00-0000	Fingerprinting/Background Ck	A	300 Purchased Services	-	-
20-2542-325-00-79-000-00-0000	Rentals	A	300 Purchased Services	1,104.00	1,104.00
20-2542-329-00-79-000-00-0000	Buildings - Small Projects	R	300 Purchased Services	225,000.00	225,000.00
20-2542-390-00-79-000-00-0000	Other Purchased Service	R	300 Purchased Services	251,335.00	251,335.00
20-2543-320-00-79-600-14-0000	Grounds Contract	R	300 Purchased Services	167,422.00	167,422.00
20-2543-323-00-79-000-00-0000	Repairs-Grounds	A	300 Purchased Services	157,289.00	157,289.00
20-2543-329-00-79-000-00-0000	Grounds - Small Projects	A	300 Purchased Services	49,999.85	49,999.85
20-2545-323-00-79-600-14-0000	Vehicle Repairs & Maintenance	A	300 Purchased Services	4,676.00	4,676.00
20-2546-310-00-71-305-00-0000	Resource Officer HS	A	300 Purchased Services	241,000.00	241,000.00
20-2540-410-00-79-000-00-0000	Office Supplies B & G	A	400 Supplies & Materials	4,050.00	4,050.00



HUNTLEY
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FY21 Proposed Budget - Expenditure Detail By Account

Presented:

Account Number	Account Description	Exp Type	Object Type	FY20	FY21
20-2540-465-00-79-000-00-0000	Natural Gas	R	400 Supplies & Materials	239,292.00	239,292.00
20-2540-466-00-79-000-00-0000	Electric	R	400 Supplies & Materials	900,000.00	900,000.00
20-2542-410-00-79-000-00-0000	Supplies B & G	R	400 Supplies & Materials	464,838.00	464,838.00
20-2542-490-00-79-000-00-0000	Invent Supplies B & G	R	400 Supplies & Materials	53,710.00	53,710.00
20-2543-410-00-79-000-00-0000	Grounds Supplies	A	400 Supplies & Materials	65,000.00	65,000.00
20-2542-520-00-79-000-00-0000	Building projects	CAP	500 Capital Outlay	1,340,441.00	2,715,284.65
20-2543-530-00-79-000-00-0000	Improvements not Buildings	CAP	500 Capital Outlay	1,845,920.00	490,288.09
20-2552-550-00-79-000-00-0000	O&M Vehicles	CAP	500 Capital Outlay	26,160.00	6,948.26
20-2540-640-00-79-000-00-0000	Dues & Fees	A	600 Other Objects	3,366.00	3,246.98
20-5260-620-00-00-000-00-0000	Bond Interest	LTD	600 Other Objects	16,315.00	15,738.09
20-5360-610-00-00-000-00-0000	Bond Principal	LTD	600 Other Objects	150,000.00	149,695.93
30-5220-620-00-00-000-00-0000	Interest on Bonds	LTD	600 Other Objects	8,465,701.00	6,848,270.00
30-5320-610-00-00-000-00-0000	Principal on Bonds	LTD	600 Other Objects	745,000.00	435,000.00
30-5340-610-00-00-000-00-0000	Principal on CABs	LTD	600 Other Objects	1,534,402.00	3,525,630.00
30-5900-690-00-00-000-00-0000	Bond Service Charge	LTD	600 Other Objects	20,000.00	20,000.00
40-2550-110-00-79-405-14-0000	Director Transportation	ADM	100 Salaries	83,241.27	86,154.71
40-2550-113-00-79-405-14-0000	Trans Asst Director	ADM	100 Salaries	62,834.51	65,033.72
40-2550-130-00-79-405-14-0000	Transp Office Overtime	ADM	100 Salaries	-	-
40-2550-140-00-79-405-14-0000	Vacation-Transportation Office	ADM	100 Salaries	1,512.53	1,565.47
40-2552-110-00-79-405-14-0000	Drivers Salary	HSP	100 Salaries	2,287,830.60	2,373,624.25
40-2552-114-00-79-405-14-0000	Field Trip Salary	HSP	100 Salaries	62,338.70	64,676.40
40-2552-115-00-79-405-14-0000	Athletic Trip Salary	HSP	100 Salaries	96,007.09	99,607.36
40-2552-116-00-79-405-14-0000	Park District Trip Salary	HSP	100 Salaries	1,293.15	1,341.64
40-2552-120-00-79-405-14-0000	On Call Substitute Salary	HSP	100 Salaries	12,308.56	12,770.13
40-2552-125-00-79-405-14-0000	Training	HSP	100 Salaries	5,431.18	5,634.85
40-2552-130-00-79-405-14-0000	Overtime	HSP	100 Salaries	13,455.64	13,960.23
40-2554-110-00-79-405-14-0000	Bus Maintenance Salary	HSP	100 Salaries	165,280.40	171,478.42
40-2554-130-00-79-405-14-0000	Overtime	HSP	100 Salaries	8,698.97	9,025.18
40-2554-140-00-79-405-14-0000	Vacation-Bus Maintenance	HSP	100 Salaries	1,113.39	1,155.14
40-2559-110-00-79-605-14-0000	Bus Aides	HSP	100 Salaries	256,268.42	265,878.49



HUNTLEY
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FY21 Proposed Budget - Expenditure Detail By Account

Presented:

Account Number	Account Description	Exp Type	Object Type	FY20	FY21
40-2550-212-00-79-405-14-0000	IMRF Employer Paid	IMRF	200 Employee Benefits	11,500.00	11,944.85
40-2550-220-00-79-600-14-0000	Pupil Transportation Serv Ins	I	200 Employee Benefits	1,451,494.98	1,524,069.73
40-2550-310-00-79-000-00-0000	Prof & Tech Service Trans	A	300 Purchased Services	34,903.68	24,479.56
40-2550-321-00-79-000-00-0000	Bus Sanitation	A	300 Purchased Services	-	-
40-2550-323-00-79-000-00-0000	Repairs and Maintenance	A	300 Purchased Services	104,711.05	73,438.67
40-2550-325-00-79-000-00-0000	Rental Trans	A	300 Purchased Services	31,270.25	21,931.26
40-2550-340-00-79-000-00-0000	Mobile Phones/Radios	A	300 Purchased Services	29,794.46	20,896.22
40-2550-380-00-79-000-00-0000	Vehicle Insurance	CLIC	300 Purchased Services	51,278.05	38,527.56
40-2550-382-00-79-600-14-0000	Support Serv-Trans W/C Ins	WC	300 Purchased Services	273,629.90	205,590.72
40-2552-323-00-79-000-00-0000	Bus Damage Repaires	A	300 Purchased Services	7,580.45	5,316.52
40-2552-325-00-79-000-00-0000	Bus Leases	R	300 Purchased Services	243,831.00	122,297.00
40-2552-331-00-79-000-00-0000	Contracted Transportation	A	300 Purchased Services	40,000.00	28,053.84
40-2552-332-00-79-000-00-0000	Transportation Travel	A	300 Purchased Services	-	-
40-2550-410-00-79-000-00-0000	Office Supplies	A	400 Supplies & Materials	6,275.32	6,275.32
40-2552-464-00-79-000-00-0000	Diesel/Gasoline	R	400 Supplies & Materials	450,000.00	450,000.00
40-2552-490-00-79-000-00-0000	Inventoriable Supplies	A	400 Supplies & Materials	30,000.00	30,000.00
40-2554-410-00-79-000-00-0000	Fleet Supplies	A	400 Supplies & Materials	300,000.00	300,000.00
40-2552-540-00-79-000-00-0000	Bus Purchases	CAP	500 Capital Outlay	1,000,000.00	1,678,000.00
40-2552-640-00-79-000-00-0000	Dues & Fees	A	600 Other Objects	4,944.11	4,944.11
50-1100-214-00-79-600-14-0000	MEDI	FICA	200 Employee Benefits	514.95	526.96
50-1100-214-00-79-605-14-0000	Extra Duty	FICA	200 Employee Benefits	226.41	231.69
50-1101-212-00-79-605-14-0000	Retirement Incentive IMRF	IMRF	200 Employee Benefits	292.89	304.22
50-1101-213-00-79-605-14-0000	Retirement Incentive FICA	FICA	200 Employee Benefits	197.83	205.48
50-1101-214-00-79-605-14-0000	Retirement Incentive Medicare	FICA	200 Employee Benefits	15,362.65	15,720.84
50-1110-212-00-72-115-13-0000	Aide IMRF Chesak	IMRF	200 Employee Benefits	3,772.03	3,917.94
50-1110-213-00-72-115-13-0000	Aide FICA Chesak	FICA	200 Employee Benefits	2,547.77	2,646.33
50-1110-213-00-74-150-14-0000	Aide Salary Conley FICA	FICA	200 Employee Benefits	-	-
50-1110-214-00-71-105-00-0000	Kinderg Teacher Leggee	FICA	200 Employee Benefits	8,019.56	8,206.54
50-1110-214-00-71-105-01-0000	1st Grade Teacher Leggee	FICA	200 Employee Benefits	7,947.78	8,133.09
50-1110-214-00-71-105-02-0000	2nd Grade Teacher Leggee	FICA	200 Employee Benefits	7,801.43	7,983.32



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FY21 Proposed Budget - Expenditure Detail By Account

Presented:

Account Number	Account Description	Exp Type	Object Type	FY20	FY21
50-1110-214-00-71-105-03-0000	3rd Grade Teacher Leggee	FICA	200 Employee Benefits	6,455.40	6,605.91
50-1110-214-00-71-105-04-0000	4th Grade Teacher Leggee	FICA	200 Employee Benefits	6,099.22	6,241.43
50-1110-214-00-71-105-05-0000	5th Grade Teacher Leggee	FICA	200 Employee Benefits	5,124.57	5,244.05
50-1110-214-00-71-105-13-0000	Medicare Leggee	FICA	200 Employee Benefits	-	-
50-1110-214-00-72-115-00-0000	Kinderg Teacher Chesak	FICA	200 Employee Benefits	16,737.68	17,127.93
50-1110-214-00-72-115-01-0000	1st Grade Teacher Chesak	FICA	200 Employee Benefits	15,905.20	16,276.04
50-1110-214-00-72-115-02-0000	2nd Grade Teacher Chesak	FICA	200 Employee Benefits	14,236.12	14,568.04
50-1110-214-00-72-115-13-0000	Medicare Chesak	FICA	200 Employee Benefits	615.72	630.08
50-1110-214-00-72-125-03-0000	3rd Grade Teacher Martin	FICA	200 Employee Benefits	13,082.00	13,387.01
50-1110-214-00-72-125-04-0000	4th Grade Teacher Martin	FICA	200 Employee Benefits	14,421.12	14,757.36
50-1110-214-00-72-125-05-0000	5th Grade Teacher Martin	FICA	200 Employee Benefits	12,765.85	13,063.49
50-1110-214-00-72-125-13-0000	Medicare Martin	FICA	200 Employee Benefits	-	-
50-1110-214-00-74-145-00-0000	Kndr Teach Mackeben Medicare	FICA	200 Employee Benefits	11,168.57	11,428.97
50-1110-214-00-74-145-01-0000	1st Grade Teacher Mackeben	FICA	200 Employee Benefits	11,441.92	11,708.69
50-1110-214-00-74-145-02-0000	2nd Grade Teacher Mackeben	FICA	200 Employee Benefits	9,644.46	9,869.33
50-1110-214-00-74-155-03-0000	3rd Gr Teach Conley Medicare	FICA	200 Employee Benefits	8,531.73	8,730.65
50-1110-214-00-74-155-04-0000	4th Grade Teacher Conley	FICA	200 Employee Benefits	9,250.99	9,466.68
50-1110-214-00-74-155-05-0000	5th Grade Teacher Conley	FICA	200 Employee Benefits	8,488.95	8,686.87
50-1110-214-02-71-105-13-0000	Art Teacher Leggee	FICA	200 Employee Benefits	1,543.44	1,579.43
50-1110-214-02-72-115-13-0000	Art Teacher Chesak	FICA	200 Employee Benefits	1,965.88	2,011.72
50-1110-214-02-72-125-13-0000	Art Teacher Martin	FICA	200 Employee Benefits	2,247.53	2,299.93
50-1110-214-02-74-145-13-0000	Art Teacher Mackeben	FICA	200 Employee Benefits	1,133.44	1,159.87
50-1110-214-02-74-155-13-0000	Art Teacher Conley	FICA	200 Employee Benefits	1,206.59	1,234.72
50-1110-214-05-71-105-13-0000	Reading Teacher Leggee	FICA	200 Employee Benefits	2,868.76	2,935.65
50-1110-214-05-72-115-13-0000	Reading Teacher Chesak	FICA	200 Employee Benefits	4,805.65	4,917.70
50-1110-214-05-72-125-13-0000	Reading Teacher Martin	FICA	200 Employee Benefits	3,881.30	3,971.79
50-1110-214-05-74-145-13-0000	Reading Teacher Mackeben	FICA	200 Employee Benefits	3,280.68	3,357.17
50-1110-214-05-74-155-13-0000	Reading Teacher Conley	FICA	200 Employee Benefits	3,117.61	3,190.30
50-1110-214-12-71-105-13-0000	Music Teacher Leggee	FICA	200 Employee Benefits	2,556.76	2,616.37
50-1110-214-12-72-115-13-0000	Music Teacher Chesak	FICA	200 Employee Benefits	3,099.32	3,171.58



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Account Number	Account Description	Exp Type	Object Type	FY20	FY21
50-1110-214-12-72-125-13-0000	Music Teacher Martin	FICA	200 Employee Benefits	3,738.50	3,825.67
50-1110-214-12-74-145-13-0000	Music Teacher Mackeben	FICA	200 Employee Benefits	2,121.89	2,171.36
50-1110-214-12-74-155-13-0000	Music Teacher Conley	FICA	200 Employee Benefits	1,497.89	1,532.81
50-1110-214-50-71-105-13-0000	PE Teacher Leggee	FICA	200 Employee Benefits	4,129.20	4,225.47
50-1110-214-50-72-115-13-0000	PE Teacher Chesak	FICA	200 Employee Benefits	4,932.67	5,047.68
50-1110-214-50-72-125-13-0000	PE Teacher Martin	FICA	200 Employee Benefits	6,528.58	6,680.80
50-1110-214-50-74-145-13-0000	PE Teacher Mackeben	FICA	200 Employee Benefits	2,972.30	3,041.60
50-1110-214-50-74-155-13-0000	PE Teacher Conley	FICA	200 Employee Benefits	2,937.78	3,006.28
50-1110-214-61-71-100-03-0000	Keyboarding Medicare Leggee	FICA	200 Employee Benefits	531.50	543.89
50-1110-214-61-72-120-03-0000	Keyboarding Medicare Martin	FICA	200 Employee Benefits	1,372.26	1,404.25
50-1110-214-61-74-150-03-0000	Keyboarding 3rd Grade Conley	FICA	200 Employee Benefits	531.50	543.89
50-1120-212-00-72-225-13-0000	Aide Salary Marlowe	IMRF	200 Employee Benefits	-	-
50-1120-212-00-74-215-13-0000	Aide Salary Heineman IMRF	IMRF	200 Employee Benefits	-	-
50-1120-213-00-72-225-13-0000	Aide Salary Marlowe	FICA	200 Employee Benefits	-	-
50-1120-213-00-74-215-13-0000	Aide Salary Heineman FICA	FICA	200 Employee Benefits	-	-
50-1120-214-00-72-215-13-0000	Foods Teacher Heineman	FICA	200 Employee Benefits	1,047.84	1,072.27
50-1120-214-00-72-225-13-0000	Foods Teacher Marlowe	FICA	200 Employee Benefits	782.77	801.02
50-1120-214-00-74-215-13-0000	Aide Salary Heineman Medicare	FICA	200 Employee Benefits	-	-
50-1120-214-02-72-225-13-0000	Art Teacher Marlowe	FICA	200 Employee Benefits	1,838.88	1,881.75
50-1120-214-02-74-215-13-0000	Art Teacher Heineman	FICA	200 Employee Benefits	908.39	929.57
50-1120-214-05-72-225-06-0000	English Teacher 6th Marlowe	FICA	200 Employee Benefits	7,482.52	7,656.98
50-1120-214-05-72-225-07-0000	English Teacher 7th Marlowe	FICA	200 Employee Benefits	5,883.86	6,021.05
50-1120-214-05-72-225-08-0000	English Teacher 8th Marlowe	FICA	200 Employee Benefits	6,977.24	7,139.92
50-1120-214-05-74-215-06-0000	English Teacher 6th Heineman	FICA	200 Employee Benefits	5,751.32	5,885.42
50-1120-214-05-74-215-07-0000	English Teacher 7th Heineman	FICA	200 Employee Benefits	5,261.24	5,383.91
50-1120-214-05-74-215-08-0000	English Teacher 8th Heineman	FICA	200 Employee Benefits	3,411.31	3,490.85
50-1120-214-06-72-225-13-0000	Foreign Lang Teacher Marlowe	FICA	200 Employee Benefits	1,923.09	1,967.93
50-1120-214-06-74-215-13-0000	Foreign Lang Teacher Heineman	FICA	200 Employee Benefits	1,209.35	1,237.55
50-1120-214-11-72-225-06-0000	Math Teacher 6th Marlowe	FICA	200 Employee Benefits	3,698.46	3,784.69
50-1120-214-11-72-225-07-0000	Math Teacher 7th Marlowe	FICA	200 Employee Benefits	3,129.68	3,202.65



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FY21 Proposed Budget - Expenditure Detail By Account

Presented:

Account Number	Account Description	Exp Type	Object Type	FY20	FY21
50-1120-214-11-72-225-08-0000	Math Teacher 8th Marlowe	FICA	200 Employee Benefits	4,316.95	4,417.60
50-1120-214-11-74-215-06-0000	Math Teacher 6th Heineman	FICA	200 Employee Benefits	2,353.83	2,408.71
50-1120-214-11-74-215-07-0000	Math Teacher 7th Heineman	FICA	200 Employee Benefits	2,280.65	2,333.82
50-1120-214-11-74-215-08-0000	Math Teacher 8th Heineman	FICA	200 Employee Benefits	2,578.85	2,638.98
50-1120-214-12-72-225-13-0000	Music Teacher Marlowe	FICA	200 Employee Benefits	4,659.33	4,767.96
50-1120-214-12-74-215-13-0000	Music Teacher Heineman	FICA	200 Employee Benefits	2,912.94	2,980.86
50-1120-214-13-72-225-06-0000	Science Teacher 6th Marlowe	FICA	200 Employee Benefits	4,083.64	4,178.85
50-1120-214-13-72-225-07-0000	Science Teacher 7th Marlowe	FICA	200 Employee Benefits	3,822.72	3,911.85
50-1120-214-13-72-225-08-0000	Science Teacher 8th Marlowe	FICA	200 Employee Benefits	1,816.79	1,859.15
50-1120-214-13-74-215-06-0000	Science 6th Heineman	FICA	200 Employee Benefits	2,588.52	2,648.87
50-1120-214-13-74-215-07-0000	Science 7th Heineman	FICA	200 Employee Benefits	2,312.41	2,366.33
50-1120-214-13-74-215-08-0000	Science 8th Heineman	FICA	200 Employee Benefits	2,057.00	2,104.96
50-1120-214-15-72-225-06-0000	Soc Stud Teacher 6th Marlowe	FICA	200 Employee Benefits	4,035.32	4,129.41
50-1120-214-15-72-225-07-0000	Soc Stud Teacher 7th Marlowe	FICA	200 Employee Benefits	2,660.31	2,722.34
50-1120-214-15-72-225-08-0000	Soc Stud Teacher 8th Marlowe	FICA	200 Employee Benefits	3,035.81	3,106.59
50-1120-214-15-74-215-06-0000	Soc Studies 6th Heineman	FICA	200 Employee Benefits	2,134.31	2,184.07
50-1120-214-15-74-215-07-0000	Soc Studies 7th Heineman	FICA	200 Employee Benefits	1,910.68	1,955.23
50-1120-214-15-74-215-08-0000	Soc Studies 8th Heineman	FICA	200 Employee Benefits	1,978.33	2,024.46
50-1120-214-50-72-225-13-0000	PE Teacher Marlowe	FICA	200 Employee Benefits	7,387.27	7,559.51
50-1120-214-50-74-215-13-0000	PE Teacher Heineman	FICA	200 Employee Benefits	4,256.22	4,355.46
50-1120-214-61-72-225-13-0000	Computer Teacher Marlowe	FICA	200 Employee Benefits	2,513.97	2,572.58
50-1120-214-61-74-215-13-0000	Computer Teacher Heineman	FICA	200 Employee Benefits	2,142.60	2,192.56
50-1125-212-00-79-600-14-0000	Preschool Aide	IMRF	200 Employee Benefits	35,466.24	36,838.18
50-1125-212-90-79-600-14-0000	Parent Tot Coordinator	IMRF	200 Employee Benefits	2,164.91	2,248.66
50-1125-213-00-79-600-14-0000	Preschool Aide	FICA	200 Employee Benefits	28,122.97	29,210.85
50-1125-213-90-79-600-14-0000	Parent Tot Coordinator	FICA	200 Employee Benefits	1,462.36	1,518.93
50-1125-214-00-79-600-14-0000	Preschool Aide	FICA	200 Employee Benefits	17,267.79	17,670.40
50-1125-214-90-79-600-14-0000	Parent Tot Coordinator	FICA	200 Employee Benefits	353.42	361.66
50-1130-212-00-71-305-13-0000	Aide Salary HS	IMRF	200 Employee Benefits	8,786.97	9,126.88
50-1130-213-00-71-305-13-0000	Aide Salary HS	FICA	200 Employee Benefits	5,933.64	6,163.17



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Presented:

Account Number	Account Description	Exp Type	Object Type	FY20	FY21
50-1130-214-00-71-305-13-0000	Team Leaders HS	FICA	200 Employee Benefits	1,947.95	1,993.37
50-1130-214-02-71-305-13-0000	Art Teacher HS	FICA	200 Employee Benefits	5,208.77	5,330.22
50-1130-214-05-71-305-13-0000	English/LA Teacher HS	FICA	200 Employee Benefits	20,959.36	21,448.04
50-1130-214-05-71-305-23-0000	Reading Specialist HS	FICA	200 Employee Benefits	1,456.47	1,490.43
50-1130-214-06-71-305-13-0000	Foreign Lang Teacher HS	FICA	200 Employee Benefits	10,718.51	10,968.42
50-1130-214-11-71-305-13-0000	Math Teacher HS	FICA	200 Employee Benefits	19,954.32	20,419.57
50-1130-214-12-71-305-13-0000	Music Teacher HS	FICA	200 Employee Benefits	2,414.57	2,470.87
50-1130-214-13-71-305-13-0000	Science Teacher HS	FICA	200 Employee Benefits	14,857.37	15,203.78
50-1130-214-15-71-305-13-0000	Soc Studies Teacher HS	FICA	200 Employee Benefits	14,810.43	15,155.74
50-1130-214-50-71-305-13-0000	PE Teacher HS	FICA	200 Employee Benefits	12,997.78	13,300.83
50-1130-214-61-71-305-13-0000	Computer Teacher HS	FICA	200 Employee Benefits	2,436.65	2,493.46
50-1200-212-00-71-105-13-0000	Spec Ed Aide Leggee	IMRF	200 Employee Benefits	48,050.72	49,909.46
50-1200-212-00-71-305-13-0000	Spec Ed Aide HS	IMRF	200 Employee Benefits	21,880.83	22,727.25
50-1200-212-00-72-115-13-0000	Spec Ed Aide Chesak	IMRF	200 Employee Benefits	27,878.88	28,957.32
50-1200-212-00-72-125-13-0000	Spec Ed Aide Martin	IMRF	200 Employee Benefits	33,827.29	35,135.83
50-1200-212-00-72-225-13-0000	Sp Ed Aide Marlowe	IMRF	200 Employee Benefits	15,472.72	16,071.25
50-1200-212-00-74-145-13-0000	Sp Ed Aide Mackeben	IMRF	200 Employee Benefits	11,033.38	11,460.18
50-1200-212-00-74-155-13-0000	Sp Ed Aide Conley	IMRF	200 Employee Benefits	19,885.29	20,654.51
50-1200-212-00-74-215-13-0000	Sp Ed Aide Heineman	IMRF	200 Employee Benefits	25,454.20	26,438.84
50-1200-212-00-79-505-14-0000	Sp Ed Office Salary	IMRF	200 Employee Benefits	9,344.75	9,706.23
50-1200-213-00-71-105-13-0000	Spec Ed Aide Leggee	FICA	200 Employee Benefits	32,436.53	33,691.27
50-1200-213-00-71-305-13-0000	Spec Ed Aide HS	FICA	200 Employee Benefits	14,770.60	15,341.97
50-1200-213-00-72-115-13-0000	Spec Ed Aide Chesak	FICA	200 Employee Benefits	18,818.15	19,546.09
50-1200-213-00-72-125-13-0000	Spec Ed Aide Martin	FICA	200 Employee Benefits	22,832.28	23,715.50
50-1200-213-00-72-225-13-0000	Sp Ed Aide Marlowe	FICA	200 Employee Benefits	10,442.35	10,846.29
50-1200-213-00-74-145-13-0000	Sp Ed Aide Mackeben	FICA	200 Employee Benefits	7,448.13	7,736.25
50-1200-213-00-74-155-13-0000	Sp Ed Aide Conley	FICA	200 Employee Benefits	13,421.86	13,941.06
50-1200-213-00-74-215-13-0000	Sp Ed Aide Heineman	FICA	200 Employee Benefits	17,182.03	17,846.68
50-1200-213-00-79-505-14-0000	Sp Ed Office Salary	FICA	200 Employee Benefits	6,307.92	6,551.93
50-1200-214-00-71-105-13-0000	Sp Ed Teacher Leggee	FICA	200 Employee Benefits	17,977.39	18,396.54



HUNTLEY
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Presented:

Account Number	Account Description	Exp Type	Object Type	FY20	FY21
50-1200-214-00-71-305-13-0000	Sp Ed Teacher HS	FICA	200 Employee Benefits	17,450.03	17,856.89
50-1200-214-00-72-115-13-0000	Sp Ed Teacher Chesak	FICA	200 Employee Benefits	11,296.96	11,560.35
50-1200-214-00-72-125-13-0000	Sp Ed Teacher Martin	FICA	200 Employee Benefits	16,400.82	16,783.21
50-1200-214-00-72-225-13-0000	Sp Ed Teacher Marlowe	FICA	200 Employee Benefits	15,640.13	16,004.79
50-1200-214-00-74-145-13-0000	Sp Ed Teacher Mackeben	FICA	200 Employee Benefits	4,902.29	5,016.59
50-1200-214-00-74-155-13-0000	Sp Ed Teacher Conley	FICA	200 Employee Benefits	10,630.16	10,878.01
50-1200-214-00-74-215-13-0000	Sp Ed Teacher Heineman	FICA	200 Employee Benefits	15,566.97	15,929.92
50-1200-214-00-79-505-14-0000	Director Special Ed	FICA	200 Employee Benefits	3,224.94	3,300.13
50-1200-214-00-79-600-14-0000	Sp Ed Extra Duty	FICA	200 Employee Benefits	1,779.52	1,821.01
50-1200-214-00-79-605-14-0000	Sp Ed Aides Salary District	FICA	200 Employee Benefits	1,381.92	1,414.14
50-1400-214-03-71-305-13-0000	Business Teacher HS	FICA	200 Employee Benefits	2,669.96	2,732.21
50-1400-214-09-71-305-13-0000	Home Ec Teacher HS	FICA	200 Employee Benefits	1,961.75	2,007.49
50-1400-214-10-71-305-13-0000	Industrial Arts Teacher HS	FICA	200 Employee Benefits	1,935.51	1,980.64
50-1501-214-30-71-305-13-0000	Academis Team Sponsor HS	FICA	200 Employee Benefits	38.66	39.56
50-1501-214-30-72-225-13-0000	Academic Team Sponsor Marlowe	FICA	200 Employee Benefits	70.41	72.05
50-1501-214-30-74-215-13-0000	Academic Team Sponsor Heineman	FICA	200 Employee Benefits	64.88	66.39
50-1502-214-30-74-215-13-0000	Art Club	FICA	200 Employee Benefits	15.19	15.54
50-1503-213-30-71-305-13-0000	Band Social Security	FICA	200 Employee Benefits	-	-
50-1503-214-30-71-305-13-0000	Band Sponsor HS	FICA	200 Employee Benefits	62.12	63.57
50-1503-214-30-72-225-13-0000	Band Sponsor Marlowe	FICA	200 Employee Benefits	84.22	86.18
50-1503-214-30-74-215-13-0000	Band Sponsor Heineman	FICA	200 Employee Benefits	46.94	48.03
50-1504-214-30-71-305-15-0000	Baseball Coach HS	FICA	200 Employee Benefits	96.64	98.89
50-1505-213-30-71-305-15-0000	Basketball Boys Coach HS	FICA	200 Employee Benefits	596.17	619.23
50-1505-213-30-71-305-16-0000	Basketball Girls Coach HS	FICA	200 Employee Benefits	331.50	344.32
50-1505-214-30-71-305-15-0000	Basketball Boys Coach HS	FICA	200 Employee Benefits	419.68	429.47
50-1505-214-30-71-305-16-0000	Basketball Girls Coach HS	FICA	200 Employee Benefits	416.93	426.65
50-1505-214-30-72-225-15-0000	Basketball Boys Coach Marlowe	FICA	200 Employee Benefits	175.34	179.43
50-1505-214-30-72-225-16-0000	Basketball Girls Coach Marlowe	FICA	200 Employee Benefits	227.78	233.09
50-1505-214-30-74-215-15-0000	Basketball Boys Coach Heineman	FICA	200 Employee Benefits	231.93	237.34
50-1505-214-30-74-215-16-0000	Basketball Gls Coach Heineman	FICA	200 Employee Benefits	227.78	233.09



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FY21 Proposed Budget - Expenditure Detail By Account

Presented:

Account Number	Account Description	Exp Type	Object Type	FY20	FY21
50-1506-213-30-71-305-13-0000	Cheer Coach HS	FICA	200 Employee Benefits	-	-
50-1506-214-30-71-305-13-0000	Cheerleading Sponsor HS	FICA	200 Employee Benefits	164.29	168.12
50-1506-214-30-72-225-13-0000	Cheer Sponsor Marlowe	FICA	200 Employee Benefits	49.70	50.86
50-1506-214-30-74-215-13-0000	Cheer Sponsor Heineman	FICA	200 Employee Benefits	51.07	52.26
50-1507-214-30-71-305-13-0000	Chorus Sponsor HS	FICA	200 Employee Benefits	46.94	48.03
50-1507-214-30-72-225-13-0000	Chorus Sponsor Marlowe	FICA	200 Employee Benefits	23.47	24.02
50-1507-214-30-74-215-13-0000	Chorus Sponsor Heineman	FICA	200 Employee Benefits	88.35	90.41
50-1508-214-30-71-305-13-0000	Color Guard Coach HS	FICA	200 Employee Benefits	19.32	19.77
50-1510-214-30-71-300-13-0000	Community Service Club	FICA	200 Employee Benefits	20.70	21.18
50-1511-214-30-71-305-15-0000	Cross Ctry Boys Coach HS	FICA	200 Employee Benefits	60.74	62.16
50-1511-214-30-71-305-16-0000	Cross Ctry Girls Coach HS	FICA	200 Employee Benefits	60.74	62.16
50-1511-214-30-72-225-13-0000	Cross Ctry Coach Marlowe	FICA	200 Employee Benefits	69.03	70.64
50-1511-214-30-74-215-13-0000	Cross Ctry Coach Heineman	FICA	200 Employee Benefits	71.79	73.46
50-1512-213-30-71-300-13-0000	Dance Club FICA	FICA	200 Employee Benefits	-	-
50-1512-214-30-71-300-13-0000	Dance Club	FICA	200 Employee Benefits	15.19	15.54
50-1513-214-30-71-305-13-0000	FFA Sponsor HS	FICA	200 Employee Benefits	31.76	32.50
50-1514-213-30-71-305-15-0000	Football Coach HS	FICA	200 Employee Benefits	645.63	670.60
50-1514-214-30-71-305-15-0000	Football Coach HS	FICA	200 Employee Benefits	909.77	930.98
50-1515-214-30-71-305-15-0000	Golf Boys Coach HS	FICA	200 Employee Benefits	178.09	182.24
50-1516-214-30-71-105-13-0000	Literary Club Leggee	FICA	200 Employee Benefits	20.70	21.18
50-1516-214-30-72-115-13-0000	Literary Club Chesak	FICA	200 Employee Benefits	45.56	46.62
50-1516-214-30-72-125-13-0000	Literary Club Martin	FICA	200 Employee Benefits	44.18	45.21
50-1516-214-30-72-225-13-0000	Literary Club Sponsor Marlowe	FICA	200 Employee Benefits	22.07	22.58
50-1516-214-30-74-145-14-0000	Literary Club Mackeben	FICA	200 Employee Benefits	23.47	24.02
50-1516-214-30-74-155-13-0000	Literary Club Conley	FICA	200 Employee Benefits	20.70	21.18
50-1516-214-30-74-215-13-0000	Literary Club Sponsor Heineman	FICA	200 Employee Benefits	20.70	21.18
50-1517-214-30-71-305-13-0000	Math Team Sponsor HS	FICA	200 Employee Benefits	31.76	32.50
50-1518-214-30-71-305-13-0000	Multicultural Club Sponsor HS	FICA	200 Employee Benefits	15.19	15.54
50-1519-214-30-71-305-13-0000	NHS Coach HS	FICA	200 Employee Benefits	15.19	15.54
50-1520-214-30-71-305-13-0000	Newspaper Sponsor HS	FICA	200 Employee Benefits	17.94	18.36



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FY21 Proposed Budget - Expenditure Detail By Account

Presented:

Account Number	Account Description	Exp Type	Object Type	FY20	FY21
50-1521-214-30-71-305-13-0000	Pom Pons Sponsor HS	FICA	200 Employee Benefits	99.40	101.72
50-1522-214-30-72-225-13-0000	Science Club Sponsor Marlowe	FICA	200 Employee Benefits	20.70	21.18
50-1522-214-30-74-215-13-0000	Science Club Sponsor Heineman	FICA	200 Employee Benefits	23.47	24.02
50-1525-214-30-71-305-15-0000	Soccer Boys Coach HS	FICA	200 Employee Benefits	157.38	161.05
50-1525-214-30-71-305-16-0000	Soccer Girls Coach HS	FICA	200 Employee Benefits	160.14	163.87
50-1526-214-30-71-305-16-0000	Softball Girls Coach HS	FICA	200 Employee Benefits	225.02	230.27
50-1527-214-30-72-225-13-0000	Spanish Club Sponsor Marlowe	FICA	200 Employee Benefits	8.29	8.48
50-1527-214-30-74-215-13-0000	Spanish Club Sponsor Heineman	FICA	200 Employee Benefits	6.90	7.06
50-1528-213-30-71-305-13-0000	HHS Speech Club FICA	FICA	200 Employee Benefits	-	-
50-1528-214-30-71-305-13-0000	Speech Club Sponsor HS	FICA	200 Employee Benefits	125.63	128.56
50-1529-214-30-71-305-13-0000	Student Council Sponsor HS	FICA	200 Employee Benefits	24.85	25.43
50-1529-214-30-72-225-13-0000	Student Cncil Sponsor Marlowe	FICA	200 Employee Benefits	42.80	43.80
50-1529-214-30-74-215-13-0000	Student Council Spons Heineman	FICA	200 Employee Benefits	46.94	48.03
50-1530-214-30-71-305-15-0000	Tennis Boys Coach HS	FICA	200 Employee Benefits	111.83	114.44
50-1530-214-30-71-305-16-0000	Tennis Girls Coach HS	FICA	200 Employee Benefits	111.83	114.44
50-1531-214-30-74-215-13-0000	Theater Club Sponsor Heineman	FICA	200 Employee Benefits	49.70	50.86
50-1532-213-30-71-305-16-0000	Girls Track Coach HS	FICA	200 Employee Benefits	-	-
50-1532-214-30-71-305-15-0000	Track Boys Coach HS	FICA	200 Employee Benefits	299.58	306.56
50-1532-214-30-71-305-16-0000	Track Girls Coach HS	FICA	200 Employee Benefits	225.02	230.27
50-1532-214-30-72-225-13-0000	Track Coach Marlowe	FICA	200 Employee Benefits	102.16	104.54
50-1532-214-30-74-215-13-0000	Track Coach Heineman	FICA	200 Employee Benefits	143.58	146.93
50-1533-214-30-71-305-13-0000	VICA Sponsor HS	FICA	200 Employee Benefits	20.70	21.18
50-1534-213-30-71-305-16-0000	Volleyball Girls Coach HS	FICA	200 Employee Benefits	-	-
50-1534-214-30-71-305-16-0000	Volleyball Girls Coach HS	FICA	200 Employee Benefits	334.08	341.87
50-1534-214-30-72-225-16-0000	Volleyball Coach Marlowe	FICA	200 Employee Benefits	176.71	180.83
50-1534-214-30-74-215-13-0000	Medicare	FICA	200 Employee Benefits	129.77	132.80
50-1534-214-30-74-215-16-0000	Volleyball Coach Heineman	FICA	200 Employee Benefits	52.46	53.68
50-1535-213-30-71-305-15-0000	Wrestling Coach HS	FICA	200 Employee Benefits	663.01	688.66
50-1535-214-30-71-305-15-0000	Wrestling Boys Coach HS	FICA	200 Employee Benefits	190.51	194.95
50-1535-214-30-72-225-15-0000	Wrestling Coach Marlowe	FICA	200 Employee Benefits	161.53	165.30



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FY21 Proposed Budget - Expenditure Detail By Account

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Account Number	Account Description	Exp Type	Object Type	FY20	FY21
50-1535-214-30-74-215-15-0000	Medicare	FICA	200 Employee Benefits	157.38	161.05
50-1536-214-30-72-225-13-0000	WYSE Marlowe	FICA	200 Employee Benefits	6.90	7.06
50-1536-214-30-74-215-13-0000	WYSE Heineman	FICA	200 Employee Benefits	8.29	8.48
50-1537-214-30-71-305-13-0000	Yearbook Sponsor HS	FICA	200 Employee Benefits	55.22	56.51
50-1537-214-30-72-225-13-0000	Yearbook Sponsor Marlowe	FICA	200 Employee Benefits	16.57	16.96
50-1537-214-30-74-215-13-0000	Yearbook Sponsor Heineman	FICA	200 Employee Benefits	16.57	16.96
50-1540-214-30-71-305-13-0000	Class Sponsors HS	FICA	200 Employee Benefits	75.94	77.71
50-1540-214-30-72-225-14-0000	Team Leaders Marlowe	FICA	200 Employee Benefits	728.91	745.90
50-1540-214-30-74-215-14-0000	Team Leaders Heineman	FICA	200 Employee Benefits	535.65	548.14
50-1541-214-30-72-225-13-0000	Beta Club Sponsor Marlowe	FICA	200 Employee Benefits	12.42	12.71
50-1541-214-30-74-215-13-0000	Beta Club Sponsor Heineman	FICA	200 Employee Benefits	46.94	48.03
50-1542-214-30-71-305-14-0000	Head Play Director	FICA	200 Employee Benefits	49.70	50.86
50-1542-214-30-72-220-14-0000	Play Director Marlowe	FICA	200 Employee Benefits	60.74	62.16
50-1542-214-30-74-210-14-0000	Plays	FICA	200 Employee Benefits	40.04	40.97
50-1543-214-00-71-305-13-0000	Activities Director HS	FICA	200 Employee Benefits	1,938.28	1,983.47
50-1544-214-00-72-225-13-0000	Homework Club Marlowe	FICA	200 Employee Benefits	372.75	381.44
50-1544-214-00-74-215-13-0000	Homework Club Heineman	FICA	200 Employee Benefits	248.50	254.29
50-1545-213-30-71-300-14-0000	Musical Director High School	FICA	200 Employee Benefits	560.07	581.74
50-1545-214-30-71-300-14-0000	Musical Director High School	FICA	200 Employee Benefits	256.78	262.77
50-1545-214-30-72-220-14-0000	Music Director	FICA	200 Employee Benefits	93.87	96.06
50-1545-214-30-74-210-14-0000	Music Director	FICA	200 Employee Benefits	55.22	56.51
50-1547-214-30-71-300-13-0000	Bowling-Girls	FICA	200 Employee Benefits	46.94	48.03
50-1547-214-30-74-215-13-0000	Bowling-Girls	FICA	200 Employee Benefits	16.57	16.96
50-1556-213-30-71-305-15-0000	Lacrosse SS	FICA	200 Employee Benefits	-	-
50-1557-214-00-79-600-14-0000	RtI Facilitator Medicare	FICA	200 Employee Benefits	-	-
50-1598-214-00-79-600-14-0000	Atwood Salaries	FICA	200 Employee Benefits	349.29	357.43
50-1599-212-00-79-600-14-0000	IMRF	IMRF	200 Employee Benefits	106,000.00	110,100.39
50-1599-214-00-79-600-14-0000	Summer Camp Salaries	FICA	200 Employee Benefits	926.34	947.94
50-1600-212-00-79-605-14-0000	Summer School Salary	IMRF	200 Employee Benefits	-	-
50-1600-213-00-79-605-14-0000	Summer School Salary	FICA	200 Employee Benefits	-	-



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Account Number	Account Description	Exp Type	Object Type	FY20	FY21
50-1600-214-00-79-605-14-0000	Summer School Salary	FICA	200 Employee Benefits	4,108.49	4,204.28
50-1650-214-00-79-605-14-0000	Gifted Salary	FICA	200 Employee Benefits	2,262.70	2,315.46
50-1700-214-21-71-300-13-0000	Drivers Ed Teacher HS	FICA	200 Employee Benefits	1,757.44	1,798.42
50-1800-214-00-79-600-14-0000	MEDI	FICA	200 Employee Benefits	51.07	52.26
50-1800-214-00-79-605-14-0000	TPI Salary	FICA	200 Employee Benefits	10,293.31	10,533.30
50-2113-214-00-79-605-14-0000	Social Worker Salary	FICA	200 Employee Benefits	15,512.95	15,874.64
50-2114-212-00-79-505-14-0000	Registration Salaries	IMRF	200 Employee Benefits	9,151.13	9,505.12
50-2114-213-00-79-505-14-0000	Registration Salaries	FICA	200 Employee Benefits	6,176.57	6,415.50
50-2114-214-00-79-505-14-0000	Registration Salaries	FICA	200 Employee Benefits	1,491.69	1,526.47
50-2121-214-00-71-305-13-0000	Guidance HS	FICA	200 Employee Benefits	6,928.98	7,090.53
50-2121-214-00-72-225-13-0000	Guidance Marlowe	FICA	200 Employee Benefits	2,598.18	2,658.76
50-2121-214-00-74-215-13-0000	Guidance Heineman	FICA	200 Employee Benefits	2,712.52	2,775.76
50-2130-214-00-79-605-14-0000	Director of Health	FICA	200 Employee Benefits	1,292.97	1,323.12
50-2134-212-00-79-605-14-0000	Health Salary	IMRF	200 Employee Benefits	24,244.40	25,182.25
50-2134-213-00-79-605-14-0000	Health Salary	FICA	200 Employee Benefits	16,365.88	16,998.96
50-2134-214-00-79-605-14-0000	Health Salary	FICA	200 Employee Benefits	8,396.15	8,591.91
50-2137-212-00-79-605-14-0000	Physical Therapy Salary	IMRF	200 Employee Benefits	17,813.88	18,502.97
50-2137-213-00-79-605-14-0000	Physical Therapy Salary	FICA	200 Employee Benefits	12,025.01	12,490.17
50-2137-214-00-79-605-14-0000	Physical Therapy Medicare	FICA	200 Employee Benefits	2,904.42	2,972.14
50-2138-212-00-79-605-14-0000	Occupational Therapy Salary	IMRF	200 Employee Benefits	53,695.24	55,772.33
50-2138-213-00-79-605-14-0000	Occupational Therapy Salary	FICA	200 Employee Benefits	36,251.63	37,653.95
50-2138-214-00-79-605-14-0000	Occupational Therapy Medicare	FICA	200 Employee Benefits	8,755.46	8,959.60
50-2140-214-00-79-605-14-0000	Psychologist Salary	FICA	200 Employee Benefits	11,168.56	11,428.96
50-2150-212-00-79-605-14-0000	Speech Pathologist Salary	IMRF	200 Employee Benefits	4,900.10	5,089.65
50-2150-213-00-79-605-14-0000	Speech Pathologist Salary	FICA	200 Employee Benefits	3,307.70	3,435.65
50-2150-214-00-79-605-14-0000	Speech Pathologist Salary	FICA	200 Employee Benefits	27,402.85	28,041.76
50-2190-212-00-79-605-14-0000	Lunch Room/Bus Duty	IMRF	200 Employee Benefits	302.58	314.28
50-2190-213-00-79-605-14-0000	Lunch Room/Bus Duty	FICA	200 Employee Benefits	32,439.21	33,694.05
50-2190-214-00-79-605-14-0000	Lunch Room/Bus Duty	FICA	200 Employee Benefits	12,858.96	13,158.77
50-2211-214-00-79-600-14-0000	Instructional Coaches Medicare	FICA	200 Employee Benefits	-	-



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Presented:

Account Number	Account Description	Exp Type	Object Type	FY20	FY21
50-2212-213-00-79-605-14-0000	Inservice Hours	FICA	200 Employee Benefits	-	-
50-2212-214-00-79-505-14-0000	Title II Salary	FICA	200 Employee Benefits	3,779.56	3,867.68
50-2212-214-00-79-605-14-0000	Inservice Hours	FICA	200 Employee Benefits	182.37	186.62
50-2220-212-00-79-605-14-0000	Media/Library Salary	IMRF	200 Employee Benefits	36,681.10	38,100.03
50-2220-213-00-79-605-14-0000	Media/Library Salary	FICA	200 Employee Benefits	25,794.81	26,792.63
50-2220-214-00-79-605-14-0000	Media/Library Salary	FICA	200 Employee Benefits	15,696.70	16,062.68
50-2223-212-00-79-605-14-0000	PAC Director IMRF	IMRF	200 Employee Benefits	5,159.99	5,359.59
50-2223-213-00-79-605-14-0000	PAC Director FICA	FICA	200 Employee Benefits	3,484.29	3,619.07
50-2223-214-00-79-605-14-0000	PAC Director Medicare	FICA	200 Employee Benefits	841.11	860.72
50-2321-212-00-79-505-14-0000	Supt Office Salary	IMRF	200 Employee Benefits	13,547.80	14,071.87
50-2321-213-00-79-505-14-0000	Supt Office Salary	FICA	200 Employee Benefits	9,144.30	9,498.03
50-2321-214-00-79-505-14-0000	Superintendent Salary	FICA	200 Employee Benefits	5,721.75	5,855.16
50-2323-212-00-79-505-14-0000	Curr & Inst Office Salary	IMRF	200 Employee Benefits	9,467.51	9,833.74
50-2323-213-00-79-505-14-0000	Curr & Inst Office Salary	FICA	200 Employee Benefits	6,390.07	6,637.26
50-2323-214-00-79-505-14-0000	Asst Supt Salary Curr & Inst	FICA	200 Employee Benefits	4,123.91	4,220.06
50-2325-212-00-79-605-14-0000	Comm Engmt IMRF	IMRF	200 Employee Benefits	-	-
50-2325-214-00-79-605-14-0000	Comm Engmt Medicare	FICA	200 Employee Benefits	-	-
50-2410-212-00-71-105-13-0000	School Office Leggee	IMRF	200 Employee Benefits	11,495.09	11,939.75
50-2410-212-00-71-305-13-0000	School Office HS	IMRF	200 Employee Benefits	19,690.80	20,452.50
50-2410-212-00-72-110-24-0000	School Office Chesak	IMRF	200 Employee Benefits	-	-
50-2410-212-00-72-115-13-0000	School Office Chesak	IMRF	200 Employee Benefits	12,331.23	12,808.24
50-2410-212-00-72-125-13-0000	School Office Martin	IMRF	200 Employee Benefits	13,557.83	14,082.29
50-2410-212-00-72-225-13-0000	School Office Marlowe	IMRF	200 Employee Benefits	8,927.66	9,273.01
50-2410-212-00-74-145-13-0000	School Office Mackeben	IMRF	200 Employee Benefits	8,336.32	8,658.79
50-2410-212-00-74-155-13-0000	School Office Conley	IMRF	200 Employee Benefits	9,138.57	9,492.08
50-2410-212-00-74-215-13-0000	School Office Heineman	IMRF	200 Employee Benefits	8,335.08	8,657.51
50-2410-213-00-71-105-13-0000	School Office Leggee	FICA	200 Employee Benefits	7,759.27	8,059.42
50-2410-213-00-71-305-13-0000	School Office HS	FICA	200 Employee Benefits	13,294.07	13,808.32
50-2410-213-00-72-110-24-0000	School Office Chesak	FICA	200 Employee Benefits	-	-
50-2410-213-00-72-115-13-0000	School Office Chesak	FICA	200 Employee Benefits	8,324.62	8,646.64



HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

FY21 Proposed Budget - Expenditure Detail By Account

Presented:

Account Number	Account Description	Exp Type	Object Type	FY20	FY21
50-2410-213-00-72-125-13-0000	School Office Martin	FICA	200 Employee Benefits	9,152.18	9,506.21
50-2410-213-00-72-225-13-0000	School Office Marlowe	FICA	200 Employee Benefits	6,026.35	6,259.47
50-2410-213-00-74-145-13-0000	School Office Mackeben	FICA	200 Employee Benefits	5,628.37	5,846.09
50-2410-213-00-74-155-13-0000	School Office Conley	FICA	200 Employee Benefits	6,169.99	6,408.66
50-2410-213-00-74-215-13-0000	School Office Heineman	FICA	200 Employee Benefits	5,625.73	5,843.35
50-2410-214-00-71-105-13-0000	Principal Salary Leggee	FICA	200 Employee Benefits	3,646.18	3,731.19
50-2410-214-00-71-305-13-0000	Principal Salary HS	FICA	200 Employee Benefits	5,678.20	5,810.59
50-2410-214-00-72-110-24-0000	Principal Salary Chesak	FICA	200 Employee Benefits	-	-
50-2410-214-00-72-115-13-0000	Principal Salary Chesak	FICA	200 Employee Benefits	3,914.30	4,005.56
50-2410-214-00-72-125-13-0000	Principal Salary Martin	FICA	200 Employee Benefits	4,127.99	4,224.24
50-2410-214-00-72-225-13-0000	Principal Salary Marlowe	FICA	200 Employee Benefits	3,271.90	3,348.19
50-2410-214-00-74-145-13-0000	Principal Salary Mackeben	FICA	200 Employee Benefits	3,017.40	3,087.75
50-2410-214-00-74-155-13-0000	Principal Salary Conley	FICA	200 Employee Benefits	3,036.45	3,107.25
50-2410-214-00-74-215-13-0000	Principal Salary Heineman	FICA	200 Employee Benefits	3,269.18	3,345.40
50-2411-214-00-71-105-13-0000	Asst Prin Salary Leggee	FICA	200 Employee Benefits	1,174.56	1,201.95
50-2411-214-00-71-305-13-0000	Asst Prin Salary HS	FICA	200 Employee Benefits	1,566.54	1,603.06
50-2411-214-00-72-115-13-0000	Asst Prin Salary Chesak	FICA	200 Employee Benefits	2,670.34	2,732.60
50-2411-214-00-72-125-13-0000	Asst Prin Salary Martin	FICA	200 Employee Benefits	2,481.14	2,538.99
50-2411-214-00-72-225-13-0000	Asst Prin Salary Marlowe	FICA	200 Employee Benefits	1,282.09	1,311.98
50-2411-214-00-74-145-13-0000	Asst Prin Salary Mackeben	FICA	200 Employee Benefits	1,171.83	1,199.15
50-2411-214-00-74-155-13-0000	Asst Prin Salary Conley	FICA	200 Employee Benefits	1,174.56	1,201.95
50-2411-214-00-74-215-13-0000	Asst Prin Salary Heineman	FICA	200 Employee Benefits	1,426.35	1,459.61
50-2412-212-00-71-305-13-0000	Dean Secretary - HS	IMRF	200 Employee Benefits	2,595.06	2,695.44
50-2412-213-00-71-305-13-0000	Dean Secretary - HS	FICA	200 Employee Benefits	1,751.37	1,819.12
50-2412-214-00-71-305-13-0000	Dean - HS	FICA	200 Employee Benefits	2,988.81	3,058.50
50-2510-212-00-79-505-14-0000	Bus Office IMRF	IMRF	200 Employee Benefits	16,475.45	17,112.77
50-2510-213-00-79-505-14-0000	Bus Office FICA	FICA	200 Employee Benefits	10,621.56	11,032.43
50-2510-214-00-79-505-14-0000	Asst Supt Salary Business	FICA	200 Employee Benefits	2,565.54	2,625.36
50-2520-212-00-79-505-14-0000	Fiscal Office IMRF	IMRF	200 Employee Benefits	8,471.92	8,799.64
50-2520-213-00-79-505-14-0000	Fiscal Office Soc Sec	FICA	200 Employee Benefits	5,719.30	5,940.54



HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

FY21 Proposed Budget - Expenditure Detail By Account

Presented:

Account Number	Account Description	Exp Type	Object Type	FY20	FY21
50-2520-214-00-79-505-14-0000	Director of Fiscal Service	FICA	200 Employee Benefits	1,381.43	1,413.64
50-2525-212-00-79-505-14-0000	Fiscal Office Salary	IMRF	200 Employee Benefits	31,197.20	32,404.00
50-2525-213-00-79-505-14-0000	Fiscal Office Salary	FICA	200 Employee Benefits	21,059.92	21,874.58
50-2525-214-00-79-505-14-0000	Fiscal Office Salary	FICA	200 Employee Benefits	5,087.51	5,206.13
50-2540-212-00-79-600-14-0000	Assistant Director Salary	IMRF	200 Employee Benefits	9,778.86	10,157.14
50-2540-212-00-79-605-14-0000	Director Build & Grounds	IMRF	200 Employee Benefits	23,478.58	24,386.80
50-2540-213-00-79-600-14-0000	Assistant Director Salary	FICA	200 Employee Benefits	6,602.23	6,857.62
50-2540-213-00-79-605-14-0000	Director Build & Grounds	FICA	200 Employee Benefits	11,355.57	11,794.84
50-2540-214-00-79-600-14-0000	O & M Medicare	FICA	200 Employee Benefits	1,595.12	1,632.31
50-2540-214-00-79-605-14-0000	Director O & M Medicare	FICA	200 Employee Benefits	2,742.46	2,806.40
50-2542-212-00-79-605-14-0000	Custodial Salary	IMRF	200 Employee Benefits	40,149.61	41,702.72
50-2542-213-00-79-605-14-0000	Custodial Salary	FICA	200 Employee Benefits	31,203.11	32,410.14
50-2542-214-00-79-605-14-0000	Custodial Medicare	FICA	200 Employee Benefits	7,535.99	7,711.70
50-2543-213-00-79-605-14-0000	Grounds Maintenance SS	FICA	200 Employee Benefits	-	-
50-2543-214-00-79-605-14-0000	Grounds Maintenance Med	FICA	200 Employee Benefits	-	-
50-2544-212-00-79-605-14-0000	Maintenance Salary	IMRF	200 Employee Benefits	42,649.61	44,299.42
50-2544-213-00-79-605-14-0000	Maintenance Salary	FICA	200 Employee Benefits	28,791.51	29,905.25
50-2544-214-00-79-605-14-0000	Maintenance Medicare	FICA	200 Employee Benefits	6,954.83	7,116.99
50-2550-212-00-79-405-14-0000	Director of Transportation	IMRF	200 Employee Benefits	15,871.13	16,485.07
50-2550-213-00-79-405-14-0000	Director of Transportation	FICA	200 Employee Benefits	10,408.06	10,810.67
50-2550-214-00-79-405-14-0000	Director Transp Medicare	FICA	200 Employee Benefits	2,513.81	2,572.42
50-2552-212-00-79-405-14-0000	Drivers Salary IMRF	IMRF	200 Employee Benefits	195,028.86	202,573.15
50-2552-213-00-79-405-14-0000	Drivers Salary FICA	FICA	200 Employee Benefits	172,177.14	178,837.46
50-2552-214-00-79-405-14-0000	Drivers Salary Medicare	FICA	200 Employee Benefits	41,592.89	42,562.65
50-2554-212-00-79-405-14-0000	Bus Maintenance Salary	IMRF	200 Employee Benefits	11,579.21	12,027.13
50-2554-213-00-79-405-14-0000	Bus Maintenance Salary	FICA	200 Employee Benefits	7,818.57	8,121.02
50-2554-214-00-79-405-14-0000	Bus Maintenance Medicare	FICA	200 Employee Benefits	1,887.74	1,931.75
50-2559-212-00-79-605-14-0000	Bus Aides	IMRF	200 Employee Benefits	24,002.10	24,930.57
50-2559-213-00-79-605-14-0000	Bus Aides	FICA	200 Employee Benefits	16,535.87	17,175.53
50-2559-214-00-79-605-14-0000	Bus Aides Medicare	FICA	200 Employee Benefits	3,990.52	4,083.56



HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

FY21 Proposed Budget - Expenditure Detail By Account

Presented:

Account Number	Account Description	Exp Type	Object Type	FY20	FY21
50-2560-212-00-71-105-13-0000	Food Service Sal Leggee	IMRF	200 Employee Benefits	6,836.05	7,100.49
50-2560-212-00-71-305-13-0000	Food Service Salary HS	IMRF	200 Employee Benefits	13,075.73	13,581.54
50-2560-212-00-72-115-13-0000	Food Service Sal Chesak	IMRF	200 Employee Benefits	6,702.96	6,962.25
50-2560-212-00-72-125-13-0000	Food Service Sal Martin	IMRF	200 Employee Benefits	5,280.51	5,484.78
50-2560-212-00-72-225-13-0000	Food Service Salary Marlowe	IMRF	200 Employee Benefits	9,916.96	10,300.58
50-2560-212-00-74-145-13-0000	Food Service Salary Mackeben	IMRF	200 Employee Benefits	5,583.08	5,799.05
50-2560-212-00-74-155-13-0000	Food Service Salary Conley	IMRF	200 Employee Benefits	5,270.46	5,474.34
50-2560-212-00-74-215-13-0000	Food Service Salary Heineman	IMRF	200 Employee Benefits	8,278.59	8,598.83
50-2560-212-00-79-605-14-0000	Director Food Service	IMRF	200 Employee Benefits	7,878.08	8,182.83
50-2560-213-00-71-105-13-0000	Food Service Sal Leggee	FICA	200 Employee Benefits	5,658.68	5,877.57
50-2560-213-00-71-305-13-0000	Food Service Salary HS	FICA	200 Employee Benefits	10,908.84	11,330.83
50-2560-213-00-72-115-13-0000	Food Service Sal Chesak	FICA	200 Employee Benefits	5,453.10	5,664.04
50-2560-213-00-72-125-13-0000	Food Service Sal Martin	FICA	200 Employee Benefits	4,068.09	4,225.46
50-2560-213-00-72-225-13-0000	Food Service Salary Marlowe	FICA	200 Employee Benefits	6,695.79	6,954.80
50-2560-213-00-74-145-13-0000	Food Service Salary Mackeben	FICA	200 Employee Benefits	3,768.93	3,914.72
50-2560-213-00-74-155-13-0000	Food Service Salary Conley	FICA	200 Employee Benefits	3,558.08	3,695.72
50-2560-213-00-74-215-13-0000	Food Service Salary Heineman	FICA	200 Employee Benefits	6,089.60	6,325.16
50-2560-213-00-79-605-14-0000	Director Food Service	FICA	200 Employee Benefits	5,318.69	5,524.43
50-2560-214-00-71-105-13-0000	Food Service Sal Leggee	FICA	200 Employee Benefits	1,369.18	1,401.10
50-2560-214-00-71-305-13-0000	Food Service HS Medicare	FICA	200 Employee Benefits	2,634.95	2,696.39
50-2560-214-00-72-115-13-0000	Food Service Chesak Medicare	FICA	200 Employee Benefits	1,317.48	1,348.20
50-2560-214-00-72-125-13-0000	Food Service Martin Medicare	FICA	200 Employee Benefits	982.66	1,005.57
50-2560-214-00-72-225-13-0000	Food Service Marlowe Medicare	FICA	200 Employee Benefits	1,616.90	1,654.60
50-2560-214-00-74-145-13-0000	Food Service Mackeben Medicare	FICA	200 Employee Benefits	911.88	933.14
50-2560-214-00-74-155-13-0000	Food Service Conley Medicare	FICA	200 Employee Benefits	860.17	880.23
50-2560-214-00-74-215-13-0000	Food Service Heineman Medicare	FICA	200 Employee Benefits	1,471.26	1,505.56
50-2560-214-00-79-605-14-0000	Food Service Medicare	FICA	200 Employee Benefits	1,284.81	1,314.77
50-2561-212-00-79-605-14-0000	Dir Food Service IMRF	IMRF	200 Employee Benefits	8,313.02	8,634.59
50-2561-213-00-79-605-14-0000	Dir Food Service FICA	FICA	200 Employee Benefits	5,359.53	5,566.85
50-2561-214-00-79-605-14-0000	Dir Food Service Medicare	FICA	200 Employee Benefits	1,294.33	1,324.51



HUNTLEY COMMUNITY SCHOOL DISTRICT 158

FY21 Proposed Budget - Expenditure Detail By Account

Presented:

Account Number	Account Description	Exp Type	Object Type	FY20	FY21
50-2630-212-00-79-605-14-0000	Vol Coord Salary	IMRF	200 Employee Benefits	3,742.55	3,887.32
50-2630-213-00-79-605-14-0000	Vol Coord Salary	FICA	200 Employee Benefits	2,526.24	2,623.96
50-2630-214-00-79-605-14-0000	Volunteer Coord Medicare	FICA	200 Employee Benefits	609.74	623.96
50-2641-214-00-79-505-14-0000	Director of HR Salary	FICA	200 Employee Benefits	1,781.58	1,823.12
50-2642-212-00-79-505-14-0000	HR Office Salary	IMRF	200 Employee Benefits	20,003.42	20,777.21
50-2642-213-00-79-505-14-0000	FICA Employer Paid	FICA	200 Employee Benefits	13,504.92	14,027.33
50-2642-214-00-79-505-14-0000	HR Office Medicare	FICA	200 Employee Benefits	3,262.38	3,338.44
50-2660-212-00-79-605-14-0000	Dir Technology/Curriculum IMRF	IMRF	200 Employee Benefits	1,815.41	1,885.64
50-2660-213-00-79-605-14-0000	Dir Technology/Curriculum FICA	FICA	200 Employee Benefits	1,225.57	1,272.98
50-2660-214-00-79-605-14-0000	Dir Technology/Curriculum MEDI	FICA	200 Employee Benefits	1,633.23	1,671.31
50-2664-212-00-79-605-14-0000	Office of Technology	IMRF	200 Employee Benefits	48,968.38	50,862.62
50-2664-213-00-79-605-14-0000	Office of Technology	FICA	200 Employee Benefits	32,809.52	34,078.69
50-2664-214-00-79-605-14-0000	Office of Technology	FICA	200 Employee Benefits	7,923.89	8,108.64
60-2530-520-00-71-305-00-0000	Construction HS	CAP	500 Capital Outlay	4,434,958.00	-
60-5140-620-00-00-000-00-0000	Interest on Bonds	LTD	600 Other Objects	64,728.00	51,050.00
60-5200-610-00-00-000-00-0000	Principal on Bonds	LTD	600 Other Objects	650,000.00	665,000.00
				125,606,529.87	123,899,515.82

HUNTLEY COMMUNITY SCHOOL DISTRICT 158

FY21 Proposed Budget Key Expenditures

Presented:

Account Number	Account Description	FY18 Actual	FY19 Actual	FY20 Budget	FY21 Budget
10-1101-120-00-79-605-14-0000	Substitute Teacher	812,804	768,249	859,256	889,330
10-2190-110-00-79-605-14-0000	Student Supervision	200,933	217,362	225,000	225,000
10-2212-119-00-79-605-14-0000	Curriculum Duty	113,423	101,808	150,000	150,000
10-2310-230-00-74-500-14-0000	Tuition Reimbursement	174,253	175,796	165,000	165,000
10-2212-310-00-79-505-14-0000	Curriclum Gen Pur Svc	207,758	579,755	400,000	400,000
10-2230-312-00-79-600-14-0000	Testing/Assessment	115,918	132,162	120,000	120,000
10-2310-317-00-74-500-14-0000	CPA Audit	33,600	33,600	35,000	35,000
10-2310-318-00-74-500-14-0000	Legal Board	109,638	62,142	100,000	100,000
10-2310-383-00-74-500-14-0000	Unemployment Insurance	3,803	1,110	9,500	9,500
10-2660-316-00-79-600-14-0000	Student Information	104,533	91,511	132,000	132,000
10-2660-319-00-79-600-14-0000	Hardware Maintenance Renewal	61,630	241,096	60,597	60,597
10-2660-319-61-79-600-14-0000	Software Maintenance	300,421	274,079	275,000	275,000
10-2660-390-00-79-600-14-0000	Purchased Service Technology	16,300	48,585	184,000	184,000
10-2900-390-00-79-600-14-0000	Copier Maintenance	1,923	7,896	15,161	15,161
20-2540-310-00-79-000-00-0000	Professional & Technical	187,339	242,231	240,000	240,000
20-2540-340-00-79-000-00-0000	Telephone - Districtwide	152,778	198,447	225,000	225,000
20-2540-370-00-79-000-00-0000	Water/Sewer	107,631	131,913	86,942	86,942
20-2542-310-00-79-000-00-0000	Custodial Contract Service	1,464,610	1,582,779	1,621,296	1,653,722
20-2542-322-00-79-605-14-0000	Snow Removal	259,287	263,469	280,000	280,000
20-2542-323-00-79-000-00-0000	Repairs & Maint Buildings	648,938	555,541	574,985	574,985
20-2542-329-00-79-000-00-0000	Buildings - Small Projects	352,253	176,934	225,000	225,000
20-2542-390-00-79-000-00-0000	Other Purchased Service	207,495	241,668	251,335	251,335
20-2543-320-00-79-600-14-0000	Grounds Contract	155,781	183,032	167,422	167,422
40-2552-325-00-79-000-00-0000	Bus Leases	-	-	243,831	122,297
10-1100-410-56-79-605-14-0000	RtI Materials	27,371	14,654	50,000	50,000
10-1100-421-00-74-500-14-0000	Materials K-12	252,320	165,032	170,000	170,000
10-1100-423-00-74-500-14-0000	New Adoption	915,502	611,032	767,858	767,858
10-1130-410-67-71-300-13-0000	PLTW Supplies	29,148	39,472	64,000	64,000
10-2660-470-00-79-600-14-0000	Software Technology	260,141	173,090	200,000	200,000
10-2660-490-00-79-600-14-0000	Inventoriable Equipment Tech	1,379,306	1,427,593	1,000,000	1,000,000
20-2540-465-00-79-000-00-0000	Natural Gas	257,226	262,980	239,292	239,292
20-2540-466-00-79-000-00-0000	Electric	972,770	840,226	900,000	900,000
20-2542-410-00-79-000-00-0000	Supplies B & G	398,156	442,399	464,838	464,838
20-2542-490-00-79-000-00-0000	Invent Supplies B & G	19,085	10,675	53,710	53,710
40-2552-464-00-79-000-00-0000	Diesel/Gasoline	447,380	517,615	450,000	450,000
10-4120-670-00-79-605-14-0000	Sp Ed Room & Board	173,451	245,941	25,000	25,000
10-4220-670-00-79-600-14-0000	Sp Ed Private Tuition	2,171,108	2,320,631	2,115,000	2,115,000
20-2542-520-00-79-000-00-0000	Building projects	3,065,644	3,406,900	1,340,441	2,715,285
20-2543-530-00-79-000-00-0000	Improvements not Buildings	3,007,994	222,276	1,845,920	490,288
40-2552-540-00-79-000-00-0000	Bus Purchases	856,502	813,706	1,000,000	1,678,000
60-2530-520-00-71-305-00-0000	Construction HS	-	-	4,434,958	-

HUNTLEY COMMUNITY SCHOOL DISTRICT 158

FY21 Proposed Budget Key Revenues

FY21 Proposed Budget Detail Expenditures

Account / Description	FY18 Actual	FY19 Actual	FY20 Budget	FY21 Budget
1100 Ad Valorem Taxes Property Taxes	71,153,880	74,175,879	75,964,010	83,589,234
1200 Payments in Lieu of Taxes CPPRT	421,810	469,389	436,438	436,438
1300 Tuition Outside	263,166	148,822	336,982	336,982
1400 Transportation Fees	80,120	39,586	69,700	69,700
1500 Earnings on Investments	668,294	1,168,804	550,300	550,300
1600 Food Service	2,591,637	2,635,303	2,634,864	2,634,864
1700 District/School Activity Income	458,978	458,605	393,613	393,613
1800 Textbook Income Registration Fees	1,424,248	1,325,345	1,461,367	1,461,367
1900 Other Revenue from Local Sources	1,051,521	1,005,656	2,797,324	2,797,324
3000 Unrestricted Grants-in-Aid	25,743,395	26,426,724	27,103,881	27,778,881
3100 Special Education	2,288,356	1,098,826	1,249,494	1,249,494
3200 Career and Technical Education	37,458	34,523	34,058	34,058
3300 Bilingual Education	131,725	56,791	67,280	67,280
3500 State Transportation Reimbursement	3,362,200	3,358,009	3,270,000	3,270,000
3700 3700s	266,469	287,659	278,143	278,143
4200 Food Service National School Lunch	933,950	642,747	705,464	705,464
4300 Title I	220,650	213,409	201,261	201,261
4400 Title IV	9,984	995	13,513	13,513
4600 Federal Special Education	1,475,756	1,643,670	1,520,745	1,520,745
4700 CTE - Perkins	40,281	38,751	34,345	34,345
4900 Restricted Grants-In-Aid Received from the Federal (	1,084,871	1,059,462	1,086,893	1,086,893
	$ 113,730,290	**$ 116,295,945**	**$ 120,216,793**	**$ 128,517,017**

HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

Huntley Community School District 158

650 Dr. John Burkey Drive
Algonquin, Illinois 60102
(847) 659-6158 • www.district158.org

To: Board of Education and Administration

From: Mark Altmayer, Chief Financial Officer

Date: April 16, 2020

Subject: **Propane Agreement**
Board of Education Meeting, April 16, 2020

With the addition of 14 propane buses to our fleet next year, the District has requested proposals from local propane fuel providers. Unfortunately, not all providers have responded. AmeriGas, however, has proactively been involved from the beginning, when the District was still investigating the advantages of propane. Furthermore, Administration has reviewed the rates against other Districts and historical wholesale and retail pricing.

With the downturn in the economy, pricing for propane has significantly improved. Please see the attached proposal. Based upon review of other school district's pricing, this pricing appears to be currently approximately 20+% lower. As such, Administration would like to react and take advantage of the current pricing within the market.

Under the attached 5- year proposal, the District has the option of a fixed rate or a floating rate above the Area Index. Based on the certainty of pricing, and the current rate, Administration is recommending the fixed rate at this time. The agreement also includes a $5k grant per propane bus, or $70k, that the District would receive year one of the agreement.

AmeriGas is the nation's largest propane company, servicing over 2.4 million customers across the country with over 1000 retail locations coast-to-coast.

Furthermore, AmeriGas will supply and install a dispenser unit with a 2,000-gallon storage tank. The equipment will remain the property of AmeriGas and AmeriGas will maintain the equipment. The District will be responsible to provide an appropriate pad site, electrical connections to the pad site and crash protection.

Recommendation

Administration recommends the Board of Education approve the attached agreement at tonight's Board of Education Meeting.

April 10, 2020

Huntley CSD 158
650 Dr. John Burkey Drive
Algonquin, IL 60102

Dear Mark,

Thank you for considering AmeriGas as a potential supplier for your propane needs. Our team is confident that we can provide significant value and support for Huntley CSD 158.

AmeriGas recognizes that dependability of supply is a critical issue for propane customers. AmeriGas sells over 1.5 billion gallons annually – roughly 60% more than our next closest competitor. Additionally, AmeriGas owns its own proprietary propane transportation company and we have over 300 AmeriGas trucks and drivers. This unique attribute enables us to not only assure supply, but also the transportation of that supply.

You will see that our proposal consists of a fixed margin above local area index.

AmeriGas will manage your inventory with a fully flexible delivery cycle to meet your business needs. Adjustments can be made to accommodate any future changes in your needs.

We also provided additional information about the benefits of an AmeriGas supply relationship. Our unmatched supply reliability, safety programs, 24/7 customer support and industry expertise are a few of the areas that will be highlighted. We look forward to discussing this opportunity further with you.

Sincerely,

Michael Vaughn
Senior Territory Sales Representative

Chris Ransom
National Autogas Manager

Introduction

AmeriGas is the nation's largest propane company, servicing over 2.4 million customers across the country. With AmeriGas, you get more than just a propane supplier; you get the resources, experience and dedication of a business partner.

AmeriGas customers benefit from a variety of advantages that local and regional suppliers cannot match. **As a national company that owns its rail and truck fleet, AmeriGas customers have access to propane when local/regional companies are negatively impacted by supply shortages.**

AmeriGas has over 1000 retail locations coast-to-coast and as a result can guarantee prompt and dependable service to customer locations throughout the country. AmeriGas is a publicly traded company on the NYSE as APU.

AmeriGas Contact Information:

Local District Office
522 S Vermont St
Palatine, IL 60067
(800) 345-5049

Safety

AmeriGas is committed to World Class Safety. We have a full-time safety management team that provides leadership to our employees, as well as our customers, relative to industry safety standards.

All of our operations facilities follow strict guidelines that maintain compliance with all local, state and national codes. AmeriGas conforms to all NFPA standards in every facet of our company.

AmeriGas has a comprehensive safety-training program that can be customized to your location. We also offer safety training videos and safety literature for your employees.

AmeriGas has developed many of the industries safety standards and we continue to provide leadership in this area.

Guaranteed Customer Satisfaction

AmeriGas is the only national propane company that offers a complete 100% Satisfaction Guarantee:

Guaranteed Emergency Service

We guarantee that you can contact us 24 hrs. /day, 7 days/week for emergency service and deliveries. Just call your local AmeriGas district office. If you call after normal business hours, you will be transferred to our AmeriGas Customer Care Center.

The AmeriGas Customer Care Center is staffed with trained AmeriGas employees 24 hours/day and they have the ability to contact our local on-call staff.

Guaranteed Customer Satisfaction

If you ever experience a problem with AmeriGas service for any reason, you can contact our customer care line at (800) GAS 4 YOU – (427-4968) – 24 hrs/day and we guarantee that we will resolve the problem to your satisfaction.

Equipment

General Scope of Work: The equipment provided during the term of this agreement will remain in good working condition and will be in compliance with current Liquefied Petroleum Gas safety rules, NFPA 58 safety codes and all other applicable Federal, State, Local codes and regulations.

AmeriGas will supply and install a dispenser unit with a 2,000-gallon storage tank. The equipment will remain the property of AmeriGas and AmeriGas will maintain the equipment. The customer is responsible to provide an appropriate pad site, electrical connections to the pad site and crash protection.

Pricing

PRICING PROPOSAL

AmeriGas is proposing pricing under the following assumptions:

- Market Pricing will be on a based on local cost of gas (Area Index – AI)
- Fixed Pricing program options below
- Pricing is based on a 5-year Supply agreement
- Net 30

MARK-UPS

AmeriGas Owns and Maintains Station - $70,000 AmeriGas Grant money

- Year 1 – $.635 markup over AI
  or
- Year 1 fixed – $1.145
- Year 2 - $.625 mark up over AI
  Or
- Year 2 fixed - $1.155
- Year 3-5 - $.615 mark over AI or enter into a new fixed price agreement

Alt Fuel Excise Tax Credits 2019 and Alt Fuel Vehicle Refueling Property Tax Credit 2019

At the end of 2019, President Trump signed into law the Further Consolidated Appropriations Act, 2020. The law extends both the Alternative Fuel Tax Credit and the Alternative Fuel Vehicle Refueling Property Tax Credit for three years – retroactively for 2018 and 2019 and prospectively for 2020. The Alternative Fuel Tax Credit is generally available to any individual or entity that: (1) sells "alternative fuel" for use in a motor vehicle or motorboat within the United States, or (2) uses the "alternative fuel" for such a purpose in the United States. For these purposes, the term "alternative fuel" includes liquefied petroleum gas, and therefore propane. The amount of the credit is 50 cents per gasoline gallon equivalent of propane, which equates to approximately 37 cents per gallon of propane.

TAXES

The pricing formula and sample numbers above **do not include taxes**.

Supply & Delivery

AmeriGas will manage your inventory with a fully flexible delivery cycle to meet your business needs. Adjustments can be made to accommodate any future changes in your needs.

AmeriGas recognizes that dependability of supply is a critical concern with this project and is uniquely positioned to address that concern. AmeriGas sells over 1.5 billion gallons annually – roughly 60% more

than our next closest competitor - and therefore receives a greater allocation of supply during periods of shortage. While no propane company can ever fully guarantee supply at all times, AmeriGas' diversity of supply across our national customer base gives us an assurance of supply that sets us apart from our competitors.

Additionally, AmeriGas owns its own proprietary propane transportation company, with over 300 AmeriGas trucks and drivers. Additionally, the company owns propane rail cars, and dozens of rail terminals giving us unique flexibility to react to supply disruptions. Our Houston Supply and Logistics office dispatches over 1 million transport loads annually, giving AmeriGas an unparalleled supply network. This unique attribute enables us to not only assure supply, but also the transportation of that supply. In contrast, all of our competitors have a much greater dependence on 3rd party carriers.

Conclusion

AmeriGas welcomes the opportunity to service Huntley CSD158 as valued supply partner. As the nation's largest propane company, AmeriGas offers a value proposition that sets us apart from our competitors:

- Unparalleled reliability with our proprietary Propane Transportation Company (PTI) and national supply network.
- Industry-leading supply allocations providing greater assurance of supply during periods of supply disruption
- With over 9,000 employees, AmeriGas has industry experts knowledgeable in all areas of propane operations
- 24/7 Customer Service provided by AmeriGas employees (not an answering service).
- Grant Funding available to supplement new bus acquisition expenses.

We are confident that we have the resources, experience, and commitment to consistently meet your service requirements for this project.

Thank you for your consideration.

This proposal is valid through April 15, 2020

NATIONAL ACCOUNT PROPANE GAS AGREEMENT

THIS AGREEMENT, made this 13th day of April, 2020, by and between **AMERIGAS PROPANE, L.P.**, a Delaware limited partnership, having its principal place of business at 460 N. Gulph Road, King of Prussia, Pennsylvania 19406 (hereinafter referred to as "Seller"), and **HUNTLEY COMMUNITY SCHOOL DISTRICT 158**, a public having its principal place of business at 650 Dr. John Burkey Dr, Algonquin, IL 60102 (hereinafter referred to as "Buyer").

NOW, THEREFORE, in consideration of the mutual covenants, representations and agreements contained herein, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

1. **Sales and Purchase.** Buyer agrees to purchase its requirements of propane ("Propane") from Seller for Buyer's locations ("Locations") set forth in Schedule A attached herein. Buyer's requirements, if any, for twenty-pound (20 lb.) retail exchange cylinders shall not be encompassed within this Agreement.

2. **Installation and Title to Equipment.** Seller agrees to supply to Buyer for the duration of this Agreement, or any extension thereof, the tank(s) and related propane distribution equipment as outlined on Schedule A. The equipment, together with all replacements, repairs, substitutions, additions and accessories therefor or affixed thereto ("Equipment"), shall be used only for the distribution of propane purchased from Seller, and shall at all times be and remain personal property, and Seller shall retain title to the Equipment. Seller may substitute or adjust Equipment, according to its judgment and upon notice to Buyer. In the event any Equipment is lost or damaged beyond normal wear and tear, Buyer agrees to pay its current replacement cost.

3. **Term.** The term of this Agreement shall be five (5) years, beginning on June 1, 2020 and ending on May 31, 2025 ("Expiration Date") and will be automatically renewed year to year thereafter. Either party may terminate this Agreement on the Expiration Date or any anniversary date thereafter by giving the other party at least ninety (90) days prior written notice of termination.

4. **Price.** (a) For each Buyer Location, the per-gallon price for propane will be the local Area Index ("Area Index") plus the markup ("Markup") and as indicated on Schedule A hereto for that Location. The Area Index represents a blended average of the Seller's estimated monthly propane costs for the area in which the customer is located. These costs include, but are not limited to, propane commodity costs, transportation expenses, storage and pipeline fees, supplier charges, terminal expenses, applicable taxes, fees, charges incurred or assessed to ensure the availability of supply, and the cost of risk management activities designed to reduce volatility of product costs. The Area Index is updated periodically throughout each month.

(b) The price of propane includes all applicable fees (d) As of each anniversary date of this Agreement, Seller may, after giving notice to Buyer, increase the Markup by the same percentage that the Consumer Price Index, Urban Wage Earners and Clerical Workers, All Items, U.S. City Average (1982 - 84 = 100) ("CPI") increased during the prior year. If the CPI is discontinued or revised, such other similar index or computation with which it is replaced shall be used in order to

obtain substantially the same result as would be obtained if the CPI had not been discontinued or revised. All decimals will be rounded up to the next cent.

5. **Confidentiality of Price Information.** Buyer acknowledges that Seller's pricing, contract terms and other information consist of or contain confidential and proprietary business information, and Buyer agrees not to reveal, divulge or disseminate said pricing schedule or information to any person or enterprise without obtaining the prior written consent of Seller.

6. **Terms of Payment.** Payment for all Propane delivered, and services rendered during a calendar month, and all additional charges, shall be due and payable within thirty (30) days from date of invoice. Should Buyer fail to pay any amount when due, Seller may add a late charge of 1.5% per month to all past due balances and will be entitled to recover all reasonable costs of collection, including attorney's fees. Seller shall have the right to require payment in advance, or other assurance of payment satisfactory to Seller in its sole discretion, before making further deliveries.

7. **Maintenance.** Buyer agrees that no services, connections, disconnections or the like will be made to Seller's Equipment except by Seller's employees or authorized representatives. Buyer shall grant Seller access to the Equipment without interference to Buyer's business in order to inspect, service, change or remove all or part of the Equipment. Seller shall be held harmless by Buyer for unauthorized servicing of Seller's Equipment by any person and for defects or liabilities caused by Buyer or Buyer's equipment. Buyer shall neither move the Equipment from its original location on Buyer's premises, nor part with possession thereof or encumber the same in any way, and shall surrender the Equipment to Seller upon any termination of this Agreement in the same condition as received, normal wear excepted. Buyer further agrees to advise Seller immediately, in writing (except in the event of an emergency), of any apparent defect or malfunction in the Equipment so that Seller may repair such defect or malfunction.

8. **Buyer's Locations.** (a) Buyer shall provide at Buyer's expense (if required by applicable codes or regulations) the installation, operation and maintenance of the following facilities and equipment, including but not limited to: concrete piers and/or pads, crash posts, noncombustible fencing, electric power and lighting, piping from Propane storage tank or tank manifold terminal to other equipment, vaporizer, maintenance of installation site and truck access-way, riser fittings, and trained personnel to properly operate the Equipment. All services required to be performed by Buyer shall be done in a neat and workmanlike manner and in compliance with all federal, state and local laws, statutes, rules and regulations, as well as all applicable safety codes, standards and regulations, and must meet with Seller's reasonable satisfaction.

(b) Forecasted Delivery. Seller will use commercially reasonable efforts to make automatic deliveries to all of the Buyer Locations based upon of past usage patterns, current time of the year and the current weather patterns. Should any Buyer Location’s usage change, Buyer should notify Seller immediately of such changes so that Seller may modify the forecast model for such Buyer Location.

(c) Seller will use commercially reasonable efforts to respond to "out-of-gas" calls within twenty-four (24) hours of notification at no extra charge to Buyer. However, if Seller responds to such a call and Buyer's location is not actually out of gas, Buyer shall pay Seller a $100.00 service charge in addition to the cost of product delivered. For purposes of this paragraph, "out of gas" shall mean (1) in the case of a bulk tank, a level of liquid propane insufficient to create vapor pressure for the service line, and (2) in the case of motor fuel cylinders, no more cylinders usable with a forklift.

9. **Training (Dispensing Locations Only).** Buyer will ensure that it's employees and independent contractors who handle propane or use the Equipment shall be properly trained in the safe filling procedures outlined on decal number "D66" entitled "How to Safely Fill a LP-Gas Container". Buyer hereby acknowledges receipt of decal number "D66", a copy of which is attached hereto as Schedule B and incorporated herein by reference. In the event that Buyer fails to train any of its employees who use the Equipment as outlined herein, Buyer will indemnify, defend and hold Seller harmless for any claims, demands, or suits of any kind resulting from the failure of Buyer to train its employees.

10. **Damages; Indemnification.** Each party shall indemnify, defend and hold harmless the other party, its predecessors, parents, subsidiaries, affiliates, successors and assigns, and their respective officers, directors, employees and agents, of and from all claims, demands, suits and liabilities, including costs and reasonable attorney fees associated with such claim, for injuries or damages either to person or property caused by such party's negligence, intentional misconduct, or breach of this Agreement, or material misrepresentation. NEITHER PARTY UNDER ANY CIRCUMSTANCES SHALL BE LIABLE FOR CONSEQUENTIAL OR SPECIAL DAMAGES, INCLUDING WITHOUT LIMITATION BUSINESS INTERRUPTION DAMAGES AND DAMAGES FOR LOST PROFITS. THIS LIMITATION SHALL APPLY REGARDLESS OF WHETHER A CLAIM OR REMEDY IS SOUGHT IN CONTRACT, TORT OR OTHERWISE. SELLER IS NOT LIABLE FOR ANY LOSS SUSTAINED BY BUYER AS A RESULT OF THE EXHAUSTION OF SELLER'S SUPPLY OF PROPANE.

11. **Insurance.** Each party shall maintain general liability insurance in an amount not less than $5,000,000 combined single limits, and shall furnish proof of such insurance to the other party prior to any performance on the part of Seller under this Agreement. All such policies of insurance shall provide that the insurance coverage thereunder shall not be reduced or canceled or otherwise changed prior to the 30th day following the delivery by the insurer of a written notice of such action to the Buyer and Seller. Failure by a party to maintain this insurance is a material breach of this Agreement. If Buyer is dispensing Propane, Buyer agrees to name Seller as an additional insured on any applicable insurance policies to the extent of Buyer's negligence.

12. **Force Majeure.** Seller shall be excused from delay or nonperformance in the event of any condition beyond its reasonable control, including, without limitation, Acts of God, labor difficulties, fire, riots, war conditions in this or any other country, propane unavailability or shortages at Seller's normal and usual source points for supplying Buyer, and compliance with any governmental order, regulation, recommendation, request or allocation program (whether voluntary

or involuntary) affecting directly or indirectly its ability to perform hereunder. In the event of any of the contingencies or conditions set forth above, Seller shall have the right to allocate its available supply of product for sale among its customers in any manner which in its sole discretion is fair and reasonable under the circumstances and Buyer shall not hold Seller responsible in any manner for any losses or damages which Buyer may claim as a result of such allocation by Seller. Alternatively, if Seller is able to acquire Propane from other suppliers or at other supply points or to use other means of transportation in an effort to overcome the Force Majeure event, Seller may, by written notice, request a price adjustment from Buyer to recover any additional cost incurred by Seller in order to meet Buyer's requirements. If Buyer does not agree to such a price adjustment, Seller may, without liability, suspend deliveries to Buyer immediately after providing such notice to Buyer. Deliveries will be resumed at such time as Seller is able to obtain an adequate supply of propane to meet its customers' needs at the original terminal, refinery or supply point.

13. **Licenses, Permits and Taxes.** Buyer shall pay all license, permit or inspection fees or taxes imposed upon or with respect to the sale, installation, storage or use of Propane sold or Equipment leased hereunder, excluding any tax that may be imposed on or measured solely by the Seller's net income. All tax-exempt certificates are to be presented by Buyer to Seller within thirty (30) days of the applicability of the tax exemption being claimed.

14. **Restoration of Property.** Seller is not responsible for furnishing fill, resurfacing or restoring Buyer's premises to its previous condition when Propane is delivered or any Equipment is installed, serviced or removed by Seller, except to the extent of Seller's negligence.

15. **Title; Risk of Loss**. Title and risk of loss shall pass to Buyer upon delivery of propane by Seller to the propane tank or cylinder.

16. **Default, Termination, and Service Level Commitment.** Should either party default on any term or condition of this Agreement, the non-defaulting party shall provide written notice of such default to the defaulting party. If the defaulting party does not cure the default, or take substantial steps toward curing the default, within thirty (30) days of receipt of such notice this Agreement shall terminate without further notice. At Seller's election, Seller may suspend deliveries to all Buyer Locations if Buyer fails to cure all amounts owed after providing notice to Buyer. At Seller's election, Seller may terminate this Agreement at any time for any safety violation that is not remedied by Buyer within Seller's specified timeframe. At Buyer's election, Buyer may remove any of its Locations from Schedule A if Seller fails to provide Propane to meet Buyer's requirements at that particular Location such that the failure to deliver Propane caused an interruption to Buyer's business. Upon any termination for any reason, Buyer hereby grants Seller the absolute right to remove its Equipment with thirty days (30) notice to Buyer or process of law.

17. **Early Termination Fee**. If Buyer terminates this Agreement for any other reason than provided for in Section 16 before the expiration of the initial term or during any renewal period, for any or all of the Locations listed on Schedule A, Buyer shall pay Seller an Early Termination Fee ("ETF"). Such ETF shall be computed by multiplying the monthly gallon average of Buyer's consumption at the Location(s) during the time of this Agreement by the number of

months by which the Agreement or any renewal thereof was prematurely terminated, and by the Markup in effect at the time the Agreement was prematurely terminated as set forth in Schedule A. The parties agree that this ETF constitutes agreed upon damages and not a penalty.

18. **Buyer Representation.** Buyer hereby represents and warrants that it is free to enter into this Agreement and is not legally or otherwise bound by other agreements from purchasing all of its propane requirements for the Buyer Locations identified on Schedule A. Buyer further represents and warrants that if it is not utilizing all or some of AmeriGas tanks under this Agreement, that the Buyer owns all of the propane tanks that Seller will be filling.

19. **Limited Warranties.** Seller warrants that (i) all Equipment provided by Seller under this Agreement will be in good working condition, free of third party claims, liens and other encumbrances; (ii) all training, maintenance, repair and other services provided by Seller shall be performed in a good and workmanlike manner, by personnel with skills and experience appropriate for the task, and in accordance with applicable industry standards and regulations; and (iii) all Propane delivered to Buyer under this Agreement will be specified standard commercial grade. Seller further agrees to pass through to Buyer any manufacture or supplier warranties that Seller receives from its suppliers for the Propane and/or Equipment. NOTWITHSTANDING THE FOREGOING, SELLER MAKES NO ADDITIONAL REPRESENTATION OR WARRANTY, EITHER EXPRESS OR IMPLIED, WITH RESPECT TO ANY PROPANE OR RELATED APPLIANCES OR EQUIPMENT NOW OR HEREAFTER SUPPLIED PURSUANT TO THIS AGREEMENT, INCLUDING ANY WARRANTIES OF MERCHANTABILITY OR FITNESS FOR AN INTENDED PURPOSE, OR LIABILITY FOUNDED IN SECTION 402A OF THE RESTATEMENT OF TORTS OR OTHERWISE.

20. **No Waiver; Severability.** No delay on the part of either party in exercising any of its rights hereunder shall prevent the exercise of such rights at a later date, and any waiver of any breach of this Agreement by either party shall not be deemed a waiver of any other or subsequent breach thereof. Should any section or clause of this Agreement be held invalid by a court of competent jurisdiction, it is agreed that the balance of this Agreement shall continue in full legal force and effect.

21. **Successors; Assignment.** This Agreement shall inure to the benefit of and be binding upon the parties and their respective successors, legal representatives and assigns. Seller shall have the right to subcontract its performance of this Agreement. Buyer shall not assign this Agreement without obtaining the prior written consent of Seller, which consent shall not be unreasonably withheld or delayed.

22. **Notices.** All communications and notices provided for or permitted hereunder shall be effectively given if in writing and sent by express overnight courier or by registered or certified U.S. mail with postage prepaid and a return receipt requested to the respective addresses set forth below; for Buyer, to the attention of the Director of Purchasing; and for Seller, to the attention of the Strategic Account Sales Manager.

23. **Governing Law.** This Agreement shall be interpreted, construed and enforced in accordance with the laws of the Commonwealth of Pennsylvania. The language of this Agreement shall in all cases be construed as a whole according to its fair meaning and shall not be strictly construed for or against either party.

24. **Headings.** The headings used in this Agreement are included for the convenience of the parties only and shall not affect the construction or interpretation of any of its provisions.

25. **Entire Agreement.** This Agreement is the sole and exclusive statement of the understandings and agreements of the parties and supersedes all prior written or oral agreements between the parties hereto with respect to the subject matter hereof. No provision of this Agreement may be modified, waived or amended except by a written instrument executed by the parties hereto.

26. **Dispute Resolution**. Except for the right of either party to apply to a court of competent jurisdiction for interim or interlocutory relief or other provisional remedy to prevent irreparable harm pending final determination, any dispute or controversy between the parties arising out of or relating to the Agreement shall be resolved by good faith negotiations between the parties which negotiations shall not terminate until the dispute has been considered by a corporate officer of each party. In the event that the dispute is not cured in thirty (30) days, the parties are free to pursue any and all legal remedies.

27. **Execution by pdf & Other Electronic Format.** Execution and delivery of a facsimile transmission of the Agreement or execution and delivery of this Agreement in a .pdf document or a document in another document-scanning program shall constitute, for purposes of the Agreement, delivery of an executed original and shall be binding upon the party whose signature appears on the transmitted copy.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed as of the date first above written. This Agreement may only be executed by corporate officers of the respective companies.

BUYER:	SELLER:
SKY HARBOR PARKING	AMERIGAS PROPANE, L.P. By AmeriGas Propane GP, LLC, its General Partner
By: _____	By: _____
Title: _____	Title: _____
Date: _____	Date: _____

Address for Notices:

Attention: _____

Address for Notices:

AmeriGas Propane, L.P.
P.O. Box 965
Valley Forge, PA 19482
Attention: National Accounts

Buyer: _____ 365 Date: _____

SCHEDULE A – BUYERS LOCATIONS

A. Seller Equipment

Seller provides, owns, maintains and provides training for the following onsite equipment: (1) 1,990-gallon AutoGas station and permitting. Buyer provides electrical source, and site work including crash bollards according to NFPA 58.

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B. Pricing and Other Fees

- Year 1 - $.375 markup over AI
  Or
- Year 1 fixed - $.885
- Year 2 - $.365 markup
  Or
- Year 2 fixed - $.895
- Year 3-5 - $.355 markup or enter into a new fixed price agreement

Special Deliveries:

Emergency Deliveries: For any unplanned delivery call, Seller will charge Buyer a $125 special trip charge.

After Hours/Weekend Deliveries: For any planned special deliveries outside of the 8am-5pm delivery window, Seller will charge Buyer a $100 special trip charge.

Pricing will be $.95 over Area Index for deliveries that require Seller to fill Buyer's school buses directly from Seller's propane trucks (known as "spray-filling"),

Buyer: _____ Date: _____

Buyer: _____ Date: _____

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[COPY OF DECAL NO. "D66"]

SCHEDULE B

SUMMARY PROCEDURES FOR FILLING LP-GAS CONTAINERS*

WARNING: THIS DISPENSER IS TO BE OPERATED ONLY BY A CERTIFIED, TRAINED ATTENDANT.
THE ATTENDANT MUST BE TRAINED BY THE OWNER / MANAGER IN ACCORDANCE WITH THE AMERIGAS DISPENSING STATION TRAINING MANUAL.

GENERAL

1. Dispenser must be installed and maintained in compliance with local, state and federal regulations and company policy.
2. Remove all combustible litter including dry grass and leaves from within 25' of installation.
3. Container filling must not be done within 25' of buildings and line of adjoining property that may be built upon and 25' of sources of ignition.

PRIOR TO FILLING

1. Inspect dispenser for operational and safety integrity.
2. Vehicles with permanently mounted propane tanks must be at least 10 feet from propane storage tanks of over 2000 GWC while propane containers are being filled. Vehicle motor must be turned off and all possible sources of ignition such as pilot lights, burners, etc. turned off during filling operation.
3. NO SMOKING IS PERMITTED WITHIN 25' OF FILLING OPERATION.
4. Use protective gloves and safety glasses while filling cylinders.
5. The following DOT (ICC) specification cylinders may be filled with propane: 3B-240, 4B-240, 4BA-240, 4BW-240, 4E-240, 26-240.
6. Before filling, visually examine each container to make sure that it is not damaged by deep dents or excessive corrosion. DO NOT fill any container that is damaged or if leaks are observed at any fittings or valves. DO NOT fill container if pressure relief device is damaged, corroded or contains foreign material. DO NOT fill DOT (ICC) containers that have not been requalified in accordance with currently effective regulations of the Department of Transportation. Current regulations require requalification after 12 years when a letter does not follow the latest test date on the cylinder i.e. 12-94, seven years after the last test date when it is followed by the letter 'S' , i.e. 12-94S, and after 5 years when the latest test date is followed by the letter 'E' i.e. 12-94E.

FILLING PROCEDURES CYLINDERS - WEIGHT METHOD

1. Before filling check tare weight (T.W.) of empty cylinder and water capacity of cylinder (W.C.), both of which are stamped on cylinder or collar.
2. Determine propane capacity from table below. For other container sizes, multiply water capacity (W.C.) by 0.42.

TABLE OF TANK CAPACITY

Water Capacity In Pounds	Propane Capacity In Pounds
12	5
15	6
24	10
26	11
48	20
60	25
67	28
69	29
72	30
80	33.5
96	40
104	43.5
120	50
144	60
239	100

3. Add tare weight and propane capacity together to determine total filled weight of cylinder.
4. Set scales to indicate proper total filled weight of container, plus hose and connector.
5. Open required valves on storage tank.
6. Connect hose to cylinder fill valve.
7. Start pump.
8. Open valve on cylinder.
9. Open valve on end of hose.
10. Close hose valve as soon as scale beam or indicator tips.
11. Close cylinder valve.
12. Shut off pump.
13. Disconnect hose.
14. Check weight of filled cylinder after filling connector has been disconnected. If overfilled, bleed off excess propane at safe location.
15. Operator shall be in attendance during the entire filling procedure.
16. Check container valves for leaks.

CYLINDERS - VOLUME METHOD

NOTE: Cylinder must be equipped with a fixed liquid level gauge

1. Open required valves on storage tank.
2. Connect hose to cylinder fill valve.
3. Start pump.
4. Open fixed liquid level gauge valve.
5. Open valve on cylinder.
6. Open valve on end of hose.
7. Close hose valve as soon as white fog escapes from fixed liquid level gauge.
8. Close fixed liquid level gauge valve.
9. Close cylinder valve.
10. Shut off pump.
11. Disconnect hose.
12. Check container valves for leaks.
13. Check cylinder for possible overfill. Open fixed liquid level gauge. If a steady liquid stream.

ASME TANKS

1. Only ASME containers having a minimum design pressure of 250 PSI or 200 PSI under U-68 or U-69 (see ASME data plate on tank) may be filled.
2. Before starting filling procedure check to determine that container is not already full to proper loading point by observing the discharge from the vent valve of the fixed liquid level gauge (cloud of visible vapor indicates a filled container).
3. Open required valves on storage tank.
4. Connect hose to container fill valve.
5. Start pump.
6. Open vent valve of fixed liquid level gauge.
7. Open valve on end of hose.
8. If container fill valve is hand operated, open valve (most open automatically when connected or filling starts).
9. Fill until vapor coming from vent valve is visible: then immediately turn off hose end valve and close vent valve.
10. Shut off pump.
11. Turn off container valve if hand operated.
12. Disconnect hose.
13. Check container valves for leaks.

AFTER FILLING

(OR AT ANY TIME DISPENSER IS UNATTENDED)

1. Shut off pump.
2. Close valves at storage tank.
3. Coil hose on rack inside fence protected area and install dust cap or plug in hose filling adaptor.
4. Lock fence of facility to secure installation against tampering.

*** FOR MORE DETAILED EXPLANATION, REFER TO THE AMERIGAS DISPENSING STATION TRAINING MANUAL**

Part # D-66 v-98

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HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

Huntley Community School District 158

650 Academic Drive
Algonquin, Illinois 60102
(847) 659-6158 • www.district158.org

DATE: April 16, 2020

TO: Board of Education and Administration

FROM: Doug Renkosik, Director of Operations & Maintenance

RE: Pavement Improvements Bid # 2020-19**(A)**
Board of Education Meeting, April 16, 2020
Action Item

Background:
At the August 1, 2019 Committee of the Whole meeting, the Building Committee was presented the Summer 2020 O & M Deferred Maintenance Capital Projects Report. Included in the report was asphalt replacement in the Conley and Mackeben car lots and their shared bus lot. The budget for this work was $1,670,920.00 based on the unitized cost of the low bid from the summer 2019 pavement improvements project.

As a part of the design development for this capital project, the Administration commissioned a traffic study to determine if the layout could be modified to provide enhanced traffic flow on the property. It was determined that some minor adjustments to striping in the lots and minor modifications to the entrance and exits to the car lots (including closing the west access drive to the Mackeben lot with a gate, widening of the Mackeben east car lot access drive, and relocation of the east Conley car lot access drive could enhance traffic flow during peak periods of the school day. Those modifications were incorporated into the project along with the addition of some underdrains being incorporated in the pavement system subgrade to enhancing the pavement system performance.

In addition, the following tasks were added to the scope of work for this bid package:

- A low cost sustainability initiative was also incorporated into the project: repurposing of some asphalt grindings to replace some unused turf area off the SW corner of the Conley Mackeben bus lot to be used as a snow stockpiling area in the winter. This will minimize the need to apply ice melt to the Conley Mackeben bus lot where the snow typically would melt and refreeze overnight in the student walk and bus traffic area during the winter season.
- Removal and replacement of the older portion of the asphalt pavement in the Early Childhood Center playground which is estimated at fifteen years old and in disrepair.

A bid specification and drawings were released to bid on February 24, 2020.

Bids were received and opened on March 20, 2020.

A tabulation of the bids and Kimley-Horn's recommendation letter is attached.

Recommendation:

The Administration recommends the Board of Education approve the award of the bid to Arrow Road Construction Company at a total cost of $1,338,665.00 at their April 16, 2020 Board of Education meeting.

DR/jw

Kimley»Horn

March 30, 2020

Mr. Doug Renkosik, Director of Operations and Maintenance
Huntley Community School District 158
650 Dr. John Burkey Drive
Algonquin, Illinois 60102

Re: Square Barn Road Campus
2020 Pavement Improvements – Bid #2020-19
Recommendation for Award
Kimley-Horn Project #168295002

Dear Mr. Renkosik:

Kimley-Horn and Associates, Inc. attended the bid opening meeting on March 20, 2020 for the 2020 Pavement Improvements project (Bid #2020-19). Huntley Community School District 158 received five (5) bid proposals for the project in response to the open bid process. The bid package and subsequent Addendum #1 consisted of civil plans and specifications for the full depth pavement reclamation of three existing parking lots at the District 158 Square Barn Campus in Algonquin, IL, including the relocation of the Conley Elementary site access driveway and the widening of the Mackeben Elementary site access driveway. This work also includes pavement replacement work at Chesak Elementary School in Lake in the Hills, IL.

The five (5) bids have been analyzed for completeness and checked for accuracy, and we have found Arrow Road Construction Company of Elk Grove Village, Illinois to be the lowest bidder. Kimley-Horn and Associates, Inc. recommends award of the contract to Arrow Road Construction Company at the bid amount of $1,338,665.00. See the enclosed Bid Opening Meeting Summary document for further information regarding the other bids received.

If there are any questions, please contact me directly at 630-487-5557, or via email at nate.groff@kimley-horn.com.

Sincerely,
Kimley-Horn and Associates, Inc.

Nathan J. Groff

Nate Groff, PE, LEED AP
Kimley-Horn | 1001 Warrenville Road, Suite 350, Lisle, IL 60532
Direct: 630-487-5557 | Mobile: 630-229-3416
Email: nate.groff@kimley-horn.com

Kimley»Horn

BID OPENING MEETING SUMMARY

DATE: MARCH 20, 2020

HUNTLEY COMMUNITY SCHOOL DISTRICT 158

2020 PAVEMENT IMPROVEMENTS

BID #2020-19

Summary

Five bids were received by the District. All appeared complete and it was confirmed each noted Addendum #1 was received and incorporated. Each bid contained the required bond documentation required. The lump sum bid amounts were read out loud to those in attendance and are as follows:

- Abbey Paving - $1,534,914.00
- Orange Crush - $1,476,690.00
- Arrow Road Construction - $1,338,665.00
- Schroeder Asphalt Services - $1,523,278.98
- Plote Construction - $1,557,807.00

It was noted that Arrow Road Construction was the low bidder and John Purta was the appropriate contact person.

kimley-horn.com | 1001 Warrenville Road, Suite 350, Lisle, IL 60532 | 630 487 5550

Huntley Community School District 158 Bid Summary Sheet
2020 Pavement Improvements Bid # 2020-19
Bid Opening March 20, 2020 @ 9:00 A.M. Administration Building

Bidder	Addendum # 1	Bid Bond	Cert of Eligibility	Cert of Prevailing Wage	Cert of Prevailing Wage	Hold Harmless Agreement	Equipment List	Reference List	Base Bid
Abbey Paving	X	X	X	X	X	X	X	X	$1,534,914.00
Orange Crush	X	X	X	X	X	X	X	X	$1,476,690.00
Arrow Road Construction	X	X	X	X	X	X	X	X	**$1,338,665.00**
Schroeder Asphalt Services	X	X	X	X	X	X	X	X	$1,523,278.98
Plote Construction	X	X	X	X	X	X	X	X	$1,557,807.00

HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

Huntley Community School District 158

650 Academic Drive
Algonquin, Illinois 60102
(847) 659-6158 • www.district158.org

DATE: April 16, 2020

TO: Board of Education and Administration

FROM: Doug Renkosik, Director of Operations & Maintenance

RE: Reduce and Recycle Material Hauling Service Contract Renewal **(A)**
Board of Education Meeting, April 16, 2020
Action Item

Background:

The term for the present Reduce and Recycle Material Hauling Service Contract expires on August 14, 2020.

The contract terms provide for an extension of the contract as follows:

> **C. Contract Renewal:** At the sole discretion of Huntley Community School District 158, provided Successful Bidder has provided services satisfactorily to the Board of Education of Huntley Community School District 158, the service may be continued for up to seven successive one year terms beyond end of the original, three year contract term for a maximum contract length of ten years. Huntley Community School District 158 will notify the Bidder of intent to renew for continued service by March 31st prior to commencement of the next year. Any increase in price during the renewal term shall be less than both: (1) five percent (5%; and (2) the consumer price index for Urban Wage Earners and Clerical Workers in the Chicago Metropolitan area for the prior calendar year issued by the Bureau of Labor Statistics of the United States Department of Labor.

In addition, Mackeben Elementary School is experiencing an increase in recycling in it's facility. The cost for this container increase (going form 6 cy to 8 cy) is $50 per month.

Attached is MDC Environmental's offer for a one year extension which also addresses the increase in cost.

Recommendation:

The Administration recommends the Board of Education approve the one year extension of the Service Agreement with MDC Environmental at an annual total cost of $2,342.75 as outlined in the attached letter of proposal from MDC Environmental dated March 30, 2020.

DR/jw

MDC Environmental Services

1050 Greenlee Street • Marengo, IL 60152-8247
Office: (815) 568-7274 • Fax: (815) 568-5424

March 30, 2020

Doug Renkosik, CPMM,
Director of O&M
Huntley Community School District 158
650 Dr. John Burkey Drive (formerly known as Academic Drive)
Algonquin, IL 60102

RE: Refuse & recycling collection Agreement between Huntley CSD 158 & MDC Environmental

Dear Doug,

As you are aware, the existing Agreement between the District and MDC will expire on July 31, 2020. We appreciate the relationship we have developed with the Huntley School District, and we would be honored to continue our relationship going forward.

Per our existing Agreement, the District may initiate/approve a one (1) year extension of this Agreement, provided certain criteria are met. In accordance with those criteria, MDC is please to offer an extension of our Agreement with an overall base price increase of 1.9%. The new pricing for the 2020-2021 contract year will be $2,292.75 per month. In addition, the District wishes to increase the overall service frequency of the recycling collection at Mackeben Elementary School, which will add an additional $50/mo to the above quote price.

Thank you for your consideration. If you have any questions regarding the content of this proposal, please feel free to give me a call at (815) 970-1692.

Sincerely,

MDC Environmental Services

Greg York
District Manager

Huntley Community School District 158

650 Academic Drive
Algonquin, Illinois 60102
(847) 659-6158 • www.district158.org

DATE: April 16, 2020

TO: Board of Education and Administration

FROM: Doug Renkosik, Director of Operations & Maintenance

RE: Proposed Change Order # 026 for Roof-Top HVAC Unit Roof Curb Modifications**(A)**
Huntley High School Fine Arts Addition Project
Board of Education Meeting, April 16, 2020
Action Item

Background:

During the design phase of the Huntley High School Fine Arts Addition project, the D158 O&M Office asked Wold to be sure to position the two Roof-Top HVAC unit (RTUs) on the roof in such a position that the units could practically be repaired and serviced in place on the roof (i.e. far enough clear of surrounding building walls for service doors could be fully opened and replacement components could be removed and replaced.

Unfortunately, Wold Architects and Engineer's drawings for construction failed to position the RTU that serves the black box in such a position even though the roof area provides enough space. This design flaw was not discovered until the roof curb was installed and roof flashings applied.

Wold has since been working with the contractors involved to modify the installation to accommodate the relocation to provide for practical long-term maintenance of the RTU.

Wold and Lamp have scrutinized proposals from the contractors involved (HVAC, Roofing, and Structural Steel) and requested a roof transition curb drawing based on the proposed modification. The first submittal from the contractor has been rejected at this time. The construction team is working diligently at this time to put together a revised submittal of the transition roof curb and a final price for this work.

Wold Architects and Engineers has assured the Administration that they will fully compensate the School District for the costs related to this design error. Wold recommends the School District process change orders to the affected trade contracts at this time to preserve the School District's warranty and performance bond rights for the project.

Attached is Lamp Inc' Proposed Change Order # 026 dated 4-9-20 for the work referenced above.

The cost listed in the attached Lamp's Proposed Change Order are subject to change as the final functional design is determined.

The completion of the project in a timely fashion is jeopardized by the potential delay this change in work could create.

Recommendation:

The Administration recommends the Board of Education authorize the Administration to approve a negotiated price for change orders to Trade Contracts listed in the attached PCO # # 026 dated 4-9-20 for the Roof-Top HVAC unit roof curb modifications as discussed above.

DR/jw

PCO #026

Lamp Incorporated
460 N. Grove Avenue
Elgin, Illinois

Project: 16172 - D158 - HHS Fine Arts Addition
13917 Harmony Road
Huntley, Illinois 60142

DRAFT

Potential Change Order #026: PR 15 RTU-3 curb design change

TO: Huntley Community School District 158 650 Dr. John Burkey Drive Algonquin 60102		**FROM:**	
PCO NUMBER/REVISION:	026 / 0	**CONTRACT:**	1 - D158 - HHS Fine Arts Addition Prime Contract
REQUEST RECEIVED FROM:	Kirsta Ehmke **(Wold Architects & Engineers)**	**CREATED BY:**	Jay Schaack **(Lamp Incorporated)**
STATUS:	Draft	**CREATED DATE:**	4/9 /2020
REFERENCE:		**LOCATION:**	Area B

CHANGE REASON: Architect request

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*
This CO is in regards to the necessary curb modifications and added support steel needed at RTU-3.

ATTACHMENTS:
HHS-Hartwig PR 15 pricing.pdf _HHS-Wtherguard PR 15 pricing.pdf _HHS-Guardian Steel PR 15 pricing.pdf

#	Cost Code	Description	Type	Amount
1	05-05A-01 - Structural Steel	Guardian Steel-Additional support steel at RTU-3	Commitment	$ 3,778.00
2	07-07A-01 - Roofing	Weatherguard Roofing-Additional expansion and curb flashing at RTU-3	Commitment	$ 1,460.00
3	15-23A-01 - HVAC	Hartwig HVAC-Addidonal support curbs at RTU-3	Commitment	$ 11,516.00
			Subtotal:	$16,754.00
			Grand Total:	**$16,754.00**

SIGNATURE **DATE** 375 **SIGNATURE** **DATE**

MEMO

GUARDIAN
CONSTRUCTION PRODUCTS, INC.
10 S. 359 NORMANTOWN RD.
NAPERVILLE, IL 60564
(630) 820-8899
FAX (630) 820-1460

To: Lamp Incorporated - Jay **Date**: 3/10/20

Subject: Huntley HS Fine Arts Addition **Job**: 7842
13719 Harmony Rd Huntley, IL PR#15

There will be an extra cost for the additional work to be performed per PR#15 dated 2/20/20

Furnish and erect additional steel angle support framing and joist panel point reinforcing at RTU #3 per revised sheet S2.10a. Remove existing steel angle framing if needed due to interference/conflicts

Materials+Fabrication	$ 693.00
Details	$ 80.00
Delivery	$ 125.00
Erection	$ 2880.00

TOTAL:	$ 3,778.00

Please review and advise if we are to proceed with this work.

Thank you,

Michael W. Straube

Michael W. Straube
Project Manager

WEATHERGUARD Roofing Company

PROPOSED CHANGE ORDER

Project Job Name:	Huntley High School - Fine Arts	*Date*	3/4/20
Project Address:	Huntley IL	*Job Number*	19-135
General Contractor:	LAMP	Change Order #	2
Attention:	Jay	Contract Amount	$ -

Proposed Change Order Description

PR-15
Flash in additional curb extension. Include 2" exapansion rod material.

Change Order Schedule of Values

Labor	$	820.00	10	x	$82.00		
Material	$	450.00					
Sheet Metal	$	-					
Dumpster	$	-					
NA	$	-					

	Subtotal	$	1,270.00
10%	Overhead	$	127.00
5%	Profit	$	63.50
	Total Change Order	$	1,460.00

By signing below the contracting company herby aggress the above specified change order description is accepted and shall be considered part of the contracted work. The original contract amount will be adjusted to include change order amount.

Note: No additional work will be performed until the proposed change order is approved.

The owner or authorized person who signs this change order agrees that Weatherguard Roofing Co. will be paid in full for the change order amount and also agrees to pay for any and all legal fees that may be incurred by Weatherguard Roofing Co. to recover payment.

Date of Acceptance: _____ Print Name/Title: _____

Authorizing Signature: _____

PRIDE, SERVICE AND SAFETY, PRODUCES QUALITY

Change Order Request Detail

HARTWIG PLUMBING & HEATING, INC.

Project Name	HUNTLEY HS FINE ARTS		
Project Number	H19-146	Date Submitted	03/13/20
Contractor/Subcontractor	LAMP, INC.	Contractor's Request No.	
Description of Change	PR-15		

Labor

Description	Classification	Hours		Hourly Rate		Raw Cost	
JOURNEYMAN SHEET METAL		12.00	X	$ 102.35	=	$ 1,228.20	
JOURNEYMAN PIPE FITTER		16.00	X	$ 102.35	=	$ 1,637.60	
			X		=	$ -	
						Subtotal	$ 2,865.80
							$ -
						Labor Total	$ 2,865.80

Material & Equipment

Description	Qty	Unit		Unit Price		Raw Cost	
CURB TECHNOLOGIES	1		X		=	$ 5,800.00	
SHEET METAL TRANSITION	1		X		=	$ 325.00	
HOT WATER PIPE	1		X		=	$ 300.00	
			X		=	$ -	
			X		=	$ -	
			X		=	$ -	
			X		=	$ -	
			X		=	$ -	
						Subtotal	$ 6,425.00
				%		Sales Tax	
				10%		Markup on M&E	$ 642.50
						Materials & Equipment Total	$ 7,177.50

Subcontractors

Subcontractor	Description of Subcontract Work	Raw Cost	
CRANE	INSTALLATION OF ADAPTER CURB	$ 900.00	
INSULATION	INSULATE EXTENDED HOT WATER PIPING	$ 502.10	
		Subtotal	$ 1,402.10
	5%	Markup on Subcontract Work	$ 70.11
		Subcontract Total	$ 1,472.21
		LMS: Labor + Materials & Equipment + Subcontract Total	$ 11,515.51

Bonds & Insurance

Description	Rate				Raw Cost	
Performance and Payment Bonds	0.00%	X	LMS Total	=	$ -	
Builder's Risk Insurance	0.00%	X	LMS Total	=	$ -	
Project Protective Liability Insurance	0.00%	X	LMS Total	=	$ -	
					Bonds & Insurance Total	$ -
					Grand Total	**$ 11,515.51**

20800 E. Brink Street • Harvard, IL 60033 • 815.943.4430 P • 815.943.4490 F • www.hartwigplumbing.com

HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

Huntley Community School District 158

650 Academic Drive
Algonquin, Illinois 60102
(847) 659-6158 • www.district158.org

DATE: April 16, 2020 revision no. 1

TO: Board of Education and Administration

FROM: Doug Renkosik, Director of Operations & Maintenance

RE: Proposed Change Order # 026 for Roof-Top HVAC Unit Roof Curb Modifications**(A)**
Huntley High School Fine Arts Addition Project
Board of Education Meeting, April 16, 2020
Action Item

Background:

During the design phase of the Huntley High School Fine Arts Addition project, the D158 O&M Office asked Wold to be sure to position the two Roof-Top HVAC unit (RTUs) on the roof in such a position that the units could practically be repaired and serviced in place on the roof (i.e. far enough clear of surrounding building walls for service doors could be fully opened and replacement components could be removed and replaced.

Unfortunately, Wold Architects and Engineer's drawings for construction failed to position the RTU that serves the black box in such a position even though the roof area provides enough space. This design flaw was not discovered until the roof curb was installed and roof flashings applied.

Wold has since been working with the contractors involved to modify the installation to accommodate the relocation to provide for practical long-term maintenance of the RTU.

Wold and Lamp have scrutinized proposals from the contractors involved (HVAC, Roofing, and Structural Steel) and requested a roof transition curb drawing based on the proposed modification. The first submittal from the contractor has been rejected at this time. The construction team is working diligently at this time to put together a revised submittal of the transition roof curb and a final price for this work.

Wold Architects and Engineers has assured the Administration that they will fully compensate the School District for the costs related to this design error. Wold recommends the School District process change orders to the affected trade contracts at this time to preserve the School District's warranty and performance bond rights for the project.

Attached is Lamp Inc' Proposed Change Order # 026 dated 4-9-20 for the work referenced above.

The cost listed in the attached Lamp's Proposed Change Order are subject to change as the final functional design is determined.

The completion of the project in a timely fashion is jeopardized by the potential delay this change in work could create.

Recommendation:

The Administration recommends the Board of Education authorize the Administration to approve a negotiated price for change orders to Trade Contracts listed in the attached PCO # # 026 dated 4-9-20 for the Roof-Top HVAC unit roof curb modifications as discussed above.

DR/jw

PCO #026

Lamp Incorporated
460 N. Grove Avenue
Elgin, Illinois

Project: 16172 - D158 - HHS Fine Arts Addition
13917 Harmony Road
Huntley, Illinois 60142

DRAFT

Potential Change Order #026: PR 15 RTU-3 curb design change

TO: Huntley Community School District 158 650 Dr. John Burkey Drive Algonquin 60102		**FROM:**	
PCO NUMBER/REVISION:	026 / 0	**CONTRACT:**	1 - D158 - HHS Fine Arts Addition Prime Contract
REQUEST RECEIVED FROM:	Kirsta Ehmke **(Wold Architects & Engineers)**	**CREATED BY:**	Jay Schaack **(Lamp Incorporated)**
STATUS:	Draft	**CREATED DATE:**	4/9 /2020
REFERENCE:		**LOCATION:**	Area B

CHANGE REASON: Architect request

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*
This CO is in regards to the necessary curb modifications and added support steel needed at RTU-3.

ATTACHMENTS:
HHS-WG Roofing CO 2 - PR-15 Revised.pdf _HHS PR15 - Adjusted pricing.pdf _HHS-Guardian Steel PR 15 pricing.pdf

#	Cost Code	Description	Type	Amount
1	05-05A-01 - Structural Steel	Guardian Steel-Additional support steel at RTU-3	Commitment	$ 3,778.00
2	07-07A-01 - Roofing	Weatherguard Roofing-Additional expansion and curb flashing at RTU-3	Commitment	$ 2,428.00
3	15-23A-01 - HVAC	Hartwig HVAC-Addidonal support curbs at RTU-3	Commitment	$ 12,782.00
			Subtotal:	$18,988.00
			Grand Total:	**$18,988.00**

SIGNATURE **DATE** 380 **SIGNATURE** **DATE**

Change Order Request Detail

HARTWIG PLUMBING & HEATING, INC.

Project Name	HUNTLEY HS FINE ARTS		
Project Number	H19-146	Date Submitted	04/15/20
Contractor/Subcontractor	LAMP, INC.	Contractor's Request No.	
Description of Change	PR-15		

Labor

Description	Classification	Hours		Hourly Rate		Raw Cost	
JOURNEYMAN SHEET METAL		16.00	X	$ 102.35	=	$ 1,637.60	
JOURNEYMAN PIPE FITTER		16.00	X	$ 102.35	=	$ 1,637.60	
			X		=	$ -	
						Subtotal	$ 3,275.20
							$ -
						Labor Total	$ 3,275.20

Material & Equipment

Description	Qty	Unit		Unit Price		Raw Cost	
CURB TECHNOLOGIES	1		X		=	$ 6,940.00	
HOT WATER PIPE AND FITTINGS	1		X		=	$ 300.00	
			X		=	$ -	
			X		=	$ -	
			X		=	$ -	
			X		=	$ -	
			X		=	$ -	
			X		=	$ -	
						Subtotal	$ 7,240.00
						Sales Tax	$ -
				10%		Markup on M&E	$ 724.00
						Materials & Equipment Total	$ 7,964.00

Subcontractors

Subcontractor	Description of Subcontract Work	Raw Cost	
CRANE	HOIST BASE AND ADAPTER CURB	$ 900.00	
INSULATION	INSULATE ADDED HOT WATER PIPE AND FITTINGS	$ 502.10	
		Subtotal	$ 1,402.10
	10%	Markup on Subcontract Work	$ 140.21
		Subcontract Total	$ 1,542.31
		LMS: Labor + Materials & Equipment + Subcontract Total	$ 12,781.51

Bonds & Insurance

Description	Rate				Raw Cost	
Performance and Payment Bonds	0.00%	X	LMS Total	=	$ -	
Builder's Risk Insurance	0.00%	X	LMS Total	=	$ -	
Project Protective Liability Insurance	0.00%	X	LMS Total	=	$ -	
					Bonds & Insurance Total	$ -
					Grand Total	**$ 12,781.51**

20800 E. Brink Street • Harvard, IL 60033 • 815.943.4430 P • 815.943.4490 F • www.hartwigplumbing.com

MEMO

GUARDIAN
CONSTRUCTION PRODUCTS, INC.
10 S. 359 NORMANTOWN RD.
NAPERVILLE, IL 60564
(630) 820-8899
FAX (630) 820-1460

To: Lamp Incorporated - Jay **Date**: 3/10/20

Subject: Huntley HS Fine Arts Addition **Job**: 7842
13719 Harmony Rd Huntley, IL PR#15

There will be an extra cost for the additional work to be performed per PR#15 dated 2/20/20

Furnish and erect additional steel angle support framing and joist panel point reinforcing at RTU #3 per revised sheet S2.10a. Remove existing steel angle framing if needed due to interference/conflicts

Materials+Fabrication	$ 693.00
Details	$ 80.00
Delivery	$ 125.00
Erection	$ 2880.00

TOTAL:	$ 3,778.00

Please review and advise if we are to proceed with this work.

Thank you,

Michael W. Straube

Michael W. Straube
Project Manager

WEATHERGUARD Roofing Company

PROPOSED CHANGE ORDER

Project Job Name:	Huntley High School - Fine Arts	*Date*	4/13/20
Project Address:	Huntley IL	*Job Number*	19-135
General Contractor:	LAMP	Change Order #	2
Attention:	Jay	Contract Amount	$ -

Proposed Change Order Description

PR-15 (REVISED)

Flash in additional curb extension. Include 2" exapansion rod material.

Change Order Schedule of Values

Labor	$	1,312.00	16	x	$82.00		
Material	$	800.00					
Sheet Metal	$	-					
Dumpster	$	-					
NA	$	-					

	Subtotal	$	2,112.00
10%	Overhead	$	211.20
5%	Profit	$	105.60
	Total Change Order	$	2,428.00

By signing below the contracting company herby aggress the above specified change order description is accepted and shall be considered part of the contracted work. The original contract amount will be adjusted to include change order amount.

Note: No additional work will be performed until the proposed change order is approved.

The owner or authorized person who signs this change order agrees that Weatherguard Roofing Co. will be paid in full for the change order amount and also agrees to pay for any and all legal fees that may be incurred by Weatherguard Roofing Co. to recover payment.

Date of Acceptance: _____ Print Name/Title: _____

Authorizing Signature: _____

PRIDE, SERVICE AND SAFETY, PRODUCES QUALITY

HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

Huntley Community School District 158

650 Academic Drive
Algonquin, Illinois 60102
(847) 659-6158 • www.district158.org

Date: April 16th, 2020

To: Board of Education

From: Dr. Erika Schlichter, Assistant Superintendent

Cc: Dr. Scott Rowe, Superintendent

Subject: **Secondary Science Curriculum Review**

Executive Summary

In alignment with the District 158 curriculum review cycle, a review of sixth through twelfth grade science programming has been completed during the 2019-2020 school year. An emphasis was placed on further alignment to the Next Generation Science Standards and the inquiry design process, with the ultimate goal of stimulating students' interests in science and further preparing them for college, careers, and citizenship.

The review was completed by a representative team of staff and administrators from the middle schools and high school, led by the Curriculum Department. The team began their work at the end of the 2018-2019 school year, completing their recommendations in the spring of 2020. All decision-making was completed via consensus, with a focus on aligning curriculum between both middle schools. Special emphasis was also placed on articulating curriculum at the sixth through twelfth grade levels.

The attached report includes background about the work structure, philosophical underpinnings of the review, needs assessment, program recommendations, and revised curricula for existing classes. All revised curriculum maps and materials for existing classes are also included in the report. Materials will be on display for 30 days, per Illinois School Code. Funds for materials purchase have been allocated in the FY20 and FY21 budgets.

RECOMMENDATION

The Administration recommends that the science review and materials proposal moves forward for approval at the May 21, 2020 Board of Education meeting.

Huntley Community School District 158
6-12 SCIENCE CURRICULUM REVIEW PROPOSAL

Table of Contents

Contents:

1. **Summary of Proposal**
2. **Appendices:**

Appendix A: Science Charge Statement
Appendix B: Curriculum Maps
Appendix C: Materials Evaluation Rubric
Appendix D: Recommendation for Materials

Huntley Community School District 158
6-12 Science Curriculum Review Proposal

Overview

The science review fully aligns the curriculum and assessment of Huntley District 158 with the Next Generation Science Standards (NGSS). The review not only focused on updating the curriculum and assessment, but also provided professional development to help educators make instructional shifts in the classroom to further personalize the education of their students.

The review was comprised of two main teams: one which focused on updating middle school science, and a second which focused on updating the three main high school science courses (biology, physics, and chemistry). Both curriculum teams were comprised of teachers, instructional coaches, and administrators with representatives from both middle schools. The teams began by developing a charge statement (see Appendix A). The charge statement acted as an overarching document that drove the group's collaboration and common goal setting.

The purpose of this document is to provide an update on the science review and to propose materials for adoption. This document begins by providing basic information about the NGSS before going into details about each phase of the curriculum review and concluding with a summary.

The Next Generation Science Standards: The NGSS fall into three categories: disciplinary core ideas, science and engineering practices, and crosscutting concepts. Disciplinary core ideas constitute foundational information about science all students should know. The science and engineering practices are intended to have students focus on scientific inquiry and the engineering design process. Finally, the crosscutting concepts are designed to show students the links between various science disciplines.

Implementation of the NGSS requires shifting instructional practices. The standards acknowledge that content knowledge is necessary, but not sufficient for powerful science teaching and learning. The focus of learning is on making connections to the world around you, solving realistic problems, and making and supporting hypotheses based on evidence. The shift from knowledge and facts to inquiry will be challenging for students. Teachers will be required to shift instructional practices to guide students and to support them as they meet these new challenges.

Science Curriculum Review Process

This section describes the phases through which the science curriculum review worked to ensure that all students will experience an appropriate and effective program with an increased focus on student-centered learning. To meet these objectives the curriculum review followed the six phases of the curriculum cycle. The following list includes each of the phases and the academic year(s) in which each phase will/did occur.

Curriculum Cycle Phases

- **Review and Needs Assessment** (2019 - 2020)
- **Curriculum Development** (2019 - 2020)
- **Assessment Writing** (2019 - 2020)
- **Resource Review & Selection** (2019 - 2020)
- **Professional Development for Instruction** (2019 - 2021)
- **Implementation** (2020 - 2021)
- **Refinement and Adjustment** (2022 - 2024)

Phase 1: Review and Needs Assessment (2019 - 2020)

In the summer of 2019, the team conducted a scan of the current environment to determine areas of focus for the review. The results of the current reality analysis indicated that the NGSS called for an innovative approach to instruction, assessment, and curriculum design. Additionally, it was determined that the current materials available to teachers were not meeting the needs of the students.

Phase 2: Curriculum Development and Assessment Writing (2019-2020)
The teams began by identifying levels of complexity for standards and breaking them down into meaningful learning targets. The teams built detailed plans and local curriculum maps for each unit. An overview of the local curriculum maps are attached as Appendix B. The next step for all levels is assessment writing. This will take place over the summer and during the first semester of the 2020-2021 school year.

Phase 3: Resource Review and Selection (2019-2020)
The members of the team reviewed material options from several major vendors. All members of the team provided feedback on the reviewed materials using the materials evaluation rubric, attached as Appendix C.

Using structured feedback from all science teachers, the team has recommended the purchase of several curricular materials. A list of proposed curricular materials is attached as Appendix D.

Phase 4: Professional Development for Instruction (2019-2021)
Professional learning on the new standards began during the summer between the 2018-2019 and 2019-2020 school years. The important work of phase 4 will continue from now through the 2020-2021 school year and will be woven into the plan for implementation.

Additional embedded professional development on instructional practices and assessment will be provided by instructional coaches, the department chair, and level leaders as a part of the implementation of the new local curriculum and assessments.

Phase 5: Implementation (2020-2021)
The implementation phase of a new curriculum is the most important part of the curriculum review cycle. In order to make substantive changes, there will be a focus on balancing professional development with accountability. Implementation efforts will be coordinated at the district, building, and classroom levels through shared leadership among the curriculum directors, the science department chair, building administration, and classroom teachers. During the implementation process, accountability will be built through the coordination of common assessments. Level meetings, evaluations, instructional walkthroughs, and informal feedback will be used as a means for communication and ongoing assessment of needs.

Phase 6: Refinement and Adjustment (2022-2024)
Refinement of the science program will occur during years five and six of the science curriculum review cycle. Refinement and adjustment to the local curriculum will be based on the common assessment findings and the feedback from teachers and administrators.

Summary
The process of writing local curriculum has greatly increased the science teachers' understanding of the NGSS and has prepared them for writing assessments that reflect the standards and related instructional shifts. Through a rigorous materials adoption process, rigorous and relevant curricular materials are being recommended to the Board for approval. The formal implementation of the revised curriculum and curricular materials will begin during the spring of 2020 through professional development. It will continue with assessment writing and implementation of new curriculum and curricular materials which will be the focus through the end of the 2021 - 2022 school year.

District 158
Science Curriculum Review
Charge Statement

1. PURPOSE/OBJECTIVES

The work of the Science Curriculum Review will be done in a representative group, The Curriculum Writing Committee. The committee will focus on the following objectives:

Establishing the Intent and Purpose:

- To establish a common purpose of instruction in Huntley Community School District 158
- To create the guiding principles that will frame the work of the review
- To advise a complete a scan of the current environment related to curriculum and instruction
- To build a common understanding of the Next Generation Science Standards (NGSS) and their implications for the review process
- To conduct a needs assessment based on the current environment related to curriculum

Curriculum Development and Assessment Writing:

- To develop common assessments aligned to the NGSS standards
- To review and select curricular resources based on the established needs
- To ensure 6-12 vertical alignment

Implementation

- To make recommendations for planning and facilitation of implementation and adoption of the new curriculum and curricular materials
- To advise the professional growth needs related to the implementation of the new curriculum and curricular materials
- To give feedback and develop a plan for sustainable professional development
- To shift instruction to an inquiry design model

2. LEVEL OF AUTHORITY and CONSTRAINTS of the Curriculum Writing Teams

- Provide feedback and advise the curriculum review process
- Providing a system of accountability for the curriculum review process
- Make recommendations related to curricular materials

3. COMMUNICATION

The Curriculum Writing Committees will provide two-way feedback and communication between the teachers and the curriculum department to help guide the curriculum review. It is imperative that the committees communicate honestly and openly, honoring the following norms:

- Presume positive intent
- Place all opinions on the table during the committee meeting
- Implement specific ongoing communication strategies within buildings/teams to communicate the committee progress and gather feedback
- Collectively commit to continuous improvement

4. TIME REQUIREMENT

- Summer meetings
- Time to communicate with buildings/teams/PLCs
- Pre or post work (readings, gathering information, etc)

5. RESOURCES AVAILABLE

- Professional development pay ($23) for professional learning during summer & after school hours
- Professional curriculum development pay ($30) for Writing Committee summer hours
- Research-based literature for knowledge building
- Internal expertise (i.e. district capabilities and prior experience)
- External research and other school districts
- Utilization of curriculum and special education departments when appropriate

6. MEMBERSHIP

Building Admin Reps	D.O. Reps	Teacher Representatives
Cindy Fuhrer, HHS Department Chair Tony Venetico, Principal MMS Jake Litchfield, Principal HMS	Bill Johnson, Curriculum Director Dr. Erika Schlichter, Assist. Superintendent for Curriculum Kevin Wolf, Director of Special Ed.	All 6-12 science teachers Cathie O'Malley, Instructional Coach Jeannette Perreault, Instructional Coach Emily Kaffe, Instructional Coach

Name of Course: Science
Grade Level: 6th Grade

Instructional Unit #1

Name of Unit: Microbiomes
Length of Unit: 15 days
Compelling Question: How can having 100 trillion microorganisms on and in the human body keep us healthy?

Standards	Resources:
MS-LS1-1: Conduct an investigation to provide evidence that living things are made of cells; either one cell or many different numbers and types of cells.	Amplify Science

Instructional Unit #2

Name of Unit: Metabolism
Length of Unit: 25 days
Compelling Question: How do the trillions of cells in the human body get what they need to function, and what do the cells do with the things they absorb?

Standards	Resources:
MS-LS1-3: In multicellular organisms, the body is a system of multiple interacting subsystems. These subsystems are groups of cells that work together to form tissues and organs that are specialized for	Amplify Science

Instructional Unit #3

Name of Unit: Metabolism Engineering Internship
Length of Unit: 13 days
Compelling Question: Design a health bar to meet the metabolic needs of populations affected by natural disasters.

Standards	Resources:
MS-ETS1-1. Define the criteria and constraints of a design problem with sufficient precision to ensure a successful solution, taking into account relevant scientific principles and potential impacts on	Amplify Science

Instructional Unit #4

Name of Unit: Traits and Reproduction
Length of Unit: 20 days
Compelling Question: Why do traits vary, and why do they vary even among siblings?

Standards	Resources:
MS-LS1-2: Develop and use a model to describe the function of a cell as a whole and ways parts of cells contribute to the function.	Amplify Science

Instructional Unit #5

Name of Unit: Thermal Energy
Length of Unit: 22 days
Compelling Question: Why do things change temperatures?

Standards	Resources:
MS-PS1-4: Develop a model that predicts and describes changes in particle motion, temperature, and state of a pure substance when thermal energy is added	Amplify Science

Instructional Unit #6

Name of Unit: Ocean, Atmosphere, and Climate
Length of Unit: 22 days
Compelling Question: What determines the air temperature of a location on Earth?

Standards	Resources:
ESS2-3: Analyze and interpret data on the distribution of fossils and rocks, continental shapes, and seafloor structures to provide evidence of the past plate	Amplify Science

Instructional Unit #7

Name of Unit: Weather Patterns	
Length of Unit: 22 days	
Compelling Question: Why do some rain storms have more rain than others?	
Standards	**Resources:**
ESS2-4: Develop a model to describe the cycling of water through Earth's systems driven by energy from the sun and the force of gravity	Amplify Science

Instructional Unit #8
Name of Unit: Earth's Changing Climate
Length of Unit: 22 days
Compelling Question: Why is the ice on Earth's surface melting?

Standards	**Resources:**
MS-ESS3-3. Apply scientific principles to design a method for monitoring and minimizing a human impact on the environment.	Amplify Science

Instructional Unit #9
Name of Unit: Earth's Changing Climate Engineering Internship
Length of Unit: 10 days
Compelling Question: Design a plan to reduce the city's climate impact using white or solar roofs on buildings citywide.

Standards	**Resources:**
MS-ETS1-1: Define the criteria and constraints of a design problem with sufficient precision to ensure a successful solution, taking into account relevant scientific principles and potential impacts on	Amplify Science

Name of Course: Science **Grade Level:** 7th Grade
Instructional Unit #1
Name of Unit: Geology on Mars
Length of Unit: 17 days
Compelling Question: How can we search for evidence that other planets were once habitable?

Standards	**Resources:**
MS-ESS1-3. Analyze and interpret data to determine scale properties of objects in the solar system	Amplify Science

Instructional Unit #2
Name of Unit: Plate Motion
Length of Unit: 20 days
Compelling Question: Why are the Mesosaurus fossils separated by thousands of kilometers of ocean when the species once lived all together?

Standards	**Resources:**
MS-ESS1-4. Construct a scientific explanation based on evidence from rock strata for how the geologic time scale is used to organize Earth's 4.6-billion-year-old history.	Amplify Science

Instructional Unit #3
Name of Unit: Plate Motion (Engineering Internship)
Length of Unit: 10 days
Compelling Question: How can we design an effective tsunami warning system?

Standards	**Resources:**
MS-ETS1-1. Define the criteria and constraints of a design problem with sufficient precision to ensure a successful solution, taking into account relevant scientific principles and potential impacts on	Amplify Science

Instructional Unit #4
Name of Unit: Rock Transformations
Length of Unit: 19 days
Compelling Question: Why are the samples from the Great Plains and from the Rocky Mountains composed of such similar minerals, when they look so different and come from different areas?

Standards	Resources:
MS-ESS2-1. Develop a model to describe the cycling of Earth's materials and the flow of energy that drives this process.	Amplify Science
Instructional Unit #5	
Name of Unit: Phase Change	
Length of Unit: 21 days	
Compelling Question: Why did the methane lake on Titan disappear?	
Standards	**Resources:**
MS-PS1-4. Develop a model that predicts and describes changes in particle motion, temperature, and state of a pure substance when thermal energy is added or removed.	Amplify Science
Instructional Unit #6	
Name of Unit: Phase Change (Engineering Internship)	
Length of Unit: 10 days	
Compelling Question: How can we design portable baby incubators that use phase change to keep babies at a healthy temperature?	
Standards	**Resources:**
MS-ETS1-1. Define the criteria and constraints of a design problem with sufficient precision to ensure a successful solution, taking into account relevant scientific principles and potential impacts on	Amplify Science
Instructional Unit #7	
Name of Unit: Chemical Reactions	
Length of Unit: 23 days	
Compelling Question: Why is there a mysterious brown substance in the tap water of Westfield?	
Standards	**Resources:**
MS-PS1-1. Develop models to describe the atomic composition of simple molecules and extended structures.	Amplify Science
Instructional Unit #8	
Name of Unit: Populations and Resources	
Length of Unit: 22 days	
Compelling Question: What caused the size of the moon jelly population in Glacier Sea to increase?	
Standards	**Resources:**
MS-LS2-1. Analyze and interpret data to provide evidence for the effects of resource availability on organisms and populations of organisms in an ecosystem	Amplify Science
Instructional Unit #9	
Name of Unit: Matter and Energy in Ecosystems	
Length of Unit: 25 days	
Compelling Question: Why did the biome ecosystem collapse?	
Standards	**Resources:**
MS-LS1-7. Develop a model to describe how food is rearranged through chemical reactions forming new molecules that support growth and/or release energy as this matter moves through an organism.	Amplify Science
Name of Course: Science **Grade Level:** 8th Grade	
Instructional Unit #1	
Name of Unit: Harnessing human energy	
Length of Unit: 17 days	
Compelling Question: What is energy and why does it matter to a rescue team?	
Standards	**Resources:**
MS-PS3-1. Construct and interpret graphical displays of data to describe the relationships of kinetic energy to the mass of an object and to the speed of an object.	Amplify Science

Instructional Unit #2	
Name of Unit: Force and Motion	
Length of Unit: 18 days	
Compelling Question: How does a pod in space move without fuel?	
Standards	**Resources:**
MS-PS2-1. Apply Newton's Third Law to design a solution to a problem involving the motion of two colliding objects.	Amplify Science

Instructional Unit #3	
Name of Unit: Force and Motion Engineering Internship	
Length of Unit: How can seat belts be made safer?	
Compelling Question: 10 days	
Standards	**Resources:**
MS-ETS1-1. Define the criteria and constraints of a design problem with sufficient precision to ensure a successful solution, taking into account relevant scientific principles and potential impacts on	Amplify Science

Instructional Unit #4	
Name of Unit: Magnetic Fields	
Length of Unit: 12 days	
Compelling Question: How do magnets work and why are some stronger than others?	
Standards	**Resources:**
MS-PS2-3. Ask questions about data to determine the factors that affect the strength of electric and magnetic forces	Amplify Science

Instructional Unit #5	
Name of Unit: Light Waves	
Length of Unit: 14 days	
Compelling Question: How does the sun cause skin cancer?	
Standards	**Resources:**
MS-PS4-1. Use mathematical representations to describe a simple model for waves that includes how the amplitude of a wave is related to the energy in a wave.	Amplify Science

Instructional Unit #6	
Name of Unit: Earth, Moon, and Sun	
Length of Unit: 19 days	
Compelling Question: What is gravity and why is it different in outer space?	
Standards	**Resources:**
MS-ESS1-1. Develop and use a model of the Earth-sun-moon system to describe the cyclic patterns of lunar phases, eclipses of the sun and moon, and seasons.	Amplify Science

Instructional Unit #7	
Name of Unit: Natural Selection	
Length of Unit: 17 days	
Compelling Question: How do antibiotics become less effective to the same disease?	
Standards	**Resources:**
MS-LS3-1. Develop and use a model to describe why structural changes to genes (mutations) located on chromosomes may affect proteins and may result in harmful, beneficial, or neutral effects to the	Amplify Science

Instructional Unit #8
Name of Unit: Natural Selection Engineering Internship
Length of Unit: 11 days

Compelling Question: How can we stop the spread of malaria?	
Standards	**Resources:**
MS-ETS1-1. Define the criteria and constraints of a design problem with sufficient precision to ensure a successful solution, taking into account relevant scientific principles and potential impacts on	Amplify Science
Instructional Unit #9	
Name of Unit: Evolutionary History	
Length of Unit: 19 days	
Compelling Question: Why do species, both living and extinct, share similarities and also have differences?	
Standards	**Resources:**
MS-LS4-3. Analyze displays of pictorial data to compare patterns of similarities in the embryological development across multiple species to identify relationships not evident in the fully formed anatomy.	Amplify Science
Name of Course: Science **Grade Level:** Biology	
Instructional Unit #1	
Name of Unit: Living Systems	
Length of Unit: 26 days	
Compelling Question: How do living systems carry out life functions and respond to changes in the environment?	
Standards	**Resources:**
DCI: LS1.A - Develop and use a model to illustrate the hierarchical organization of interacting systems that provide specific functions within multicellular organisms	Amplify Science
Instructional Unit #2	
Name of Unit: Matter and energy in living systems	
Length of Unit: 22 days	
Compelling Question: How do organisms transfer matter and energy in a closed system? How does matter and energy move through a closed system?	
Standards	**Resources:**
DCI: LS2.B: Use mathematical representations to support and revise explanations based on evidence about factors affecting biodiversity and populations	Amplify Science
Instructional Unit #3	
Name of Unit: Stability and Change in Ecosystems	
Length of Unit: 22 days	
Compelling Question: How do changes in population size affect the composition and stability of an ecosystem?	
Standards	**Resources:**
DCI: LS2.C - Use mathematical and/or computational representations to support explanations of factors that affect carrying capacity of ecosystems at different scales	Amplify Science
Instructional Unit #4	
Name of Unit: DNA Structure and Function	
Length of Unit: 21 days	
Compelling Question: How does the information in DNA get transferred into observable traits?	
Standards	**Resources:**
DCI: LS1.B: Construct an explanation based on evidence for how the structure of DNA determines the structure of proteins, which carry out the essential functions	Amplify Science
Instructional Unit #5	
Name of Unit: Genetics and Heredity	
Length of Unit: 21 days	
Compelling Question: Can scientists alter the genetic material of other organisms? How might humans use this ability?	
Standards	**Resources:**

DCI: LS1.A: Develop and use a model to illustrate the hierarchical organization of interacting systems that provide specific functions within multicellular organisms.	Amplify Science
Instructional Unit #6	
Name of Unit: The Evolution of Species	
Length of Unit: 18 days	
Compelling Question: What are the mechanisms of natural selection, and how do they lead to changes in species over time?	
Standards	**Resources:**
DCI: LS3.B - New genetic combinations through meiosis, (2) viable errors occurring during replication, and/or (3) mutations caused by environmental factors.	Amplify Science
Instructional Unit #7	
Name of Unit: Patterns of Evolution	
Length of Unit: 21 days	
Compelling Question: Does the evolution of a parasite influence the evolution of its host and vice versa?	
Standards	**Resources:**
DCI: LS4 - Construct an explanation based on evidence that describes how genetic variations of traits in a population increase some individuals' probability of survival	Amplify Science
Instructional Unit #8	
Name of Unit: Human Impacts on the Environment	
Length of Unit: 21 days	
Compelling Question: What are the effects of building a damn?	
Standards	**Resources:**
DCI: LS4.B: Natural selection occurs only if there is variation in the genetic information within a population that is expressed in traits that lead to differences in survival and reproductive ability among	Amplify Science
Name of Course: Science **Grade Level:** Chemistry	
Instructional Unit #1	
Name of Unit: Atoms, elements, and electrons	
Length of Unit: 20 days	
Compelling Question: How do different types of atomic models relate to colors in a firework display?	
Standards	**Resources:**
HS-PS1-1: Use the periodic table as a model to predict the relative properties of elements based on the patterns of electrons in the outermost energy level	Chemistry Alive
Instructional Unit #2	
Name of Unit: The Periodic Table	
Length of Unit: 20 days	
Compelling Question: Why are elements in pure form so rare?	
Standards	**Resources:**
PS1.A: Use the periodic table as a model to predict the relative properties of elements based on the patterns of electrons in the outermost energy level	Chemistry Alive
Instructional Unit #3	
Name of Unit: Chemical Bonding	
Length of Unit: 15 days	
Compelling Question: Why do gems have different properties than metals?	
Standards	**Resources:**
HS-PS1-2: Construct and revise an explanation for the outcome of a simple chemical reaction based on the outermost electron states of atoms	Chemistry Alive

Instructional Unit #4	
Name of Unit: Physical Properties of Materials	
Length of Unit: How can we produce better food?	
Compelling Question: 14 days	
Standards	**Resources:**
HS-PS1-3: Plan and conduct an investigation to gather evidence to compare the structure of substances at the bulk scale to infer the strength of electrical forces	Chemistry Alive
Instructional Unit #5	
Name of Unit: Chemical Quantities	
Length of Unit: 13 days	
Compelling Question: Why do we quantify matter in different ways?	
Standards	**Resources:**
HS-PS1-7: Use mathematical representations to support the claim that atoms, and therefore mass, are conserved during a chemical reaction	Chemistry Alive
Instructional Unit #6	
Name of Unit: Chemical Reactions	
Length of Unit: 10 days	
Compelling Question: How is energy obtained from chemical reactions?	
Standards	**Resources:**
CCC-5: The total amount of energy and matter in closed systems is conserved. Changes of energy and matter in a system can be described in terms of energy and matter flows into, out of, and within	
Instructional Unit #7	
Name of Unit: Stoichiometry	
Length of Unit: 10 days	
Compelling Question: Is there any math in my sandwich?	
Standards	**Resources:**
HS-PS1-7: Use mathematical representations to support the claim that atoms, and therefore mass, are conserved during a chemical reaction.	
Instructional Unit #8	
Name of Unit: Thermochemistry	
Length of Unit: 10 days	
Compelling Question: Why do you get hot when you exercise?	
Standards	**Resources:**
PS1.B: Plan and conduct an investigation to gather evidence to compare the structure of substances at the bulk scale	
Name of Course: Science **Grade Level:** Physics	
Instructional Unit #1	
Name of Unit: Physics and Engineering	
Length of Unit: 35 days	
Compelling Question: How can a beam be reduced in cost while simultaneously supporting more weight?	
Standards	**Resources:**
HS-PS2-1 Analyze data to support the claim that Newton's second law of motion describes.	HMH Physics
Instructional Unit #2	

Name of Unit: Energy and matter	
Length of Unit: 28 days	
Compelling Question: How can you predict the outcome of a collision?	
Standards	**Resources:**
HS-PS2-2 - Use mathematical representations to support the claim that the total momentum of a system objects is conserved when there is no net force on the system.	HMH Physics
Instructional Unit #3	
Name of Unit: Field Forces and Energy	
Length of Unit: 28 days	
Compelling Question: What field forces affect your everyday experience? How do objects stay in orbit?	
Standards	**Resources:**
HS-PS2-4 Use mathematical representations of Newton's Law of Gravitation and Coulomb's Law to describe and predict the gravitational and electrostatic forces between objects.	HMH Physics
Instructional Unit #4	
Name of Unit: Electromagnetism and Generators	
Length of Unit: 30 days	
Compelling Question: How can you transform motion into electric energy?	
Standards	**Resources:**
HS-PS2-5 Plan and conduct an investigation to provide evidence that an electric current can produce a magnetic field and that a changing magnetic field can produce an electric current.	HMH Physics
Instructional Unit #5	
Name of Unit: Wave Energy and Communication	
Length of Unit: 33 days	
Compelling Question: Why can light waves be transmitted across empty space, while sound waves cannot?	
Standards	**Resources:**
HS-PS4-1 Use mathematical representations to support a claim regarding relationships among the frequency, wavelength, and speed of waves traveling in various media.	HMH Physics

Science Curriculum Selection Criteria

POINTS TO CONSIDER	NOTES
1. Materials a. Ease of Navigation (Can I find what I'm looking for easily?) b. Equipment (Are we going to need things to teach this?) c. Consumables (Is there enough to start and will it be easy to replace?)	
2. Teacher Support a. Pacing (Is there a suggested timeline?) b. Content (Is the content covered in the teacher's manual?) c. Standards (Are they clearly aligned to each lesson?) d. Lesson plans (Are they clear enough that a first-year teacher could understand them?)	
3. Phenomena-based a. Phenomena included? (Will we have to supply the topic?) b. Is this "phenomena-driven" or are they using the term "phenomena" to describe the content? (Are students going to be encouraged to interact with the material or are they going to have the content "delivered" to them?)	
4. Clearly states CCCs and SEPs a. Clearly states the CCC for each lesson b. Clearly states the SEP for each lesson	
5. Assessments (Are these comprehensive enough to satisfy common assessments?)	

Science Curriculum Selection Criteria

a. Formative b. Summative Assessments are 3 D? (include content, CCCs, and SEPs) Yes or No	
6. ESL/ELL/Special Needs (What kind of support is available?)	
7. Differentiation - Do they provide details about how to differentiate for all students?	
8. Content (Is it “age-appropriate?) a. Student-led/directed b. Problem-based c. Project-based d. Direct instruction e. Labs i. Inquiry-based ii. Step by step	
9. References (What are organizations saying?)	

Appendix D: Materials Recommendation		
Course	**Title**	**Publisher**
6th Grade Science	Amplify Science Middle School: Full Year Grade 6 Course - Integrated Model - SIX YEAR LICENSE - UPFRONT (2020)	Amplify Science
6th Grade Science	Amplify Science Middle School: Grade 6 Integrated Course Model Kits (2020)	Amplify Science
6th Grade Science	Amplify Science Middle School: Grade 6 Integrated Course Model Print Teacher Guides (2020)	Amplify Science
7th Grade Science	YEAR LICENSE - UPFRONT (2020)	Amplify Science
7th Grade Science	Amplify Science Middle School: Grade 7 Integrated Course Model Kits (2020)	Amplify Science
7th Grade Science	Teacher Guides (2020)	Amplify Science
8th Grade Science	YEAR LICENSE - UPFRONT (2020)	Amplify Science
8th Grade Science	Amplify Science Middle School: Grade 8 Integrated Course Model Kits (2020)	Amplify Science
8th Grade Science	Teacher Guides (2020)	Amplify Science
Physics	Science Dimensions Physics Student License Digital 6 Year (2020)	Houghton, Mifflin, Harcourt
Physics	2020 Science Dimensions Physics Digital Teacher Resource 6 Year	Houghton, Mifflin, Harcourt
Physics	2020 HMH Science Dimensions Physics Teacher Edition	Houghton, Mifflin, Harcourt
Physics	HMH Science Multilingual Science Glossary Grades 9-12	Houghton, Mifflin, Harcourt
Physics	2020 HMH Science Dimensions Physics Student Edition Hardcover	Houghton, Mifflin, Harcourt
Biology	Science Dimensions Biology Student License Digital 6 Year (2020)	Houghton, Mifflin, Harcourt
Biology	2020 Science Dimensions Biology Digital Teacher Resource 6 Year	Houghton, Mifflin, Harcourt
Biology	2020 HMH Science Dimensions Biology Teacher Edition	Houghton, Mifflin, Harcourt
Biology	HMH Science Multilingual Science Glossary Grades 9-12	Houghton, Mifflin, Harcourt
Biology	2020 HMH Science Dimensions Biology Student Edition Hardcover	Houghton, Mifflin, Harcourt
Chemistry	Science Alive! Chemistry Student License Digital 6 Year (2020)	Pearson
Chemistry	Science Alive! Chemistry Digital Teacher Resource 6 Year	Pearson
Chemistry	Science Alive! Chemistry Teacher Edition	Pearson
Chemistry	Science Alive! Chemistry Student Edition Hardcover	Pearson

HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

Huntley Community School District 158

650 Academic Drive
Algonquin, Illinois 6010
(847) 6596158 • www.district158.org

Date: April 16, 2020

To: Board of Education

From: Dr. Erika Schlichter, Assistant Superintendent

Cc: Dr. Scott Rowe, Superintendent

Subject: **Physical Education and Health Curriculum Review**

Executive Summary

In alignment with the District 158 curriculum review cycle, a review of physical education and health programming has been completed during the 2019-2020 school year. An emphasis was placed on:

- Embedding technology into our current physical education (PE) courses
- Incorporating social and emotional learning into both PE and health
- Moving to a structure that supports life-long healthy habits

The review was completed by a representative team of staff and administrators from kindergarten through twelfth grade buildings, led by the Curriculum Department. The team began their work at the beginning of the 2019-2020 school year, completing their recommendations in the spring of 2020. All decision-making was completed via consensus, with a focus on articulation and ensuring programming is equitable across the district.

The attached report includes background about the work structure, philosophical underpinnings of the review, needs assessment, program recommendations, and revised curricula for existing classes. All revised curriculum maps and materials for existing classes are also included in the report. Materials will be on display for 30 days, per Illinois School Code. Funds for all proposed materials have been allocated in the FY20 and FY21 budgets.

RECOMMENDATION

The Administration recommends that the physical education and health curriculum review and materials proposal move forward for approval at the May 21, 2020 Board of Education meeting.

Huntley Community School District 158
PE & Health CURRICULUM REVIEW PROPOSAL

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Appendix C: 6-8 Competency Structure

Appendix D: 9-12 Competency Structure

Appendix E: Recommendation for Materials

Huntley Community School District 158
PE/Health Curriculum Review Proposal

Overview

The physical education (PE) and health review not only focused on updating the curriculum and assessment, but also provided professional development to help educators make instructional shifts in the classroom to further personalize the education of their students.

The review was comprised of two main teams: one which focused on PE, and a second which focused on health. Both teams were subdivided into three groups by grade band: kindergarten through fifth grade, middle school, and high school. There were also three subcommittees which met to focus on specific areas of need. The three subcommittees focused on: social and emotional learning (SEL), technology integration, and professional learning needs. The teams began by developing a charge statement (see Appendix A). The charge statement acted as an overarching document that drove the group's collaboration and common goal setting.

The purpose of this document is to provide an update on the PE/Health review and to propose materials for adoption. This document begins by providing basic information about the process before going into details about each phase of the curriculum review and concluding with a summary.

The PE/Health Standards: PE and health standards fall into three overarching categories: physical fitness, nutrition, and SEL. While our traditional PE and health courses cover all standards, our scan of current reality found that we would better meet the needs of our students by intertwining all three categories of standards into both PE and health. Furthermore, while basic SEL skills are covered in health, they do not go into enough depth to meet the ever growing SEL needs of our students.

Implementation of SEL into the everyday PE curriculum requires large shifts in mindset and instructional practices which will take time and professional learning to fully implement. Furthermore, while content knowledge in health is necessary, it is not sufficient and we must focus and realign our health curriculum on skills rather than memorization of content knowledge. The new focus of learning is on making connections to the student's world, dealing with everyday issues, making informed decisions, and providing students with the tools they need to live mentally, physically, and socially productive lives. The shift from knowledge and facts to a skills-based curriculum will be a challenge for teachers and students alike.

PE/Health Curriculum Review Process

This section describes the phases through which the PE/Health curriculum review worked to ensure that all students will experience an appropriate and effective program with an increased focus on student-centered learning. To meet these objectives the curriculum review followed the six phases of the curriculum cycle. The following list includes each of the phases and the academic year(s) in which each phase will/did occur.

Curriculum Cycle Phases

- **Review and Needs Assessment** (2019 - 2020)
- **Curriculum Development** (2019 - 2020)
- **Assessment Writing** (2019 - 2020)
- **Resource Review & Selection** (2019 - 2020)
- **Professional Development for Instruction** (2019 - 2022)
- **Implementation** (2020 - 2022)
- **Refinement and Adjustment** (2022 - 2023)

Phase 1: Review and Needs Assessment (2019 - 2020)
In the fall of 2019, the team conducted a scan of the current environment to determine areas of focus for the review. The results of the current reality analysis indicated that programming needed to be updated and integrated. While PE needed to focus on individualizing students' education via innovative technology, health needed to focus on moving to a more skills-based curriculum. Additionally, both groups agreed to complete a feasibility study to decide if they could imbed additional SEL skills into their curriculum. Finally, it was determined that the current materials available to teachers were not meeting the needs of the students.

Phase 2: Curriculum Development and Assessment Writing (2019-2020)
The teams began by identifying levels of complexity for standards and breaking them down into meaningful learning targets. The teams built detailed plans and local curriculum maps for each unit. Finally, the teams developed PE competencies, to bring common focus to their programs at all levels. The competencies for each grade band are attached as Appendix B, Appendix C, and Appendix D. While this process was very familiar to elementary teachers (who currently have report cards based on "power standards"/competencies) and the high school (who previously developed competencies that mirror those of the Vanguard program,) it was totally new to the middle schools. While the elementary and high school teachers only needed to make small tweaks to their work, they were a great asset to assist the middle schools in building their competencies from scratch. This is one of many examples from this review of the power of working collaboratively, kindergarten through twelfth grade, and is practice that must be incorporated more often in the coming years.

The next step for all levels in PE is to use individual student data to truly personalize a student's PE experience. This will take place in a variety of ways, namely in the district wide implementation of using data from heart rate monitors and individual student performance to help students set and achieve personalized experiences, nutritional, and SEL goals. Rather than a traditional PE program where some students feel out of place, the goal of the District 158 PE department is to help all students set meaningful and achievable goals that not only help them stay physically healthy, but also builds their confidence and makes them life-long proponents of physical, mental, and social health. This will take place over the summer and during the first semester of the 2020-2021 school year. The next step for health is to implement a kindergarten through twelfth grade list of common academic language (currently underway), develop common assessments (summer of 2020), and implement a curriculum that shifts away from a focus on content knowledge to one that focuses on the skills students need in order to remain healthy the rest of their lives.

Phase 3: Resource Review and Selection (2019-2020)
The members of the team reviewed material options from several major vendors. Using structured feedback from all PE/Health teachers, the team has recommended the purchase of several curricular items. A list of proposed curricular materials is attached as Appendix E.

Phase 4: Professional Development for Instruction (2019-2022)
Professional learning on the new standards began during the 2019-2020 school year. The important work of phase 4 will continue from now through the 2021-2022 school year and will be woven into the plan for implementation. Professional learning for best practices in integrating technology into the PE environment will be the main focus of the 2020-2021 school year. Pending board approval of Appendix E, a core team of 6th through twelfth grade staff will become certified **r**ecognizing, **u**nderstanding, **l**abeling, **e**xpressing, and **r**egulating emotion (RULER) educators through Yale University. They will develop District 158 specific SEL lessons based off of the RULER framework, will provide professional development, and will oversee the implementation of the RULER framework at the secondary level during the 2021-2022 school year.

Additional embedded professional development on instructional practices and assessment will be provided by instructional coaches, the department chair, and level leaders as a part of the implementation of the new local curriculum and assessments.

Phase 5: Implementation (2020-2022)

The implementation phase of a new curriculum is the most important part of the curriculum review cycle. In order to make substantive changes, there will be a focus on balancing professional development with accountability. Implementation efforts will be coordinated at the district, building, and classroom levels through shared leadership among the curriculum directors, the PE/Health department chair, building administration, and classroom teachers. During the implementation process, accountability will be built through the coordination of common assessments. Level meetings, evaluations, instructional walkthroughs, and informal feedback will be used as a means for communication and ongoing assessment of needs.

Phase 6: Refinement and Adjustment (2022-2023)
Refinement of the PE/Health program will occur during years five and six of the PE/Health curriculum review cycle. Refinement and adjustment to the local curriculum will be based on the common assessment findings and the feedback from teachers and administrators.

Summary
Through multiple school visits, extensive professional development, and a rigorous materials adoption process, rigorous and relevant curricular materials are being recommended to the Board for approval. The formal implementation of the revised curriculum and curricular materials will begin during the spring of 2020. The integration of technology that will allow us to truly individualize students' education will be complete by the end of the 2020-2021 school year. Integration of the RULER SEL curriculum is projected to be complete by the end of the 2021-2022 school year.

District 158
PE & Health Curriculum Review
Charge Statement

1. PURPOSE/OBJECTIVES

The work of the PE/Health Curriculum Review will be done in a representative group, The Curriculum Writing Committee. The committee will focus on the following objectives:

District 158 PE & Health Values:

- **We value lifelong health, wellness, and fitness -** We will instill this value in all students by teaching and assessing a well-balanced, skill and content based curriculum. We will meet student's individual needs through setting individual goals through the use of embedded technology, teaching tools, and ensuring all students are health literate.
- **We value lifelong social, emotional, and mental health -** We will provide students a safe environment to learn and grow. We believe that an integrated health, social emotional, and physical education curriculum are necessary to meet the needs of our students. We will instill this value in our students by incorporating a well balanced social-emotional and health curriculum into our program.
- **We value our content and profession -** We will instill this value in our students through our everyday actions and positive interactions with our students. We will show the importance of what we do, both inside and outside of the classroom, through professional learning, community involvement, and extended learning opportunities.

Establishing the Intent and Purpose:

- To establish a common purpose of instruction in Huntley Community School District 158
- To create the guiding principles that will frame the work of the review
- To advise a complete a scan of the current environment related to curriculum and instruction
- To conduct a needs assessment based on the current environment related to curriculum

Curriculum Development and Assessment Writing:

- To develop common assessments aligned to state and national standards
- To review and select curricular resources based on the established needs
- To ensure K-12 vertical alignment
- To conduct a feasibility study of embedding Tier I social and emotional learning into PE/health

Implementation

- To make recommendations for planning and facilitation of implementation and adoption of the new curriculum and curricular materials
- To advise the professional learning needs related to the implementation of the new curriculum and curricular materials
- To give feedback and develop a plan for sustainable professional development
- To shift instruction to a curriculum that focuses on the interconnection and importance of lifelong social, mental, and physical health.

2. LEVEL OF AUTHORITY and CONSTRAINTS of the Curriculum Writing Teams

- Provide feedback and advise the curriculum review process
- Provide a system of accountability for the curriculum review process
- Make recommendations related to curricular materials

3. COMMUNICATION

The Curriculum Writing Committee will provide two-way feedback and communication between the teachers and the curriculum department to help guide the curriculum review. It is imperative that the committees communicate honestly and openly, honoring the following norms:

- Presume positive intent
- Place all opinions on the table during the committee meeting
- Implement specific ongoing communication strategies within buildings/teams to communicate the committee progress and gather feedback
- Collectively commit to continuous improvement

4. TIME REQUIREMENT

- Summer meetings
- Time to communicate with buildings/teams/PLCs
- Pre or post work (readings, gathering information, etc)

5. RESOURCES AVAILABLE

- Professional development pay ($23) for professional learning during summer & after school hours
- Professional curriculum development pay ($30) for Writing Committee summer hours
- Research-based literature for knowledge building
- Internal expertise (i.e. district capabilities and prior experience)
- External research and other school districts
- Utilization of curriculum and special education departments when appropriate

6. MEMBERSHIP

Building Admin Reps	D.O. Reps	Teacher Representatives
Jennifer Heuck, HHS Department Chair Tony Venetico, Principal MMS Jake Litchfield, Principal HMS Rita Castans, Assistant Principal MMS	Bill Johnson, Curriculum Director Amy MacCrindle, Curriculum Director Kat Romero, Curriculum Director Dr. Erika Schlichter, Assist. Superintendent for Curriculum Kevin Wolf, Director of Special Ed.	Teacher representatives for all K-12 buildings Jack Towne, Instructional Coach Emily Kaffel, Instructional Coach

K-5 Physical Education Competency and Grading Structure

Physical Education	Emerging	Developing	Mastering	Extending	Evidence
Demonstrates competency in motor skills & movement patterns	Student shows an emerging ability to demonstrate control when performing a variety of motor skills and movement patterns.	Student shows a developing ability to demonstrate control when performing a variety of motor skills and movement patterns.	Student has mastered the ability to demonstrate control when performing a variety of motor skills and movement patterns.	After mastering the skill the students movements are fluid and smooth while demonstrating control when performing a variety of motor skills and movement patterns.	Skills Assessments (closed-skill setting)
Demonstrates understanding of movement concepts, principles & strategies	Student has a limited understanding of spatial awareness and relationships to objects and people. Student has a limited understanding of how to execute basic movement patterns.	Student has a basic understanding of spatial awareness and relationships to objects and people. Student has a basic understanding of how to execute basic movement patterns.	Student has a consistent understanding of spatial awareness and relationships to objects and people. Student has a consistent understanding of how to execute basic movement patterns.	Student has a highly developed understanding of spatial awareness and relationships to objects and people. Student has a highly developed understanding of how to execute basic movement patterns.	Teacher Observations on Game Day 3-5 times a year. Written Test - Google Forms, Plickers
Exhibits responsible personal & social behavior	Student has a limited ability to demonstrate safe movement in physical activities and exhibit responsible personal and social behavior that respects self and others. Student has an emerging level of daily participation in moderate to vigorous physical activity while performing basic movement patterns.	Student has a basic ability to demonstrate safe movement in physical activities and exhibit responsible personal and social behavior that respects self and others. Student shows a developing level of daily participation in moderate to vigorous physical activity while performing basic movement patterns.	Student has a consistent ability to demonstrate safe movement in physical activities and exhibit responsible personal and social behavior that respects self and others. Student has mastered the level of daily participation in moderate to vigorous physical activity while performing basic movement patterns.	Student has a highly developed ability to demonstrate safe movement in physical activities and exhibit responsible personal and social behavior that respects self and others. Student has a highly developed level of participation daily in moderate to vigorous physical activity while performing basic movement patterns.	Teacher Observation - Classroom Dojo, Think Sheets

HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

HMS/MMS PHYSICAL EDUCATION AND PERSONAL FITNESS COMPETENCIES

MMS/HMS Competencies	Competency Statements	6-8
Motor Skills and Movement Patterns (Psychomotor)	**Students demonstrate competency in motor skills and movement patterns.**	Demonstrate physical competency in a variety of motor skills and movement patterns. (19.A)
		Demonstrate control when performing combinations and sequences of locomotor, non locomotor, and manipulative motor patterns in selected activities (19.A.3a)
		Participate daily in moderate to vigorous physical activity while performing multiple movement patterns consistently with additional combination movement patterns (19.A.3b)

MMS/HMS Competencies	Competency Statements	6-8
Concepts and Strategies (Psychomotor/ Cognitive)	**Students apply knowledge of concepts, principles, strategies and tactics related to movement and performance.**	Analyze various movement concepts and applications (19.B & 19.C)
		Compare and contrast efficient and inefficient movement patterns. (19.B.3a.)
		Understand multiple movement patterns and their effects on the brain (19.B.3b)
		Demonstrate knowledge of rules, safety, and strategies during physical activity. (19.C)
		Apply rules and safety procedures in physical activities. (19.C.3a)
		Apply basic offensive, defensive, and cooperative strategies in selected activities, games, and sports (19.Cb)

MMS/HMS Competencies	Competency Statements	6-8
Engagement in Purposeful Fitness and Physical Activity	**Students apply knowledge and skills, as well as use 21st century tools and resources, to improve and maintain physical**	Know and apply the principles and components of health-related and skill-related fitness as applied to learning and performance of physical activities. (20.A & 20.B)
		Identify and participate in activities associated with the components of health related and skill related fitness. (20.A.3b)

	activity and fitness for positive health.	
MMS/HMS Competencies	Competency Statements	6-8
Responsible Personal and Social Behavior (Affective)	**Students participate regularly in physical activity while exhibiting responsible personal and social behavior that respects self and others.**	Demonstrate personal responsibility during group physical activities. (21.A)
		Follow directions and decisions of responsible individuals (e.g., teachers, peer leaders, squad leaders). (21.A.3a)
		Participate in establishing procedures for group physical activities (21.A.3b)
		Remain on task independent of distraction (e.g., peer pressure, environmental stressors). (21.A.3c)
		Demonstrate cooperative skills during structured group physical activity.
		Work cooperatively with others to accomplish a set goal in both competitive and noncompetitive situations (e.g., baseball, choreographing a dance). (21.B.3a.)
MMS/HMS Competencies	Competency Statements	6-8
Recognizes the Value of Physical Activity	**Students recognize the value of physical activity for health, enjoyment,**	Know and apply the principles and components of health-related and skill-related fitness as applied to learning and performance of physical activities. (20.A. & 20.B)
		Identify the principles of training: frequency, intensity, time and type (FITT). (20.A.3a)

	challenge, self-expression, and/or social interaction. (Understand the value of lifelong fitness, not necessarily act upon)	Monitor intensity of exercise through a variety of methods (e.g., perceived exertion, pulse, heart rate monitors), with and without the use of technology. (20.B.3a)
		Evaluate the strengths and weaknesses contained in a personal fitness profile. (20.B.3b)
		Discuss and understand the importance of fitness as it relates to academic performance (20.B.3c)

HHS PHYSICAL EDUCATION AND PERSONAL FITNESS COMPETENCIES

HHS Competencies	Competency Statements	9-10	11-12
Motor Skills and Movement Patterns (Psycho-motor)	**Students demonstrate competency in motor skills and movement patterns.**	Demonstrate physical competency in a variety of motor skills and movement patterns. (19.A)	
		Perform skills efficiently in a variety of leisure activities, sports, creative movement, and work-related and fitness activities. (19.A.4a)	Demonstrate knowledge and skills in a self-selected individual sport, creative movement, work-related, and fitness activities. (19.A.5a.)
		Participate daily in moderate to vigorous physical activity, based on HRM, while performing movement patterns in a variety of activities. (19.A.4.b)	Participate daily in moderate to vigorous physical activity, based on HRM, while performing movement patterns in a variety of activities. (19.A.5b.)

HHS Competencies	Competency Statements	9-10	11-12
Concepts and Strategies (Psycho-motor/Cog-nitive)	**Students apply knowledge of concepts, principles, strategies and tactics related to movement and performance.**	Analyze various movement concepts and applications (19.B & 19.C)	
		Applies terminology associated with exercise and activities. Uses various movements for efficiency and effectiveness. (19.B.4a.)	Apply the principles of efficient movement to evaluate personal performance, pace of play, break down of skill, and similarities and differences in movement patterns. (19.B.5a)
		Analyze multiple movement patterns with additional combination movement patterns and their effects on the brain. (19.B.4b)	Develop and implement a variety of movement concepts to enhance brain function. (19.B.5b)
		Demonstrate knowledge of rules, safety, and strategies during physical activity. (19.C)	
		Demonstrate competency of rules and safety procedures for physical activities. (19.C.4a)	Select components (e.g., equipment, boundaries, number of players, rules) which promote participation in novel or original physical activitIes. (19.C.5a)
		Select and apply offensive, defensive, and cooperative strategies in selected activities, games, and sports. (19.C.4b)	Analyze and apply complex offensive, defensive, and cooperative strategies for selected games and sports. (19.C.5b)

HHS Competencies	Competency Statements	9-10	11-12
Engage-ment in Purposeful Fitness and Physical Activity	**Students apply knowledge and skills, as well as use 21st century tools and resources, to improve and maintain physical activity and fitness for positive health.**	Know and apply the principles and components of health-related and skill-related fitness as applied to learning and performance of physical activities. (20.A & 20.B)	
		Applies knowledge that is associated with the benefits related to exercise and lifetime activity (S3.H1)	Implement and maintains a portfolio of an individualized health-related fitness plan which includes the principles of training, RPE, HR, and chooses an appropriate level of challenge for success and desire, including a strength and conditioning program and participation in a community event. (20.A.5a)
		Participate in various types of fitness training programs (e.g., circuit, cross and interval training) and describe the characteristics and implications and benefits of each. (20.A.4b)	Develop and implement various types of fitness training programs (e.g., circuit, cross and interval training) and describe the characteristics, implications and benefits of each to include different energy systems used based on HR and muscles used. (20.A.5b)

HHS Competencies	Competency Statements	9-10	11-12
Responsible Personal and Social Behavior (Affective)	**Students participate regularly in physical activity while exhibiting responsible personal and social behavior that respects self and others.**	Demonstrate personal responsibility during group physical activities. (21.A)	
		Demonstrate decision-making skills both independently and with others during physical activities (21.A.4a)	Demonstrate individual moral and ethical conduct through the use of various team-building strategies in physical activity settings (e.g., etiquette, fair play, self-officiating, coaching, organizing a group activity). (21.A.5a)
		Apply identified procedures and safe practices to all group physical activity settings. (21.A.4b)	
		Complete a given task on time (21.A.4c)	
		Demonstrate cooperative skills during structured group physical activity.	
		Work cooperatively with others to achieve group goals in competitive and non-competitive situations (e.g., challenge course, orienteering) (21.B.4a.)	Demonstrate when to lead and when to be supportive to accomplish group goals. Accepts others ideas, cultural diversity, personal characteristics and body types. Sees the opportunity for

			social interaction and support in physical activity (21.B.5a.)
		CASEL Competencies	
		Self Awareness: Students will be able to accurately recognize one's own emotions, thoughts, and values and how they influence behavior. The ability to accurately assess one's strengths and limitations, with a well-grounded sense of confidence, optimism, and a "growth mindset. **Self Management:** The ability to successfully regulate one's emotions, thoughts, and behaviors in different situations — effectively managing stress, controlling impulses, and motivating oneself. The ability to set and work toward personal and academic goals. **Social Awareness:** The ability to take the perspective of and empathize with others, including those from diverse backgrounds and cultures. The ability to understand social and ethical norms for behavior and to recognize family, school, and community resources and supports. **Relationship Skills:** The ability to establish and maintain healthy and rewarding relationships with diverse individuals and groups. The ability to communicate clearly, listen well, cooperate with others, resist	

		inappropriate social pressure, negotiate conflict constructively, and seek and offer help when needed. **Responsible Decision Making:** The ability to make constructive choices about personal behavior and social interactions based on ethical standards, safety concerns, and social norms. The realistic evaluation of consequences of various actions, and a consideration of the well-being of oneself and others.	
HHS Competencies	Competency Statements	9-10	11-12
Recognizes the Value of Physical Activity	**Students recognize the value of physical activity for health, enjoyment, challenge, self-expression, and/or social interaction. (Understand the value of lifelong fitness, not necessarily act upon)**	Know and apply the principles and components of health-related and skill-related fitness as applied to learning and performance of physical activities. (20.A. & 20.B)	
		Interpret the effects of exercise/physical activity on the level of health-related and skill-related fitness. (20.A.4a)	
		Record and interpret health-related physiological data (e.g., blood pressure, body mass index, oxygen exchange), with and without the use of technology (20.B.4a)	Collect and interpret health-related fitness data over a period of time, with and without the use of technology and HRM's. (20.B.5a)
		Prepare an individual health-related fitness profile and evaluate fitness level on each component. (20.B.4b)	Evaluate the effects of fitness choices and heredity on wellness.Understand the relationship among physical activity, nutrition during exercise, and body composition and how it impacts different life choices in

			adhering to physical activity, both skill-related and health-related components. (20.B.5b)
		Understand and explain the importance of fitness as it relates to academic performance. (20.B.4c)	Analyze and explain the correlation between the level of fitness (HR) and academic achievement (20.B.5c)

Appendix E: Materials Recommendation		
Course	**Title**	**Vendor**
Physical Education	IHT ZONE Heart Rate Curriculum	Interactive Health Technologies
Physical Education	IHT ZONE SEL Strategy Guide	Interactive Health Technologies
Health	Recognizing, Understanding, Labeling, Expressing, and Regulating Emotion Curriculum	Yale University

HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

Huntley Community School District 158

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Date: April 16th, 2020

To: Board of Education

From: Dr. Erika Schlichter, Assistant Superintendent

Cc: Dr. Scott Rowe, Superintendent

Subject: **Contract with Ombudsman Educational Services for HHS Alternative School**

Executive Summary

The Huntley High School Alternative School has been in operation since January, 2017, under ISBE Alternative Learning Opportunities Program (ALOP) provisions. Since the beginning of the program, District 158 has contracted with Ombudsman Educational Services to provide the programming, staffing, and site-based management of the Alternative School. Students in the program have shown a high rate of success, with increased graduation rates, credit attainment, and attendance. The current contract between District 158 and Ombudsman Educational Services expires and is slated for renewal for the 2019-20 school year.

Administration has undertaken a review of programming, staffing, finances, and logistics to determine whether continuing to contract these services best serves students and meets District goals. At this time, Administration is recommending renewing the contract with Ombudsman Educational Services for a term of one year. Please see the attached contract for details of the agreement.

The one-year contract with Ombudsman Educational Services totals $326,190 for a per student cost of $10,873. These funds have been allocated in the budget.

RECOMMENDATION

Administration recommends that the Board of Education approve the contract with Ombudsman Educational Services as presented.

Ombudsman Program
Alternative Education Services Agreement 2020-2021

This Agreement is made and entered into this _____ day of _____, 2020, by and between Ombudsman Educational Services, Ltd., an Illinois corporation whose address is 1585 North Milwaukee Ave., Libertyville, IL 60048-1359 ("Ombudsman"), and the Huntley Community School District 158, whose address is 650 Dr. John Burkey Drive, Algonquin, IL 60102 (the "District").

Section 1. Scope of Service Provided.

Ombudsman provides the District an off-campus Alternative Learning Opportunities Program located in the District ("ALOP" or "Program") intended to reduce drop-out rates, increase graduation rates, increase attendance levels, improve academic performance for the District's non-traditional learners. The Ombudsman Program helps students progress through academic content courses and pro social skills by offering differentiated instruction of standards-based curriculum in a technology rich environment to improve success toward course completion, test performance and persistence to graduation. Ombudsman will assist the District with completing the ALOP application, however, the District is responsible for submission of the application to the Illinois State Board of Education ("ISBE") in a timely manner.

Ombudsman provides an opportunity for all students, regardless of referral reason. Ombudsman accepts all students, including students with disabilities, English language learners, and students that may have had significant academic, attendance or behavioral issues in the past.

1.1 Student Identification and Referral. Working with Ombudsman, the District identifies students who may benefit from the Program. An initial Program orientation is conducted with the student, parent, Ombudsman center director and a District representative, if and when necessary.

1.2 Student Population. Students referred to Ombudsman are typically over-age, under credit and/or academically behind due to skill deficiencies, attendance/truancy issues, disruptive behaviors, suspension, expulsion, and/or other factors.

Of the student population described herein, the percentage of concurrently enrolled students with an IEP or 504 shall not exceed 15% of total slots purchased.

1.3 Change in Student Population. During the term of this agreement, should the needs of referred students exceed the scope of services described herein, the District agrees to collaborate with Ombudsman to discuss the impact on staffing and additional costs to be paid by the District as a result of the change in Student Population.

1.4 Special Population Students. Student subgroups, such as those classified as English Language Learners and Students with Disabilities (Section 504 or Special Education) who have been previously identified by the District will be so designated on the Student Profile. The District will indicate the student's subgroup as part of the Ombudsman intake process.

1.5 Course, Credit and Graduation Requirements. The District completes the Student Profile upon each student referral, which identifies courses and projects graduation for a student. The District should also include the student's current course schedule and transcript prior to enrollment in the Ombudsman Program. Students who are unable to fulfill the referring District's graduation requirements may be eligible at the District's discretion to receive an

Ombudsman diploma. The Ombudsman diploma is recognized and accredited as a high school diploma by the Middle States Commission (MSCES) and Cognia.

1.6 Assessments. Upon enrollment Ombudsman assesses all students in reading, writing and mathematics. Students enrolled in the Ombudsman Program will take all required high stakes and end of course assessments.

Any necessary placement identification or eligibility assessments for special programs will be provided solely by the District, such as English Language Proficiency scores and language proficiency levels, and evaluations determining or relating to a student's disability. Timely receipt of evaluations and special Program eligibility and information is used by Ombudsman to ensure students receive appropriate services and instructional modifications immediately upon enrollment. The District retains responsibilities for all evaluations, reevaluations and independent evaluations under the Individuals with Disabilities in Education Act ("IDEA") and Section 504 of the Rehabilitation Act ("Section 504").

1.7 Instruction. Each student receives instruction in the courses identified on the Course Schedule utilizing online instructional components, print-based and multimedia resources driven by a standards-based curriculum, teacher-led instruction and, when appropriate, work study, community service and volunteer opportunities. Ombudsman requires all students, regardless of academic level or ability, or language proficiency level to master grade-level coursework; unless otherwise indicated on an Individualized Educational Plan for Students with Disabilities.

1.8 Evaluation. Each student's progress is evaluated daily, weekly, monthly and quarterly by the teaching staff. Students must demonstrate proficiency in coursework and meet minimum attendance or seat time requirements to earn credit or to be recommended for promotion to the next grade level. Promotion recommendations, coursework completion and credits earned are documented and provided to the District.

1.9 Staff. The Ombudsman instructional staff consists of certified teachers who may be supported by instructional assistants, with a minimum of a four-year college degree and/or paraprofessionals. The All Ombudsman staff will be Crisis Prevention Institute (CPI) trained and certified to aid in behavior intervention. All personnel hired or assigned by Ombudsman shall be Ombudsman employees for all purposes and not District employees for any purpose. Ombudsman shall be solely responsible for (i) selecting and hiring its employees; (ii) paying all wages, health and retirement benefits, insurance, and all applicable employee and employer taxes; (iii) supervising, evaluating, promoting and disciplining its employees; and (iv) managing the employees' conduct, including the method by which the employees carry out their work.

Ombudsman will provide a social worker to the Program. The social worker will be responsible for the social/emotional component of the Program that will include individual and small group counseling, implementation of social skills curriculum and oversight of service learning opportunities.

The District acknowledges that the Ombudsman staff employed at the learning center are an integral part of Ombudsman's operation. Therefore, during the term of this agreement, the District agrees that it will not solicit for employment the staff of Ombudsman. However, nothing in this clause will prevent Ombudsman staff from responding to public

advertisements for positions available during or after the term of the Agreement. The District would encourage staff to provide adequate notice so that a replacement may be found.

If the District believes that the performance or conduct of any person employed or retained by Ombudsman to perform any services hereunder is unsatisfactory or is not in compliance with the provisions of this Agreement, the District will notify Ombudsman, identifying the conduct or performance in writing and providing all information and support necessary to substantiate and sustain any personnel action requested by the District, if any. Ombudsman will promptly address the performance or conduct of the reported person in accordance with Ombudsman's disciplinary policies.

1.10 Transportation and Additional Services. The District will be responsible for any student transportation, food services if needed, coordinating any student placement for the work study/community service and/or vocational classes and any social services/counseling required for students whom the District feels would benefit from enrollment at Ombudsman for academic services. Ombudsman will assist the District's implementation of these matters within reasonable parameters.

Section 2. Implementation for the District

2.1 Learning Center. Through consultation with District personnel, Ombudsman will provide one Ombudsman learning center located in the District that creates a positive, professional learning atmosphere. Ombudsman will consult with District personnel and ensure that the learning center meets local zoning requirements and applicable codes for operation. Ombudsman will provide the resources and materials reasonably needed to support the site. The learning center will meet the necessary requirements to serve 30 students from grades 9 through 12 in a four-hour Program.

2.2 Staffing. Ombudsman will provide staff, based upon average daily attendance, to operate the learning center between the hours of 7:00 AM and 5:00 PM, maintaining a student/staff ratio of approximately 12:1 during the majority of the school day.

2.3 Educational Settings.

2.3.1 Ombudsman will schedule two four-hour learning sessions per day with an additional 5th hour of on-site or off-site support/instruction. To the extent that it is reasonably possible, Ombudsman will balance the learning sessions.

2.3.2 If Ombudsman and the District mutually agree, the District may refer additional students beyond the District's initial purchased slots. Billing for these additional slots would be based upon the cost outlined below in Section -3- of this Agreement.

2.3.3 The learning center will operate based on the District's calendar for all school years during the term of this Agreement.

2.3.4 Ombudsman will provide its standards-based curriculum correlated to the Illinois Learning Standards, as the foundation of its academic Program. The foundation will be supplemented with other materials to help students work towards meeting District, national and state requirements for graduation and/or promotion.

2.3.5 If a student demonstrates, through actions or behavior while in the learning center, that he/she is no longer committed to the Program's expectations despite Ombudsman's staff's reasonable efforts to help the student regain commitment, then Ombudsman reserves the right to terminate the student's enrollment. In addition, if a student poses a danger to themselves, other students or staff members, then Ombudsman may terminate the student's enrollment. Documentation of any incidents under this paragraph and efforts employed to help the student regain commitment will be provided to the District upon request.

2.4 Services for Students with Disabilities. Ombudsman can serve as the academic component of an Individual Education Plan (IEP) or 504 plan for certain students identified by the District as needing special education services or accommodations for disabilities only on the following terms:

(i) The District must have determined and documented that Ombudsman is to serve as the academic component for referred students.

(ii) The District, parent and student must acknowledge that the student will be held to the same expectations of the Ombudsman Program related to academic engagement, attendance, consideration for others and learning center general rules, as students enrolled in the Ombudsman Program.

(iii) The District will provide Ombudsman with a copy of the student's current IEP or 504 plan which will be maintained as set forth in section 2.8.

(iv) The District may assign a certified special education instructor employed by the District to periodically visit students who have an IEP and are placed in the Ombudsman Program for academic services. The District's certified special education instructor may also work with Ombudsman's instructional staff regarding certain adjustments related to curriculum and instruction, academic services, and behavioral supports that are within Ombudsman's capabilities and general academic strategies.

(v) Unless otherwise specified within this agreement, the District will be required to provide any consult and/or direct service minutes to students that must be completed by a certified special education teacher as set forth by a student's IEP and/or as required by state and federal mandates to fulfill appropriate special education services, case load requirements and student-special education teacher ratios. Should the District require these services be provided by Ombudsman, the District hereby agrees to discuss the impact these additional services may have on scope of Program and pricing. Additional IEP or 504 plan services, including but not limited to all related services, supports, accommodations, or modifications required by a student's IEP or 504 plan must be administered by the District unless specifically agreed otherwise.

(vi) The District will maintain all obligations with respect to procedural and substantive compliance with state and federal special education and student disabilities laws and with the obligation to provide the student with a Free and Appropriate Public Education.

(vii) If a dispute arises between the District and a parent of a child, who qualifies as disabled under the IDEA or Section 504 of the Rehabilitation Act, and who is enrolled in the Ombudsman Program, then the District will be fully responsible for providing the parent with due process and defending any action.

2.5 Reports. The District is responsible for any and all data entry into data system required by the District or state unless otherwise specified in this Agreement. Ombudsman will provide the District reports, including, but not limited to, the following:

2.5.1 Student attendance on a weekly basis.

2.5.2 Student report cards at the conclusion of the 1st and 3rd quarters and transcripts at the conclusion of the 1st and 2nd semesters.

2.6 Administrative Support Services

2.6.1 The local Ombudsman learning center(s) will be supported by Ombudsman regional and divisional personnel including operations, curriculum and instruction, facilities, technology, student services, human resources, integrity assurance, data integrity, financial services and district and public relations teams.

2.6.2 The Ombudsman learning center director and other members of the Ombudsman administrative team, as needed, will regularly meet/conference with the District's designated administrative team to review the satisfaction of students, parents and District staff with the Program.

2.7 Program Evaluation. The Program's effectiveness is to be evaluated based upon criteria determined jointly by Ombudsman and the District. To facilitate evaluation, the District agrees to provide data to Ombudsman in a timely manner regarding demographic information, prior academic achievement, transcripts, state achievement test scores and graduation data for students enrolled at an Ombudsman site as well as any data for students that return to the District to measure success after enrollment in the Program. Ombudsman will provide a process for collecting such data. Once compiled, Ombudsman will report the results to the District at an agreed upon timeline.

2.8 Data and Records. Ombudsman staff has a legitimate educational interest in the students enrolled in their Program. Therefore, the District may disclose necessary educational records of students enrolled in Ombudsman without requiring parental consent. Ombudsman agrees to maintain student records and data in compliance with all applicable laws and regulations, including all applicable state and federal privacy laws, such as the Family Educational Rights and Privacy Act ("FERPA").

2.9 Insurance. Ombudsman shall obtain and maintain during the life of this Agreement (and shall provide certificates or endorsements to District as proof of coverage) at its own expense and from an admitted insurer authorized to operate in Illinois, the following insurance coverage: (i) Workers' Compensation coverage at the applicable statutory limits and Employer's Liability coverage in an amount of not less than $1,000,000 per accident; and, (ii) General Liability Insurance as shall protect Ombudsman, its officials, officers, directors, employees, contractors, volunteers and agents from claims which may arise from services performed under this Agreement, whether the services are performed by Ombudsman, by the

District, its officials, officers, directors, employees, contractors or agents or by anyone directly or indirectly employed by any of them, with coverage that shall not be less than $1,000,000.

Section 3. Contract Terms

3.1 Contract Period. The initial term of this Agreement shall be for the 2020-2021 school year.

3.2 Costs.

3.2.1 Billing Based on Slots Purchased. The District hereby agrees to purchase 30 slots herein defined as the maximum number of concurrently enrolled students in the Program on any day of the term of this Agreement. In addition, more than one student may fill a slot during the course of the school year. Slots are the District's commitment to the Program and therefore the District should keep the slots filled at all times as billing will be based upon the number of slots purchased in this Agreement

3.2.2 2020-2021: The District's cost will be $326,190 or a per slot cost of $10,873 per slot for 30 slots.

3.3 Additional Students. If additional students are referred pursuant to Section 2.3.2 above, the cost per slot shall be a prorated amount based upon the costs as provided in Section 3.2 above. If the number of slots increases to more than a total of 40 slots, Ombudsman and the District will enter into a discussion to renegotiate the per student cost.

3.4 Payment Schedule. The District will be invoiced in four equal amounts in August, October, January and March. If this Agreement remains in effect for subsequent school years, the District will be invoiced for the annual payment in four equal amounts in August, October, January and March. Payment is due within thirty days from the date of the invoice.

3.5 Slot Usage and Attendance. The District will be provided with data on slot usage and attendance on a weekly and monthly basis to support the District in keeping the slots filled at all times. The District can fill a slot(s) whenever an opening(s) occurs during the academic year.

Section 4. Dispute Resolution

4.1 Good Faith Conference. The Parties agree that, in the event of a dispute, each Party will meet in person with the other Party in a good faith effort to resolve the dispute prior to mediation or arbitration. The good faith conference will be held in the city of the District and will involve individuals with authority to consider and agree on proposals to resolve the dispute, even if ultimate approval may be needed by the District's school board or other governing entity. The Parties' goal is to avoid the additional conflict resolutions methods detailed below by meeting in person in advance and attempting to resolve any issues between the Parties themselves.

4.2 Mediation. If a dispute is not resolved by a good faith conference, before any arbitration (see below) may be filed by either Party, one Party may request the other Party to participate

in mediation of the dispute through a mutually agreed upon mediator. Participating in mediation is a mandatory event (condition precedent) before an arbitration may be brought.

4.3 Binding Arbitration.

4.3.1 In the event of a dispute between the Parties continuing after mediation, they agree that all disputes will be resolved through arbitration and not in court. If any Party is forced to bring a motion to compel arbitration in court and that motion is granted, then the moving Party is entitled to recover all attorneys' fees and costs related to the court action, and the Parties agree that either the court or arbitrator is authorized to grant those fees as part of a sanction or award against the non-moving Party.

4.3.2 All controversies, claims, demands or disputes arising out of or relating to this Agreement will be resolved by arbitration by a neutral arbitrator. To initiate this process, the Party requesting arbitration must send the other Party written notice demanding arbitration (the "Demand").

4.3.3 The arbitration will be governed by the rules of the American Arbitration Association ("AAA") and will be before a single arbitrator. The selected arbitrator must be an attorney with a background in education services.

4.3.4 In any arbitration proceeding, each Party must submit or file any claim that would constitute a compulsory counterclaim (as defined by the then current rule 13 of the Federal Rules of Civil Procedure) within the same proceeding as the demand to which it relates. Any claim not submitted or filed as required is forever barred. The arbitrator may not consider any settlement discussions or offers that might have been made by either Party subject to the arbitration. The Parties agree that in the arbitration proceeding there will be a limit of a single deposition on each side and no exchange of information by way of interrogatory.

4.3.5 The arbitration hearing will be held in the State whose law governs this Agreement, at a mutually agreeable location. A hearing must be scheduled within sixty (60) days of the date of Demand. The arbitrator must render his or her decision within thirty (30) days of the close of the arbitration hearing record. The hearing record must close within ninety (90) days of the presentation of the Demand. Any arbitrator selected by the AAA to decide the dispute must agree to this time-line prior to accepting the selection.

4.3.6 The Parties further agree that the award may be appealed pursuant to the AAA's Optional Appellate Arbitration Rules ("Appellate Rules"); that the award rendered by the arbitrator must, at a minimum, be a reasoned award; and that the award will not be considered final until after the time for filing the notice of appeal pursuant to the Appellate Rules has expired. Appeals must be filed within thirty (30) days of receipt of the award, as defined by Rule A-3 of the Appellate Rules, by filing a Notice of Appeal with the AAA. Following the appeal process, the decision rendered by the appeal tribunal may be entered in any court having jurisdiction thereof. If either party takes an appeal, then the award will be final only in accordance with the AAA rules.

4.4 Continued Performance.

4.4.1 General. Each Party agrees that it will, unless otherwise directed by the other Party, continue performing its obligations under this Agreement while any dispute is being resolved; provided, that this provision will not operate or be construed as extending the term of this Agreement or prohibiting or delaying a Party's exercise of any right it may have to terminate this Agreement as expressly provided herein.

4.4.2 Non-Interruption of Service. The Parties acknowledge and agree that any interruption to the services provided under this Agreement will cause irreparable harm and would adversely impact the ability of the Parties to carry out the mission of this Agreement, in which case an adequate remedy at Law would not be available. Ombudsman expressly acknowledges and agrees that, pending resolution of any dispute, it will not deny, withdraw, or restrict services under this Agreement, and the District expressly acknowledges and agrees that, pending resolution of any dispute, the District will not withhold payment due under this Agreement.

Section 5. Miscellaneous

5.1 Governing Law. This Agreement shall be governed by and construed in accordance with the laws of Illinois, and time shall be considered of the essence for this Agreement.

5.2 Non-Discrimination. Ombudsman agrees to comply with the District's non-discrimination policies and with all applicable federal and state laws prohibiting discrimination in educational Programs.

5.3 Mandatory Reporting. Ombudsman agrees to comply with all state and federal laws governing the mandatory reporting of child abuse.

5.4 Entire Agreement. This Agreement constitutes the entire understanding between Ombudsman and the District, and supersedes all other agreements, whether written or oral, with respect to the subject matter hereof.

5.5 Separate Execution. This Agreement may be executed in separate counterparts (including by means of computer or telephonic facsimile), each of which is deemed to be an original and all of which taken together constitute one and the same agreement.

5.6 Inurement of Benefits/No Third-Party Beneficiaries. All covenants and agreements contained in this Agreement by or on behalf of any of the parties hereto shall bind and inure to the benefit of the respective successors and permitted assigns of the parties hereto whether so expressed or not. This Agreement does not create, invest, or provide, and is not intended to create, invest or provide, any rights or remedies to any non-parties to this Agreement.

5.7 Amendment. The provisions of this Agreement may be amended or waived only with the prior written consent of the District and Ombudsman.

5.8 Start of Services; Delays in Opening. Ombudsman will begin providing services under this Agreement in the learning center facility on the first day of school per the District's calendar and shall continue providing services through the conclusion of the 2020-2021 school year.

The District hereby acknowledges, however, that there are factors beyond Ombudsman's control that could delay the opening of Ombudsman's facility(s), including, but not limited to, delays in obtaining needed permits, inspections and approvals. Ombudsman agrees to notify the District of any potential delay as soon as it becomes aware of the potential delay. The District agrees to collaborate with Ombudsman in developing alternatives agreeable to both Parties, such as a temporary off-site location, temporary use of a District property, etc.

5.9 Progress Updates. If this agreement is executed less than 120 days prior to the first day of school per the District's calendar, the District and Ombudsman will discuss the start-up process and benchmarks to have the facility(s) ready on time. At an agreed upon frequency, Ombudsman will provide the District with updates on the progress of the facility(s). If the timeline/process shifts causing a potential delay in opening on time, Ombudsman will notify the District and the District agrees to discuss the status and alternative options amenable to both parties.

5.10 Confidentiality.

5.10.1 This Agreement applies to all Confidential Information disclosed from one Party (the "Disclosing Party") to the other (the "Recipient"), as of the Effective Date of this Agreement and does not affect or supersede or novate any prior Agreement, which applies only to information up until the Effective Date of this Agreement.

5**.10.2** For the purposes of this Agreement, the term "Confidential Information" shall mean without limitation, ideas, concepts, plans, designs, marketing techniques, sales techniques, forecasts, products, technology, methods, procedures, pricing, costs, cost reports, customer prospects, designs, computer systems, passwords, computer software, procedures, methods, formulae, financial statements, assets, liabilities, revenues, business methods, marketing information, marketing methods, acquisition plans, contract terms, contract negotiations, compensation information, structures and plans, employee responsibilities and duties, copyright, trademark and patent applications, all business and technical information, data, know-how, costs, projections, samples, revenue projections, business plans, clinical protocols, formulae or other information which are owned or are in the possession of one or more of the Parties to this Agreement, disclosed by one or more of the Parties to the other, directly or indirectly, in writing or orally. Confidential Information does not include information that:(a) is or subsequently becomes part of the public domain through no fault of the Recipient (defined below); (b) is received from a Third Party under no obligation of confidentiality to the Disclosing Party and who has a lawful right to disclose the information; (c) was known by the Recipient prior to the time of first disclosure by the Disclosing Party, as demonstrated by written documentation; or (d) is independently developed by the Recipient without the aid, application or use of the Confidential Information, as demonstrated by written documentation.

5.10.3 Each Party agrees not to use the Confidential Information received for any purpose other than in connection with the services provided herein. The Recipient agrees to limit disclosure of the Confidential Information to its employees, officers, directors, Affiliates and consultants with a bona fide need to know, but only to the extent necessary in connection with the services. All individuals receiving access to the Confidential Information must previously have entered into a confidentiality

agreement with the Recipient or otherwise be bound under terms at least as restrictive as those contained herein.

5.10.4 Recipient shall hold Confidential Information in strict confidence and agrees to take all reasonable efforts to prevent disclosure of any Confidential Information to persons outside of its own organization and unauthorized use for a period of five (5) years or in the event that the Confidential Information also constitutes a trade secret, then as long as it remains a trade secret under applicable law.

5.10.5 Any materials or documents of one Party that are furnished to the other Party will be promptly returned to the Disclosing Party, accompanied by all copies of the documentation made by the Recipient, at the Disclosing Party's request, except that one copy of any written information may be retained by the Receiving Party in legal archives.

5.10.6 This Agreement is binding upon and for the benefit of the Parties, and the right to the Confidential Information granted to the Recipient may not be assigned. This Agreement shall not be construed to grant any license or other rights except as specified herein. Each Disclosing Party warrants that it believes that (a) it is the owner or licensee of its Confidential Information or otherwise has the right to disclose the Confidential Information in its possession and (b) it has the right to enter into the Agreement without any breach of its obligations to others. Each Disclosing Party makes no other warranty relating to the Confidential Information and the use to be made thereof by the Recipient and disclaims all implied warranties.

5.10.7 The Parties agree that the disclosure of Confidential Information by recipient without the Disclosing Party's written permission may cause the Disclosing Party irreparable harm and that any breach of this Agreement may entitle a Party to injunctive relief, in addition to any other legal remedies available to it, in any court of competent jurisdiction prior to arbitration being filed.

5.10.8 In the event that any Confidential Information is requested from a Recipient by legal process, such as a subpoena or a request for production, is required to be disclosed by law, or pursuant to the direction of a court or government agency ("Request"), the Recipient must provide the Disclosing Party with prior written notice of the Request within two (2) business days and shall not disclose the Confidential Information absent consent of the Disclosing Party. The Recipient and the Disclosing Party agree to take all reasonable efforts, collectively and independently, to limit disclosure of the Confidential information in accordance with the law. If the District receives a request under the Freedom of Information Act or related State Public Records law, the District will, prior to responding, notify Ombudsman and allow it the opportunity to redact the confidential and proprietary information from the response.

5.11 Termination as a Remedy. If either party is in breach of its obligations under this Agreement, including non-payment, the non-breaching party may terminate this Agreement if the alleged breach is not cured within 60 days after the non-breaching party provides written notice to the breaching party.

5.12 Severability. In case any provision of the Agreement is adjudged invalid, illegal or unenforceable, it shall, to the extent possible, be modified in such a manner as to be valid, legal and enforceable but so as to most nearly retain the intent of the parties, and if modification is not possible, the provision shall be severed from this Agreement, and in either case, the validity, legality and enforceability of the remaining provisions of this Agreement shall not be affected or impaired thereby.

5.13 Notices. All notices, consents and other communications under this Agreement shall be given in writing and will be deemed to have been sufficiently given or served for all purposes as of the date it is delivered by hand, received by overnight courier, or within three (3) business days of being sent by registered or certified mail, postage prepaid to the Parties at the following addresses (or to another address as hereafter may be designated in writing by one Party to the other Party):

If to District:
Dr. Erika Schlichter
Assistant Superintendent for Learning and Innovation
Huntley Community School District 158
650 Dr. John Burkey Drive
Algonquin, IL 60102

If to Ombudsman:
Mark Claypool
Chief Executive Officer
1321 Murfreesboro Pike, Suite 702
Nashville, TN 37217

This Agreement sets forth the business relationship between Ombudsman and the District and is properly executed where indicated below.

District Authorization:_____	Ombudsman Authorization:_____
Name:_____	Name:_____
Title:_____	Title:_____
Date:_____	Date:_____

HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

Huntley Community School District 158

650 Academic Drive
Algonquin, Illinois 60102
(847) 659-6158 • www.district158.org

Date: April 16th, 2020

To: Board of Education

From: Dr. Erika Schlichter, Assistant Superintendent

Cc: Dr. Scott Rowe, Superintendent

Subject: **Contract Addendum with Uncharted Learning for Addition of ACCELeratoredu**

Executive Summary

The addition of the INCubatoredu curriculum at Huntley High School has been wildly successful. It has provided real world learning opportunities for our students that focus a multitude of skills our students will need to be successful upon graduation. INCubatoredu has also greatly increased our partnerships with a variety of businesses and community members.

The approval of this contract will allow Huntley High School to offer ACCELeratoredu, the follow-on course to INCubatoredu. While INCubatoredu focuses on the design cycle and target marketing, ACCELeratoredu focuses on the day-to-day operations of a business. As our students currently receive dual credit through McHenry County College for INCubatoredu, we are very hopeful that our students will receive dual credit for ACCELeratoredu as well.

The cost of the licensing to offer this opportunity is $2,500.00 per year. These funds have been allocated in the budget.

RECOMMENDATION

The Administration recommends that the Board of Education approve the contract addendum with Uncharted Learning at the regular Board of Education meeting on April 16th, 2020.

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Amendment:

For the purposes of the License Agreement dated July 1, 2019 between Uncharted Learning and Huntley Community School District 158 the educational programs to be implemented in the 20-21 school year shall be:

ACCELeratoredu

School and Uncharted Learning agree that the licenses granted under the Agreement extend solely to permit teaching the Educational Program at the following physical locations:

Huntley High School

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AGREED AND ACCEPTED:

Uncharted Learning, NFP

By: DocuSigned by: Mitch Coulter AAEEAEA7231342D...

Mitch Coulter

Date: 2/25/2020

Huntley Community School District 158

By_____

Name: Michael Fleck

Title: School Board President

Date:

DocuSign Envelope ID: 637312B5-A0E8-446A-B5D1-10A4E3B0ABA6

APPENDIX C
LICENSE FEES: ACCELeratoredu Program

A. Annual License Fee: The School shall pay an Annual License Fee of $2,500 per year/per school/per academic year.

B. Licensed Locations. The locations that are licensed hereunder are identified in Appendix C-1

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APPENDIX C-1
LICENSED LOCATIONS

School and Uncharted Learning agree that the licenses granted under the Agreement extend solely to permit teaching the Educational Program at the following physical locations:

Huntley High School

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APPENDIX D
TRADEMARK TERMS OF USE

A trademark is a word, phrase, symbol or design, or a combination thereof, that identifies and distinguishes the source of the goods of one party from those of others. A trademark typically protects brand names and is used on goods and services.

Uncharted Learning NFP, an Illinois not for profit entity, is the owner of multiple trademarks, including certain federally registered marks. These terms of use shall apply to those marks as well as all other trademarks that are owned or licensed by Uncharted Learning NFP (the "Marks").

Uncharted Learning's marks, service marks, trade names, and trade dress are valuable assets. In following these guidelines, you help us protect our valuable trademark rights and strengthen our corporate and brand identities. These trademarks include INCubatoredu, ACCELeratoredu, freshINCedu, mixINCedu and MobileMakersEdu and MobileMakersStudio.

Classes offered by the School under a license from Uncharted Learning must be identified by using the foregoing trademarks. For example, a class description could state:

> "INCubatoredu™ Class: This program offers students an authentic entrepreneurship experience. In the year long course, students have the opportunity to create and fully develop their own product or service."

Classes offered under license from Uncharted Learning may not be described by other names, such as but not limited to "Entrepreneurship 101" or "Business Incubator."

By using an Uncharted Learning trademark, in whole or in part, you are acknowledging that Uncharted Learning is the sole owner of the trademark and promising that you will not interfere with Uncharted Learning's rights in the trademark, including challenging Uncharted Learning's use, registration of, or application to register such trademark, alone or in combination with other words, anywhere in the world, and that you will not harm, misuse, or bring into disrepute any Uncharted Learning trademark. The goodwill derived from using any part of an Uncharted Learning trademark exclusively inures to the benefit of and belongs to Uncharted Learning. Except for the limited right to use as expressly permitted under these Guidelines, no other rights of any kind are granted hereunder, by implication or otherwise.

Use of the Marks is restricted to the educational institutions ("Schools") that are parties to a current written license agreement with Uncharted Learning NFP during the term of such license. All other persons are prohibited from using the Marks in any manner that directly or indirectly implies a relationship, affiliation, or endorsement with Uncharted Learning.

Authorized Schools may use the Marks in print, electronic, radio, digital, or other media as established by these terms of use. Schools must state in their materials that the "Marks are the property of Uncharted Learning NFP."

The trademark symbol "TM'' should be placed at the upper right corner of the Mark in the most prominent place at first usage; such as the title of a brochure, form, or the very top of a Web page. Use of the trademark symbol is not required each time the mark appears in

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a single document or on a Web page. However, the symbol should be prominent on all individual documents and Web pages.

Third-party use of the trademark is restricted and subject to the following:

- Except as expressly permitted, the Marks are not to be incorporated or included in product names, logos or internet domain names. Notwithstanding the foregoing, a Schools that has a current license to the Program offered by Uncharted Learning may identify that it is a licensee by using the following term: N/A

The foregoing terms are to be used solely to promote official Uncharted Learning Educational Programs as offered by a particular licensed school. Nothing herein confers any rights of any kind to the Marks to the School. No entity may attempt to register the foregoing term as a trademark or service mark or otherwise claim any rights in the Marks.

- If used as part of a URL, the School may maintain the URL only so long as it is licensed hereunder. It shall assign such URL at no cost to Uncharted Learning upon termination of its license.

- No entity shall use the Marks in any manner that directly or indirectly implies a relationship, affiliation, or association with Uncharted Learning that does not exist.

- Disparagement or misrepresentations of Uncharted Learning services through use of the Mark, or by the use of confusingly similar wording, are strictly prohibited.

- Uncharted Learning prohibits use of the Marks as part of a link to or from any site unless establishment of such a link is approved in advance by Uncharted Learning in writing.

- On websites or promotional materials regarding the Educational Program, use the appropriate trademark symbol (TM, SM, ®) the first time the Mark appears in the text of the advertisement, brochure, or other material.

Suspected Violations

Uncharted Learning reserves the right to bring action against any party that violates Uncharted Learning’s Agreement or terms-of-use concerning the Marks.

Uncharted Learning reserves the right to terminate the use of any Mark by any School that is using the Mark in violation of these terms or in violation of an underlying license agreement.

HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

Huntley Community School District 158

650 Dr. John Burkey Drive
Algonquin, Illinois 60102
(847) 659-6158 • www.district158.org

Date: April 16, 2020

To: Board of Education
CC: Dr. Scott Rowe, Superintendent

From: Jessica Lombard, Associate Superintendent

Subject: IESA Membership

Executive Summary

Administration is seeking approval to register with IESA for the following activities and continue membership in the Illinois Elementary School Association for the 2020-21 school year when the IESA registration portal opens. Enclosed is the IESA Activities/Athletic Fee information detail.

Heineman and Marlowe Middle Schools seek approval for registering for the following:

2020-2021 IESA DUES			2020-2021 IESA DUES		
HEINEMAN			**MARLOWE**		
ATHLETICS			ATHLETICS		
Sport	Cost	Postmarked by	Sport	Cost	Postmarked by
IESA Annual Membership	$100	6/8/2020	IESA Annual Membership	$100	6/8/2020
2020 Boys Cross Country	$90	6/8/2020	2020 Boys Cross Country	$90	6/8/2020
2020 Girls Cross Country	$90	6/8/2020	2020 Girls Cross Country	$90	6/8/2020
2021 Boys Basketball 7th Grade	$55	6/18/2020	2021 Boys Basketball 7th Grade	$55	6/18/2020
2021 Boys Basketball 8th Grade	$55	6/18/2020	2021 Boys Basketball 8th Grade	$55	6/18/2020
2021 Wrestling	$55	10/5/2020	2021 Wrestling	$55	10/5/2020
2021 Boys 7th Grade T-F	$60	10/15/2020	2021 Boys 7th Grade T-F	$60	10/15/2020
2021 Boys 8th Grade T-F	$60	10/15/2020	2021 Boys 8th Grade T-F	$60	10/15/2020
2021 Girls 7th Grade T-F	$60	10/15/2020	2021 Girls 7th Grade T-F	$60	10/15/2020
2021 Girls 8th Grade T-F	$60	10/15/2020	2021 Girls 8th Grade T-F	$60	10/15/2020
2020 Boys Golf	$40	6/8/2020	2020 Boys Golf	$40	6/8/2020
2020 Girls Golf	$40	6/8/2020	2020 Girls Golf	$40	6/8/2020
ACTIVITY			ACTIVITY		
2021 Cheerleading	$75	11/18/2020	2021 Cheerleading	$75	11/18/2020
2020 Scholastic Bowl	$65	10/5/2020	2020 Scholastic Bowl	$65	10/5/2020
TOTAL:	**$905**		**TOTAL:**	**$905**	

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Algonquin, Illinois 60102
(847) 659-6158 • www.district158.org

By completing these renewals, District 158 is confirming that Heineman Middle School and Marlowe Middle School continue to be recognized by the Illinois State Board of Education and certifies that the Board of Education agrees to abide by the Constitution, By-laws, Terms/Conditions, Procedures, Guidelines and Policies of the Association for the 2020-21 School year.

Recommendation
Administration seeks approval for Marlowe Middle School/Heineman Middle School and District 158 to continue its membership in the Illinois Elementary School Association (IESA) for the 2020-21 school year as presented.

HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

Huntley Community School District 158

650 Dr. John Burkey Drive
Algonquin, Illinois 60102
(847) 659-6158 • www.district158.org

Date: April 16, 2020

To: Board of Education
CC: Dr. Scott Rowe, Superintendent

From: Jessica Lombard, Associate Superintendent

Subject: IHSA Membership

Executive Summary

Attached is the renewal form for District 158 to continue its membership in the Illinois High School Association (IHSA) for the 2020-21 school year.

By completing this renewal, District 158 is confirming that Huntley High School continues to be recognized by the Illinois State Board of Education and certifies that the Board of Education agrees to abide by the Constitution, By-laws, Terms/Conditions, Procedures, Guidelines and Policies of the Association for the 2020-21 School year.

Recommendation

Administration seeks approval for Huntley High School and District 158 to continue its membership in the Illinois High School Association (IHSA) for the 2020-21 school year as presented.

Attachment

THE FUTURE PLAYS HERE!. IHSA

ILLINOIS HIGH SCHOOL ASSOCIATION

The IHSA governs the equitable participation in interscholastic athletics and activities that enrich the educational experience.

March 2020

To the Principal/IHSA Official Representative Addressed:

It's time again for your school to renew its membership in the Illinois High School Association. **For the 2020-21 school term, IHSA membership will not require payment of membership dues or state series entry fees per action of the IHSA Board of Directors.**

Your school may renew membership in the Illinois High School Association by confirming that your school continues to be Recognized by the Illinois State Board of Education and by certifying that your Board of Education/Governing Board has voted to adopt and abide by the Constitution, By-laws, Terms and Conditions, and Administrative Procedures, Guidelines, and Policies of the Association for the 2020-21 school term.

Your 2020-21 membership renewal is due by June 15, 2020. Please do not delay. Obtain your Board of Education's action on the membership resolution and email it to general@ihsa.org or fax (309) 663-7479 on or before **June 15.**

Sincerely,

Craig Anderson

Craig Anderson
Executive Director

THIS FORM MUST BE SIGNED BELOW, ON THE APPROPRIATE LINE, BY THE PRINCIPAL OR OFFICIAL REPRESENTATIVE AND THE BOARD PRESIDENT OR SECRETARY.
DO NOT DETACH

To: IHSA Executive Director

We certify that Huntley High School High School is recognized by the Illinois State Board of Education. It is understood that failure to be recognized by the Illinois State Board of Education will disqualify our school for membership in the IHSA and that if this were to occur; it is our responsibility to immediately notify the Association of this change in status.

We further certify our Board of Education/Governing Board, at its meeting held on _____, 2020, voted to renew membership in the Illinois High School Association, and to adopt and abide by the Constitution, By-laws, Terms and Conditions, and Administrative Procedures, Guidelines and Policies of the Illinois High School Association for the year of July 1, 2020, through June 30, 2021.

Glen M. Wilson
Principal/Official Representative Signature

_____
Board President or Board Secretary Signature

Glen Wilson : 847-659-6516
Print Name and Phone Number

_____
Print Name and Phone Number

Huntley High School Huntley, Illinois

2020-21 Membership Renewal

Policy Committee

650 Dr. John Burkey Drive · Algonquin, IL 60102 · (847) 659-6158 · Fax (847) 659-6125

TO: Board of Education and Cabinet Members

FROM: Dr. Scott Rowe, Superintendent
Lorie Woods

DATE: April 16, 2020

RE: Recommended Changes for Board Policy
PRESS Updates – March 2020, Issue 103

POLICY RECOMMENDATIONS

PRESS UPDATE – March 2020, Issue 103

- **2:125** **Board Member Compensation; Expenses**
  Policy and Legal References updated in response to the Grant Accountability and Transparency Act (GATA), 30 ILCS 708/.
- **2:160** **Board Attorney**
  Policy updated in response to a five year-review.
- **5:35** **Compliance with the Fair Labor Standards Act**
  Policy is updated with minor style changes to align policy titles in the PRESS Review Manual (PRM).
- **5:60** **Expenses**
  Policy and Legal References updated in response to the Grant Accountability and Transparency Act (GATA), 30 ILCS 708/.
- **5:150** **Personnel Records**
  Update to Legal References only.
- **5:280** **Duties and Qualifications**
  Legal References updated in response to amended ISBE rules governing educator licensure.
- **6:135** **Accelerated Placement Program**
  Legal References updated.
- **6:280** **Grading and Promotion**
  Policy updated in response to the ISBE discontinuing the *Partnership for Assessment of Readiness for College and Careers* (PARCC) as the State assessment and accountability measure.
- **7:70** **Attendance and Truancy**
  Updates to Cross References.

- **7:90 Release During School Hours**
  Policy and Legal References updated in response to the Election Code, 10 ILCS 5/7-42 and 5/17-15, amended by P.A. 101-624, effective 6-01-20.
- **8:10 Connection with the Community**
  Minor changes to Policy to align with present-day social medical platform usage patterns.
- **8:30 Visitors to and Conduct on School Property**
  Policy and Legal References updated in response to the IELRA, 115 ILCS 5/3(c), added by P.A. 101-620 requiring districts to allow union representatives to meet with employees during the work day.
- **8:110 Public Suggestions and Concerns**
  Policy, Legal References, and Cross References updated in response to Ill. Educational Labor Relations Act (IELRA), 115 ILCS 5/14(c-5), added by P.A. 101-620, requiring districts to establish email policies in an effort to prohibit use by third parties.

Recommendation

Administration requests that the Policy Committee recommend the above policies be moved forward for a first reading by the Board at the next regular BOE meeting.

Please feel free to contact me or Mrs. Woods with any questions and/or concerns.

LRW
Attachments

ISSUE 103
March 2020

Update Memo

Please distribute to board members and appropriate staff.

PRESS

Policy Reference Education Subscription Service

This publication is designed to provide information only and is not a substitute for legal advice from the Board Attorney. If you have any questions, please contact Kimberly Small, IASB General Counsel and PRESS Editor, 630/629-3776, ext. 1226; Maryam Brotine, Assistant General Counsel and Assistant PRESS Editor, 630/629-3776, ext. 1219; or Debra Jacobson, Assistant General Counsel and Assistant PRESS Editor, 630/629-3776, ext. 1211.

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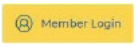
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Next Issue: Five-Year Reviews

Online Instructions

Please follow these three easy steps to log in to **PRESS**:

1. Go to www.iasb.com and click on the yellow **Member Login** button.



2. Log in using your email address and password.
   - If you do not know your password, do not create a new account; reset your password using your district email address.
   - If you are still having difficulty logging in, please contact your District's Superintendent or Administrative Assistant to make sure you are listed as an authorized user on the District Roster.
   - If you continue to have difficulty logging in to www.iasb.com, please contact Kat Barone at kbarone@iasb.com.
3. Under **My Account Links**, click on **PRESS Login**.

Please share this **PRESS** Update Memo with all board members and appropriate staff.

Two other important components of **PRESS** may be viewed and downloaded from **PRESS Online**: Committee Worksheets and the updated **P**olicy **R**eference **M**anual (**PRM**) pages.

The Committee Worksheets, found by selecting a **PRESS** *Issue* at the top of the **PRESS Online** Table of Contents, show suggested changes to **PRESS** materials by striking out deleted words and underscoring new words.

Updated **PRM** pages can be found in the IASB POLICY REFERECE MANUAL Table of Contents. For visual instruction about how to download **PRM** pages and use them to update your policy manual, please go to www.iasb.com/policy/ to view the **PRESS** video tutorial located under the header entitled: **PRESS** – **P**olicy **R**eference **E**ducation **S**ubscription **S**ervice.

PRESS Bundles

Each bundle summarizes the global reasons for changes to all materials that are listed.

Specific details about how each piece of material changed, e.g., legislation, administrative rules, **PRESS** Advisory Board feedback, quality assurance, five-year review items, etc., are explained in numerical order in the **Revisions to Policies, Administrative Procedures, and Exhibits** table beginning on p. 5.

Please spend time reviewing the **PRESS Online** Committee Worksheets for these materials, which will provide further, more on-the-spot detailed explanations in the footnotes, along with added comment boxes by the **PRESS** Editors when necessary.

Have feedback on PRESS materials?
Click on the **PRESS** Feedback Button, located on the header bar of **PRESS Online**. For answers to more immediate questions about **PRESS** content, please contact a **PRESS** editor directly.

ILLINOIS ASSOCIATION OF SCHOOL BOARDS

A policy service from the Illinois Association of School Boards
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Veto Session Updates

In November 2019, the Illinois General Assembly returned to Springfield for the Fall Veto Session to consider a mix of veto overrides, new proposals, and unfinished business from the spring. What resulted were three major pieces of legislation that impact school boards and the **PRM**.

First, the Cannabis Regulation and Tax Act (CRTA), 410 ILCS 705/, was amended by P.A. 101-593, a trailer bill related to the legalization of recreational cannabis, to clarify workplace drug testing and other issues, including protections for Illinois employers' drug testing policies. It clarifies that the CRTA allows employers to maintain zero-tolerance drug-free workplace policies (there was concern because the Right to Privacy in the Workplace Act prohibits employers from disciplining employees for their use of *lawful products* off-the-clock). It also clarifies that employers may do reasonable and nondiscriminatory pre- and post-hiring and random drug tests for cannabis.

Second, Illinois provided a pro-labor response to the United States Supreme Court's June 2018 *Janus* decision (finding that public employees cannot be compelled to pay *fair share* union dues) with legislation amending the following statutes:

1. The Ill. Educational Labor Relations Act (IELRA), 115 ILCS 5/, amended by P.A. 101-620, (a) expands union access to employees during the work day, (b) requires employers to establish email policies in an effort to prohibit the use of its email system by outside sources, (c) prohibits districts from disclosing certain personal information of employees, and (d) requires districts to provide unions notice of any third party requests for such information.
2. The Freedom of Information Act, 5 ILCS 140/7.5, amended by P.A. 101-620, specifically exempts from disclosure the types of employee information now prohibited from disclosure under the IELRA.

Third, 10 ILCS 5/7-42 and 10 ILCS 5/17-15, amended by P.A. 101-624, eff. 6-1-20, provide that beginning on the 15th day before a primary, general, or special election or on the day of any such election, any student who is eligible to vote is entitled to be absent for two hours during the school day to vote. Districts may specify the hours during which eligible students may be absent from their schools.

The following **PRESS** materials make up this important bundle:

5:50, Drug- and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition
5:120-AP1, Statement of Economic Interests for Employees
5:150, Personnel Records
5:280, Duties and Qualifications
6:235, Access to Electronic Networks
7:70, Attendance and Truancy
7:90, Release During School Hours
8:30, Visitors to and Conduct on School Property
8:110, Public Suggestions and Concerns

PRESS Terminology

What are the meanings of the "AP" and "E" after certain policy numbers?

The **PRESS P**olicy **R**eference **M**anual (**PRM**) is an encyclopedia of sample board policies, administrative procedures, and exhibits. They are all in numerical order for easy reference. **PRESS** recommends that local school districts maintain separate board policy and administrative procedure manuals to help distinguish for the board, staff, students, parents, and community members, the distinction between board documents and staff documents, board work, and staff work.

Policy. The board develops policies with input from various sources like district administrators, the board attorney, and **PRESS** materials. The board then formally adopts the policies, often after more than one consideration.

> **After adoption by the board, each policy should have an adoption date.**

Administrative Procedures. Administrative procedures are developed by the superintendent, administrators, and/or other district staff members. The staff develops the procedures that guide implementation of the policies. Administrative procedures are not adopted by the board, which allows the superintendent and staff the flexibility they need to keep the procedures current. **PRESS** sample procedures are numbered to correspond with the policies that they implement for easy reference. For example, policy 6:190's related administrative procedure is 6:190-AP.

> **It is important to remember that administrative procedures do not require formal board adoption and are not included in a board policy manual.**

Exhibits. Both board policies and administrative procedures may have related exhibits. Exhibits provide information and forms intended to be helpful to the understanding or implementation of either a board policy or administrative procedure, and they do not require formal board adoption. **PRESS** sample exhibits are numbered to correspond to the related board policy or administrative procedure. For example, board policy 2:70 has a related exhibit numbered 2:70-E. Administrative procedure 7:340-AP1 has a related exhibit numbered 7:340-AP1, E.

> **Exhibits labeled with an "E" may provide guidance for board work or staff work. Those providing guidance for board work should be dated for implementation by the board. Those providing guidance for the staff should be dated for implementation by the administrative staff.**
>
> **Administrative procedures exhibits, always labeled with the "AP, E" format should be dated for implementation by the administrative staff.**

Grant Accountability & Transparency Act

As part of its grant oversight function, the Ill. State Board of Education (ISBE) plans to conduct field testing in the area of travel expenses under federal and State grants during the 2020-2021 school year. In anticipation of this monitoring activity, the **PRESS** Editors have collaborated with ISBE's Federal and State Monitoring Department to revise existing and develop new **PRESS** materials to ensure they reflect the policy and procedure requirements of the federal uniform guidance for grants and the Grant Accountability and Transparency Act (GATA). The **PRESS** Editors thank ISBE for its continuing collaboration on GATA-related issues.

The following **PRESS** materials are updated:

2:125, Board Member Compensation; Expenses
2:125-E1, Board Member Expense Reimbursement Form - **REWRITTEN**
2:125-E2, Board Member Estimated Expense Approval Form - **REWRITTEN**
4:60-AP4, Federal and State Award Procurement Procedures
5:60, Expenses
5:60-AP, Federal and State Grant Travel Expense Procedures - **NEW**
5:60-E1, Employee Expense Reimbursement Form - **REWRITTEN**
5:60-E2, Employee Estimated Expense Approval Form - **REWRITTEN**

Coordinating with Children's Advocacy Centers

As noted in **PRESS** Issue 102, a new School Code provision created by Public Act 101-531, 105 ILCS 5/22-85 (final citation pending), requires that districts within a county served by an accredited Children's Advocacy Center (CAC) coordinate with the CAC when an *alleged incident of sexual abuse* is reported to DCFS. Following consultation with the CAC, we have created new 5:90-AP, *Coordination with Children's Advocacy Center*, to assist districts with compliance. Districts are encouraged to contact their local CAC to customize this procedure prior to implementation.

The following **PRESS** materials are included in this bundle:

2:150-AP, Superintendent Committees
5:90-AP, Coordination with Children's Advocacy Center - **NEW**

Miscellaneous

The following **PRESS** materials are updated due to miscellaneous legislative, administrative rule, clean-up, and/or continuous review changes. These are also detailed in the **Revisions to Policies, Administrative Procedures, and Exhibits Table** in numerical order beginning on p. 5.

The following **PRESS** materials are included in this catch-all bundle:

5:35, Compliance with the Fair Labor Standards Act
5:35-AP1, Fair Labor Standards Act Exemptions
5:210, Resignations
6:135, Accelerated Placement Program
6:135-AP, Accelerated Placement Program Procedures
6:280, Grading and Promotion
7:190-E2, Student Handbook Checklist

Five-Year Review Updates

PRESS Editors have a quality assurance goal to ensure that each piece of the 1000+ page IASB **PRESS PRM** is reviewed at least every five years. The **PRM** contains approximately 175 policies and procedures. These are also detailed in the **Revisions to Policies, Administrative Procedures, and Exhibits Table** in numerical order beginning on p. 5.

The following **PRESS** materials are updated in response to five-year reviews:

2:160, Board Attorney
2:160-E, Checklist for Selecting a Board Attorney - **REWRITTEN**
4:50, Payment Procedures
4:170-AP6, E1, School Staff AED Notification Letter
6:120-AP1, Special Education Procedures Assuring the Implementation of Comprehensive Programming for Children with Disabilities
7:130, Student Rights and Responsibilities
7:325, Student Fundraising Activities
7:325-E, Application and Procedures to Involve Students in Fundraising Activities
8:10, Connection with the Community
8:30-E1, Letter to Parent Regarding Visits to School by Child Sex Offenders
8:30-E2, Child Sex Offender's Request for Permission to Visit School Property
8:80, Gifts to the District

Please also spend time reviewing the **PRESS Online** Committee Worksheets for these materials, which will provide further, more on-the-spot detailed explanations in the footnotes, along with added comment boxes by the **PRESS** Editors when necessary.

Progress Report — The contents of this table frequently change.

Topics	Our Response
Coronavirus COVID-19 The Novel Coronavirus (COVID-19) outbreak in China has since spread throughout parts of the world, including the United States. The Centers for Disease Control and Prevention has guidelines on planning, preparing, and responding to COVID-19 for US Childcare Programs and K-12 Schools, found here: www.cdc.gov/coronavirus/2019-ncov/specific-groups/guidance-for-schools.html. The Ill. Dept. of Public Health also maintains a COVID-19 webpage, with a subpage dedicated to Schools Guidance, at: www.dph.illinois.gov/topics-services/diseases-and-conditions/diseases-a-z-list/coronavirus/schools-guidance.	Refer to **PRESS** policy 4:180, *Pandemic Preparedness,* and its administrative procedures.
Title IX Proposed Rules The U.S. Dept. of Education proposed revised regulations implementing Title IX of the Education Amendments Act of 1972 (Title IX) and accepted public comment on them through 1-31-19. Those comments are currently under review but there is no deadline by which the proposed regulations must be finalized.	No **PRESS** materials are affected at this time. We will monitor the situation and update materials when necessary.
Implementation Date Delayed for Amendments to 105 ILCS 5/14-8.02f(c) In August 2019, 105 ILCS 5/14-8.02f(c), amended by P.A. 101-515, required that no later than three (was five) days prior to an Individualized Education Program meeting, districts must provide parents/guardians with copies of all written material that will be considered during the meeting. During the veto session, 105 ILCS 5/14-8.02f(c), amended by P.A. 101-598, delayed the implementation date to 7-1-20.	No **PRESS** materials are affected. Ill. Council of School Attorneys *Special Education Procedures Assuring the Implementation of Comprehensive Programming for Children with Disabilities* (Revised May 2015, published by ICSA) will be updated mid-2020.
Updated Asthma Medication Rules 105 ILCS 5/22-33, amended by P.A. 100-726, made changes that permit schools to establish a policy providing for the stocking and use of undesignated asthma medication. ISBE responded by updating the rules governing undesignated medications at 23 Ill.Admin.Code §1.540. See 44 Ill. Reg. 1929.	No **PRESS** materials are affected.
Time Out/Seclusion/Restraint In November 2019, ISBE issued emergency rules prohibiting the use of isolated time out and physical restraint. In December 2019, ISBE amended the emergency rules to allow the limited use of supine physical restraint. In February 2020, ISBE again amended the emergency rules to allow the limited use of isolated time out. The Special Education Committee of the Ill. Council of School Attorneys collaborated with ISBE on guidance regarding the emergency rules, at: www.isbe.net/Documents/Guidance-FAQs-Time-out-Restraint.pdf. Permanent rules governing the use of time out, isolated time out, and restraint are pending via the administrative rulemaking process, and numerous bills related to time out, seclusion, and restraint are being considered by the General Assembly.	No **PRESS** materials are affected at this time. We will monitor the situation, collaborate with ISBE, and update materials when necessary.

Progress Report — *continued*

Topics	Our Response
Transgender Task Force Report On 1-10-20, the Affirming and Inclusive Schools Task Force delivered a report to the Governor detailing recommended procedures and best practices for K-12 schools to support transgender, nonbinary, and gender nonconforming students. The report is available online at: www2.illinois.gov/IISNews/21019-Affirming_and_Inclusive_Schools_Task_Force_Report.pdf. ISBE non-regulatory guidance documents and resources are available here: www.isbe.net/supportallstudents.	No **PRESS** materials are affected at this time; please see footnote two of **PRESS** policy 7:10, *Equal Educational Opportunities*, for more information specific to this topic. We will monitor the situation, collaborate with ISBE, and update materials if necessary.

Revisions to Policies, Administrative Procedures, and Exhibits

Number and Title	Revision Descriptions	☑
2:125, Board Member Compensation; Expenses	The policy, Legal References, and footnotes are updated in response to the Grant Accountability and Transparency Act (GATA), 30 ILCS 708/, and in anticipation of grant monitoring activity by the Ill. State Board of Education (ISBE) during the 2020-21 school year. A new subhead, **Additional Requirements for Travel Expenses Charged to Federal and State Grants**, is added. Continuous improvement updates and minor style changes are also made to the policy and footnotes.	☐
2:125-E1, Board Member Expense Reimbursement Form	**REWRITTEN.** The exhibit is updated for the reasons discussed in 2:125, *Board Member Compensation; Expenses*, above.	☐
2:125-E2, Board Member Estimated Expense Approval Form	**REWRITTEN.** The exhibit is updated for the reasons discussed in 2:125, *Board Member Compensation; Expenses*, above.	☐
2:150-AP, Superintendent Committees	The procedure is updated to facilitate implementation of 105 ILCS 5/22-85 (final citation pending), added by P.A. 101-531, for the reasons discussed below in 5:90-AP, *Coordination with Children's Advocacy Center*.	☐
2:160, Board Attorney	The policy and footnotes are updated in response to a five-year review and **PRESS** Advisory Board (PAB) feedback.	☐
2:160-E, Checklist for Selecting a Board Attorney	**REWRITTEN.** The exhibit is updated for the reasons discussed in 2:160, *Board Attorney*, above.	☐
4:50, Payment Procedures	The policy is unchanged. A footnote is updated in response to a five-year review.	☐
4:60-AP4, Federal and State Award Procurement Procedures	The procedure is updated in response to GATA and federal procurement regulations that address the purchase of recovered (recycled) materials. Minor style changes are also made to the procedure.	☐
4:170-AP6, E1, School Staff AED Notification Letter	The procedure is updated in response to a five-year review.	☐
5:35, Compliance with the Fair Labor Standards Act	The policy is updated with minor style changes to align policy titles in the **PRM**. The footnotes are updated in response to: 1. 29 C.F.R. Part 541, amended at 84 Fed.Reg. 51230, raising the salary threshold for non-exempt employees under the Fair Labor Standards Act. 2. Continuous improvement updates.	☐

Revisions to Policies, Administrative Procedures, and Exhibits — *continued*

5:35-AP1, Fair Labor Standards Act Exemptions	The procedure is updated for the reasons discussed in 5:35, *Compliance with the Fair Labor Standards Act*, above.	☐
5:50, Drug- and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition	The policy is unchanged. Footnotes seven and nine are updated in response to the Cannabis Regulation and Tax Act (CRTA), 410 ILCS 705/10-35(a)(8), amended by P.A 101-593. The law clarified several cannabis-legalization concerns that Illinois employers had, including discipline parameters for on and off-duty law enforcement officers. Footnote seven contains directions for boards that employ school resources officers (SROs) (as opposed to entering into contracts with local law enforcement agencies for SRO services) to consult their board attorneys regarding specific policy text that pertains to discipline of the SROs that the board employs. Other additions to the footnotes included reference to the Ill. Vehicle Code's legal presumptions for when an individual is under the influence of tetrahydrocannabinol (THC). See 635 ILCS 5/11-501.2(b-5).	☐
5:60, Expenses	The policy, Legal References, and footnotes are updated for the reasons discussed in 2:125, *Board Member Compensation*; *Expenses*, above.	☐
5:60-AP, Federal and State Grant Travel Expense Procedures	**NEW.** The procedure is created for the reasons discussed in 2:125, *Board Member Compensation*; *Expenses*, above.	☐
5:60-E1, Employee Expense Reimbursement Form	**REWRITTEN.** The exhibit is updated for the reasons discussed in 2:125, *Board Member Compensation*; *Expenses*, above.	☐
5:60-E2, Employee Estimated Expense Approval Form	**REWRITTEN.** The exhibit is updated for the reasons discussed in 2:125, *Board Member Compensation*; *Expenses*, above.	☐
5:90-AP, Coordination with Children's Advocacy Center	**NEW.** The procedure is created to facilitate implementation of 105 ILCS 5/22-85 (final citation pending), added by P.A. 101-531, which requires districts within a county served by an accredited Children's Advocacy Center (CAC) to coordinate with the CAC when investigating an *alleged incident of sexual abuse*.	☐
5:120-AP1, Statement of Economic Interests for Employees	The procedure is updated and its footnote deleted in response to 5 ILCS 420/4A-106.5, amended by P.A. 101-617, restoring February 1st as the annual date by which districts must provide to the county clerk a certified list of employees required to file a statement of economic interest. Minor style changes are also made to the procedure.	☐
5:150, Personnel Records	The Legal References are updated. The footnotes are updated in response to the Freedom of Information Act, 5 ILCS 140/7.5(oo), added by P.A. 101-620 (final citation pending), exempting from disclosure specific types of personal information about employees that the Ill. Educational Labor Relations Act (IELRA), 115 ILCS 5/3(d), added by P.A. 101-620, now prohibits from being disclosed to third parties. A Cross Reference is also updated.	☐
5:210, Resignations	The policy is unchanged. Footnote two is updated in response to 105 ILCS 5/24-14, amended by P.A. 101-531, and ISBE non-regulatory guidance on the application of 105 ILCS 5/24-14 to teacher resignations.	☐
5:280, Duties and Qualifications	The Legal References and footnotes are updated in response to amended ISBE rules governing educator licensure and for continuous improvement.	☐
6:120-AP1, Special Education Procedures Assuring the Implementation of Comprehensive Programming for Children with Disabilities	The procedure is updated in response to a five-year review.	☐

Revisions to Policies, Administrative Procedures, and Exhibits — *continued*

6:135, Accelerated Placement Program	The Legal References and footnotes are updated for continuous improvement and in response to amended ISBE rules implementing the Accelerated Placement Act, 105 ILCS 5/14A.	☐
6:135-AP, Accelerated Placement Program Procedures	The procedure and footnotes are updated for the reasons discussed above in 6:135, *Accelerated Placement Program*, above.	☐
6:235, Access to Electronic Networks	The policy is unchanged. The footnotes are updated for the reasons discussed in 8:110, *Public Suggestions and Concerns*, below.	☐
6:280, Grading and Promotion	The policy and footnotes are updated in response to the ISBE discontinuing the *Partnership for Assessment of Readiness for College and Careers* (PARCC) as the State assessment and accountability measure back in 2019.	☐
7:70, Attendance and Truancy	The policy and Cross References are updated in response to the following laws: 1. 105 ILCS 5/26-2a, amended by P.A. 100-810, which amended valid causes for absences to include a student's mental, emotional, or physical health or safety; and 2. The Election Code, 10 ILCS 5/7-42 and 5/17-15, amended by P.A. 101-624, eff. 6-1-20, which created a valid cause for absence that applies to students who are eligible to vote. Other continuous improvement updates were made throughout the footnotes.	☐
7:90, Release During School Hours	The policy, Legal References, and footnotes are updated in response to the Election Code, 10 ILCS 5/7-42 and 5/17-15, amended by P.A. 101-624, eff. 6-1-20. The policy contains an optional subhead entitled **Voting** for unit and high school districts that addresses the release of students who are eligible to vote.	☐
7:130, Student Rights and Responsibilities	The policy is unchanged. The footnotes are updated in response to U.S. Dept. of Education guidance on constitutionally protected prayer in public schools, and with minor continuous improvement changes after a five-year review.	☐
7:190-E2, Student Handbook Checklist	The exhibit and footnotes are updated in response to numerous legislative amendments regarding required and recommended notices to students and parents/guardians and for continuous improvement.	☐
7:325, Student Fundraising Activities	The policy is unchanged. Minor five-year review and continuous improvement updates are made to the footnotes.	☐
7:325-E, Application and Procedures to Involve Students in Fundraising Activities	The exhibit is updated with minor continuous improvement changes after a five-year review.	☐
8:10, Connection with the Community	The policy and footnotes are updated in response to a five-year review. Minor changes are made to align with present-day social medial platform usage patterns along with other changes for continuous improvement.	☐
8:30, Visitors to and Conduct on School Property	The policy, Legal References, and footnotes are updated in response to the IELRA, 115 ILCS 5/3(c), added by P.A. 101-620, requiring districts to allow union representatives to meet with employees during the work day, without loss of pay or leave time, for certain reasons. Other continuous improvement updates are also made to the footnotes.	☐

Revisions to Policies, Administrative Procedures, and Exhibits — *continued*

8:30-E1, Letter to Parent Regarding Visits to School by Child Sex Offenders	The exhibit is updated with minor continuous improvement changes after a five-year review.	☐
8:30-E2, Child Sex Offender's Request for Permission to Visit School Property	The exhibit is updated with minor continuous improvement changes after a five-year review.	☐
8:80, Gifts to the District	The policy is unchanged. The footnotes are updated in response to a five-year review.	☐
8:110, Public Suggestions and Concerns	The policy, Legal References, footnotes, and Cross References are updated in response to: 1. Ill. Educational Labor Relations Act (IELRA), 115 ILCS 5/14(c-5), added by P.A. 101-620, requiring districts to establish email policies in an effort to prohibit thwe use of their email systems by third parties. 2. Continuous improvement and minor style updates.	☐

PRESS Issue 103 Trivia

122 PRM pages • 227 footnotes • 28,668 words • 39 PRM materials

Board of Education

Board Member Compensation; Expenses

Board Member Compensation Prohibited

Board members provide volunteer service to the community and may not receive compensation for services, except that a Board member serving as the Board Secretary may be paid an amount up to the statutory limit if the Board so provides.

Roll Call Vote

All Board member expense requests for travel, meals, and/or lodging must be approved by roll call vote at an open meeting of the Board.

Regulation of School District Expense

The Board regulates the reimbursement of all travel, meal, and lodging expenses in the District by resolution. No later than approval of the annual budget and when necessary, the Superintendent will recommend a maximum allowable reimbursement amount for expenses to be included in the resolution. The recommended amount should be based upon the District's budget and other financial considerations.

Money shall not be advanced or reimbursed, or purchase orders issued for: (1) the expenses of any person except the Board member, (2) anyone's personal expenses, or (3) entertainment expenses. Entertainment includes, but is not limited to, shows, amusements, theaters, circuses, sporting events, or any other place of public or private entertainment or amusement, unless the entertainment is ancillary to the purpose of the program or event.

Exceeding the Maximum Allowable Reimbursement Amount(s)

All requests for expense advancements, reimbursements, and/or purchase orders that exceed the maximum allowable reimbursement amount set by the Board may only be approved when:

1. The Board's resolution to regulate expenses allows for such approval;
2. An emergency or other extraordinary circumstance exists; and
3. The request is approved by a roll call vote at an open Board meeting.

Advancements

The Board may advance to its members actual and necessary expenses to be incurred while attending:

1. Meetings sponsored by the Illinois State Board of Education or by the Regional Superintendent of Schools;
2. County or regional meetings and the annual meeting sponsored by any school board association complying with Article 23 of the School Code; and
3. Meetings sponsored by a national organization in the field of public school education.

Expense advancement requests must be submitted to the Superintendent or designee on the Board's standardized estimated expense approval form. After spending expense advancements, Board members must use the Board's standardized expense reimbursement form and submit to the Superintendent: (a) the itemized, signed advancement voucher that was issued, and (b) the amount of actual expenses by attaching receipts. A Board member must return to the District any portion of an expense advancement not used. If an expense advancement is not requested, expense reimbursements may be issued by the Board to its members for the activities listed in numbers one through three, above, along with registration fees or tuition for a course(s) that allowed compliance with the

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mandatory trainings described in policy 2:120, *Board Member Development* and other professional development opportunities that are encouraged by the School Code (see the **Reimbursements and Purchase Orders** subhead, below). Expense advancements and vouchers shall be presented to the Board in its regular bill process.

Reimbursements and Purchase Orders

Expense reimbursement is not guaranteed and, when possible, Board members should seek pre-approval of expenses by providing an estimation of expenses on the Board's standardized estimated expense approval form, except in situations when the expense is diminutive. When pre-approval is not sought, Board members must seek reimbursement on the Board's standardized expense reimbursement form. Expense reimbursements and purchase orders shall be presented to the Board in its regular bill process.

Credit and Procurement Cards

Credit and procurement cards shall not be issued to Board members.

Standardized Expense Form(s) Required

All requests for expense advancement, reimbursement, and/or purchase orders in the District must be submitted on the appropriate itemized, signed standardized form(s). The form(s) must show the following information:

1. The amount of the estimated or actual expense, with attached receipts for actual incurred expenses.
2. The name and office of the Board member who is requesting the expense advancement or reimbursement. Receipts from group functions must include the names, offices, and job titles of all participants.
3. The date(s) of the official business on which the expense advancement or reimbursement will be or was expended.
4. The nature of the official business conducted when the expense advancement or reimbursement will be or was expended.

Types of Official Business for Expense Advancements, Reimbursements, and Purchase Orders

1. Registration. When possible, registration fees will be paid by the District in advance.
2. Travel. The least expensive method of travel will be used, providing that no hardship will be caused to the Board member. Board members will be reimbursed for:
    a. Air travel at the coach or economy class commercial airline rate. First class or business class air travel will be reimbursed only if emergency circumstances warrant. The emergency circumstances must be explained on the expense form and Board approval of the additional expense is required. Copies of airline tickets must be attached to the expense form.
    b. Rail or bus travel at actual cost. Rail or bus travel costs may not exceed the cost of coach airfare. Copies of tickets must be attached to the expense form to substantiate amounts.
    c. Use of personal automobiles at the standard mileage rate approved by the Internal Revenue Service for income tax purposes. The reimbursement may not exceed the cost of coach airfare. Mileage for use of personal automobiles in trips to and from transportation terminals will also be reimbursed. Toll charges and parking costs will be reimbursed.
    d. Automobile rental costs when the vehicle's use is warranted. The circumstances for such must be explained on the expense form.

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e. Taxis, airport limousines, or other local transportation costs.

3. Meals. Meals charged to the School District should represent mid-fare selections for the hotel/meeting facility or general area, consistent with the maximum allowable reimbursement amount set by the Board. Tips are included with meal charges. Expense forms must explain the meal charges incurred. Alcoholic beverages will not be reimbursed.

4. Lodging. Board members should request conference rate or mid-fare room accommodations. A single room rate will be reimbursed. Board members should pay personal expenses at checkout. If that is impossible, deductions for the charges should be made on the expense form.

5. Miscellaneous Expenses. Board members may seek reimbursement for other expenses incurred while attending a meeting sponsored by organizations described herein by fully describing the expenses on the expense form, attaching receipts.

LEGAL REF.: 105 ILCS 5/10-20 and 5/10-22.32.
Local Government Travel Expense Control Act, 50 ILCS 150/.

CROSS REF.: 2:100 (Board Member Conflict of Interest), 2:120 (Board Member Development), 2:240 (Board Policy Development), 4:50 (Payment Procedures), 4:55 (Use of Credit and Procurement Cards), 5:60 (Expenses)

ADOPTED: May 17, 2001

REVISED: January 19, 2017

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School Board

Board Member Compensation; Expenses [1]

Board Member Compensation Prohibited [2]

School Board members provide volunteer service to the community and may not receive compensation for services, except that a Board member serving as the Board Secretary may be paid an amount up to the statutory limit if the Board so provides.

Roll Call Vote [3]

All Board member expense requests for travel, meals, and/or lodging must be approved by roll call vote at an open meeting of the Board.

Regulation of School District Expenses [4]

The Board regulates the reimbursement of all travel, meal, and lodging expenses in the District by resolution.[5] No later than approval of the annual budget and when necessary,[6] the Superintendent will

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The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

1 State law controls this policy's content (105 ILCS 5/10-9, 5/10-10 and 5/22-1 (no compensation allowed, conflicts of interest prohibited); 105 ILCS 5/10-22.32 (expense advancements); ~~and~~ the Local Government Travel Expense Control Act (ECA), 50 ILCS 150/10~~, added by P.A. 99-604, eff. 1-1-17~~ (regulation of travel expenses); and the Grant Accountability and Transparency Act, 30 ILCS 708/130 (regulation of travel expenses under grants). ~~The deadline for implementation of this policy under the ECA is 7-1-17, but as a practical matter, see the third paragraph of f/n 3, below.~~

2 The legal limit for board secretary compensation is $500. ~~(~~105 ILCS 5/10-14~~)~~.

3 50 ILCS 150/15~~, added by P.A. 99-604, eff. 1-1-17~~. 105 ILCS 5/10-7 also states, "[o]n all questions involving the expenditure of money, the yeas and nays shall be taken and entered on the records of the proceedings of the board," i.e., a *roll call vote*.

Although the School Code has always required a roll call vote on public expenditures, ~~on and after 60 days after the effective date of~~ the ECA requires~~,~~ a roll call vote ~~will also be required~~ for any:

1. Officer or employee of the board that exceeds the *maximum allowable reimbursement amount* (MARA) set by the board in its resolution to regulate expenses, ~~and~~ or
2. Board member (50 ILCS 150/15~~, added by P.A. 99-604, eff. 1-1-17~~).

~~A majority of school law firms agree that the "on or after 60 days" date discussed in the paragraph above is 3-2-17. Some school law firms will use the date 3-1-17. There is also a policy component deadline "[o]n and after 180 days after the effective date of [the ECA]." That date is 6-30-17. Many school law firms opine that, as a practical matter, boards should complete both the MARA and policy requirements of the ECA by late Feb. 2017 and no later than 3-1-17. Consult the board attorney about these dates.~~ See f/n 13, below, for more discussion about amending or adopting another resolution when expenses exceed the MARA required by the ECA.

4 50 ILCS 150/10~~, added by P.A. 99-604, eff. 1-1-17~~ requires boards to regulate the reimbursement of expenses by *resolution* or *ordinance*. Unlike like the powers granted by the Ill. General Assembly to municipalities to pass ordinances, school boards govern by rules referred to as *policies*. ~~(~~105 ILCS 5/10-20.5~~)~~. Further, school boards may only exercise powers given to them that are consistent with the School Code that may be requisite or proper for the maintenance, operation, and development of any school or schools under the jurisdiction of the board. ~~(~~105 ILCS 5/10-20~~)~~. Therefore, to effectuate the intent of the ECA's requirement to *regulate* expenses with an ordinance or resolution and stay within the confines of the School Code and best practice (minimize liability while aligning with the IASB "Foundational Principles of Effective Governance"), the language in this subhead:

1. Retains with the board its duty to *regulate* expenses through policy with a reference to a resolution that will define and set the types of allowable expenses in the district through the adoption of board policies 2:125, *Board Member Compensation; Expenses*, and 5:60, *Expenses* (105 ILCS 5/10-20)(see f/n 5, below);
2. Delegates to the superintendent the duty to recommend an appropriate MARA to the board for adoption in its resolution to regulate expenses (see f/n 7, below).

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recommend a maximum allowable reimbursement amount for expenses to be included in the resolution.[7] The recommended amount should be based upon the District's budget and other financial considerations. [8]

Money shall not be advanced or reimbursed, or purchase orders issued for: (1) the expenses of any person except the Board member,[9] (2) anyone's personal expenses,[10] or (3) entertainment expenses.[11] Entertainment includes, but is not limited to, shows, amusements, theaters, circuses,

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The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

5 Id. For a sample resolution, see 2:125-E3, *Resolution to Regulate Expense Reimbursements*. Consult the board attorney about how often the board should adopt or revisit its resolution (see f/ns 6 and 8, below). For discussion about setting an annual time of year to adopt the resolution, see f/n 6, below.

6 50 ILCS 150/10~~, added by P.A. 99-604, eff. 1-1-17~~ allows boards to determine this timeline locally.

While the ECA does not require boards to adopt an *annual* resolution to regulate expenses, an annual review provides a way for the board to monitor this policy's implementation and its duties under the ECA and policy 2:240, *Board Policy Development*.

This sample policy uses "No later than approval of the annual budget" to align with 105 ILCS 5/17-1 (annual budget adoption within the first quarter of each fiscal year). ~~–~~The words *and when necessary* allow for flexibility in situations discussed in f/n 13, below (*emergency* and/or *an extraordinary circumstance*).

Consider consulting the board's auditors to assist with this decision. Other options for the timing of when boards should set the MARA include:

1. Deleting ~~No later than approval of the annual budget~~ and replacing it with "At the start of each fiscal year"
2. Deleting ~~No later than approval of the annual budget~~ and replacing it with "At the start of each school year"
3. Deleting ~~No later than approval of the annual budget~~ and replacing it with "At the start of each calendar year" or
4. Deleting "~~No later than approval of the annual budget~~" and replacing it with "When presenting the proposed budget"

7 For practical purposes, this duty is delegated to the superintendent because:

1. The School Code:
    a. Allows the board to delegate duties to the superintendent (105 ILCS 5/10-16.7), and
    b. Assigns to the superintendent the duty to make recommendations to the board concerning the budget (105 ILCS 5/10-21.4); and
2. The MARA should be based upon a district's financial resources and other considerations important to the local district.

8 The ECA does not define MARA or how to determine it (see the first sentence of f/n 6, above). The board and superintendent should have a conversation that addresses at minimum the following topics:

1. Should the superintendent use and refer to line items from the current budget?
2. Would the board set per diems or set a very large number for the board and/or all of the district employees – both have their advantages and disadvantages.
3. Should the board categorize MARA by activity?
4. Will it categorize~~d~~ by individual responsibilities to the district or job titles/classes?
5. Should there be an amount category for each type of travel: airfare, train, automobile, taxi, etc.?
6. Will there be a special category for recurring and/or required training opportunities for teachers and board members?

These choices will depend upon many factors, including the budget, perhaps an auditor's recommendation, the community's preferences, and advice from the board attorney.

Amend the language throughout this subhead and in the fourth WHEREAS paragraph in 2:125-E3, *Resolution to Regulate Expense Reimbursements*, to reflect local preferences. Consider that inserting the actual MARA into the policy would likely require more formal continual policy updates as opposed to amending the resolution if a board needs to increase its MARA for any reason. For example, see the discussion in f/n 13, below.

9 105 ILCS 5/10-22.32. The final paragraph of this law prohibits money for expenses from being advanced or reimbursed to any person other than a board member or employee of the district.

10 Optional. *Personal expenses* are not defined in 50 ILCS 150/25~~, added by P.A. 99-604, eff. 1-1-17~~ or 105 ILCS 5/10-22.32. Consult the board attorney about this term and delete it only at the direction of the board attorney. Excluding personal expenses from advancements, reimbursements, and purchase orders is a generally-accepted best practice. The practice also aligns well with the State's widely-accepted transparency movement. Reimbursing personal expenses is also a magnet for the media.

11 50 ILCS 150/25~~, added by P.A. 99-604, eff. 1-1-17~~.

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sporting events, or any other place of public or private entertainment or amusement, unless the entertainment is ancillary to the purpose of the program or event. **12**

Exceeding the Maximum Allowable Reimbursement Amount(s)

All requests for expense advancements, reimbursements, and/or purchase orders that exceed the maximum allowable reimbursement amount set by the Board may only be approved by it when:

1. The Board's resolution to regulate expenses allows for such approval;
2. An emergency or other extraordinary circumstance exists; and
3. The request is approved by a roll call vote at an open Board meeting. **13**

Advancements

The Board may advance to its members actual and necessary expenses to be incurred while attending:**14**

1. Meetings sponsored by the Illinois State Board of Education or by the Regional Superintendent of Schools; **15**
2. County or regional meetings and the annual meeting sponsored by any school board association complying with Article 23 of the School Code; and
3. Meetings sponsored by a national organization in the field of public school education.

Expense advancement requests must be submitted to the Superintendent or designee on the Board's standardized estimated expense approval form. After spending expense advancements, Board members must use the Board's standardized expense reimbursement form and submit to the Superintendent: (a) the itemized, signed advancement voucher that was issued, and (b) the amount of actual expenses by attaching receipts. A Board member must return to the District any portion of an

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The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

12 Id.

13 50 ILCS 150/10 and 15~~, added by P.A. 99-604, eff. 1-1-17~~. A board may need to revisit its resolution to regulate expenses more often than annually if (a) an expense reimbursement amount exceeds the MARA set in the board's resolution, and (b) an *emergency* or *an extraordinary circumstance* does not exist. Consult the board attorney in these circumstances to determine whether the board may need to revisit and amend its resolution to increase the MARA before approving the expenses exceeding it.

Emergency or *an extraordinary circumstance* is not defined by the ECA, but these terms are meant to allow boards flexibility when expenses exceed the MARA. Yet approving expense reimbursement requests that exceed the MARA as *emergencies* or *extraordinary circumstances* when the board or superintendent "did not plan well" or "an organization's conference fees went up more than expected this year after the board adopted its resolution," may open the board to public relations and other legal challenges. See Laukhuf v. B~~oar~~d of Ed~~uc.ucation~~, 2003 WL 23936148 (Ill.Cir. 2003)(addressing what constitutes an *emergency* in the context of the Open Meetings Act (OMA)(5 ILCS 120/), which similar to the ECA, also does not define the term, and holding an emergency meeting to cure a situation that a school board created itself is not an emergency within the confines of OMA).

While the ECA does not provide for specific legal penalties for the wrongful approval of expenses, it is not clear whether a court may find in circumstances of poor MARA planning, that an *emergency* or *extraordinary circumstance* under the ECA did not exist and grant relief requested by a challenger as allowed under State law.

14 105 ILCS 5/10-22.32 authorizes advancements for the listed items. This advancement language pre-dates the ECA and is narrower than the ECA. A reasonable interpretation is that the MARA required in the ECA would apply to any advancement amount. This policy seeks to reconcile and highlight the differences between the School Code and the ECA requirements by separating School Code advancements into a separate subhead from ECA reimbursements (estimated and actual). For more distinctions between these laws and further discussion, see f/n 20, below.

15 Use this alternative for districts in suburban Cook County: replace "Regional Superintendent of Schools" with "appropriate Intermediate Service Center." ~~The Ill. Gen. Assembly abolished the Regional Office of Education for Suburban Cook County and transferred its duties and powers to Intermediate Service Centers.~~

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expense advancement not used.[16] If an expense advancement is not requested, expense reimbursements may be issued by the Board to its members for the activities listed in numbers one through three, above, along with registration fees or tuition for a course(s) that allowed compliance with the mandatory trainings described in policy 2:120, *Board Member Development* and other professional development opportunities that are encouraged by the School Code (see the **Reimbursements and Purchase Orders** subhead, below).[17] Expense advancements and vouchers shall be presented to the Board in its regular bill process.

Reimbursements and Purchase Orders

Expense reimbursement is not guaranteed and, when possible, Board members should seek pre-approval of expenses[18] by providing an estimation of expenses on the Board's standardized estimated expense approval form, except in situations when the expense is diminutive. When pre-approval is not sought, Board members must seek reimbursement on the Board's standardized expense reimbursement form. Expense reimbursements and purchase orders shall be presented to the Board in its regular bill process.

Credit and Procurement Cards [19]

Credit and procurement cards shall not be issued to Board members.

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The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

16 105 ILCS 5/10-22.32 requires the return of excess advancements that are issued.

17 Boards have this power under 105 ILCS 5/10-20; this statute specifies that the grant of powers to school boards is not exclusive and that school boards may exercise other powers that are not inconsistent with duties. A board may expand this provision's scope by amending and adding to the sentence as follows:

> ", ~~and~~ other professional development opportunities that are encouraged by the School Code, and other training provided by one of the entities described in the above list."

See also f/n 8 in policy 2:120, *Board Member Development* for an example of a board member professional development opportunity that is encouraged by the School Code.

18 Optional. Consult the board attorney to determine whether a pre-approval process is appropriate for the district. Neither 105 ILCS 5/10-22.32 (expense advancements) nor 50 ILCS 150/ (expense reimbursements and estimates) address expense *pre-approvals*. 50 ILCS 150/20 states: "an *estimate* if expenses have not been incurred …" **or** "a *receipt* … if the expenses have already been incurred,-" suggesting no pre-approval is necessary. However, pre-approval is a best practice, and a board member who incurs expenses without pre-approval may run the risk that his or her expenses will not be approved. On the other hand, submitting estimated expenses for approval begs a pre-approval process, and some attorneys may read the law to require pre-approval of expenses. The pre-approval process also provides school officials with better information for financial planning.

Consult the board attorney to determine whether a pre-approval process is appropriate for the district. If it is required, ensure that 2:125-E3, *Resolution to Regulate Expense Reimbursements*, reflects the district's specific pre-approval requirements. For an example of a standardized *estimated* expense form that could be used as a form of pre-approval, see 2:125-E2, *Board Member Estimated Expense Approval Form*. The form provides three methods for board members to submit estimated expenses: providing estimated expenses (50 ILCS 150/), expense advancements for the specific activities (105 ILCS 5/10-22.32), or a purchase order.

19 Optional. Consult the board attorney about issuing credit and procurement cards to board members. See f/n 1 of policy 4:55, *Use of Credit and Procurement Cards.*

If in consultation with the board attorney credit and procurement cards will be issued to board members, delete "~~Credit and procurement cards shall not be issued to Board members~~" and insert "Credit and procurement card usage is governed by policy 4:55, *Use of Credit and Procurement Cards.*"

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Standardized Expense Form(s) Required [20]

All requests for expense advancement, reimbursement, and/or purchase orders in the District must be submitted on the appropriate itemized, signed standardized form(s). The form(s) must show the following information:

1. The amount of the estimated or actual expense, with attached receipts for actual incurred expenses.
2. The name and office of the Board member who is requesting the expense advancement or reimbursement. Receipts from group functions must include the names, offices, and job titles of all participants. [21]
3. The date(s) of the official business on which the expense advancement or reimbursement will be or was expended.
4. The nature of the official business conducted when the expense advancement or reimbursement will be or was expended.

Types of Official Business for Expense Advancements, Reimbursements, and Purchase Orders

1. Registration. When possible, registration fees will be paid by the District in advance.
2. Travel. The least expensive method of travel will be used, providing that no hardship will be caused to the Board member. Board members will be reimbursed for:
   a. Air travel at the coach or economy class commercial airline rate. First class or business class air travel will be reimbursed only if emergency circumstances warrant. The emergency circumstances must be explained on the expense form and Board approval of the additional expense is required. Fees for the first checked bag will be reimbursed.[22] Copies of airline tickets and baggage receipts must be attached to the expense form.
   b. Rail or bus travel at actual cost. Rail or bus travel costs may not exceed the cost of coach airfare. Copies of tickets must be attached to the expense form to substantiate amounts.
   c. Use of personal automobiles at the standard mileage rate approved by the Internal Revenue Service for income tax purposes. The reimbursement may not exceed the cost of coach airfare. Mileage for use of personal automobiles in trips to and from transportation terminals will also be reimbursed. Toll charges and parking costs will be reimbursed.
   d. Automobile rental costs when the vehicle's use is warranted. The circumstances for such use must be explained on the expense form.
   e. Taxis, airport limousines, ride sharing or other local transportation costs.
3. Meals. Meals charged to the School District should represent mid-fare selections for the hotel/meeting facility or general area, consistent with the maximum allowable reimbursement

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The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

20 50 ILCS 150/20~~, added by P.A. 99-604, eff. 1-1-17~~. The School Code uses the term *voucher* for expense advancements (105 ILCS 5/10-22.32). The **PRESS** materials on expenses marry the School Code's advancement voucher requirement into the ECA's requirement for a standardized estimated expense form. For an example, see 2:125-E2, *Board Member Estimated Expense Approval Form*, and 5:60-E2, *Employee Estimated Expense Approval Form*. These forms provide three methods for board members or district employees to submit anticipated/estimated expenses:

1. Providing estimated expenses under 50 ILCS 150/ (including for grant-related travel, see f/n 24, below),
2. Requesting expense advancements for the activities listed under 105 ILCS 5/10-22.32, or
3. Obtaining a purchase order (highly unlikely for anticipated board member expenses but possible).

21 50 ILCS 150/20(2) ~~Id. at (2)~~ and (3).

22 Optional. This language reflects the standard for expenses permitted for federal and State grants. 41 C.F.R. §301-12.2. If the board does not reimburse baggage fees, delete this sentence and ~~and baggage receipts~~ from the next sentence.

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amount set by the Board.[23] Tips are included with meal charges. Expense forms must explain the meal charges incurred. Alcoholic beverages will not be reimbursed.

4. Lodging. Board members should request conference rate or mid-fare room accommodations. A single room rate will be reimbursed. Board members should pay personal expenses at checkout. If that is impossible, deductions for the charges should be made on the expense form.

5. Miscellaneous Expenses. Board members may seek reimbursement for other expenses incurred while attending a meeting sponsored by organizations described herein by fully describing the expenses on the expense form, attaching receipts.

Additional Requirements for Travel Expenses Charged to Federal and State Grants [24]

All Board member expenses for travel charged to a federal grant or State grant governed by the Grant Accountability and Transparency Act (30 ILCS 708/) must comply with Board policy 5:60, *Expenses*, and its implementing procedures. Travel expenses include costs for transportation, lodging, meals, and related items.

LEGAL REF.: 105 ILCS 5/10-20 and 5/10-22.32.
30 ILCS 708/, Government Accountability and Transparency Act.
~~Local Government Travel Expense Control Act,~~ 50 ILCS 150/, Local Government Travel Expense Control Act.

CROSS REF.: 2:100 (Board Member Conflict of Interest), 2:120 (Board Member Development), 2:240 (Board Policy Development), 4:50 (Payment Procedures), 4:55 (Use of Credit and Procurement Cards), 5:60 (Expenses)

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The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

[23] Alternatively, a board could set a daily limit on meal costs, such as:

> Board members will be reimbursed for meal costs and tips up to $_____ per day consistent with the maximum allowable reimbursement amount(s) set by the Board.

But see also f/n 8, above and ensure this amount is consistent with the MARA set by the board resolution.

[24] Required by 30 ILCS 708/130. See policy 5:60, *Expenses*, and its f/ns 22-36 for details. Federal travel regulations state that requests for authorization for actual expense reimbursement should be made *in advance* of travel. 2 C.F.R. §301-11.302. 2:125-E2, *Board Member Estimated Expense Approval Form*, can be used as a form for pre-approval.

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Board of Education

Board Attorney

The Board of Education may enter into agreements for legal services with one or more attorneys or law firms to be the Board Attorney(s). The Board Attorney represents the Board of Education in its capacity as the governing body for the School District. The Board Attorney shall not represent another client if the representation involves a concurrent conflict of interest, unless permitted by the Ill. Rules of Professional Conduct adopted by the Ill. Supreme Court. The Board Attorney serves on a retainer or other fee arrangement as determined in advance. The Board Attorney will provide services as described in the agreement for legal services. The District will only pay for legal services that are provided in accordance with the agreement for legal services or are otherwise authorized by this policy or a majority of the Board.

The Superintendent, his or her designee, and Board President, are each authorized to confer with and/or seek the legal advice of the Board Attorney. The Board may authorize a specific member to confer with legal counsel on its behalf.
Legal counsel will:

1. Serve as counselor to the Board of Education at all regular meetings and at special meetings when requested by the Superintendent or Board President;
2. Represent the District in any legal matter as requested by the Board of Education;
3. Provide written opinions on legal questions as requested by the Superintendent or Board President;
4. Approve, prepare, or supervise the preparation of legal documents and instruments and perform such other legal duties as the Board of Education may request;
5. Be available for telephone consultation; and
6. Represent the District in any legal matter as authorized by the Superintendent, until the Board has an opportunity to consider the matter.

The Superintendent may authorize the Board Attorney to represent the District in any legal matter until the Board has an opportunity to consider the matter.

The Board of Education retains the right to consult with or employ other attorneys and to terminate the service of any attorney.

LEGAL REF.: Rule 1.7 (Conflict of Interest: Current Clients) and Rule 1.13 (Organization as Client) of the Ill. Rules of Professional Conduct adopted by the Ill. Supreme Court.

CROSS REF.: 4:60 (Purchases and Contracts)

ADOPTED: May 17, 2001

REVISED: November 12, 2015

CURRENT

School Board

Board Attorney [1]

The School Board may~~enter into agreements for~~ retain legal services with one or more attorneys or law firms to be the Board Attorney(s). The Board Attorney represents the School Board in its capacity as the governing body for the School District. ~~The Board Attorney shall not represent another client if the representation involves a concurrent conflict of interest, unless permitted by the Ill. Rules of Professional Conduct adopted by the Ill. Supreme Court.~~ [2] The Board Attorney serves on a retainer or other fee arrangement as determined in advance. The Board Attorney will provide services as described in the agreement for legal services or as memorialized by an engagement letter.~~–~~[3] The District will only pay for legal services that are provided in accordance with the agreement for legal services, as memorialized by an engagement letter, or that are otherwise authorized by this policy or a majority of the Board.

The Superintendent, his or her designee, and Board President, are each authorized to confer with and/or seek the legal advice of the Board Attorney.~~–~~[4] The Board may also authorize a specific Board member to confer with the Board Attorney~~legal counsel~~ on its behalf.

The Superintendent may authorize the Board Attorney to represent the District in any legal matter until the Board has an opportunity to be informed of and/or consider the matter.

Draft

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

[1] The attorney's selection and duties are totally within the board's discretion – bidding is not required. 105 ILCS 5/10-20.21.

[2] ~~This is a restatement of~~ Rule 1.7 (Conflict of Interest: Current Clients) and Rule 1.13 (Organization as Client) of the Ill. Rules of Professional Conduct, at www.illinoiscourts.gov/supremecourt/rules/art_viii/default_new.asp, address concurrent conflicts of interest. Board presidents, superintendents, and board attorneys should be prepared to ask potential board attorneys whether they will have the ability to declare that representation of the board and district will be to the exclusion of all other clients having potential conflicts with the board and district's interests. See exhibit 2:160-E, *Checklist for Selecting a Board Attorney*.

[3] There is no general format for an agreement for legal services or an engagement letter. To help monitor its legal fees, a board should require a written agreement or an engagement letter with the board attorney or law firm that details the services, fees, expenses, and billing format. See ~~Board~~ exhibit 2:160-E, *Checklist for Selecting a Board Attorney*.

Legal services can be spelled out in the policy but boards face the attendant risk of conflicting lists. However, a board desiring such a list can use the following:

> The attorney will:
>
> 1. Serve as counselor to the Board and attend Board meetings when requested by the Superintendent or Board President;
> 2. Represent the District in any legal matter as requested by the Board;
> 3. Provide written opinions on legal questions as requested by the Superintendent or Board President;
> 4. Approve, prepare, or supervise the preparation of legal documents and instruments and perform such other legal duties as the Board may request; and
> 5. Be available for telephone consultation.

[4] Depending on the fee arrangement, contacting the board attorney generates fees owed by the district. Thus, to avoid excessive attorney fees, the board should consider~~needs to~~ limiting individuals who are~~is~~ authorized to contact the board attorney ~~to avoid excessive attorney fees~~. Additional individuals may be added to this sentence as in the alternative below:

> The following people are authorized to confer with and/or seek the legal advice of the Board Attorney: Superintendent or designee, Business Manager, District Freedom of Information Officer, Complaint Manager(s), District treasurer, and the Board President.

Individual board members should refrain from discussing their board attorney's advice outside of a board meeting. Disclosing legal advice can waive the attorney-client privilege. Individual board members possess none of the board's powers and are not authorized to individually waive attorney-client privilege on behalf of the board as an entity.

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The Board retains the right to consult with or employ other attorneys and to terminate the service of any attorney.

LEGAL REF.: Rule 1.7 (Conflict of Interest: Current Clients) and Rule 1.13 (Organization as Client) of the Ill. Rules of Professional Conduct adopted by the Ill. Supreme Court.

CROSS REF.: 4:60 (Purchases and Contracts)

Draft

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General Personnel

Compliance with the Fair Labor Standards Act

Job Classifications

The Superintendent will ensure that all job positions are identified as either "exempt" or "non-exempt" according to State law and the Fair Labor Standards Act (FLSA) and that employees are informed whether they are "exempt" or non-exempt". "Exempt" and "non-exempt" employee categories may include certificated and non-certificated job positions. All non-exempt employees, whether paid on a salary or hourly basis, are covered by minimum wage and overtime provisions.

Workweek and Compensation

The workweek for District employees will be 12:00 a.m. Monday until 11:59 p.m. Sunday. Non-exempt employees will be compensated for all hours worked in a workweek including overtime. For non-exempt employees paid a salary, the salary is paid for a 40-hour workweek even if an employee is scheduled for less than 40 hours. "Overtime" is time worked in excess of 40 hours in a single workweek.

Overtime

A non-exempt employee shall not work overtime without his or her supervisor's express approval. All supervisors of non-exempt employees shall (1) monitor overtime use on a weekly basis and report such use to the business office, (2) seek the Superintendent or designee's written pre-approval for any long term or repeated use of overtime that can be reasonably anticipated, (3) ensure that overtime provisions of this policy and the FLSA are followed, and (4) ensure that employees are compensated for any overtime worked. Accurate and complete time sheets of actual hours worked during the workweek shall be signed by each employee and submitted to the business office. The business office will review work records of employees on a regular basis, make an assessment of overtime use, and provide the assessment to the Superintendent. In lieu of overtime compensation, non-exempt employees may receive compensatory time-off, according to Board policy 5:310, *Compensatory Time Off*.

Suspension Without Pay

No exempt employee shall have his or her salary docked, such as by an unpaid suspension, if the deduction would cause a loss of the exempt status. Certificated employees may be suspended without pay in accordance with Board Policy 5:240, *Professional Personnel – Suspension*. Non-certificated employees may be suspended without pay in accordance with Board Policy 5:290, *Educational Support Personnel – Employment Termination and Suspensions.*

Implementation

The Superintendent or designee shall implement the policy in accordance with the FLSA, including its required notices to employees. In the event of a conflict between the policy and State or federal law, the latter shall control.

CURRENT

LEGAL REF.: 820 ILCS 105/4a.
Fair Labor Standards Act, 29 U.S.C. § 201 et seq., 29 C.F.R. Parts 516, 541, 548, 553, 778, and 785.

CROSS REF.: 5:240 (Suspension); 5:290 (Employment Termination and Suspensions); 5:310 (Compensatory Time-Off).

ADOPTED: December 16, 2004

REVISED: May 15, 2014

CURRENT

General Personnel

Compliance with the Fair Labor Standards Act [1]

Job Classifications

The Superintendent will ensure that all job positions are identified as either "exempt" or "non-exempt" according to State law and the Fair Labor Standards Act (FLSA) and that employees are informed whether they are "exempt" or "non-exempt."[2] "Exempt" and "non-exempt" employee categories may include certificated and non-certificated job positions. All non-exempt employees, whether paid on a salary or hourly basis, are covered by minimum wage and overtime provisions.

Workweek and Compensation

The workweek for District employees will be 12:00 a.m. Saturday until 11:59 p.m. Friday.[3] Non-exempt employees will be compensated for all hours worked in a workweek including overtime. For non-exempt employees paid a salary, the salary is paid for a 40-hour workweek even if an employee is scheduled for less than 40 hours.[4] "Overtime" is time worked in excess of 40 hours in a single workweek.

Draft

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

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

The Ill.~~inois~~ Minimum Wage Law, 820 ILCS 105/4a, covers all school employees, although many are exempt from overtime requirements. The federal Fair Labor Standards Act (FLSA) (29 U.S.C. §201 et seq.) also covers school employees. The law offering the greatest benefits to employees will control specific issues. However, under both State and federal law, non-exempt employees who work over 40 hours in a single workweek are entitled to overtime pay of a rate not less than one and one-half times the employees' regular rate of pay. 29 U.S.C. §207; 820 ILCS 105/4a.

School districts in several states are experiencing widespread action by non-exempt employees to recoup unpaid overtime wages. Many of these actions have been successful because the school district did not strictly comply with overtime requirements or recordkeeper's requirements. See 29 C.F.R. Part 785 (Hours Worked) and 29 C.F.R. Part 516, (Records to Be Kept by Employers). The U.S. Dept. of Labor (DOL) frequently finds employees misclassified as independent contractors or exempt employees. School officials are strongly encouraged to seek assistance from their attorney when making decisions involving wage and hour issues.

2 "Exempt" employees are exempt from overtime requirements. An exempt employee, according to Illinois law, is "any employee employed in a bona fide executive, administrative or professional capacity, … , as defined by or covered by the Federal Fair Labor Standards Act of 1938 and the rules adopted under that Act, as both exist on March 30, 2003, but compensated at the amount of salary specified [in the current rules]." 820 ILCS 105/4a. By referring to the definitions in the former federal rules, the Illinois legislature rejected the DOL's effort to expand the number of employees who are exempt from overtime requirements. To qualify for exemption in Illinois, employees generally must meet certain tests regarding their job duties and be paid on a "salary basis" at not less than $684~~455~~ per week. 29 C.F.R. Part 541. To check compliance, districts should review their list of exempt employees with their attorneys.

3 Employers must identify the workweek, but may designate any seven-day period. **Boards should ascertain what is currently used as a workweek to avoid inadvertently adopting a policy containing a different designation.** The workweek in this sample policy allows supervisors to adjust employee schedules at the end of the week if an employee was required to work the weekend.

4 Setting the workweek at 40 hours avoids having to pay an employee additional "straight time" compensation for the extra hours up to 40.

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Overtime

A non-exempt employee shall not work overtime without his or her supervisor's express approval.[5] All supervisors of non-exempt employees shall: (1) monitor overtime use on a weekly basis and report such use to the business office, (2) seek the Superintendent or designee's written pre-approval for any long term or repeated use of overtime that can be reasonably anticipated, (3) ensure that overtime provisions of this policy and the FLSA are followed, and (4) ensure that employees are compensated for any overtime worked. Accurate and complete time sheets of actual hours worked during the workweek shall be signed by each employee and submitted to the business office. The business office will review work records of employees on a regular basis, make an assessment of overtime use, and provide the assessment to the Superintendent. In lieu of overtime compensation, non-exempt employees may receive compensatory time-off, according to Board policy 5:310, *Compensatory Time-Off*. [6]

Suspension Without Pay

No exempt employee shall have his or her salary docked, such as by an unpaid suspension, if the deduction would cause a loss of the exempt status.[7] Licensed employees may be suspended without pay in accordance with Board policy 5:240, ~~*Professional Personnel – *~~*Suspension*. Non-licensed employees may be suspended without pay in accordance with Board policy 5:290, ~~*Educational Support Personnel –*~~ *Employment Termination and Suspensions*.

Implementation [8]

The Superintendent or designee shall implement the policy in accordance with the FLSA, including its required notices to employees. In the event of a conflict between the policy and State or federal law, the latter shall control.

LEGAL REF.: 820 ILCS 105/4a.
Fair Labor Standards Act, 29 U.S.C. §201 et seq., 29 C.F.R. Parts 516, 541, 548, 553, 778, and 785.

CROSS REF.: 5:240 (Suspension), 5:290 (Employment Termination and Suspensions), 5:310 (Compensatory Time-Off)

Draft

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

5 This policy requires a supervisor's express approval as a best practice. However, employers will also be liable for work time when the employer knows or has reason to know work is continuing on or offsite. See 29 C.F.R. §785.11 and 5:35-AP3, *Compensable Work Time for Non-Exempt Employees Under the FLSA*. Employees must be compensated for all time worked, even if it is unauthorized overtime. However, employees who intentionally work unauthorized overtime may be subject to disciplinary action.

6 Optional. The FLSA regulates the use of *comp-time*. 29 C.F.R. §§553.22-553.28. Before offering comp-time, a board must have a compensatory time-off policy or the topic must be covered in an applicable collective bargaining agreement. See 5:310, *Compensatory Time-Off* and 5:310-E, *Agreement to Receive Compensatory Time-Off*.

7 Docking an exempt employee's salary (e.g., for a disciplinary suspension) may result in the loss of the exemption unless the deduction was specifically authorized. Teachers, however, are not covered by this restriction.

8 The FLSA is administered by the Wage and Hour Division of the DOL. Its website contains compliance guidance, posters, and e-tools (www.dol.gov/WHD/flsa/index.htm).

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General Personnel

Expenses

The Board regulates the reimbursement of all travel, meal, and lodging expenses by resolution. Money shall not be advanced or reimbursed, or purchase orders issued for: (1) the expenses of any person except the employee, (2) anyone's personal expenses, or (3) entertainment expenses. Entertainment includes, but is not limited to, shows, amusements, theaters, circuses, sporting events, or any other place of public or private entertainment or amusement, unless the entertainment is ancillary to the purpose of the program or event. The District is not responsible for losses due to an employee's own negligence, losses due to normal wear, or losses due to theft, unless the theft was a result of the District's negligence. Employees must submit the appropriate itemized, signed, standardized form(s) to support any requests for expense advancements, reimbursements, or purchase orders that show the following:

1. The amount of the estimated or actual expense, with attached receipts for actual incurred expenses.
2. The name and title of the employee who is requesting the expense advancement or reimbursement. Receipts from group functions must include the names, offices, and job titles of all participants.
3. The date(s) of the official business on which the expense advancement, reimbursement, or purchase order will be or was expended.
4. The nature of the official business conducted when the expense advancement, reimbursement, or purchase order will be or was expended.

Advancements

The Superintendent may advance expenses to teachers and other licensed employees for the anticipated actual and necessary expenses to be incurred while attending meetings that are related to their duties and will contribute to their professional development, provided they fall below the maximum allowed in the Board's expense regulations.

Expense advancement requests must be submitted to the Superintendent or designee on the District's standardized estimated expense approval form for employees. After spending expense advancements, employees must use the District's standardized expense reimbursement form and submit to the Superintendent: (a) the itemized, signed advancement voucher that was issued, and (b) the amount of actual expenses by attaching receipts. Any portion of an expense advancement not used must be returned to the District. Expense advancements and vouchers shall be presented to the Board in its regular bill process.

Reimbursements and Purchase Orders

Expense reimbursements and purchase orders may be issued by the Superintendent or designee to employees, along with other expenses necessary for the performance of their duties, provided the expenses fall below the maximum allowed in the Board's expense regulations.

Expense reimbursements and purchase order approvals are not guaranteed and, when possible, employees should seek pre-approval of expenses by providing an estimation of expenses on the District's standardized estimated expense approval form for employees, except in situations when the expense is diminutive. When pre-approval is not sought, employees must seek reimbursement on the District's standardized expense reimbursement form for employees. Expense reimbursements and purchase orders shall be presented to the Board in its regular bill process.

CURRENT

Use of Credit and Procurement Cards

Credit and procurement card usage is governed by policy 4:55, *Use of Credit and Procurement Cards*.

Exceeding the Maximum Allowable Expense Amount(s)

All requests for expense advancements, reimbursements, and purchase orders exceeding the maximum allowed in the Board's expense regulations may only be approved when:

1. The Board's resolution to regulate expenses allows for such approval;
2. An emergency or other extraordinary circumstance exists; and
3. The request is approved by a roll call vote at an open Board meeting.

Registration

When possible, registration fees will be paid by the District in advance.

Travel

The least expensive method of travel will be used, provided that no hardship will be caused to the employee. Employees will be reimbursed for:

1. Air travel at the coach or economy class commercial airline rate. First class or business class air travel will be reimbursed only if emergency circumstances warrant. The emergency circumstances must be explained on the expense form and Board approval of the additional expense is required. Copies of airline tickets must be attached to the expense form.
2. Rail or bus travel at actual cost. Rail or bus travel costs may not exceed the cost of coach airfare. Copies of tickets must be attached to the expense form to substantiate amounts.
3. Use of personal automobiles at the standard mileage rate approved by the Internal Revenue Service for income tax purposes. The reimbursement may not exceed the cost of coach airfare. Mileage for use of personal automobiles in trips to and from transportation terminals will also be reimbursed. Toll charges and parking costs will be reimbursed.
4. Automobile rental costs when the vehicle's use is warranted. The circumstances for such use must be explained on the expense form.
5. Taxis, airport limousines, or other local transportation costs.

Meals

Meals charged to the District should represent mid-fare selections for the hotel/meeting facility or general area.**19** Tips are included with meal charges. Expense forms must explain the meal charges incurred. Alcoholic beverages will not be reimbursed.

Lodging

Employees should request conference rate or mid-fare room accommodations. A single room rate will be reimbursed. Employees should pay personal expenses at checkout. If that is impossible, deductions for the charges should be made on the expense form.

Miscellaneous Expenses

Employees may seek reimbursement for other expenses incurred while attending a meeting sponsored by organizations described herein by fully describing the expenses on the expense form, attaching receipts.

CURRENT

LEGAL REF.: 50 ILCS 150/, Local Government Travel Expense Control Act.
105 ILCS 5/10-22.32.
820 ILCS 115/9.5, Ill. Wage Payment and Collection Act.

CROSS REF.: 2:125 (Board Member Compensation; Expenses), 2:240 (Board Policy Development), 4:50 (Payment Procedures), 4:55 (Use of Credit and Procurement Cards)

ADOPTED: January 19, 2017

REVISED: March 21, 2019

CURRENT

General Personnel

Expenses [1]

The Board regulates the reimbursement of all travel, meal, and lodging expenses by resolution.[2] Money shall not be advanced or reimbursed, or purchase orders issued for: (1) the expenses of any person except the employee,[3] (2) anyone's personal expenses,[4] or (3) entertainment expenses.[5] Entertainment includes, but is not limited to, shows, amusements, theaters, circuses, sporting events, or any other place of public or private entertainment or amusement, unless the entertainment is ancillary to the purpose of the program or event.[6] The District is not responsible for losses due to an employee's own negligence, losses due to normal wear, or losses due to theft, unless the theft was a result of the District's negligence.[7] Employees must submit the appropriate itemized, signed, standardized form(s) to support any requests for expense advancements, reimbursements, or purchase orders that show the following: [8]

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

1 State law controls this policy's content. 105 ILCS 5/10-9, 5/10-10, and 5/22-1 (no compensation allowed, conflicts of interest prohibited); 105 ILCS 5/10-22.32 (expense advancements); 820 ILCS 115/9.5, added by P.A. 100-1094~~, eff. 1-1-19~~ (regulation of employee expenditures under the Ill. Wage Payment and Collection Act)(WPCA)~~; and~~ the Local Government Travel Expense Control Act (ECA) 50 ILCS 150/10~~, added by P.A. 99-604~~ (regulation of travel expenses); and the Grant Accountability and Transparency Act (GATA), 30 ILCS 708/130 (regulation of travel expenses under grants). See ~~the third paragraph in~~ f/n 13 of policy 2:125, *Board Member Compensation; Expenses*.

105 ILCS 5/10-22.32 states that "[t]he school board may advance to teachers and other certified employees the anticipated actual and necessary expenses incurred in attending meetings that are related to that employee's duties and will contribute to the professional development of that employee." This policy expands beyond those two categories (105 ILCS 5/10-20) of employees, and the limited purpose of attending meetings, to reimburse all employees for approved expenses necessary for the employee to perform his or her duties.

The WPCA, 820 ILCS 115/9.5, added by P.A. 100-1094~~, eff. 1-1-19~~, defines *necessary expenditures* as all reasonable expenditures or losses required of the employee in the discharge of employment duties and that inure to the primary benefit of the employer.

This policy contains an item on which collective bargaining may be required. Any policy that impacts upon wages, hours, and terms and conditions of employment, is subject to collective bargaining upon request by the employee representative, even if the policy involves an inherent managerial right. If a local collective bargaining agreement contains a provision on expenses, consult the board attorney about how this policy may impact it.

2 50 ILCS 150/10~~, added by P.A. 99-604~~. See f/ns 4 through 8 in policy 2:125, *Board Member Compensation; Expenses*, for more discussion.

For a sample resolution, see 2:125-E3, *Resolution to Regulate Expense Reimbursements*.

3 105 ILCS 5/10-22.32. The final paragraph of this law prohibits money for expenses to be advanced or reimbursed to any person other than a board member or employee of the district.

4 Optional. *Personal expenses* are not defined in 50 ILCS 150/25~~, added by P.A. 99-604~~ or 105 ILCS 5/10-22.32. Consult the board attorney about this term and delete it only at the direction of the board attorney. Excluding personal expenses from advancements, reimbursements, and purchase orders is a generally-accepted best practice. The practice also aligns well with the State's widely-accepted transparency movement. Reimbursing personal expenses is also a magnet for the media.

5 50 ILCS 150/25~~, added by P.A. 99-604~~.

6 Id.

7 Optional. 820 ILCS 115/9.5, added by P.A. 100-1094~~, eff. 1-1-19~~. The purpose of this sentence is to provide information to employees and the community about WPCA exclusions from reimbursable expenses.

8 50 ILCS 150/20~~, added by P.A. 99-604~~. The School Code uses the term *voucher* for expense advancements (105 ILCS 5/10-22.32); the ECA requires submission of itemized, signed, standardized forms. Both 5:60-E1, *Employee Expense Reimbursement Form*, and 5:60-E2, *Employee Estimated Expense Approval Form* incorporate *voucher* into the ECA's requirement to use standardized forms. See f/n 12 below, and see also f/n 20 of policy 2:125, *Board Member Compensation; Expenses*, for more discussion.

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1. The amount of the estimated or actual expense, with attached receipts for actual incurred expenses.
2. The name and title of the employee who is requesting the expense advancement or reimbursement. Receipts from group functions must include the names, offices, and job titles of all participants. **9**
3. The date(s) of the official business on which the expense advancement, reimbursement, or purchase order will be or was expended. **10**
4. The nature of the official business conducted when the expense advancement, reimbursement, or purchase order will be or was expended. **11**

Advancements

The Superintendent may advance expenses to teachers and other licensed employees for the anticipated actual and necessary expenses to be incurred while attending meetings that are related to their duties and will contribute to their professional development,**12** provided they fall below the maximum allowed in the Board's expense regulations. **13**

Expense advancement requests must be submitted to the Superintendent or designee on the District's standardized estimated expense approval form for employees. After spending expense advancements, employees must use the District's standardized expense reimbursement form and submit to the Superintendent: (a) the itemized, signed advancement voucher that was issued, and (b) the amount of actual expenses by attaching receipts.**14** Any portion of an expense advancement not used must be returned to the District.**15** Expense advancements and vouchers shall be presented to the Board in its regular bill process.

Reimbursements and Purchase Orders

Expense reimbursements and purchase orders may be issued by the Superintendent or designee to employees, along with other expenses necessary for the performance of their duties, provided the expenses fall below the maximum allowed in the Board's expense regulations.

Draft

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

Additionally, while the WPCA (820 ILCS 115/9.5(a)) allows employees to submit a signed statement regarding any receipts when supporting documentation is nonexistent, missing, or lost, 820 ILCS 115/9.5(b) outlines that employers are not liable for expenditure amounts that exceed the specifications or guidelines the employer has established for necessary expenditures. The ECA requires districts to establish such specifications and guidelines. 50 ILCS 150/10 and 20~~, added by P.A. 99-604~~ (regulation of travel expenses).

9 50 ILCS 150/20(2) and (3). This sentence mirrors the statute. The term *offices* is not defined. Consult the board attorney about whether inserting *job titles* would be sufficient for this requirement.

10 Id. at (4).

11 Id.

12 105 ILCS 5/10-22.32 authorizes advancements for the listed items. This statute addresses expense advancements for certain activities; its language pre-dates the ECA and is narrower than the ECA. This policy seeks to reconcile the differences by separating advancements into a separate subhead. See f/n 8 above, and see also f/n 20 of policy 2:125, *Board Member Compensation; Expenses*, for more discussion.

13 50 ILCS 150/10 and 20~~, added by P.A. 99-604~~. This phrase recognizes that while advancements are allowed in these situations, they should remain below the MARA set by the board.

14 50 ILCS 150/20~~, added by P.A. 99-604~~.

15 This paragraph's provisions are required by 105 ILCS 5/10-22.32.

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Expense reimbursements and purchase order approvals are not guaranteed and, when possible, employees should seek pre-approval of expenses[16] by providing an estimation of expenses on the District's standardized estimated expense approval form for employees, except in situations when the expense is diminutive. When pre-approval is not sought, employees must seek reimbursement on the District's standardized expense reimbursement form for employees. Expense reimbursements and purchase orders shall be presented to the Board in its regular bill process.

Use of Credit and Procurement Cards

Credit and procurement card usage is governed by policy 4:55, *Use of Credit and Procurement Cards*.

Exceeding the Maximum Allowable Expense Amount(s) [17]

All requests for expense advancements, reimbursements, and purchase orders exceeding the maximum allowed in the Board's expense regulations may only be approved when:

1. The Board's resolution to regulate expenses allows for such approval;
2. An emergency or other extraordinary circumstance exists; and
3. The request is approved by a roll call vote at an open Board meeting. [18]

Registration [19]

When possible, registration fees will be paid by the District in advance.

Travel

The least expensive method of travel will be used, provided that no hardship will be caused to the employee. Employees will be reimbursed for:

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

16 Optional. Consult the board attorney to determine whether a pre-approval process is appropriate for the district. Neither 105 ILCS 5/10-22.32 (expense advancements) nor 50 ILCS 150/ (expense reimbursements and estimates) address expense *pre-approvals*. 50 ILCS 150/20 states: "an *estimate* if expenses have not been incurred …" **or** "a *receipt* … if the expenses have already been incurred, " suggesting no pre-approval is necessary. However, pre-approval is a best practice, and an employee who incurs expenses without pre-approval may run the risk that his or her expenses will not be approved. On the other hand, submitting estimated expenses for approval begs a pre-approval process, and some attorneys may read the law to require pre-approval of expenses. The pre-approval process also provides school officials with better information for financial planning.

Consult the board attorney to determine whether a pre-approval process is appropriate for the district. If it is required, ensure that 2:125-E3, *Resolution to Regulate Expense Reimbursements*, reflects the district's specific pre-approval requirements. For an example of a standardized *estimated* expense form that could be used as a form of pre-approval, see 5:60-E2, *Employee Estimated Expense Approval Form.* The form provides three methods for employees to submit estimated expenses: providing estimated expenses (50 ILCS 150/), expense advancements for the specific activities (105 ILCS 5/10-22.32), or a purchase order.

17 50 ILCS 150/ does not define *maximum allowable reimbursement amount* (MARA). Consult the board attorney to assist with a conversation about how much authority the board wishes to delegate to the superintendent for purposes of setting the MARA. Topics for these conversations are listed in f/n 8 of policy 2:125, *Board Member Compensation; Expenses*.

18 50 ILCS 150/10 and 15. See f/n 13 in policy 2:125, *Board Member Compensation; Expenses* for more discussion.

19 Amend the language in subheads **Registration**, **Travel**, **Meals**, **Lodging**, and **Miscellaneous Expenses** to align with the MARA defined in the board's expense regulation resolution. See 2:125-E3, *Resolution to Regulate Expense Reimbursements*, for a sample resolution.

See f/ns 4 and 8 in policy 2:125, *Board Member Compensation; Expenses*, for further discussion about the board's power to set the expense regulations by policy (105 ILCS 5/10-20) and clarify considerations and unanswered questions surrounding its statutorily-imposed duty to set a MARA (50 ILCS 150/10~~, added by P.A. 99-604~~).

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1. Air travel at the coach or economy class commercial airline rate. First class or business class air travel will be reimbursed only if emergency circumstances warrant. The emergency circumstances must be explained on the expense form and Board approval of the additional expense is required. Fees for the first checked bag will be reimbursed.[20] Copies of airline tickets and baggage receipts must be attached to the expense form.
2. Rail or bus travel at actual cost. Rail or bus travel costs may not exceed the cost of coach airfare. Copies of tickets must be attached to the expense form to substantiate amounts.
3. Use of personal automobiles at the standard mileage rate approved by the Internal Revenue Service for income tax purposes. The reimbursement may not exceed the cost of coach airfare. Mileage for use of personal automobiles in trips to and from transportation terminals will also be reimbursed. Toll charges and parking costs will be reimbursed.
4. Automobile rental costs when the vehicle's use is warranted. The circumstances for such use must be explained on the expense form.
5. Taxis, airport limousines, ride sharing services, or other local transportation costs.

Meals

Meals charged to the District should represent mid-fare selections for the hotel/meeting facility or general area.[21] Tips are included with meal charges. Expense forms must explain the meal charges incurred. Alcoholic beverages will not be reimbursed.

Lodging

Employees should request conference rate or mid-fare room accommodations. A single room rate will be reimbursed. Employees should pay personal expenses at checkout. If that is impossible, deductions for the charges should be made on the expense form.

Miscellaneous Expenses

Employees may seek reimbursement for other expenses incurred while attending a meeting sponsored by organizations described herein by fully describing the expenses on the expense form, attaching receipts.

Draft

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

[20] Optional. This language reflects the standard for expenses permitted for federal awards. 41 C.F.R. §301-12.2. If the board does not reimburse baggage fees, delete this sentence and ~~and baggage receipts~~ from the next sentence.

[21] Alternatively, a board could set a daily limit on meal costs, such as:

> Employees will be reimbursed for meal costs and tips up to $_ per day consistent with the maximum reimbursement amount(s) set by the Board.

But see also f/n 8 of policy 2:125, *Board Member Compensation; Expenses*, and ensure this amount is consistent with the MARA set by the board resolution.

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Additional Requirements for Travel Expenses Charged to Federal and State Grants [22]

All grant-related travel expenses must be pre-approved by the Superintendent or designee. [23]

Expenses for travel, including expenses for transportation, lodging, meals, and related items incurred by employees and charged to a federal grant or State grant governed by the Grant Accountability and Transparency Act (30 ILCS 708/) must also meet the following requirements:

1. The participation of the employee is necessary to the award, and the costs are specifically related to the award. [24]
2. Expenses must be permissible under the terms and conditions of the award.
3. Expenses must be reasonable and consistent with this policy. [25]
4. The Board does not reimburse actual expenses or pay a per diem allowance unless the employee is on official *travel status*[26] for more than 12 hours.[27] However, employees remain eligible for mileage reimbursement (minus regular commuting mileage/costs) and other transportation expenses if on travel status less than 12 hours. [28]
5. Expenses may be charged based on an actual cost basis or on a per diem basis in lieu of actual costs incurred; however, only one method may be applied per trip. [29]

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

[22] 30 ILCS 708/130. Boards are required to follow this subhead when they use grant money to reimburse employee travel expenses charged to federal pass-through grants and State grants covered by GATA. This policy is designed to be used in conjunction with 5:60-AP, *Federal and State Grant Travel Expense Procedures* to achieve compliance.

GATA adopts the uniform federal guidance for State grants, including for travel costs. 2 C.F.R. §200.474. Additionally, under GATA, boards may charge travel expenses to grants based on their own policy, provided the policy does not exceed federal travel regulations. 30 ILCS 708/130; 41 C.F.R. Chapters 300-304 (federal travel regulations). With regard to lodging, meals, and incidentals specifically, boards not only must keep costs at or below the federal standards, but they also cannot allow costs to exceed those normally allowed by the Governor's Travel Control Board (GTCB). 30 ILCS 708/130. The federal travel regulations and the rules of the GTCB are comprehensive. This policy addresses the most common areas of travel expenses and applies the strictest standard between the State and federal travel rules. To the extent this policy does not cover certain specific types of travel expenses, GATA provides that the GTCB Rules must be followed, provided they do not exceed federal travel regulations. The federal rules are laid out in detail in a Q&A format at: www.gsa.gov/policy-regulations/regulations/federal-travel-regulation-ftr. The GTCB Rules are at: www.ilga.gov/commission/jcar/admincode/080/08002800sections.html. Regardless of the federal and State rules, travel expenses must still comply with the MARA set by the Board, unless approved by the board in accordance with this policy.

In GATA and throughout the IASB **P**olicy **R**eference **M**anual, the terms *award* and *grant* are used interchangeably. The federal regulations define and use the term *federal award* (2 C.F.R. §200.38), but awards are more commonly referred to as grants.

[23] Federal travel regulations state that requests for authorization for actual expense reimbursement should be made *in advance* of travel. 2 C.F.R. §301-11.302. 5:60-E2, *Employee Estimated Expense Approval Form*, can be used as a form for pre-approval.

[24] 2 C.F.R. §§200.474, 200.474(b)(1).

[25] 2 C.F.R. §200.474(b)(2).

[26] *Travel status* is not specifically defined in the federal travel regulations or in the GTCB rules, however, the Governor's Travel Council Regulation Rules, which apply to State employees and members of State boards, provide that an employee is on *travel status* while away on official business. Travel status begins when an employee leaves his or her work location or, if reporting directly to a destination, from the employee's residence or other location. It ends when an employee returns to his or her work location or, if reporting directly from the original destination, to the employee's residence or other location at the completion of the authorized travel. 80 Ill.Admin.Code §3000.140.

[27] 41 C.F.R. §301-11.1.

[28] 41 C.F.R. §301-10.300-10.310 are the federal regulations that address mileage reimbursement and related expenses.

[29] 2 C.F.R. §200.474(a).

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6. Commercial airfare costs in excess of the least expensive coach or economy class are prohibited except when such accommodations would: (1) require circuitous routing; (2) require travel during unreasonable hours; (3) excessively prolong travel; (4) result in additional costs that would offset transportation savings; or (5) offer accommodations not reasonably adequate for the traveler's medical needs. Qualifying circumstances must be explained on the expense form, and Board approval of the additional expense is required. [30]

7. Per diem rates and actual reimbursement amounts for mileage, meals, and lodging may not exceed the rates established by the Governor's Travel Control Board or federal travel regulations, whichever is less.[31] These limits do not apply when: (1) an employee stays in the lowest-priced room available at or near a hotel where a conference or seminar is located or in accommodations arranged by the conference/seminar organization, or (2) lodging at or below the established rate is unavailable.[32] In those cases, the employee will be reimbursed for actual lodging expenses with prior approval, but in no case will the reimbursement exceed 300% of the applicable maximum per diem rate.[33] If a conference fee includes a meal, the meal or per diem allowance will be reduced by the actual value of the meal or the applicable meal allowance, whichever is less. [34]

8. Employees must use the least expensive compact car available when using a rental car for travel, unless an exception is approved.[35] The Board does not reimburse employees for collision damage waiver or theft insurance. [36]

9. The Board will reimburse travel expenses not chargeable to an award from other District funds consistent with this policy.

Draft

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

[30] 2 C.F.R. §200.474(e).

[31] To determine the lesser applicable amount, compare the State rates, available at: www2.illinois.gov/cms/employees/travel/pages/travelreimbursement.aspx, with the federal per diem rates, available at: www.gsa.gov/travel/plan-book/per-diem-rates.

[32] 80 Ill.Admin.Code §2800.400; 41 C.F.R. §301-11.30.

[33] 41 C.F.R. §301-11.30. 300% is the maximum reimbursement amount permitted under federal travel expense regulations and may be adjusted down by the board. The board may not reimburse over the MARA even if the expense is under the 300% threshold, unless it meets the requirements of the ECA. See f/n 17, above. See 5:60-AP, *Federal and State Award Travel Expense Procedures*, for details on lodging requirements, including excessive lodging requests.

[34] 80 Ill.Admin.Code §2800.500.

[35] See 41 C.F.R. §301-10.450 for a list of authorized exceptions.

[36] 41 C.F.R. §301-10.451. Federal regulations prohibit reimbursement for collision damage waiver and theft insurance in part because the government has negotiated full insurance coverage into its agreements with rental companies. Similarly, the State has negotiated the cost of damage collision waivers into its preferred vendor agreement. Districts may wish to pursue similar arrangements for additional coverage. Employees will often have coverage for rental car damage through their own personal auto policies. The federal regulations permit employees on official business to be reimbursed for their out-of-pocket deductibles. Id.

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LEGAL REF.: 2 C.F.R. §200.474.
30 ILCS 708/130, Grant Accountability and Transparency Act.
50 ILCS 150/, Local Government Travel Expense Control Act.
105 ILCS 5/10-22.32.
820 ILCS 115/9.5, Ill. Wage Payment and Collection Act.

CROSS REF.: 2:125 (Board Member Compensation; Expenses), 2:240 (Board Policy Development), 4:50 (Payment Procedures), 4:55 (Use of Credit and Procurement Cards)

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General Personnel

Personnel Records

Please refer to the current "Agreement between Huntley Education Association (HEA) and the Board of Education (BOE) of Huntley Community School District 158" and "Agreement between Huntley Education Support Personnel Association (HESPA), IEA-NEA and the Board of Education Huntley Community School District 158."

For employees not covered by these Agreements:

The District maintains a complete personnel record for every current employee and former employee. The employees' personnel records shall be maintained under the Superintendent's direct supervision. An employee will be given access to his or her personnel records according to guidelines developed by the Superintendent.

Access to personnel records is available as follows:

1. An employee will be given access to his or her personnel records according to State law and guidelines developed by the Superintendent.
2. An employee's supervisor or other management employee who has an employment or business-related reason to inspect the record is authorized to have access.
3. Anyone having the respective employee's written consent may have access.
4. Access will be granted to anyone authorized by State or federal law to have access.
5. All other requests for access to personnel information are governed by Board policy 2:250, *Access to District Public Records.*

The Superintendent or designee shall manage a process for responding to inquiries by a prospective employer concerning a current or former employee's job performance. The Superintendent shall execute the requirements in the Abused and Neglected Child Reporting Act whenever another school district asks for a reference concerning an applicant who is or was a District employee and was the subject of a report made by a District employee to DCFS.

When requested for information about an employee by an entity other than a prospective employer, the District will only confirm position and employment dates unless the employee has submitted a written request to the Superintendent or designee.

LEGAL REF.: 745 ILCS 46/10.
820 ILCS 40/.
23 Ill. Admin. Code § 1.660.

CROSS REF.: 2:250 (Access to District's Public Records), 7:340 (Student Records)

ADOPTED: May 17, 2001

REVISED: September 15, 2016

CURRENT

General Personnel

Personnel Records [1]

The Superintendent or designee shall manage the maintenance of personnel records in accordance with State and federal law and School Board policy. Records, as determined by the Superintendent, are retained for all employment applicants, employees, and former employees given the need for the District to document employment-related decisions, evaluate program and staff effectiveness, and comply with government recordkeeping and reporting requirements. Personnel records shall be maintained in the District's administrative office, under the Superintendent's direct supervision.

Access to personnel records is available as follows:

1. An employee will be given access to his or her personnel records according to State law and guidelines developed by the Superintendent. [2]
2. An employee's supervisor or other management employee who has an employment or business-related reason to inspect the record is authorized to have access.
3. Anyone having the respective employee's written consent may have access.
4. Access will be granted to anyone authorized by State or federal law to have access.
5. All other requests for access to personnel information are governed by Board policy 2:250, *Access to District Public Records*. [3]

Draft

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

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

This policy is consistent with the minimum requirements of State law. The local collective bargaining agreement may contain provisions that exceed these requirements. When a policy's subject matter is superseded by a bargaining agreement, the board policy can state, "Please refer to the applicable collective bargaining agreement."

2 An employee has the right to view his or her personnel file contents, with a few exceptions. Ill. Personnel Record Review Act (PRRA), 820 ILCS 40/. Thus, personnel files should contain only factual and accurate job-related information. In addition, the PRRA identifies records that may not be kept: a record of an employee's associations, political activities, publications, communications, or non-employment activities (820 ILCS 40/9, amended by P.A. 101-531) and records identifying an employee as the subject of an investigation by the Ill. Dept. of Children and Family Services (DCFS) if the investigation resulted in an unfounded report as specified in the Abused and Neglected Child Reporting Act (820 ILCS 40/13). See f/n 5.

3 Unless a specific exemption is available, personnel file information is available to anyone making a FOIA request. 5 ILCS 140/. Specific exemptions protect the following:

1. *Private information* meaning "unique identifiers, including a person's social security number, driver's license number, employee identification number, biometric identifiers, personal financial information, passwords or other access codes, medical records, home or personal telephone numbers, and personal email addresses. Private information also includes home address and personal license plates, except as otherwise provided by law or when compiled without possibility of attribution to any person." 5 ILCS 140/7(1)(b); 5 ILCS 140/2(c-5.
2. *Personal information* "the disclosure of which would constitute a clearly unwarranted invasion of personal privacy." 5 ILCS 140/7(1)(c).

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The Superintendent or designee shall manage a process for responding to inquiries by a prospective employer concerning a current or former employee's job performance.[4] The Superintendent shall execute the requirements in the Abused and Neglected Child Reporting Act whenever another school district asks for a reference concerning an applicant who is or was a District employee and was the subject of a report made by a District employee to DCFS. [5]

When requested for information about an employee by an entity other than a prospective employer, the District will only confirm position and employment dates unless the employee has submitted a written request to the Superintendent or designee.

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

3. *Information prohibited from being disclosed under the Illinois Educational Labor Relations Act* (IELRA). 5 ILCS 140/7.5(oo), added by P.A. 101-620 (final citation pending); 115 ILCS 5/3(d). The prohibitions in the IELRA overlap with some categories of private information identified in FOIA and include: (a) the employee's home address (including ZIP code and county); (b) the employee's date of birth; (c) the employee's home and personal phone number; (d) the employee's personal email address; (e) any information personally identifying employee membership or membership status in a labor organization or other voluntary association affiliated with a labor organization or a labor federation; and (f) e-mails or other communications between a labor organization and its members. Unless a specific exception in the IELRA applies, if a district receives a third party request for any of these six categories of information about an employee, the district must provide the union with a copy of the written request (or written summary of an oral request), as well as a copy of the district's response within five business days of sending the response. If the employee is not in a bargaining unit, then these notices must be given directly to the employee. 115 ILCS 5/3(d). **Note:** It is best practice to maintain union-related documents, such as grievances, separately from an employee's personnel file.

~~2.~~4. *Information* prohibited from being disclosed by the PRRA. 5 ILCS 140/7.5(q). The PRRA prohibits the disclosure of a performance evaluation under FOIA. 820 ILCS 40/11. The treatment of a request for a disciplinary report, letter of reprimand, or other disciplinary action depends on the age and nature of the responsive record. If the responsive record is more than four years old and is not related to an incident or attempted incident of sexual abuse or severe physical abuse, the request must be denied unless the disclosure is permitted by the Act. 5 ILCS 140/7.5(q); 820 ILCS 40/8, amended by P.A. 101-531. If the responsive record is more than four years old and is related to an incident or an attempted incident of sexual abuse or severe physical abuse, the request cannot be denied. 820 ILCS 40/8, amended by P.A. 101-531. If the responsive record is four years old or less (regardless of its nature), the district should provide the record and must notify the employee in written form or through email, if available. 820 ILCS 40/7 and 40/8, amended by P.A. 101-531.

The School Code prohibits the disclosure of school teacher, principal, and superintendent performance evaluations except as otherwise provided in the certified employee evaluation laws. 105 ILCS 5/24A-7.1.

The Health Insurance Portability and Accountability Act of 1996 (HIPAA) (Pub.L. 104-191) created national standards to protect individuals' medical records and other personal health information. If a district is a *covered entity* (i.e., offers a self-insured group health plan or flexible spending account), it must establish clear procedures to protect the employee's health information. 45 C.F.R. §164.502. Such districts should consult their attorneys and insurance provider for assistance.

4 The Employment Record Disclosure Act (745 ILCS 46/10) provides conditional immunity to employers responding to a reference request; it states: "Any employer or authorized employee or agent acting on behalf of an employer who, upon inquiry by a prospective employer, provides truthful written or verbal information, or information that it believes in good faith is truthful, about a current or former employee's job performance is presumed to be acting in good faith and is immune from civil liability for the disclosure and the consequences of the disclosure." This immunity statute does not, however, create an exemption to the requirements in the PRRA. The PRRA requires an employer to give an employee written notice before divulging a "disciplinary report, letter of reprimand, or other disciplinary action to a third party." 820 ILCS 40/7. An employment application may contain a waiver of this notice. Id.

5 325 ILCS 5/4(d), amended by P.A. 101-564~~, eff. 1-1-20~~, requires a superintendent, upon being asked for a reference concerning an employee or former employee, to disclose to the requesting school district the fact that a district employee has made a report involving the conduct of the applicant or caused a report to be made to DCFS. For more information, see 5:150-AP, *Personnel Records*.

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LEGAL REF.: 325 ILCS 5/4, Abused and Neglected Child Reporting Act.
745 ILCS 46/10, Employment Record Disclosure Act.
820 ILCS 40/, Personal Record Review Act.
23 Ill.Admin.Code §1.660.

CROSS REF.: 2:250 (Access to District~~'s~~ Public Records), 7:340 (Student Records)

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Educational Support Personnel

Duties and Qualifications

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

Paraprofessionals

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

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

Noncertificated and Unlicensed Personnel Working with Students and Performing Non-Instructional Duties

Noncertificated and unlicensed personnel performing non-instructional duties may be used:

1. For supervising study halls, long-distance teaching reception areas used incident to instructional programs transmitted by electronic media (e.g., computers, video, and audio), detention and discipline areas, and school-sponsored extracurricular activities;
2. As supervisors, chaperones, or sponsors for non-academic school activities; or
3. For non-teaching duties not requiring instructional judgment or student evaluation.

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

Coaches and Athletic Trainers

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

Bus Drivers

All school bus drivers must have a valid school bus driver permit. The Superintendent or designee shall inform the Illinois Secretary of State, within 30 days of being informed by a school bus driver, that the bus driver permit holder has been called to active duty. New bus drivers and bus drivers who are returning from a lapse in their employment are subject to the requirements contained in Board policy 5:30, *Hiring Process and Criteria* and Board policy 5:285, *Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers.*

CURRENT

LEGAL REF.: 34 C.F.R. §§200.58 and 200.59.
105 ILCS 5/10-22.34, 5/10-22.34a, and 5/10-22.34b.
625 ILCS 5/6-104 and 5/6-106.1.
23 Ill.Admin.Code §§1.630 and 25.510.

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

ADOPTED: May 17, 2001

REVISED: January 19, 2017

CURRENT

Educational Support Personnel

Duties and Qualifications [1]

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

Paraprofessionals [2]

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

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

Noncertificated and Unlicensed Personnel Working with Students and Performing Non-Instructional Duties

Noncertificated and unlicensed personnel performing non-instructional duties may be used:

1. For supervising study halls, long-distance teaching reception areas used incident to instructional programs transmitted by electronic media (e.g., computers, video, and audio), detention and discipline areas, and school-sponsored extracurricular activities; [4]
2. As supervisors, chaperones, or sponsors for non-academic school activities; or [5]

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

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

2 Educator licensure replaced the previous system of certification on 7-1-~~20~~13. All Illinois teaching, administrative, and school service personnel certificates were converted to a corresponding license. Except as provided in ISBE rules §§1.630(b)(2) and 25.510(a), all new applicants for a paraprofessional credential must hold an educator license with stipulations endorsed for a paraprofessional educator. 105 ILCS 5/21B-20(2)(J), amended by P.A.s 101-220 and 101-594; ~~(~~23 Ill.Admin.Code §§1.630 and 25.510~~)~~. See ISBE's explanation at: www.isbe.net/Pages/Educator-Licensure-Requirements.aspx.

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

> Paraprofessionals and Licensed Teacher Aides
>
> Paraprofessionals and licensed teacher aides provide supervised instructional support. Personnel performing instructional support activities must hold a current educator license with stipulations endorsed for a paraprofessional educator unless a specific exemption is authorized by the Illinois State Board of Education (ISBE).

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

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

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

4 105 ILCS 5/10-22.34(a)(2).

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

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3. For non-teaching duties not requiring instructional judgment or student evaluation. [6]

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

Coaches and Athletic Trainers

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

Bus Drivers

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

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The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

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

[7] 105 ILCS 5/10-22.34b, last paragraph. Noncertificated personnel may be used to provide specialized instruction in a field that an individual is particularly qualified by reason of specialized knowledge or skill. 23 Ill.Admin.Code §1.630(c)(3)(C). Districts that frequently use noncertificated individuals to provide such instruction may consider adding the following optional sentence:

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

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

An optional sentence follows:

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

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

[10] 225 ILCS 5/3 and 5/4.

[11] The regional superintendent is authorized to conduct school bus driver instruction courses and investigate whether persons hired to operate school buses have valid school bus driver permits. ~~(~~105 ILCS 5/3-14.23, amended by P.A. 100-863~~)~~.

School bus driver permits are issued by the Ill. Secretary of State (SOS). ~~(~~625 ILCS 5/6-106.1, amended by P.A.s 100-513 and 101-458~~)~~. Districts must conduct a pre-employment interview with bus driver candidates, distribute bus driver applications and medical forms, and submit the applicant's fingerprint cards to the Ill. Dept. of State Police (ISP) for criminal background investigations. Districts must also certify in writing to the ~~Secretary of State~~SOS that all pre-employment conditions were completed, including an Illinois-specific criminal background investigation through the ~~State Police~~ISP and the submission of necessary fingerprints to the Federal Bureau of Investigation for criminal history information. ~~(~~Id.~~)~~ The applicant presents this certification to the ~~Secretary of State~~SOS when submitting the school bus driver permit application. ~~(~~Id.~~)~~

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

Anyone driving a bus chartered to transport students to or from interscholastic athletic or interscholastic or school-sponsored activities must have a valid school bus driver permit; this does not apply to any driver employed by a public

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

LEGAL REF.: 34 C.F.R. ~~§~~§200.58~~ and 200.59~~.~~13~~
105 ILCS 5/10-22.34, 5/10-22.34a, and 5/10-22.34b.
625 ILCS 5/6-104 and 5/6-106.1.
23 Ill.Admin.Code §§1.280, 1.630, and 25.510.

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

Draft

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

transportation provider when the bus is on a regularly scheduled route for transporting other fare-paying passengers. ~~(~~625 ILCS 5/6-104(d-5)~~)~~.

12 This sentence is optional, but the notification is required by 625 ILCS 5/6-106.1(h). *Active duty* is defined in the statute as active duty pursuant to an executive order of the U.S. President, an act of the Congress, or an order of the Governor. 625 ILCS 5/6-106.1(j). Upon notification, the ~~Secretary of State~~SOS will characterize the permit as inactive until a permit holder renews the permit pursuant to 625 ILCS 5/6-106.1(h).

~~**13** The statute underlying these regulations (20 U.S.C. §6319) was repealed by the Every Student Succeeds Act, eff. 12-10-15.~~

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Instruction

Accelerated Placement Program

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

The Superintendent or designee shall implement an APP that includes:

1. Decision-making processes that are fair, equitable, and involve multiple individuals, e.g. District administrators, teachers, and school support personnel, and a student's parent(s)/guardian(s);
2. Notification processes that notify a student's parent(s)/guardian(s) of a decision affecting a student's participation in the APP; and
3. Assessment processes that include multiple valid, reliable indicators.

The Superintendent or designee shall annually notify the community, parent(s)/guardian(s), students, and school personnel about the APP, the process for referring a student for possible evaluation for accelerated placement, and the methods used to determine whether a student is eligible for accelerated placement. Notification may: (a) include varied communication methods, such as student handbooks and District or school websites; and (b) be provided in multiple languages, as appropriate.

LEGAL REF.: 105 ILCS 5/14A.

CROSS REF.: 6:10 (Educational Philosophy and Objectives), 6:130 (Program for the Gifted), 7:10 (Equal Educational Opportunities), 7:50 (School Admissions and Student Transfers To and From Non-District Schools)

ADOPTED: July 19, 2018

CURRENT

Instruction

Accelerated Placement Program [1]

The District provides an Accelerated Placement Program (APP). The APP advances the District's goal of providing educational programs with opportunities for each student to develop to his or her maximum potential.[2] The APP provides an educational setting with curriculum options usually reserved for students who are older or in higher grades than the student participating in the APP.[3] APP options include, but may not be limited to: (a) accelerating a student in a single subject; (b) other grade-level acceleration; and (c) early entrance to kindergarten or first grade.[4] Participation in the APP is open to all students who demonstrate high ability and who may benefit from accelerated placement. It is not limited to students who have been identified as gifted and talented.[5] Eligibility to participate in the District's APP shall not be conditioned upon the protected classifications identified in School Board policy 7:10, *Equal Educational Opportunities*, or any factor other than the student's identification as an accelerated learner. [6]

The Superintendent or designee shall implement an APP that includes:

1. Decision-making processes that are fair, equitable, and involve multiple individuals, e.g. District administrators, teachers, and school support personnel, and a student's parent(s)/guardian(s); [7]
2. Notification processes that notify a student's parent(s)/guardian(s) of a decision affecting a student's participation in the APP; and [8]
3. Assessment processes that include multiple valid, reliable indicators. [9]

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

[1] State law requires this subject matter be covered by policy and controls its content. 105 ILCS 5/14A, amended by P.A. 100-421~~, eff. 7-1-18~~ (the Accelerated Placement Act (APA)); 23 Ill.Admin.Code Part 227. Ill. State Board of Education (ISBE) rules require this policy to be posted on the district website, if available. 23 Ill.Admin.Code §227.60(a). ISBE rules also require districts to annually report, by July 31, demographic information regarding students participating in accelerated placement. 23 Ill.Admin.Code §227.60(c).

[2] Optional. Ensure this statement matches the board's current educational philosophy and objectives. See sample policy 6:10, *Educational Philosophy and Objectives.*

[3] 105 ILCS 5/14A-17, added by P.A. 100-421; 23 Ill.Admin.Code §227.5~~, eff. 7-1-18~~.

[4] Id. For high school districts, delete "~~; and (c) early entrance to kindergarten or first grade~~" and insert the word "and" between (a) and (b).

Attorneys disagree whether the APA conflicts with 105 ILCS 5/10-20.12 (*School year – School age.)*. The APA requires accelerated placement to include "early entrance to kindergarten ~~and early entrance to~~or first grade." 105 ILCS 5/14A-17. 105 ILCS 5/10-20.12 *permits* districts to offer early entrance to kindergarten or first grade "based upon an assessment of the student's readiness to attend school." 105 ILCS 5/10-20.12 also states that students may enter first grade early when they: (1) are assessed for readiness; (2) have attended a non-public preschool and continued their education at that school through kindergarten; (3) were taught in kindergarten by an appropriately certified teacher; and (4) will attain the age of 6 years on or before December 31. Id. See sample policy 7:50, *School Admissions and Student Transfers To and From Non-District Schools.* **Consult the board attorney for guidance**.

[5] 105 ILCS 5/14A-32(a)(1), added by P.A. 100-421; 23 Ill.Admin.Code §227.5~~, eff. 7-1-18~~.

[6] 105 ILCS 5/14A-25, amended by P.A. 100-421~~, eff. 7-1-18~~.

[7] 105 ILCS 5/14A-32(a)(2), added by P.A. 100-421~~, eff. 7-1-18~~, requires that the accelerated placement policy include "a fair and equitable decision-making process that involves multiple persons and includes a student's parents or guardians" but does not specify what individuals are to be involved or limit those individuals to district employees. Amend this listing to align with the local board's preference.

[8] 105 ILCS 5/14A-32(a)(3), added by P.A. 100-421~~, eff. 7-1-18~~.

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The Superintendent or designee shall annually notify the community, parent(s)/guardian(s), students, and school personnel about the APP, the process for referring a student for possible evaluation for accelerated placement, and the methods used to determine whether a student is eligible for accelerated placement.[10] Notification may: (a) include varied communication methods, such as student handbooks and District or school websites; and (b) be provided in multiple languages, as appropriate.[11]

LEGAL REF.: 105 ILCS 5/14A.
23 Ill.Admin.Code Part 227, Gifted Education.

CROSS REF.: 6:10 (Educational Philosophy and Objectives), 6:130 (Program for the Gifted), 7:10 (Equal Educational Opportunities), 7:50 (School Admissions and Student Transfers To and From Non-District Schools)

Draft

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

[9] 105 ILCS 5/14A-32(a)(4), added by P.A. 100-421~~, eff. 7-1-18~~.

[10] Optional. 105 ILCS 5/14A-32(b)(1) permits, but does not require "procedures for annually informing the community at-large, including parents or guardians, about the accelerated placement program and the methods used for the identification of children eligible for accelerated placement."

[11] Optional. 105 ILCS 5/14A does not require this but it is a recommended best practice and aligns with sample policy 7:10, *Equal Educational Opportunities*.

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Instruction

Grading and Promotion

The Superintendent or designee shall establish a system of grading and reporting academic achievement to students and their parents/guardians. The system shall also determine when promotion and graduation requirements are met. The decision to promote a student to the next grade level shall be based on successful completion of the curriculum, attendance, and performance on the Illinois *Partnership for Assessment of Readiness for College and Careers (PARCC)* and/or other assessments. A student shall not be promoted based upon age or any other social reason not related to academic performance. The administration shall determine remedial assistance for a student who is not promoted.

Every teacher shall maintain an evaluation record for each student in the teacher's classroom. A District administrator cannot change the final grade assigned by the teacher without notifying the teacher. Reasons for changing a student's final grade include:

- A miscalculation of test scores;
- A technical error in assigning a particular grade or score;
- The teacher agrees to allow the student to do extra work that may impact the grade;
- An inappropriate or inconsistent grading system used to determine the grade;
- An inappropriate or inconsistent grade based on an appropriate grading system; or
- A grade based on expectations not communicated to students in advance.

Should a grade change be made, the administrator making the change must sign the changed record.

LEGAL REF.: 105 ILCS 5/2-3.64a-5, 5/10-20.9a, 5/10-21.8, and 5/27-27.

CROSS REF.: 6:110 (Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program), 6:300 (Graduation Requirements), 6:340 (Student Testing and Assessment Program), 7:50 (School Admissions and Student Transfers To and From Non-District Schools)

ADOPTED: May 17, 2001

REVISED: December 14, 2017

CURRENT

Instruction

Grading and Promotion [1]

The Superintendent or designee shall establish a system of grading and reporting academic achievement to students and their parents/guardians.[2] The system shall also determine when promotion and graduation requirements are met. The decision to promote a student to the next grade level shall be based on successful completion of the curriculum, attendance, and performance on the standardized tests required by the Ill.~~inois~~ State Board of Education (ISBE) ~~*Partnership for Assessment of Readiness for College and Careers* (PARCC)~~ and/or other assessments.[3] A student shall not be promoted based upon age or any other social reason not related to academic performance.[4] The administration shall determine remedial assistance for a student who is not promoted. [5]

Every teacher shall maintain an evaluation record for each student in the teacher's classroom. A District administrator cannot change the final grade assigned by the teacher without notifying the teacher.[6] Reasons for changing a student's final grade include:

- A miscalculation of test scores,
- A technical error in assigning a particular grade or score,
- The teacher agrees to allow the student to do extra work that may impact the grade,
- An inappropriate grading system used to determine the grade, or
- An inappropriate grade based on an appropriate grading system.

Should a grade change be made, the administrator making the change must sign the changed record.

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

[1] State law requires districts to have a school board policy containing the reasons for which a grade may be changed and prohibiting social promotion. 105 ILCS 5/10-20.9a. State law controls this policy's content.

If a district uses weighted grades for classes by degree of difficulty, it must be reflected in the affected students' class ranking and permanent records. 105 ILCS 5/27-27.

[2] Absent a court order to the contrary, upon the request of either parent of a student whose parents are divorced, copies of report cards, along with other notices and records, must be furnished to both parents by the district. 105 ILCS 5/10-21.8.

[3] 105 ILCS 5/10-20.9a. Each board may determine its own promotion criteria and augment the statute's criteria.

~~Until July 1, 2014,~~ 105 ILCS 5/2-3.64 contained the State assessment program~~;~~ until it was repealed by P.A. 98-972.

105 ILCS 5/2-3.64a-5(b) requires ISBE to "establish the academic standards that are to be applicable to students who are subject to State assessments." It contains the schedule for assessing students by calendar year and grade. ISBE selects standardized tests for~~the *Partnership for Assessment of Readiness for College and Careers* (PARCC) as~~ the State assessment and accountability measure. In House Joint Resolution 54 (2015), members of the Ill. House and Senate encouraged school districts to not use results of the *Partnership for Assessment of Readiness for College and Careers* (PARCC) test for the 2014-2015 through the 2017-2018 school years "as a determining factor for making decisions about a student's educational opportunities, the evaluation of educators, and the allocation of resources based on educational achievement on this assessment." Starting in 2019, PARCC was no longer used by ISBE.

105 ILCS 5/2-3.64a-5(c), amended by P.A. 100-7, requires that the assessment administered by ISBE for the purpose of student application to or admissions consideration by institutions of higher education be administered on a school day during regular student attendance hours.

105 ILCS 5/2-3.64a-5(e), amended by P.A. 100-222, no longer requires that the scores attained by a student on an assessment that includes a college and career readiness determination be entered on the student's transcript; however, the scores must still be placed in the student's permanent record. See also 23 Ill.Admin.Code §375.10.

[4] 105 ILCS 5/10-20.9a(b).

[5] Id.

[6] The specific reasons and procedure for changing a grade are at the local board's discretion; however, State law provides that no grade may be changed without notification to the teacher concerning the nature and reason for the change. 105 ILCS 5/10-20.9a(a). The person making the change must assume all responsibility and must initial the change. Id.

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LEGAL REF.: 105 ILCS 5/2-3.64a-5, 5/10-20.9a, 5/10-21.8, and 5/27-27.

CROSS REF.: 6:110 (Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program), 6:300 (Graduation Requirements), 6:340 (Student Testing and Assessment Program), 7:50 (School Admissions and Student Transfers To and From Non-District Schools)

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Students

Attendance and Truancy

Compulsory School Attendance

This policy applies to individuals who have custody or control of a child (a) between the ages of six (on or before September 1) and 17 years (unless the child has graduated from high school) or (b) who is enrolled in any of grades kindergarten through 12 in the public school regardless of age.

Subject to specific requirements in State law, the following children are not required to attend public school: (1) any child attending a private school (including a home school) or parochial school, (2) any child who is physically or mentally unable to attend school (including a pregnant student suffering medical complications as certified by her physician), (3) any child lawfully and necessarily employed, (4) any child over 12 and under 14 years of age while in confirmation classes, (5) any child absent because his or her religion forbids secular activity on a particular day, and (6) any child 16 years of age or older who is employed and is enrolled in a graduation incentives program.

The parent/guardian of a student who is enrolled must authorize all absences from school and notify the school in advance or at the time of the student's absence. A valid cause for absence includes illness, observance of a religious holiday, death in the immediate family, family emergency, other situations beyond the control of the student, other circumstances that cause reasonable concern to the parent/guardian for the student's safety or health, or other reason as approved by the Superintendent or designee.

Absenteeism and Truancy Program

The Superintendent or designee shall manage an absenteeism and truancy program in accordance with the School Code and Board policy. The program shall include, but not be limited to:

1. A protocol for excusing a student from attendance who is necessarily and lawfully employed. The Superintendent or designee is authorized to determine when the student's absence is justified.
2. A protocol for excusing a student in grades 6 through 12 from attendance to sound *Taps* at a military honors funeral held in Illinois for a deceased veteran.
3. A protocol for excusing a student from attendance on a particular day(s) or at a particular time of day when his/her parent/guardian is an active duty member of the uniformed services and has been called to duty for, is on leave from, or has immediately returned from deployment to a combat zone or combat-support postings.
4. A process to telephone, within two hours after the first class, the parents/guardians of students in grade 8 or below who are absent without prior parent/guardian notification.
5. A process to identify and track students who are truants, chronic or habitual truants, or truant minors as defined in The School Code, Section 26-2a.
6. A description of diagnostic procedures for identifying the cause(s) of a student's unexcused absenteeism, including interviews with the student, his or her parent(s)/guardian(s), and staff members or other people who may have information about the reasons for the student's attendance problem.
7. The identification of supportive services that may be offered to truant, chronically truant, or chronically absent students, including parent-teacher conferences, student and/or family counseling, or information about community agency services. See Board policy 6:110,

CURRENT

Programs for Students at Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program.

8. Reasonable efforts to provide ongoing professional development to teachers, administrators, Board members, school resource officers, and staff on the appropriate and available supportive services for the promotion of student attendance and engagement.
9. A process to request the assistance and resources of outside agencies, such as, the juvenile officer of the local police department or the truant office of the appropriate Regional Office of Education, if truancy continues after supportive services have been offered.
10. A protocol for cooperating with non-District agencies including County or municipal authorities, the Regional Superintendent, truant officers, the Community Truancy Review Board, and a comprehensive community based youth service agency. Any disclosure of school student records must be consistent with Board policy 7:340, *Student Records*, as well as State and federal law concerning school student records.
11. An acknowledgment that no punitive action, including out-of-school suspensions, expulsions, or court action, shall be taken against a truant minor for his or her truancy unless available supportive services and other school resources have been provided to the student.
12. The criteria to determine whether a student's non-attendance is due to extraordinary circumstances shall include economic or medical necessity or family hardship and such other criteria that the Superintendent believes qualifies.
13. A process for a 17-year-old resident to participate in the District's various programs and resources for truants. The student must provide documentation of his/her dropout status for the previous six months. A request from an individual 19 years of age or older to re-enroll after having dropped out of school is handled according to provisions in 7:50, *School Admissions and Student Transfers To and From Non-District Schools*.
14. A process for the temporary exclusion of a student 17 years of age or older for failing to meet minimum attendance standards according to provisions in State law. A parent/guardian has the right to appeal a decision to exclude a student.

LEGAL REF.: 105 ILCS 5/26-1 through 16.
705 ILCS 405/3-33.5, Juvenile Court Act of 1987.
23 Ill.Admin.Code §§1.242 and 1.290.

CROSS REF.: 5:100 (Staff Development Program), 6:110 (Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program), 6:150 (Home and Hospital Instruction), 7:10 (Equal Educational Opportunities), 7:50 (School Admissions and Student Transfers To and From Non-District Schools), 7:60 (Residence), 7:80 (Release Time for Religious Instruction/Observance), 7:190 (Student Behavior), 7:340 (Student Records)

ADOPTED: May 17, 2001

REVISED: March 21, 2019

CURRENT

Students

Attendance and Truancy [1]

Compulsory School Attendance [2]

This policy applies to individuals who have custody or control of a child: (a) between the ages of six (on or before September 1) and 17 years (unless the child has graduated from high school), or (b) who is enrolled in any of grades kindergarten through 12 in the public school regardless of age.

Subject to specific requirements in State law, the following children are not required to attend public school: (1) any child attending a private school (including a home school) or parochial school, (2) any child who is physically or mentally unable to attend school (including a pregnant student suffering medical complications as certified by her physician), (3) any child lawfully and necessarily employed, (4) any child over 12 and under 14 years of age while in confirmation classes, (5) any child absent because his or her religion forbids secular activity on a particular day, and (6) any child 16 years of age or older who is employed and is enrolled in a graduation incentives program.

The parent/guardian of a student who is enrolled must authorize all absences from school and notify the school in advance or at the time of the student's absence. A valid cause for absence includes illness, observance of a religious holiday, death in the immediate family, family emergency, other situations beyond the control of the student as determined by the Board, voting pursuant to policy 7:90, *Release During School Hours* (10 ILCS 5/7-42 and 5/17-15), other circumstances that cause reasonable concern to the parent/guardian for the student's mental, emotional, or physical~~safety or~~ health or safety, or other reason as approved by the Superintendent or designee. [3]

Draft

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

[1] State law requires boards to adopt a policy covering some of the topics herein and controls this policy's content. 105 ILCS 5/26-13 requires a policy identifying supportive services and available resources for *truants* and *chronic truants* (defined in 105 ILCS 5/26-2a, amended by P.A. 100-918). 23 Ill.Admin.Code §1.290 requires the same plus that the policy contain a definition of *valid cause* for absence in accordance with 105 ILCS 5/26-2a and a description of diagnostic procedures to identify the cause(s) of unexcused student absenteeism.

[2] 105 ILCS 5/26-2, amended by P.A. 100-825, addresses enrolled students below or over set compulsory attendance ages. The law also requires any persons having custody or control of a child who is enrolled in grades kindergarten through 12 in the public school to cause the child to attend school.

105 ILCS 5/26-1 contains the compulsory school age exemptions. Each listed exception is specifically included in the statute, except the reference to *home school*. See 7:40, *Nonpublic School Students, Including Parochial and Home-Schooled Students*, regarding assigning students who enroll from a non-public school. See 6:150, *Home and Hospital Instruction*, regarding providing instruction to a pregnant student or other student who is medically unable to attend school.

[3] These reasons are in 105 ILCS 5/26-2a, amended by P.A. 100-810, except that (1) "other reason as approved by the Superintendent," and (2) absences for students to vote authorized by 10 ILCS 5/7-42 and 5/17-15, amended by P.A. 101-624, eff. 6-1-20 were added. An Ill. State Board of Education (ISBE) rule requires that the absenteeism and truancy policy defines valid causes for absence. 23 Ill.Admin.Code §1.290.

For elementary districts, delete the following phrase from the second sentence of this paragraph: "~~voting pursuant to policy 7:90, *Release During School Hours* (10 ILCS 5/7-42 and 5/17-15),~~" and delete 7:90, *Release During School Hours*, from the Cross References.

For high school and unit districts that do not wish to include the **Voting** subhead in policy 7:90, *Release During School Hours*, amend the second sentence of this paragraph as follows: "~~policy 7:90, Release During School Hours (~~the Election Code, 10 ILCS 5/7-42 and 5/17-15,~~)~~" and delete 7:90, *Release During School Hours* from the Cross References.

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Absenteeism and Truancy Program

The Superintendent or designee shall manage an absenteeism and truancy program in accordance with the School Code and School Board policy. The program shall include but not be limited to:

1. A protocol for excusing a student from attendance who is necessarily and lawfully employed. The Superintendent or designee is authorized to determine when the student's absence is justified. **4**
2. A protocol for excusing a student in grades 6 through 12 from attendance to sound *Taps* at a military honors funeral held in Illinois for a deceased veteran. **5**
3. A protocol for excusing a student from attendance on a particular day(s) or at a particular time of day when his/her parent/guardian is an active duty member of the uniformed services and has been called to duty for, is on leave from, or has immediately returned from deployment to a combat zone or combat-support postings. **6**
4. A process to telephone, within two hours after the first class, the parents/guardians of students in grade 8 or below who are absent without prior parent/guardian notification. **7**
5. A process to identify and track students who are truants, chronic or habitual truants, or truant minors as defined in ~~the School Code, Section~~ 105 ILCS 5/26-2a.
6. A description of diagnostic procedures for identifying the cause(s) of a student's unexcused absenteeism, including interviews with the student, his or her parent(s)/guardian(s), and staff members or other people who may have information about the reasons for the student's attendance problem. **8**

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

4 Any child "necessarily and lawfully employed" may be exempted from attendance by the superintendent "on certification of the facts by and the recommendation of the school board." 105 ILCS 5/26-1. The policy's language serves to delegate this "certification of the facts" to the superintendent or designee. The following option allows a board to consider and include specific criteria in the policy:

> A student may be excused, at the Superintendent's discretion, when: (1) the student has a last period study hall, (2) the parent/guardian provides written permission, (3) the student's employer provides written verification of employment, (4) the student provides evidence of a valid work permit, or (5) other reason deemed justifiable by the Superintendent.

Child Labor laws include: 29 C.F.R. Part 570 (minimum age standards, occupations, conditions, etc.); 820 ILCS 205/ (child labor laws); 56 Ill.Admin.Code Part 250 (child labor regulations).

5 105 ILCS 5/26-1~~, amended by P.A. 99-804~~. A student must notify the building principal or other administrator at least two days prior to the absence providing the date, time, and location of the military honors funeral. This requirement may be waived if the student did not receive notice at least two days in advance, but the student shall notify the administration as soon as possible of the absence.

A student whose absence is excused to sound *Taps* shall be counted in attendance for purposes of calculating the average daily attendance of students in the district. The district must allow the student reasonable time to make up school work and if school work is satisfactorily completed, the day of absence is counted as an attendance day for the student.

6 105 ILCS 5/26-1, amended by P.A. 100-185. Such a student must be granted five days of excused absences in any school year and, at the board's discretion, may be granted additional excused absences to visit the student's parent/guardian. The student and his/her parent/guardian are responsible for obtaining assignments from the student's teacher prior to any period of excused absence and for ensuring that such assignments are completed by the student prior to his/her return to school from the excused absence period. Id.

7 This notification is required by 105 ILCS 5/26-3b.

8 23 Ill.Admin.Code §1.290(b)(2).

~~105 ILCS 5/10-20.63, added by P.A. 100-163, requires school districts to make feminine hygiene products (defined as tampons and sanitary napkins for use in connection with the menstrual cycle) available, at no cost to students, in the bathrooms of school buildings serving students in grades 6 through 12. The General Assembly found this requirement necessary because "when students do not have access to affordable feminine hygiene products, they may miss multiple days of school every month." 105 ILCS 5/10-20.63(a)(3).~~

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7. The identification of supportive services that may be offered to truant, chronically truant, or chronically absent students, including parent-teacher conferences, student and/or family counseling, or information about community agency services.**9** See Board policy 6:110, *Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program*.

8. Reasonable efforts to provide ongoing professional development to teachers, administrators, Board members, school resource officers, and staff on the appropriate and available supportive services for the promotion of student attendance and engagement. **10**

9. A process to request the assistance and resources of outside agencies, such as, the juvenile officer of the local police department or the truant office of the appropriate Regional Office of Education, if truancy continues after supportive services have been offered. **11**

10. A protocol for cooperating with non-District agencies including County or municipal authorities, the Regional Superintendent, truant officers, the Community Truancy Review Board, and a comprehensive community based youth service agency. Any disclosure of school student records must be consistent with Board policy 7:340, *Student Records*, as well as State and federal law concerning school student records. **12**

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The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

9 23 Ill.Admin.Code §1.290(b)(3). The School Code references to dropout prevention include: 105 ILCS 5/26-3a (regional superintendent activities and annual report); 105 ILCS 5/10-20.25a (annual report by boards); and 105 ILCS 5/1A-4(E) (ISBE report).

105 ILCS 5/26-18, added by P.A. 100-156, requires ~~that, beginning 7-1-18,~~ districts to collect and review chronic absence data and determine what systems of support and resources are needed to engage chronically absent students and their families to encourage the habit of daily attendance and promote success. 105 ILCS 5/26-18(c). The review must include an analysis of chronic absence data from each attendance center. Id. Districts are also encouraged to: (1) provide a system of support to students at risk of reaching or exceeding chronic absence levels, i.e., those available through the Illinois Multi-tiered Systems of Support Network; and (2) make resources available to families, i.e., those available through ISBE's Family Engagement Framework, to support and engage students and their families. 105 ILCS 5/26-18(d). *Chronic absence* means "absences that total 10% or more of school days of the most recent school year, including absences with and without valid cause, as defined in Section 26-2a of this Code, and out-of-school suspensions for an enrolled student." 105 ILCS 5/26-18(a). In contrast, a *chronic or habitual truant* is "a child who is subject to compulsory school attendance and who is absent without valid cause from such attendance for 5% or more of the previous 180 regular attendance days." 105 ILCS 5/26-2a.

10 105 ILCS 5/10-22.6(c-5), amended by P.A. 100-810~~, eff. 1-1-19~~.

11 Use this alternative for districts in suburban Cook County: replace "Regional Office of Education" with "appropriate Intermediate Service Center."

12 105 ILCS 5/26-9 requires school officers and superintendents to assist truant officers. A minor who is reported by the regional superintendent as a chronic truant may be adjudicated a "truant minor in need of supervision" if the minor declines or refuses to fully participate in truancy intervention services. 705 ILCS 405/3-33.5.

Counties may regulate truants by ordinance and impose fines and/or community services on truants or, if the truant is under 10 years of age, on the parent or custodian. 55 ILCS 5/5-1078.2. Municipalities may regulate truants by ordinance and impose fines and/or community services on truants or, if the truant is under 13 years of age, on the parent or custodian. 65 ILCS 5/11-5-9. Local officials or authorities that enforce, prosecute, or adjudicate municipal ordinances adopted under 65 ILCS 5/11-5-9, or that work with school districts to address truancy problems, are designated as: (a) part of the juvenile justice system, established by the Juvenile Court Act of 1987, and (b) *juvenile authorities* within the definition set forth in subsection (a)(6.5) of Section 10-6 of the Ill. School Student Records Act. ~~(~~105 ILCS 10/6(a)(6.5)~~)~~. Id. **A superintendent should consult with the board attorney before disclosing school student records to non-district entities.** See 7:340-AP1, *School Student Records*, for a sample procedure for release of such records to juvenile authorities.

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11. An acknowledgement that no punitive action, including out-of-school suspensions, expulsions, or court action, shall be taken against a truant minor for his or her truancy unless available supportive services and other school resources have been provided to the student. **13**

12. The criteria to determine whether a student's non-attendance is due to extraordinary circumstances shall include economic or medical necessity or family hardship and such other criteria that the Superintendent believes qualifies. **14**

[*For high school and unit districts only*]

13. A process for a 17-year-old resident to participate in the District's various programs and resources for truants.**15** The student must provide documentation of his/her dropout status for the previous six months. A request from an individual 19 years of age or older to re-enroll after having dropped out of school is handled according to provisions in 7:50, ~~*Students*~~ *School Admissions and Student Transfers To and From Non-District Schools*.

14. A process for the temporary exclusion of a student 17 years of age or older for failing to meet minimum attendance standards according to provisions in State law. A parent/guardian has the right to appeal a decision to exclude a student. **16**

LEGAL REF.: 105 ILCS 5/26-1 through 16.
705 ILCS 405/3-33.5, Juvenile Court Act of 1987.
23 Ill.Admin.Code §§1.242 and 1.290.

CROSS REF.: 5:100 (Staff Development Program), 6:110 (Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program), 6:150 (Home and Hospital Instruction), 7:10 (Equal Educational Opportunities), 7:50 (School Admissions and Student Transfers To and From Non-District Schools), 7:60 (Residence), 7:80 (Release Time for Religious

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13 105 ILCS 5/26-12, amended by P.A. 100-825, prohibits punitive action "unless available supportive services and other school resources have been provided to the student." In addition, "a truant minor may not be expelled for nonattendance unless he or she has accrued 15 consecutive days of absences without valid cause and the student cannot be located by the school district or the school district has located the student but cannot, after exhausting all available support services, compel the student to return to school." Id.

14 105 ILCS 5/26-3a requires the district to "establish, in writing, a set of criteria for use by the local superintendent of schools in determining whether a pupil's failure to attend school is the result of extraordinary circumstances, including but not limited to economic or medical necessity or family hardship."

This statute also requires the "clerk or secretary" of the board to quarterly report to the regional superintendent and Secretary of State the identity of students who were removed from the regular attendance roll, exclusive of transferees, because they were expelled; have withdrawn; left school; withdrew due to extraordinary circumstances; have re-enrolled in school since their names were removed from the attendance rolls; were certified to be chronic or habitual truants; or were previously certified as chronic or habitual truants who have resumed regular school attendance. The statute provides that the status of a driver's license or instructional permit will be jeopardized for a student who is the subject of this notification because of non-attendance unless the non-attendance is due to extraordinary circumstances as determined by the local district. State Superintendent Koch announced in his *Weekly Message*, 8-28-07, see **Funding & Disbursements** subhead, p.2, at: www.isbe.net/Documents_Superintendent_Weekly_Message/message_082807.pdf, that ISBE is delaying implementing this statute based upon legal guidance from the U.S. Dept. of Education's Family Policy Compliance Office that its implementation would violate the federal Family Educational Rights and Privacy Act.

15 A district must allow this participation; the length of the drop-out period and the documentation requirement contained in the next sentence are permissive. 105 ILCS 5/26-14.

16 Optional, but provided in 105 ILCS 5/26-2(c)(3), amended by P.A. 100-825; ISBE's rule controls the appeal process, 23 Ill.Admin.Code §1.242.

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Instruction/Observance), 7:90 (Release During School Hours), 7:190 (Student Behavior), 7:340 (Student Records)

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Students

Release During School Hours

For safety and security reasons, a prior written or oral consent of a student's custodial parent/guardian is required before a student is released during school hours: (1) at any time before the regular dismissal time or at any time before school is otherwise officially closed, and/or (2) to any person other than a custodial parent/guardian.

Early Dismissal Announcement

The Superintendent or designee shall make reasonable efforts to issue an announcement whenever it is necessary to close school early due to inclement weather or other reason.

CROSS REF.: 4:170 (Safety)

ADOPTED: May 17, 2001

REVISED: September 16, 2010

CURRENT

Students

Release During School Hours [1]

For safety and security reasons, a prior written or oral consent of a student's custodial parent/guardian is required before a student is released during school hours: (1) at any time before the regular dismissal time or at any time before school is otherwise officially closed, and/or (2) to any person other than a custodial parent/guardian.

Early Dismissal Announcement

The Superintendent or designee shall make reasonable efforts to issue an announcement whenever it is necessary to close school early due to inclement weather or other reason.

[*For high school and unit districts only*]

Voting [2]

The Superintendent or designee shall specify the hours during which students who are entitled to vote at a primary, general, or special election, or any election at which propositions are submitted to a popular vote in Illinois, may be absent from school for a period of two hours to vote. Students are entitled to be absent from school to vote beginning the 15th day before the primary, general, or

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The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

1 This sample policy and its contents are discretionary with each school board. Sample PRESS policy 4:170, *Safety*, authorizes the Superintendent to close school(s) in the event of hazardous weather or other emergency that threatens the safety of students, staff members, or school property.

Planning for unforeseen early dismissals furthers a positive parent-school relationship and reduces the possibility of unsupervised children. According to this sample policy's introductory section, the school does not need prior parental consent before releasing students for an early dismissal even when it is unforeseen. The second section, however, requires the superintendent or designee to use *reasonable efforts* to announce an early dismissal. The *reasonable efforts* could be satisfied, for example, by a website posting, telephone chain notification, or recorded message on the school's telephone.

2 Optional. While 10 ILCS 5/7-42(b) and 5/17-15(b), amended by P.A. 101-624, eff. 6-1-20, do not require this information to be in policy, including it aligns with best practice (ensuring compliance and aligning with good governance principles).

Including it also serves several policy functions and purposes: ensuring legal compliance, directing or authorizing the superintendent or staff members, and/or providing information.

To implement this law, each board and superintendent may wish to engage in a conversation about balancing the students' right to be absent from school with the district's attendance and safety and security goals and its right to minimize disruption to the educational process and/or ensure orderly operation of a school. Factors affecting implementation will depend upon a board's local conditions and the community expectations that may include, but not be limited to: (1) the board attorney's recommendations, (2) the district's budget parameters, if any, for any increased security needs during the 15 days before and the day of the qualifying elections, (3) each individual building's unique needs, and (4) the community's expectations.

The superintendent and building principal may implement this policy differently in different buildings. Once the board and superintendent or designee determine implementation logistics, these should be communicated in student handbooks. A comprehensive student handbook can provide notice of the school's conduct rules, extracurricular and athletic participation requirements, and other important information. The handbook can be developed by the building principal, but should be reviewed and approved by the superintendent and board. The Ill. Principals Association maintains a handbook service that coordinates with **PRESS** material, *Online Model Student Handbook (MSH)*, at: www.ilprincipals.org/resources/model-student-handbook.

For high school and unit districts not wanting to include this subhead, delete it and the Legal Reference to it in this policy, delete it from the Cross References in policy 7:70, *Attendance and Truancy*, and follow the instructions listed in paragraph three of f/n 3 of policy 7:70, *Attendance and Truancy*.

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special election, or any election at which propositions are submitted to a popular vote in Illinois, or on the day of such election.

LEGAL REF.: 10 ILCS 5/7-42(b) and 5/17-15(b), Election Code.

CROSS REF.: 4:170 (Safety)

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Community Relations

Connection with the Community

Public Relations

The Board President is the official spokesperson for the Board. The Superintendent is the District's chief spokesperson. The Superintendent or designee shall plan and implement a District public relations program which will:

1. Develop public understanding of school operation.
2. Gather public attitudes and desires for the District.
3. Secure adequate financial support for a sound educational program.
4. Help the community feel a more direct responsibility for the quality of education provided by their schools.
5. Earn the public's good will, respect, and confidence.
6. Promote a genuine spirit of cooperation between the school and the community.
7. Keep the news media accurately informed.
8. Coordinate with the District Safety Coordinator to provide accurate and timely information to the appropriate individuals during an emergency.

The public relations program should include:

1. Regular news releases concerning District programs, policies, activities, and special event management for distribution by, for example, posting on the District website or sending to the news media.
2. News conferences and interviews as requested or needed. The Board President and Superintendent will coordinate their respective media relation efforts. Individuals may speak for the District only with prior approval from the Superintendent.
3. Publications having a high quality of editorial content and effective format. All publications shall identify the District, school, department, or classroom and shall include the name of the Superintendent, the Building Principal, and/or the author and the publication date.
4. Other programs that highlight the District's programs and activities.

Community Engagement

Community engagement is a process that the Board uses to actively involve diverse citizens in dialogue, deliberation, and collaborative thinking around common interests for the District's schools.

The Board, in consultation with the Superintendent, determines the purpose(s) and objective(s) of any community engagement initiative. For each community engagement initiative, the Board will commit to the determined purpose(s) and objective(s), and provide information about the expected nature of the public's involvement; the Superintendent or designee will identify the effective tools and tactics that will advance the Board's purpose(s) and objective(s).

The Board will periodically: (1) review whether its community engagement initiatives are achieving the identified purpose(s) and objective(s), (2) consider what, if any, modifications would improve effectiveness, and (3) determine whether to continue individual initiatives.

CURRENT

CROSS REF.: 2:110 (Qualifications, Term, and Duties of Board Officers)

ADOPTED: May 17, 2001

REVISED: November 12, 2015

CURRENT

Community Relations

Connection with the Community

Public Relations

The Board President is the official spokesperson for the School Board. The Superintendent is the District's chief spokesperson. The Superintendent or designee shall plan and implement a District public relations program that will: **1**

1. Develop community understanding of school operation.
2. Gather community attitudes and desires for the District.
3. Secure adequate financial support for a sound educational program.
4. Help the community feel a more direct responsibility for the quality of education provided by their schools.
5. Earn the community's good will, respect, and confidence.
6. Promote a genuine spirit of cooperation between the school and the community.
7. Keep the news media accurately informed.
8. Coordinate with the District Safety Coordinator to provide accurate and timely information to the appropriate individuals during an emergency.

The public relations program should include:

1. Regular news releases concerning District programs, policies, activities, and special event management for distribution by, for example, posting on the District website, using social media platforms,**2** e.g., Facebook, Twitter, etc., or sending to the news media.
2. News conferences and interviews, as requested or needed. The Board President and Superintendent will coordinate their respective media relations efforts. Individuals may speak for the District only with prior approval from the Superintendent. **3**

DRAFT

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

1 These objectives are examples only and should be customized for each district. The District Safety Coordinator is identified as the responsible person for compiling information and preparing communications covering an emergency or crisis (4:170-AP1, *Comprehensive Safety and ~~Crisis~~ Security Plan*). An alternative to the entire first subhead follows:

> The Board President is the official spokesperson for the School Board. The Superintendent is the District's chief spokesperson. The Superintendent or designee shall plan and implement a District public relations program to keep the community informed and build support through open and authentic communications. The public relations program shall include, without limitation, media relations; internal communications; communications to the community; communications to students and parents/guardians; emergency communications in coordination with the District Safety Coordinator; the District website and social media platforms~~channels~~; and other efforts to reach all audiences using suitable mediums.

2 District social media accounts are likely either *limited public forms* or *public forums*. See Knight First Amendment Inst. at Columbia Univ. v. Trump, 302 F.Supp.3d 541 (S.D.N.Y. 2018) (holding that the @realDonaldTrump Twitter account is a public forum under the First Amendment; therefore, (a) it could not exclude plaintiffs based simply on their views because excluding them on that basis is a violation their First Amendment right to petition their government, and (b) by purging critics from the @realDonaldTrump account, the White House deprived those who remained in the public forum the opportunity to hear the critics). Consider that school districts are different than the President of the United States and must ensure other duties to students, e.g., safety and security, which may require excluding certain comments from the district's social media accounts.

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3. Publications having a high quality of editorial content and effective format. All publications shall identify the District, school, department, or classroom and shall include the name of the Superintendent, the Building Principal, and/or the author and the publication date.

4. Other efforts that highlight the District's programs and activities. **4**

Community Engagement **5**

Community engagement is a process that the Board uses to actively involve diverse citizens in dialogue, deliberation, and collaborative thinking around common interests for the District's schools.**6**

The Board, in consultation with the Superintendent, determines the purpose(s) and objective(s) of any community engagement initiative.

For each community engagement initiative:~~,~~

1. ~~t~~The Board will: 7
   a. ~~c~~Commit to the determined purpose(s) and objective(s), and
   b. ~~p~~Provide information about the expected nature of the public's involvement.~~;~~
2. ~~t~~The Superintendent ~~or designee~~ will: 8
   a. Identify the effective tools and tactics that will advance the Board's purpose(s) and objective(s).
   b. ~~The Superintendent will: (1) a~~At least annually, prepare a report for the~~of each~~ community engagement initiative, and/or ~~(2)~~
   c. ~~p~~Prepare a final report of the~~each~~ community engagement initiative.

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The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

3 In alignment with the IASB "Foundational Principles of Effective Governance," the school board president is the board's spokesperson (see 2:110, *Qualifications, Term, and Duties of Board Officers*) and the superintendent is the district's spokesperson.

4 Examples of such programs include senior citizens' brunches, realtors' luncheons, and building tours.

5 This section is optional. A board that includes this subhead should complete the work necessary to develop and implement a community engagement initiative. See *Connecting with the Community: The Purpose and Process of Community Engagement as Part of Effective School Board Governance*~~,~~ (*Connecting with the Community*) ~~available~~ at www.iasb.com/IASB/media/Documents/communityengagement.pdf~~iasb.mys1cloud.com/communityengagement.pdf~~. This publication and other materials about community engagement are listed at: www.iasb.com/training/connecting.cfm.

The community engagement process differs from public relations (discussed in the **Public Relations** section, above) or public polling. Public relations push out information to the community. Public polling pulls information or opinions from the community. While most school districts understand how to push and pull information from their communities, the community engagement process is part of the two-way conversation for school boards that involves listening. Listening should not be limited only to the public comment period during board meetings. It is reaching out to the community and having conversations not only with parents but other community members, and then taking into consideration their thoughts and ideas as boards make their decisions. This method of listening must be purposeful for community engagement to work as intended.

6 Optional. This sentence applies the definition of community engagement to a board and its school district. See *Connecting with the Community*, pg. 9, ~~available~~ at www.iasb.com/IASB/media/Documents/communityengagement.pdf~~iasb.mys1cloud.com/communityengagement.pdf~~.

An alternative introductory sentence that repeats the definition of community engagement follows: "For purposes of this policy, community engagement is the process that school boards use to actively involve diverse citizens in dialogue, deliberation and collaborative thinking around common interests for their public schools."

7 This action clarifies a board's reason(s) for engaging its community in an initiative and frames it to share with all participants in the process. ~~(~~*Connecting with the Community*, pg. 10~~)~~.

8 See *Connecting with the Community* at pg. 10 for examples of resources that a superintendent could use to implement the board's purpose and objectives.

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The Board will periodically: (1) review whether its community engagement initiative(s) are achieving the identified purpose(s) and objective(s);~~,~~ (2) consider what, if any, modifications would improve effectiveness;~~,~~ and (3) determine whether to continue individual initiatives.

CROSS REF.: 2:110 (Qualifications, Term, and Duties of Board Officers)

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Community Relations

Visitors to and Conduct on School Property

The following definitions apply to this policy:

School property – District and school buildings, grounds, and parking areas; vehicles used for school purposes, and any location used for a Board meeting, school athletic event, or other school-sponsored or school-sanctioned events or activities.

Visitor – Any person other than an enrolled student or District employee.

Visitors are welcome on school property, provided their presence will not be disruptive.

All visitors to school property are required to report to the Building Principal's office on receive permission to remain on school property. All visitors must sign a visitors' log, show identification, and wear a visitor's badge. When leaving the school, visitors must return their badge. Persons on school property without permission will be directed to leave and may be subject to criminal prosecution.

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

Requests to access a school building, facility, and/or educational program, or to interview personnel or a student for purposes of assessing the student's special education needs, should be made at the appropriate building. Access shall be facilitated according to guidelines from the Superintendent or designee.

The School District expects mutual respect, civility, and orderly conduct among all people on school property or at a school event. No person on school property or at a school event (including visitors, students, and employees) shall perform any of the following acts:

1. Strike, injure, threaten, harass, or intimidate a staff member, Board member, sports official or coach, or any other person.
2. Behave in an unsportsmanlike manner, or use vulgar or obscene language.
3. Unless specifically permitted by State law, possess a weapon, any object that can reasonably be considered a weapon or looks like a weapon, or any dangerous device.
4. Damage or threaten to damage another's property.
5. Damage or deface school property.
6. Violate any Illinois law, or town or county ordinance.
7. Smoke or otherwise use tobacco products.
8. Distribute, consume, use, possess, or be impaired by or under the influence of an alcoholic beverage cannabis, other lawful product, or illegal drug.
9. Be present when the person's alcoholic beverage, cannabis, other lawful product, or illegal drug consumption is detectible, regardless of when and/or where the use occurred.
10. Use or possess medical cannabis, unless he or she has complied with policy 7:270, *Administering Medicines to Students*, implementing *Ashley's Law*.
11. Impede, delay, disrupt, or otherwise interfere with any school activity or function (including using cellular phones in a disruptive manner).
12. Enter upon any portion of school premises at any time for purposes other than those that are lawful and authorized by the Board.
13. Operate a motor vehicle: (a) in a risky manner, (b) in excess of 20 miles per hour, or (c) in violation of an authorized District employee's directive.

CURRENT

14. Engage in any risky behavior, including roller-blading, roller-skating, or skateboarding.
15. Violate other District policies or regulations, or a directive from an authorized security officer or District employee.
16. Engage in any conduct that interferes with, disrupts, or adversely affects the District or a School function.

Convicted Child Sex Offender

State law prohibits a child sex offender from being present on school property or loitering within 500 feet of school property when persons under the age of 18 are present, unless the offender is:

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

In all cases, the Superintendent, or designee who is a certified employee, shall supervise a child sex offender whenever the offender is in the child's vicinity.

Exclusive Bargaining Representative Agent

Authorized agents of an exclusive bargaining representative, upon notifying the Building Principal's office, may meet with a school employee (or group of employees) in the school building during duty-free times of such employees.

Enforcement

Any staff member may request identification from any person on school property; refusal to provide such information is a criminal act. The Building Principal or designee shall seek the immediate removal of any person who refuses to provide requested identification.

Any person who engages in conduct prohibited by this policy may be ejected from school property. The person is also subject to being denied admission to school events or meetings for up to one calendar year.

Procedures to Deny Future Admission to School Events or Meetings

Before any person may be denied admission to school events or meetings as provided in this policy, the person has a right to a hearing before the Board. The Superintendent may refuse the person admission pending such hearing. The Superintendent or designee must provide the person with a hearing notice, delivered or sent by certified mail with return receipt requested, at least ten days before the Board hearing date. The hearing note must contain:

1. The date, time, and place of the Board hearing;
2. A description of the prohibited conduct;
3. The proposed time period that admission to school events will be denied; and
4. Instructions on how to waive a hearing.

CURRENT

LEGAL REF.: Nuding v. Cerro Gordo Community Unit School Dist., 313 Ill. App. 3d 344 (4th Dist.
20 U.S.C. §7181 et seq., Pro-Children Act of 1994.
105 ILCS 5/10-20.5b, 5/22-33, 5/24-24, 5/24-25, and 5/27-23 7(a).
410 ILCS 130/, Compassionate Use of Medical Cannabis Program Act.
430 ILCS 66/, Firearm Concealed Carry Act.
410 ILCS 705/, Cannabis Tax and Regulation Act.
720 ILCS 5/11-9.3.

CROSS REF.: 4:170 (Safety), 5:50 (Drug- and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition), 6:120 (Education of Children with Disabilities), 6:250 (Community Resource Persons and Volunteers), 7:190 (Student Behavior), 7:270 (Administering Medicines to Students), 8:20 (Community Use of School Facilities)

ADOPTED: May 17, 2001

REVISED: March 19, 2020

CURRENT

Community Relations

Visitors to and Conduct on School Property [1]

The following definitions apply to this policy:

School property - District and school buildings, grounds, and parking areas; vehicles used for school purposes; and any location used for a School Board meeting, school athletic event, or other school-sponsored or school-sanctioned events or activities. [2]

Visitor - Any person other than an enrolled student or District employee.

All visitors to school property are required to report to the Building Principal's office and receive permission to remain on school property. All visitors must sign a visitors' log, show identification, and wear a visitor's badge. When leaving the school, visitors must return their badge. On those occasions when large groups of parents/guardians, friends, and/or community members are invited onto school property or when community members are attending Board meetings, visitors are not required to sign in but must follow school officials' instructions. Persons on school property without permission will be directed to leave and may be subject to criminal prosecution. [3]

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

Requests to access a school building, facility, and/or educational program, or to interview personnel or a student for purposes of assessing the student's special education needs, should be made at the appropriate building. Access shall be facilitated according to guidelines from the Superintendent or designee. [4]

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

[1] State or federal law controls this policy's content. Boards may make and enforce reasonable rules of conduct and sportsmanship for school events and deny future admission to school events to violators for up to one year provided a notice and hearing are given. 105 ILCS 5/24-24. See f/n 20 below.

This policy contains an item on which collective bargaining may be required. Any policy that impacts upon wages, hours, and terms and conditions of employment, is subject to collective bargaining upon request by the employee representative, even if the policy involves an inherent managerial right.

[2] School-sponsored or school-sanctioned events or activities aligns with the text of 105 ILCS 5/27-23.7(a).

[3] This paragraph is up to the local board's discretion. Many public school buildings were built before school security was the concern it is now. A first step in creating a secure environment is to manage access to school buildings. Along with limiting the entrances that may be used, school officials should post signs with instructions for visitors and a warning to trespassers. Signs may be as simple as "Visitors Must Report to Office" and "No Trespassing – Violators will be Prosecuted." Applicable criminal trespass laws include: 720 ILCS 5/21-1 (criminal damage to property); 5/21-1.2 (institutional vandalism); 5/21-3 (criminal trespass to real property); 5/21-5 (criminal trespass to State supported land); 5/21-5.5 (criminal trespass to a safe school zone); 5/21-9 (criminal trespass to a place of public amusement); 5/21-11 (distributing or delivering written or printed solicitation on school property). This sample policy identifies board members as visitors.

The following optional provisions must be modified according to local conditions:

Option 1: The Superintendent or designee may post certain school facilities for the community's use on non-school days when they are not being used for school purposes.

Option 2: The Superintendent or designee shall manage a program to allow community use of the following facilities on non-school days, during the daylight, provided they are not being used for school purposes: tennis courts, playground, and track.

[4] 105 ILCS 5/14-8.02(g-5). See administrative procedure 6:120-AP2, *Access to Classrooms and Personnel*, and exhibit 6:120-AP2, E1, *Request to Access Classroom(s) or Personnel for Special Education Evaluation and/or Observation Purposes.*

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The School District expects mutual respect, civility, and orderly conduct among all people on school property or at a school event. No person on school property or at a school event (including visitors, students, and employees) shall perform any of the following acts:

1. Strike, injure, threaten, harass, or intimidate a staff member, Board member, sports official or coach, or any other person. **5**
2. Behave in an unsportsmanlike manner, or use vulgar or obscene language.
3. Unless specifically permitted by State law, possess a weapon, any object that can reasonably be considered a weapon or looks like a weapon, or any dangerous device. **6**
4. Damage or threaten to damage another's property. **7**
5. Damage or deface school property. **8**
6. Violate any Illinois law,**9** or town or county ordinance.
7. Smoke or otherwise use tobacco products. **10**
8. Distribute, consume, use, possess, or be impaired by or under the influence of an alcoholic beverage, cannabis, other lawful product, or illegal drug. **11**
9. Be present when the person's alcoholic beverage, cannabis, other lawful product, or illegal drug consumption is detectible, regardless of when and/or where the use occurred. **12**

Draft

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

5 See e.g., 720 ILCS 5/12-2 (aggravated assault); 5/12-3.05(c) ~~and (d)(3)~~(~~crimes~~ aggravated battery on ~~school~~ public property~~; aggravated battery~~); 5/12-3.05(d)(3) (~~a sports official or coach or~~ aggravated battery against a school employee); 5/12-2(b)(9) (aggravated assault against a sports official or coach); 5/12-9 (threats to public officials); 5/24-1.2 (discharge of a firearm).

6 With one exception, a license to carry a firearm does not permit an individual to carry a concealed firearm on or into any building, real property, and/or parking area under the control of an elementary or secondary school, or any bus paid for in whole or part with public funds. 430 ILCS 66/65(a)~~, amended by P.A. 99-29~~. The following optional provision adds that exception, which is a restatement of 430 ILCS 66/65(b)~~, amended by P.A. 99-29~~, to the text in number 3:

> An individual licensed to carry a concealed firearm under the Illinois Firearm Concealed Carry Act is permitted to: (a) carry a concealed firearm within a vehicle into a parking area controlled by a school or the District and may store a firearm or ammunition concealed in a case within a locked vehicle or locked container out of plain view within the vehicle in the parking area, and/or (b) carry a concealed firearm in the immediate area surrounding his or her vehicle in a parking area controlled by a school or the District for the limited purpose of storing or retrieving a firearm within the vehicle's trunk.

Other relevant weapons laws include 705 ILCS 405/5-407, 720 ILCS 5/24-9; 725 ILCS 5/110-4, 5/110-10 (firearms in schools); 720 ILCS 5/24-1.2, 5/24-3 (discharge of firearm and unlawful delivery or sale of a firearm near school); 705 ILCS 405/5-130, 405/5-805 (minor 15 years or older who commits aggravated battery with a firearm at school is tried as an adult).

7 See e.g., 720 ILCS 5/2-19.5, 5/16-1, 5/18-1, 5/19-1, 21-1, and 5/21-1.3 (property damage penalties).

8 See e.g., 720 ILCS 5/21-1.01, 21-1.3.

9 See e.g., 720 ILCS 5/11-9.3 (presence within school zone by child sex offenders prohibited), 5/11-14 (prostitution), 5/11-15 (repealed), and 5/11-18 (patronizing a prostitute); 720 ILCS 5/21-11 (soliciting students to commit illegal act).

10 Required by 105 ILCS 5/10-20.5b and 410 ILCS 82/1 et seq. Federal law prohibits smoking inside schools (20 U.S.C. §6083); districts failing to comply with the federal no-smoking ban risk a civil penalty of up to $1000 per violation per day.

11 See 720 ILCS 570/407 (delivery of controlled substance on or within 1000 feet of a school) and 410 ILCS 705, added by P.A. 101-27. See also the discussion in f/ns 5 and 6 of policy 5:50, *Drug- and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition*; this statement must be consistent with employee working conditions and employee conduct standards (see 5:120-AP2, *Employee Conduct Standards*).

12 Each board and superintendent may want to engage in a conversation regarding how the district might partner with local law enforcement to enforce this policy and the penalties available under the Cannabis Regulation Tax Act, e.g., posting signs barring community members from bringing in weapons, alcohol, cannabis, tobacco, etc. Signage reminding visitors of the policy may make it easier for staff and/or local law enforcement to enforce.

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10. Use or possess medical cannabis, unless he or she has complied with policy 7:270, *Administering Medicines to Students*, implementing *Ashley's Law*. **13**

11. Impede, delay, disrupt, or otherwise interfere with any school activity or function (including using cellular phones in a disruptive manner). **14**

12. Enter upon any portion of school premises at any time for purposes other than those that are lawful and authorized by the Board.

13. Operate a motor vehicle: (a) in a risky manner, (b) in excess of 20 miles per hour, or (c) in violation of an authorized District employee's directive. **15**

14. Engage in any risky behavior, including roller-blading, roller-skating, or skateboarding. **16**

15. Violate other District policies or regulations, or a directive from an authorized security officer or District employee.

16. Engage in any conduct that interferes with, disrupts, or adversely affects the District or a School function.

Convicted Child Sex Offender **17**

State law prohibits a child sex offender from being present on school property or loitering within 500 feet of school property when persons under the age of 18 are present, unless the offender is:

1. A parent/guardian of a student attending the school and has notified the Building Principal of his or her presence at the school for the purpose of: (i) attending a conference at the school with school personnel to discuss the progress of his or her child academically or socially, (ii) participating in child review conferences in which evaluation and placement decisions may be made with respect to his or her child regarding special education services, or (iii) attending

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13 Managing cannabis on district property and the school setting presents many unsettled and complex legal issues. To legally use medical cannabis in Illinois, an individual must first become a *registered qualifying patient*. The use of cannabis by a *registered qualifying patient* is permitted only in accordance with the Compassionate Use of Medical Cannabis Program Act (Medical Cannabis Program Act (MCPA)). 410 ILCS 130/, amended by P.A. 101-363, eff. 1-1-20 and scheduled to be repealed on 7-1-20. There are many situations in which no one, even a *registered qualifying patient*, may possess or use cannabis, including (a) in a school bus, (b) on the grounds of any preschool or primary or secondary school, or (c) in close physical proximity to anyone under the age of 18 years of age. 410 ILCS 130/30(a)(2), (3), and (4), amended by P.A. 101-363, eff. 1-1-20 and scheduled to be repealed on 7-1-20. However, *Ashley's Law*, 105 ILCS 5/22-33(b) and (g), added by P.A. 100-660, allows *designated caregivers* to administer medical cannabis infused products to students who are *registered qualifying patients* at school or on the school bus, and requires school boards to adopt a policy to implement the law unless the district would lose federal funding. See policy 7:270, *Administering Medicines to Students* and its f/n 20.

Remember that *Ashley's Law* requires the designated caregiver to remove the product from the school premises or the school bus after administering it to the student, so as a result, policy 7:270, *Administering Medicines to Students*, requires immediate removal of medical cannabis infused products after administering them to the student (see f/n 25 of that policy for further discussions).

14 See e.g., 720 ILCS 5/21.2-1 et seq. (interference with a public institution of education).

15 See e.g., 625 ILCS 5/11-605 (special speed limit zones). 625 ILCS 5/12-610.1(e), prohibits wireless telephone use while operating a motor vehicle on a roadway in a school speed zone except for emergency purposes.

16 The pivotal question in a negligence case is whether the defendant acted reasonably. A ban on roller-blading demonstrates that the district took reasonable steps to reduce the risk of injury.

17 720 ILCS 5/11-9.3. The statute assigns the child sex offender the "duty to remain under the direct supervision of a school official." In order to ensure this happens and to protect students, the sample policy requires the superintendent, or designee who is a certified employee, to supervise a child sex offender whenever the offender is in a child's vicinity. See also the Sex Offender Community Notification Law (730 ILCS 152/101 et seq.); Murderer and Violent Offender Against Youth Community Notification Law (730 ILCS 154/75-105); policy 4:170, *Safety*; and administrative procedure 4:175-AP1, *Criminal Offender Notification Laws; Screening*.

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conferences to discuss other student issues concerning his or her child such as retention and promotion; or

2. Has permission to be present from the Board, Superintendent, or Superintendent's designee. If permission is granted, the Superintendent or Board President shall provide the details of the offender's upcoming visit to the Building Principal.

In all cases, the Superintendent, or designee who is a certified employee, shall supervise a child sex offender whenever the offender is in a child's vicinity.

Exclusive Bargaining Representative Agent **18**

Upon notifying the Building Principal's office, a~~A~~uthorized agents of an exclusive bargaining representative will be provided reasonable access to employees in the bargaining unit they represent in accordance with State law. Such access shall be conducted in a manner that will not impede the normal operations of the District.~~, upon notifying the Building Principal's office, may meet with a school employee (or group of employees) in the school building during duty-free times of such employees.~~

Enforcement

Any staff member may request identification from any person on school property; refusal to provide such information is a criminal act.**19** The Building Principal or designee shall seek the immediate removal of any person who refuses to provide requested identification.

Any person who engages in conduct prohibited by this policy may be ejected from school property. The person is also subject to being denied admission to school events or meetings for up to one calendar year. **20**

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18 105 ILCS 5/~~24-24 and~~ 24-25; 115 ILCS 5/3(c), added by P.A. 101-620. ~~-~~If a provision contained in a collective bargaining agreement addresses this issue, it will supersede this policy for those covered employees. In such cases, the board policy should be amended to state, "Please refer to the applicable collective bargaining agreement." For employees whose collective bargaining agreement does not address this subject~~ not covered~~, the policy should reflect the board's current practice. ~~*Duty-free time* is used to provide a district with discretion about whether preparation time, etc. may be used.~~

Consult the board attorney about this subhead. It is an item on which collective bargaining may be required. Any policy that impacts wages, hours, or terms and conditions of employment, is subject to collective bargaining upon request by the employee representative, even if the policy involves an inherent managerial right. Amend the language to reflect what is recommended by the board attorney.

The School Code permits bargaining representatives to meet with employees during *duty-free time* upon notice to the school office. The Ill. Educational Labor Relations Act, amended by P.A. 101-620, expanded the rights of access by bargaining representatives to also include meeting with employees during the employee work day if the meeting: (1) is to investigate and discuss grievances and workplace-related complaints (no time limit is specified) or (2) is with a newly hired employee within the first two weeks of employment (or on a later date if mutually agreed upon by the employee and bargaining representative) for one hour or less. In those circumstances, the district may not dock employee pay or charge leave time. 115 ILCS 5/3(c). However, the access must be "*reasonable*" and "shall at all times be conducted in a manner so as not to impede normal operations." Id. Consult the board attorney for guidance regarding specific requests and whether, if granted, they would impede normal operations, e.g., requests for access to staff while they are performing instructional or supervisory duties. Determining whether normal operations are impeded will likely depend upon the position and duties of the employee in the district.

19 Id.

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Procedures to Deny Future Admission to School Events or Meetings

Before any person may be denied admission to school events or meetings as provided in this policy, the person has a right to a hearing before the Board. The Superintendent may refuse the person admission pending such hearing. The Superintendent or designee must provide the person with a hearing notice, delivered or sent by certified mail with return receipt requested, at least ten days before the Board hearing date. The hearing notice must contain: **21**

1. The date, time, and place of the Board hearing;
2. A description of the prohibited conduct;
3. The proposed time period that admission to school events will be denied; and
4. Instructions on how to waive a hearing. **22**

Draft

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20 See Nuding v. Cerro Gordo ~~Community~~ Comm. Unit ~~School~~ Sch. Dist., 313 Ill. App.3d 344 (4th Dist. 2000) (board was authorized to ban parent from attending all school events and extracurricular activities by 105 ILCS 5/24-24; the ban was based on the parent's exposing a toy gun and a pocketknife at a board meeting); Jordan ex rel. Edwards v. O'Fallon Tp. High ~~School~~ Sch. Dist., 302 Ill.App.3d 1070 (5th Dist. 1999) (105 ILCS 5/24-24 did not give a high school athlete the right, under the due process clause, to a notice and hearing before he could be suspended from participating in interscholastic athletics; the statute expands the schools' authority to ban people from attending school events for breaching conduct and sportsmanship code).

21 Id. For ease of administration, this text is broader than 105 ILCS 5/24-24, requiring a hearing for both *school events* and *meetings*. The court in Nuding (see f/n 20, above) did not specifically answer whether a board meeting qualified as a *school event* under 105 ILCS 5/24-24, but upheld the board's right to enforce conduct rules at its meetings under 105 ILCS 5/10-20.5.

For boards that wish to narrow the policy text to mirror 105 ILCS 5/24-24, delete the following text from the subhead and the first sentence of the policy:

> Procedures to Deny Future Admission to School Events ~~or Meetings~~
> Before any person may be denied admission to school events ~~or meetings~~ as provided in this policy, the person has a right to a hearing before the Board.

Consult the board attorney before deleting the above text, especially if the board has put the current text into practice and now plans to narrow it. This issue involves a balancing of a board's interest in the orderly transaction of its public business and the efficiency of its meetings against an individual's: (a) statutory rights attend meetings and/or comment to and ask questions of the board (105 ILCS 5/10-16 and 5 ILCS 120/2.06(g)) and (b) constitutional freedoms and rights of speech, the press, assembly, and to petition the government (U.S. Constitution, First Amendment and Ill. Constitution, Art. I, §§ 1, 2, 4, and 5).

If a violator is a student, the hearing should be held in a closed meeting. 5 ILCS 120/2(c)(9).

If, however, the violator is not a student, the hearing must be held in an open session.

22 The hearing requirement is for the violator's benefit and, consequently, the violator should be able to waive it.

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LEGAL REF.: Nuding v. Cerro Gordo Community Unit School Dist., 313 Ill. App.3d 344 (4th Dist. 2000).
20 U.S.C. §7181 et seq., Pro-Children Act of 1994.
105 ILCS 5/10-20.5b, 5/22-33~~, 5/24-24~~, 5/24-25, and 5/27-23.7(a).
115 ILCS 5/3(c), Ill. Educational Labor Relations Act.
410 ILCS 130/, Compassionate Use of Medical Cannabis Program Act.
430 ILCS 66/, Firearm Concealed Carry Act.
410 ILCS 705/, Cannabis Tax and Regulation Act.
720 ILCS 5/11-9.3.

CROSS REF.: 4:170 (Safety), 5:50 (Drug- and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition), 6:120 (Education of Children with Disabilities), 6:250 (Community Resource Persons and Volunteers), 7:190 (Student Behavior), 7:270 (Administering Medicines to Students), 8:20 (Community Use of School Facilities)

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Community Relations

Public Suggestions and Concerns

The Board is interested in receiving suggestions and concerns from members of the community. Any individual may make a suggestion or express a concern at any District or School office. All suggestions and/or concerns will be referred to the appropriate level staff member or District administrator. Each concern or suggestion shall be considered on its merit.

An individual who is not satisfied may file a grievance under Board policy, 2:260, *Uniform Grievance Procedure*. The Board encourages individuals to follow the channels of authority prior to filing a grievance. Neither this policy nor the *Uniform Grievance Procedure* create an independent right to a hearing before the Board.

CROSS REF.: 2:140 (Communications To and From the Board), 2:230 (Public Participation at Board Meetings and Petitions to the Board) 2:260 (Uniform Grievance Procedure), 3:30 (Line and Staff Relations), 6:260 (Complaints About Curriculum, Instructional Materials, and Programs), 8:10 (Public Relations)

ADOPTED: May 17, 2001

REVISED: September 15, 2016

CURRENT

Community Relations

Public Suggestions and Concerns

The School Board is interested in receiving suggestions and concerns from members of the community. Any individual may make a suggestion or express a concern ~~at~~ by contacting any District or School office. Community members who e-mail the District or any District employee or board member are expected to abide by the standards in Board policy 6:235, *Access to Electronic Networks*, and should, to the extent possible, limit their communications to relevant individuals.[1] All suggestions and/or concerns will be referred to the appropriate level staff member or District administrator who is most able to respond in a timely manner. Each concern or suggestion shall be considered on its merit.

An individual who is not satisfied may file a grievance under Board policy 2:260, *Uniform Grievance Procedure*. The Board encourages, but does not require, individuals to follow the channels of authority prior to filing a grievance. Neither this policy nor the *Uniform Grievance Procedure* create an independent right to a hearing before the Board.

LEGAL REF.: 115 ILCS 5/14(c-5), Ill. Educational Labor Relations Act.

CROSS REF.: 2:140 (Communications To and From the Board), 2:230 (Public Participation at School Board Meetings and Petitions to the Board), 2:260 (Uniform Grievance Procedure), 3:30 (Chain of Command), 6:235 (Access to Electronic Networks), 6:260 (Complaints About Curriculum, Instructional Materials and Programs), 8:10 (Connection with the Community)

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The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

[1] The Ill. Educational Labor Relations Act requires employers to establish email policies in an effort to prohibit the use of its email system by outside sources. 115 ILCS 5/14(c-5), added by P.A. 101-620. Policy 6:235, *Access to Electronic Networks*, states that the district's network, which includes its email system, is not a public forum for general use. Further, acceptable uses of the network by any party are limited to uses in support of education and/or research or for legitimate school business purposes. See policy 6:235, *Access to Electronic Networks*, at f/n 6 for additional discussion. Including this statement also discourages school community members from engaging in the disruptive practice of mass *cc'ing* district staff who have no involvement in a particular issue.

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Policy Committee

650 Dr. John Burkey Drive · Algonquin, IL 60102 · (847) 659-6158 · Fax (847) 659-6125

TO: Board of Education and Cabinet Members

FROM: Mark Altmayer, CFO
Lorie Woods

DATE: April 16, 2020

RE: Requested Change to Board Policy
Policy 4:60, Purchases and Contracts

In an effort to maintain clear and accurate policy, and to mirror Administrative Procedure 4:60-AP1 consistent with 105 ILCS 5/10-20.21(xi), administration requests the following addition to Board Policy 4:60.

POLICY RECOMMENDATION

- **4:60 Purchases and Contracts**
  Repair, maintenance, remodeling, renovation, or construction, or a single project involving an expenditure not to exceed $50,000 and not involving a change or increase in the size, type, or extent of an existing facility; 105 ILCS5/10-20.21(xi).

Recommendation
Administration requests that the Policy Committee recommend the above policy be moved forward for a first reading by the Board at the next regular BOE meeting.

Please feel free to contact me or Mrs. Woods with any questions.

LRW
Attachments

Operational Services

Purchases and Contracts

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

Standards for Purchasing and Contracting

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

Before soliciting bids or awarding a contract for supplies, materials, equipment, or services, a certified education purchasing contract that is already available through a State education purchasing entity (as defined in the Education Purchasing Program, Article 28A of the School Code), an existing Federal purchasing contract, or national cooperative purchasing network, may be considered as a bid.

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

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

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

1. Supplies, materials, or work involving an expenditure in excess of $25,000 must comply with the State law bidding procedure, 105 ILCS 5/10-20.21, unless specifically exempted.
2. Construction, lease, or purchase of school buildings must comply with State law and Board policy 4:150, *Facility Management and Building Programs*.
3. Guaranteed energy savings must comply with 105 ILCS 5/19b-1 et seq.
4. Third party non-instructional services must comply with 105 ILCS 5/10-22.34c.
5. Goods and services that are intended to generate revenue and other remunerations for the District in excess of $1,000, including without limitation vending machine contracts, sports and other attire, class rings, and photographic services, must comply with 105 ILCS 5/10-20.21(b-5). The Superintendent or designee shall keep a record of: (1) each vendor, product, or service provided, (2) the actual net revenue and non-monetary remuneration from each contract or agreement, and (3) how the revenue was used and to whom the non-monetary remuneration was distributed. The Superintendent or designee shall report this information to the Board by completing the necessary forms that must be attached to the District's annual budget.
6. Any contract to purchase food with a bidder or offeror must comply with 105 ILCS 5/10-20.21(b-10).
7. The purchase of paper and paper products must comply with 105 ILCS 5/10-20.19c and board policy 4:70, *Resource Conservation*.
8. Each contractor with the District is bound by each of the following:

CURRENT

a. In accordance with 105 ILCS 5/10-21.9(f): (1) prohibit any of its employees who is or was found guilty of a criminal offense listed in 105 ILCS 5/10-21.9(c) and 5/21b-80(c) to have direct, daily contact at a District school or school-related activity with one more student(s); (2) prohibits any of the contractor's employees from having direct daily contact with one or more students if the employee was found guilty of any offense in 5/21B-80(b) (certain drug offenses) until seven years following the end of the employee's sentence for the criminal offense; and (3) require each of its employees who will have direct, daily contact with student(s) to cooperate during the District's fingerprint-based criminal history records check on him or her.

b. In accordance with 105 ILCS 5/24-5: (1) concerning each new employee of a contractor that provides services to students or in schools provide the District with evidence of physical fitness to perform the duties assigned and freedom from communicable disease if the employee will have direct, daily contact with one or more student(s); and (2) require any new or existing employee who has and will have direct, daily contact with one or more student(s) to complete additional health examinations as required by the District and be subject to additional health examinations, including tuberculosis screening, as required by the Ill. Department of Public Health rules or order of a local health official.

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

LEGAL REF.: 105 ILCS 5/10-20.19c, 5/10-20.21, 5/10-21.9, 5/10-22.34c, 5/19b-1 et seq., and 5/24-5.
820 ILCS 130/.

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

ADOPTED: May 17, 2001

REVISED: March 19, 2020

CURRENT

Operational Services

Purchases and Contracts

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

Standards for Purchasing and Contracting

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

Before soliciting bids or awarding a contract for supplies, materials, equipment, or services, a certified education purchasing contract that is already available through a State education purchasing entity (as defined in the Education Purchasing Program, Article 28A of the School Code), an existing Federal purchasing contract, or national cooperative purchasing network, may be considered as a bid.

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

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

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

1. Supplies, materials, or work involving an expenditure in excess of $25,000 must comply with the State law bidding procedure, 105 ILCS 5/10-20.21, unless specifically exempted.
2. Repair, maintenance, remodeling, renovation, or construction, or a single project involving an expenditure not to exceed $50,000 and not involving a change or increase in the size, type, or extent of an existing facility; 105 ILCS5/10-20.21(xi).
3. Construction, lease, or purchase of school buildings must comply with State law and Board policy 4:150, *Facility Management and Building Programs*.
4. Guaranteed energy savings must comply with 105 ILCS 5/19b-1 et seq.
5. Third party non-instructional services must comply with 105 ILCS 5/10-22.34c.
6. Goods and services that are intended to generate revenue and other remunerations for the District in excess of $1,000, including without limitation vending machine contracts, sports and other attire, class rings, and photographic services, must comply with 105 ILCS 5/10-20.21(b-5). The Superintendent or designee shall keep a record of: (1) each vendor, product, or service provided, (2) the actual net revenue and non-monetary remuneration from each contract or agreement, and (3) how the revenue was used and to whom the non-monetary remuneration was distributed. The Superintendent or designee shall report this information to the Board by completing the necessary forms that must be attached to the District's annual budget.
7. Any contract to purchase food with a bidder or offeror must comply with 105 ILCS 5/10-20.21(b-10).

DRAFT

8. The purchase of paper and paper products must comply with 105 ILCS 5/10-20.19c and board policy 4:70, *Resource Conservation*.
9. Each contractor with the District is bound by each of the following:
    a. In accordance with 105 ILCS 5/10-21.9(f): (1) prohibit any of its employees who is or was found guilty of a criminal offense listed in 105 ILCS 5/10-21.9(c) and 5/21b-80(c) to have direct, daily contact at a District school or school-related activity with one more student(s); (2) prohibits any of the contractor's employees from having direct daily contact with one or more students if the employee was found guilty of any offense in 5/21B-80(b) (certain drug offenses) until seven years following the end of the employee's sentence for the criminal offense; and (3) require each of its employees who will have direct, daily contact with student(s) to cooperate during the District's fingerprint-based criminal history records check on him or her.
    b. In accordance with 105 ILCS 5/24-5: (1) concerning each new employee of a contractor that provides services to students or in schools provide the District with evidence of physical fitness to perform the duties assigned and freedom from communicable disease if the employee will have direct, daily contact with one or more student(s); and (2) require any new or existing employee who has and will have direct, daily contact with one or more student(s) to complete additional health examinations as required by the District and be subject to additional health examinations, including tuberculosis screening, as required by the Ill. Department of Public Health rules or order of a local health official.

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

LEGAL REF.: 105 ILCS 5/10-20.19c, 5/10-20.21, 5/10-21.9, 5/10-22.34c, 5/19b-1 et seq., and 5/24-5.
820 ILCS 130/.

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

ADOPTED: May 17, 2001

REVISED: March 19, 2020

DRAFT

Policy Committee

650 Dr. John Burkey Drive · Algonquin, IL 60102 · (847) 659-6158 · Fax (847) 659-6125

TO: Dr. Scott Rowe, Board of Education and Cabinet Members

FROM: Lorie Woods

DATE: April 16, 2020

RE: Recommended Addition to Board Policy
Policy 3:41 *Emergency Powers of Superintendent*

Due to the spread of COVID-19 (Coronavirus) and the current stay-at-home mandate for the State of Illinois, it may be difficult to secure a quorum of the Board necessary to make important decisions in response to protect lives, property, public health and safety within a timely fashion, District's legal counsel is recommending the addition of Policy 3:41 *Emergency Powers of Superintendent*.

Policy 3:41 authorizes the Superintendent to declare a district state of emergency and provides the Superintendent with the following emergency powers:

- To enter into contracts, incur obligations, employ temporary workers, rent equipment, purchase supplies and materials, and make appropriate expenditures through the disposition of public funds and property as necessary.
- To suspend the provisions of any regulatory policy prescribing procedures for conduct of school business if strict compliance with the provision would in any way prevent, hinder or delay necessary action, including emergency purchases.
- To coordinate and direct all educational programs in the district including, but not limited to, providing for off-site instruction and remote learning, also known as distance learning or e-Learning.
- To mobilize the personnel and resources of the district for the purpose of performing or facilitating response and recovery programs.
- To utilize all available resources of the district as reasonably necessary to respond to the emergency conditions in the district and community, provided the use of such resources shall benefit the district or its students.

The district state of emergency shall last for a period of time not to exceed the earlier of (i) fourteen (14) days following the declaration of an emergency or (ii) such date as a quorum of the Board is convened to conduct public business (the "Emergency Period"). If the Emergency Period expires without convening a Board meeting, the Superintendent shall have the right to declare a subsequent district state of emergency under the terms of this policy.

Recommendation

Administration requests the Board of Education adopt Policy 3:41 *Emergency Powers of Superintendent* as recommended by District's legal counsel.

Please feel free to contact me with any questions.

LRW
Attachments

General School Administration

Emergency Powers of Superintendent

In the absence of a sufficient number of Board members to establish a quorum and hold a meeting due to serious natural, technological, or human-caused circumstances that warrant a coordinated school response to protect lives, property, public health and safety, the Superintendent shall have the power to declare a district state of emergency. Such declaration shall be made in writing and posted at the administrative offices of the district and on the district website, with copies delivered to local media outlets.

The district state of emergency shall last for a period of time not to exceed the earlier of (i) fourteen (14) days following the declaration of an emergency or (ii) such date as a quorum of the Board is convened to conduct public business (the "Emergency Period"). If the Emergency Period expires without convening a Board meeting, the Superintendent shall have the right to declare a subsequent district state of emergency under the terms of this policy.

Upon a declaration of a district state of emergency, the Superintendent shall have the following emergency powers; provided, however, that the lapse of the emergency powers shall not, in regard to any act or acts occurring or committed within the Emergency Period or any extension thereof, deprive any person, firm, corporation, political subdivision, or body politic of any right or rights to compensation or reimbursement which they may have under the provisions of this section.

(1) To enter into contracts, incur obligations, employ temporary workers, rent equipment, purchase supplies and materials, and make appropriate expenditures through the disposition of public funds and property as necessary.

(2) To suspend the provisions of any regulatory policy prescribing procedures for conduct of school business if strict compliance with the provision would in any way prevent, hinder or delay necessary action, including emergency purchases.

(3) To coordinate and direct all educational programs in the district including, but not limited to, providing for off-site instruction and remote learning, also known as distance learning or e-Learning.

(4) To mobilize the personnel and resources of the district for the purpose of performing or facilitating response and recovery programs.

(5) To utilize all available resources of the district as reasonably necessary to respond to the emergency conditions in the district and community, provided the use of such resources shall benefit the district or its students.

Prior to exercising any emergency powers which would not be available to the Superintendent outside of the Emergency Period, the Superintendent shall use his or her best efforts to consult with the President of the Board, and if the President is unavailable, any available Board members and, as necessary, the Regional Superintendent of Schools. The Board President and Superintendent shall make all efforts to inform Board members of said actions as soon as practicable.

If the Superintendent is not available due to death or disability, the Associate Superintendent may exercise the powers set forth in this policy. If both the Superintendent and Associate Superintendent are not available due to death or disability, the Chief Financial Officer may exercise the powers set forth in this policy.

CROSS REF.: 2:240, (Board Policy Development), 4:180, (Pandemic Preparedness)

ADOPTED:

Board of Education

Board Policy Development

The Board governs using written policies. Written policies ensure legal compliance, establish Board processes, articulate District ends, delegate authority, and define operating limits. Board policies also provide the basis for monitoring progress toward District ends.

Policy Development

Anyone may propose new policies, changes to existing policies, or deletion of existing policies. Staff suggestions should be processed through the Superintendent. Suggestions from all others should be made to any Board member or the Superintendent.

A Board Policy Committee will consider all policy suggestions, and provide information and recommendations to the Board.

The Superintendent is responsible for: (1) providing relevant policy information and data to the Board, (2) notifying those who will implement or be affected by or required to implement a proposed policy and obtaining their advice and suggestions, and (3) having policy recommendations drafted into written form for Board deliberation. The Superintendent shall seek the counsel of the Board Attorney when appropriate.

Policy Adoption and Dissemination

Policies or policy revisions should not be adopted at the Board meeting at which they are first introduced, except when: (1) appropriate for a consent agenda because no Board discussion is required, or (2) necessary or prudent in order to meet emergency or special conditions or to be legally compliant. Further Board consideration may be given at a subsequent meeting(s) and after opportunity for community input. The adoption of a policy will serve to supersede all previously adopted policies on the same topic.

The Board policies are available for public inspection in the District's main office during regular office hours. Copy requests should be made pursuant to Board policy 2:250, *Access to District's Public Records*.

Board Policy Review and Monitoring

The Board will periodically review its policies for relevancy, monitor its policies for effectiveness, and consider whether any modifications are required.

Superintendent Implementation

The Board will support any reasonable interpretation of Board policy made by the Superintendent. If reasonable minds differ, the Board will review the applicable policy and consider the need for further clarification.

In the absence of Board policy, the Superintendent is authorized to take appropriate legal action.

Suspension of Policies

The Board, by a majority vote of members present at any meeting, may temporarily suspend a Board policy except those provisions that are controlled by law or contract. The failure to suspend with a specific motion does not invalidate the Board action.

LEGAL REF.: 105 ILCS 5/10-20.5.

CROSS REF.: 2:150 (Committees), 2:250 (Access to District's Public Records), 3:40 (Superintendent)

ADOPTED: May 17, 2001

REVISED: November 12, 2009

Operational Services

Pandemic Preparedness

The Board recognizes that the District will play an essential role along with the local health department and emergency management agencies in protecting the public's health and safety if an influenza pandemic occurs. Pandemic influenza is a worldwide outbreak of a virus for which there is little or no natural immunity and no vaccine; it spreads quickly to people who have not been previously exposed to the new virus.

To prepare the School District community for a pandemic, the Superintendent or designee shall: (1) learn and understand the roles that the federal, State, and local government would play in an epidemic; (2) form a pandemic planning team consisting of appropriate District personnel and community members to identify priorities and oversee the development and implementation of a comprehensive pandemic influenza school action plan; and (3) build awareness of the final plan among staff, students, and community.

Emergency School Closing

In the case of a pandemic, any decision for an emergency school closing will be made by the Superintendent in consultation with and, if necessary, at the direction of the District's local health department, emergency management agencies, and Regional Office of Education.

LEGAL REF.: 105 ILCS 5/10-16.7 and 5/10-20.5.
Ill. Dept. of Public Health Act (Part 1), 20 ILCS 2305/2(b).
Ill. Emergency Management Agency Act, 20 ILCS 3305.
Ill. Educational Labor Relations Act, 115 ILCS 5/1.

CROSS REF.: 1:20 (District Organization, Operations, and Cooperative Agreements), 2:20 (Powers and Duties of the Board; Indemnification), 4:170 (Safety), 7:90 (Release During School Hours), 8:100 (Relations with Other Organizations and Agencies)

ADOPTED: November 13, 2007

REVISED: March 2017

HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

Huntley Community School District 158

650 Dr. John Burkey Drive
Algonquin, Illinois 60102
(847) 659-6158 • www.district158.org

To: Dr. Scott Rowe, Board of Education, and Administration

From: Lorie Woods

Date: April 16, 2020

Subject: **Resolution #2020-04-16 – Emergency Suspension of Policy Due to COVID-19 Pandemic**

With the rapidly changing conditions due to the spread of COVID-19 (Coronavirus), the extension of statewide school closures, the potential for further closures, and the current stay-at-home mandate for the State of Illinois, it may be difficult to secure a quorum of the Board of Education necessary to make important decisions within a timely fashion. Therefore, a recommendation to adopt Resolution #2020-04-02: Emergency Suspension of Policy Due to COVID-19 Pandemic which allows for the suspension of certain policies in order to give Dr. Scott Rowe the ability to quickly respond to changing conditions, is being made.

Resolution #2020-04-16 provides:

- Suspension of subheads and/or other provisions of Board policies and/or whole policies necessary to implement Executive Orders of the Governor and/or written guidance from ISBE relating to COVID-19.
- Reporting of emergency closure and efforts to implement written guidance from local, State, and federal health and government agencies to the Board by the Superintendent following consultation with the Board President.
- Closure of any school building or District facility by the Superintendent, after consultation with the Board President and notification to the Board, without further action by the Board.
- Authorization to the Superintendent to direct staff assignments during District closures, including but not limited to essential and non-essential employees.
- Authorization to the Superintendent to limit access to the District's school grounds and buildings or facilities during closures relating to COVID-19.
- Boards to conduct open meetings remotely via telephonic or electronic means, providing opportunity for public access and comment, permits the Board to adjust board meeting dates, times, and locations during the District-wide emergency closure(s), and notes that any or all Board members may attend board meetings remotely.

Recommendation

Administration requests the Board of Education approve Resolution #2020-04-16: Emergency Suspension of Policy Due to COVID-19 Pandemic.

Please feel free to contact me with any questions.

LRW
Attachments

BOARD OF EDUCATION HUNTLEY COMMUNITY SCHOOL DISTRICT NO. 158
MCHENRY AND KANE COUNTIES, ILLINOIS

RESOLUTION #2020-04-16 – EMERGENCY SUSPENSION OF POLICY DUE TO COVID-19 PANDEMIC

WHEREAS, Section 10-16.7 of the School Code (105 ILCS 5/10-16.7) requires school boards to direct, through policy, the Superintendent in his or her charge of the administration of the school district;

WHEREAS the School Board has adopted Policy 2:240, *Board Policy Development,* which authorizes the board to adopt, revise, and temporarily suspend board policies;

WHEREAS, the Board has adopted Policy 4:180, *Pandemic Preparedness*, which acknowledges school closure in response to a pandemic and designates the Superintendent to act as a liaison for the School District to ensure the health and safety of students, staff, and the community;

WHEREAS, on March 9, 2020, Illinois Governor Pritzker declared all counties in Illinois as disaster areas pursuant to Section 7 of the Illinois Emergency Management Act (20 ILCS 3305/7) and directed implementation of the State's Emergency Operations Plan in response to the novel coronavirus (COVID-19);

WHEREAS, on March 11, 2020, the World Health Organization characterized COVID-19 as a pandemic;

WHEREAS, on March 13, 2020, the U.S. President declared a national state of emergency and Governor Pritzker ordered the closure of all public and private K-12 schools in Illinois until March 30, 2020, in an effort to mitigate the spread of COVID-19;

WHEREAS, on March 20, 2020, Governor Pritzker extended the closure of all public and private K-12 schools in Illinois until April 7, 2020; and

WHEREAS, the Illinois State Board of Education (ISBE), which has authority to administer attendance and school calendar requirements, to interpret graduation requirements, and to oversee the allocation of resources for nutrition, transportation, and other crucial aspects of public education is providing written guidance to Illinois school boards and their districts on issues related to COVID-19, including but not limited to student attendance, e-learning, meal distribution, transportation, special education, and other issues;

THEREFORE BE IT RESOLVED, by the Board of Education of Huntley Community School District No. 158, McHenry and Kane Counties, Illinois, as follows:

Section 1: The Board suspends subheads and/or other provisions of its board policies and/or whole policies, as identified previously by the Board or if not previously identified by the Board, as identified together by the Board President and Superintendent, if such suspension is necessary to implement Executive Orders of the Governor and/or written guidance from ISBE relating to COVID-19, including any subsequent orders by the Governor to close schools, if any.

Section 2: The Superintendent will consult with the Board President, and as soon as practicable, but in any event prior to the emergency closure and efforts to implement written guidance from local,

State, and federal health and government agencies, report to the Board regarding such emergency closure and efforts to implement written guidance.

Section 3: The Superintendent is authorized, after consultation with the Board President and notification to the Board, to close any school building or District facility without further action by the Board. Such closure shall continue during the emergency created by the COVID-19 pandemic until such time as the Superintendent, in consultation with appropriate local, State, and federal health and government authorities, deems it in the best interests of the District and its students to open schools.

Section 4: The Superintendent is authorized after notifying the Board President, based upon the needs of the District and the guidance from local, State, and federal health and government agencies, to direct staff assignments during District closures, including but not limited to essential employees who must physically report to work, and employees whose services are not needed.

Section 5: Access to the District's school grounds and school buildings or facilities may be limited as directed by the Superintendent during District closures relating to COVID-19.

Section 6: In the interest of public health, and in accordance with the Governor's Executive Order 2020-07 and subsequent guidance issued by the Illinois Attorney General, the Board may conduct open public meetings remotely via telephonic or electronic means, providing opportunity for public access and comment in accordance with the COVID-19 guidance of the Attorney General. The Board reserves the right to adjust board meeting dates, times, and locations during the District-wide emergency closure(s) in a manner consistent with the Open Meetings Act and issued COVID-19 guidance from the Illinois Attorney General, and notes that any or all Board members may attend board meetings remotely.

Section 7: Execution of this Resolution is conclusive evidence of the Board's approval of this action and of the authority granted herein. The Board warrants that it has, and at the time of this action had, full power and lawful authority to adopt this instrument. The Board intends that the Board President has the authority to bind the Board and District and will sign this Resolution after the Board adopts it, but any signature line in this Resolution not signed by the Board President or Board Secretary may be deemed through email communications as an intent to enter into this Resolution with the same force and effect as an original executed signed document pursuant to the Illinois Electronic Commerce Security Act (5 ILCS 175/1).

Adopted: April 16, 2020

Attested by: _____
Michael Fleck, Board President

Attested by: _____
Paul Troy, Board Secretary

Attachments
Policy 2:240, *Board Policy Development*
Policy 4:180, *Pandemic Preparedness*

Board of Education

Board Policy Development

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The Board, by a majority vote of members present at any meeting, may temporarily suspend a Board policy except those provisions that are controlled by law or contract. The failure to suspend with a specific motion does not invalidate the Board action.

LEGAL REF.: 105 ILCS 5/10-20.5.

CROSS REF.: 2:150 (Committees), 2:250 (Access to District's Public Records), 3:40 (Superintendent)

ADOPTED: May 17, 2001

REVISED: November 12, 2009

Operational Services

Pandemic Preparedness

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Ill. Dept. of Public Health Act (Part 1), 20 ILCS 2305/2(b).
Ill. Emergency Management Agency Act, 20 ILCS 3305.
Ill. Educational Labor Relations Act, 115 ILCS 5/1.

CROSS REF.: 1:20 (District Organization, Operations, and Cooperative Agreements), 2:20 (Powers and Duties of the Board; Indemnification), 4:170 (Safety), 7:90 (Release During School Hours), 8:100 (Relations with Other Organizations and Agencies)

ADOPTED: November 13, 2007

REVISED: March 2017

Policy Committee

650 Dr. John Burkey Drive · Algonquin, IL 60102 · (847) 659-6158 · Fax (847) 659-6125

TO: Board of Education and Cabinet Members

FROM: Dr. Scott Rowe, Superintendent

DATE: March 19, 2020

RE: PRESS Policy Revisions – Second Reading

The following policies are being submitted as a second reading as requested by the Board of Education during the Regular meeting on February 20, 2020.

This is the second reading of the following policies:

- 2:20 Powers and Duties of the School Board; Indemnification
- 2:70 Vacancies on the School Board – Filling Vacancies
- 2:100 Board Member Conflict of Interest
- 2:105 Ethics and Gift Ban
- 2:110 Qualifications, Term, and Duties of Board Officers
- 2:200 Types of School Board Meetings
- 2:220 School Board Meeting Procedure
- 2:260 Uniform Grievance Procedure
- 4:15 Identity Protection
- 4:30 Revenue and Investments
- 4:60 Purchases and Contracts
- 4:80 Accounting and Audits
- 4:150 Facility Management and Building Programs
- 5:10 Equal Employment Opportunity and Minority Recruitment
- 5:20 Workplace Harassment Prohibited
- 5:30 Hiring Process and Criteria
- 5:50 Drug- and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition
- 5:90 Abused and Neglected Child Reporting

- 5:100 Staff Development Program
- 5:120 Employee Ethics; Conduct; and Conflict of Interest
- 5:200 Terms and Conditions of Employment and Dismissal
- 5:220 Substitute Teachers
- 5:250 Leaves of Absence
- 5:290 Employment Termination and Suspensions
- 5:330 Sick Days, Vacation, Holidays, and Leaves
- 6:20 School Year Calendar and Day
- 6:60 Curriculum Content
- 6:150 Home and Hospital Instruction
- 6:300 Graduation Requirements
- 7:20 Harassment of Students Prohibited
- 7:150 Agency and Police Interviews
- 7:190 Student Behavior
- 7:270 Administering Medicines to Students
- 8:30 Visitors to and Conduct on School Property

Recommendation

Administration requests the Policy Committee recommend the above policies be approved as a second reading by the Board.

Please feel free to contact me or Mrs. Woods with any questions and/or concerns.

LRW
Attachments

Board of Education

Powers and Duties of The Board of Education; Indemnification

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

1. Organizing the Board after each consolidated election by electing officers and establishing its regular meeting schedule and, therefore, taking action during lawfully called meetings to faithfully fulfill the Board's responsibilities in accordance with State and federal law.
2. Formulating, adopting, and modifying District policies, at its sole discretion, subject only to mandatory collective bargaining agreements and State and federal law.
3. Employing a superintendent and other personnel, making employment decisions, and dismissing personnel, including determining whether an employee has willfully or negligently failed to report an instance of suspected child abuse or neglect as required by 325 ILCS 5/, and establishing an equal employment opportunity policy that prohibits unlawful discrimination.
4. Directing, through policy, the Superintendent, in his or her charge of the District's administration.
5. Approving the annual budget, tax levies, major expenditures, payment of obligations, annual audit, and other aspects of the District's financial operation; and making available a statement of financial affairs as provided in State law.
6. Entering contracts using the public bidding procedure when required.
7. Providing, constructing, controlling, and maintaining adequate physical facilities; making school buildings available for use as civil defense shelters; and establishing a resource conservation policy.
8. Establishing an equal educational opportunities policy that prohibits unlawful discrimination.
9. Approving the curriculum, textbooks, and educational services.
10. Evaluating the educational program and approving School Improvement and District Improvement Plans.
11. Presenting the District report card and School report card(s) to parents/guardians and the community; these documents report District, School, and student performance.
12. Establishing and supporting student behavior policies designed to maintain an environment conducive to learning, including deciding individual student suspension or expulsion cases brought before it.
13. Establishing attendance units within the District and assigning students to the schools.
14. Establishing the school year.
15. Requiring a moment of silence to recognize veterans during any type of school event held at a District school on November 11.
16. Providing student transportation services pursuant to State law.
17. Entering into joint agreements with other Boards of Education to establish cooperative educational programs or provide educational facilities.
18. Complying with requirements in the Abused and Neglected Child Reporting Act (ANCRA). Specifically, each individual Board of Education member must, if an allegation is raised to the member during an open or closed Board meeting that a student is an abused child as defined in ANCRA, direct or cause the Board of Education to direct the Superintendent or

FINAL

other equivalent school administrator to comply with ANCRA's requirements concerning the reporting of child abuse.

19. Communicating the schools' activities and operations to the community and representing the needs and desires of the community in educational matters.

20. Endeavoring to attend all meetings, discuss items presented on the agenda, suggest other items for consideration, and vote upon motions presented. It is important that public Board members be non-partisan in dealing with school matters and place the education of children above any partisan principal, group interest, or personal ambition.

Indemnification

To the extent allowed by law, the Board shall defend, indemnify, and hold harmless School Board members, employees, volunteer personnel (pursuant to 105 ILCS 5/10-22.34, 10-22.34a and 10-22.34b), mentors of certified staff (pursuant to 105 ILCS 5/2-3,53a, 2-3.53b, and 105 ILCS 5/21A-5 et seq.), and student teachers who, in the course of discharging their official duties imposed or authorized by law, are sued as parties in a legal proceeding. Nothing herein, however, shall be construed as obligating the Board to defend, indemnify, or hold harmless any person who engages in criminal activity, official misconduct, fraud, intentional or willful and wanton misconduct, or acts beyond the authority properly vested in the individual.

LEGAL REF.: 105 ILCS 5/10, 5/17-1, and 5/27-1.
115 ILCS 5/, Ill. Educational Labor Relations Act.
325 ILCS 5/4, Abused and Neglected Child Reporting Act.

CROSS REF.: 1:10 (School District Legal Status), 1:20 (District Organization, Operations, and Cooperative Agreements), 2:10 (School District Governance), 2:80 (Board Member Oath and Conduct), 2:140 (Communications To and From the Board), 2:210 (Organizational School Board Meeting), 2:240 (Board Policy Development), 4:60 (Purchases and Contracts), 4:70 (Resource Conservation), 4:100 (Insurance Management), 4:110 (Transportation), 4:150 (Facility Management and Expansion Programs), 5:10 (Equal Employment Opportunity and Minority Recruitment), 5:90 (Abused and Neglected Child Reporting), 6:10 (Educational Philosophy and Objectives), 6:20 (School Year Calendar and Day), 7:10 (Equal Educational Opportunities), 7:30 (Student Assignment and Intra-District Transfer), 7:190 (Student Discipline), 7:200 (Suspension Procedures), 7:210 (Expulsion Procedures), 8:10 Public Relations), 8:30 (Visitors to and Conduct on School Property)

ADOPTED: May 17, 2001

REVISED: May 16, 2019

FINAL

Board of Education

Vacancies on the Board of Education - Filling Vacancies

Vacancy

Elective office of a Board member becomes vacant before the term's expiration when any of the following occurs:

1. Death of the incumbent;
2. Resignation in writing filed with the Secretary of the Board;
3. Legal disability;
4. Conviction of a felony, bribery, perjury, or other infamous crime or of any offense involving a violation of official oath or of a violent crime against a child;
5. Removal from office;
6. The decision of a competent tribunal declaring his or her election void;
7. Ceasing to be an inhabitant of the District or a particular area from which he or she was elected, if the residential requirements contained in The School Code are violated;
8. An illegal conflict of interest; or
9. Acceptance of a second public office that is incompatible with Board membership.

Filling Vacancies

Whenever a vacancy occurs, the remaining members shall notify the Regional Superintendent of Schools of that vacancy within FIVE days after its occurrence and shall fill the vacancy until the next regular Board election, at which election a successor shall be elected to serve the remainder of the unexpired term. However, if the vacancy occurs with less than 868 days remaining in the term or less than 88 days before the next regularly scheduled election, the person so appointed shall serve the remainder of the unexpired term, and no election to fill the vacancy shall be held. Members appointed by the remaining members of the Board to fill vacancies shall meet any residential requirements as specified in The School Code. The Board shall fill the vacancy within 60 days after it occurred by a public vote at a meeting of the Board.

Immediately following a vacancy on the Board of Education, the Board will publicize it and accept résumés from District residents who are interested in filling the vacancy. After reviewing the applications, the Board may invite the prospective candidates for personal interviews.

LEGAL REF.: 105 ILCS 5/10-10 and 5/10-11.

CROSS REF.: 2:40 (Board Member Qualifications), 2:60 (Board Member Removal From Office), 2:120 (Board Member Development)

ADOPTED: May 17, 2001

REVISED: October 20, 2016

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Board of Education

Board Member Conflict of Interest

No Board member shall: (1) have a beneficial interest directly or indirectly in any contract, work, or business of the District unless permitted by State or federal law; or (2) solicit or accept gratuities, favors, or anything of monetary value from contractors, potential contractors, or parties to agreements or contracts with the District. Situations in which the interest is not substantial or the gift is an unsolicited item of nominal value must comply with State law and Board policy 2:105, *Ethics and Gift Ban*.

Board members must annually file a *Statement of Economic Interests* as required by the Illinois Governmental Ethics Act. Each Board member is responsible for filing the statement with the county clerk of the county in which the District's main office is located by May 1.

Federal and State Grant Awards

No Board member shall participate in the selection, award, or administration of a contract supported by a federal award or State award governed by the Grant Accountability and Transparency Act (GATA) (30 ILCS 708/) if he or she has a real or apparent conflict of interest. A conflict of interest arises when a Board member of any of the following individuals has a financial or other interest in the entity selected for the contract:

1. Any person that has a close personal relationship with a Board member that may compromise or impair the Board member's fairness and impartiality, including a member of the Board member's immediate family or household;
2. The Board member's business partner; or
3. An entity that employs or is about to employ the Board member or one of the individuals listed in one or two above.

LEGAL REF.: 5 ILCS 420/4A-101, 420/4A-105, 420/4A-106, 420/4A-107, and 425/1 et seq.
50 ILCS 105/3.
105 ILCS 5/10-9.

CROSS REF.: 2:105 (Ethics and Gift Ban), 5:120 (Ethics)

ADOPTED: May 17, 2001

REVISED: November 11, 2010

FINAL

Board of Education

Ethics and Gift Ban

Prohibited Political Activity

The following precepts govern political activities being conducted by District employees and School Board members:

1. No employee shall intentionally perform any *political activity* during any *compensated time*, as those terms are defined herein.
2. No Board member or employee shall intentionally use any District property or resources in connection with any political activity.
3. At no time shall any Board member or employee intentionally require any other Board member or employee to perform any political activity: (a) as part of that Board member's or employee's duties, (b) as a condition of employment, or (c) during any compensated time off, such as, holidays, vacation, or personal time off.
4. No Board member or employee shall be required at any time to participate in any political activity in consideration for that Board member or employee being awarded additional compensation or any benefit, whether in the form of a salary adjustment, bonus, compensatory time off, continued employment or otherwise; nor shall any Board member or employee be awarded additional compensation or any benefit in consideration for his or her participation in any political activity.

A Board Member or employee may engage in any activity that: (1) is otherwise appropriate as part of his or her official duties, or (2) is undertaken by the individual on a voluntary basis that is not prohibited by this policy.

Limitations on Receiving Gifts

Except as permitted by this policy, no Board member or employee, and no spouse of or immediate family member living with a Board member or employee shall intentionally solicit or accept any *gift* from any *prohibited source*, as those terms are defined herein, or that is otherwise prohibited by law or policy. No prohibited source shall intentionally offer or make a gift that violates this policy.

The following are exceptions to the ban on accepting gifts from a prohibited source:

1. Opportunities, benefits, and services that are available on the same conditions as for the general public.
2. Anything for which the Board member or employee, or his or her spouse or immediate family member, pays the fair market value.
3. Any: (a) contribution that is lawfully made under the Election Code, or (b) activities associated with a fund-raising event in support of a political organization or candidate.
4. Educational materials and missions.
5. Travel expenses for a meeting to discuss business.
6. A gift from a relative, meaning those people related to the individual as father, mother, son, daughter, brother, sister, uncle, aunt, great aunt, great uncle, first cousin, nephew, niece, husband, wife, grandfather, grandmother, grandson, granddaughter, father-in-law, mother-in-law, son-in-law, daughter-in-law, brother-in-law, sister-in-law, stepfather, stepmother, stepson, stepdaughter, stepbrother, stepsister, half brother, half sister, and including the father, mother grandfather, or grandmother of the individual's spouse and the individual's fiancé or fiancée.

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7. Anything provided by an individual on the basis of a personal friendship unless the recipient has reason to believe that, under the circumstance, the gift was provided because of the official position or employment of the recipient or his or her spouse or immediate family member and not because of the personal friendship. In determining whether a gift is provided on the basis of personal friendship, the recipient shall consider the circumstances under which the gift was offered, such as: (a) the history of the relationship between the individual giving the gift and the recipient of the gift, including any previous exchange of gifts between those individuals; (b) whether to the actual knowledge of the recipient the individual who gave the gift personally paid for the gift or sought a tax deduction or business reimbursement for the gift; and (c) whether to the actual knowledge of the recipient the individual who gave the gift also at the same time gave the same or similar gifts to other Board members or employees, or their spouses or immediate family members.
8. Food or refreshments not exceeding $75 per person in value on a single calendar day; provided that the food or refreshments are: (a) consumed on the premises from which they were purchased or prepared; or (b) catered. *Catered* means food or refreshments that are purchased ready to consume which are delivered by any means.
9. Food, refreshments, lodging, transportation, and other benefits resulting from outside business or employment activities (or outside activities that are not connected to the official duties of a Board member or employee), if the benefits have not been offered or enhanced because of the official position or employment of the Board member or employee, and are customarily provided to others in similar circumstances.
10. Intra-governmental and inter-governmental gifts. *Intra-governmental gift* means any gift given to a Board member or employee from another Board member or employee, and *inter-governmental gift* means any gift given to a Board member or employee by an officer or employee of another governmental entity.
11. Bequests, inheritances, and other transfers at death.
12. Any item or items from any one prohibited source during any calendar year having a cumulative total value of less than $100.

Each of the listed exceptions is mutually exclusive and independent of every other.

A Board member or employee, his or her spouse or an immediate family member living with the Board member or employee, does not violate this policy if the recipient promptly takes reasonable action to return a gift from a prohibited source to its source or gives the gift or an amount equal to its value to an appropriate charity that is exempt from income taxation under 26 U.S.C. § 501 (c)(3).

Enforcement

The Board President and Superintendent shall seek guidance from the Board attorney concerning compliance with and enforcement of this policy and State ethics laws. The Board may, as necessary or prudent, appoint an Ethics Advisor for this task.

Written complaints alleging a violation of this policy shall be filed with the Superintendent or Board President. If attempts to correct any misunderstanding or problem do not resolve the matter, the Superintendent or Board President shall, after consulting with the Board Attorney, either place the alleged violation on a Board meeting agenda for the Board's disposition or refer the complainant to Board policy 2:260, *Uniform Grievance Procedure.* A Board member who is related, either by blood or by marriage, up to the degree of first cousin, to the person who is the subject of the complaint, shall not participate in any decision-making capacity for the Board. If the Board finds it more likely than not that the allegations in a complaint are true, it shall notify the State's Attorney and/or consider disciplinary action for the employee.

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Definitions

Unless otherwise stated, all terms used in this policy have the definitions given in the State Officials and Employees Ethics Act, 5 ILCS 430/1-5.

Political activity means:

1. Preparing for, organizing, or participating in any political meeting, political rally, political demonstration, or other political event.
2. Soliciting contributions, including but not limited to the purchase of, selling, distributing, or receiving payment for tickets for any political fundraiser, political meeting, or other political event.
3. Soliciting, planning the solicitation of, or preparing any document or report regarding anything of value intended as a campaign contribution.
4. Planning, conducting, or participating in a public opinion poll in connection with a campaign for elective office or on behalf of a political organization for political purposes or for or against any referendum question.
5. Surveying or gathering information from potential or actual voters in an election to determine probable vote outcome in connection with a campaign for elective office or on behalf of a political organization for political purposes or for or against any referendum question.
6. Assisting at the polls on Election Day on behalf of any political organization or candidate for elective office or for or against any referendum question.
7. Soliciting votes on behalf of a candidate for elective office or a political organization or for or against any referendum question or helping in an effort to get voters to the polls.
8. Initiating for circulation, preparing, circulating, reviewing, or filing any petition on behalf of a candidate for elective office or for or against any referendum question.
9. Making contributions on behalf of any candidate for elective office in that capacity or in connection with a campaign for elective office.
10. Preparing or reviewing responses to candidate questionnaires.
11. Distributing, preparing for distribution, or mailing campaign literature, campaign signs, or other campaign material on behalf of any candidate for elective office or for or against any referendum question.
12. Campaigning for any elective office or for or against any referendum question.
13. Managing or working on a campaign for elective office or for or against any referendum question.
14. Serving as a delegate, alternate, or proxy to a political party convention.
15. Participating in any recount or challenge to the outcome of any election.

With respect to an employee whose hours are not fixed, compensated time includes any period of time when the employee is on premises under the control of the District and any other time when the employee is executing his or her official duties, regardless of location.

Prohibited source means any person or entity who:

1. Is seeking official action by: (a) a Board member, or (b) an employee, or by the Board member or another employee directing that employee;
2. Does business or seeks to do business with: (a) a Board member, or (b) an employee, or with the Board member or another employee directing that employee;
3. Conducts activities regulated by: (a) a Board member, or (b) an employee or by the Board member or another employee directing that employee;

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4. Has an interest that may be substantially affected by the performance or non-performance of the official duties of the Board member or employee;
5. Is registered or required to be registered with the Secretary of State under the Lobbyist Registration Act, except that an entity does not become a prohibited source merely because a registered lobbyist is one of its members or serves on its board of directors; or
6. Is an agent of, a spouse of, or an immediate family member living with a prohibited source.

Gift means any gratuity, discount, entertainment, hospitality, loan, forbearance, or other tangible or intangible item having monetary value including, but not limited to, cash, food and drink, and honoraria for speaking engagements related to or attributable to government employment or the official position of a Board member or employee.

Complaints of Sexual Harassment Made Against Board Members by Elected Officials

Pursuant to the State Officials and Employees Ethics Act (5 ILCS 430/70-5), members of the Board and other elected officials are encouraged to promptly report claims of sexual harassment by a Board member. Every effort should be made to file such complaints as soon as possible, while facts are known and potential witnesses are available. If the official feels comfortable doing so, he or she should directly inform the individual that the individual's conduct or communication is offensive and must stop.

Board members and elected officials should report claims of sexual harassment against a member of the Board to the Board President or Superintendent. If the report is made to the Superintendent, the Superintendent shall promptly notify the President, or if the President is the subject of the complaint, the Vice President. Reports of sexual harassment will be confidential to the greatest extent practicable.

When a complaint of sexual harassment is made against a member of the Board by another Board member or other elected official, the Board President shall appoint a qualified outside investigator who is not a District employee or Board member to conduct an independent review of the allegations. If the allegations concern the President, or the President is a witness or otherwise conflicted, the Vice President shall make the appointment. If the allegations concern both the President and Vice President, and/or they are witnesses or otherwise conflicted, the Board Secretary shall make the appointment. The investigator shall prepare a written report and submit it to the Board.

If a Board member has engaged in sexual harassment, the matter will be addressed in accordance with the authority of the Board.

The Superintendent will post this policy on the District website and/or make this policy available in the District's administrative office.

LEGAL REF.: 5 ILCS 430/, State Officials and Employees Ethics Act.
10 ILCS 5/9-25.1, Election Interference Prohibition Act.

CROSS REF. : 2:100 (Board Member Conflict of Interest), 2:110 (Qualifications, Term, and Duties of Board Officers), 2:260 (Uniform Grievance Procedure), 4:60 (Purchases and Contracts), 5:120 (Employee Ethics; Conduct; and Conflict of Interest)

ADOPTED: June 17, 2004

REVISED: July 19, 2018

Board of Education

Qualifications, Term, and Duties of Board Officers

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

President

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

1. Preside at all meetings;
2. Focus the Board meeting agendas on appropriate content;
3. Make all Board committee appointments, unless specifically stated otherwise;
4. Sign official District documents requiring the President's signature, including Board minutes and Certificate of Tax Levy;
5. Call special meetings of the Board;
6. Serve as the head of the public body for purposes of the Open Meetings Act and Freedom of Information Act;
7. Ensure that a quorum of the Board is physically present at all Board meetings;
8. Administer the oath of office to new Board members;
9. Serve as or appoint the Board's official spokesperson to the media; and
10. Except when the Board President is the subject of a complaint of sexual harassment, a witness, or otherwise conflicted, appoint a qualified outside investigator to conduct an independent review of allegations of sexual harassment made against a Board member by another Board member or elected official.

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

The Vice President fills a vacancy in the Presidency.

Vice President

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

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

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

Secretary

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

1. Keep minutes for all Board meetings and keep the verbatim record for all closed Board meetings;
2. Mail meeting notification and agenda to news media who have officially requested copies;
3. Keep records of the Board's official acts, and sign them, along with the President, before submitting them to the Treasurer at such times as the Treasurer may require;
4. Report to the Treasurer on or before July 7, annually, such information as the Treasurer is required to include in the Treasurer's report to the Regional Superintendent;

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5. Act as the local election official for District elections;
6. Arrange public inspection of the budget before adoption;
7. Publish required notices;
8. Sign official District documents requiring the Secretary's signature; and
9. Maintain Board policy and such other official documents as directed by the Board.

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

Recording Secretary

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

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

In addition, the Recording Secretary or Superintendent receives notification from Board members who desire to attend a Board meeting by video or audio means. All closed meeting minutes shall be recorded by the Recording Secretary or Superintendent.

Treasurer

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

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

The Treasurer shall:

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

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

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

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

ADOPTED: May 17, 2001

REVISED: October 17, 2019

Board of Education

Types of Board Meetings

General

For all meetings of the Board and its committees, the Superintendent or designee shall satisfy all notice and posting requirements contained herein, as well as in the Open Meetings Act. This shall include mailing meeting notifications to news media that have officially requested them and to others as approved by the Board. Unless otherwise specified, all meetings are held in the District's main office. Board policy 2:220, *Board Meeting Procedure*, governs meeting quorum requirements.

The Superintendent or his/her designee is designated on behalf of the Board and each Board committee to receive the training on compliance with the Open Meetings Act that is required by Section 1.05(a) of that Act. The Superintendent may identify other employees to receive the training. In addition, each Board member must complete a course of training on the Open Meetings Act as required by Section 1.05(b) or (c) of that Act.

Regular Meetings

The Board announces the time and place for its regular meetings at the beginning of each fiscal year. The Superintendent shall prepare and make available the calendar of regular Board meetings. The regular meeting calendar may be changed with 10 days' notice in accordance with State law.

A meeting agenda shall be posted at the District's main office and the Board's meeting room, or other location where the meeting is to be held, at least 48 hours before the meeting.

Closed Meetings

The Board and Board committees may meet in a closed meeting to consider the following subjects:

1. The appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational, or educational setting, or a volunteer of the public body or against legal counsel for the public body to determine its validity. However, a meeting to consider an increase in compensation to a specific employee of a public body that is subject to the Local Government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with the Open Meetings Act. 5 ILCS 120/2 (c)(1), amended by P.A. 101-459.
2. 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).
3. The selection of a person to fill a public office, as defined in the Open Meetings Act, including a vacancy in a public office, when the public body is given power to appoint under law or ordinance, or the discipline, performance or removal of the occupant of a public office, when the public body is given power to remove the occupant under law or ordinance. 5 ILCS 120/2(c)(3).
4. Evidence or testimony presented in open hearing, or in closed hearing where specifically authorized by law, to a quasi-adjudicative body, as defined in the Open Meetings Act, provided that the body prepares and makes available for public inspection a written decision setting forth its determinative reasoning. 5 ILCS 120/2(c)(4).

5. The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired. 5 ILCS 120/2(c)(5).

6. The setting of a price for sale or lease of property owned by the public body. 5 ILCS 120/2(c)(6).

7. The sale or purchase of securities, investments, or investment contracts. 5 ILCS 120/2(c)(7).

8. Security procedures, school building safety and security, and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of employees, students, staff, the public, or public property. 5 ILCS 120/2(c)(8).

9. Student disciplinary cases. 5 ILCS 120/2(c)(9).

10. The placement of individual students in special education programs and other matters relating to individual students. 5 ILCS 120/2(c)(10).

11. 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).

12. The establishment of reserves or settlement of claims as provided in the Local Government and Governmental Employees Tort Immunity Act, if otherwise the disposition of a claim or potential claim might be prejudiced, or the review or discussion of claims, loss or risk management information, records, data, advice or communications from or with respect to any insurer of the public body or any intergovernmental risk management association or self insurance pool of which the public body is a member. 5 ILCS 120/2(c)(12).

13. Self-evaluation, practices and procedures, or professional ethics, when meeting with a representative of a statewide association of which the public body is a member. 5 ILCS 120/2(c)(16).

14. Discussion of minutes of meetings lawfully closed under the Open Meetings Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. 5 ILCS 120/2(c)(21).

15. Meetings between internal or external auditors and governmental audit committees, finance committees, and their equivalents, when the discussion involves internal control weaknesses, identification of potential fraud risk areas, known or suspected frauds, and fraud interviews conducted in accordance with generally accepted auditing standards of the United States of America. 5 ILCS 120/2(c)(28).

The Board may hold a closed meeting, or close a portion of a meeting, by a majority vote of a quorum, taken at an open meeting. The vote of each Board member present, and the reason for the closed meeting will be publicly disclosed at the time of the meeting and clearly stated in the motion and the meeting minutes.

A single motion calling for a series of closed meetings may be adopted when such meetings will involve the same particular matters and are scheduled to be held within three months of the vote.

No final Board action will be taken at a closed meeting.

Reconvened or Rescheduled Meetings

A meeting may be rescheduled or reconvened. Public notice of a rescheduled or reconvened meeting shall be given in the same manner as that for a special meeting, except that no public notice is required when the original meeting is open to the public and: (1) is to be reconvened within 24 hours,

or (2) an announcement of the time and place of the reconvened meeting was made at the original meeting and there is no change in the agenda.

Special Meetings

Special meetings may be called by the President or by any three members of the Board by giving notice thereof, in writing, stating the time, place, and purpose of the meeting to remaining Board members by mail at least 48 hours before the meeting, or by personal service at least 24 hours before the meeting.

Public notice of a special meeting is given by posting a notice at the District's main office at least 48 hours before the meeting and by notifying the news media that have filed a written request for notice. A meeting agenda shall accompany the notice.

All matters discussed by the Board at any special meeting must be related to a subject on the meeting agenda.

Emergency Meetings

Public notice of emergency meetings shall be given as soon as practicable, but in any event, before the meeting to news media that have filed a written request for notice.

Posting on the District's Website

In addition to the other notices specified in this policy, the Superintendent or designee shall post the following on the District website: (1) the annual schedule of regular meetings, which shall remain posted until the Board approves a new schedule of regular meetings; (2) a public notice of all Board meetings; and (3) the agenda for each meeting which shall remain posted until the meeting is concluded; (4) minutes, once approved by the Board, shall be posted for 30 days.

LEGAL REF.: 5 ILCS 120/, Open Meetings Act.
5 ILCS 140/, Freedom of Information Act.
105 ILCS 5/10-6 and 5/10-16.

CROSS REF.: 2:110 (Qualifications, Term, and Duties of Board Officers); 2:120 (Board Member Development); 2:210 (Organizational Board Meetings); 2:220 (Board Meeting Procedure); 2:230 (Public Participation at Board Meetings and Petitions to the Board); 6:235 (Access to Electronic Networks)

ADOPTED: May 17, 2001

REVISED: January 19, 2017

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Board of Education

Board Meeting Procedure

Agenda

All Board meetings shall begin as follows:

1. Roll Call
2. Closed Session (if applicable)
3. Pledge of Allegiance
4. Academic Spotlight / Student Presentations (if applicable)
5. Revision and Adoption of the Agenda

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

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

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

Voting Method

Unless otherwise prohibited by law, when a vote is taken upon any measure before the Board, with a quorum being present, a majority of the votes cast shall determine its outcome. A vote of *abstain* or *present*, or a vote other than *yea* or *nay*, or a failure to vote, is counted for the purposes of determining whether a quorum is present. A vote of *abstain* or *present*, or a vote other than *yea* or *nay*, or a failure to vote, however, is not counted in determining whether a measure has been passed by the Board, unless otherwise stated in law. The sequence for casting votes shall be rotated.

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

Minutes

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

1. The meeting's date, time, and place;
2. Board members recorded as either present or absent;
3. A summary of the discussion on all matters proposed, deliberated, or decided, and a record of any votes taken;

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

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

At least semi-annually in an open meeting, the Board: (1) reviews minutes from closed meetings that are currently unavailable for public release, and (2) decides which, if any, no longer require confidential treatment and are available for public inspection. The Board may meet in a prior closed session to review the minutes from closed meetings that are currently unavailable for public release.

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

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

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

The Board's open meeting minutes shall be posted on the District website within 10 days after the Board approves them; the minutes will remain posted for at least 60 days.

Verbatim Record of Closed Meetings

The Superintendent, or the Board Secretary when the Superintendent is absent, shall audio record all closed meetings. If neither is present, the Board President or presiding officer shall assume this responsibility. After the closed meeting, the person making the audio recording shall label the recording with the date and store it in a secure location. The Superintendent shall ensure that: (1) an audio recording device and all necessary accompanying items are available to the Board for every closed meeting, and (2) a secure location for storing closed meeting audio recordings is maintained close to the Board's regular meeting location.

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

Individual Board members may access verbatim recordings in the presence of the Recording Secretary, the Superintendent or designated administrator, or any elected Board member. Access to the verbatim recordings is available at the District's administrative offices or the verbatim recording's

official storage location. Requests shall be made to the Superintendent or Board President. While a Board member is listening to a verbatim recording, it shall not be re-recorded or removed from the District's main office or official storage location, except by vote of the Board or by court order.

Before making such requests, Board members should consider whether such requests are germane to their responsibilities, service to District, and/or Oath of Office in policy 2:80, *Board Member Oath and Conduct*. In the interest of encouraging free and open expression by Board members during closed meetings, the recordings of closed meetings should not be used by Board members to confirm or dispute the accuracy of recollections.

Quorum and Participation by Audio or Video Means

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

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

Rules of Order

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

Broadcasting and Recording Board Members

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

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

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

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

ADOPTED: May 17, 2001

REVISED: January 19, 2017

Board of Education

Uniform Grievance Procedure

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

1. Title II of the Americans with Disabilities Act.
2. Title IX of the Education Amendments of 1972.
3. Section 504 of the Rehabilitation Act of 1973.
4. Title VI of the Civil Rights Act, 42 U.S.C. §2000d et seq.
5. Equal Employment Opportunities Act (Title VII of the Civil Rights Act), 42 U.S.C. §2000e et seq.
6. Sexual harassment (State Officials and Employees Ethics Act, Illinois Human Rights Act, Title VII of the Civil Rights Act of 1964, and Title IX of the Education Amendments of 1972).
7. Breastfeeding accommodations for students, 105 ILCS 5/10-20.60.
8. Bullying, 105 ILCS 5/27-23.7.
9. Misuse of funds received for services to improve educational opportunities for educationally disadvantaged or deprived children.
10. Curriculum, instructional materials, and/or programs.
11. Victims' Economic Security and Safety Act, 820 ILCS 180.
12. Illinois Equal Pay Act of 2003, 820 ILCS 112.
13. Provision of services to homeless students.
14. Illinois Whistleblower Act, 740 ILCS 174/1.
15. Misuse of genetic information (Illinois Genetic Information Privacy Act (GIPA), 410 ILCS 513/ and Titles I and II of the Genetic Information Nondiscrimination Act (GINA), 42 U.S.C. §2000ff et seq.)
16. Employee Credit Privacy Act, 820 ILCS 70/.

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

Right to Pursue Other Remedies Not Impaired

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

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Deadlines

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

Filing a Complaint

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

For any complaint alleging bullying and/or cyber-bullying of students, the Complaint Manager shall process and review the complaint according to Board policy 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*, in addition to any response required by this policy. For any complaint alleging sexual harassment or other violations of Board policy 5:20, *Workplace Harassment Prohibited*, the Complaint Manager shall process and review the complaint according to that policy, in addition to any response required by this policy 2:260, *Uniform Grievance Procedure.*

Investigation

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

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

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

The Superintendent will keep the Board informed of all complaints.

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

Decision and Appeal

Within five school business days after receiving the Complaint Manager's report, the Superintendent shall mail his or her written decision to the Complainant and the accused by first class U.S. mail as well as to the Complaint Manager. All decisions shall be based upon the *preponderance of evidence* standard.

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

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

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

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

Appointing Nondiscrimination Coordinator and Complaint Managers

The Superintendent shall appoint a Nondiscrimination Coordinator to manage the District's efforts to provide equal opportunity employment and educational opportunities and prohibit the harassment of employees, students, and others. The Nondiscrimination Coordinator also serves as the District's Title IX Coordinator.

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

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

Nondiscrimination Coordinator:

Ms. Jessica Lombard,
Associate Superintendent
650 Dr. John Burkey Drive
Algonquin, IL 60102
(847) 659-6142
jlombard@district158.org

Complaint Managers:

Mr. Adam Zehr,
Assistant Superintendent Human Resources
650 Dr. John Burkey Drive
Algonquin, IL 60102
(847) 659-6150
azehr@district158.org

Dr. Erika Schlichter,
Assistant Superintendent Learning & Innovation
650 Dr. John Burkey Drive
Algonquin, IL 60102
(847) 659-6139
eschlichter@district158.org

Mr. Mark Altmayer,
Chief Financial Officer
650 Dr. John Burkey Drive
Algonquin, IL 60102
(847) 659-6111
maltmayer@district158.org

Dr. Rocio Del Castillo,
Assistant Superintendent Special Services
650 Dr. John Burkey Drive
Algonquin, IL 60102
(847) 659-6158
rdelcastillo@district158.org

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LEGAL REF.: Age Discrimination in Employment Act, 29 U.S.C. § 621 et seq.
Americans With Disabilities Act, 42 U.S.C. § 12101 et seq.
Equal Employment Opportunities Act (Title VII of the Civil Rights Act), 42 U.S.C. §2000e et seq.
Equal Pay Act, 29 U.S.C. § 206(d).
Genetic Information Nondiscrimination Act, 42 U.S.C. §2000ff et seq.
Immigration Reform and Control Act, 8 U.S.C. § 1324a et seq.
McKinney-Vento Homeless Assistance Act, 42 U.S.C. § 11431 et seq.
Rehabilitation Act of 1973, 29 U.S.C. § 791 et seq.
Title VI of the Civil Rights Act, 42 U.S.C. § 2000d et seq.
Title IX of the Education Amendments, 20 U.S.C. §1681 et seq.
State Officials and Employees Ethics Act, 5 ILCS 430/70-5(a).
105 ILCS 5/2-3.8, 5/3-10, 5/10-20.7a, 5/10-20.60, 5/10-22.5, 5/22-19, 5/24-4, 5/27.-1, 5/27-23.7, and 45/1-15.
Illinois Genetic Information Privacy Act, 410 ILCS 513/.
Illinois Whistleblower Act, 740 ILCS 174/.
Illinois Human Rights Act, 775 ILCS 5/.
Victims' Economic Security and Safety Act, 820 ILCS 180, 56 Ill.Admin.Code Part 280.
Equal Pay Act of 2003, 820 ILCS 112.
Employee Credit Privacy Act, 820 ILCS 70/.
23 Ill. Admin. Code §§ 1.240 and 200-40.

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

ADOPTED: May 17, 2001

REVISED: June 11, 2019

FINAL

Operational Services

Identity Protection

The collection, storage, use, and disclosure of social security numbers by the School District shall be consistent with State and federal laws. The goals for managing the District's collection, storage, use, and disclosure of social security numbers are to:

1. Limit all activities involving social security numbers to those circumstances that are authorized by State or Federal law.
2. Protect each social security number collected or maintained by the District from unauthorized disclosure.

The Superintendent is responsible for ensuring that the District complies with the Identity Protection Act, 5 ILCS 179/. Compliance measures shall include each of the following:

1. All employees having access to social security numbers in the course of performing their duties shall be trained to protect the confidentiality of social security numbers. Training should include instructions on the proper handling of information containing social security numbers from the time of collection through the destruction of the information.
2. Only employees who are required to use or handle information or documents that contain social security numbers shall have access to such information or documents.
3. Social security numbers requested from an individual shall be provided in a manner that makes the social security number easily redacted if the record is required to be released as part of a public records request.
4. When collecting a social security number or upon request by an individual, a statement of the purpose(s) for which the District is collecting and using the social security number shall be provided. The stated reason for collection of the social security number must be relevant to the documented purpose.
5. All employees must be advised of this policy's existence and a copy of the policy must be made available to each employee. The policy must also be made available to any member of the public, upon request.
6. If this policy is amended, employees will be advised of the existence of the amended policy and a copy of the amended policy will be made available to each employee.

No District employee shall collect, store, use, or disclose an individual's social security number unless specifically authorized by the Superintendent. This policy shall not be interpreted as a guarantee of the confidentiality of social security numbers and/or other personal information. The District will use best efforts to comply with this policy, but this policy should not be construed to convey any rights to protection of information not otherwise affordable by law.

Treatment of Personally Identifiable Information Under Grant Awards

The Superintendent ensures that the District takes reasonable measures to safeguard: (1) *protected personally identifiable information*, (2) other information that a federal awarding agency, pass-through agency or State awarding agency designates as sensitive, such as *personally identifiable information* (PII) and (3) information that the District considers to be sensitive consistent with applicable laws regarding privacy and confidentiality (collectively, *sensitive information*), when administering federal grant awards and State grant awards governed by the Grant Accountability and Transparency Act (30 ILCS 708/).

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The Superintendent shall establish procedures for the identification, handling, storage, access, disposal and overall confidentiality of sensitive information. The Superintendent shall ensure that employees and contractors responsible for the administration of a federal or State award for the District receive regular training in the safeguarding of sensitive information. Employees mishandling sensitive information are subject to discipline, up to and including dismissal.

LEGAL REF.: 2 C.F.R. §200.303(e).
5 ILCS 179/, Identity Protection Act.
30 ILCS 708/, Grant Accountability and Transparency Act
50 ILCS 205/3, Local Records Act.
105 ILCS 10/, Illinois School Student Records Act.

CROSS REF.: 2:250 (Access to District Public Records), 5:150 (Personnel Records), 7:340 (Student Records)

ADOPTED: April 21, 2011

REVISED: January 18, 2018

FINAL

Operational Services

Revenue and Investments

Revenue

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

Investments

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

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

Investment Objectives

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

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

Authorized Investments

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

1. Bonds, notes, certificates of indebtedness, treasury bills, or other securities now or hereafter issued, that are guaranteed by the full faith and credit of the United States of America as to principal and interest.
2. Bonds, notes, debentures, or other similar obligations of the United States of America, its agencies, and its instrumentalities.

   The term "agencies of the United States of America" includes: (a) the federal land banks, federal intermediate credit banks, banks for cooperative, federal farm credit banks, or any other entity authorized to issue debt obligations under the Farm Credit Act of 1971 and Acts amendatory thereto, (b) the federal home loan banks and the federal home loan mortgage corporation, and (ciii) any other agency created by Act of Congress.
3. Interest-bearing savings accounts, interest-bearing certificates of deposit or interest-bearing time deposits or any other investments constituting direct obligations of any bank as defined by the Illinois Banking Act.

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4. Obligations of corporations organized in the United States with assets exceeding $500,000,000 if: (a) such obligations are rated at the time of purchase at one of the three highest classifications established by at least two standard rating services and that mature not later than three years from the date of purchase, (b) such purchases do not exceed 10% of the corporation's outstanding obligations, and (c) no more than one-third of the District's funds may be invested in short term obligations of corporations.
5. Money market mutual funds registered under the Investment Company Act of 1940, provided that the portfolio of any such money market mutual fund is limited to obligations described in paragraph (1) or (2) and to agreements to repurchase such obligations.
6. Interest-bearing bonds of any county, township, city, village, incorporated town, municipal corporation, school district, the State of Illinois, any other state, or any political subdivision or agency of the State of Illinois or any other state, whether the interest earned is taxable or tax-exempt under federal law. The bonds shall be (a) registered in the name of the municipality, county, or other governmental unit, or held under a custodial agreement at a bank, and (b) rated at the time of purchase within the four highest general classifications established by a rating service of nationally recognized expertise in rating bonds of states and their political subdivisions.
7. Short term discount obligations of the Federal National Mortgage Association or in shares or other forms of securities legally issuable by savings banks or savings and loan associations incorporated under the laws of this State or any other state or under the laws of the United States. Investments may be made only in those savings banks or savings and loan associations, the shares, or investment certificates that are insured by the Federal Deposit Insurance Corporation. Any such securities may be purchased at the offering or market price thereof at the time of such purchase. All such securities so purchased shall mature or be redeemable on a date or dates prior to the time when, in the judgment of the Chief Investment Officer, the public funds so invested will be required for expenditure by the District or its governing authority.
8. Dividend-bearing share accounts, share certificate accounts, or class of share accounts of a credit union chartered under the laws of this State or the laws of the United States; provided, however, the principle office of any such credit union must be located within the State of Illinois. Investments may be made only in those credit unions the accounts of which are insured by applicable law.
9. A Public Treasurers' Investment Pool created under Section 17 of the State Treasurer Act. The District may also invest any public funds in a fund managed, operated, and administered by a bank, subsidiary of a bank, or subsidiary of a bank holding company or use the services of such an entity to hold and invest or advise regarding the investment of any public funds.
10. The Illinois School District Liquid Asset Fund Plus.
11. Repurchase agreements of government securities having the meaning set out in the Government Securities Act of 1986, as now or hereafter amended or succeeded, subject to the provisions of said Act and the regulations issued there under. The government securities, unless registered or inscribed in the name of the District, shall be purchased through banks or trust companies authorized to do business in the State of Illinois.

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

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a. The securities, unless registered or inscribed in the name of the District, are purchased through banks or trust companies authorized to do business in the State of Illinois.

b. The Chief Investment Officer, after ascertaining which firm will give the most favorable rate of interest, directs the custodial bank to "purchase" specified securities from a designated institution. The "custodial bank" is the bank or trust company, or agency of government, that acts for the District in connection with repurchase agreements involving the investment of funds by the District. The State Treasurer may act as custodial bank for public agencies executing repurchase agreements.

c. A custodial bank must be a member bank of the Federal Reserve System or maintain accounts with member banks. All transfers of book-entry securities must be accomplished on a Reserve Bank's computer records through a member bank of the Federal Reserve System. These securities must be credited to the District on the records of the custodial bank and the transaction must be confirmed in writing to the District by the custodial bank.

d. Trading partners shall be limited to banks or trust companies authorized to do business in the State of Illinois or to registered primary reporting dealers.

e. The security interest must be perfected.

f. The District enters into a written master repurchase agreement that outlines the basic responsibilities and liabilities of both buyer and seller.

g. Agreements shall be for periods of 330 days or less.

h. The Chief Investment Officer informs the custodial bank in writing of the maturity details of the repurchase agreement.

i. The custodial bank must take delivery of and maintain the securities in its custody for the account of the District and confirm the transaction in writing to the District. The custodial undertaking shall provide that the custodian takes possession of the securities exclusively for the District; that the securities are free of any claims against the trading partner; and that any claims by the custodian are subordinate to the District's claims to rights to those securities.

j. The obligations purchased by the District may only be sold or presented for redemption or payment by the fiscal agent bank or trust company holding the obligations upon the written instruction of the Chief Investment Officer.

k. The custodial bank shall be liable to the District for any monetary loss suffered by the District due to the failure of the custodial bank to take and maintain possession of such securities.

12. Any investment as authorized by the Public Funds Investment Act, and Acts amendatory thereto. Paragraph 11 supersedes paragraphs 1-10 and controls in the event of conflict.

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

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

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Selection of Depositories, Investment Managers, Dealers, and Brokers

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

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

The above eligibility requirements of a bank to receive or hold public deposits do not apply to investments in an interest-bearing savings account, interest-bearing certificate of deposit, or interest-bearing time deposit if: (1) the District initiates the investment at or through a bank located in Illinois, and (2) the invested public funds are at all times fully insured by an agency or instrumentality of the federal government.

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

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

Collateral Requirements

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

Safekeeping and Custody Arrangements

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

Controls and Report

The Chief Investment Officer shall establish a system of internal controls and written operational procedures to prevent losses arising from fraud, employee error, misrepresentation by third parties, or imprudent employee action. A semi-annual report shall be made to the Board of Education to ensure that appropriate protocols are being followed.

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

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

Ethics and Conflicts of Interest

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

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

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

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

ADOPTED: December 16, 1999

REVISED: May 16, 2019

FINAL

Operational Services

Purchases and Contracts

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

Standards for Purchasing and Contracting

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

Before soliciting bids or awarding a contract for supplies, materials, equipment, or services, a certified education purchasing contract that is already available through a State education purchasing entity (as defined in the Education Purchasing Program, Article 28A of the School Code), an existing Federal purchasing contract, or national cooperative purchasing network, may be considered as a bid.

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

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

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

1. Supplies, materials, or work involving an expenditure in excess of $25,000 must comply with the State law bidding procedure, 105 ILCS 5/10-20.21, unless specifically exempted.
2. Construction, lease, or purchase of school buildings must comply with State law and Board policy 4:150, *Facility Management and Building Programs*.
3. Guaranteed energy savings must comply with 105 ILCS 5/19b-1 et seq.
4. Third party non-instructional services must comply with 105 ILCS 5/10-22.34c.
5. Goods and services that are intended to generate revenue and other remunerations for the District in excess of $1,000, including without limitation vending machine contracts, sports and other attire, class rings, and photographic services, must comply with 105 ILCS 5/10-20.21(b-5). The Superintendent or designee shall keep a record of: (1) each vendor, product, or service provided, (2) the actual net revenue and non-monetary remuneration from each contract or agreement, and (3) how the revenue was used and to whom the non-monetary remuneration was distributed. The Superintendent or designee shall report this information to the Board by completing the necessary forms that must be attached to the District's annual budget.
6. Any contract to purchase food with a bidder or offeror must comply with 105 ILCS 5/10-20.21(b-10).
7. The purchase of paper and paper products must comply with 105 ILCS 5/10-20.19c and board policy 4:70, *Resource Conservation*.
8. Each contractor with the District is bound by each of the following:

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a. In accordance with 105 ILCS 5/10-21.9(f): (1) prohibit any of its employees who is or was found guilty of a criminal offense listed in 105 ILCS 5/10-21.9(c) and 5/21b-80(c) to have direct, daily contact at a District school or school-related activity with one more student(s); (2) prohibits any of the contractor's employees from having direct daily contact with one or more students if the employee was found guilty of any offense in 5/21B-80(b) (certain drug offenses) until seven years following the end of the employee's sentence for the criminal offense; and (3) require each of its employees who will have direct, daily contact with student(s) to cooperate during the District's fingerprint-based criminal history records check on him or her.

b. In accordance with 105 ILCS 5/24-5: (1) concerning each new employee of a contractor that provides services to students or in schools provide the District with evidence of physical fitness to perform the duties assigned and freedom from communicable disease if the employee will have direct, daily contact with one or more student(s); and (2) require any new or existing employee who has and will have direct, daily contact with one or more student(s) to complete additional health examinations as required by the District and be subject to additional health examinations, including tuberculosis screening, as required by the Ill. Department of Public Health rules or order of a local health official.

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

LEGAL REF.: 105 ILCS 5/10-20.19c, 5/10-20.21, 5/10-21.9, 5/10-22.34c, 5/19b-1 et seq., and 5/24-5.
820 ILCS 130/.

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

ADOPTED: May 17, 2001

REVISED: January 19, 2017

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Operational Services

Accounting and Audits

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

Annual Audit

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

Annual Financial Report

The Superintendent or designee shall annually prepare and submit the Annual Financial Report on a timely basis using the form adopted by ISBE. The Superintendent shall review and discuss the Annual Financial Report with the Board before it is submitted.

Inventories

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

Capitalization Threshold

To be considered a capital asset for financial reporting purposes, a capital item must be at or above a capitalization threshold of $5,000 and have an estimated useful life greater than one year.

Disposition of District Property

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

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Taxable Fringe Benefits

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

Controls for Revolving Funds and Petty Cash

Revolving funds and the petty cash system are established in Board policy 4:50, *Payment Procedures*. The Superintendent shall: (1) designate a custodian for each revolving fund and petty cash fund, (2) obtain a bond for each fund custodian, and (3) maintain the funds in compliance with this policy, State law, and ISBE rules. A check for the petty cash fund may be drawn payable to the designated petty cash custodian. Bank accounts for revolving funds are limited to a maximum balance of $500.00. All expenditures from these bank accounts must be directly related to the purpose for which the account was established and supported with documentation, including signed invoices or receipts. All deposits into these bank accounts must be accompanied with a clear description of their intended purpose. The Superintendent or designee shall include checks written to reimburse revolving funds on the Board's monthly listing of bills indicating the recipient and including an explanation.

Control Requirements for Checks

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

Internal Controls

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

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

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

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

ADOPTED: May 17, 2001

REVISED: July 19, 2018

Operational Services

Facility Management and Building Programs

The Superintendent shall manage the District's facilities and grounds as well as facility construction and building programs in accordance with the law, the standards set forth in this policy, and other applicable Board policies. The Superintendent or designee shall facilitate: (1) inspections of schools by the Regional Superintendent and State Fire Marshal or designee, (2) review of plans and specifications for future construction or alterations of a school if requested by the relevant municipality, county (if applicable), or fire protection district, and (3) compliance with the 10-year safety survey process required by the School Code.

Standards for Managing Buildings and Grounds

All District buildings and grounds shall be adequately maintained in order to provide an appropriate, safe, and energy efficient physical environment for learning and teaching. The Superintendent shall develop procedures for managing buildings and grounds.

Standards for Green Cleaning

For each District school with 50 or more students, the Superintendent or designee shall establish and supervise a green cleaning program that complies with the guidelines established by the Illinois Green Government Coordinating Council.

Standards for Facility Construction and Building Programs

As appropriate, the Board will authorize a comprehensive study to determine the need for facility construction and expansion. On an annual basis, the Superintendent or designee shall provide the Board with projected facility needs, enrollment trends, and other data impacting facility use. Board approval is needed for all new facility construction and expansion.

When making decisions pertaining to design and construction of school facilities, the Board will confer with members of the staff and community, the Illinois State Board of Education, and educational and architectural consultants, as it deems appropriate. The Board's facility goals are to:

1. Integrate facilities planning with other aspects of planning and goal-setting.
2. Base educational specifications for school buildings on identifiable student needs.
3. Design buildings for sufficient flexibility to permit new or modified programs.
4. Design buildings for maximum potential for community use.
5. Meet or exceed all safety requirements.
6. Meet requirements on the accessibility of school facilities to disabled persons as specified in State and federal law.
7. Provide for low maintenance costs, energy efficiency, and minimal environmental impact.

Naming Buildings and Facilities

Recognizing that the name for a school building, facility, or ground or field reflects on its public image, the Board's primary consideration will be to select a name that enhances the credibility and stature of the school or facility. Any request to name or rename an existing facility should be submitted to the Board. When a facility is to be named or renamed, the Board President will appoint a special committee to consider nominations and make a recommendation, along with supporting rationale, to the Board. The Board will make the final selection. The Superintendent or designee may

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name a room or designate some area on a school's property in honor of an individual or group that has performed outstanding service to the school without using the process in this policy.

LEGAL REF.: 42 U.S.C. §12101 et seq., Americans with Disabilities Act of 1990, implemented by 28 C.F.R. Parts 35 and 36.
20 ILCS 3130/, Green Buildings Act.
105 ILCS5/2-3.123, 5/10-20.49, 5/10-22.36,, 5/10-20.63 and 5/17-2.11.
105 ILCS 140/, Green Cleaning Schools Act.
105 ILCS 230/, School Construction Law.
410 ILCS 25/, Environmental Barriers Act.
410 ILCS 35/25, Equitable Restrooms Act.
820 ILCS 130/, Prevailing Wage Act.
23 Ill. Admin. Code Part 151, School Construction Program; Part 180, Health/Life Safety Code for Public Schools; and Part 2800, Green Cleaning for Elementary and Secondary Schools.
71 Ill. Admin. Code Part 400, Illinois Accessibility Code.

CROSS REF.: 2:150 (Committees), 2:170 (Procurement of Architectural, Engineering, and Land Surveying Services), 4:60 (Purchases and Contracts), 8:70 (Accommodating Individuals with Disabilities)

ADOPTED: May 17, 2001

REVISED: May 16, 2019

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General Personnel

Equal Employment Opportunity and Minority Recruitment

The School District shall provide equal employment opportunities to all persons regardless of their race; color; religion; creed; national origin; sex; sexual orientation; age; ancestry; marital status; arrest record; military status; order of protection status; unfavorable military discharge; citizenship status provided the individual is authorized to work in the United States; use of lawful products while not at work; being a victim of domestic violence, sexual violence, or gender violence; genetic information; physical or mental handicap or disability, if otherwise able to perform the essential functions of the job with reasonable accommodation; pregnancy, childbirth, or related medical conditions; credit history, unless a satisfactory credit history is an established bona fide occupations requirement of a particular position; or other legally protected categories. No one will be penalized solely for his or her status as a registered qualifying patient or a registered designated caregiver for purposes of the Compassionate Use of Medical Cannabis Program Act, 410 ILCS 13/.

Persons who believe they have not received equal employment opportunities should report their claims to the Nondiscrimination Coordinator and/or a Complaint Manager for the Uniform Grievance Procedure. These individuals are listed below. No employee or applicant will be discriminated or retaliated against because he or she: (1) requested, attempted to request, used, or attempted to use a reasonable accommodation as allowed by the Illinois Human Rights Act, or (2) initiated a complaint, was a witness, supplied information, or otherwise participated in an investigation or proceeding involving an alleged violation of this policy or State or federal laws, rules or regulations, provided the employee or applicant did not make a knowingly false accusation nor provide knowingly false information.

Administrative Implementation

The Superintendent shall appoint a Nondiscrimination Coordinator for personnel who shall be responsible for coordinating the District's nondiscrimination efforts. The Nondiscrimination Coordinator may be the Superintendent or a Complaint Manager for the Uniform Grievance Procedure. The Superintendent shall insert into this policy the names, addresses, and telephone numbers of the District's current Nondiscrimination Coordinator and Complaint Managers.

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

Minority Recruitment

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

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Nondiscrimination Coordinator:

Ms. Jessica Lombard,
Associate Superintendent
650 Dr. John Burkey Drive
Algonquin, IL 60102
(847) 659-6142
jlombard@district158.org

Complaint Managers:

Mr. Adam Zehr,
Assistant Superintendent Human Resources
650 Dr. John Burkey Drive
Algonquin, IL 60102
(847) 659-6150
azehr@district158.org

Mr. Mark Altmayer,
Chief Financial Officer
650 Dr. John Burkey Drive
Algonquin, IL 60102
(847) 659-6111
maltmayer@district158.org

Dr. Erika Schlichter,
Assistant Superintendent Learning & Innovation
650 Dr. John Burkey Drive
Algonquin, IL 60102
(847) 659-6139
eschlichter@district158.org

Dr. Rocio Del Castillo,
Assistant Superintendent Special Services
650 Dr. John Burkey Drive
Algonquin, IL 60102
(847) 659-6158
rdelcastillo@district158.org

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LEGAL REF.: 8 U.S.C. §1324a et seq., Immigration Reform and Control Act.
20 U.S.C. §1681 et seq., Title IX of the Education Amendments of 1972, implemented by 34 C.F.R. Part 106.
29 U.S.C. §206(d), Equal Pay Act.
29 U.S.C. §621 et seq., Age Discrimination in Employment Act.
29 U.S.C. §791 et seq., Rehabilitation Act of 1973.
38 U.S.C. §4301 et seq., Uniformed Services Employment and Reemployment Rights Act (1994).
42 U.S.C. §1981 et seq., Civil Rights Act of 1991.
42 U.S.C. §2000e et seq., Equal Employment Opportunities Act (Title VII of the Civil Rights Act of 1964), implemented by 29 C.F.R. Part 1601.
42 U.S.C. §2000ff et seq., Genetic Information Nondiscrimination Act of 2008.
42 U.S.C. §2000d et seq., Title VI of the Civil Rights Act of 1964.
42 U.S.C. §2000e(k), Pregnancy Discrimination Act.
42 U.S.C. §12111 et seq., Americans With Disabilities Act, Title I.
Ill. Constitution, Art. I, §§17, 18, and 19.
105 ILCS 5/10-20.7, 5/20.7a, 5/21.1, 5/22.4, 5/23.5, 5/22-19, 5/24-4, 5/24-4.1, and 5/24-7.
410 ILCS 130/40, Compassionate Use of Medical Cannabis Pilot Program Act.
410 ILCS 513/25, Genetic Information Privacy Act.
740 ILCS 174/, Ill. Whistleblower Act.
775 ILCS 5/1-103, 5/2-102, 103, and 5/6-101, Ill. Human Rights Act.
775 ILCS 35/5, Religious Freedom Restoration Act.
820 ILCS 55/10, Right to Privacy in the Workplace Act.
820 ILCS 70/, Employee Credit Privacy Act.
820 ILCS 75/, Job Opportunities for Qualified Applicants Act.
820 ILCS 112/, Ill. Equal Pay Act of 2003.
820 ILCS 180/30, Victims' Economic Security and Safety Act.
820 ILCS 260/, Nursing Mothers in the Workplace Act.

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

ADOPTED: May 17, 2001

REVISED: June 11, 2019

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General Personnel

Workplace Harassment Prohibited

The School District expects the workplace environment to be productive, respectful, and free of unlawful discrimination, including harassment. District employees shall not engage in harassment or abusive conduct on the basis of an individual's actual or perceived race, color religion, national origin, ancestry sex, sexual orientation, age, citizenship status, disability, pregnancy, marital status, order of protection status, military status, or unfavorable discharge from military service, nor ~~or~~ shall they engage in harassment or abusive conduct on the basis of an individual's other protected status identified in Board policy 5:10, *Equal Employment Opportunity and Minority Recruitment.* Harassment of students, including, but not limited to, sexual harassment, is prohibited by Board policy 7:20, *Harassment of Students Prohibited.*

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

Sexual Harassment Prohibited

The School District shall provide a workplace environment free of verbal, physical, or other conduct, or communications constituting harassment on the basis of sex as defined and otherwise prohibited by State and federal law. The District provides annual sexual harassment prevention training in accordance with State law.

District employees shall not make unwelcome sexual advances or request sexual favors or engage in any unwelcome conduct of a sexual nature when (1) submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment; (2) submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual; or (3) such conduct has the purpose or effect of substantially interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment. Sexual harassment prohibited by this policy includes, but is not limited to, verbal, physical, or other conduct. The terms intimidating, hostile, or offensive include, but are not limited to, conduct which has the effect of humiliation, embarrassment or discomfort. Sexual harassment will be evaluated in light of all the circumstances.

Making a Complaint

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

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

Whom to Contact with a Report or Complaint

An employee should report claims of harassment, including making a confidential report, to any of the following: his/her immediate supervisor, the Building Principal, an administrator, the Nondiscrimination Coordinator, and/or a Complaint Manager. Employees may also report claims using Board policy 2:260, *Uniform Grievance Procedure.* If a claim is reported using Board policy 2:260, then the Complaint Manager shall process and review the complaint according to that policy, in addition to any response required by this policy.

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

Nondiscrimination Coordinator:

Ms. Jessica Lombard,
Associate Superintendent
650 Dr. John Burkey Drive
Algonquin, IL 60102
(847) 659-6142
jlombard@district158.org

Complaint Managers:

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Mr. Mark Altmayer,
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(847) 659-6111
maltmayer@district158.org

Dr. Rocio Del Castillo,
Assistant Superintendent Special Services
650 Dr. John Burkey Drive
Algonquin, IL 60102
(847) 659-6158
rdelcastillo@district158.org

Investigation Process

Supervisors, Building Principals, or administrators who receive a report or complaint of harassment must promptly forward the report or complaint to the Nondiscrimination Coordinator or a Complaint Manager. A supervisor or administrator who fails to promptly forward a report or complaint may be disciplined, up to and including discharge.

Reports and complaints of harassment will be confidential to the greatest extent practicable, subject to the District's duty to investigate and maintain a workplace environment that is productive, respectful, and free of unlawful discrimination, including harassment. The District shall investigate alleged workplace harassment when the Nondiscrimination Coordinator or a Complaint Manager becomes aware of an allegation, regardless of whether a written report or complaint is filed.

Enforcement

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

Retaliation Prohibited

An employee's employment, compensation, or work assignment shall not be adversely affected by complaining or providing information about harassment. Retaliation against employees for bringing bona fide complaints or providing information about harassment is prohibited (see Board policy 2:260, *Uniform Grievance Procedure)*, and whistleblower protection may be available under the State

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Officials and Employees Ethics Act (5 ILCS 430/), the Whistleblower Act (740 ILCS 174/), and the Ill. Human Rights Act (775 ILCS 5/).

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

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

Recourse to State and Federal Fair Employment Practice Agencies

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

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

LEGAL REF.: Title VII of the Civil Rights Act of 1964, 42 U.S.C. § 2000e et seq., implemented by 29 C.F.R. §1604.11.
Title IX of the Education Amendments of 1972, 20 U.S.C. §1681 et seq. implemented by 34 C.F.R. Part 106.
State Officials and Employees Ethics Act, 5 ILCS 430/70-5(a).
Ill. Human Rights Act, 775 ILCS 5/2-101(E) and (E-1), 5/2-102(A), (A-10), (D-5), 5/2-102(E-5), 5/2-109, 5/5-102, and 5/25-102.2.
56 Ill. Admin. Code Parts 2500, 2510, 5210, and 5220.
Burlington Industries v. Ellerth, 524 U.S. 742 (1998).
Crawford v. Metro. Gov't of Nashville & Davidson County, 555 U.S. 271 (2009).
Faragher v. City of Boca Raton, 524 U.S. 775 (1998).
Franklin v. Gwinnett Co. Public Schools, 503 U.S. 60 (1992).
Harris v. Forklift Systems, 510 U.S. 17 (1993).
Jackson v. Birmingham Bd. Of Educ., 544 U.S. 167 (2005).
Meritor Savings Bank v. Vinson, 477 U.S. 57 (1986).
Oncale v. Sundowner Offshore Services, 523 U.S. 57 (1998).
Porter v. Erie Foods International, Inc., 576 F.3d 629 (7th Cir. 2009).
Sangamon County Sheriff's Dept. v. Ill. Human Rights Com'n, 233 Ill. 2d 125 (Ill. 2009).
Vance v. Ball State University, 133 S. Ct. 2434 (2013).

CROSS REF.: 2:260 (Uniform Grievance Procedure), 5:10 (Equal Employment Opportunity and Minority Recruitment), 7:20 (Harassment of Students Prohibited)

ADOPTED: May 17, 2001

REVISED: June 11, 2019

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General Personnel

Hiring Process and Criteria

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

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

Job Descriptions

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

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

Investigations

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

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

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

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

1. The District uses an applicant's credit history or report from a consumer reporting agency only when a satisfactory credit history is an established bona fide occupational requirement of a particular position.

2. The District does not screen applicants based on their current or prior wages or salary histories, including benefits or other compensation, by requiring that the wage or salary history satisfy minimum or maximum criteria.
3. The District does not request or require a wage or salary history as a condition of being considered for employment, being interviewed, continuing to be considered for an offer of employment, an offer of employment, or an offer of compensation.
4. The District does not request or require an applicant disclose wage or salary history as a condition of employment.
5. The District does not ask an applicant or applicant's current or previous employers about wage or salary history, including benefits or other compensation.
6. The District does not ask an applicant or applicant's previous employers about claim(s) made or benefit(s) received under the Workers' Compensation Act.
7. The District does not request of an applicant or employee access in any manner to his or her personal online account, such as social networking websites, including a request for passwords to such accounts.
8. The District provides equal employment opportunities to all persons. See policy 5:10, *Equal Employment Opportunity and Minority Recruitment.*

Physical Examinations

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

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

Drug Testing

The District is a drug-free workplace as provided in policy 5:50, *Drug- and Alcohol-Free Workplace, E-Cigarette, Tobacco, and Cannabis Prohibition.* Upon receipt of a contingent offer of employment, applicants must complete pre-employment drug testing which shows no positive result of cannabis, illegal drugs, or alcohol. Applicants to whom a contingent offer is made whose pre-employment drug test returns positive for illegal drugs or alcohol will be ineligible for employment and will have their contingent offer of employment revoked.

Applicants to whom a contingent offer is made whose pre-employment drug test returns positive for cannabis may be ineligible for employment and are subject to having their contingent offer of employment revoked. Applicants who test positive for cannabis will be afforded a reasonable opportunity to explain a positive result for cannabis. The District has sole discretion in determining whether to revoke the contingent offer of employment.

No applicant will be tested under this policy without his or her consent. However, the failure or refusal of any applicant for employment to consent to such testing will be treated as a failure to complete the application process, precluding any consideration of the applicant for employment.

Cannabis means marijuana, hashish, and other substances that are identified as including any parts of the plant Cannabis sativa and including derivatives or subspecies, such as indica, of all strains of cannabis, whether growing or not; the seeds thereof, the resin extracted from any part of the plan; and any compound, manufacture, salt, derivative, mixture, or preparation of the plant, its seeds, or resin, including tetrahydrocannabinol (THC) and all other naturally produced cannabinol derivatives, whether produced directly or indirectly by extraction; however, "cannabis" does not include the mature stalks of the plant, fiber produced from the stalks, oil or cake made from the seeds of the plant, any other compound, manufacture, salt, derivative, mixture, or preparation of the mature stalks (except the resin extracted from it), fiber, oil or cake, or the sterilized seed of the plant that is incapable of germination.

Orientation Program

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

LEGAL REF.: 105 ILCS 5/10-16.7, 5/10-20.7, 5/10-21.4, 5/10-21.9 5/21B-10, 5/21B-80, 5/10-22.34, 5/10-22.34b, 5/22-605, and 5/24-5.
20 ILCS 2630/3.3, Criminal Identification Act.
820 ILCS 55/, Right to Privacy in the Workplace Act.
820 ILCS 70/, Employee Credit Privacy Act.
410 ILCS 705/10-50, Cannabis Regulation and Tax Act.
820 ILCS 112/10(b-5), Equal Pay Act.
Americans With Disabilities Act, 42 U.S.C. § 12112, and 29 C.F.R. Part 1630.
Fair Credit Reporting Act, 15 U.S.C. §1681 et seq.
Immigration Reform and Control Act, 8 U.S.C. §1324a et seq.
Duldulao v. St. Mary of Nazareth Hospital, 136 Ill. App. 3d 763 (1st Dist. 1985), *aff'd in part and remanded* 115 Ill. 2d 482 (Ill. 1987).
Kaiser v. Dixon, 127 Ill. App. 3d 251 (2nd Dist. 1984).
Molitor v. Chicago Title & Trust Co., 325 Ill. App. 124 (1st Dist. 1945).

CROSS REF.: 2:260 (Uniform Grievance Procedure), 3:50 (Administrative Personnel Other Than the Superintendent), 4:60 (Purchases and Contracts), 4:175 (Convicted Child Sex Offender; Screening; Notifications), 5:10 (Equal Employment Opportunity and Minority Recruitment), 5:40 (Communicable and Chronic Infectious Disease), 5:50 (Drug- and Alcohol-Free Workplace, E-Cigarette, Tobacco, and Cannabis Prohibition), 5:90 (Abused and Neglected Child Reporting), 5:125 (Personal Technology and Social Media; Usage and Conduct), 5:200 (Substitute Teachers), 5:280 (Educational Support Personnel – Duties and Qualifications)

ADOPTED: May 17, 2001

REVISED: March 21, 2019

General Personnel

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

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

All employees shall be prohibited from engaging in any of the following activities while on District premises or while performing work or being *on call* for the District. An employee is on call when the employer schedules the employee with at least 24 hours' notice to be on standby or otherwise responsible for performing employment related tasks either at the employer's location or another previously-designated location.

1. Unlawful manufacture, dispensing, distribution, possession, or use of an illegal or controlled substance.
2. Distribution, consumption, use, possession, or being impaired by or under the influence of an alcoholic beverage; being present on District premises or while performing work for the District when alcohol consumption is detectible, regardless of when and/or where the use occurred.
3. Distribution, consumption, possession, or use of cannabis or being impaired by or under the influence of cannabis on District premises or while performing work for the District when impaired by or under the influence of cannabis, regardless of when and/or where the use occurred, unless distribution, possession, and/or use is by a school nurse or school administrator pursuant to *Ashley's Law,* 105 ILCS 5/22-33. The District considers employees impaired by or under the influence of cannabis when there is a good faith belief that an employee manifests the specific articulable symptoms, including, but not limited to: symptoms while working that decrease or lessen the employee's performance of the duties or tasks of the employee's job position, including symptoms of the employee's speech, physical dexterity, agility, coordination, demeanor, irrational or unusual behavior, or negligence or carelessness in operating equipment or machinery; disregard for the safety of the employee or others, or involvement in any accident that results in serious damage to equipment or property; disruption of a production or manufacturing process; or carelessness that results in any injury to the employee or others.

For purposes of this policy a controlled substance is one that is:

1. Not legally obtainable;
2. Being used in a manner different than prescribed;
3. Legally obtainable, but has not been legally obtained; or
4. Referenced in federal or State controlled substance acts.

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

For purposes of this policy, applicants will be deemed to be "under the influence" of an illegal drug whenever test results confirm the employee to have detectable levels of any illegal drug in his or her system. Further, employees will be deemed to be under the influence of alcohol whenever test results

confirm a blood alcohol concentration of .02 percent or more or a urine alcohol concentration of .04 percent or more. Safety-sensitive positions include administrators, teachers, other professional staff working directly with students, teacher aides and other paraprofessional staff working directly with students, and non-volunteer coaches and extracurricular sponsors.

As a condition of employment, each employee shall:

1. Abide by the terms of the Board policy respecting a drug- and alcohol-free workplace;
2. Notify his or her supervisor of his or her conviction under any criminal drug statute for a violation occurring on the District premises or while performing work for the District, no later than five calendar days after such a conviction; and
3. Complete pre-employment testing which shows no positive results for cannabis, illegal drugs or alcohol pursuant to policy 5:30, *Hiring Process and Criteria*.

Unless otherwise prohibited by this policy, prescription and over-the-counter medications are not prohibited when taken in standard dosages and/or according to prescriptions from the employee's licensed health care provider, provided that an employee's work performance is not impaired.

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

1. Provide each employee with a copy of this policy.
2. Post notice of this policy in a place where other information for employees is posted.
3. Make available materials from local, state, and national anti-drug and alcohol-abuse organizations.
4. Enlist the aid of community and state agencies with drug and alcohol informational and rehabilitation programs to provide information to District employees.
5. Establish a drug-free awareness program to inform employees about:
   a. The dangers of drug abuse in the workplace;
   b. Available drug and alcohol counseling, rehabilitation, re-entry, and any employee assistance programs; and
   c. The penalties that the District may impose upon employees for violations of this policy.
6. Remind employees that policy 6:60, *Curriculum Content*, requires the District to educate students, depending upon their grade, about drug and substance abuse prevention and relationships between drugs, alcohol, and violence.

<u>E-Cigarette, Tobacco, and Cannabis Prohibition</u>

All employees are covered by the conduct prohibitions contained in policy 8:30, *Visitors to and Conduct on School Property*. The prohibition on the use of e-cigarettes, tobacco, and cannabis products applies both (1) when an employee is on school property, and (2) while an employee is performing work for the District at a school event regardless of the event's location.

Cannabis means marijuana, hashish, and other substances that are identified as including any parts of the plant Cannabis sativa and including derivatives or subspecies, such as indica, of all strains of cannabis, whether growing or not; the seeds thereof, the resin extracted from any part of the plan; and any compound, manufacture, salt, derivative, mixture, or preparation of the plant, its seeds, or resin, including tetrahydrocannabinol (THC) and all other naturally produced cannabinol derivatives, whether produced directly or indirectly by extraction; however, "cannabis" does not include the mature stalks of the plant, fiber produced from the stalks, oil or cake made from the seeds of the plant, any other compound, manufacture, salt, derivative, mixture, or preparation of the mature stalks

(except the resin extracted from it), fiber, oil or cake, or the sterilized seed of the plant that is incapable of germination.

E-Cigarette is short for electronic cigarette and includes, but is not limited to, any electronic nicotine delivery system (ENDS), electronic cigar, electronic cigarillo, electronic pipe, electronic hookah, vape pen, or similar product or device, and any components or parts that can be used to build the product or device.

Tobacco means cigarette, cigar, or tobacco in any other form, including smokeless tobacco which is any loose, cut, shredded, ground, powdered, compressed or leaf tobacco that is intended to be placed in the mouth without being smoked.

District Action Upon Violation of Policy

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

Any employee, including registered qualifying patients using cannabis in accordance with the Compassionate Use of Medical Cannabis Program Act, who is determined to be under the influence of or impaired by cannabis will first be given a reasonable opportunity to contest the basis of the determination before being subject to discipline.

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

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

Disclaimer

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

FINAL

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

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

ADOPTED: May 17, 2001

REVISED: November 12, 2015

FINAL

General Personnel

Abused and Neglected Child Reporting

Any District employee who suspects or receives knowledge that a student may be an abused or neglected child or, for a student aged 18 through 21, an abused or neglected individual with a disability, shall: (1) immediately report or cause a report to be made to the Ill. Dept. of Children and Family Services (DCFS) on its Child Abuse Hotline, 1-800-25-ABUSE (1-800-252-2873) (within Illinois); 1-217-524-2606 (outside of Illinois); or 1-800-358-5117 (TTY), and (2) follow directions given by DCFS concerning filing a written report within 48 hours with the nearest DCFS field office. Any District employee who believes a student is in immediate danger of harm, shall first call 911. The employee shall also promptly notify the Superintendent or Building Principal that a report has been made. The Superintendent or Building Principal shall immediately coordinate any necessary notifications to the student's parent(s)/guardian(s) with DCFS, the applicable school resource officer (SRO), and/or local law enforcement. *Negligent failure to report* occurs when a District employee personally observes an instance of suspected child abuse or neglect and reasonably believes, in his or her professional or official capacity, that the instance constitutes an act of child abuse or neglect under the Abused and Neglected Child Reporting Act (ANCRA) and he or she, without willful intent, fails to immediately report or cause a report to be made of the suspected abuse or neglect to DCFS.

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

Any District employee who observes any act of hazing that does bodily harm to a student must report that act to the Building Principal, superintendent, or designee who will investigate and take appropriate action. If the hazing results in death or great bodily harm, the employee must first make the report to law enforcement and then to the Superintendent or Building Principal. Hazing is defined as any intentional, knowing, or reckless act directed to or required of a student for the purpose of being initiated into, affiliating with, holding office in, or maintaining membership in any group, organization, club, or athletic team whose members are or include other students.

Abused and Neglected Child Reporting Act (ANCRA), School Code, and *Erin's Law* Training

The Superintendent or designee shall provide staff development opportunities for school personnel working with students in grades kindergarten through 8, in the detection, reporting, and prevention of child abuse and neglect.

All District employees shall:

1. Before beginning employment, sign the *Acknowledgement of Mandated Reporter Status* form provided by (DCFS). The Superintendent or designee shall ensure that the signed forms are retained.
2. Complete mandated reporter training as required by law within three months of initial employment and annually thereafter.

The Superintendent will encourage all District educators to complete continuing professional development that addresses the traits and identifiers that may be evident in students who are victims of child sexual abuse, including recognizing and reporting child sexual abuse and providing appropriate follow-up and care for abused students as they return to the classroom setting.

Alleged Incidents of Sexual Abuse; Investigations

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

If a District employee reports an alleged incident of sexual abuse to DCFS and DCFS accepts the report for investigation, DCFS will refer the matter to the local Children's Advocacy Center (CAC). The Superintendent or designee will implement procedures to coordinate with the CAC.

DCFS and/or the appropriate law enforcement agency will inform the District when its investigation is complete or has been suspended, as the outcome of its investigation. The existence of a DCFS and/or law enforcement investigation will not preclude the District from conducting its own parallel investigation into the alleged incident of sexual abuse in accordance with policy 7:20, *Harassment of Students Prohibited.*

Special Superintendent Responsibilities

The Superintendent shall execute the requirements in Board policy 5:150, *Personnel Records*, whenever another school district requests a reference concerning an applicant who is or was a District employee and was the subject of a report made by a District employee to DCFS.

The Superintendent shall notify the State Superintendent and the Regional Superintendent in writing when he or she has reasonable cause to believe that a license holder was dismissed or resigned from the District as a result of an act that made a child an abused or neglected child. The Superintendent must make the report within 30 days of the dismissal or resignation and mail a copy of the notification to the license holder.

Special Board of Education Member Responsibilities

Each individual Board of Education member must, if an allegation is raised to the member during an open or closed Board meeting that a student is an abused child as defined in ANCRA, direct or cause the Board to direct the Superintendent or other equivalent school administrator to comply with ANCRA's requirements concerning the reporting of child abuse.

If the Board determines that any District employee, other than an employee licensed under 105 ILCS 5/21B, has willfully or negligently failed to report an instance of suspected child abuse or neglect as required by ANCRA, the Board may dismiss that employee immediately.

FINAL

LEGAL REF.: 105 ILCS 5/10-21.9.
20 ILCS 1305/1-1 et seq., Department of Human Services Act.
325 ILCS 5/1et seq., Abused and Neglected Child Reporting Act.
720 ILCS 5/12C-50.1, Criminal Code of 2012.

CROSS REF.: 2:20 (Powers and Duties of the Board; Indemnification), 5:20 (Workplace Harassment Prohibited), 5:30 (Hiring Process and Criteria), 5:100 (Staff Development Program), 5:120 (Employee Ethics; Conduct; and Conflict of Interest), 5:150 (Personnel Records), 5:200 (Terms and Conditions of Employment and Dismissal), 5:290 (Employment Terminations and Suspensions), 6:120 (Education of Children with Disabilities), 6:250 (Community Resource Persons and Volunteers), 7:20 (Harassment of Students Prohibited), 7:150 (Agency and Police Interviews)

ADOPTED: May 17, 2001

REVISED: January 18, 2018

FINAL

General Personnel

Staff Development Program

The Superintendent or designee shall implement a staff development program. The goal of such program shall be to update and improve the skills and knowledge of staff members in order to achieve and maintain a high level of job performance and satisfaction. Additionally, the development program for licensed staff members shall be designed to effectuate the District and School Improvement Plans so that student learning objectives meet or exceed goals established by the District and State.

The staff development program shall provide, at a minimum, at least once every two years, the in-service training of licensed school personnel and administrators on current best practices regarding the identification and treatment of attention deficit disorder and attention deficit hyperactivity disorder, the application of non-aversive behavioral interventions in the school environment, and the use of psychotropic or psychostimulant medication for school-age children.

The staff development program shall provide, at a minimum, once every two years, the in-service training of all District staff on educator ethics, teacher-student conduct, and school employee-student conduct.

An opportunity shall be provided to all staff members to acquire, develop, and maintain the knowledge and skills necessary to properly administer life-saving techniques and first aid, including the Heimlich maneuver, cardiopulmonary resuscitation, and the use of an automatic external defibrillator, in accordance with a nationally recognized certifying organization. Physical fitness facilities' staff must be trained in cardiopulmonary resuscitation and use of an automatic external defibrillator.

The Superintendent shall develop protocols for administering youth suicide awareness and prevention education to staff consistent with Board policy 7:290 *Suicide and Depression Awareness and Prevention.*

LEGAL REF.: Healthy, Hunger-Free Kids Act of 2010, 42 U.S.C. §1758b, Pub. L. 111-296.
7 C.F.R. Parts 210 and 235.
105 ILCS 5/2-3.62, 5/10-20.17a, 5/10-20.61, 5/10-22.6(c-5), 5/10-22.39, 5/10-23.12, 5/22-80(h), and 5/24-5.
105 ILCS 25/1.15, Interscholastic Athletic Organization Act.
105 ILCS 150/25, Seizure Smart School Act.
105 ILCS 110/3, Critical Health Problems and Comprehensive Health Education Act.
325 ILCS 5/4, Abused and Neglected Child Reporting Act.
745 ILCS 49/, Good Samaritan Act.
105 ILCS 5/2-109, Ill. Human Rights Act.
23 Ill. Admin. Code §§22.20, 226.800, and Part 525.
77 Ill. Admin. Code §527.800.

FINAL

CROSS REF.: 3:40 (Superintendent), 3:50 (Administrative Personnel Other Than the Superintendent), 4:160 (Environmental Quality of Buildings and Grounds), 5:20 (Workplace Harassment Prohibited), 5:90 (Abused and Neglected Child Reporting), 5:120 (Employee Ethics; Conduct; and Conflict of Interest), 5:250 (Leaves of Absence), 6:15 (School Accountability), 6:20 (School Year Calendar and Day), 6:50 (School Wellness), 6:160 (English Learners), 7:10 (Equal Educational Opportunities), 7:20 (Harassment of Students Prohibited), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:185 (Teen Dating Violence Prohibited), 7:270 (Administering Medicines to Students), 7:285 (Food Allergy Management Program), 7:290 (Suicide and Depression Awareness and Prevention), 7:305 (Student Athlete Concussions and Head Injuries)

ADMIN. PROC.: 4:160-AP (Environmental Quality of Buildings and Grounds), 4:170-AP6 (Plan for Responding to a Medical Emergency at an Indoor Physical Fitness Facility), 5:100-AP (Staff Development Program), 5:150-AP (Personnel Records), 6:120-AP4 (Care of Students with Diabetes), 7:250-AP1 (Measures to Control the Spread of Head Lice at School)

ADOPTED: May 17, 2001

REVISED: March 21, 2019

FINAL

General Personnel

Employee Ethics; Conduct; and Conflict of Interest

Professional and Appropriate Conduct

All District employees are expected to maintain high standards in their school relationships, to demonstrate integrity and honesty, to be considerate and cooperative, and to maintain professional and appropriate relationships with students, parents, staff members, and others. In addition, the *Code of Ethics for Illinois Educators*, adopted by the Illinois State Board of Education, is incorporated by reference into this policy. Any employee who sexually harasses a student, willfully or negligently fails to report an instance of suspected child abuse or neglect as required by the Abused and Neglected Child Reporting Act (325 ILCS 5/4), or otherwise violates an employee conduct standard will be subject to discipline up to and including dismissal.

Statement of Economic Interests

The following employees must file a *Statement of Economic Interests* as required by the Illinois Governmental Ethics Act:

1. Superintendent
2. Building Principal
3. Head of any department
4. Any employee who, as the District's agent, is responsible for negotiating one or more contracts including collective bargaining agreement(s), in the amount of $1,000 or greater
5. Hearing officer
6. Any employee having supervisory authority for 20 or more employees
7. Any employee in a position that requires an administrative or a chief school business official endorsement

Ethics and Gift Ban

Board Policy 2:105, *Ethics and Gift Ban*, applies to all District employees. Students shall not be used in any manner for promoting a political candidate or issue.

Prohibited Interests; Conflict of Interest; and Limitation of Authority

In accordance with Section 22-5 of the School Code, "no school officer or teacher shall be interested in the sale, proceeds, or profits of any book, apparatus, or furniture used or to be used in any school with which such officer or teacher may be connected," except when the employee is the author or developer of instructional materials listed with the Illinois State Board of Education and adopted for use by the Board. An employee having an interest in instructional materials must file an annual statement with the Board Secretary.

For the purpose of acquiring profit or personal gain, no employee shall act as an agent of the District nor shall an employee act as an agent of any business in any transaction with the District. This includes participation in the selection, award or administration of a contract supported by a federal award or State award governed by the Grant Accountability and Transparency Act (GATA) (30 ILCS 708/) when the employee has a real or apparent conflict of interest. A conflict of interest arises when an employee or any of the following individuals has a financial or other interest in the entity selected for the contract:

1. Any person that has a close personal relationship with an employee that may compromise or impair the employee's fairness and impartiality, including a member of the employee's immediate family or household;
2. An employee's business partner; or
3. An entity that employs or is about to employ the employee or one of the individuals listed in one or two above.

Employees shall neither solicit nor accept gratuities, favors, or anything of monetary value from contractors, potential contractors, or parties to agreements or contracts. Situations in which the interest is not substantial or the gift is an unsolicited item of nominal value must comply with State law and Board policy 2:105, Ethics and Gift Ban.

Outside Employment

Employees shall not engage in any other employment or in any private business during regular working hours or at such other times as are necessary to fulfill appropriate assigned duties.

Incorporated by reference: 5:120-E (Code of Ethics for Illinois Educators)

LEGAL REF.: U.S. Constitution, First Amendment.
2 C.F.R. §200.318(c)(1).
5 ILCS 420/4A-101, Ill. Governmental Ethics Act.
5 ILCS 430/, State Officials and Employee Ethics Act.
30 ILCS 708/, Grant Accountability and Transparency Act.
50 ILCS 135, Local Governmental Employees Political Rights Act.
105 ILCS 5/10-22.39 and 5/22-5.
325 ILCS 5/, Abused and Neglected Child Reporting Act.
775 ILCS 5/5A-102, Ill. Human Rights Act.
23 Ill. Admin. Code Part 22, Code of Ethics for Illinois Educators.
Pickering v. Board of Township H.S. Dist. 205, 391 U.S. 563 (1968).
Garcetti v. Ceballos, 547 U.S. 410 (2006).

CROSS REF.: 2:105 (Ethics and Gift Ban), 4:60 (Purchases and Contracts), 5:100 (Staff Development Program), 5:125 (Personal Technology and Social Media; Usage and Conduct).

ADOPTED: May 17, 2001

REVISED: May 18, 2017

FINAL

Professional Personnel

Terms and Conditions of Employment and Dismissal

The Board of Education delegates authority and responsibility to the Superintendent to manage the terms and conditions for the employment of professional personnel. The Superintendent shall act reasonably and comply with State and federal law as well as any applicable collective bargaining agreement in effect. The Superintendent is responsible for making dismissal recommendations to the Board consistent with the Board's goal of having a highly qualified, high performing staff.

School Year

Teachers shall work according to the school calendar adopted by the Board of Education, which shall have a minimum of 176 student attendance days and a minimum of 180 teacher work days, including teacher institute days. Teachers are not required to work on legal school holidays unless the District has followed applicable State law that allows it to hold school or schedule teachers' institutes parent-teacher conferences, or staff development on the third Monday in January (the Birthday of Dr. Martin Luther King, Jr.); February 12 (the Birthday of President Abraham Lincoln); the first Monday in March (known as Casimir Pulaski's birthday); the second Monday in October (Columbus Day); and November 11 (Veterans' Day).

School Day

Teachers are required to work the school day adopted by the Board of Education. Teachers employed for at least four hours per day shall receive a duty-free lunch equivalent to the student lunch period, or 30 minutes, whichever is longer.

The District accommodates employees who are nursing mothers according to provisions in State and federal law.

Salary

Teachers shall be paid according to the salaries fixed by the Board, and in accordance with District policy 5:250, *Leaves of Absence*, but in no case less than the minimum salary provided by the School Code. Teachers shall be paid at least monthly on a 10- or 12-month basis.

Assignments and Transfers

The Superintendent is authorized to make teaching, study hall, extra class duty, and extracurricular assignments. In order of priority, assignments shall be made based on the District's needs and best interests, employee qualifications, and employee desires.

School Social Worker Services Outside of District Employment

School social workers may not provide services outside of their District employment to any student(s) attending school in the District. *School social worker* has the meaning stated in 105 ILCS 5/14-1.09a.

Dismissal

The District will follow State law when dismissing a teacher.

Evaluation

The District's teacher evaluation system will be conducted under the plan developed pursuant to State law.

On an annual basis, the Superintendent will provide the Board with a written report which outlines the results of the District's teacher evaluation system.

FINAL

LEGAL REF.: 105 ILCS 5/10-19, 5/10-19.05, 5/10-20.6, 5/14-1.09a, 5/22.4, 5/24-16.5, 5/24-2, 5/24-8, 5/24-9, 5/24-11, 5/24-12, 5/24-21, 5/24A-1 through 24A-20.
820 ILCS 260/1 et seq.
23 Ill. Admin. Code Parts 50 (Evaluation of Educator Licensed Employees) and 51 (Dismissal of Tenured Teachers).
Cleveland Bd. Of Educ. v. Loudermill, 470 U.S. 532 (1985).

CROSS REF.: 5:290 (Employment Termination and Suspensions), 6:20 (School Year Calendar and Day)

ADOPTED: May 17, 2001

REVISED: January 18, 2018

FINAL

Professional Personnel

Substitute Teachers

The Superintendent may employ substitute teachers as necessary to replace teachers who are temporarily absent.

A substitute teacher must hold either a valid teaching or substitute license or short-term substitute license and may teach in the place of a licensed teacher who is under contract with the Board. There is no limit on the number of days that a substitute teacher may teach in the District during the school year, except as follows:

1. A substitute teacher holding a substitute license may teach for any one licensed teacher under contract with the District only for a period not to exceed 90 paid school days in any one school term.
2. A teacher holding a Professional Educator License or Educator License with Stipulations may teach for any one licensed teacher under contract with the District only for a period not to exceed 120 paid school days.
3. A short-term substitute teacher holding a short-term substitute teaching license may teach for any one licensed teacher under contract with the District only for a period not to exceed five consecutive school days.

The Illinois Teachers' Retirement System (TRS) limits a substitute teacher who is a TRS annuitant to substitute teaching for a period not to exceed 120 paid days or 600 paid hours in each school year, but not more than 100 paid days in the same classroom. Beginning July 1, 2020, a substitute teacher who is a TRS annuitant may substitute teach for a period not to exceed 100 paid days or 500 paid hours in any school year, unless the subject area is one where the Regional Superintendent has certified that a personnel shortage exists.

The Board establishes a daily rate of pay for substitute teachers. Substitute teachers receive only monetary compensation for time worked and no other benefits.

Short-Term Substitute Teachers

A short-term substitute teacher must hold a valid short-term substitute teaching license and have completed the District's short-term substitute teacher training program. Short-term substitutes may teach no more than five consecutive school days for each licensed teacher who is under contract with the Board.

Emergency Situations

A substitute teacher may teach when no licensed teacher is under contract with the Board if the District has an emergency situation as defined in State law. During an emergency situation, a substitute teacher is limited to 30 calendar days of employment per each vacant position. The Superintendent shall notify the appropriate Regional Office of Education within five business days after the employment of a substitute teacher in an emergency situation.

FINAL

LEGAL REF.: 105 ILCS 5/10-20.68, 5/21B-20(2), 5/21B-20(3), and 5/21B-20.(4).
23 Ill. Admin. Code §1.790 (Substitute Teacher) and §25.520 (Substitute Teaching License).

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

ADOPTED: May 17, 2001

REVISED: March 21, 2019

FINAL

Professional Personnel

Leaves of Absence

Each of the provisions in this policy applies to all professional personnel to the extent that it does not conflict with an applicable collective bargaining agreement or individual employment contract or benefit plan; in the event of a conflict, such provision is severable and the applicable bargaining agreement or individual agreement will control.

Sick and Bereavement Leave, and Personal Leave

Please refer to the current "Agreement between Huntley Education Association (HEA) and the Board of Education (BOE) Huntley Community School District 158."

Sick leave is defined in State law as personal illness, quarantine at home, or serious illness or death in the immediate family or household, or birth, adoption, or placement for adoption.

As a condition for paying sick leave after three days absence for personal illness or 30 days for birth or as the Board or Superintendent deem necessary in other cases, the Board or Superintendent may require that the staff member provide a certificate from: (1) a physician licensed in Illinois to practice medicine and surgery in all its branches, (2) a chiropractic physician licensed under the Medical Practice Act, (3) a licensed advanced practice registered nurse, (4) a licensed physician assistant who has been delegated the authority to perform health examinations by his or her supervising physician, or (5) if the treatment is by prayer or spiritual means, a spiritual advisor or practitioner of the employee's faith. If the Board or Superintendent requires a certificate during a leave of less than three days for personal illness, the District shall pay the expenses incurred by the employee.

The use of paid sick leave for adoption or placement for adoption is limited to 30 days unless a longer leave is provided in an applicable collective bargaining agreement. The Superintendent may require that the employee provide evidence that the formal adoption process is underway.

Child Bereavement Leave

State law allows a maximum of ten unpaid work days for eligible employees (Family and Medical Leave Act of 1993, 20 U.S.C. §2601 et seq.) to take child bereavement leave. The purpose, requirements, scheduling, and all other terms of the leave are governed by the Child Bereavement Leave Act. Child bereavement leave allows for: (1) attendance by the bereaved staff member at the funeral or alternative to a funeral of his or her child, (2) making arrangements necessitated by the death of the staff member's child, or (3) grieving the death of the staff member's child, without any adverse employment action.

The leave must be completed within 60 days after the date on which the employee received notice of the death of his or her child. However, in the event of the death of more than one child in a 12-month period, an employee is entitled to up to a total of six weeks of bereavement leave during the 12-month period, subject to certain restrictions under State and federal law. Other existing forms of leave may be substituted for the leave provided in the Child Bereavement Leave Act. This policy does not create any right for an employee to take child bereavement leave that is inconsistent with the Child Bereavement Leave Act.

Leave of Absence Without Pay

Leave of absence without pay may be granted to professional staff members who have rendered satisfactory service to the District, according to the following conditions:

1. A professional teacher may be granted a leave of absence not to exceed one year. Application of such leave shall be submitted in writing to the Superintendent at least thirty (30) calendar

days in advance, provided the advanced application may be waived by the Board under appropriate circumstances. Such application shall be submitted to the Board at its next regular meeting.

2. No salary shall be paid during the leave nor shall the year be counted as a year taught on the salary schedule unless the teacher shall work more than 100 days full time.
3. After the leave, the teacher shall return to a position for which he/she is legally qualified.
4. A teacher granted a leave as hereunder may continue insurance benefits by paying all required premiums in advance to the month due.
5. A teacher granted leave hereunder of eight (8) months or more, as a condition thereof, shall advise the Superintendent in writing at least 180 calendar days prior to the termination of such leave that he/she intends to return to employment. Failure to advise the Superintendent of intent to return as required by this section shall be treated as an election not to return to employment and as a resignation from the District.
6. The granting of, or withholding of leave shall be at the sole discretion of the Board and such action in one instance shall not be precedential with respect to any other application.

Leave to Serve as an Election Judge

Any staff member who was appointed to serve as an election judge under State law may, after giving at least 20-days' written notice to the District, be absent without pay for the purpose of serving as an election judge. The staff member is not required to use any form of paid leave to serve as an election judge. No more than 10% of the District's employees may be absent to serve as election judges on the same Election Day.

Leaves For Service in the Military

Leaves for service in the U.S. Armed Services or any of its reserve components and the National Guard, as well as re-employment rights, will be granted in accordance with State and federal law. A professional staff member hired to replace one in military service does not acquire tenure.

General Assembly Leave

Leaves for service in the General Assembly, as well as re-employment rights, will be granted in accordance with State and federal law. A professional staff member hired to replace one in the General Assembly does not acquire tenure.

School Visitation Leave

An eligible professional staff member is entitled to eight hours during any school year, no more than four hours of which may be taken on any given day, to attend school conferences, behavioral meetings, or academic meetings related to the teacher's child, if the conference or meeting cannot be scheduled during non-work hours. Professional staff members must first use all accrued vacation leave, personal leave, compensatory leave, and any other leave that may be granted to the professional staff member, except sick and disability leave.

The Superintendent shall develop administrative procedures implementing this policy consistent with the School Visitation Rights Act.

Leaves for Victims of Domestic Violence, Sexual Violence, or Gender Violence

An unpaid leave from work is available to any staff member who: (1) is a victim of domestic violence, sexual violence, or gender violence or (2) has a family, or household member who is a victim of such violence whose interests are not adverse to the employee as it relates to the domestic violence, sexual violence, or gender violence. The unpaid leave allows the employee to seek medical help, legal assistance, counseling, safety planning, and other assistance without suffering adverse employment action.

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The Victims' Economic Security and Safety Act, governs the purpose, requirements, scheduling and continuity of benefits, and all other terms of the leave. Accordingly, if the District employs at least 50 employees, an employee is entitled to a total of 12 work weeks of unpaid leave during any 12-month period. Neither the law nor this policy creates a right for an employee to take unpaid leave that exceeds the unpaid leave time allowed under, or is in addition to the unpaid leave time permitted by, the federal Family and Medical Leave Act of 1993 (29 U.S.C. §2601, et seq.).

Leaves to Serve as an Officer or Trustee of a Specific Organization

Upon request, the Board will grant: (1) an unpaid leave of absence to a teacher who is an elected officer of a State or national teacher organization that represents teachers in collective bargaining negotiations, (2) twenty days of paid leave of absence per year to a trustee of the Teachers' Retirement System in accordance with 105 ILCS 5/24-6.3, and (3) a paid leave of absence for the local association president of a State teacher association that is an exclusive bargaining agent in the District, or his or her designee, to attend meetings, workshops, or seminars as described in 105 ILCS 5/24-6.2.

LEGAL REF.: 10 ILCS 5/13-2.5.
105 ILCS 5/24-6, 5/24-6.1, 5/24-6.2, 5/24-6.3, 5/24-13, and 5/24-13.1.
330 ILCS 61/, Service Member Employment and Reemployment Rights Act.
820 ILCS 147/, School Visitation Rights Act.
820 ILCS 154/, Child Bereavement Leave Act.
820 ILCS 180/, Victims' Economic Security and Safety Act.

CROSS REF.: 5:180 (Temporary Illness or Temporary Incapacity), 5:185 (Family and Medical Leave), 5:330 (Educational Support Personnel – Sick Days, Vacation, Holidays, and Leaves)

ADOPTED: May 17, 2001

REVISED: May 16, 2019

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Educational Support Personnel

Employment Termination and Suspensions

Resignation and Retirement

An employee is requested to provide two weeks' written notice of a resignation. In most cases, resigning employees are permitted to work to their effective resignation date. A resignation notice cannot be revoked once given. An employee planning to retire should notify his or her supervisor at least two months before the retirement date.

Non-RIF Dismissal

The District may terminate an at-will employee at any time for any or no reason, but not for a reason prohibited by State or federal law.

Employees who are employed annually or have a contract, or who otherwise have a legitimate expectation of continued employment, may be dismissed: (1) at the end of the school year or at the end of their respective contract after being provided appropriate notice and after compliance with any applicable contractual provisions, or (2) mid-year or mid-contract provided appropriate due process procedures are provided.

The Superintendent is responsible for making dismissal recommendations to the Board consistent with the Board's goal of having a highly qualified, high performing staff. This includes recommending a non-licensed employee for immediate dismissal for willful or negligent failure to report an instance of suspected child abuse or neglect as required by 325 ILCS 5/.

Seniority, Transfers, Vacancies and Lay-Offs

Please refer to the current "Agreement between Huntley Education Support Personnel Association (HESPA), IEA-NEA and Board of Education Huntley Community School District 158."

This section is applicable whenever the Board decides to decrease the number of educational support personnel or to discontinue some particular type of educational support service and, as a result of that action, an educational support employee is removed, dismissed, or his or her hours are reduced.

The Board shall use a seniority list to determine the order of dismissal or removal. The seniority list, categorized by positions, shows the length of continuing service of each full-time educational support employee. The employee with the shorter length of continuing service within the respective category of position shall be dismissed first.

Reduction in Force and Recall

Except as provided below, written notice will be given the employee by certified mail, return receipt requested, at least 30 days before the employee is removed or dismissed, or his or her hours are reduced, together with a statement of honorable dismissal and the reason therefore if applicable. The prior written notice will be extended to at least 90 days if the lay-off is due to the District entering into a contract with a third party for non-instructional services. The prior written notice will be shortened to at least 5 days before an employee's hours are reduced as a result of an unforeseen reduction in the student population.

Any vacancies for the following school term or within one calendar year from the beginning of the following school term, shall be offered to the employees so removed or dismissed from that category or any other category of position provided they are qualified to hold such positions.

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Final Paycheck

Terminating employees shall return any District property before receiving their final paycheck. A terminating employee's final paycheck will be adjusted for any unused, earned vacation credit. Employees are paid for all earned vacation. Terminating employees will receive their final pay on the next regular payday following the date of termination, except that an employee dismissed due to a reduction in force shall receive his or her final paycheck on or before the next regular pay date following the last day of employment.

Suspension

Please refer to the current Agreement between Huntley Education Support Personnel Association, IEA-NEA and Board of Education Huntley Community School District 158.

For employees not covered by this agreement:

Except as provided below, the Superintendent is authorized to suspend an employee without pay for up to five days as a disciplinary measure, during an investigation into allegations of misconduct, or pending a dismissal hearing whenever, in the Superintendent's judgment, the employee's presence is detrimental to the District. A disciplinary suspension shall be with pay: (1) when the employee is exempt from the overtime provisions, or (2) until an employee with an employment contract for a definite term is provided a notice and hearing according to the suspension policy for professional employees. Upon receipt of a recommendation from the Ill. Dept. of Children and Family Services (DCFS) that the District remove an employee from his or her position when he or she is the subject of a pending DCFS investigation that relates to his or her employment with the District, the Board or Superintendent or designee, in consultation with the Board Attorney, will determine whether to:

1. Let the employee remain in his or her position pending the outcome of the investigation; or
2. Remove the employee as recommended, proceeding with:
   a. A suspension with pay; or
   b. A suspension without pay.

Any criminal conviction resulting from the investigation or allegations shall require the employee to repay to the District all compensation and the value of all benefits received by the employee during the suspension. The Superintendent will notify the employee of this requirement when the employee is suspended.

LEGAL REF.: 5 ILCS 430 et seq.
105 ILCS 5/10, 22.34c and 5/10-23.5.
325 ILCS 5/7.4(c-10).
820 ILCS 105/4a.

CROSS REF.: 5:90 (Abused and Neglected Child Reporting), 5:240 (Professional Personnel – Suspension), 5:270 (Educational Support Personnel – Employment At-Will, Compensation, and Assignment)

ADOPTED: May 17, 2001

REVISED: January 18, 2018

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Educational Support Personnel

Sick Days, Vacation, Holidays, and Leaves

Each of the provisions in this policy applies to all educational support personnel to the extent that it does not conflict with an applicable collective bargaining agreement or individual employment contract or benefit plan; in the event of a conflict, such provision is severable and the applicable bargaining agreement or individual agreement will control.

Sick and Bereavement Leave

Please refer to the current "Agreement between Huntley Education Support Personnel Association (HESPA), IEA-NEA and Huntley Community School District 158 Board of Education."

Probationary employees and employees hired on or after March 1, 2009 who work at least 600 hours per year, shall be entitled to ten (10) days of sick leave per year for the first four (4) years of their employment. After completion of an employee's fourth year, he or she shall be entitled to fourteen (14) days of sick leave per term without loss of pay.

10 Month, probationary employees accrue sick time at 1 day per month over 10 months.
12 Month, probationary employees accrue sick time at .833 days per month over 12 months.
10 Month, non-probationary employees accrue sick time at 1.4 days per month over 10 months.
12 Month, non-probationary employees accrue sick time at 1.17 days per month over 12 months.

Part-time employees will receive sick day pay equivalent to their regular work day. Unused sick leave shall accumulate to a maximum of 240 days, including the leave of the current year.

Sick leave is defined in State law as personal illness, quarantine at home, or serious illness or death in the immediate family or household, or birth, adoption, or placement for adoption. The Superintendent and/or designee shall monitor the use of sick leave.

As a condition for paying sick leave after three days absence for personal illness or 30 days for birth or as the Board or Superintendent deem necessary in other cases, the Board or Superintendent may require that the staff member provide a certificate from: (1) a physician licensed in Illinois to practice medicine and surgery in all its branches, (2) a chiropractic physician licensed under the Medical Practice Act, (3) a licensed advanced practice registered nurse, (4) a licensed physician assistant who has been delegated the authority to perform health examinations by his or her supervising physician, or (5) if the treatment is by prayer or spiritual means, a spiritual adviser or practitioner of the employee's faith. If the Board or Superintendent requires a certificate during a leave of less than three days for personal illness, the District shall pay the expenses incurred by the employee.

The use of paid sick leave for adoption or placement for adoption is limited to 30 days unless a longer leave is provided in an applicable collective bargaining agreement. The Superintendent may require that the employee provide evidence that the formal adoption process is underway.

Vacation

Please refer to the current "Agreement between Huntley Education Support Personnel Association (HESPA), IEA-NEA and Board of Education Huntley Community School District 158."

Full-time employees whose regular work year is 260 days shall be entitled to paid vacation according to the following schedule:

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1. After six (6) months consecutive service, five (5) days to be taken before the close of the first fiscal year.
2. Beginning at the start of the second fiscal year, and continuing for the duration of the first ten consecutive years, ten (10) days.
3. After (10) years of consecutive service, fifteen (15) days.
4. After twenty (20) years of consecutive service, twenty (20) days.
5. For employees who have one or more years of service, the Board shall transfer up to five (5) unused vacation days to their cumulative sick leave at the end of each fiscal year.

Employees will be allowed to carry 1/3 of their issued vacation to the next fiscal year. However, this amount must be used by the next December 31st following the close of the fiscal year in which the vacation time was earned. Any of the unused vacation time shall be transferred to sick time to be used for extended time off per FMLA or for retirement reporting purposes. Vacation time is not cumulative.

The Superintendent, or his designee, shall attempt to arrange vacation days so that the school operation continues to operate in an effective and efficient manner. Accordingly, vacation days granted will be determined in accordance with the needs of the school.

Holidays

Please refer to the current "Agreement between Huntley Education Support Personnel Association (HESPA), IEA-NEA and Board of Education Huntley Community School District 158."

For employees not covered by this agreement, the following days will be observed:

Unless the District has a waiver or modification of The School Code pursuant to Section 2-3.25g or 24-2(b) allowing it to schedule school on a holiday listed below, District employees will not be required to work on:

New Year's Day
Martin Luther King Jr.'s Birthday
Lincoln's Birthday
Casimir Pulaski's Birthday
Memorial Day
Independence Day
Labor Day
Columbus Day
Veteran's Day
Thanksgiving Day
Day after Thanksgiving
Christmas Eve
Christmas Day
New Year's Eve

A holiday will not cause a deduction from an employee's time or compensation. The District may require educational support personnel to work on a school holiday during an emergency or for the continued operation and maintenance of facilities or property.

If a holiday is waived or falls on a Saturday or Sunday, it will be observed on a workday designated by the Superintendent.

Personal Leave

Please refer to the current "Agreement between Huntley Education Support Personnel Association (HESPA), IEA-NEA and Board of Education Huntley Community School District 158."

Employees not covered by this agreement with 6 months of consecutive service to the District shall receive leave of absence with pay on the same terms and conditions as employees covered by this agreement.

Personal leave shall not be allowed for participation in a work stoppage, recreation or to accompany another person on a pleasure trip.

Except in the case of an emergency, as approved by the Superintendent or designee, or for observations of a recognized religious holiday of the employee's faith, the following days shall not be utilized for personal business leave:

1. the first and last week of school for students,
2. a weekday immediately preceding a weekday legal holiday,
3. a weekday immediately preceding or the day of a weekday of student non-attendance day/half day,
4. a Friday before a Monday student non-attendance day/half day.

The employee shall suffer no loss of pay for such leave unless the aforementioned conditions have been violated.

Leave to Serve as a Trustee of the Illinois Municipal Retirement Fund

Upon request, the Board will grant 20 days of paid leave of absence per year to a trustee of the Ill. Municipal Retirement Fund in accordance with 105 ILCS 5/24-6.3.

Bereavement Leave

Please refer to the current "Agreement between Huntley Education Support Personnel Association (HESPA), IEA-NEA and Board of Education Huntley Community School District 158."

For employees not covered by this Agreement:

Educational support personnel may receive the same bereavement leave that is granted professional staff.

Other Leaves

Educational support personnel receive the following leaves on the same terms and conditions granted professional personnel in policy 5:250, *Leaves of Absence*:

1. Leaves for Service in the Military and General Assembly.
2. School Visitation Leave.
3. Leaves for Victims of Domestic Violence, Sexual Violence, or Gender Violence.
4. Child Bereavement Leave.
5. Leave to serve as an election judge.

LEGAL REF.: 105 ILCS 5/10-20.7b, 5/24-2, and 5/24-6.
330 ILCS 61/, Service Member Employment and Reemployment Rights Act.
820 ILCS 147, School Visitation Rights Act.
820 ILCS 154/, Child Bereavement Leave Act.
820 ILCS 180/, Victims' Economic Security and Safety Act.
School Dist. 151 v. ISBE, 154 Ill. App. 3d 375 (1st Dist. 1987); Elder v. School Dist. No. 127 1/2, 60 Ill. App. 2d 56 (1st Dist. 1965).

CROSS REF.: 5:180 (Temporary Illness or Temporary Incapacity), 5:185 (Family and Medical Leave), 5:250 (Professional Personnel – Leaves of Absence)

ADOPTED: May 17, 2001

REVISED: May 16, 2019

Instruction

School Year Calendar and Day

School Calendar

The Board, upon the Superintendent's recommendation and subject to State regulations, annually establishes the dates for opening and closing classes, teacher institutes and in-services, the length and dates of vacations, and the days designated as legal school holidays. The school calendar shall have a minimum of 185 days.

Commemorative Holidays

The teachers and students shall devote a portion of the school day on each commemorative holiday designated in the School Code to study and honor the commemorated person or occasion. The Board may, from time to time, designate a regular school day as a commemorative holiday.

School Day

The Board establishes the length of the school day with the recommendation of the Superintendent and subject to State law requirements. The Superintendent or designee shall ensure that observances required by State law are followed during each day of school attendance.

LEGAL REF.: 105 ILCS 5/10-19, 5/10-10.05, 5/10-24.46, 5/18-12, 5/18-12.5, 5/24-2, 5/27-3, 5/27-18, 5/27-19, 5/27-20, 5/27-20.1, 5/27-20.2, and 20/1.
10 ILCS 5/11-4.1.
23 Ill. Admin. Code §1.420(f).
Metzl v. Leininger, 850 F.Supp. 740 (N.D. Ill. 1997), *aff'd by* 57 F.3d 618 (7th Cir. 1995).

CROSS REF.: 2:20 (Powers and Duties of the Board; Indemnification), 5:200 (Terms and Conditions of Employment and Dismissal), 5:330 (Sick Days, Vacation, Holidays and Leaves), 6:60 (Curriculum Content), 6:70 (Teaching About Religions), 7:90 (Release During School Hours)

ADOPTED: May 17, 2001

REVISED: March 21, 2019

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Instruction

Curriculum Content

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

1. In kindergarten through grade 8, subjects include: (a) language arts, (b) reading, (c) other communication skills, (d) science, (e) mathematics, (f) social studies, (g) art, (h) music, and (i) drug and substance abuse prevention. A reading opportunity of 60 minutes per day will be promoted for all students in kindergarten through grade 3 whose reading levels are one grade level or more lower than their current grade level. Before the completion of grade 5, students will be offered at least one unit of cursive instruction. Beginning with the 2020-2021 school year, in grades 6, 7, or 8, students must receive at least one semester of civics education in accordance with Illinois Learning Standards for social science.

2. In grades 9 through 12, subjects include: (a) language arts, (b) writing intensive course, (c) science, (d) mathematics, (e) social studies including U.S. history, American government and one semester of civics, (f) foreign language, (g) music, (h) art, (i) driver and safety education, and (j) vocational education.

   Students otherwise eligible to take a driver education course must receive a passing grade in at least eight courses during the previous two semesters before enrolling in the course. The Superintendent or designee may waive this requirement if he or she believes a waiver to be in the student's best interest. The course shall include: (a) instruction necessary for the safe operation of motor vehicles, including motorcycles, to the extent that they can be taught in the classroom, (ab) classroom instruction on distracted driving as a major traffic safety issue, (c) instruction on required safety and driving precautions that must be observed at emergency situations, highway construction and maintenance zones, and railroad crossings and their approaches, and (d) instruction concerning law enforcement procedures for traffic stops, including a demonstration of the proper actions to be taken during a traffic stop and appropriate interactions with law enforcement. Automobile safety instruction covering traffic regulations and highway safety must include instruction on the consequences of alcohol consumption and the operation of a motor vehicle. The eligibility requirements contained in State law for the receipt of a certificate of completion from the Secretary of State shall be provided to students in writing at the time of their registration.

3. In grades 7 through 12, as well as in interscholastic athletic programs, steroid abuse prevention must be taught.

4. In kindergarten through grade 12, provided it can be funded by private grants or the federal government, violence prevention and conflict resolution must be stressed, including: (a) causes of conflict, (b) consequences of violent behavior, (c) non-violent resolution, and (d) relationships between drugs, alcohol and violence.

5. In grades kindergarten through 12, age appropriate, Internet safety must be taught, the scope of which shall be determined by the Superintendent or designee. The curriculum must incorporate policy 6:235, *Access to Electronic Networks* and, at a minimum, include: (a) education about appropriate online behavior, (b) interacting with other individuals on social networking websites and in chat rooms, and (c) cyberbullying awareness and response.

6. In all grades, character education must be taught including respect, responsibility, fairness, caring, trustworthiness, and citizenship, in order to raise students' honesty, kindness, justice, discipline, respect for others and moral courage. Instruction in all grades will include

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examples of behaviors that violate policy 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*.

7. In all schools, citizenship values must be taught, including (a) patriotism, (b) democratic principles of freedom, justice, and equality, (c) proper use and display of the American flag, (d) the Pledge of Allegiance, and (e) the voting process.

8. In all grades, physical education must be taught including a developmentally planned and sequential curriculum that fosters the development of movement skills, enhances health-related fitness, increases students' knowledge, offers direct opportunities to learn how to work cooperatively in a group setting, and encourages healthy habits and attitudes for a healthy lifestyle. Unless otherwise exempted, all students are required to engage in a physical education course with such frequency as determined by the Board after recommendation from the Superintendent, but at a minimum of three days per five-day week. For exemptions and substitutions, see 6:310, *High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students* and 7:260, *Exemption from Physical Education*.

9. In all schools, health education must be stressed, including (a) proper nutrition, (b) physical fitness, (c) components necessary to develop a sound mind in a healthy body, (d) dangers and avoidance of abduction, and (e) age-appropriate sexual abuse and assault awareness and prevention education in all grades. The Superintendent shall implement a comprehensive health education program in accordance with State law.

10. In all schools, career/vocational education must be taught, including: (a) the importance of work, (b) the development of basic skills to enter the world of work and/or continue formal education, (c) good work habits and values, (d) the relationship between learning and work, and (e) if possible, a student work program that provides the student with work experience as an extension of the regular classroom. A career awareness and exploration program must be available at all grade levels.

11. In grades 9 through 12, consumer education must be taught, including (a) financial literacy, including consumer debt and installment purchasing, (including credit scoring, managing credit debt, and completing a loan application); budgeting; savings and investing; banking including balancing a checkbook, opening a deposit account, and the use of interest rates); understanding simple contracts; State and federal income taxes; personal insurance policies; the comparison of prices; higher education student loans; identity-theft security; and homeownership (including the basic process of obtaining a mortgage and the concepts of fixed and adjustable rate mortgages, subprime loans, and predatory lending); and (b) the roles of consumers interacting with agriculture, business, labor unions and government in formulating and achieving the goals of the mixed free enterprise system.

12. In all schools, conservation of natural resources must be taught, including: (a) home ecology, (b) endangered species, (c) threats to the environment, and (d) the importance of the environment to life as we know it.

13. In all schools, United States (U.S.) history must be taught including: (a) the principals of representative government, (b) the Constitutions of the U.S. and Illinois, (c) the role of the U.S. in world affairs, (d) the role of labor unions, (e) the role and contributions of ethnic groups, including but not limited to, the African Americans, Albanians, Asian Americans, Bohemians, Czechs, French, Germans, Hispanics, (including the events related to the forceful removal and illegal deportation of Mexican-American U.S. citizens during the Great Depression), Hungarians, Irish, Italians, Lithuanians, Polish, Russians, Scots, and Slovakians in the history of this country and State, (f) a study of the roles and contributions of lesbian,

gay, bisexual, and transgender (LGBT) people in the history of the U.S. and Illinois, and (g) Illinois history.

In addition, all schools shall hold an educational program on the United States Constitution on Constitution Day, each September 17, commemorating the September 17, 1787 signing of the Constitution. However, when September 17 falls on a Saturday, Sunday or holiday, Constitution Day shall be held during the preceding or following week.

14. In grade 7 and all high school courses concerning U.S. history or a combination of U.S. history and American government, students must view a Congressional Medal of Honor film made by the Congressional Medal of Honor Foundation, provided there is no cost for the film.

15. In all schools, the curriculum includes instruction as determined by the Superintendent or designee on the Holocaust and crimes of genocide, including Nazi atrocities of 1933-1945, Armenian Genocide, the Famine-Genocide in Ukraine, and more recent atrocities in Cambodia, Bosnia, Rwanda, and Sudan.

16. In all schools, the curriculum includes instruction as determined by the Superintendent or designee on the history, struggles and contributions of women.

17. In all schools, the curriculum includes instruction as determined by the Superintendent or designee on Black History, including the history of the African slave trade, slavery in America, and the vestiges of slavery in this country, as well as the struggles and contributions of African-Americans.

18. In all schools offering a secondary agricultural education program, the curriculum includes courses as required by 105 ILCS 5/2-3.80.

19. In all schools, instruction during courses as determined by the Superintendent or designee on disability history, awareness, and the disability rights movement.

20. In kindergarten through grade 8, education must be available to students concerning effective methods of preventing and avoiding traffic injuries related to walking and bicycling.

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LEGAL REF.: Pub. L. No. 108-447, Section 111 of Division J. Consolidated Appropriations Act of 2005.
Pub. L. No. 110-385, Title II, 122 stat. 4096 (2008), Protecting Children in the 21st Century Act.
47 C.F.R. §54.520.
5 ILCS 465/3 and 465/3a.
20 ILCS 2605/2605-480.
105 ILCS 5/2-3.80(e) and (f), 5/27-3, 5/27-3.5, 5/27-5, 5/27-6, 5/27-6.5, 5/27-7, 5/27-12, 5/27-12.1, 5/27-13.1, 5/27-13.2, 5/27-20.3, 5/27-20.4, 5/27-20.5, 5/27-20.7, 5/27-21, 5/27-22, 5/27-23.3, 5/27-23.4, 5/27-23.7, 5/27-23.8, 5/27-23.10, 5/27-23.11, 5/27-24.2, 435/, and 110/3.
625 ILCS 5/6-408.5.
23 Ill. Admin. Code §§1.420, 1.425, 1.430, and 1.440.

CROSS REF.: 6:20 (School Year Calendar and Day); 6:40 (Curriculum Development); 6:70 (Teaching About Religions), 6:235 (Access to Electronic Networks), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:185 (Teen Dating Violence Prohibited), 7:190 (Student Behavior), 7:260 (Exemption from Physical Education).

ADOPTED: May 17, 2001

REVISED: March 21, 2019

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Instruction

Home and Hospital Instruction

A student who is absent from school, or whose physician, physician assistant, or advanced practice registered nurse anticipates that the student will be absent from school, because of a medical condition may be eligible for instruction in the student's home or hospital. Eligibility shall be determined by State law and the Illinois State Board of Education rules governing (1) the continuum of placement options for students who have been identified for special education services or (2) the home and hospital instruction provisions for students who have not been identified for special education services. Appropriate educational services from qualified staff will begin no later than five school days after receiving a written statement from: (1) a physician licensed to practice medicine in all of its branches, (2) a licensed physician assistant, or (3) a licensed advanced practice registered nurse. Instructional or related services for a student receiving special education services will be determined by the student's individualized education program.

A student who is unable to attend school because of pregnancy will be provided home instruction, correspondence courses, or other courses of instruction (1) before the birth of the child when the student's physician, physician assistant, or advanced practice registered nurse indicates, in writing, that she is medically unable to attend regular classroom instruction, and (2) for up to three months after the child's birth or a miscarriage.

Periodic conferences will be held between appropriate school personnel, parent(s)/guardian(s) and hospital staff to coordinate course work and facilitate a student's return to school.

LEGAL REF.: 105 ILCS 5/10-19.05(e), 5/10-22.6a., 5/14-13.01, and 5/18-4.5.
23 Ill. Admin. Code §§1.520, 1.610 and 226.300.

CROSS REF.: 6:120 (Education of Children with Disabilities), 7:10 (Equal Educational Opportunity), 7:280 (Communicable and Chronic Infectious Disease)

ADOPTED: May 17, 2001

REVISED: January 18, 2018

FINAL

Instruction

Graduation Requirements

Unless otherwise exempted, each student must successfully accomplish the following in order to graduate from high school:

1. Complete all District graduation requirements that are in addition to the State requirements.
2. Complete all courses as provided in the *School Code*, 105 ILCS 5/27-22.
3. Complete all minimum requirements for graduation as specified by Illinois State Board of Education rule, 23 Ill. Admin. Code §1.440.
4. Pass an examination on patriotism and principles or representative government, proper use of the flag, methods of voting, and the Pledge of Allegiance.
5. Participating in State assessments that are required for graduation by the School Code, 105 ILCS 5/2-3.64a-5.
6. Beginning with the 2020-2021 school year, filing one of the following: (1) a Free Application for Federal Student Aid (FAFSA) with the U.S. Dept. of Education, (2) an application for State financial aid, or (3) an Ill. State Board of Education (ISBE) waiver form indicating that the student understands what these aid opportunities are and has chosen not to file an application. If the student is not at least 18 years of age or legally emancipated, the student's parent/guardian must file one of these documents on the student's behalf.
   A student is exempt from this requirement if: (1) the student is unable to file a financial aid application or an ISBE waiver due to extenuating circumstances, (2) the Building Principal attests the District made a good faith effort to assist the student or the student's parent/guardian with filing a financial aid application or an ISBE waiver form, and (3) the student has met all other graduation requirements.

The Superintendent or designee is responsible for:

1. Maintaining a description of all course offerings that comply with the above graduation requirements.
2. Notifying students and their parents/guardians of graduation requirements.
3. Developing the criteria for determining when a student accomplishes number 4 above as well as a method for recording that fact in the student's school record.
4. Complying with State law requirements for students who transfer during their senior year because their parent(s)/guardian(s) are on active military duty. This includes making reasonable adjustments to ensure graduation if possible, or efforts to ensure that the original (transferor) school district issues the student a diploma.
5. Taking all other actions to implement this policy.

Early Graduation

The Superintendent or designee shall implement procedures for students to graduate early, provided they finish seven semesters of high school and meet all graduation requirements.

Certificate of Completion

A student with a disability who has an Individualized Education Program prescribing special education, transition planning, transition services, or related services beyond the student's four years of high school, qualifies for a certificate of completion after the student has completed four years of high school. The student is encouraged to participate in the graduation ceremony of his or her high school graduation class. The Superintendent or designee shall provide timely written notice of this requirement to children with disabilities and their parents/guardians.

Subject	Hour Requirement
English	4.0
Mathematics	3.0
Science	3.0
U.S. History	1.0
Government	.5
World History, World Geography, or AP European History	1.0
Health	.5
P.E.	1.5
Driver Education	.25
Consumer Education	.5
Electives	7.75
Total	**23.0**

Service Member Diploma

The District will award a diploma to a service member who was killed in action while performing active military duty with the U.S. Armed Forces or an honorably discharged veteran of World War II, the Korean Conflict, or the Vietnam Conflict, provided that he or she (1) resided within an area currently within the District at the time he or she left high school, (2) left high school before graduating in order to serve in the U.S. Armed Forces, and (3) has not received a high school diploma.

LEGAL REF.: 105 ILCS 5/2-3.64a-5, 5/22-27, 5/27-3, 5/27-22, and 5/27-22.10.
105 ILCS 70/, Educational Opportunity for Military Children Act.
23 Ill. Admin. Code §1.440.

CROSS REF.: 6:30 (Organization of Instruction), 6:310 (High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students), 6:315 (High School Credit for Students in Grade 7 or 8), 6:320 (High School Credit for Proficiency), 7:50 (School Admissions and Student Transfers To and From Non-District Schools)

ADOPTED: May 17, 2001

REVISED: January 18, 2018

FINAL

Students

Harassment of Students Prohibited

No person, including a District employee or agent, or student, shall harass, intimidate, or bully a student on the basis of actual or perceived: race; color; national origin; military status; unfavorable discharge status from military service; sex; sexual orientation; gender identify; gender-related identity or expression; ancestry; age; religion; physical or mental disability; order of protection status; status of being homeless; actual or potential marital or parental status, including pregnancy; association with a person or group with one or more of the aforementioned actual or perceived characteristics; or any other distinguishing characteristic. The District will not tolerate harassing, intimidating conduct, or bullying whether verbal, physical, sexual, or visual, that affects the tangible benefits of education, that unreasonably interferes with a student's educational performance, or that creates an intimidating, hostile, or offensive educational environment. Examples of prohibited conduct include name-calling, using derogatory slurs, stalking, sexual violence, causing psychological harm, threatening or causing physical harm, threatened or actual destruction of property, or wearing or possessing items depicting or implying hatred or prejudice of one of the characteristics stated above.

Sexual Harassment Prohibited

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

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

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

Making a Complaint

Students are encouraged to report claims or incidences of bullying, harassment, sexual harassment, or any other prohibited conduct to, the student Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, Dean of Students, a Complaint Manager, or any staff member with whom the student is comfortable speaking. A student may choose to report to a person of the student's same sex.

An allegation that a student was a victim of any prohibited conduct perpetrated by school personnel, including a school vendor or volunteer, shall be processed and reviewed according to policy 5:90, *Abused and Neglected Child Reporting*, in addition to any response required by this policy.

FINAL

Nondiscrimination Coordinator:

Ms. Jessica Lombard,
Associate Superintendent
650 Dr. John Burkey Drive
Algonquin, IL 60102
(847) 659-6142
jlombard@district158.org

Complaint Managers:

Mr. Adam Zehr,
Assistant Superintendent Human Resources
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Dr. Erika Schlichter,
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(847) 659-6111
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Dr. Rocio Del Castillo,
Assistant Superintendent Special Services
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The Superintendent shall use reasonable measures to inform staff members and students of this policy by including:

1. For students, age-appropriate information about the contents of this policy in the District's student handbook(s), on the District's website, and, if applicable, in any other areas where policies, rules, and standards of conduct are otherwise posted in each school.
2. For staff members, this policy in the appropriate employee handbook(s), if applicable, and/or in any other areas where policies, rules, and standards of conduct are otherwise made available to staff.

Investigation Process

Supervisors, Building Principals, or administrators who receive a report or complaint of harassment must promptly forward the report or complaint to the Nondiscrimination Coordinator or a Complaint Manager. A supervisor or administrator who fails to promptly comply may be disciplined, up to and including discharge.

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

The District shall investigate alleged harassment of students when the Nondiscrimination Coordinator or a Complaint Manager becomes aware of an allegation, regardless of whether a written report or complaint is filed.

Alleged Incidents of Sexual Abuse

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

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Any complaint alleging an incident of sexual abuse shall be processed and reviewed according to policy 5:90, *Abused and Neglected Child Reporting*, in addition to any response required by this policy.

Enforcement

Any District employee who is determined, after an investigation, to have engaged in conduct prohibited by this policy will be subject to disciplinary action up to and including discharge. Any District student who is determined, after an investigation, to have engaged in conduct prohibited by this policy will be subject to disciplinary action, including but not limited to, suspension and expulsion consistent with the discipline policy. Any person making a knowingly false accusation regarding prohibited conduct will likewise be subject to disciplinary action up to and including discharge, with regard to employees, or suspension and expulsion, with regard to students.

LEGAL REF.: 20 U.S.C. § 1681 et seq., Title IX of the Educational Amendments of 1972.
34 C.F.R. Part 106.
105 ILCS 5/10-20.12, 10-22.5, 5/27-1 and 5/27-23.7.
775 ILCS 5/1-101 et seq., Illinois Human Rights Act.
23 Ill. Admin. Code §1.240 and Part 200.
Davis v. Monroe County Bd. of Educ., 526 U.S. 629 (1999).
Franklin v. Gwinnett Co. Public Schs., 503 U.S. 60 (1992).
Gebser v. Lago Vista Independent Sch. Dist., 524 U.S. 274 (1998).
West v. Derby Unified Sch. Dist. No. 260, 206 F.3d 1358 (10th Cir. 2000).

CROSS REF.: 2:260 (Uniform Grievance Procedure), 5:20 (Workplace Harassment Prohibited), 5:90 (Abused and Neglected Child Reporting), 7:10 (Equal Educational Opportunities), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:185 (Teen Dating Violence Prohibited), 7:190 (Student Discipline), 7:240 (Conduct Code for Participants in Extracurricular Activities).

ADOPTED: May 17, 2001

REVISED: June 11, 2019

FINAL

Students

Agency and Police Interviews

The Superintendent shall develop procedures to manage requests by agency officials or police officers to interview students at school. Procedures will:

1. Recognize individual student rights and privacy,
2. Recognize the potential impact an interview may have on an individual student,
3. Minimize potential disruption,
4. Foster a cooperative relationship with public agencies and law enforcement, and
5. Comply with State law including, but not limited to, ensuring that before a law enforcement officer, school resource officer, or other school security person detains and questions on school grounds a student under 18 years of age who is suspected of committing a criminal act, the Superintendent or designee will:
   a. Notify or attempt to notify the student's parent/guardian and document the time and manner in writing.
   b. Make reasonable efforts to ensure the student's parent/guardian is present during questioning or, if they are not present, ensure that school employees (including, but not limited to, a school social worker, psychologist, nurse, guidance counselor, or any other mental health professional) are present during the questioning; and
   c. If practicable, make reasonable efforts to ensure a trained law enforcement officer to promote safe interactions and communications with the student is present during questioning.

LEGAL REF.: 105 ILCS 5/10-20.64, 5/22-85 (final citation pending)
55 ILCS 80/, Children's Advocacy Center Act.
325 ILCS 5/, Abused and Neglected Child Reporting Act.
720 ILCS 5/31-1 et seq., Interference with Public Officers Act.
725 ILCS 120/, Rights of Crime Victims and Witnesses Act.

CROSS REF.: 5:90 (Abused and Neglected Child Reporting), 7:130 (Student Rights and Responsibilities), 7:140 (Search and Seizure), 7:190 (Student Behavior)

ADOPTED: May 17, 2001

REVISED: December 14, 2017

FINAL

Students

Student Behavior

The goals and objectives of this policy are to provide effective discipline practices that: (1) ensure the safety and dignity of students and staff; (2) maintain a positive, weapons-free, and drug-free learning environment; (3) keep school property and the property of others secure; (4) address the causes of a student's misbehavior and provide opportunities for all individuals involved in an incident to participate in its resolution; and (5) teach students positive behavioral skills to become independent, self-disciplined citizens in the school community and society.

When and *Where* Conduct Rules Apply

A student is subject to disciplinary action for engaging in *prohibited student conduct*, as described in the section with that name below, whenever the student's conduct is reasonably related to school or school activities, including, but not limited to:

1. On, or within sight of, school grounds before, during, or after school hours or at any time;
2. Off school grounds at a school-sponsored activity or event, or any activity or event that bears a reasonable relationship to school;
3. Traveling to or from school or a school activity, function, or event; or
4. Anywhere, if the conduct interferes with, disrupts, or adversely affects the school environment, school operations, or an educational function, including, but not limited to, conduct that may reasonably be considered to: (a) be a threat or an attempted intimidation of a staff member; or (b) endanger the health or safety of students, staff, or school property.

Prohibited Student Conduct

Disciplinary action may be taken against any student guilty of gross disobedience or misconduct, including, but not limited to, the following:

1. Using, possessing, distributing, purchasing, or selling tobacco or nicotine materials, including without limitation, electronic cigarettes.
2. Using, possessing, distributing, purchasing, or selling alcoholic beverages. Students who are under the influences of an alcoholic beverage are not permitted to attend school or school functions and are treated as though they had alcohol in their possession.
3. Using, possessing, distributing, purchasing, selling, or offering for sale:
    a. Any illegal drug or controlled substance, or cannabis (including marijuana hashish, and medical cannabis unless the student is authorized to be administered a medical cannabis infused product under *Ashley's Law*).
    b. Any anabolic steroid unless being administered in accordance with a physician's or licensed practitioner's prescription.
    c. Any performance-enhancing substance on the Illinois High School Association's most current banned substance list unless administered in accordance with a physician's or licensed practitioner's prescription.
    d. Any prescription drug when not prescribed for the student by a physician or licensed practitioner, or when used in a manner inconsistent with the prescription or prescribing physician's or licensed practitioner's instructions. The use or possession of medical cannabis, even by a student for whom medical cannabis has been prescribed, is prohibited, unless the student is authorized to be administered a medical cannabis infused product under *Ashley's Law*.

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e. Any inhalant, regardless of whether it contains an illegal drug or controlled substance: (a) that a student believes is, or represents to be capable of, causing intoxication, hallucination, excitement, or dulling of the brain or nervous system; or (b) about which the student engaged in behavior that would lead a reasonable person to believe that the student intended the inhalant to cause intoxication, hallucination, excitement, or dulling of the brain or nervous system. The prohibition in this section does not apply to a student's use of asthma or other legally prescribed inhalant medications.

f. Any substance inhaled, injected, smoked, consumed, or otherwise ingested or absorbed with the intention of causing a physiological or psychological change in the body, including without limitation, pure caffeine in tablet or powdered form.

g. *Look-alike* or counterfeit drugs, including a substance that is not prohibited by this policy, but one: (a) that a student believes to be, or represents to be, an illegal drug, controlled substance, or other substance that is prohibited by this policy; or (b) about which a student engaged in behavior that would lead a reasonable person to believe that the student expressly or impliedly represented to be an illegal drug, controlled substance, or other substance that is prohibited by this policy.

h. Drug paraphernalia, including devices that are or can be used to: (a) ingest, inhale, or inject cannabis or controlled substances into the body; and (b) grow, process, store, or conceal cannabis or controlled substances.

Students who are under the influence of any prohibited substance are not permitted to attend school or school functions and are treated as though they had the prohibited substance, as applicable, in their possession.

4. Using, possessing, controlling, or transferring a *weapon* as that term is defined in the **Weapons** section of this policy, or violating the **Weapons** section of this policy.

5. Using or possessing an electronic paging device. Using a cellular telephone, video recording device, personal digital assistant (PDA), or other electronic device in any manner that disrupts the educational environment or violates the rights of others, including using the device to take photographs in locker rooms or bathrooms, cheat, or otherwise violate student conduct rules. Prohibited conduct specifically includes, without limitation, creating, sending, sharing, viewing, receiving, or possessing an indecent visual depiction of oneself or another person through the use of a computer, electronic communication device, or cellular phone. Unless otherwise banned under this policy or by the Building Principal or teacher, all electronic devices must be kept powered-off and out-of-sight during the regular school day unless: (a) the supervising teacher grants permission; (b) use of the device is provided in a student's individualized education program (IEP); (c) is used during the student's lunch period, or (d) it is needed in an emergency that threatens the safety of students, staff, or other individuals.

6. Using or possessing a laser pointer unless under a staff member's supervision and in the context of instruction.

7. Disobeying directives from staff members or school officials and/or rules and regulations governing student conduct and/or any discriminatory or harassing behavior. Examples of disobeying staff directives include refusing a District staff member's request to stop, present school identification, or submit to a search.

8. Engaging in academic dishonesty, including cheating, intentionally plagiarizing, wrongfully giving or receiving help during an academic examination, and wrongfully obtaining test copies or scores.

9. Engaging in hazing or any kind of bullying or aggressive behavior that does physical or psychological harm to a staff person or another student, or urging other students to engage in

such conduct. Prohibited conduct specifically includes, without limitation, any use of violence, intimidation, force, noise, coercion, threats, stalking, harassment, sexual harassment, public humiliation, theft or destruction of property, retaliation, hazing, bullying, bullying using a school computer or a school computer network, or other comparable conduct.

10. Engaging in any sexual activity, including without limitation, offensive touching, sexual harassment, indecent exposure (including mooning), and sexual assault. This does not include the non-disruptive: (a) expression of gender or sexual orientation or preference, or (b) display of affection during non-instructional time.
11. Teen dating violence, as described in Board policy 7:185, *Teen Dating Violence Prohibited*.
12. Causing or attempting to cause damage to, or stealing or attempting to steal, school property or another person's personal property.
13. Entering school property or a school facility without proper authorization.
14. In the absence of a reasonable belief that an emergency exists, calling emergency responders (such as calling 911); signaling or setting off alarms or signals indicating the presence of an emergency; or indicating the presence of a bomb or explosive device on school grounds, school bus, or at any school activity.
15. Being absent without a recognized excuse; State law and Board policy on truancy control will be used with chronic and habitual truants.
16. Being involved with any public school fraternity, sorority, or secret society, by (a) being a member; (b) promising to join; (c) pledging to become a member; or (d) soliciting any other person to join, promise to join, or be pledged to become a member.
17. Involvement in gangs or gang-related activities, including the display of gang symbols or paraphernalia.
18. Violating any criminal law, including but not limited to, assault, battery, arson, theft, gambling, eavesdropping, and hazing.
19. Making an explicit threat on an Internet website against a school employee, a student, or any school-related personnel if the Internet website through which the threat was made is a site that was accessible within the school at the time the threat was made or was available to third parties who worked or studied within the school grounds at the time the threat was made, and the threat could be reasonably interpreted as threatening to the safety and security of the threatened individual because of his or her duties or employment status or status as a student inside the school.
20. Operating an unmanned aircraft system (UAS) or drone for any purpose on school grounds or at any school event unless granted permission by the Superintendent or designee.
21. Engaging in any activity, on or off campus, that interferes with, disrupts, or adversely affects the school environment, school operations, or an educational function, including but not limited to, conduct that may reasonably be considered to: (a) be a threat or an attempted intimidation of a staff member, or (b) endanger the health or safety of students, staff, or school property.

For purposes of this policy, the term *possession* includes having control, custody, or care, currently or in the past, of an object or substance, regardless of whether or not the item is (a) on the student's person; (b) contained in another item belonging to, or under the control of, the student, such as in the student's clothing, backpack, automobile; (c) in a school's student locker, desk, or other school property; or (d) any other location on school property or at a school-sponsored event.

Efforts, including the use of positive interventions and supports, shall be made to deter students, while at school or a school-related event, from engaging in aggressive behavior that may reasonably

produce physical or psychological harm to someone else. The Superintendent or designee shall ensure that the parent/guardian or a student who engages in aggressive behavior is notified of the incident. The failure to provide such notification does not limit the Board's authority to impose discipline, including suspension or expulsion, for such behavior.

No disciplinary action shall be taken against any student that is based totally or in part on the refusal of the student's parent / guardian to administer or consent to the administration of psychotropic or psycho stimulant medication to the student.

Disciplinary Measures

School officials shall limit the number and duration of expulsions and out-of-school suspensions to the greatest extent practicable, and, where practicable and reasonable, shall consider forms of non-exclusionary discipline before using out-of-school suspensions or expulsions. School personnel shall not advise or encourage students to drop out voluntarily due to behavioral or academic difficulties. Potential disciplinary measures include, without limitation, any of the following:

1. Notifying parent(s)/guardian(s).
2. Disciplinary conference.
3. Withholding of privileges.
4. Temporary removal from the classroom.
5. Return of property or restitution for lost, stolen, or damaged property.
6. In-school suspension. The Building Principal or designee shall ensure that the student is properly supervised.
7. After-school detention or Saturday detention provided the student's parent/guardian has been notified. If transportation arrangements cannot be agreed upon, an alternative disciplinary measure must be used. The student must be supervised by the detaining teacher or the Building Principal or designee.
8. Community service with local public and nonprofit agencies that enhances community efforts to meet human, educational, environmental, or public safety needs. The District will not provide transportation. School administration shall use this option only as an alternative to another disciplinary measure, giving the student and/or parent/guardian the choice.
9. Seizure of contraband; confiscation and temporary retention of personal property that was used to violate this policy or school disciplinary rules.
10. Suspension of bus riding privileges in accordance with Board policy 7:220, *Bus Conduct*.
11. Out-of-school suspension from school and all school activities in accordance with Board policy 7:200, *Suspension Procedures.* A student who has been suspended may also be restricted from being on school grounds and at school activities.
12. Expulsion from school and all school-sponsored activities and events for a definite time period not to exceed two calendar years in accordance with Board policy 7:210, *Expulsion Procedures*. A student who has been expelled may also be restricted from being on school grounds and at school activities.
13. Transfer to an alternative program if the student is expelled or otherwise qualifies for the transfer under State law. The transfer shall be in the manner provided in Article 13A or 13B of the School Code.
14. Notifying juvenile authorities or other law enforcement whenever the conduct involves criminal activity, including but not limited to, illegal drugs (controlled substances), *look-alikes*, alcohol, or weapons or in other circumstances as authorized by the reciprocal reporting agreement between the District and local law enforcement agencies.

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The above list of disciplinary measures is a range of options that will not always be applicable in every case. In some circumstances, it may not be possible to avoid suspending or expelling a student because behavioral interventions, other than a suspension and expulsion, will not be appropriate and available, and the only reasonable and practical way to resolve the threat and/or address the disruption is a suspension or expulsion.

Corporal punishment is prohibited. Corporal punishment is defined as slapping, paddling, or prolonged maintenance of students in physically painful positions, or intentional infliction of bodily harm. Corporal punishment does not include reasonable force as needed to maintain safety for students, staff, or other persons, or for the purpose of self-defense or defense of property.

Weapons

A student who is determined to have brought one of the following objects to school, any school-sponsored activity or event, or any activity or event that bears a reasonable relationship to school shall be expelled for a period of at least one calendar year but not more than two calendar years:

1. A *firearm*, meaning any gun, rifle, shotgun, or weapon as defined by Section 921 of Title 18 of the United States Code (18 U.S.C. §921), firearm as defined in Section 1.1 of the Firearm Owners Identification Card Act (430 ILCS 65/), or firearm as defined in Section 24-1 of the Criminal Code of 1961 (720 ILCS 5/24-1).
2. A knife, brass knuckles, or other knuckle weapon regardless of its composition, a billy club, or any other object if used or attempted to be used to cause bodily harm, including *look-alikes* of any *firearm* as defined above.

The expulsion requirement under either paragraph one or two above may be modified by the Superintendent, and the Superintendent's determination may be modified by the Board on a case-by-case basis. The Superintendent or designee may grant an exception to this policy, upon the prior request of an adult supervisor, for students in theatre, cooking, ROTC, martial arts, and similar programs, whether or not school-sponsored, provided the item is not equipped, nor intended, to do bodily harm.

This policy's prohibitions concerning weapons apply regardless of whether: (1) a student is licensed to carry a concealed firearm, or (2) the Board permits visitors, who are licensed to carry a concealed firearm, to store a firearm in a locked vehicle in a school parking area.

Re-Engagement of Returning Students

The Superintendent or designee shall maintain a process to facilitate the re-engagement of students who are returning from an out-of-school suspension, expulsion, or an alternative school setting. The goal of re-engagement shall be to support the student's ability to be successful in school following a period of exclusionary discipline and shall include the opportunity for students who have been suspended to complete or make up work for equivalent academic credit.

Required Notices

A school staff member shall immediately notify the office of the Building Principal in the event that he or she (1) observes any person in possession of a firearm on or around school grounds, however, such action may be delayed if immediate notice would endanger students under his or her supervision, (2) observes or has reason to suspect that any person on school grounds is or was involved in a drug-related incident, or (3) observes a battery committed against any staff member. Upon receiving such a report, the Building Principal or designee shall immediately notify the local law enforcement agency, Ill. Dept. of State Police (ISP), and any involved student's parent(s)/guardian(s). *School grounds* includes modes of transportation to school activities and any public way within 1,000 feet of the school, as well as school property itself.

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Delegation of Authority

Each teacher, and any other school personnel when students are under his or her charge, is authorized to impose any disciplinary measure, other than suspension, expulsion, corporal punishment or in-school suspension, that is appropriate and in accordance with the policies and rules on student discipline. Teachers, other certificated [licensed] educational employees, and other persons providing a related service for or with respect to a student, may use reasonable force as needed to maintain safety for other students, school personnel, or other persons, or for the purpose of self-defense or defense of property. Teachers may temporarily remove students from a classroom for disruptive behavior.

The Superintendent, Building Principal, Assistant Building Principal, or Dean of Students is authorized to impose the same disciplinary measures as teachers and may suspend students guilty of gross disobedience or misconduct from school (including all school functions) and from riding the school bus, up to ten consecutive school days, provided the appropriate procedures are followed. The Board may suspend a student from riding the bus in excess of ten days for safety reasons.

Student Handbook

The Superintendent, with input from the parent-teacher advisory committee, shall prepare disciplinary rules implementing the District's disciplinary policies. These disciplinary rules shall be presented annually to the Board for its review and approval.

A student handbook, including the District disciplinary policies and rules, shall be distributed to the students' parents and guardians within 15 days of the beginning of the school year or a student's enrollment.

LEGAL REF.: 20 U.S.C. §6081, Pro-Children Act of 1994.
20 U.S.C. §7961 et seq., Gun Free Schools Act.
105 ILCS 5/10-20.5b, 5/10-20.14, 5/10-20.28, 5/10-20.36, 5/10-21.7, 5/10-21.10, 5/10-22.6, 5/10-27.1A, 5/10-27B, 5/22-33, 5/24-24, 5/26-12, 5/27-23.7, 5/31-3, and 110/3.10.
410 ILCS 130/, Compassionate Use of Medical Cannabis Pilot Program.
410 ILCS 647/, Powdered Caffeine Control and Education Act.
430 ILCS 66/, Firearm Concealed Carry Act.
23 Ill. Admin. Code §1.280.

CROSS REF.: 2:150 (Committees), 2:240 (Board Policy Development), 5:230 (Maintaining Student Discipline), 6:110 (Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program), 7:70 (Attendance and Truancy), 7:130 (Student Rights and Responsibilities), 7:140 (Search and Seizure), 7:150 (Agency and Police Interviews), 7:160 (Student Appearance), 7:170 (Vandalism), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment) 7:185 (Teen Dating Violence Prohibited), 7:200 (Suspension Procedures), 7:210 (Expulsion Procedures), 7:220 (Bus Conduct), 7:230 (Misconduct by Students with Disabilities), 7:240 (Conduct Code for Participants in Extracurricular Activities), 7:270 (Administering Medicines to Students), 7:310 (Restrictions on Publications; Elementary Schools), 8:30 (Visitors to and Conduct on School Property).

ADOPTED: May 17, 2001

REVISED: March 21, 2019

FINAL

Students

Administering Medicines To Students

Students should not take medication during school hours or during school-related activities unless it is necessary for a student's health and well-being. When a student's licensed health care provider and parent/guardian believe that it is necessary for the student to take a medication during school hours, or school-related activities, the parent/guardian must request that the school dispense the medication to the child and otherwise follow the District's procedures on dispensing medication.

No School District employee shall administer to any student, or supervise a student's self-administration of, any prescription or non-prescription medication until a completed and signed *School Medication Authorization Form (SMA Form)* is submitted by the student's parent/guardian. No student shall possess or consume any prescription or non-prescription medication on school grounds or at a school-related function other than as provided for in this policy and its implementing procedures.

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

The Building Principal shall include this policy in the Student Handbook and shall provide a copy to the parent/guardian of students.

Self-Administration of Medication

A student may possess and self-administer an epinephrine injector, e.g., EpiPen®, and/or asthma medication prescribed for use at the student's discretion, provided the student's parent/guardian has completed and signed an *SMA Form*. The Superintendent or designee will ensure an Emergency Action Plan is developed for each self-administering student.

A student may self-administer medication required under a *qualifying plan*, provided the student's parent/guardian has completed and signed an *SMA Form*. A qualifying plan means: (1) an asthma action plan, (2) an Individual Health Care Action Plan, (3) an Ill. Food Allergy Emergency Action Plan and Treatment Authorization Form, (4) a plan pursuant to Section 504 of the federal Rehabilitation Act of 1973, or (5) a plan pursuant to the federal Individuals with Disabilities Education Act.

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

School District Supply of Undesignated Asthma Medication

The Superintendent or designee shall implement 105 ILCS 5/22-30(f) and maintain a supply of undesignated asthma medication in the name of the District and provide or administer them as necessary according to State law. *Undesignated asthma medication* means an asthma medication prescribed in the name of the District or one of its schools. A school nurse or trained personnel, as defined in State law, may administer an undesignated asthma medication to a person when they, in good faith, believe a person is having *respiratory distress*. Respiratory distress may be characterized as *mild-to-moderate* or *severe*. Each building administrator and/or his or her corresponding school nurse shall maintain the names of trained personnel who have received a statement of certification pursuant to State law.

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School District Supply of Undesignated Epinephrine Injectors

The Superintendent or designee shall implement 105 ILCS 5/22-30(f) and maintain a supply of undesignated epinephrine injectors in the name of the District and provide or administer them as necessary according to State law. *Undesignated epinephrine injector* means an epinephrine injector prescribed in the name of the District or one of its schools. A school nurse or trained personnel, as defined in State law, may administer an undesignated epinephrine injector to a person when they, in good faith, believe a person is having an anaphylactic reaction. Each building administrator and/or his or her corresponding school nurse shall maintain the names of trained personnel who have received a statement of certification pursuant to State law.

School District Supply of Undesignated Opioid Antagonists

The Superintendent or designee shall implement 105 ILCS 5/22-30(f) and maintain a supply of undesignated opioid antagonists in the name of the District and provide or administer them as necessary according to State law. *Opioid antagonist* means a drug that binds to opioid receptors and blocks or inhibits the effect of opioids acting on those receptors, including, but not limited to, naloxone hydrochloride or any other similarly acting drug approved by the U.S. Food and Drug Administration. *Undesignated opioid antagonist* is not defined by the School Code; for purposes of this policy it means an opioid antagonist prescribed in the name of the District or one of its schools. A school nurse or trained personnel, as defined in State law, may administer an undesignated opioid antagonist to a person when they, in good faith, believe a person is having an opioid overdose. Each building administrator and/or his or her corresponding school nurse shall maintain the names of trained personnel who have received a statement of certification pursuant to State law. See the website for the Ill. Dept. of Human Services for information about opioid prevention, abuse, public awareness, and a toll-free number to provide information and referral services for persons with questions concerning substance abuse treatment.

School District Supply of Undesignated Glucagon

The Superintendent or designee shall implement 105 ILCS 145/27 and maintain a supply of undesignated glucagon in the name of the District in accordance with manufacturer's instructions.

When a student's prescribed glucagon is not available or has expired, a school nurse or delegated care aide may administer undesignated glucagon only if he or she is authorized to do so by a student's diabetes care plan.

Administration of Medical Cannabis

The Compassionate Use of Medical Cannabis Program Act allows *a medical cannabis infused product* to be administered to a student by one or more of the following individuals:

1. A parent/guardian of a student who is a minor who registers with the Ill. Dept. of Public Health (IDPH) as a *designated caregiver* to administer medical cannabis to their child. A designated caregiver may also be another individual other than the student's parent/guardian. Any designated caregiver must be at least 21 years old and is allowed to administer a *medical cannabis infused product* to a child who is a student on the premises of his or her school or on his or her school bus if:

    a. Both the student and the designated caregiver possess valid registry identification cards issued by IDPH;

    b. Copies of the registry identification cards are provided to the District;

    c. That student's parent/guardian completed, signed, and submitted a *School Medication Authorization Form – Medical Cannabis;* and

    d. After administering the product to the student, the designated caregiver immediately removes it from school premises or the school bus.

2. A properly trained school nurse or administrator, who shall be allowed to administer the *medical cannabis infused product* to the student on the premises of the child's school, at a school-sponsored activity, or before/after normal school activities, including while the student is in before-school or after-school care on school-operated property or while being transported on a school bus.
3. The student him or herself when the self-administration takes place under the direct supervision of a school nurse or administrator.

Medical cannabis infused product (product) includes oils, ointments, foods, and other products that contain usable cannabis but are not smoked or vaped. Smoking and/or vaping medical cannabis is prohibited.

The product may not be administered in a manner that, in the opinion of the District or school, would create a disruption to the educational environment or cause exposure of the product to other students. A school employee shall not be required to administer the product.

Discipline of a student for being administered a product by a designated caregiver, or by a school nurse or administrator, or who self-administers a product under the direct supervision of a school nurse or administrator pursuant to this policy is prohibited. The District may not deny a student attendance at a school solely because he or she requires administration of the product during school hours.

Void Policy

The School District Supply of Undesignated Asthma Medication section of the policy is void whenever the Superintendent or designee is, for whatever reason, unable to: (1) obtain for the District a prescription for undesignated asthma medication from a physician or advanced practice nurse licensed to practice medicine in all its branches, or (2) fill the District's prescription for undesignated school asthma medication.

The **School District Supply of Undesignated Epinephrine Injectors** section of the policy is void whenever the Superintendent or designee is, for whatever reason, unable to: (1) obtain for the District a prescription for undesignated epinephrine injectors from a physician or advanced practice nurse licensed to practice medicine in all its branches, or (2) fill the District's prescription for undesignated epinephrine injectors.

The **School District Supply of Undesignated Opioid Antagonists** section of the policy is void whenever the Superintendent or designee is, for whatever reason, unable to: (1) obtain for the District a prescription for opioid antagonists from a health care professional who has been delegated prescriptive authority for opioid antagonists in accordance with Section 5-23 of the Substance Use Disorder Act, or (2) fill the District's prescription for undesignated school opioid antagonists.

The **School District Supply of Undesignated Glucagon** section of this policy is void whenever the Superintendent or designee is, for whatever reason, unable to: (1) obtain for the District a prescription for glucagon from a qualifying prescriber, or (2) fill the District's prescription for undesignated school glucagon.

The **Administration of Medical Cannabis** section of the policy is void and the District reserves the right not to implement it if the District or school is in danger of losing federal funding.

Administration of Undesignated Medication

Upon any administration of an undesignated medication permitted by State law, the Superintendent or designee(s) must ensure all notifications required by State law and administrative procedures occur.

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Undesignated Medication Disclaimers

Upon implementation of this policy, the protections from liability and hold harmless provisions applicable under State law apply.

No one, including without limitation parent/guardian of students, should rely on the District for the availability of undesignated medication. This policy does not guarantee the availability of undesignated medications. Students and their parent/guardian should consult their own physician regarding these medication(s).

LEGAL REF.: 105 ILCS 5/10-20.14b, 5/10-22.21b, 5/22-30, and 5/22-33.
410 ILCS 130/, Compassionate Use of Medical Cannabis Program Act, and scheduled to be repealed on July 1, 2020.
720 ILCS 550/, Cannabis Control Act.
23 Ill. Admin. Code §1.540.

CROSS REF.: 7:285 (Food Allergy Management)

ADMIN. PROC.: 7:270-AP1 (Dispensing Medication), 7:270-AP2 (Checklist for District Supply of Undesignated Asthma Medication, Epinephrine Injectors, Opioid Antagonists, and/or Glucagon), 7:270-E1 (School Medication Authorization Form), 7:270-E2 (School Medication Authorization Form – Medical Cannabis)

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REVISED: March 21, 2019

FINAL

Community Relations

Visitors to and Conduct on School Property

The following definitions apply to this policy:

School property – District and school buildings, grounds, and parking areas; vehicles used for school purposes, and any location used for a Board meeting, school athletic event, or other school-sponsored or school-sanctioned events or activities.

Visitor – Any person other than an enrolled student or District employee.

Visitors are welcome on school property, provided their presence will not be disruptive.

All visitors to school property are required to report to the Building Principal's office on receive permission to remain on school property. All visitors must sign a visitors' log, show identification, and wear a visitor's badge. When leaving the school, visitors must return their badge. Persons on school property without permission will be directed to leave and may be subject to criminal prosecution.

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

Requests to access a school building, facility, and/or educational program, or to interview personnel or a student for purposes of assessing the student's special education needs, should be made at the appropriate building. Access shall be facilitated according to guidelines from the Superintendent or designee.

The School District expects mutual respect, civility, and orderly conduct among all people on school property or at a school event. No person on school property or at a school event (including visitors, students, and employees) shall perform any of the following acts:

1. Strike, injure, threaten, harass, or intimidate a staff member, Board member, sports official or coach, or any other person.
2. Behave in an unsportsmanlike manner, or use vulgar or obscene language.
3. Unless specifically permitted by State law, possess a weapon, any object that can reasonably be considered a weapon or looks like a weapon, or any dangerous device.
4. Damage or threaten to damage another's property.
5. Damage or deface school property.
6. Violate any Illinois law, or town or county ordinance.
7. Smoke or otherwise use tobacco products.
8. Distribute, consume, use, possess, or be impaired by or under the influence of an alcoholic beverage cannabis, other lawful product, or illegal drug.
9. Be present when the person's alcoholic beverage, cannabis, other lawful product, or illegal drug consumption is detectible, regardless of when and/or where the use occurred.
10. Use or possess medical cannabis, unless he or she has complied with policy 7:270, *Administering Medicines to Students*, implementing *Ashley's Law*.
11. Impede, delay, disrupt, or otherwise interfere with any school activity or function (including using cellular phones in a disruptive manner).
12. Enter upon any portion of school premises at any time for purposes other than those that are lawful and authorized by the Board.
13. Operate a motor vehicle: (a) in a risky manner, (b) in excess of 20 miles per hour, or (c) in violation of an authorized District employee's directive.

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14. Engage in any risky behavior, including roller-blading, roller-skating, or skateboarding.
15. Violate other District policies or regulations, or a directive from an authorized security officer or District employee.
16. Engage in any conduct that interferes with, disrupts, or adversely affects the District or a School function.

Convicted Child Sex Offender

State law prohibits a child sex offender from being present on school property or loitering within 500 feet of school property when persons under the age of 18 are present, unless the offender is:

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

In all cases, the Superintendent, or designee who is a certified employee, shall supervise a child sex offender whenever the offender is in the child's vicinity.

Exclusive Bargaining Representative Agent

Authorized agents of an exclusive bargaining representative, upon notifying the Building Principal's office, may meet with a school employee (or group of employees) in the school building during duty-free times of such employees.

Enforcement

Any staff member may request identification from any person on school property; refusal to provide such information is a criminal act. The Building Principal or designee shall seek the immediate removal of any person who refuses to provide requested identification.

Any person who engages in conduct prohibited by this policy may be ejected from school property. The person is also subject to being denied admission to school events or meetings for up to one calendar year.

Procedures to Deny Future Admission to School Events or Meetings

Before any person may be denied admission to school events or meetings as provided in this policy, the person has a right to a hearing before the Board. The Superintendent may refuse the person admission pending such hearing. The Superintendent or designee must provide the person with a hearing notice, delivered or sent by certified mail with return receipt requested, at least ten days before the Board hearing date. The hearing note must contain:

1. The date, time, and place of the Board hearing;
2. A description of the prohibited conduct;
3. The proposed time period that admission to school events will be denied; and
4. Instructions on how to waive a hearing.

FINAL

LEGAL REF.: Nuding v. Cerro Gordo Community Unit School Dist., 313 Ill. App. 3d 344 (4th Dist.
20 U.S.C. §7181 et seq., Pro-Children Act of 1994.
105 ILCS 5/10-20.5b, 5/22-33, 5/24-24, 5/24-25, and 5/27-23 7(a).
410 ILCS 130/, Compassionate Use of Medical Cannabis Program Act.
430 ILCS 66/, Firearm Concealed Carry Act.
410 ILCS 705/, Cannabis Tax and Regulation Act.
720 ILCS 5/11-9.3.

CROSS REF.: 4:170 (Safety), 5:50 (Drug- and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition), 6:120 (Education of Children with Disabilities), 6:250 (Community Resource Persons and Volunteers), 7:190 (Student Behavior), 7:270 (Administering Medicines to Students), 8:20 (Community Use of School Facilities)

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