

# Regular Agenda

**Date:** Thursday, May 2, 2024

**Meeting:** Committee of the Whole with Closed Session

**Time:** 6:00 PM

**Location:** District Office

650 Dr. John Burkey Drive

Door 2

Algonquin, IL 60102

**Mission Statement:** Our learning community will inspire, challenge and empower all students always.

**Board of Education Members:** President, Mr. Andrew Bittman; Vice President, Mrs. Laura Murray; Secretary, Mr. Paul Troy; Mr. Sean Cratty; Mr. Michael Thompson; Mr. Anthony Quagliano; Mrs. Dana Wiley

## Agenda

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

### 1. Call to Order / Roll Call (A) (Mr. Bittman)

Call to Order the Committee of the Whole meeting for Thursday, 2024 at \_\_\_ p.m.

A quorum must be met.

**Roll Call: Ayes / Absent / Motion \_\_\_\_\_**

**Members:** Mr. Quagliano, Mr. Troy, Mr. Cratty, Mr. Bittman, Mrs. Murray, Mrs. Wiley, Mr. Thompson

### 2. Pledge of Allegiance (Mr. Bittman)

The following students from Leggee Elementary will lead us in the Pledge of Allegiance:

Sai Karthik Ambula, Helen and Ryan Spears, Colton and Declan Arndt, Gemma Lampasona, and Taylor Breese.

### 3. Huntley Community School District 158 - Board of Education (Dr. Zehr) 4

Employee Recognition Spotlight

### 4. Public Comment (Mr. Bittman)

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.

### 5. Revision and Adoption of the Agenda (A) (Mr. Bittman)

Motion to adopt the agenda as presented or with changes.

**Voice Call: Ayes / Nays / Motion \_\_\_\_\_**

**Recommendation:** Seeking approval of the agenda.

### 6. Curriculum & Instruction (C&I) Committee (Mr. Thompson-Chair, Mr. Troy, Mrs. Wiley)

#### 6.1. Curriculum Updates (R) (Dr. MacCrindle) 9

Updates will be provided at this time.

**Recommendation:** For informational purposes only.

#### 6.2. Literacy Plan Update & Recommendation for Materials and Professional Learning (A) (Dr. MacCrindle) 10

Dr. MacCrindle will provide an update of the progress with the Huntley Literacy Plan in alignment with the Illinois Literacy Plan. This is in support of KPI 1.9 in the Strategic Plan and is inclusive of materials recommendation and professional learning support needs.

**Recommendation:** The Administration recommends that the Curriculum and Instruction Committee place the materials on a 30-day review beginning on May 2, 2024, with the recommendation for final approval to be brought to the Board of Education at the June 20, 2024 Board of Education meeting and the contract with the literacy collaborative partnership with ROE 4 for approval at the May 16, 2024 board meeting.

#### 6.3. Overnight Field Trips for 2024-25 (R) (Dr. MacCrindle) 27

Administration will share an update on proposed overnight field trips slated for 2024-25.

**Recommendation:** This report is for informational purposes

### 7. Special Education Committee (R) (Mrs. Wiley-Chair, Mrs. Murray, Mr. Troy) 30

Ms. Gill will provide the board with updates on the Special Services Key Performance Indicators and will provide information on the district's upcoming "Timely and Meaningful Consultation" meeting.

**Recommendation:** This report is for informational purposes.

8. <b>Finance Committee</b> (Mr. Quagliano-Chair, Mr. Bittman, Mr. Cratty)	
8.1. <b>Payables (A)</b> (Mr. Altmayer)	<b><u>64</u></b>
The Finance Committee is submitting the purchase orders at \$622,452.96; imprest checks at \$82,901.54; accounts payable at \$4,306.45; and disbursements issued at \$2,516,883.54; for review and seeking approval to move forward.	
8.2. <b>Monthly Fiscal Updates (R)</b> (Mr. Altmayer)	<b><u>167</u></b>
Mr. Altmayer will provide the monthly fiscal updates and the Activity Fund Balance Report.	
8.3. <b>Revenue &amp; Expenditures Report (R)</b> (Mr. Altmayer)	<b><u>178</u></b>
Monthly report for review and comment.	
9. <b>Human Resources (HR) Committee</b> (Mr. Cratty-Chair, Mr. Bittman, Mr. Thompson)	
9.1. <b>HEA MOU Physical Due Date (A)</b> (Dr. Zehr)	<b><u>197</u></b>
Dr. Zehr will seek the approval of the MOU.	
<b>Recommendation:</b> Seeking approval of the Board as presented at their next Regular Meeting.	
10. <b>Building and Grounds (B&amp;G) Committee</b> (Mr. Troy-Chair, Mr. Quagliano, Mr. Thompson)	
10.1. <b>O&amp;M Updates (R)</b> (Mr. Renkosik)	<b><u>198</u></b>
Mr. Renkosik will report on O&M project updates.	
<b>Recommendation:</b> For informational purposes only.	
10.2. <b>Asphalt Pavement Construction and Replacement Bid 2024-19 (A)</b> (Doug Renkosik)	<b><u>202</u></b>
<b>Recommendation:</b> Seeking approval of the Board at the next Regular Meeting.	
11. <b>Legislation/Policy Committee</b> (Mr. Bittman-Chair, Mr. Quagliano, Mrs. Murray)	
11.1. <b>Legislation Updates (R)</b>	
Legislative updates will be given.	
11.2. <b>Policy Committee</b> (Mr. Bittman-Chair, Mr. Quagliano, Mrs. Murray)	<b><u>203</u></b>
Recommended changes to Board Policy; PRESS Updates March 2024. Issue 114.	
<b>Recommendation:</b> Administration requests the policy committee recommend the above policies be moved forward for a first reading by the Board at the next regular BOE meeting.	
12. <b>Community Relations &amp; Student Outreach</b> (Mrs. Murray-Chair, Mr. Cratty, Mrs. Wiley)	<b><u>336</u></b>
Ms. Barr will provide an update for the Board on the district's mass notification system provider, Swiftreach K12, which supports email, text messaging and phone calls for the district and its schools.	
<b>Recommendation:</b> For informational purposes only.	
13. <b>Board of Education</b> (Mr. Bittman)	
13.1. <b>FY23-24 Final School Calendar (R)</b> (Ms. Lombard)	<b><u>339</u></b>
<b>Recommendation:</b> For informational purposes only.	
13.2. <b>FY25 BOE Meeting Calendar Notice (R)</b> (Ms. Lombard)	<b><u>341</u></b>
<b>Recommendation:</b> For Informational purposes only.	
13.3. <b>Minutes (A)</b>	<b><u>343</u></b>
The following meeting minutes have been prepared for review.	
April 4, 2024, COW Meeting	
April 18, 2024, BOE Meeting	
<b>Recommendation:</b> Seeking approval of the Board at the next regular meeting.	
14. <b>Public Comment</b> (Mr. Bittman)	
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.	
15. <b>Closed Session / Roll Call (A)</b> (Mr. Bittman)	
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.	
<b>Roll Call: Ayes / Nays / Absent / Motion</b> _____	
15.1. <b>Exit Closed Session / Voice Call (A)</b> (Mr. Bittman)	
16. <b>Resume in Public Session / Roll Call (A)</b> (Mr. Bittman)	
Resume the Committee of the Whole meeting at ___ p.m.	
Mr. Quagliano, Mr. Troy, Mr. Cratty, Mr. Bittman, Mrs. Murray, Mrs. Wiley, Mr. Thompson	
<b>Roll Call: Ayes / Absent / Motion</b> _____	
17. <b>Adjournment (A)</b> (Mr. Bittman)	
Motion to adjourn the meeting at ___ p.m.	

**Voice Call: Ayes / Nays / Motion \_\_**



**Huntley Community School District 158- Board of Education  
 Committee of the Whole Meeting – May 2, 2024  
 Academic Spotlight – Employee Recognition**

Staff members who are being recognized at the Committee of the Whole Meeting:

**Retirement**

Bruce	Buchweitz
Darleen	Hoffmann
Martha	Johnson-Neie
Donna	Kalsow
Joseph	Krausert
Donna	Kunz
Jane	Lawless
Elaine	Lorinczi
Kayrn	Meyer
Alan	Mino
Lorelle	Pyan
Janice	Riley
Mary	Robbins
Janet	Roskopf
J Michael	Slattery
Julie	Stock
Jean	Sunderlage
Sharon	Taylor

**45 Years of Service**

Wayne	Blake
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**35 Years of Service**

Stephen	Styers
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**30 Years of Service**

Allison	Breidenbach
Phyllis	Bueche
Sue	Kahl

**25 Years of Service**

Chris	Danner
Christina	Freund
Bradley	Gallaughier
Katie	Goss
Jennifer	Heinrich
Kimberlee	Hoffmann
Michelle	Kenefick
Annette	Langridge
Megan	Lasiowski
Cyndi	Maxedon
Julie	McLaughlin
Jeannette	Perreault
Steven	Raethz
Erin	Stary



**Huntley Community School District 158- Board of Education  
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Staff members who are being recognized at their building:

**20 Years of Service**

Karrie	Baughman
Lisa	Bingham-Shepherd
Libby	Blumer
Annette	Boster
Lauren	Brezinski
Jacki	Bullio
Christina	Cruz Morales
Lynn	Dalessandro
Sheilagh	DeLorenzo
Brendan	Dowling
Tammra	Fabis
Daniel	Farlik
Karen	Fuesz
Shelly	Goettelmann
Robin	Guerra
Kristin	Gustafson
Heather	Haas
Katie	Heward
Carrie	Jones

Kelly	Kolozsy
Jason	Lebar
Elaine	Lorinczi
Kathleen	McCrystal
Derek	Morehart
Catherine	Murray
Cheryl	Pickett
Lisa	Pontious
Cynthia	Rick
Rick	Rohde
Leann	Runyanwood
Cindy	Schaefers
Jennifer	Schlueter
Marla	Sterner
Amy	Tetrev
Meghan	Van Ness
Lacey	Vitale Collins
Kelly	Williams
Sheila	Wolch

**15 Years of Service**

Mark	Altmayer
Bradley	Aney
Charity	Atchison
Benjamin	Bertelsman
Rita	Castans
Irene	Collins
Michelle	Corcoran
Rosa	Estupinan
Tracia	Ferguson

Mark	Forbes
Kimberly	Frendreis
Jeri Lynn	Graunke
Linda	Grigg
Kristy	Henriksen
Shannon	Hill
Jodi	Iddings
Stephanie	Johnson
John	Kalas



**Huntley Community School District 158- Board of Education  
 Committee of the Whole Meeting – May 2, 2024  
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Sherri	Kelley
Danyce	Letkewicz
Melanie	Lyons
Sheila	Marcinkiewicz
Alicia	McNeill
Jamie	Meindl
Brian	O'Neill
Debbie	Popp

Lori	Precour
Andrew	Ream
Kimieth	Rutherford
Margie	Schneider
Rachael	Schwingen
Lisa	Sesko
Todd	Swartzloff
Jennifer	Yakimisky

**10 Years of Service**

Julie	Atchley
Theresa	Barnes
Kiley	Bejna
Krista	Bird
Amanda	Bolt
Jennifer	Bowie
Steven	Byrne
Kylie	Davey
Courtney	Fulton
Jim	Garvalia
Sandy	Ghanayem
Stacey	Hassels
Jo Anne	Heinz
Erin	Henricksen
Maggie	Hoffman
Lori	Hornickel
Kristine	Janik
Donna	Kalsow
Michael	Kefauver

Jessica	Kehler
Jill	Kelly
Michelle	King
Jodi	Maurer
Paige	McConnell
Lisa	Montognese
Sarah	Moran
Ashley	Motz
Tracy	Nasternak
Angela	Nawrocki
William	Neuzil
Tierney	Przystal
Ben	Riebock
Kirstin	Ryan
Lindsay	Sara
Page	Schaschwary
Brian	Scott
Lauren	Teeter
Nick	Wedoff



**Huntley Community School District 158- Board of Education  
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**5 Years of Service**

Laura	Alyne
Lisa	Barron
Jennifer	Besch
Lauren	Birkholz
Jennifer	Bower Kasch
Lisa	Caddoo
Allison	Carpenter
Elizabeth	Casas
Maureen	Chambers
Shannon	Choklad
Julie	Ciesla
Abbe	Colantonio
Jessica	De Leon
Kristie	Di Bella
Raymond	Dombroski
Anita	Fridae
Deborah	Gaylor
Andrea	Goodnite
Julia	Goss
Samantha	Green
Amanda	Hacker
Valerie	Hartgraves
Amy	Havisto
Roshaunda	Henson
Amy	Huber

Nicole	Jarka
Karen	Langhenry
Lisa	Larkin
Corey	Letheby
Nicholas	Lowe
Kristine	Marks
Jenny	Melendez
Brittany	Merkau
Kathleen	Michel
Dorothy	Miner
Cyndi	Monson
Bala	Mosali
Kathy	Mullen
Basak	Pratt
Matthew	Precour
Richard	Reed
Jeffrey	Rollins
Steven	Sarcinelli
Jennifer	Slad
Lindsie	Teson
Karen	Thornsberry
Lawrence	Wasmund
Jessica	Weglarz
Sarah	Wille



**Huntley Community School District 158- Board of Education  
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Academic Spotlight – Employee Recognition**

**Employees Entering Tenure Status**

**CHESAK**

Jessica	Kane
Kristy	Latoria
Elena	Medina
Allison	Schmidt

**CONLEY**

Emily	Hedrick
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**ECC**

Lindsay	Bley
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**HEINEMAN**

Rachel	Real
Jennifer	Saucedo
Emily	Sutton
Laura	Whitaker

**HUNTLEY HIGH SCHOOL**

Leah	Drennan
Kyle	Jenkins
Hunter	Labas
Megan	Messina
Kaitlin	Mueller

**LEGGEE**

Heather	Fitte
Sharon	Flight
Jessica	Horndasch
Saundra	Keech
Laura	Trch
Kathleen	Vaught

**MACKEBEN**

Denise	Amador
Kellina	Kittleson

**MARLOWE**

Amy	Ehmen
Julie	Jensen

**MARTIN**

Damaris	Nogueras
Laura	Winterton



# Huntley Community School District 158

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650 Academic Drive  
Algonquin, Illinois 60102  
(847) 659-6158 • [www.district158.org](http://www.district158.org)

**Date:** May 2, 2024  
**To:** Board of Education  
**From:** Dr. Amy MacCrimble  
**Cc:** Ms. Jessica Lombard, Superintendent  
**Subject:** Curriculum Updates

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## **Executive Summary**

This memo aims to provide information on continued work within the Learning & Innovation Department over the past month.

### **End of Year Data and Assessments (KPI 1.1, 1.2, 1.3, 1.4, 1.5, and 1.6)**

As we approach the end of the school year, students will be completing our end of year Universal Screeners. These assessments aid our teams in shaping our curricular decisions and instructional strategies. By analyzing trends and patterns in student performance, we can identify areas where our current curriculum may be falling short or where adjustments are necessary to better meet the needs of our diverse student body. Whether it's refining lesson plans, incorporating new teaching methodologies, or introducing supplementary resources, the insights gleaned from these assessments empower us to continuously improve the quality and effectiveness of our curriculum and support for students.

### **Dual Degree Update**

We are proud to share that 18 students within our first group of graduates of the Dual Degree program have applied for graduation at MCC. Their names will be included in the HHS graduation brochure and they will have medals with purple ribbons to wear at both the HHS ceremony and the MCC ceremony. There are also 20 students enrolled in both the 2025 and 2026 cohorts, and Orientation at MCC was just held on April 16, 2024. This is a fantastic opportunity to highlight for our Huntley HS students!

### **Recommendation**

This report is for information only.

**Date:** May 2, 2024  
**To:** Curriculum Committee  
**From:** Dr. Amy MacCrimble  
**Cc:** Ms. Jessica Lombard, Superintendent  
**Subject:** Literacy Plan Update

## Executive Summary

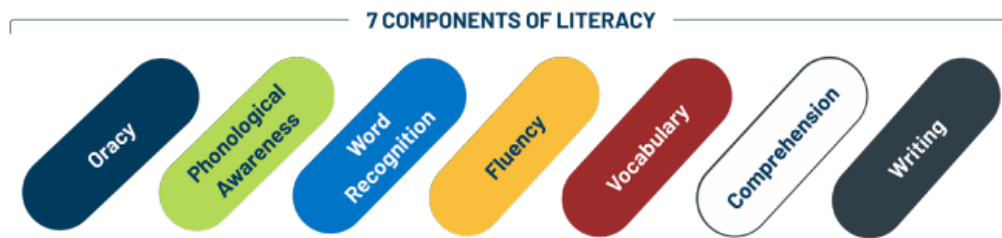
This memo aims to provide information on recommendations aligned towards *KPI 1.9: Develop a K-12 Literacy Action Plan aligned to the Illinois Literacy Plan, while continuing work on the K-5 literacy plan currently in place. The Learning and Innovation team will present this plan at a board meeting prior to the end of the 2023-24 school year.* This plan memo includes an outline of the next steps for K-12 Literacy action items as well as recommendations and considerations for materials for students and staff to successfully implement this plan.

## Background

In the Summer of 2023, the first draft to the Illinois Literacy Plan was released. A team of curriculum directors attended a listening tour to understand what the intent of this plan was and the implications it may have on the Huntley 158 Literacy program. The finalized [Illinois Comprehensive Literacy Plan](#) was released in January of 2024 with 3 specific goals:

1. Every **student** receives high-quality, evidence-based literacy instruction.
2. Every **educator** is prepared and continuously supported to deliver high-quality, evidence-based literacy instruction.
3. Every **leader** is equipped to create, maintain, and sustain equitable conditions for high-quality, evidence based literacy instruction.

The plan highlights the need to ensure the following 7 components of literacy instruction are integrated within Tier 1 instruction, as aligned to research. An executive summary of this plan is included in Appendix A of this memo.



The Illinois Comprehensive Literacy Plan encourages local decision-making and adaptability, urging districts to customize their approaches based on specific needs and data within the local context of where districts are currently at. With this review, we found that the work we have been doing over the past 4 years at the K-5 level is closely aligned with the recommendations, with a specific areas of focus being on a review for gaps in the materials, and that there were some specific areas of support needed at the 6-12 level in regards to a review of the materials and continued professional learning for teachers and administration.

## Huntley 158's Plan for Addressing the Goals

Literacy educators at the K-12 level have participated in surveys, providing opportunities to rate the level to which our current materials and practices align to the Illinois Literacy Plan expectations. The plan below outlines the next steps for Kinder-5th grade and 6th-12th grade as well as plans to support our students with special education needs, English Learners, and Dual Language classrooms.

## Kinder-5th Grade Literacy Plan

Approximately 70% of staff completed the survey in which they ranked the extent to which our literacy materials meet the intended requirements of the Illinois Literacy Plan, on a 4 point scale. The materials at the K-5 level include our current phonics materials (Blevins and Benchmark), the Interdisciplinary Units (educator developed, incorporating Benchmark Magazines), anchor texts for each unit, writing guides (educator developed, linked to Benchmark Magazine), and grammar (Benchmark materials).

A summary of the results is included below:

K-5 Staff	
Strengths	Areas of Need
<ul style="list-style-type: none"> <li>- <b>Foundational Skills:</b> Emphasis on direct, systematic, and explicit phonics instruction</li> <li>- <b>Materials:</b> Mentor texts, benchmark magazines (texts in students hands), and decodable texts</li> <li>- <b>Interdisciplinary Approach:</b> Integration of literacy with science and social studies content areas</li> <li>- <b>Professional Support and Collaboration:</b> Appreciation of support from PLC team members and coaches.</li> </ul>	<ul style="list-style-type: none"> <li>- <b>Writing-</b> need for a structured comprehensive writing program that integrates grammar and connects to content</li> <li>- <b>Differentiation Opportunities-</b> need resources for EL and SPED learners connected to the tier 1 curriculum</li> <li>- <b>Comprehensive materials-</b> design for something that works together versus different stand alone piece teachers are curating.</li> <li>- <b>Vocabulary Development-</b> design for more explicit vocabulary instruction, writing guidelines, and opportunities for hands-on learning</li> <li>- <b>Rigor and Engagement-</b> more interesting, challenging, and relevant texts for students</li> <li>- <b>Dual Language &amp; Continuum of Services Connections-</b> Expressed a want to be connected to the Dual Language and classrooms along the Continuum of Services of the Huntley 158 Delivery Model</li> <li>- <b>Kindergarten-</b> A differentiated approach is needed based on student readiness.</li> </ul>

A representative group from grade levels and different buildings of approximately 50 teachers met after this survey and together made the recommendation to review materials to fill this need. This Input from other staff members was obtained through feedback from the teacher leadership team, building admin, as well as the opportunity to provide final input on a survey.

## 1st-5th Grade Materials Recommendations

The publisher that we have been incorporating into our current literacy instruction released a comprehensive program called Benchmark Advance (2022) recently. Benchmark Advance (2022) is available in English and a companion curriculum Benchmark Adelante (2023) is available in Spanish. There are also aligned English Learner resources, Benchmark Express, and aligned differentiated resources that could be leveraged to support the continuum of services, Benchmark Steps to Advance.

The same representative team of educators across grade levels of about 50 staff members participated in a presentation of these materials on March 18, 2024. Feedback from the 1st-5th grade team included that they feel that it meets the needs of being a comprehensive, cohesive curriculum that is familiar enough based on the current work with foundational skills, knowledge building units, writing, vocabulary, and differentiation materials as

well. Overwhelmingly, the feedback was positive in that it would honor what is strong with what we have currently, while also meeting the current gaps. 74% of that team felt that these materials are strong enough that we should just select it as the materials without reviewing anything else. The other 26% selected they were in favor of these but would not mind looking at something else. Our hesitation with that approach is that something completely different would be a larger change from what staff have right now and would require a heavier lift from teachers.

The Huntley 158 recommendation is to select the Benchmark Advance (2022) and Benchmark Adelante (2023) materials and supports, and begin a soft roll of these materials beginning in the 24-25 school year. This is similar to the approach that was taken with the new Math adoption and resulted in a successful implementation while also honoring teacher readiness for change. 150 staff members responded to a final survey regarding input into the new materials, and 74% of those surveyed expressed interest in implementing this during the 24-25 school year, with heavier interest at the 1st and 2nd grade level (please note that some 3rd-5th grade teachers are rolling out Math for the first time in 24-25).

The soft roll will include the following numbers of classrooms next school year: 10-1st grade, 11-2nd grade, 7-3rd grade, 7-4th grade, and 7-5th grade. In addition to this, all Dual Language classrooms will be utilizing the new materials next year. Additional teachers manuals will be purchased for the special education co-taught classrooms.

### Kindergarten Materials Recommendations

This year Kindergarten placed an intentional focus on the importance of transitioning students into the school community as well as dedicated instruction to build strong foundational skills that support literacy development. We have realized the impact that purposeful play has on the development of executive functioning skills (the ability to plan ahead and meet goals, display self-control, follow directions, prioritize and plan, and transition from one activity to the next.) Purposeful play also supports the development of language which connects directly into the ability to read and write.

Moving forward, the Kindergarten team believes that the focus should continue to remain on what is developmentally appropriate for children by integrating content into play, remaining focused on foundational literacy skills, limiting technology, and developing language, oracy, and higher order thinking through rich read aloud books. To enhance our interdisciplinary units of study, the team is reviewing the use of free knowledge building lesson plans that meet expectations on EdReports and are inclusive of high-quality, appropriately leveled texts worthy of careful reading. Text based questions, tasks, and assignments in writing and oral language engage students and support vocabulary development and knowledge building. Additional picture books will need to be purchased for these units and Kindergarten staff will continue to organize play based learning opportunities around these. Our foundational skills resource will not change, however there is an additional handwriting resource now to compliment these materials that will be necessary to support the fine motor development that is so important in early years.

### Next Steps for K-5

- **Spring/Summer 2024:** Selection of initial team for Benchmark Advance (2022) and professional learning on the new materials for grades 1-5th. Note, out of 150 staff members surveyed, 74% of staff would like to begin use of these materials during the 24-25 school year. Revision of Kinder unit and development of purposeful play opportunities within the classroom.
- **2024-2025 School Year:** Implementation for initial team of Benchmark Advance (2022), full implementation of Benchmark Adelante (2023) for Dual Language Classrooms, and professional development for all other staff on the materials, and Kindergarten implementation of revised units.
- **2025-2026 School Year:** Full implementation of Benchmark Advance (2022)

## 6th-12th Grade Plan

Approximately 70% of staff completed the survey in which they ranked the extent to which our literacy materials meet the intended requirements of the Illinois Literacy Plan. Materials across different grade levels are different as the current frameworks have not been developed using a resource to guide the instructional decisions at each grade level. The resources that have been purchased in the past were used as supplementary resources and PLCs decide which to use when. These supplementary resources include various novels, StudySync, and CommonLit at the 6-12 level. AP courses and other English electives utilize other textbooks.

A summary of the results is included below:

6-12 Staff	
Strengths	Areas of Need
<ul style="list-style-type: none"> <li>- <b>Diverse Materials for Varied Perspectives:</b> The curriculum offers diverse materials, allowing students to explore varied perspectives and engaging content across genres.</li> <li>- <b>Aligned Assessments for Comprehensive Evaluation:</b> Assessments are meticulously aligned with materials, offering comprehensive evaluation options for student comprehension and mastery.</li> <li>- <b>Collaborative and Supportive Environment:</b> Teachers collaborate effectively within PLCs, fostering a supportive environment for professional growth and resource decisions.</li> <li>- <b>Mapped Literature Standards:</b> Mapped standards provide clear guidance for educators, ensuring alignment with instructional goals, particularly in literature.</li> </ul>	<ul style="list-style-type: none"> <li>- <b>Informational and Literature Standards Alignment:</b> Ensure alignment of reading for information standards within the curriculum.</li> <li>- <b>Integration with Science and Social Studies:</b> Leverage science and social studies courses to meet reading for information standards effectively.</li> <li>- <b>Evidence based Materials and Frameworks:</b> Improve literacy frameworks to meet evidence-based materials standards outlined in the Illinois Literacy Plan.</li> <li>- <b>Professional Learning in Literacy Instruction:</b> Address professional learning needs around literacy instruction</li> </ul>

### **Professional Learning Needs**

During the 23-24 school year, teachers at the 6-12 level began professional learning around evidence-based instructional practices informed by the science of reading. This work will be continued in a collaborative partnership with ROE 4. ROE 4 has been on the forefront of providing support to districts regarding the Illinois Literacy Plan, and they have partnered with two credible literacy experts, local professors, with secondary experience to support schools. The focus will be on reading instruction within the context of English and Social Studies classes. Professional learning for our staff will focus on two areas:

1. Continued learning on best practices of literacy instruction (small group instruction, disciplinary literacy, comprehension and vocabulary strategies, etc)
2. Feedback via lesson modeling, walkthroughs, and debriefs with PLC teams

This model has proven to be beneficial in other curriculum reviews as it provides a balance of learning alongside continuous feedback to improve practices. These will occur throughout the 24-25 school year, beginning by working with teacher leadership, instructional coaches, and building leaders to identify instructional practices as look-fors in the classroom. These will then be the guiding focus for 2-3 professional learning cycles for teachers to participate in learning about the practice, seeing it in action, time to implement it themselves, and then reflect on

implementation of this practice. The contract provided in Appendix D outlines a description of the different pathways of professional learning within this contract, which will not exceed the cost of \$45,200 next year.

## Next Steps

- **Spring/Summer 2024:** A representative group of teachers will meet this Spring/Summer to review the survey results and select literacy materials. These decisions will impact both English and Social Studies courses as literature and informational standards are addressed in both courses. Once the materials are selected, they will be brought to the board for 30 day review prior to any additional work continuing, with a goal of having these chosen for the July or August board meeting.
- **2024-2025 School Year:** Based on the selected materials, revision and creation of frameworks will begin and select teachers will pilot certain units of the new materials during the school year. Professional learning will continue throughout this school year for 6-12 staff in addition to this work. All other staff will continue using the current frameworks and materials.
- **2025-2026 School Year:** A full implementation of the revised frameworks will occur in all classrooms.

## K-12 Budgetary Considerations

Budgetary needs to support this plan have been built into the curriculum budget projections over the course of the 23-24, 24-25, and 25-26 school year. The budgetary plan for supporting these materials includes the utilization of local funds along with grants if appropriate.

Budget items for the 23-24 funds are planned as follows. Note, these may be updated slightly to account for the selected initial team and to provide comparable resources for co-teaching pairs and EL teachers. An updated quote for the materials, if needed, will be provided at the June 6, 2024 Committee of the Whole meeting as the initial team is solidified.

- Benchmark Advance (2022) English Materials ~ \$155,295 from local budget dollars in the FY 24 new adoption curriculum line (Appendix B)
- Benchmark Adelante (2023) Spanish Materials ~ \$182,259 from the local budget dollars allocated to local budget Bilingual funds (Appendix C)
- Literacy Collaborative Partnership Professional Development (ROE 4) for 6-12 - \$45,200.00 from Title 2 grant dollars (Appendix D)

## Recommendation

The Administration recommends that the Curriculum and Instruction Committee place the Benchmark Advance (2022), Benchmark Adelante (2023), and supporting resources on 30 day review beginning on May 2, 2024, with the recommendation for final approval to be brought to the Board of Education at the June 20, 2024 Board of Education meeting and the contract with the literacy collaborative partnership with ROE 4 for approval at the May 16, 2024 board meeting.

# Appendix A

## EXECUTIVE SUMMARY: ILLINOIS COMPREHENSIVE LITERACY PLAN

The Illinois State Board of Education prioritizes literacy as essential for student achievement and successful engagement in society. The Illinois Comprehensive Literacy Plan outlines a strategy to enhance literacy instruction statewide, ensuring access to developmentally appropriate and evidence-based instructional practices. It addresses the critical need for literacy improvement, linking it to significant social outcomes and the necessity for focused, equitable instruction.



### Necessity of the Plan

The necessity of a state literacy plan is underscored by [PA 103-0402](#), which highlights literacy as fundamental for both individual and societal well-being, linking low literacy to inequality and economic challenges. With half of Illinois' third graders not meeting English language arts standards—a decline from pre-pandemic levels—and a significant portion of fourth graders scoring below basic reading proficiency, the data reveals a pressing need for systematic, evidence-based literacy instruction. Addressing these gaps is vital for equitable education, supporting students' future success, and strengthening community and democratic health.

### Summary of Goals and the Plan's Components

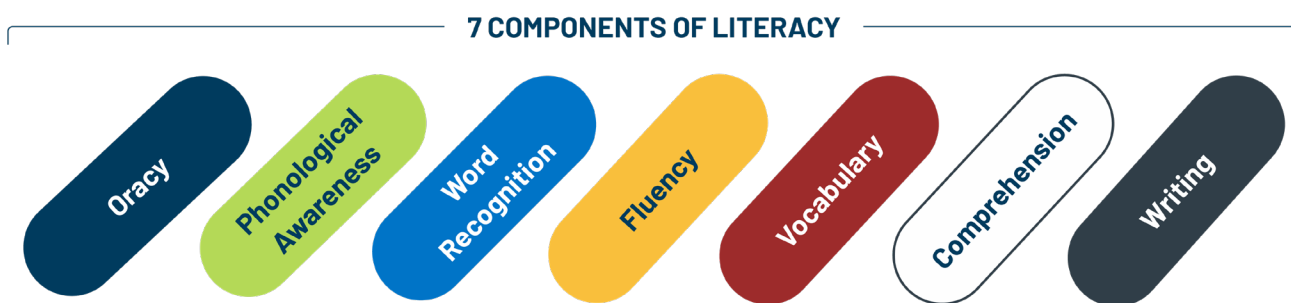
The plan aims to enhance literacy skills throughout Illinois with three primary goals:

**GOAL 1:** Every **student** receives high-quality, evidence-based literacy instruction.

**GOAL 2:** Every **educator** is prepared and continuously supported to deliver high-quality, evidence-based literacy instruction.

**GOAL 3:** Every **leader** is equipped to create, maintain, and sustain equitable conditions for high-quality, evidence-based literacy instruction.

It underscores the importance of the Seven Components of Literacy Instruction:



The Illinois Comprehensive Literacy Plan encourages local decision-making and adaptability, urging districts to customize their approaches based on specific needs and data within the local context. It's focus is on core, Tier 1 instruction, supplemented by discussions on interventions and differentiation strategies, targeting the literacy needs of Illinois students and working to close educational gaps.

The plan contains the following sections:

## **Introduction**

The introduction defines literacy as a critical priority and outlines the plan's purpose: to improve literacy skills across Illinois. It sets three goals: ensure high-quality literacy instruction, support educators with necessary resources, and create equitable literacy environments. The plan emphasizes adaptability and data-driven decision-making, encouraging districts to tailor their literacy approaches to local needs.

## **Section 1: Framework for Effective Evidence-Based Literacy Instruction**

This section delineates the foundations of high-quality, evidence-based literacy instruction, highlighting the importance of explicit, systematic teaching methods. It connects the **Seven Components of Literacy** to instructional practices, while addressing additional factors such as handwriting, 21st century skills, support for diverse learners, and Multi-Tiered System of Supports for literacy interventions.

## **Section 2: Educator Professional Learning and Development**

Section 2 focuses on aligning literacy professional learning from Educator Preparation Programs through opportunities for in-service educators. It advocates for differentiated approaches to meet educators' diverse needs, while stressing the importance of evidence-based practices and data-driven program evaluations.

## **Section 3: Effective Literacy Leadership**

This section underscores the importance of leadership in fostering high-quality literacy instruction. It provides a framework for leaders to support educators, engage with families and communities, and emphasize equity. The section encourages data-informed decision-making and interdisciplinary collaboration, aiming to create a unified literacy vision across different leadership levels.

## **Section 4: Support and Implementation Considerations**

Section 4 serves as a reflective guide for aligning educational systems to improve literacy for all students. It discusses strategies for district-level literacy initiatives, fostering a reflective practice culture, and addressing equity to ensure literacy proficiency for students from all backgrounds.

## **Section 5: Tools and Resources**

The final section provides a compilation of tools and resources to support districts, educators, and families in enhancing literacy education. It emphasizes the plan's adaptability to local needs and the ongoing nature of this resource list, which will be updated on the [Illinois Comprehensive Literacy Plan webpage](#).

## **Implementation Phases**

The implementation's four phases progressively build towards comprehensive literacy improvement:

**PHASE 1** → Awareness and Engagement (January 24, 2024- July 1, 2024)

**PHASE 2** → Data Literacy and Support for Local Plan Development (July 1, 2024 - January 1, 2025)

**PHASE 3** → Professional Learning for Educators (January 1, 2025 - July 1, 2026)

**PHASE 4** → Strategic Alignment with Educator Preparation Programs (July 1, 2026, and onwards)

## **Conclusion**

The Illinois Comprehensive Literacy Plan is an ambitious initiative that aspires not only to address the current literacy needs of students across the state but also to lay a strong foundation for future educational success. By emphasizing evidence-based instruction and allowing for local adaptation, the plan demonstrates a commitment to improving literacy outcomes for all students and fostering a society where equitable education is the norm.

# Appendix B



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EDUCATION  
COMPANY**  
145 Huguenot Street, 8th Floor  
New Rochelle, New York 10801

**Contact representative**  
Jim Knytych  
Sales Consultant  
Phone: 331-318-4420  
www.customedu.com

QUOTE: 61865

**Customer:**

Accounts Payable  
HUNTLEY CMTY SCHOOL DIST 158  
650 Academic Drive  
Algonquin IL 60102

**Ship To:**

Huntley SD 158  
650 Academic Dr  
Algonquin IL 60102

Product Code	Title	Price Level	Unit Price	Qty	Total Price
XY11844	BEC Benchmark Advance 2022 (National Edition) Gr. K Classroom 25-Copy Print and Digital 1-Year	Current	\$4,200.00	1	\$4,200.00
XY11845	BEC Benchmark Advance 2022 (National Edition) Gr. 1 Classroom 25-Copy Print and Digital 1-Year	Current	\$4,200.00	9	\$37,800.00
Discount (Custom) Buy one get one gratis: 5 Sets.					(\$21,000.00)
XY11846	BEC Benchmark Advance 2022 (National Edition) Gr. 2 Classroom 25-Copy Print and Digital 1-Year	Current	\$4,700.00	9	\$42,300.00
Discount (Custom) Buy one get one gratis: 5 Sets.					(\$23,500.00)
XY11847	BEC Benchmark Advance 2022 (National Edition) Gr. 3 Classroom 25-Copy Print and Digital 1-Year	Current	\$4,700.00	9	\$42,300.00
XY11848	BEC Benchmark Advance 2022 (National Edition) Gr. 4 Classroom 25-Copy Print and Digital 1-Year	Current	\$4,700.00	9	\$42,300.00
Discount (Custom) Buy one get one gratis: 4 Sets.					(\$18,800.00)
XY11849	BEC Benchmark Advance 2022 (National Edition) Gr. 5 Classroom 25-Copy Print and Digital 1-Year	Current	\$4,700.00	9	\$42,300.00
PR993	PD-Pilot Training (Free)	On-Site	\$0.00	4	\$0.00

Subtotal	Discount Total	Sales Tax	Shipping Cost	Total
\$211,200.00	(\$63,300.00)	\$0.00	\$7,395.00	\$155,295.00 USD

**Memo**

\* One-Time Offer of Gratis Sets. 5% S/H



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- \* All digital subscriptions will end on July 31st the last year of the term purchased.
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• Billing Contact Name	_____
• Billing Contact Email	_____
• Billing Contact Phone	_____
<b>PLEASE INCLUDE THE FOLLOWING INFORMATION FOR ALL DIGITAL SUBSCRIPTIONS</b>	
• Name of School(s) That Will Use the Subscription(s) Attach separate document if necessary	_____
• Onboarding Tech Contact Name	_____
• Onboarding Tech Contact E-Mail	_____
• REQUIRED	
<b>SEND ORDER TO:</b>	Benchmark Education Company 6295 Commerce Center Drive, Suite B  Groveport, OH 43125-1160 Email: neworders@benchmarkeducation.com Phone: 877-236-2465  Fax: 877-732-8273

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# Appendix C



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Accounts Payable  
HUNTLEY CMTY SCHOOL DIST 158  
650 Academic Drive  
Algonquin IL 60102

**Ship To:**

Huntley SD 158  
650 Academic Dr  
Algonquin IL 60102

Product Code	Title	Price Level	Unit Price	Qty	Total Price
XY11887	BEC Benchmark Advance 2022 (National Edition) Gr. 1 Classroom 25-Copy Print and Digital 7-Year	Current	\$5,100.00	2	\$10,200.00
XY11888	BEC Benchmark Advance 2022 (National Edition) Gr. 2 Classroom 25-Copy Print and Digital 7-Year	Current	\$6,080.00	3	\$18,240.00
XY11889	BEC Benchmark Advance 2022 (National Edition) Gr. 3 Classroom 25-Copy Print and Digital 7-Year	Current	\$6,080.00	3	\$18,240.00
XY11890	BEC Benchmark Advance 2022 (National Edition) Gr. 4 Classroom 25-Copy Print and Digital 7-Year	Current	\$6,080.00	3	\$18,240.00
XY11891	BEC Benchmark Advance 2022 (National Edition) Gr. 5 Classroom 25-Copy Print and Digital 7-Year	Current	\$6,080.00	3	\$18,240.00
XY12499	BEC Benchmark Adelante 2023 (National Edition) Gr. K 25-Copy Classroom Print and Digital 7-Year	Current	\$5,610.00	1	\$5,610.00
XY12500	BEC Benchmark Adelante 2023 (National Edition) Gr. 1 25-Copy Classroom Print and Digital 7-Year	Current	\$5,610.00	2	\$11,220.00
XY12501	BEC Benchmark Adelante 2023 (National Edition) Gr. 2 25-Copy Classroom Print and Digital 7-Year	Current	\$6,690.00	3	\$20,070.00
D i s c o u n t (Custom)	Gratis 1 Set.				(\$6,690.00)
XY12502	BEC Benchmark Adelante 2023 (National Edition) Gr. 3 25-Copy Classroom Print and Digital 7-Year	Current	\$6,690.00	3	\$20,070.00
XY12503	BEC Benchmark Adelante 2023 (National Edition) Gr. 4 25-Copy Classroom Print and Digital 7-Year	Current	\$6,690.00	3	\$20,070.00
XY12504	BEC Benchmark Adelante 2023 (National Edition) Gr. 5 25-Copy Classroom Print and Digital 7-Year	Current	\$6,690.00	3	\$20,070.00

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Phone: 331-318-4420  
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QUOTE: 61891

Product Code	Title	Price Level	Unit Price	Qty	Total Price
PR991	PD-Free Implementation (Gratis)	On-Site	\$0.00	3	\$0.00

Subtotal	Discount Total	Sales Tax	Shipping Cost	Total
\$180,270.00	(\$6,690.00)	\$0.00	\$8,679.00	\$182,259.00 USD

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• Onboarding Tech Contact Name	_____
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## Appendix D



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### PROPOSAL

First, on behalf of the Boone-Winnebago Regional Office of Education and the Literacy Collective of Illinois, we would be honored to partner with you for Literacy Collaborative 2024! This year-long professional development journey endeavors to foster literacy best practices for your students in grades 6-12 in all instructional practices and decision-making. Through professional learning workshops, classroom walk-throughs with debriefing of data collected, modeled lessons, leadership coaching, and participation in school and district curricular conversations, we are honored to partner with you for this important work. Below is a proposed list of events and potential opportunities to give you an idea of the scope of this work, but we welcome collaboration to tailor these professional learning opportunities for your district’s needs. In addition, the dates listed as preferred dates by District 158 are currently tentative and we are working to secure staff to accommodate these requests and your substitute availability. The vision for how the days are used each month will be co-created with District 158 administration and literacy leadership. In addition, while District 158 has proposed many Tuesday and Wednesday combinations, scheduling for LCI would be ideal on Wednesdays and Thursdays whenever possible.

### GOALS

The goals of the Literacy Collaborative are to (1) Establish clear expectations and shared understanding for literacy instructional practices, (2) Provide just-in-time coaching and support that is differentiated and results in improved practice for teachers, as well as (3) Identify and address specific skills for professional development based on coaching conversations, (4) Provide school and district coaching for teachers and leadership, and (5) Maintain a partnership that extends district capacity and accountability.

### EVENTS & TIMELINES

Prospective dates for your district’s Literacy Collaborative are listed below.

Date & Time	Location	Topic	Cost	Overview
Late May/Early June 2024	TBD	Planning for Summer Literacy Institute and 2024-2025 PD Planning	\$3,000	Onsite planning meeting between LCI team and District 158 team. This full day of planning will allow for District 158 to outline in explicit detail their needs and expectations for the 2024-2025 school year, including co-creation of the vision for the 2024 Summer Literacy Institute. In addition, the day will result in articulation of the goals and scheduling for many of the upcoming onsite professional learning experiences during the 24-25 school year.
July 29 - July 31	TBD	Summer Literacy Institute	\$10,000* (approx.)	The total cost* for the scope of this work will depend on the number of presenters, the format of the day(s), and will be customized to meet your needs during the planning meeting outlined above..  Some potential presenters currently have placed a “soft hold” on these dates to allow us time to build these four days to best meet your needs. This could

# LITERACY COLLABORATIVE

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				include keynote and breakout sessions, with a potential for an endnote session, as well. This can also be the introduction for teaching staff that outlines the upcoming observations and coaching work to begin building those relationships between ROE 4 Literacy Collective of Illinois and District 158 staff. The costs associated with this event will be explicitly outlined in a separate Professional Services Agreement (PSA) and the details and specifics for the Summer Literacy Institute format, sessions, and content will be co-created with District 158 team members.
<p>August - early September 2024</p> <p>Likely 2-3 onsite meetings between LCI and District 158 staff</p> <p>District 158 has outlined 9/10 and 9/11 as preferred dates</p>	TBD	On-site Goal-Setting, Planning, and Content Creation	<p>\$6,000* (approx. cost based on multiple LCI staff for 2-3 meetings and content creation for moving this work from idea to action in September)</p>	<p>During the planning phase, this cost* will be determined based on the number of meetings required and the number of Literacy Collective of Illinois (LCI) staff needed for the meeting(s).</p> <p>The ROE 4 LCI team will work onsite with Literacy Leaders (administrators, instructional coaches, department chairs, and other key team members you identify) to set goals for upcoming classroom walkthroughs, needs for modeled lessons, and to set the schedule for onsite and virtual connections for the remainder of the year. We will also create any templates and materials for data collection, information gathering, and coaching conversations during this school year. This work will require pre-planning prior to meeting with this team and then using the information from the planning session(s) prior to subsequent planning sessions and the commencement of coaching.</p>
October 11, 2024	TBD	Literacy Best Practices Skill Building	\$4,000*	<p>The total cost* will ultimately be determined by the number of ROE 4 LCI staff onsite to facilitate this day and the scope of this work, therefore actual costs may be more or less than this amount.</p> <p>This day can be built to tailor content for all 6-12 District 158 ELA, Social Science, and Science teachers and administrators to the specific needs of their roles. The content will offer opportunities for building common knowledge of best practices and opportunities to infuse that content into classroom practices, with discussion of the accountability of</p>

# LITERACY COLLABORATIVE

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				the upcoming coaching cycles.
<p>October - November 2024</p> <p>District 158 Administration has outlined 10/15, 10/16, 10/17, 10/18, 10/22, 10/23, 10/29, and 10/30 as preferred dates for this work.</p>	Classrooms	<p>Coaching</p> <p>Class Visit + Department Debrief Facilitation and Planning</p>	<p>\$300 per hour per coach*</p> <p>*When full days are used, the discounted rate of \$1,900 per presenter per day can be used in lieu of hourly rates. .</p> <p>We will set the vision for how this works during pre-planning in the Summer and early Fall</p> <p>Total cost not to exceed \$15,200</p>	<p>Professional learning coaches will schedule visits to selected department classrooms and capture literacy practices. Then, coaches will facilitate debrief conversations at PLC meetings to build community of practice conversations (what was noticed, what's going well, and how might we continue to implement). Visits will be an agreed upon portion of each class. Debrief conversations with departments following the visit will occur during PLC times.</p> <p>Coaches may also meet with leaders to debrief the classroom visit rotations based upon how we agree to do this during pre-planning.</p>
January 6, 2025	TBD	Literacy Best Practices Skill Building	<p>\$4,000*</p>	<p>The total cost* will ultimately be determined by the number of ROE 4 LCI staff onsite to facilitate this day and the scope of this work and may be more or less than this amount.</p> <p>This day can be built to tailor content for all 6-12 District 158 ELA, Social Science, and Science teachers and administrators to the specific needs of their roles. The content will offer opportunities for building common knowledge of best practices and then opportunities to infuse that content into classroom practices, with the accountability of the upcoming coaching cycles.</p> <p>The costs associated with this event will be explicitly outlined in a separate Professional Services Agreement (PSA) and the details and specifics for the Summer Literacy Institute format, sessions, and content will be co-created</p>

# LITERACY COLLABORATIVE

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Date & Time	Location	Topic	Cost	Overview
Selected date during the week of Feb 3, 2025	TBD	On-site for District Determined Needs	\$3,000	with District 158 team members. This day will be an opportunity for District 158 literacy leaders and district administrators to work with LCI on observational data collected thus far, including feedback on literacy strategy implementation in classrooms, goal-setting for the upcoming observation and coaching cycle, and the upcoming year's implementation of literacy best practices in ELA and Social Science classrooms.

### PROFESSIONAL DEVELOPMENT HOURS

Professional Development Hours (PDHs) will be available for participants after each event in the above calendar. PDHs will also be awarded at the conclusion of the school year for coaching conversations. Members must complete an evaluation in order to receive all credit.

### BILLING AND INVOICING

Districts review their Literacy Collaborative proposals and choose the option(s) that best meet their needs for professional learning and coaching. Literacy Collaborative leaders will receive a cost quote that includes an itemized cost breakdown of the services and deliverables outlined in the form of a Professional Services Agreement to be signed by both ROE 4 and your district. Districts should create a purchase order for the final amount listed on the above quote and send the purchase order to PL Coordinators at [plcoordinators@roe4.org](mailto:plcoordinators@roe4.org) (Attn: Literacy Collaborative). Districts will be billed monthly for both coaching and training events that occurred during the previous month. Districts and teams have committed to engaging in the Literacy Collaborative training and skill building and will be billed based on the number of dates and services outlined in the Professional Services Agreement.

Coaches will also keep documentation of their on-site visits as well as meet with leadership following the coaching conversations. This documentation will be made available to districts upon request. Should a Literacy Collaborative coaching participant cancel a visit or coaching conversation with less than 24 hours' notice or fail to respond to a reschedule request, the district will still be invoiced for the missed visit. Coaches will report missed appointments monthly to Literacy Collaborative leadership teams.

If you have any questions regarding this program, please contact Carrie Brockway at [cbrockway@roe4.org](mailto:cbrockway@roe4.org).

Thank you, and we are looking forward to a fantastic year of literacy collaboration with you!

Sincerely,

Carrie Brockway  
 Director of Professional Learning  
 ROE 4 Literacy Collective of Illinois



# Huntley Community School District 158

---

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

**Date:** May 2, 2024  
**To:** Curriculum Committee  
**From:** Dr. Amy MacCrimble, Assistant Superintendent  
**Cc:** Ms. Jessica Lombard, Superintendent  
**Subject:** **Overnight Field Trip Proposals 2024-2025**

---

## **Executive Summary**

Each year the Board receives a list of anticipated overnight trips for the next school year. These trips allow students to attend overnight trips, for the purpose of contests and student experiences related to key educational needs. Decision-making and planning of the trips will proceed at the building level, following our established processes.

The attached list contains the proposed trips for 2024-2025. The list remains fairly stable from year to year, but is updated yearly by the buildings. Some trips, such as athletic championships, appear on the list even though actual participation will be determined by contest results during the athletic season and state competition level.

## **Recommendation**

This report is for information only.

## 2024-25 Projected Overnight Field Trips (June 2024-May 2025)

School/Level	Trip	Location	Timing	Sponsor/Planner	On 23-24 List
Middle School	State Golf Meet	Bloomington	September 2024	La Porta/Clark	<input checked="" type="checkbox"/>
Middle School	Atwood	Rockford	Varies (Fall - Sept-Oct)	HMS/MMS 6th G Team Leaders	<input checked="" type="checkbox"/>
Middle School	Washington DC	Washington DC	October 2024	Gosser	<input checked="" type="checkbox"/>
Middle School	State Cross Country Meet	Bloomington	October 2024	La Porta/Clark	<input checked="" type="checkbox"/>
Middle School	State Cheerleading Meet	Peoria	January 2024	La Porta/Clark	<input checked="" type="checkbox"/>
Middle School	State Boys' Basketball	Bloomington	February 2024	La Porta/Clark	<input checked="" type="checkbox"/>
Middle School	State Chess Meet	Peoria	February 2025	La Porta/Clark	<input type="checkbox"/>
Middle School	State Bowling	Peoria	April 2025	La Porta/Clark	<input type="checkbox"/>
Middle School	State Track Meet	Bloomington	May 2025	La Porta/Clark	<input checked="" type="checkbox"/>
Middle School	IESA State Finals	TBD	TBD	Coach	<input checked="" type="checkbox"/>
High School	Football Camp- Brownsburg, IN	Brownsburg	July 2024	Mike Naymola	<input checked="" type="checkbox"/>
High School	Cheer Summer Camp	Carthage	June 2024	Payton Cariato	<input checked="" type="checkbox"/>
High School	Dance-Summer Camp	East Peoria	June 2024	Cadence Niccum	<input checked="" type="checkbox"/>
High School	Boys' and Girls' XC Meet	Peoria	October 2024	Matt Kaplan	<input checked="" type="checkbox"/>
High School	XC- IHSA State	Peoria	November 2024	Matt Kaplan	<input checked="" type="checkbox"/> 28
High School	JEA/NSPA National Convention	Chicago, IL	Nov. 2024	Dennis Brown, Lauren Teeter,	<input checked="" type="checkbox"/>
High School	Wrestling- Dan Gable Challenge	Iowa City, Iowa	Dec 4-5, 2024	BJ Bertelsman	<input checked="" type="checkbox"/>
High School	Speech team	TBD	December 2024	Max Green	<input checked="" type="checkbox"/>
High School	Wrestling - William Red Schmitt	Granite City	December 27-28 2024	BJ Bertelsman	<input checked="" type="checkbox"/>
High School	Student Council -Winter Retreat	TBD	December 2024	Becca Davison	<input checked="" type="checkbox"/>
High School	Thespians IL High School Theatre Festival	Champaign	January 2025	Christine DeFrancesco	<input checked="" type="checkbox"/>
High School	Wrestling - Geneseo Invite	Geneseo, IL	January 2025	BJ Bertelsman	<input checked="" type="checkbox"/>
High School	Speech Contest	Downers Grove	January 2025	Max Green	<input checked="" type="checkbox"/>
High School	Dance- IHSA State	Bloomington	January 2025	Cadence Niccum	<input checked="" type="checkbox"/>
High School	ILMEA music conference	Peoria Civic Center	January 2025	HS Music Staff	<input checked="" type="checkbox"/>
High School	Dorian Vocal Festival	Decorah, IA	Januar 2025	Novak/Eakes-Loving	<input type="checkbox"/>
High School	Cheer- IHSA State	Bloomington	February 2025	Payton Cariato	<input checked="" type="checkbox"/>
High School	Wrestling - IHSA State	Champaign/Blooming	February 2025	BJ Bertelsman	<input checked="" type="checkbox"/>
High School	IHSA State Chess Meet	Peoria	February 2025	Nick Glowaty	<input checked="" type="checkbox"/>
High School	IHSA Sectional Speech	TBD	February 2025	Max Green	<input checked="" type="checkbox"/>
High School	IHSA State Speech	Peoria	February 2025	Max Green	<input checked="" type="checkbox"/>
High School	SnowRaiders	Galena	February 2025	Angela Zaleski	<input checked="" type="checkbox"/>



The Special Services department is proud to share that we have met each of our department specific Key Performance Indicators (KPI). Below are the end of year updates:

**KPI 1.7:** The Special Services Department will develop and initiate a comprehensive review of the special education curriculum in reading and math, and subsequently, implement strategies to promote vertical alignment throughout the school district. A status update with actionable items will be shared at a board meeting prior to the end of the 2023-24 school year.

**Status: Goal met**

**Activities we did to meet our goal:**

- Reviewed district and state assessment score trends for students with IEPs
- Identified current special education curriculum subscriptions and digital resource tools
- Gathered input from special services staff members across the district
  - Teacher institute and early release
  - Surveys
  - Feedback forms
- Completed pilot study and case study
  - Unique Learning System
  - EBLI and LLI
- Introduced key instructional frameworks for review, including but not limited to:
  - TEACCH, Circle of Courage, Unique Learning Systems, SCERTS
- Initiated IM implementation for vertical alignment
  - Started with SES (elementary)
  - coordinators getting trained in IM (mapping back on IM)

**Analysis:**

As part of our comprehensive review of the special education curriculum for literacy and math, we identified 3 key areas of need for vertical and horizontal alignment.

The three key areas identified:

1. Alignment of our specially designed instruction (SDI) instructional tools
2. Alignment of our instructional practices across our continuum of instruction
3. Need to develop and align our alternative curriculum path for students who require the most intensive level of support

**Actionable Recommendations:**

1. Adoption of Unique Learning Systems Curriculum for our Strategy-Ed and SNAP programs
2. Expand IM implementation across all elementary schools
3. Adopt universal curricular methods and tools in literacy and math
4. Engage in district-wide targeted Professional Development

**KPI 2.2:** The Special Services Department will complete a comprehensive review of the school district's continuum of special education services and provide actionable recommendations for the

delivery of special education services that promote inclusion, equity, and student growth. A report will be provided at a board meeting prior to the end of the 2023-24 school year.

**Status: Goal met**

**Activities we did to meet our goal:**

- Reviewed and revised the current special education program descriptions
- Completed district-wide needs assessment and self-contained program review
- Completed district-wide needs assessment and instructional classroom program review
- Reviewed and revised our current staffing plan
- Trained an additional 10 staff members to be certified non-violent crisis prevention (CPI) trainers
- Reviewed and revised district-wide special services processes and procedures

**Analysis:**

As part of our comprehensive review of the special education continuum of service, we have identified 3 key areas of focus.

The three key areas identified are:

1. Need to establish common language to describe special education services and placement options across the district, including program descriptions
2. Need to review and/or revise assessment criteria and key academic and functional performance data points
3. Need to evaluate our staffing and professional development plan for specialized programs (e.g. SNAP, SES, Strategy Ed and instructional classrooms)

**Actionable Recommendations:**

1. Adopt Program Descriptions
2. Review and revise data-based decision making process for placement across the continuum
3. Develop a district-wide annual articulation plan
4. Adopt a self-contained program model and staffing plan that ensure
  - a. Students to certified staff ratio is no more than 8:1 (Elementary) 13:1 (Secondary)
  - b. Dedicated Program Aide support for each self-contained class
  - c. Access to shared building and district-wide resources
  - d. Dedicated time for related service support
  - e. District-wide articulation
  - f. Targeted program and professional development
5. Adopt a co-taught program model and staffing plan that ensure
  - a. Opportunities for co-planning between special education and general education teachers
  - b. Equitable sorting/sectioning process
  - c. Shared instructional resources and responsibilities
  - d. Consideration of the number of grade levels and number of co-teaching partners

**KPI 2.3:** The Special Services department will lead a steering committee tasked with designing a comprehensive plan that outlines the necessary steps for the implementation of the D158 Transition

Center, securing a permanent location for the LIGHT Program. The recommendation will be provided at a board meeting prior to the end of the 2023-24 school year.

**Status: Goal met**

**Activities we did to meet our goal:**

- Held monthly LIGHT Steering Committee meetings
- Toured properties in the community
- Updated an Intergovernmental Agreement to include the use of Deicke Park for day trips
- Purchased 2 vehicles dedicated to the LIGHT program
- Completed the National Technical Assistance Center on Transition (NTACT) Self-Assessment
- Expanded our contract with the Department of Rehabilitation Services (DRS)

**Analysis:**

The Special Services Department has facilitated the LIGHT Steering Committee monthly since August 2023. The committee has reviewed previous and current options for a permanent location for the LIGHT Program. The committee determined that the program will require multiple sites to be utilized for targeted transition services and evaluated pros/cons for each site.

**Actionable Recommendations:**

1. Maintain annual contract with McHenry County College (MCC) to support education/training outcomes
2. Maintain IGA to utilize Deicke Park to support independent living outcomes
3. Secure a local community site to support vocational/employment outcomes
4. Maintain Marlowe Middle School to support the coordination of transition services and educational services
5. Adopt a program model and staffing plan that ensure
  - a. Person-centered planning
  - b. Delivery of services at multiple sites that support rigorous outcomes
  - c. Community based instructional opportunities and day trips that support student outcomes
  - d. Provision of integrated related services that are delivered within the program at each site and in the community
  - e. Pursuit of competitive paid employment opportunities for all students
  - f. Support for the coordination of transition from education to adult services

**KPI 4.4:** The Special Services Department will actively facilitate and engage families in district-wide special education-specific events, organizing a minimum of one event per month, fostering meaningful input, partnerships, and family involvement in the special education community; for example special olympics, parent-liaison led sessions.

**Status: Goal met**

**Activities completed to meet goal:**

- Special Education Advisory Committee met monthly (8 times)
- LIGHT Steering Committee met monthly (7 times)
- Special Education Family Learning Series (3 times)
- Special Education Talks: Transitioning from School to Adult Services (7 times)
- Special Services: Resource Fair (2 times)
- Established a Special Olympics team at the middle school level

**Analysis:**

The Special Services Department has created multiple opportunities for family engagement and currently leads 4 regularly scheduled events facilitated by the department. Additional events are also facilitated . While there continue to be opportunities to improve family engagement, the Special Services Department has exceeded the goal expectations set for KPI 4.4, averaging 2+ events per month.

**Actionable Recommendations:**

1. Expand Family Learning Series to include all families across the district
2. Partner with surrounding districts to increase resources and shared responsibilities
3. Increase opportunities for families to engage in their native language(s)
4. Create an IEP learning series for families
5. Create a database of community resources
6. Expand Special Olympics team across all grade levels

**Public Notice:  
Notice of Public Meeting**

On Monday, May 20, 2024, at 6:00-7:00 p.m., Community School District 158 will conduct a virtual meeting/conference call.

The purpose of the meeting will be to discuss the District's plans for providing special education services to students with disabilities who attend private schools within the District's boundaries and home schools within the District for the 2024-2025 school year. If you are a parent of a homeschooled student who has been or may be identified with a disability and you reside within the boundaries of Community School District 158, it is highly recommended you attend. If you plan to attend this meeting, please contact Kelly LaTour, Special Services Administrative Assistant at 847-659-6137 or email [klatour@district158.org](mailto:klatour@district158.org)

If you have further questions pertaining to this meeting or you require accommodations, please contact Kelly LaTour, Special Services Administrative Assistant at 847-659-6137 or email [klatour@district158.org](mailto:klatour@district158.org).

Published in Daily Herald  
April 22, 2024 (4614807)



# Huntley Community School District 158

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650 Academic Drive  
Algonquin, Illinois 60102  
(847) 659-6158 • [www.district158.org](http://www.district158.org)

**Date:** May 2, 2024  
**To:** Special Education Committee  
**From:** Ms. Deanna Gill, Assistant Superintendent  
**Cc:** Ms. Jessica Lombard, Superintendent  
**Subject:** Department updates

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## **Executive Summary**

Each year the Board receives an update on the Key Performance Indicators (KPIs) for each department. In addition to sharing these updates with the board, we have shared these updates with our Special Education Advisory Committee (SEAC) on Tuesday, April 23, 2024. We have presented (or are scheduled to present) these updates in each of our buildings at the special education team, department, or PLC meetings.

Attached is the end of year update on the Special Services KPIs, which outlines the status of each goal, activities completed by the department, an analysis of the work completed and actionable recommendations.

Each year, the Local Education Agency (LEA) is required to provide the public with “timely and meaningful consultation” (TMC) with the private schools, including homeschools that are located within their district boundaries. The process is between the private school officials, parent representatives, and LEA officials. Consultation is ongoing throughout the year, as necessary. Notice must be publicly advertised in a primary place for which other public notices are provided so that parents of homeschool parents are aware. A school district is required to spend a “proportionate share” of its IDEA Part B grant on services for private school students with disabilities. To qualify for services, a student must be evaluated by the school district and found eligible for special education. The district will host a virtual meeting on May 20, 2024 from 6-7:00PM.

Attached is the Public Notice/Ad for Meeting/Homeschooled Students W/Disabilities

## **Recommendation**

This report is for information only.

# ***HUNTLEY COMMUNITY SCHOOL DISTRICT 158***

**Department of Special Services**

*Key Performance Indicator (KPI) Updates  
April-May, 2024*



# Welcome!

I am definitely not the  
same person I was when  
this year started.

# Purpose of Today's Meeting

- Gratitude
- KPI Updates
  - Vision
  - Activities Completed
  - Recommendations



# Our Why: Every Child Deserves a Champion



- Meaningful inclusion
- Being student-centered
- Holding high expectations for teaching and learning
- Including student voice
- Collaboration and innovation
- Communication
- Leading

39

***For ALL STUDENTS ALWAYS***

# Special Services KPIs

**KPI 4.4:** The Special Services Department will actively *facilitate and engage families* in district-wide special education-specific events, organizing a minimum of one event per month, fostering meaningful input, partnerships, and family involvement in the special education community; for example special olympics, parent-liaison led sessions.



# Vision



To create a platform for **families** to come together, collaborate, learn, and build connections as a dedicated community **focused on improving special education in<sup>41</sup> our schools.**

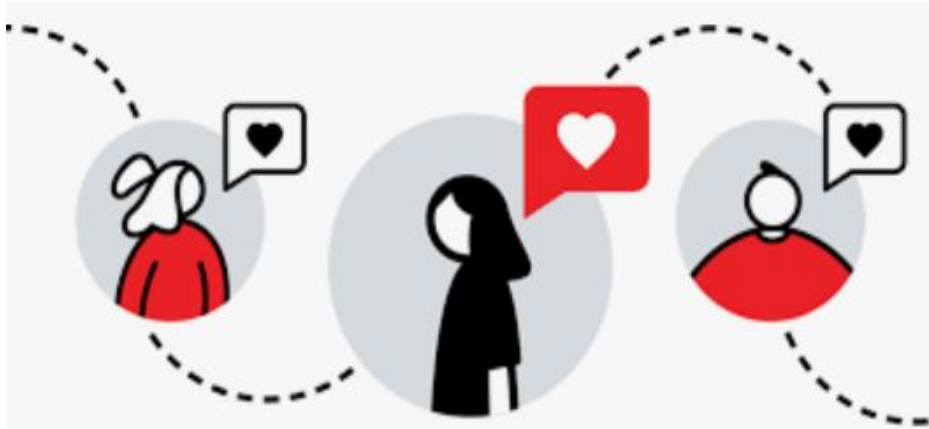
# Activities Completed

- ★ Special Education Advisory Committee: met 8x
- ★ LIGHT Steering Committee: met 7x
- ★ Special Education Family Learning Series: met 3x
- ★ Special Education Talks: Transitioning from School to Adult Services: met 7x
- ★ Resource Fair: held 2x
- ★ Established a Special Olympics team at the middle school level



# Recommendations

- Expand learning events to all families
- Partner with surrounding communities to engage them in participating in our Resource Fairs
- Increase engagement during initial eligibility meetings
- Increase opportunities for family engagement in their native language
- Create an inventory of resources
- Expand Special Olympics team
- Create an IEP Learning Series

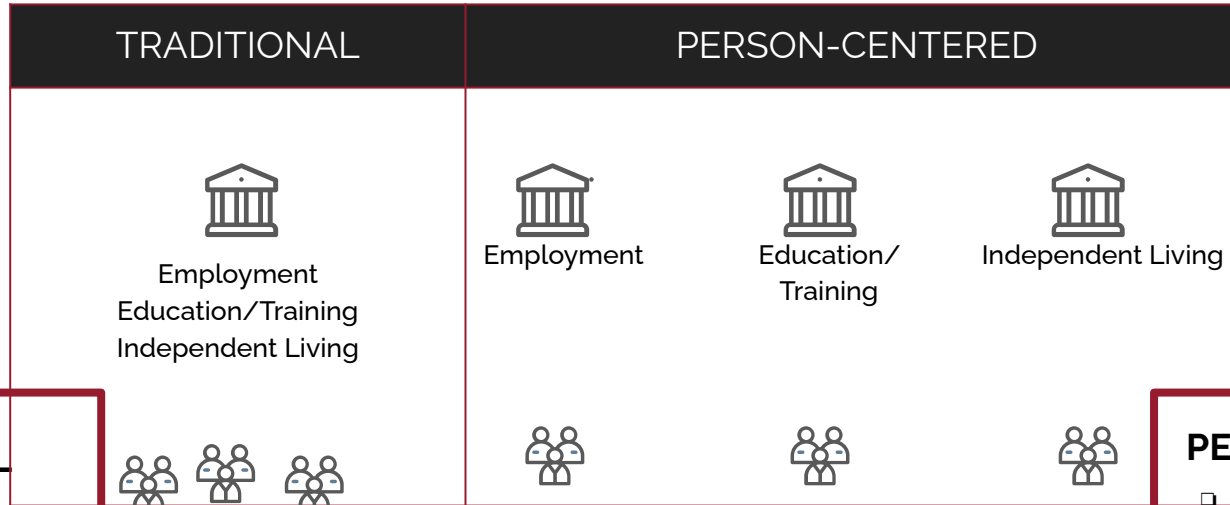


# Special Services KPIs



**KPI 2.3:** The Special Services department will lead a *steering committee* tasked with designing a comprehensive plan that outlines the necessary steps for the implementation of the D158 Transition Center, securing a permanent location for the LIGHT Program. The recommendation will be provided at a board meeting prior to the end of the 2023-24 school year.

# Vision



## TRADITIONAL

- First-Then
- Pull-Out Related Services
- Job Sites Stay the Same
- Traditional Course of Study
- Schedule based on Tiers
- Teacher-Led IEPs
- Limited Co-Planning
- Similar peer group all Day

## *Key Considerations for LIGHT Program locations*

## PERSON-CENTERED

- All-In: Shared Vision, Mission
- Push-In Related Services
- Diversified Job Sites
- Redesigned Course of Study
- Strength-based teaching
- Schedule individualized
- Student-Led IEPs
- Co-Planning, Teaming
- Meaningful inclusion

# Activities Completed

- ★ LIGHT Steering Committee Meetings
- ★ IGA for Deicke Park-Seeking Board Approval April 18, 2024
- ★ Draft Lease for Vine Street Property
- ★ Contract with MCC
- ★ Expanded DRS Contract
- ★ Purchased 2 wheelchair accessible vehicles dedicated to LIGHT
- ★ NTACT Self-Assessment of LIGHT program



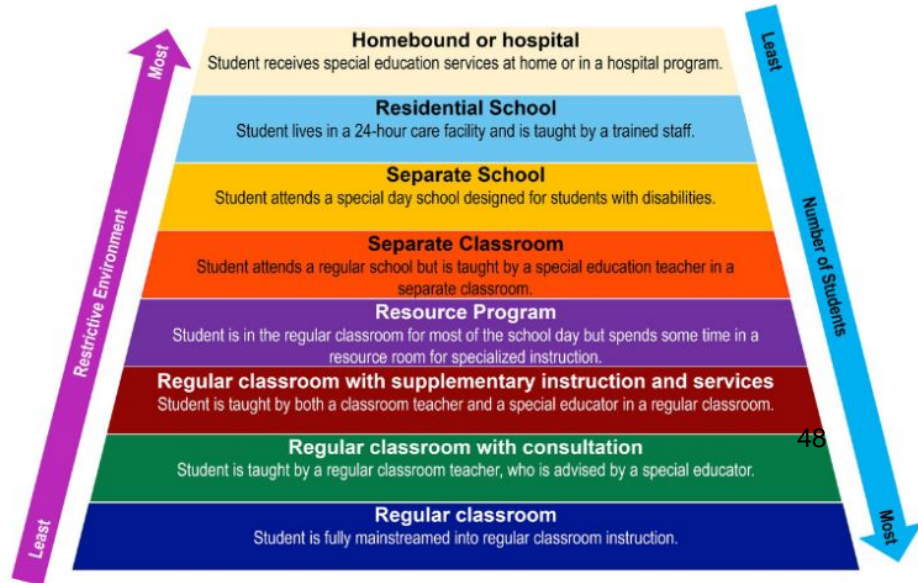


## Recommendations

- ★ Continue contract with MCC
- ★ Utilize Deicke Park location for day trips to focus on independent living skill development
- ★ Finalize lease agreement for Vine Street-New School
- ★ Shift use of Marlowe Middle School to administrative
- ★ Engage in Targeted Technical Assistance (ICTW)
- ★ Site-based delivery of transition services

# Special Services KPIs

**KPI 2.2:** The Special Services Department will complete a *comprehensive review* of the school district's *continuum of special education services* and provide actionable recommendations for the delivery of special education services that promote *inclusion, equity, and student growth*. A report will be provided at a board meeting prior to the end of the 2023-24 school year.



*Understand and create alignment in the delivery of special education services across the continuum that promotes inclusion, equity, and student growth for ALL*



**VISION**

**The three key areas identified:**

1. Need to establish common language to describe our services and placement options across the district, including program descriptions
2. Need to review and/or revise assessment criteria and key data points in academic and functional performance that support universal design for learning (UDL) and data-based decision making for placement across the continuum
3. Need to evaluate our staffing and professional development plan for specialized programs (e.g. SNAP, SES, Strategy Ed and Instructional)

# Activities Completed

- ★ Reviewed and revised the current special education program descriptions established across the district, comparing and contrasting between buildings
- ★ Gathered input from special services staff members during Teacher Institute and Early Release
- ★ Self-Contained program review completed by various stakeholders
- ★ Instructional classroom needs assessment completed
- ★ Reviewed our current staffing plan
- ★ Identified areas we need to target specialized supports that promote student growth
- ★ We have begun to identify key academic and functional data points and universal learning strategies that need to be utilized to target academic and functional skill development across the continuum.



# Activities Completed Continued...

- ★ Trained an additional 10 staff members to be CPI trainers for the district
- ★ Reviewed off campus placement process
- ★ Created Home/Hospital Instruction district process
- ★ Evaluated case manager model for HHS
- ★ Evaluated projections for students receiving self-contained program support for 24-25 school year
- ★ Evaluated potential options for expansion of self-contained programs across the district



# Recommendations: Self-Contained

- ❖ Finalize program descriptions
- ❖ Develop entrance/exit criteria
- ❖ Adopt a program model that supports
  - 8:1 (Elementary) 13:1 (Secondary)
  - Dedicated paraprofessional for every self-contained classroom, & floater para for every 2 classes
  - Dedicated related service support
  - Specialized PD
  - Meaningful inclusion
  - Shared program resources
- ❖ Case manager model at HHS



# Recommendations Continued: Self-Contained



- ★ Expand program placement
  - Open section of SNAP at Chesak
  - Open section of SNAP at Conley
- ★ Establish articulation plan for future planning
- ★ Develop descriptions of paraprofessional roles/responsibilities
- ★ Develop PD plan for paraprofessionals that is targeted to their roles
- ★ Increase # of staff trained in CPI: Target =75% of staff

# Recommendations: Co-Taught

- ❖ Establish coherence district-wide in CoT and Instructional program model
  - Master Schedule that enhances the opportunity for common plan
  - Sorting / Sectioning of students
- ❖ Equally shared and fully supported classrooms
  - **Elementary**
    - LBS1 and Para support classrooms in a parallel model
    - Co-T teachers have no more that 2-3 GenEd Partners
    - Co-T are assigned to 1, if necessary, 2 grade levels
    - Instructional teacher for the building
    - Shared case management responsibilities for CoT/ Instructional teacher
  - **Secondary**
    - Sectioning based on student identified need



# Special Services KPIs

**KPI 1.7:** The Special Services Department will develop and initiate a ***comprehensive review of the special education curriculum in reading and math***, and subsequently, implement strategies to promote vertical alignment throughout the school district. A status update with actionable items will be shared at a board meeting prior to the end of the 2023-24 school year.



# Vision



*Understand and create alignment in the delivery of specialized instruction in literacy and math across the district that promotes inclusion, equity, and student growth for all students.*

**The three key areas identified are:**

1. Need to align our specially designed instruction (SDI) in self-contained classrooms (e.g. instructional reading, instructional math).
2. Need to align our instructional practices in our co-taught environments
3. Need to develop and align alternative curriculum in our self-contained programs

# Curriculum-Key Concepts

## Curriculum=Standards

- Il learning standards
- SEL standards/CASEL competencies
- Essential Elements

## Pedagogy/Methodology=Instructional practice

- Structured Teaching (ex: TEACCH)
- Multimodal (ex: SCERTS Model)
- Trauma-Informed (ex: Circle of Courage)


## Curricular Tools/Resources

- Unique Learning Systems
- Zones of Regulation
- Courageous Classrooms



The Key Principles of Effective Curriculum Development

# Curriculum Across the Continuum

Huntley District 158 District-wide continuum				
Least restrictive to most restrictive				
Participation in General Education Environment			Participation in Special Education Environment	
General Education No Supplementary Aids	General Education With Supplementary Aids	Special Education in General Education Classroom	Special Education Classroom	Special Education Classroom 
Gen Ed with no Accommodations	Gen Ed with Accommodations	Gen Ed; Accommodations plus Modifications	Self-Contained (Taught by a Special Educator)  Accommodations plus Modification	Self-Contained (Taught by a Special Educator)  Modification
Gen Ed	Gen Ed	Gen Ed Co-Taught/Blended	Resource Instructional (Pullout)	Intensive support SNAP Strategy Ed SES
Core Curriculum	Core Curriculum	Core Curriculum	Core Curriculum, plus	Alternate Curriculum
CORE			MORE	ALTERNATIVE

# Activities Completed

- ★ Reviewed district and state assessment score trends for students with IEPs
- ★ Identified current special education curriculum subscriptions and digital resource tools
- ★ Gathered input from special services staff members during teacher institute and early release
- ★ Surveyed special services staff to collect information about curriculum resources we currently utilize for literacy and math.
- ★ EBLI data review completed at Marlowe Middle School



# Activities Completed Continued...

- ★ Reviewed our current use of Unique Learning System
- ★ Unique Learning System pilot study established and initiated for spring 2024
- ★ Introduced key frameworks for special education programs including TEAACH, Circle of Courage, Unique Learning Systems,
- ★ Initiated IM implementation vertical alignment for SES (elementary) and getting coordinators getting trained in IM (mapping back on IM)
- ★ Partnered with Curriculum & Instruction department



# Recommendations

- ❖ Adopt core curriculum for SNAP and Strategy Ed
  - Unique Learning System
- ❖ Explore the adoption of core curriculum for SES
  - Circle of Courage
  - Positivity
- ❖ Explore the adoption of TEACCH/SCERTS
- ❖ Summer PD on Structured Teaching through Easterseals
- ❖ Expand classroom setup with Easterseals



# Recommendations Continued...



- ★ Develop Summer Curriculum Committee to organize the following:
  - Scope and Sequence
  - Pacing Guide
  - Assessment Calendar
  - Create a Minutes per day Guide
  - Unique Training Plan
- ★ Establish IM implementation across Instructional and SES programs
- ★ Engage in district wide literacy review
- ★ Utilize instructional coaches to bridge curriculum gaps

# We Want Your Feedback

[SURVEY LINK HERE](#)





# 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: May 2, 2024  
Subject: **Purchase Order Summary**  
Committee of the Whole Meeting, May 2, 2024  
Finance Committee

The following is an executive summary of the attached report titled "Purchase Orders" which is a listing of purchase orders issued from April 11, 2024 to April 24, 2024 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	\$	532,836.40
Operations & Maintenance Fund		76,471.43
Debt Service Fund		0.00
Transporation Fund		13,145.13
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	\$	<u>622,452.96</u>

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 recommend the Board of Education approve the Purchase Order Report at the May 16, 2024 Regular Board of Education meeting.



# Huntley Community School District 158

## P.O. Summary by Vendor (Custom)

From: 4/11/2024 to 4/24/2024

Printed: 4/24/2024 10:10 AM

Page 1 of 24

P.O. #	Account Number	Account# Description	P.O. Date	Original Amount	State Account Number
<b>95 Percent Group LLC</b>					
20242882	10-1100-410-89-79-605-14	Title IA Impr Instr Supplies	04/16/2024	376.20	10-1100-410-89-79-605-14
20242882	10-1100-410-89-79-605-14	Title IA Impr Instr Supplies	04/16/2024	3,762.00	10-1100-410-89-79-605-14
			<b>Total</b>	<b>\$4,138.20</b>	
<b>A &amp; M Products</b>					
20242825	10-1130-335-00-71-300-13	Curriculum/FVC Competitions	04/15/2024	6.45	10-1130-335-00-71-300-13
			<b>Total</b>	<b>\$6.45</b>	
<b>ACIA CL LLC (DBA CL Chrysler Dodge Jeep Ram)</b>					
20242858	40-2554-410-00-79	Fleet Supplies	04/16/2024	90.84	40-2554-410-00-79
20242858	40-2554-410-00-79	Fleet Supplies	04/16/2024	90.84	40-2554-410-00-79
			<b>Total</b>	<b>\$181.68</b>	65
<b>Advantage Mechanical Inc</b>					
20242934	20-2542-323-00-79	Repairs & Maint Buildings	04/23/2024	6,580.00	20-2542-323-00-79
20242934	20-2542-323-00-79	Repairs & Maint Buildings	04/23/2024	4,228.00	20-2542-323-00-79
			<b>Total</b>	<b>\$10,808.00</b>	
<b>Airwall Installation Recovery Service</b>					
20242788	20-2542-390-00-79	Other Purchased Service	04/11/2024	450.00	20-2542-390-00-79
20242788	20-2542-390-00-79	Other Purchased Service	04/11/2024	5,626.00	20-2542-390-00-79
20242788			04/11/2024	0.00	
			<b>Total</b>	<b>\$6,076.00</b>	
<b>Applied Maintenance</b>					
20242859	40-2554-410-00-79	Fleet Supplies	04/16/2024	687.07	40-2554-410-00-79
20242859	40-2554-410-00-79	Fleet Supplies	04/16/2024	98.99	40-2554-410-00-79
			<b>Total</b>	<b>\$786.06</b>	
<b>Benchmark Education Company</b>					
20242915	10-1100-410-76-79-600-14	CURES Instruc Supplies	04/18/2024	1,116.00	10-1100-410-76-79-600-14



# Huntley Community School District 158

## P.O. Summary by Vendor (Custom)

From: 4/11/2024 to 4/24/2024

Printed: 4/24/2024 10:10 AM

Page 2 of 24

P.O. #	Account Number	Account# Description	P.O. Date	Original Amount	State Account Number
20242914	10-1100-410-76-79-600-14	CURES Instruc Supplies	04/18/2024	1,890.00	10-1100-410-76-79-600-14
20242914	10-1100-410-76-79-600-14	CURES Instruc Supplies	04/18/2024	337.80	10-1100-410-76-79-600-14
20242915	10-1100-410-76-79-600-14	CURES Instruc Supplies	04/18/2024	1,620.00	10-1100-410-76-79-600-14
20242915	10-1100-410-76-79-600-14	CURES Instruc Supplies	04/18/2024	273.60	10-1100-410-76-79-600-14
20242916	10-1100-410-76-79-600-14	CURES Instruc Supplies	04/18/2024	1,860.00	10-1100-410-76-79-600-14
20242916	10-1100-410-76-79-600-14	CURES Instruc Supplies	04/18/2024	2,970.00	10-1100-410-76-79-600-14
20242916	10-1100-410-76-79-600-14	CURES Instruc Supplies	04/18/2024	483.00	10-1100-410-76-79-600-14
20242914	10-1100-410-76-79-600-14	CURES Instruc Supplies	04/18/2024	1,488.00	10-1100-410-76-79-600-14
<b>Total</b>				<u>\$12,038.40</u>	
<b>Bilingual Educational Specialists Inc</b>					
20242860			04/16/2024	0.00	
20242860	10-2150-310-92-79-600-14	IDEA Sp Path & Audiology Serv	04/16/2024	850.00	10-2150-310-92-79-600-14
<b>Total</b>				<u>\$850.00</u>	66
<b>Bjorem Speech Publications</b>					
20242883	10-2150-410-92-79-605-14	IDEA Sp Path & Audiol Supplies	04/16/2024	9.00	10-2150-410-92-79-605-14
20242883	10-2150-410-92-79-605-14	IDEA Sp Path & Audiol Supplies	04/16/2024	40.00	10-2150-410-92-79-605-14
20242883	10-2150-410-92-79-605-14	IDEA Sp Path & Audiol Supplies	04/16/2024	40.00	10-2150-410-92-79-605-14
20242883	10-2150-410-92-79-605-14	IDEA Sp Path & Audiol Supplies	04/16/2024	40.00	10-2150-410-92-79-605-14
20242883	10-2150-410-92-79-605-14	IDEA Sp Path & Audiol Supplies	04/16/2024	40.00	10-2150-410-92-79-605-14
20242883	10-2150-410-92-79-605-14	IDEA Sp Path & Audiol Supplies	04/16/2024	40.00	10-2150-410-92-79-605-14
<b>Total</b>				<u>\$209.00</u>	
<b>BMO Mastercard</b>					
20242836	10-1610-410-00-79-600-14	Supplies Summer School	04/14/2024	144.13	10-1610-410-00-79-600-14
20242836	10-1130-410-67-71-300-13	PLTW Supplies 6-12	04/14/2024	63.46	10-1130-410-67-71-300-13
20242836	10-1130-410-67-71-300-13	PLTW Supplies 6-12	04/14/2024	23.66	10-1130-410-67-71-300-13
20242836	10-1130-410-67-71-300-13	PLTW Supplies 6-12	04/14/2024	44.99	10-1130-410-67-71-300-13
20242836	10-1130-410-67-71-300-13	PLTW Supplies 6-12	04/14/2024	654.27	10-1130-410-67-71-300-13
20242833	10-158	Activity Funds	04/14/2024	142.27	10-120
20242836	10-1130-410-67-71-300-13	PLTW Supplies 6-12	04/14/2024	200.38	10-1130-410-67-71-300-13
20242836	10-1130-410-67-71-300-13	PLTW Supplies 6-12	04/14/2024	196.08	10-1130-410-67-71-300-13



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P.O. #	Account Number	Account# Description	P.O. Date	Original Amount	State Account Number
20242836	10-1600-410-89-79-605-14	Title I Supplies	04/14/2024	165.45	10-1600-410-89-79-605-14
20242836	10-1130-410-67-71-300-13	PLTW Supplies 6-12	04/14/2024	53.59	10-1130-410-67-71-300-13
20242835	10-158	Activity Funds	04/14/2024	399.95	10-120
20242836	10-1130-410-67-71-300-13	PLTW Supplies 6-12	04/14/2024	83.99	10-1130-410-67-71-300-13
20242845	10-1110-410-35-74-150-13	Conley Band Supplies	04/14/2024	38.00	10-1110-410-35-74-150-13
20242833	10-158	Activity Funds	04/14/2024	282.60	10-120
20242833	10-158	Activity Funds	04/14/2024	126.61	10-120
20242833	10-158	Activity Funds	04/14/2024	126.61	10-120
20242833	10-158	Activity Funds	04/14/2024	126.61	10-120
20242833	10-158	Activity Funds	04/14/2024	126.61	10-120
20242833	10-158	Activity Funds	04/14/2024	126.61	10-120
20242833	10-158	Activity Funds	04/14/2024	126.61	10-120
20242833	10-158	Activity Funds	04/14/2024	126.61	10-120
20242835	10-158	Activity Funds	04/14/2024	399.95	10-120
20242834	10-2213-415-00-71-300-13	HHS Staff Devel Supplies	04/14/2024	283.30	10-2213-415-00-71-300-13
20242836	10-1130-410-67-71-300-13	PLTW Supplies 6-12	04/14/2024	34.24	10-1130-410-67-71-300-13
20242835	10-158	Activity Funds	04/14/2024	26.97	10-120
20242835	10-158	Activity Funds	04/14/2024	12.50	10-120
20242835	10-158	Activity Funds	04/14/2024	100.00	10-120
20242835	10-158	Activity Funds	04/14/2024	35.00	10-120
20242835	10-158	Activity Funds	04/14/2024	10.00	10-120
20242836	10-1130-410-85-79-605-14	Title IV Supplies	04/14/2024	185.95	10-1130-410-85-79-605-14
20242836	10-1130-410-67-71-300-13	PLTW Supplies 6-12	04/14/2024	19.44	10-1130-410-67-71-300-13
20242836	10-1130-410-67-71-300-13	PLTW Supplies 6-12	04/14/2024	19.44	10-1130-410-67-71-300-13
20242836	10-1130-410-67-71-300-13	PLTW Supplies 6-12	04/14/2024	23.56	10-1130-410-67-71-300-13
20242833	10-158	Activity Funds	04/14/2024	126.61	10-120
20242850	10-1110-410-00-74-140-13	Inst Supplies Mackeben	04/14/2024	765.76	10-1110-410-00-74-140-13
20242848	10-158	Activity Funds	04/14/2024	104.26	10-120
20242848	10-158	Activity Funds	04/14/2024	36.65	10-120
20242850	10-2213-415-00-74-140-13	Mackeben Staff Devel Supplies	04/14/2024	89.82	10-2213-415-00-74-140-13
20242850	10-2213-415-00-74-140-13	Mackeben Staff Devel Supplies	04/14/2024	261.50	10-2213-415-00-74-140-13
20242850	10-2213-415-00-74-140-13	Mackeben Staff Devel Supplies	04/14/2024	19.98	10-2213-415-00-74-140-13
20242850	10-1110-410-00-74-140-13	Inst Supplies Mackeben	04/14/2024	149.77	10-1110-410-00-74-140-13
20242850	10-2410-491-00-74-140-13	Rebate Supplies Mackeben	04/14/2024	115.00	10-2410-491-00-74-140-13
20242850	10-1110-410-00-74-140-13	Inst Supplies Mackeben	04/14/2024	236.90	10-1110-410-00-74-140-13



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P.O. #	Account Number	Account# Description	P.O. Date	Original Amount	State Account Number
20242850	10-1110-410-00-74-140-13	Inst Supplies Mackeben	04/14/2024	302.26	10-1110-410-00-74-140-13
20242852	10-1125-490-00-79-600-14	Supplies Preschool	04/14/2024	530.60	10-1125-490-00-79-600-14
20242850	10-1110-410-00-74-140-13	Inst Supplies Mackeben	04/14/2024	1,061.91	10-1110-410-00-74-140-13
20242848	10-1543-332-00-71-305-13	Activities Travel	04/14/2024	267.68	10-1543-332-00-71-305-13
20242850	10-158	Activity Funds	04/14/2024	21.21	10-120
20242850	10-158	Activity Funds	04/14/2024	59.94	10-120
20242850	10-1110-410-00-74-140-13	Inst Supplies Mackeben	04/14/2024	791.20	10-1110-410-00-74-140-13
20242850	10-2213-415-00-74-140-13	Mackeben Staff Devel Supplies	04/14/2024	287.60	10-2213-415-00-74-140-13
20242850	10-2213-415-00-74-140-13	Mackeben Staff Devel Supplies	04/14/2024	291.91	10-2213-415-00-74-140-13
20242850	10-1110-410-00-74-140-13	Inst Supplies Mackeben	04/14/2024	196.04	10-1110-410-00-74-140-13
20242852	10-1125-490-00-79-600-14	Supplies Preschool	04/14/2024	75.53	10-1125-490-00-79-600-14
20242852	10-1125-490-00-79-600-14	Supplies Preschool	04/14/2024	91.74	10-1125-490-00-79-600-14
20242852	10-1125-490-00-79-600-14	Supplies Preschool	04/14/2024	110.69	10-1125-490-00-79-600-14
20242847	10-1120-410-00-72-220-13	Inst Supplies Marlowe	04/14/2024	61.08	10-1120-410-00-72-220-13
20242850	10-2410-491-00-74-140-13	Rebate Supplies Mackeben	04/14/2024	372.00	10-2410-491-00-74-140-13
20242848	10-158	Activity Funds	04/14/2024	1,115.00	10-120
20242845	10-158	Activity Funds	04/14/2024	154.80	10-120
20242847	10-2220-430-00-72-220-13	Media Center Marlowe	04/14/2024	(10.99)	10-2220-430-00-72-220-13
20242847	10-1120-410-00-72-220-13	Inst Supplies Marlowe	04/14/2024	96.96	10-1120-410-00-72-220-13
20242847	10-2220-430-00-72-220-13	Media Center Marlowe	04/14/2024	35.92	10-2220-430-00-72-220-13
20242847	10-1120-410-00-72-220-13	Inst Supplies Marlowe	04/14/2024	69.99	10-1120-410-00-72-220-13
20242848	10-158	Activity Funds	04/14/2024	534.14	10-120
20242848	10-158	Activity Funds	04/14/2024	27.51	10-120
20242848	10-158	Activity Funds	04/14/2024	71.60	10-120
20242848	10-158	Activity Funds	04/14/2024	53.70	10-120
20242848	10-158	Activity Funds	04/14/2024	157.40	10-120
20242848	10-158	Activity Funds	04/14/2024	475.56	10-120
20242848	10-158	Activity Funds	04/14/2024	518.65	10-120
20242848	10-1543-332-00-71-305-13	Activities Travel	04/14/2024	256.48	10-1543-332-00-71-305-13
20242848	10-158	Activity Funds	04/14/2024	95.82	10-120
20242848	10-1543-332-00-71-305-13	Activities Travel	04/14/2024	267.68	10-1543-332-00-71-305-13
20242848	10-1543-332-00-71-305-13	Activities Travel	04/14/2024	267.68	10-1543-332-00-71-305-13
20242848	10-1543-332-00-71-305-13	Activities Travel	04/14/2024	267.68	10-1543-332-00-71-305-13
20242848	10-1543-332-00-71-305-13	Activities Travel	04/14/2024	267.68	10-1543-332-00-71-305-13



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20242848	10-1543-332-00-71-305-13	Activities Travel	04/14/2024	267.68	10-1543-332-00-71-305-13
20242848	10-1543-332-00-71-305-13	Activities Travel	04/14/2024	267.68	10-1543-332-00-71-305-13
20242848	10-1543-332-00-71-305-13	Activities Travel	04/14/2024	267.68	10-1543-332-00-71-305-13
20242848	10-1543-332-00-71-305-13	Activities Travel	04/14/2024	267.68	10-1543-332-00-71-305-13
20242852	10-1125-490-00-79-600-14	Supplies Preschool	04/14/2024	193.20	10-1125-490-00-79-600-14
20242848	10-158	Activity Funds	04/14/2024	329.31	10-120
20242856	10-158	Activity Funds	04/14/2024	138.27	10-120
20242856	10-158	Activity Funds	04/14/2024	135.66	10-120
20242856	10-158	Activity Funds	04/14/2024	135.66	10-120
20242856	10-158	Activity Funds	04/14/2024	(11.94)	10-120
20242856	10-158	Activity Funds	04/14/2024	(6.91)	10-120
20242856	10-158	Activity Funds	04/14/2024	907.00	10-120
20242856	10-158	Activity Funds	04/14/2024	331.36	10-120
20242856	10-158	Activity Funds	04/14/2024	225.14	10-120
20242856	10-158	Activity Funds	04/14/2024	824.76	10-120
20242856	10-158	Activity Funds	04/14/2024	916.00	10-120
20242852	10-1125-490-00-79-600-14	Supplies Preschool	04/14/2024	260.91	10-1125-490-00-79-600-14
20242856	10-158	Activity Funds	04/14/2024	19.96	10-120
20242856	10-158	Activity Funds	04/14/2024	135.66	10-120
20242856	10-158	Activity Funds	04/14/2024	174.00	10-120
20242857	10-2642-350-00-74-500-14	Advertising Human Res	04/14/2024	505.04	10-2642-350-00-74-500-14
20242857	10-2130-220-00-79-600-14	Health Services Insurance	04/14/2024	79.95	10-2130-220-00-79-600-14
20242853	10-2560-410-00-74-150-13	Cafe Supplies Conley	04/14/2024	169.60	10-2560-410-00-74-150-13
20242853	10-2560-410-00-74-210-13	Cafe Supplies Heineman	04/14/2024	169.60	10-2560-410-00-74-210-13
20242853	10-2560-410-00-72-110-13	Cafe Supplies Chesak	04/14/2024	169.60	10-2560-410-00-72-110-13
20242853	10-2560-410-00-72-120-13	Cafe Supplies Martin	04/14/2024	169.60	10-2560-410-00-72-120-13
20242853	10-2560-410-00-72-220-13	Cafe Supplies Marlowe	04/14/2024	169.60	10-2560-410-00-72-220-13
20242853	10-2560-410-00-71-100-13	Cafe Supplies Leggee	04/14/2024	169.60	10-2560-410-00-71-100-13
20242853	10-2560-410-00-71-300-13	Cafe Supplies HS	04/14/2024	169.60	10-2560-410-00-71-300-13
20242856	10-158	Activity Funds	04/14/2024	1,116.00	10-120
20242855	10-2660-410-00-79-600-14	Supplies Tech	04/14/2024	314.95	10-2660-410-00-79-600-14
20242852	10-2213-415-00-72-165-13	Preschool Staff Devel Supplies	04/14/2024	50.00	10-2213-415-00-72-165-13
20242852	10-2213-415-00-72-165-13	Preschool Staff Devel Supplies	04/14/2024	100.00	10-2213-415-00-72-165-13
20242853	10-2560-410-00-74-140-13	Cafe Supplies Mackeben	04/14/2024	169.60	10-2560-410-00-74-140-13



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20242853	10-2560-410-00-71-300-13	Cafe Supplies HS	04/14/2024	5.24	10-2560-410-00-71-300-13
20242854	20-2542-410-00-79	Supplies B & G	04/14/2024	78.97	20-2542-410-00-79
20242854	20-2542-410-00-79	Supplies B & G	04/14/2024	59.87	20-2542-410-00-79
20242854	20-2542-410-00-79	Supplies B & G	04/14/2024	14.34	20-2542-410-00-79
20242854	20-2540-640-00-79	Dues & Fees	04/14/2024	450.00	20-2540-640-00-79
20242854	20-2542-410-00-79	Supplies B & G	04/14/2024	(11.16)	20-2542-410-00-79
20242854	20-2542-390-00-79	Other Purchased Service	04/14/2024	184.68	20-2542-390-00-79
20242856	10-158	Activity Funds	04/14/2024	135.66	10-120
20242854	20-2542-410-00-79	Supplies B & G	04/14/2024	146.62	20-2542-410-00-79
20242856	10-158	Activity Funds	04/14/2024	135.66	10-120
20242855	10-2660-410-00-79-600-14	Supplies Tech	04/14/2024	1,319.94	10-2660-410-00-79-600-14
20242855	10-2660-410-00-79-600-14	Supplies Tech	04/14/2024	50.28	10-2660-410-00-79-600-14
20242856	10-158	Activity Funds	04/14/2024	44.90	10-120
20242856	10-158	Activity Funds	04/14/2024	105.63	10-120
20242856	10-158	Activity Funds	04/14/2024	135.66	10-120
20242856	10-158	Activity Funds	04/14/2024	135.66	10-120
20242856	10-158	Activity Funds	04/14/2024	135.66	10-120
20242856	10-158	Activity Funds	04/14/2024	135.66	10-120
20242856	10-158	Activity Funds	04/14/2024	135.66	10-120
20242847	10-1120-490-02-72-220-13	Marlowe Fine Arts Supplies	04/14/2024	25.00	10-1120-490-02-72-220-13
20242854	20-2542-410-00-79	Supplies B & G	04/14/2024	176.60	20-2542-410-00-79
20242844	10-1130-410-13-71-300-13	Science Supplies HS	04/14/2024	438.15	10-1130-410-13-71-300-13
20242844	10-2220-430-00-71-300-13	Media Center HS	04/14/2024	56.99	10-2220-430-00-71-300-13
20242844	10-2220-430-00-71-300-13	Media Center HS	04/14/2024	35.47	10-2220-430-00-71-300-13
20242844	10-2220-430-00-71-300-13	Media Center HS	04/14/2024	261.20	10-2220-430-00-71-300-13
20242844	10-1130-410-13-71-300-13	Science Supplies HS	04/14/2024	89.41	10-1130-410-13-71-300-13
20242844	10-1130-410-13-71-300-13	Science Supplies HS	04/14/2024	139.83	10-1130-410-13-71-300-13
20242844	10-1130-410-13-71-300-13	Science Supplies HS	04/14/2024	27.99	10-1130-410-13-71-300-13
20242844	10-2190-410-00-71-300-12	Graduation Supplies HHS	04/14/2024	49.98	10-2190-410-00-71-300-12
20242844	10-2120-410-00-71-300-13	Supplies Counseling HS	04/14/2024	362.50	10-2120-410-00-71-300-13
20242844	10-1400-410-10-71-300-13	Ind Arts Supplies	04/14/2024	81.68	10-1400-410-10-71-300-13
20242844	10-2213-415-00-71-300-13	HHS Staff Devel Supplies	04/14/2024	80.01	10-2213-415-00-71-300-13
20242844	10-1130-410-00-71-300-13	Inst Supplies HS	04/14/2024	23.98	10-1130-410-00-71-300-13
20242843	10-1110-410-00-72-110-13	Inst Supplies Chesak	04/14/2024	258.00	10-1110-410-00-72-110-13



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20242844	10-1130-332-00-71-300-13	Teacher Travel HS	04/14/2024	199.00	10-1130-332-00-71-300-13
20242844	10-1130-410-00-71-300-13	Inst Supplies HS	04/14/2024	258.00	10-1130-410-00-71-300-13
20242844	10-2213-415-00-71-300-13	HHS Staff Devel Supplies	04/14/2024	157.91	10-2213-415-00-71-300-13
20242844	10-1400-410-09-71-300-13	Home Economics Supplies	04/14/2024	340.00	10-1400-410-09-71-300-13
20242844	10-1130-410-13-71-300-13	Science Supplies HS	04/14/2024	165.42	10-1130-410-13-71-300-13
20242844	10-1130-410-11-71-300-13	Math Supplies HS	04/14/2024	125.61	10-1130-410-11-71-300-13
20242844	10-1130-410-15-71-300-13	Social Studies Supplies HS	04/14/2024	321.88	10-1130-410-15-71-300-13
20242844	10-2410-410-00-71-300-13	Office Supplies HS	04/14/2024	65.88	10-2410-410-00-71-300-13
20242844	10-2190-410-00-71-300-12	Graduation Supplies HHS	04/14/2024	158.87	10-2190-410-00-71-300-12
20242847	10-1120-410-00-72-220-13	Inst Supplies Marlowe	04/14/2024	98.00	10-1120-410-00-72-220-13
20242844	10-1400-410-10-71-300-13	Ind Arts Supplies	04/14/2024	147.61	10-1400-410-10-71-300-13
20242842	10-2220-430-00-72-120-13	Media Center Martin	04/14/2024	35.89	10-2220-430-00-72-120-13
20242836	10-2210-490-00-74-500-14	Supplies Curr & Inst 6-12	04/14/2024	33.20	10-2210-490-00-74-500-14
20242836	10-1130-410-85-79-605-14	Title IV Supplies	04/14/2024	27.51	10-1130-410-85-79-605-14
20242836	10-1130-410-67-71-300-13	PLTW Supplies 6-12	04/14/2024	69.60	10-1130-410-67-71-300-13
20242836	10-1130-410-67-71-300-13	PLTW Supplies 6-12	04/14/2024	586.19	10-1130-410-67-71-300-13
20242836	10-1130-410-67-71-300-13	PLTW Supplies 6-12	04/14/2024	234.65	10-1130-410-67-71-300-13
20242836	10-1130-410-67-71-300-13	PLTW Supplies 6-12	04/14/2024	293.57	10-1130-410-67-71-300-13
20242836	10-1610-410-00-79-600-14	Supplies Summer School	04/14/2024	212.49	10-1610-410-00-79-600-14
20242837	10-2520-410-00-74-500-14	Supplies Fiscal	04/14/2024	190.89	10-2520-410-00-74-500-14
20242838	40-2554-410-00-79	Fleet Supplies	04/14/2024	55.19	40-2554-410-00-79
20242840	10-2321-440-00-74-500-14	Supt Periodicals	04/14/2024	99.99	10-2321-440-00-74-500-14
20242844	10-2220-430-00-71-300-13	Media Center HS	04/14/2024	101.20	10-2220-430-00-71-300-13
20242842	10-2220-430-00-72-120-13	Media Center Martin	04/14/2024	25.48	10-2220-430-00-72-120-13
20242843	10-2213-415-00-72-110-13	Chesak Staff Devel Supplies	04/14/2024	31.98	10-2213-415-00-72-110-13
20242842	10-2220-430-00-72-120-13	Media Center Martin	04/14/2024	93.78	10-2220-430-00-72-120-13
20242842	10-1110-410-12-72-120-13	Music SuppliesMartin	04/14/2024	169.49	10-1110-410-12-72-120-13
20242842	10-1110-410-00-72-120-13	Inst Supplies Martin	04/14/2024	112.36	10-1110-410-00-72-120-13
20242842	10-158	Activity Funds	04/14/2024	494.29	10-120
20242842	10-158	Activity Funds	04/14/2024	143.67	10-120
20242842	10-2410-410-00-72-120-13	Office Supplies Martin	04/14/2024	29.70	10-2410-410-00-72-120-13
20242842	10-2410-410-00-72-120-13	Office Supplies Martin	04/14/2024	29.70	10-2410-410-00-72-120-13
20242843	10-1110-410-00-72-110-13	Inst Supplies Chesak	04/14/2024	289.04	10-1110-410-00-72-110-13
20242843	10-2410-410-00-72-110-14	Copier Paper & Toner Chesak	04/14/2024	297.65	10-2410-410-00-72-110-14



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20242844	10-1130-410-13-71-300-13	Science Supplies HS	04/14/2024	110.52	10-1130-410-13-71-300-13
20242842	10-2220-430-00-72-120-13	Media Center Martin	04/14/2024	59.36	10-2220-430-00-72-120-13
20242847	10-2220-430-00-72-220-13	Media Center Marlowe	04/14/2024	47.80	10-2220-430-00-72-220-13
20242847	10-1120-410-00-72-220-13	Inst Supplies Marlowe	04/14/2024	453.53	10-1120-410-00-72-220-13
20242844	10-2213-415-00-71-300-13	HHS Staff Devel Supplies	04/14/2024	58.35	10-2213-415-00-71-300-13
20242847	10-1120-410-00-72-220-13	Inst Supplies Marlowe	04/14/2024	215.92	10-1120-410-00-72-220-13
20242847	10-1120-410-00-72-220-13	Inst Supplies Marlowe	04/14/2024	319.85	10-1120-410-00-72-220-13
20242847	10-1120-410-00-72-220-13	Inst Supplies Marlowe	04/14/2024	478.10	10-1120-410-00-72-220-13
20242847	10-1120-410-00-72-220-13	Inst Supplies Marlowe	04/14/2024	495.69	10-1120-410-00-72-220-13
20242847	10-1120-410-00-72-220-13	Inst Supplies Marlowe	04/14/2024	72.29	10-1120-410-00-72-220-13
20242847	10-1120-410-00-72-220-13	Inst Supplies Marlowe	04/14/2024	22.99	10-1120-410-00-72-220-13
20242847	10-1120-710-00-72-220-13	Marlowe Non-Capitalized Eqpt	04/14/2024	79.99	10-1120-710-00-72-220-13
20242847	10-2220-430-00-72-220-13	Media Center Marlowe	04/14/2024	133.48	10-2220-430-00-72-220-13
20242836	10-2210-490-00-74-500-14	Supplies Curr & Inst 6-12	04/14/2024	(232.00)	10-2210-490-00-74-500-14
20242847	10-2220-430-00-72-220-13	Media Center Marlowe	04/14/2024	86.89	10-2220-430-00-72-220-13
20242847	10-1120-410-00-72-220-13	Inst Supplies Marlowe	04/14/2024	430.04	10-1120-410-00-72-220-13
20242847	10-2220-430-00-72-220-13	Media Center Marlowe	04/14/2024	164.37	10-2220-430-00-72-220-13
20242847	10-1120-490-00-72-220-13	Instruc Coach/1:1 Supplies MMS	04/14/2024	28.58	10-1120-490-00-72-220-13
20242847	10-1120-490-02-72-220-13	Marlowe Fine Arts Supplies	04/14/2024	9.49	10-1120-490-02-72-220-13
20242847	10-1120-410-00-72-220-13	Inst Supplies Marlowe	04/14/2024	86.67	10-1120-410-00-72-220-13
20242847	10-1120-410-00-72-220-13	Inst Supplies Marlowe	04/14/2024	79.58	10-1120-410-00-72-220-13
20242847	10-1120-410-00-72-220-13	Inst Supplies Marlowe	04/14/2024	58.00	10-1120-410-00-72-220-13
20242847	10-1120-410-00-72-220-13	Inst Supplies Marlowe	04/14/2024	467.29	10-1120-410-00-72-220-13
20242847	10-2220-430-00-72-220-13	Media Center Marlowe	04/14/2024	155.33	10-2220-430-00-72-220-13
20242847	10-2220-430-00-72-220-13	Media Center Marlowe	04/14/2024	109.98	10-2220-430-00-72-220-13
20242847	10-2220-430-00-72-220-13	Media Center Marlowe	04/14/2024	52.20	10-2220-430-00-72-220-13
20242847	10-2220-430-00-72-220-13	Media Center Marlowe	04/14/2024	286.69	10-2220-430-00-72-220-13
20242846	10-2410-410-00-71-100-13	Office Supplies Leggee	04/14/2024	18.36	10-2410-410-00-71-100-13
20242844	10-2120-410-00-71-300-13	Supplies Counseling HS	04/14/2024	16.08	10-2120-410-00-71-300-13
20242845	10-158	Activity Funds	04/14/2024	148.04	10-120
20242845	10-1110-410-35-74-150-13	Conley Band Supplies	04/14/2024	78.31	10-1110-410-35-74-150-13
20242845	10-2220-490-00-74-150-13	Media Center Tech Conley	04/14/2024	13.29	10-2220-490-00-74-150-13
20242845	10-1110-410-35-74-150-13	Conley Band Supplies	04/14/2024	59.50	10-1110-410-35-74-150-13
20242845	10-1110-410-35-74-150-13	Conley Band Supplies	04/14/2024	30.00	10-1110-410-35-74-150-13

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20242845	10-158	Activity Funds	04/14/2024	89.81	10-120
20242846	10-1110-410-00-71-100-13	Inst Supplies Leggee	04/14/2024	10.43	10-1110-410-00-71-100-13
20242846	10-158	Activity Funds	04/14/2024	456.39	10-120
20242847	10-1120-410-00-72-220-13	Inst Supplies Marlowe	04/14/2024	488.60	10-1120-410-00-72-220-13
20242846	10-1110-410-12-72-100-13	Music Supplies Leggee	04/14/2024	103.95	10-1110-410-12-72-100-13
20242847	10-1120-410-00-72-220-13	Inst Supplies Marlowe	04/14/2024	13.59	10-1120-410-00-72-220-13
20242846	10-2410-410-00-71-100-13	Office Supplies Leggee	04/14/2024	17.49	10-2410-410-00-71-100-13
20242846	10-158	Activity Funds	04/14/2024	192.16	10-120
20242846	10-158	Activity Funds	04/14/2024	41.58	10-120
20242846	10-2410-410-00-71-100-13	Office Supplies Leggee	04/14/2024	41.17	10-2410-410-00-71-100-13
20242846	10-2410-640-00-71-100-13	Principal Dues Leggee	04/14/2024	299.00	10-2410-640-00-71-100-13
20242846	10-2410-410-00-71-100-13	Office Supplies Leggee	04/14/2024	327.00	10-2410-410-00-71-100-13
20242847	10-1120-410-00-72-220-13	Inst Supplies Marlowe	04/14/2024	39.99	10-1120-410-00-72-220-13
20242847	10-1120-410-00-72-220-13	Inst Supplies Marlowe	04/14/2024	42.13	10-1120-410-00-72-220-13
20242847	10-1120-410-00-72-220-13	Inst Supplies Marlowe	04/14/2024	52.47	10-1120-410-00-72-220-13
20242847	10-1120-410-00-72-220-13	Inst Supplies Marlowe	04/14/2024	429.00	10-1120-410-00-72-220-13
20242847	10-1120-410-00-72-220-13	Inst Supplies Marlowe	04/14/2024	26.97	10-1120-410-00-72-220-13
20242846	10-1110-410-12-72-100-13	Music Supplies Leggee	04/14/2024	9.00	10-1110-410-12-72-100-13
<b>Total</b>				<b>\$43,431.93</b>	
<b>BrainPOP LLC</b>					
20242884	10-2212-310-00-79-505-14	Curridlum Gen Pur Svc 6-12	04/16/2024	(3,606.25)	10-2212-310-00-79-505-14
20242884	10-2212-310-00-79-505-14	Curridlum Gen Pur Svc 6-12	04/16/2024	535.00	10-2212-310-00-79-505-14
20242884	10-2212-310-00-79-505-14	Curridlum Gen Pur Svc 6-12	04/16/2024	20,475.00	10-2212-310-00-79-505-14
<b>Total</b>				<b>\$17,403.75</b>	
<b>Brents Mailing Equipment</b>					
20242908	10-2630-341-00-74-500-14	Postage Central Office	04/17/2024	760.00	10-2630-341-00-74-500-14
<b>Total</b>				<b>\$760.00</b>	
<b>Bulk Bookstore</b>					
20242822			04/12/2024	0.00	
20242822	10-1100-410-68-79-600-14	ARP CP2 Instr Supplies	04/12/2024	13,332.00	10-1100-410-68-79-600-14



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20242822	10-1100-410-68-79-600-14	ARP CP2 Instr Supplies	04/12/2024	441.75	10-1100-410-68-79-600-14
				<b>Total</b>	\$13,773.75
<b>Canteen Refreshments</b>					
20242861	10-2560-415-00-71-300-13	Cafe Food HS	04/16/2024	48.03	10-2560-415-00-71-300-13
				<b>Total</b>	\$48.03
<b>Case Lots Inc</b>					
20242930			04/23/2024	0.00	
20242930	20-2542-410-00-79	Supplies B & G	04/23/2024	3,446.40	20-2542-410-00-79
				<b>Total</b>	\$3,446.40
<b>CDM Promotions AIA Services</b>					
20242917	10-2410-491-00-72-120-13	Rebate Supplies Martin	04/18/2024	680.00	10-2410-491-00-72-120-13
				<b>Total</b>	\$680.00
<b>CDW Government Inc</b>					
20242885	10-2660-410-00-79-600-14	Supplies Tech	04/16/2024	65.40	10-2660-410-00-79-600-14
20242885			04/16/2024	0.00	
20242885			04/16/2024	0.00	
20242885	10-2660-410-00-79-600-14	Supplies Tech	04/16/2024	463.19	10-2660-410-00-79-600-14
20242789	10-2660-490-00-79-600-14	Inventoriable Equipment Tech	04/11/2024	7,920.00	10-2660-490-00-79-600-14
20242789	10-2660-490-00-79-600-14	Inventoriable Equipment Tech	04/11/2024	198.40	10-2660-490-00-79-600-14
20242789	10-2660-490-00-79-600-14	Inventoriable Equipment Tech	04/11/2024	269.00	10-2660-490-00-79-600-14
20242789	10-2660-490-00-79-600-14	Inventoriable Equipment Tech	04/11/2024	760.00	10-2660-490-00-79-600-14
20242789	10-2660-490-00-79-600-14	Inventoriable Equipment Tech	04/11/2024	3,790.00	10-2660-490-00-79-600-14
20242789	10-2660-490-00-79-600-14	Inventoriable Equipment Tech	04/11/2024	10,980.00	10-2660-490-00-79-600-14
				<b>Total</b>	\$24,445.99
<b>CDWG Capital One</b>					
20242790	10-2660-490-00-79-600-14	Inventoriable Equipment Tech	04/11/2024	71,580.00	10-2660-490-00-79-600-14
20242790	10-2660-490-00-79-600-14	Inventoriable Equipment Tech	04/11/2024	708.00	10-2660-490-00-79-600-14
20242790	10-2660-490-00-79-600-14	Inventoriable Equipment Tech	04/11/2024	14,376.00	10-2660-490-00-79-600-14

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				<b>Total</b>	\$86,664.00
<b>CENGAGE Learning Gale</b>					
20242886	10-2212-310-00-79-505-14	Curriculum Gen Pur Svc 6-12	04/16/2024	2,419.55	10-2212-310-00-79-505-14
20242886			04/16/2024	0.00	
20242886	10-2212-310-00-79-505-14	Curriculum Gen Pur Svc 6-12	04/16/2024	2,957.76	10-2212-310-00-79-505-14
20242886	10-2212-310-00-79-505-14	Curriculum Gen Pur Svc 6-12	04/16/2024	2,955.49	10-2212-310-00-79-505-14
				<b>Total</b>	\$8,332.80
<b>Center for Transportation</b>					
20242931			04/23/2024	0.00	
20242931	20-2540-310-00-79	Professional & Technical	04/23/2024	4,600.00	20-2540-310-00-79
				<b>Total</b>	\$4,600.00
<b>ClientFirst Consulting Group LLC</b>					
20242935	10-2660-390-00-79-600-14	Purchased Service Technology	04/23/2024	1,575.00	10-2660-390-00-79-600-14
				<b>Total</b>	\$1,575.00
<b>CommonLit Inc</b>					
20242887	10-2212-310-00-79-505-14	Curriculum Gen Pur Svc 6-12	04/16/2024	11,550.00	10-2212-310-00-79-505-14
				<b>Total</b>	\$11,550.00
<b>Conserv FS Inc</b>					
20242927	20-2543-410-00-79	Grounds Supplies	04/18/2024	1,000.00	20-2543-410-00-79
20242927	20-2543-410-00-79	Grounds Supplies	04/18/2024	95.00	20-2543-410-00-79
				<b>Total</b>	\$1,095.00
<b>CPI (Crisis Prevention Institute, Inc.)</b>					
20242862	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	04/16/2024	4,899.00	10-2210-314-92-79-605-14
20242862	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	04/16/2024	200.00	10-2210-314-92-79-605-14
20242910	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	04/17/2024	599.80	10-2210-314-92-79-605-14
				<b>Total</b>	\$5,698.80

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<b>DeltaMath Solutions</b>					
20242888	10-2212-310-00-79-505-14	Curriculum Gen Pur Svc 6-12	04/16/2024	(2,380.00)	10-2212-310-00-79-505-14
20242888	10-2212-310-00-79-505-14	Curriculum Gen Pur Svc 6-12	04/16/2024	8,760.00	10-2212-310-00-79-505-14
20242888			04/16/2024	0.00	
			<b>Total</b>	<b>\$6,380.00</b>	
<b>Didax Inc</b>					
20242889	10-1200-410-92-79-600-14	IDEA Instructional Supplies	04/16/2024	179.00	10-1200-410-92-79-600-14
20242889	10-1200-410-92-79-600-14	IDEA Instructional Supplies	04/16/2024	75.00	10-1200-410-92-79-600-14
20242889	10-1200-410-92-79-600-14	IDEA Instructional Supplies	04/16/2024	35.56	10-1200-410-92-79-600-14
			<b>Total</b>	<b>\$289.56</b>	
<b>DuPage Federation on Human Services</b>					
20242936	10-1200-310-92-79-600-14	IDEA General Purchased Service	04/23/2024	101.75	10-1200-310-92-79-600-14
20242936	10-2213-310-00-79-600-14	Special Svcs Pur Svc	04/23/2024	33.30	10-2213-310-00-79-600-14
20242863	10-1200-310-92-79-600-14	IDEA General Purchased Service	04/16/2024	537.66	10-1200-310-92-79-600-14
			<b>Total</b>	<b>\$672.71</b>	
<b>ESSCOE</b>					
20242826	20-2542-323-00-79	Repairs & Maint Buildings	04/15/2024	1,514.62	20-2542-323-00-79
			<b>Total</b>	<b>\$1,514.62</b>	
<b>Fastsigns Crystal Lake</b>					
20242864	10-1130-323-00-71-300-13	Repairs HS	04/16/2024	1,271.64	10-1130-323-00-71-300-13
			<b>Total</b>	<b>\$1,271.64</b>	
<b>Generation Genius Inc</b>					
20242890	10-2212-310-00-79-505-14	Curriculum Gen Pur Svc 6-12	04/16/2024	3,975.00	10-2212-310-00-79-505-14
20242890	10-2212-310-00-79-505-14	Curriculum Gen Pur Svc 6-12	04/16/2024	2,500.00	10-2212-310-00-79-505-14
20242890	10-2212-310-00-79-505-14	Curriculum Gen Pur Svc 6-12	04/16/2024	(398.00)	10-2212-310-00-79-505-14
			<b>Total</b>	<b>\$6,077.00</b>	

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<b>Gordon Flesch Co Inc</b>					
20242937	10-2900-390-00-79-600-14	Copier Maintenance	04/23/2024	1,162.00	10-2900-390-00-79-600-14
20242937	10-2900-390-00-79-600-14	Copier Maintenance	04/23/2024	1,271.38	10-2900-390-00-79-600-14
20242937	10-2900-390-00-79-600-14	Copier Maintenance	04/23/2024	2,945.13	10-2900-390-00-79-600-14
20242937	10-2900-390-00-79-600-14	Copier Maintenance	04/23/2024	743.71	10-2900-390-00-79-600-14
20242937	10-2900-390-00-79-600-14	Copier Maintenance	04/23/2024	4,973.59	10-2900-390-00-79-600-14
20242937	10-2900-390-00-79-600-14	Copier Maintenance	04/23/2024	791.28	10-2900-390-00-79-600-14
			<b>Total</b>	<b>\$11,887.09</b>	
<b>Gordon Food Service</b>					
20242938	10-1400-410-09-71-300-13	Home Economics Supplies	04/23/2024	49.71	10-1400-410-09-71-300-13
			<b>Total</b>	<b>\$49.71</b>	<b>77</b>
<b>GW Berkheimer Co Inc</b>					
20242912	20-2542-410-00-79	Supplies B & G	04/17/2024	102.07	20-2542-410-00-79
20242912			04/17/2024	0.00	
			<b>Total</b>	<b>\$102.07</b>	
<b>Hayden Construction and Service Co</b>					
20242939	20-2542-323-00-79	Repairs & Maint Buildings	04/23/2024	1,110.00	20-2542-323-00-79
20242911	20-2542-323-00-79	Repairs & Maint Buildings	04/17/2024	492.00	20-2542-323-00-79
			<b>Total</b>	<b>\$1,602.00</b>	
<b>Hinckley Springs</b>					
20242924	10-2213-415-00-71-300-13	HHS Staff Devel Supplies	04/18/2024	142.92	10-2213-415-00-71-300-13
			<b>Total</b>	<b>\$142.92</b>	
<b>Huntley Ford</b>					
20242865	40-2554-410-00-79	Fleet Supplies	04/16/2024	94.28	40-2554-410-00-79
			<b>Total</b>	<b>\$94.28</b>	
<b>ID Wholesaler</b>					



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20242791	10-2410-410-00-72-220-14	Copier Paper & Toner Marlowe	04/11/2024	265.99	10-2410-410-00-72-220-14
				<b>Total</b>	<b>\$265.99</b>
<b>IESA</b>					
20242866	10192	Prepaid Expenses	04/16/2024	275.00	10-192
20242866	10192	Prepaid Expenses	04/16/2024	75.00	10-192
20242866	10192	Prepaid Expenses	04/16/2024	70.00	10-192
20242866	10192	Prepaid Expenses	04/16/2024	70.00	10-192
20242866	10192	Prepaid Expenses	04/16/2024	70.00	10-192
20242866	10192	Prepaid Expenses	04/16/2024	65.00	10-192
20242866	10192	Prepaid Expenses	04/16/2024	70.00	10-192
20242866	10192	Prepaid Expenses	04/16/2024	120.00	10-192
20242866	10192	Prepaid Expenses	04/16/2024	75.00	10-192
20242866	10192	Prepaid Expenses	04/16/2024	120.00	10-192
20242866	10192	Prepaid Expenses	04/16/2024	65.00	10-192
				<b>Total</b>	<b>\$1,075.00</b>
<b>Illinois Tollway Quarterly</b>					
20242867	40-2552-640-00-79	Dues & Fees	04/16/2024	7,774.95	40-2552-640-00-79
				<b>Total</b>	<b>\$7,774.95</b>
<b>Illinois Tollway Violation</b>					
20242868	40-2552-640-00-79	Dues & Fees	04/16/2024	12.60	40-2552-640-00-79
20242869	40-2552-640-00-79	Dues & Fees	04/16/2024	20.85	40-2552-640-00-79
				<b>Total</b>	<b>\$33.45</b>
<b>Independent Living Aids LLC</b>					
20242891	10-1200-410-92-79-600-14	IDEA Instructional Supplies	04/16/2024	9.95	10-1200-410-92-79-600-14
20242891	10-1200-410-92-79-600-14	IDEA Instructional Supplies	04/16/2024	35.70	10-1200-410-92-79-600-14
20242891			04/16/2024	0.00	
				<b>Total</b>	<b>\$45.65</b>
<b>Instrumentalist Awards LLC</b>					

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P.O. #	Account Number	Account# Description	P.O. Date	Original Amount	State Account Number
20242940	10-1543-410-00-71-305-13	Activities Awards	04/23/2024	374.00	10-1543-410-00-71-305-13
				<b>Total</b>	<b>\$374.00</b>
<b>IPA Kishwaukee</b>					
20242941	10-1130-410-00-71-300-13	Inst Supplies HS	04/23/2024	240.00	10-1130-410-00-71-300-13
				<b>Total</b>	<b>\$240.00</b>
<b>Jostens</b>					
20242827	10-1120-410-00-74-210-13	Inst Supplies Heineman	04/15/2024	974.14	10-1120-410-00-74-210-13
20242785	10-2410-410-00-72-220-13	Office Supplies Marlowe	04/11/2024	1,459.60	10-2410-410-00-72-220-13
20242785	10-2410-410-00-72-220-13	Office Supplies Marlowe	04/11/2024	154.95	10-2410-410-00-72-220-13
20242827	10-1120-410-00-74-210-13	Inst Supplies Heineman	04/15/2024	1,039.55	10-1120-410-00-74-210-13
				<b>Total</b>	<b>\$3,628.24</b>
<b>Kasprzak, Camille</b>					
20242871			04/16/2024	0.00	
20242871	10-1101-310-00-79-605-14	Substitute Teacher-Contracted	04/16/2024	2,050.00	10-1101-310-00-79-605-14
20242870			04/16/2024	0.00	
20242870	10-1101-310-00-79-605-14	Substitute Teacher-Contracted	04/16/2024	2,150.00	10-1101-310-00-79-605-14
				<b>Total</b>	<b>\$4,200.00</b>
<b>Language Testing International</b>					
20242828			04/15/2024	0.00	
20242828	10-2210-390-82-79-605-14	T Bilingual Impr Inst Services	04/15/2024	210.00	10-2210-390-82-79-605-14
				<b>Total</b>	<b>\$210.00</b>
<b>Learning A-Z</b>					
20242892	10-2212-310-00-79-505-14	Curriculum Gen Pur Svc 6-12	04/16/2024	7,230.00	10-2212-310-00-79-505-14
20242892			04/16/2024	0.00	
20242892	10-2212-310-00-79-505-14	Curriculum Gen Pur Svc 6-12	04/16/2024	20,485.00	10-2212-310-00-79-505-14
				<b>Total</b>	<b>\$27,715.00</b>
<b>Lexia Learning Systems LLC</b>					

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20242893	10-2212-310-00-79-505-14	Curriculum Gen Pur Svc 6-12	04/16/2024	62,100.00	10-2212-310-00-79-505-14
				<b>Total</b>	\$62,100.00
<b>LionHeart Critical Power Specialists</b>					
20242943	20-2542-390-00-79	Other Purchased Service	04/23/2024	4,506.00	20-2542-390-00-79
				<b>Total</b>	\$4,506.00
<b>Lowes Pro Supply</b>					
20242946	20-2542-410-00-79	Supplies B & G	04/24/2024	67.24	20-2542-410-00-79
20242946	20-2542-410-00-79	Supplies B & G	04/24/2024	(4.98)	20-2542-410-00-79
20242946	20-2542-410-00-79	Supplies B & G	04/24/2024	(15.18)	20-2542-410-00-79
				<b>Total</b>	\$47.08
<b>80</b>					
<b>Lowes</b>					
20242913	20-2542-410-00-79	Supplies B & G	04/17/2024	39.39	20-2542-410-00-79
20242913			04/17/2024	0.00	
				<b>Total</b>	\$39.39
<b>McHenry County College</b>					
20242795	10-1400-310-00-74-305-13	Voc Ed Tuition	04/11/2024	19,645.58	10-1400-310-00-74-305-13
20242794	10-1400-310-00-74-305-13	Voc Ed Tuition	04/11/2024	16,655.50	10-1400-310-00-74-305-13
				<b>Total</b>	\$36,301.08
<b>Midland Paper</b>					
20242829	10-2410-410-00-72-220-14	Copier Paper & Toner Marlowe	04/15/2024	1,757.60	10-2410-410-00-72-220-14
20242787	10-2410-410-00-74-140-14	Copier Paper & Toner Mackeben	04/11/2024	1,777.60	10-2410-410-00-74-140-14
				<b>Total</b>	\$3,535.20
<b>Midwest Transit Equip Kankakee</b>					
20242872	40-2550-323-00-79	Repairs and Maintenance	04/16/2024	238.73	40-2550-323-00-79
20242872	40-2550-323-00-79	Repairs and Maintenance	04/16/2024	(209.08)	40-2550-323-00-79
				<b>Total</b>	\$29.65



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<b>Nasco Education</b>					
20242824	10-1120-410-08-74-210-13	Health Supplies Heineman	04/12/2024	187.42	10-1120-410-08-74-210-13
20242824	10-1120-410-08-74-210-13	Health Supplies Heineman	04/12/2024	61.21	10-1120-410-08-74-210-13
			<b>Total</b>	<b>\$248.63</b>	
<b>NASN</b>					
20242944	10-2130-332-00-79-600-14	Health Travel	04/24/2024	146.00	10-2130-332-00-79-600-14
			<b>Total</b>	<b>\$146.00</b>	
<b>NCS Pearson Inc.</b>					
20242894	10-2230-312-00-79-600-14	Testing/Assessment 6-12	04/16/2024	24,150.00	10-2230-312-00-79-600-14
			<b>Total</b>	<b>\$24,150.00</b>	81
<b>North Shore Transit Inc</b>					
20242873	40-2552-331-00-79	Contracted Transportation	04/16/2024	1,047.69	40-2552-331-00-79
			<b>Total</b>	<b>\$1,047.69</b>	
<b>Olivet Nazarene University</b>					
20242874	10-1100-310-98-79-600-14	Teacher Vacancy Purch Svcs	04/16/2024	26,280.00	10-1100-300-98-79-600-14
			<b>Total</b>	<b>\$26,280.00</b>	
<b>Otus</b>					
20242918			04/18/2024	0.00	
20242918	10-2212-310-00-79-505-14	Curriculum Gen Pur Svc 6-12	04/18/2024	3,677.92	10-2212-310-00-79-505-14
			<b>Total</b>	<b>\$3,677.92</b>	
<b>P &amp; M Distributors Inc</b>					
20242875	10-2560-415-00-72-220-13	Cafe Food Marlowe	04/16/2024	858.50	10-2560-415-00-72-220-13
			<b>Total</b>	<b>\$858.50</b>	
<b>Pilgrim Supply Inc</b>					



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P.O. #	Account Number	Account# Description	P.O. Date	Original Amount	State Account Number
20242919	10-2410-491-00-72-120-13	Rebate Supplies Martin	04/18/2024	1,993.60	10-2410-491-00-72-120-13
				<b>Total</b>	<b>\$1,993.60</b>
<b>Project Lead the Way</b>					
20242898	10-1130-410-67-71-300-13	PLTW Supplies 6-12	04/16/2024	351.00	10-1130-410-67-71-300-13
20242895	10-1130-410-67-71-300-13	PLTW Supplies 6-12	04/16/2024	810.00	10-1130-410-67-71-300-13
20242897	10-1130-410-67-71-300-13	PLTW Supplies 6-12	04/16/2024	472.50	10-1130-410-67-71-300-13
20242897	10-1130-410-67-71-300-13	PLTW Supplies 6-12	04/16/2024	472.50	10-1130-410-67-71-300-13
20242897	10-1130-410-67-71-300-13	PLTW Supplies 6-12	04/16/2024	472.50	10-1130-410-67-71-300-13
20242897	10-1130-410-67-71-300-13	PLTW Supplies 6-12	04/16/2024	472.50	10-1130-410-67-71-300-13
20242897	10-1130-410-67-71-300-13	PLTW Supplies 6-12	04/16/2024	472.50	10-1130-410-67-71-300-13
20242897	10-1130-410-67-71-300-13	PLTW Supplies 6-12	04/16/2024	540.00	10-1130-410-67-71-300-13
20242895	10-1130-410-67-71-300-13	PLTW Supplies 6-12	04/16/2024	810.00	10-1130-410-67-71-300-13
20242897	10-1130-410-67-71-300-13	PLTW Supplies 6-12	04/16/2024	540.00	10-1130-410-67-71-300-13
20242895	10-1130-410-67-71-300-13	PLTW Supplies 6-12	04/16/2024	810.00	10-1130-410-67-71-300-13
20242898	10-1130-410-67-71-300-13	PLTW Supplies 6-12	04/16/2024	351.00	10-1130-410-67-71-300-13
20242898	10-1130-410-67-71-300-13	PLTW Supplies 6-12	04/16/2024	513.00	10-1130-410-67-71-300-13
20242898	10-1130-410-67-71-300-13	PLTW Supplies 6-12	04/16/2024	513.00	10-1130-410-67-71-300-13
20242898	10-1130-410-67-71-300-13	PLTW Supplies 6-12	04/16/2024	513.00	10-1130-410-67-71-300-13
20242898	10-1130-410-67-71-300-13	PLTW Supplies 6-12	04/16/2024	351.00	10-1130-410-67-71-300-13
20242898	10-1130-410-67-71-300-13	PLTW Supplies 6-12	04/16/2024	351.00	10-1130-410-67-71-300-13
20242898	10-1130-410-67-71-300-13	PLTW Supplies 6-12	04/16/2024	351.00	10-1130-410-67-71-300-13
20242898	10-1130-410-67-71-300-13	PLTW Supplies 6-12	04/16/2024	351.00	10-1130-410-67-71-300-13
20242897	10-1130-410-67-71-300-13	PLTW Supplies 6-12	04/16/2024	540.00	10-1130-410-67-71-300-13
20242895	10-1130-410-67-71-300-13	PLTW Supplies 6-12	04/16/2024	742.50	10-1130-410-67-71-300-13
20242895	10-1130-410-67-71-300-13	PLTW Supplies 6-12	04/16/2024	621.00	10-1130-410-67-71-300-13
20242895	10-1130-410-67-71-300-13	PLTW Supplies 6-12	04/16/2024	621.00	10-1130-410-67-71-300-13
20242897	10-1130-410-67-71-300-13	PLTW Supplies 6-12	04/16/2024	472.50	10-1130-410-67-71-300-13
20242895	10-1130-410-67-71-300-13	PLTW Supplies 6-12	04/16/2024	742.50	10-1130-410-67-71-300-13
20242895	10-1130-410-67-71-300-13	PLTW Supplies 6-12	04/16/2024	742.50	10-1130-410-67-71-300-13
20242896	10-1130-390-67-71-300-13	PLTW Pur Svc 6-12	04/16/2024	2,400.00	10-1130-390-67-71-300-13
20242895	10-1130-410-67-71-300-13	PLTW Supplies 6-12	04/16/2024	621.00	10-1130-410-67-71-300-13
				<b>Total</b>	<b>\$17,020.50</b>



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<b>Quadient Leasing USA</b>					
20242909	10-2630-341-00-74-500-14	Postage Central Office	04/17/2024	492.00	10-2630-341-00-74-500-14
20242909	10-2630-341-00-74-500-14	Postage Central Office	04/17/2024	492.00	10-2630-341-00-74-500-14
20242909	10-2630-341-00-74-500-14	Postage Central Office	04/17/2024	492.00	10-2630-341-00-74-500-14
20242909	10-2630-341-00-74-500-14	Postage Central Office	04/17/2024	492.00	10-2630-341-00-74-500-14
				<b>Total</b>	<b>\$1,968.00</b>
<b>Quest Food Management</b>					
20242876	10-2560-315-00-74-500-14	Coffee Bar Mgmt Fees-Quest	04/16/2024	3,000.00	10-2560-315-00-74-500-14
20242876	10-2560-310-00-71-300-13	Cafe Prof & Tech HS	04/16/2024	3,507.57	10-2560-310-00-71-300-13
20242876	10-2560-310-00-71-300-13	Cafe Prof & Tech HS	04/16/2024	1,332.88	10-2560-310-00-71-300-13
				<b>Total</b>	<b>\$7,840.45</b>
<b>Regional Office of Education</b>					
20242877	10-4210-670-00-79-600-14	Dist Hospital Instruct./Safe School	04/16/2024	1,960.00	10-4210-670-00-79-600-14
				<b>Total</b>	<b>\$1,960.00</b>
<b>Respondus Inc</b>					
20242920			04/18/2024	0.00	
20242920	10-2212-310-00-79-505-14	Curriculum Gen Pur Svc 6-12	04/18/2024	4,045.00	10-2212-310-00-79-505-14
				<b>Total</b>	<b>\$4,045.00</b>
<b>Rocco Z Music LLC</b>					
20242786	10-1110-410-35-71-100-13	Band Supplies Leggee	04/11/2024	23.00	10-1110-410-35-71-100-13
20242786	10-1110-410-35-71-100-13	Band Supplies Leggee	04/11/2024	46.00	10-1110-410-35-71-100-13
20242786	10-1110-410-35-71-100-13	Band Supplies Leggee	04/11/2024	35.00	10-1110-410-35-71-100-13
20242786	10-1110-410-35-71-100-13	Band Supplies Leggee	04/11/2024	60.00	10-1110-410-35-71-100-13
20242925	10-1110-410-35-72-120-13	Band Supplies Martin	04/18/2024	496.00	10-1110-410-35-72-120-13
20242786	10-1110-410-35-71-100-13	Band Supplies Leggee	04/11/2024	436.00	10-1110-410-35-71-100-13
				<b>Total</b>	<b>\$1,096.00</b>
<b>School Health Corporation Bldg</b>					

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20242899	10-1120-410-50-74-210-13	PE Supplies Heineman	04/16/2024	666.31	10-1120-410-50-74-210-13
20242823	10-1120-412-50-74-210-13	PE Uniforms Heineman	04/12/2024	165.28	10-1120-412-50-74-210-13
<b>Total</b>				<b>\$831.59</b>	
<b>School Health Corporation</b>					
20242945	10-2130-410-00-79-600-14	Supplies Health	04/24/2024	8,360.00	10-2130-410-00-79-600-14
<b>Total</b>				<b>\$8,360.00</b>	
<b>Senase, Judith</b>					
20242878			04/16/2024	0.00	
20242879	10-2150-310-92-79-600-14	IDEA Sp Path & Audiology Serv	04/16/2024	900.00	10-2150-310-92-79-600-14
20242879	10-2150-310-92-79-600-14	IDEA Sp Path & Audiology Serv	04/16/2024	900.00	10-2150-310-92-79-600-14
20242878	10-2150-310-92-79-600-14	IDEA Sp Path & Audiology Serv	04/16/2024	900.00	10-2150-310-92-79-600-14
20242879			04/16/2024	0.00	
<b>Total</b>				<b>\$2,700.00</b>	
<b>Sherwin Williams Co</b>					
20242928	20-2543-410-00-79	Grounds Supplies	04/18/2024	(26.78)	20-2543-410-00-79
20242928	20-2543-410-00-79	Grounds Supplies	04/18/2024	139.28	20-2543-410-00-79
20242830	20-2543-410-00-79	Grounds Supplies	04/15/2024	49.52	20-2543-410-00-79
<b>Total</b>				<b>\$162.02</b>	
<b>Soumar Masonry Restoration Inc</b>					
20242933	20-2542-323-00-79	Repairs & Maint Buildings	04/23/2024	29,480.00	20-2542-323-00-79
20242933			04/23/2024	0.00	
<b>Total</b>				<b>\$29,480.00</b>	
<b>Spiral International L3C</b>					
20242926	10-1130-332-00-71-300-13	Teacher Travel HS	04/18/2024	1,300.00	10-1130-332-00-71-300-13
<b>Total</b>				<b>\$1,300.00</b>	
<b>Stark &amp; Son Trenching Inc</b>					

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20242947	20-2543-323-00-79	Repairs-Grounds	04/24/2024	950.00	20-2543-323-00-79
				<b>Total</b>	\$950.00
<b>Super Duper Publications</b>					
20242900	10-2150-410-92-79-605-14	IDEA Sp Path & Audiol Supplies	04/16/2024	261.76	10-2150-410-92-79-605-14
20242900			04/16/2024	0.00	
				<b>Total</b>	\$261.76
<b>TCI</b>					
20242932	10-1100-423-00-74-500-14	New Adoption 6-12	04/23/2024	15,950.00	10-1100-423-00-74-500-14
20242932			04/23/2024	0.00	
20242932			04/23/2024	0.00	
				<b>Total</b>	\$15,950.00
<b>Teachers Discovery</b>					
20242901	10-1120-410-00-72-220-13	Inst Supplies Marlowe	04/16/2024	89.99	10-1120-410-00-72-220-13
20242901	10-1120-410-00-72-220-13	Inst Supplies Marlowe	04/16/2024	14.99	10-1120-410-00-72-220-13
20242901	10-1120-410-00-72-220-13	Inst Supplies Marlowe	04/16/2024	75.99	10-1120-410-00-72-220-13
				<b>Total</b>	\$180.97
<b>Tennant Sales and Service</b>					
20242902			04/16/2024	0.00	
20242902	20-2542-410-00-79	Supplies B & G	04/16/2024	445.80	20-2542-410-00-79
				<b>Total</b>	\$445.80
<b>Thermosystems Building System</b>					
20242792	20-2542-410-00-79	Supplies B & G	04/11/2024	3,310.00	20-2542-410-00-79
				<b>Total</b>	\$3,310.00
<b>TPI Tyler Press Inc</b>					
20242831	10-1120-410-00-72-220-13	Inst Supplies Marlowe	04/15/2024	300.00	10-1120-410-00-72-220-13
20242831	10-1120-410-00-72-220-13	Inst Supplies Marlowe	04/15/2024	65.00	10-1120-410-00-72-220-13



# Huntley Community School District 158

## P.O. Summary by Vendor (Custom)

From: 4/11/2024 to 4/24/2024

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P.O. #	Account Number	Account# Description	P.O. Date	Original Amount	State Account Number
				<b>Total</b>	\$365.00
<b>Trane</b>					
20242903	20-2542-410-00-79	Supplies B & G	04/16/2024	3,007.82	20-2542-410-00-79
				<b>Total</b>	\$3,007.82
<b>Tribe Country Farms Inc</b>					
20242880	10-2560-415-00-72-220-13	Cafe Food Marlowe	04/16/2024	47.25	10-2560-415-00-72-220-13
20242942	10-2560-415-00-72-220-13	Cafe Food Marlowe	04/23/2024	47.25	10-2560-415-00-72-220-13
20242880	10-2560-415-00-71-300-13	Cafe Food HS	04/16/2024	81.00	10-2560-415-00-71-300-13
20242880	10-2560-415-00-74-210-13	Cafe Food Heineman	04/16/2024	33.75	10-2560-415-00-74-210-13
20242942	10-2560-415-00-71-300-13	Cafe Food HS	04/23/2024	81.00	10-2560-415-00-71-300-13
				<b>Total</b>	\$290.25
<b>Uline</b>					
20242921	10-1110-323-00-72-120-13	Repairs Martin	04/18/2024	2,665.00	10-1110-323-00-72-120-13
20242793	20-2542-410-00-79	Supplies B & G	04/11/2024	174.23	20-2542-410-00-79
20242793	20-2542-410-00-79	Supplies B & G	04/11/2024	3,528.00	20-2542-410-00-79
20242793	20-2542-410-00-79	Supplies B & G	04/11/2024	150.00	20-2542-410-00-79
20242921	10-1110-323-00-72-120-13	Repairs Martin	04/18/2024	130.13	10-1110-323-00-72-120-13
				<b>Total</b>	\$6,647.36
<b>UPS Store #6063</b>					
20242881			04/16/2024	0.00	
20242881	10-1200-310-92-79-600-14	IDEA General Purchased Service	04/16/2024	101.54	10-1200-310-92-79-600-14
				<b>Total</b>	\$101.54
<b>WeatherGuard Roofing Company</b>					
20242929	20-2542-323-00-79	Repairs & Maint Buildings	04/18/2024	327.08	20-2542-323-00-79
				<b>Total</b>	\$327.08
<b>West Music Company</b>					

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# Huntley Community School District 158

## P.O. Summary by Vendor (Custom)

From: 4/11/2024 to 4/24/2024

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P.O. #	Account Number	Account# Description	P.O. Date	Original Amount	State Account Number
20242922	10-1110-410-12-72-120-13	Music SuppliesMartin	04/18/2024	176.85	10-1110-410-12-72-120-13
20242922	10-1110-410-12-72-120-13	Music SuppliesMartin	04/18/2024	21.99	10-1110-410-12-72-120-13
20242922	10-1110-410-12-72-120-13	Music SuppliesMartin	04/18/2024	63.90	10-1110-410-12-72-120-13
<b>Total</b>				<u>\$262.74</u>	
<b>Woodmaster Tools Inc</b>					
20242923	10-1400-323-00-71-300-13	Voc Ed Repairs HS	04/18/2024	32.00	10-1400-323-00-71-300-13
20242923	10-1400-323-00-71-300-13	Voc Ed Repairs HS	04/18/2024	0.00	10-1400-323-00-71-300-13
20242923	10-1400-323-00-71-300-13	Voc Ed Repairs HS	04/18/2024	23.00	10-1400-323-00-71-300-13
<b>Total</b>				<u>\$55.00</u>	
<b>Woodstock Chevrolet</b>					
20242907	40-2554-410-00-79	Fleet Supplies	04/17/2024	855.58	40-2554-410-00-79
20242905	40-2554-410-00-79	Fleet Supplies	04/17/2024	1,566.12	40-2554-410-00-79
20242906	40-2554-410-00-79	Fleet Supplies	04/17/2024	720.48	40-2554-410-00-79
<b>Total</b>				<u>\$3,142.18</u>	
<b>Worthington Direct</b>					
20242904	10-1120-710-00-72-220-13	Marlowe Non-Capitalized Eqpt	04/16/2024	1,726.40	10-1120-710-00-72-220-13
20242904	10-1120-710-00-72-220-13	Marlowe Non-Capitalized Eqpt	04/16/2024	459.64	10-1120-710-00-72-220-13
<b>Total</b>				<u>\$2,186.04</u>	
<b>Yale Center for Emotional Intelligence</b>					
20242832	10-2212-310-00-79-505-14	Curriculum Gen Pur Svc 6-12	04/15/2024	9,000.00	10-2212-310-00-79-505-14
<b>Total</b>				<u>\$9,000.00</u>	
<b>Total</b>				<u><u>\$622,452.96</u></u>	



# Huntley Community School District 158

## P.O. Summary by Vendor (Custom)

From: 4/11/2024 to 4/24/2024

Printed: 4/24/2024 10:10 AM

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P.O. #	Account Number	Account# Description	P.O. Date	Original Amount	State Account Number
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**Fund Summary**

Fund 10: \$532,836.40	Fund 20: \$76,471.43
Fund 30:	Fund 40: \$13,145.13
Fund 50:	Fund 60:
Fund 70:	Fund 80:
Fund 98:	Fund 99:

**Summary Total: \$622,452.96**



# Huntley Community School District 158

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

To: Board of Education and Administration

From: Mark Altmayer, Chief Financial Officer

Date: May 2, 2024

Subject: **Imprest Checks Issued**  
Committee of the Whole Meeting, May 2, 2024  
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 1, 2024 for which the Board had not previously approved purchase orders. Therefore, Administration is requesting Board Approval acknowledging the issuance of payment:

Education Fund	\$	4,932.65
Operations & Maintenance Fund		75,682.29
Debt Service Fund		0.00
Transporation Fund		2,286.60
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	\$	<u>82,901.54</u>

**RECOMMENDATION**

Administration requests that the Finance Committee recommend the Board of Education approve the Imprest Checks Issued Report at the May 16, 2024 Regular Board meeting.



# Huntley Community School District 158

## Imprest Checks Issued

As of: 04/24/2024

Printed: 04/24/2024

Page 1 of 3

Vendor Name	P.O. Number	Description	Amount	State Account Number
<b>Bakhronbekov, Ulugbek</b>				
		Drivers Ed Fees	50.00	10-1970
			<u>\$50.00</u>	
<b>Brach Sr, Fred</b>				
		Sports Officials HS	154.00	10-1500-319-00-71-300-13
			<u>\$154.00</u>	
<b>Brophy, Tom</b>				
		Sports Officials HS	154.00	10-1500-319-00-71-300-13
			<u>\$154.00</u>	
<b>Central High School</b>				
		Sports Dues & Fees HS	344.22	10-1500-640-00-71-300-13
			<u>\$344.22</u>	
<b>ComEd</b>				
		Electric	18,586.10	20-2540-466-00-79
		Electric	237.43	20-2540-466-00-79
			<u>\$18,823.53</u>	
<b>Cone, Barry</b>				
		Sports Officials HS	74.00	10-1500-319-00-71-300-13
			<u>\$74.00</u>	
<b>Dini, Anthony</b>				
		Sports Officials HS	154.00	10-1500-319-00-71-300-13
			<u>\$154.00</u>	
<b>Ferguson, Samuel</b>				
		Sports Officials HS	154.00	10-1500-319-00-71-300-13
			<u>\$154.00</u>	
<b>FFP Fund IV Lessee2 LLC</b>				
		Electric	5,493.87	20-2540-466-00-79
		Electric	4,743.55	20-2540-466-00-79
		Electric	6,537.57	20-2540-466-00-79
			<u>\$16,774.99</u>	
<b>Franklin, Lisa</b>				
		Travel Sp Ed	1,780.00	10-1200-332-00-79-600-14
			<u>\$1,780.00</u>	
<b>Gallagher, Dean</b>				
		Activities Judges/Officials	100.00	10-1543-310-00-71-305-13
			<u>\$100.00</u>	
<b>Hon, Nathan</b>				
		Sports Officials HS	74.00	10-1500-319-00-71-300-13
			<u>\$74.00</u>	
<b>IESA</b>				
0020242782		Sports Dues & Fees Heineman	300.00	10-1500-640-00-74-210-13
			<u>\$300.00</u>	
<b>Iowa City Area Sports Commission</b>				
		Sports Dues & Fees HS	500.00	10-1500-640-00-71-300-13
			<u>\$500.00</u>	
<b>Keller, Crenden</b>				
		Sports Dues & Fees HS	15.00	10-1500-640-00-71-300-13
		Sports Dues & Fees HS	30.00	10-1500-640-00-71-300-13



# Huntley Community School District 158

## Imprest Checks Issued

As of: 04/24/2024

Printed: 04/24/2024

Page 2 of 3

Vendor Name		Amount	State Account Number
P.O. Number	Description		
		\$45.00	
<b>Kelly, Michael</b>			
	Sports Officials HS	148.00	10-1500-319-00-71-300-13
		\$148.00	
<b>Lake In The Hills Sanitary District</b>			
	Water/Sewer	432.00	20-2540-370-00-79
	Water/Sewer	432.00	20-2540-370-00-79
	Water/Sewer	360.00	20-2540-370-00-79
		\$1,224.00	
<b>Liberty Lanes</b>			
0020242783	Sports Dues & Fees HS	120.00	10-1500-640-00-71-300-13
0020242783	Sports Dues & Fees Heineman	90.00	10-1500-640-00-74-210-13
		\$210.00	
<b>MDC Environmental Serv</b>			
0024040117	Sanitation/Exterminating	3,354.86	20-2542-321-00-79
		\$3,354.86	
<b>Mena, Ben</b>			
	Sports Officials HS	148.00	10-1500-319-00-71-300-13
		\$148.00	
<b>Metamora Township High School {c/o Athletics}</b>			
	Sports Dues & Fees HS	70.00	10-1500-640-00-71-300-13
	Sports Dues & Fees HS	70.00	10-1500-640-00-71-300-13
		\$140.00	
<b>Nicor Gas</b>			
	Natural Gas	2,661.25	20-2540-465-00-79
	Natural Gas	1,194.55	20-2540-465-00-79
	Natural Gas	1,264.35	20-2540-465-00-79
	Natural Gas	588.98	20-2540-465-00-79
	Natural Gas	1,024.79	20-2540-465-00-79
	Natural Gas	1,128.66	20-2540-465-00-79
	Natural Gas	1,041.83	20-2540-465-00-79
	Natural Gas	1,151.10	20-2540-465-00-79
	Natural Gas	1,228.13	20-2540-465-00-79
		\$11,283.64	
<b>Petty Cash - Heineman</b>			
	STEP Purchased Services	15.00	10-1200-310-66-71-300-13
	STEP Purchased Services	35.00	10-1200-310-66-71-300-13
		\$50.00	
<b>Petty Cash-HHS SpEd</b>			
	STEP Supplies	45.43	10-1200-410-66-71-300-13
		\$45.43	
<b>Petty Cash-LIGHT</b>			
	STEP Purchased Services	35.00	10-1200-310-66-71-300-13
	STEP Purchased Services	15.00	10-1200-310-66-71-300-13
	STEP Purchased Services	110.00	10-1200-310-66-71-300-13
		\$160.00	
<b>Symmetry Energy Solutions</b>			
	Natural Gas	1,119.49	20-2540-465-00-79
	Natural Gas	2,645.93	20-2540-465-00-79
	Natural Gas	2,435.99	20-2540-465-00-79
	Natural Gas	1,800.30	20-2540-465-00-79



# Huntley Community School District 158

## Imprest Checks Issued

As of: 04/24/2024

Printed: 04/24/2024

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Vendor Name		Amount	State Account Number
P.O. Number	Description		
	Natural Gas	2,527.38	20-2540-465-00-79
	Natural Gas	2,593.00	20-2540-465-00-79
	Natural Gas	1,884.19	20-2540-465-00-79
	Natural Gas	7,028.76	20-2540-465-00-79
	Natural Gas	2,186.23	20-2540-465-00-79
		<u>\$24,221.27</u>	
<b>Westfall, James</b>			
	Sports Officials HS	148.00	10-1500-319-00-71-300-13
		<u>\$148.00</u>	
<b>Woodstock Chevrolet</b>			
0020242905	Fleet Supplies	1,566.12	40-2554-410-00-79
0020242906	Fleet Supplies	720.48	40-2554-410-00-79
		<u>\$2,286.60</u>	
	<b>Report Total</b>	<u><u>\$82,901.54</u></u>	



# 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: May 2, 2024  
Subject: **Accounts Payable Report**  
Committee of the Whole Meeting, May 2, 2024  
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	\$ 4,306.45
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	<u>\$ 4,306.45</u>

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 recommends the Board of Education approve the Accounts Payable Report at the May 16, 2024 Regular Board meeting.



# Huntley Community School District 158

## Accounts Payable Report

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Vendor Name	Account Number	Description	Check Date	Amount	State Account Number
Allen, Michele - 123334680	10-1110-332-00-71-100-13	Teacher Travel Leggee-Travel to/from Roots Autism		13.40	10-1110-332-00-71-100-13
				<u>\$13.40</u>	
Basargin, Beth - 1233398634	10-1200-332-00-79-600-14	Travel Sp Ed-March 2024 Mileage vision		343.58	10-1200-332-00-79-600-14
				<u>\$343.58</u>	
Breese, Kari - 1233397862	10-1200-332-00-79-600-14	Travel Sp Ed-Jan-Feb/2024 Mileage		106.11	10-1200-332-00-79-600-14
				<u>\$106.11</u>	
Burchill, Kimberly - 1233396761	10-1400-410-09-71-300-13	Home Economics Supplies-Jan-Apr/24 Jewel/Walmart		399.33	10-1400-410-09-71-300-13
				<u>\$399.33</u>	
Cantwell, Catherine - 1233400709	10-1000-310-98-79-600-14	Travel Sp Ed-Feb-Mar 2024 Mileage		176.96	10-1000-310-98-79-600-14
				<u>\$176.96</u>	
Colton, Janice - 123337394	10-2560-410-00-71-300-13	Cafe Supplies HS- Shoes/Pants		95.92	10-2560-410-00-71-300-13
				<u>\$95.92</u>	
Cornett, Brenda - 1233400062	10-1200-332-00-79-600-14	Travel Sp Ed-March 2024 Mileage		110.22	10-1200-332-00-79-600-14
				<u>\$110.22</u>	
Grigsby, Sherry - 1233398240	10-1120-490-02-72-220-13	Marlowe Fine Arts Supplies-Donuts & Decorations		155.68	10-1120-490-02-72-220-13
				<u>\$155.68</u>	
Kasper, Lita - 1233400317	10-1200-332-00-79-600-14	Travel Sp Ed-Feb 2024 Mileage IAASE Conf		250.58	10-1200-332-00-79-600-14
				<u>\$250.58</u>	
LaTour, Kelly A - 1233398456	10-1200-332-00-79-600-14	Travel Sp Ed-Items for Paraproff Day & Adult Fair		73.54	10-1200-332-00-79-600-14
				<u>\$73.54</u>	

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# Huntley Community School District 158

## Accounts Payable Report

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Vendor Name	Account Number	Description	Check Date	Amount	State Account Number
Marchand, Gerard - 123333512	10-1130-410-13-71-300-13	Science Supplies HS-Confrence Naperville Cntrl 3/1		56.01	10-1130-410-13-71-300-13
				<u>\$56.01</u>	
McCrystal, Katy - 1233400747	10-1532-410-00-74-210-13	Track Supplies Heineman-High Jump Tie Down strap		24.99	10-1532-410-00-74-210-13
				<u>\$24.99</u>	
Nogueras, Damaris - 1233400290	10-2210-310-77-79-600-14	Elevating Educators Tuition & Fees- St. Francis		1,148.00	10-2210-310-77-79-600-14
	10-2210-410-77-79-600-14	Elevating Educators Supplies-Books for class		52.29	10-2210-410-77-79-600-14
				<u>\$1,200.29</u>	
Norton, Gina - 1233399615	10-1200-332-00-79-600-14	Travel Sp Ed-March 2024 Mileage		124.49	10-1200-332-00-79-600-14
				<u>\$124.49</u>	
Peisert, McKenzie - 1233400125	10-1120-332-00-74-210-13	Teacher Travel HMS-Snowhawk Alpine Valley Trips		364.11	10-1120-332-00-74-210-13
				<u>\$364.11</u>	
Peterson, Kristin - 123338962	10-1200-332-00-79-600-14	Travel Sp Ed-March 2024 Mileage		86.70	10-1200-332-00-79-600-14
				<u>\$86.70</u>	
Pocztowski, Shaina - 1233396502	10-1130-332-00-71-300-13	Teacher Travel HS-March 2024 Mileage		77.32	10-1130-332-00-71-300-13
				<u>\$77.32</u>	
Rohde, Richard C - 32519	10-1120-332-00-74-210-13	Teacher Travel Heineman-SnowHawks Alpine Trips		188.54	10-1120-332-00-74-210-13
				<u>\$188.54</u>	
Ryan, Debra - 123336268	10-1200-332-00-79-600-14	Travel Sp Ed-March 2024 Mileage		64.99	10-1200-332-00-79-600-14
				<u>\$64.99</u>	
Severin, Nicole - 1233400441	10-1200-332-00-79-600-14	Travel Sp Ed-March 2024 Mileage		51.59	10-1200-332-00-79-600-14

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# Huntley Community School District 158

## Accounts Payable Report

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Vendor Name	Account Number	Description	Check Date	Amount	State Account Number
				\$51.59	
Smith, Sandra - 123333701	10-1200-332-00-79-600-14	Travel Sp Ed-March 2024 Mileage		148.07	10-1200-332-00-79-600-14
				\$148.07	
Vogt, Marlene - 1233397376	10-1200-332-00-79-600-14	Travel Sp Ed-March 2024 Mileage		125.69	10-1200-332-00-79-600-14
				\$125.69	
Zhao, Tianya - 1233396007	10-2520-332-00-74-500-14	Travel Fiscal-March 2024 Mileage		68.34	10-2520-332-00-74-500-14
				\$68.34	
			<b>Report Total</b>	<b>\$4,306.45</b>	



# 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: May 2, 2024  
Subject: **Disbursements Issued**  
Committee of the Whole Meeting, May 2, 2024  
Finance Committee

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The following is an executive summary of the attached report titled “Disbursements Issued” which is a listing of disbursements issued from April 1, 2024 to April 24, 2024.

Education Fund	\$ 1,990,105.31
Operations & Maintenance Fund	418,954.62
Debt Service Fund	0.00
Transporation Fund	107,823.34
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	<u>\$ 2,516,883.27</u>

## RECOMMENDATION

Administration requests that the Finance Committee recommend the Board of Education approve the Disbursements Issued Report at the May 16, 2024 Regular Board meeting.



# Huntley Community School District 158 Disbursements

Check Date: 4/1/2024 to 4/24/2024

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Vendor Name	Check #	Check Date	A.S.N.	Account# Description	Amount	P.O. #	State Account Number
<b>A Parts Warehouse</b>							
	71194	04/19/2024	40-2554-410-00-79	Fleet Supplies	425.95	20242714	40-2554-410-00-79
	71194	04/19/2024	40-2554-410-00-79	Fleet Supplies	414.84	20242713	40-2554-410-00-79
					<b>\$840.79</b>	<b>Payee Vendor Total</b>	
<b>Accountable Healthcare St</b>							
	71195	04/19/2024	10-1101-310-00-79-605-14	Substitute Teacher-Contracted	3,118.95	24040637	10-1101-310-00-79-605-14
	71195	04/19/2024	10-1101-310-00-79-605-14	Substitute Teacher-Contracted	5,621.07	24030637	10-1101-310-00-79-605-14
					<b>\$8,740.02</b>	<b>Payee Vendor Total</b>	
<b>ACIA CL LLC (DBA CL Chrys</b>							
	69765	04/15/2024	40-2550-323-00-79	Repairs and Maintenance	(90.84)	20241661	40-2550-323-00-79
	69765	04/15/2024	40-2550-323-00-79	Repairs and Maintenance	(90.84)	20241661	40-2550-323-00-79
	71193	04/19/2024	40-2550-323-00-79	Repairs and Maintenance	90.84	20241661	40-2550-323-00-79
	71193	04/19/2024	40-2550-323-00-79	Repairs and Maintenance	90.84	20241661	40-2550-323-00-79
	71196	04/19/2024	40-2550-323-00-79	Repairs and Maintenance	266.17	20242553	40-2550-323-00-79
					<b>\$266.17</b>	<b>Payee Vendor Total</b>	
<b>Action Fence Contractors</b>							
	71058	04/05/2024	20-2543-323-00-79	Repairs-Grounds	6,000.00	20242547	20-2543-323-00-79
					<b>\$6,000.00</b>	<b>Payee Vendor Total</b>	
<b>Active Internet Technolog</b>							
	71197	04/19/2024	10-2633-360-00-74-500-14	Communications Purch Services	12,900.00	20242715	10-2633-360-00-74-500-14
					<b>\$12,900.00</b>	<b>Payee Vendor Total</b>	
<b>Acutrans</b>							
	71198	04/19/2024	10-1200-310-92-79-600-14	IDEA General Purchased Service	1,037.50	20242716	10-1200-310-92-79-600-14
					<b>\$1,037.50</b>	<b>Payee Vendor Total</b>	
<b>ADP LLC</b>							
	71199	04/19/2024	10-2520-310-00-74-500-14	Prof & Tech Fiscal	2,151.49	24040437	10-2520-310-00-74-500-14
	71199	04/19/2024	10-2520-310-00-74-500-14	Prof & Tech Fiscal	1,289.54	24040437	10-2520-310-00-74-500-14
	71199	04/19/2024	10-2520-310-00-74-500-14	Prof & Tech Fiscal	1,673.38	24040437	10-2520-310-00-74-500-14
	71199	04/19/2024	10-2520-310-00-74-500-14	Prof & Tech Fiscal	1,099.65	24040437	10-2520-310-00-74-500-14
	71199	04/19/2024	10-2520-310-00-74-500-14	Prof & Tech Fiscal	654.32	24040437	10-2520-310-00-74-500-14
	71199	04/19/2024	10-2520-310-00-74-500-14	Prof & Tech Fiscal	2,151.50	24040437	10-2520-310-00-74-500-14
	71199	04/19/2024	10-2520-310-00-74-500-14	Prof & Tech Fiscal	1,016.82	24040437	10-2520-310-00-74-500-14
	71199	04/19/2024	10-2520-310-00-74-500-14	Prof & Tech Fiscal	609.45	24040437	10-2520-310-00-74-500-14
	71199	04/19/2024	10-2520-310-00-74-500-14	Prof & Tech Fiscal	790.86	24040437	10-2520-310-00-74-500-14



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	71199	04/19/2024	10-2520-310-00-74-500-14	Prof & Tech Fiscal	519.71	24040437	10-2520-310-00-74-500-14
	71199	04/19/2024	10-2520-310-00-74-500-14	Prof & Tech Fiscal	309.24	24040437	10-2520-310-00-74-500-14
	71199	04/19/2024	10-2520-310-00-74-500-14	Prof & Tech Fiscal	1,016.80	24040437	10-2520-310-00-74-500-14
	71199	04/19/2024	10-2520-310-00-74-500-14	Prof & Tech Fiscal	461.36	24040437	10-2520-310-00-74-500-14
	71199	04/19/2024	10-2520-310-00-74-500-14	Prof & Tech Fiscal	276.53	24040437	10-2520-310-00-74-500-14
	71199	04/19/2024	10-2520-310-00-74-500-14	Prof & Tech Fiscal	358.83	24040437	10-2520-310-00-74-500-14
	71199	04/19/2024	10-2520-310-00-74-500-14	Prof & Tech Fiscal	235.80	24040437	10-2520-310-00-74-500-14
	71199	04/19/2024	10-2520-310-00-74-500-14	Prof & Tech Fiscal	140.31	24040437	10-2520-310-00-74-500-14
	71199	04/19/2024	10-2520-310-00-74-500-14	Prof & Tech Fiscal	461.36	24040437	10-2520-310-00-74-500-14
	71094	04/12/2024	10-2520-310-00-74-500-14	Prof & Tech Fiscal	1,802.83	24040437	10-2520-310-00-74-500-14
	71094	04/12/2024	10-2520-310-00-74-500-14	Prof & Tech Fiscal	931.44	24040437	10-2520-310-00-74-500-14
					\$17,951.22	<b>Payee Vendor Total</b>	
<b>Advantage Mechanical Inc</b>							
	71059	04/05/2024	20-2542-323-00-79	Repairs & Maint Buildings	71.75	24030027	20-2542-323-00-79
	71059	04/05/2024	20-2542-390-00-79	Other Purchased Service	4,695.96	24040317	20-2542-390-00-79
	71059	04/05/2024	20-2542-323-00-79	Repairs & Maint Buildings	257.25	24040027	20-2542-323-00-79
	71200	04/19/2024	20-2542-323-00-79	Repairs & Maint Buildings	870.00	20242542	20-2542-323-00-79
	71200	04/19/2024	20-2542-323-00-79	Repairs & Maint Buildings	471.00	20242542	20-2542-323-00-79
	71200	04/19/2024	20-2542-323-00-79	Repairs & Maint Buildings	580.00	20242542	20-2542-323-00-79
	71200	04/19/2024	20-2542-323-00-79	Repairs & Maint Buildings	580.00	20242542	20-2542-323-00-79
	71200	04/19/2024	20-2542-323-00-79	Repairs & Maint Buildings	802.00	20242542	20-2542-323-00-79
	71200	04/19/2024	20-2542-323-00-79	Repairs & Maint Buildings	1,100.75	20242542	20-2542-323-00-79
	71200	04/19/2024	20-2542-323-00-79	Repairs & Maint Buildings	1,509.50	20242542	20-2542-323-00-79
	71200	04/19/2024	20-2542-323-00-79	Repairs & Maint Buildings	494.50	20242542	20-2542-323-00-79
					\$11,432.71	<b>Payee Vendor Total</b>	
<b>AFLAC Group</b>							
	71095	04/12/2024	10-2310-220-00-79-600-14	Support Serv-Gen Adm Insurance	5,334.05	24030427	10-2310-220-00-79-600-14
					\$5,334.05	<b>Payee Vendor Total</b>	
<b>Airgas USA LLC</b>							
	71201	04/19/2024	20-2542-410-00-79	Supplies B & G	209.71	24010237	20-2542-410-00-79
	71201	04/19/2024	20-2542-410-00-79	Supplies B & G	167.75	24020237	20-2542-410-00-79
	71096	04/12/2024	20-2542-410-00-79	Supplies B & G	290.29	24010237	20-2542-410-00-79
					\$667.75	<b>Payee Vendor Total</b>	
<b>Albom &amp; Associates LLC</b>							



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	71202	04/19/2024	10-2213-310-00-79-600-14	Special Svcs Pur Svc	150.00	20242623	10-2213-310-00-79-600-14
	71202	04/19/2024	10-2213-310-00-79-600-14	Special Svcs Pur Svc	262.56	20242623	10-2213-310-00-79-600-14
	71202	04/19/2024	10-2213-310-00-79-600-14	Special Svcs Pur Svc	58.80	20242717	10-2213-310-00-79-600-14
					<b>\$471.36</b>	<b>Payee Vendor Total</b>	
<b>Alexander Leigh Center fo</b>							
	71203	04/19/2024	10-4220-670-00-79-600-14	Sp Ed Private Tuition	17,197.76	24031617	10-4220-670-00-79-600-14
					<b>\$17,197.76</b>	<b>Payee Vendor Total</b>	
<b>Alpha Baking Company Inc</b>							
	71097	04/12/2024	10-2560-415-00-72-220-13	Cafe Food Marlowe	349.25	24031117	10-2560-415-00-72-220-13
	71097	04/12/2024	10-2560-415-00-72-120-13	Cafe Food Martin	116.26	24031107	10-2560-415-00-72-120-13
	71097	04/12/2024	10-2560-415-00-72-120-13	Cafe Food Martin	83.93	24031107	10-2560-415-00-72-120-13
	71097	04/12/2024	10-2560-415-00-72-110-13	Cafe Food Chesak	91.76	24031097	10-2560-415-00-72-110-13
	71097	04/12/2024	10-2560-415-00-72-110-13	Cafe Food Chesak	71.94	24031097	10-2560-415-00-72-110-13
	71097	04/12/2024	10-2560-415-00-74-210-13	Cafe Food Heineman	132.12	24031147	10-2560-415-00-74-210-13
	71097	04/12/2024	10-2560-415-00-74-150-13	Cafe Food Conley	34.41	24031137	10-2560-415-00-74-150-13
	71097	04/12/2024	10-2560-415-00-74-150-13	Cafe Food Conley	34.41	24031137	10-2560-415-00-74-150-13
	71097	04/12/2024	10-2560-415-00-74-150-13	Cafe Food Conley	66.30	24031137	10-2560-415-00-74-150-13
	71097	04/12/2024	10-2560-415-00-74-140-13	Cafe Food Mackeben	34.41	24031127	10-2560-415-00-74-140-13
	71097	04/12/2024	10-2560-415-00-74-140-13	Cafe Food Mackeben	35.97	24031127	10-2560-415-00-74-140-13
	71097	04/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	679.88	24031087	10-2560-415-00-71-300-13
	71097	04/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	524.27	24031087	10-2560-415-00-71-300-13
	71097	04/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	661.69	24031087	10-2560-415-00-71-300-13
	71097	04/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	258.52	24031087	10-2560-415-00-71-300-13
	71097	04/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	771.91	24031087	10-2560-415-00-71-300-13
	71097	04/12/2024	10-2560-415-00-71-100-13	Cafe Food Leggee	81.92	24031077	10-2560-415-00-71-100-13
	71097	04/12/2024	10-2560-415-00-71-100-13	Cafe Food Leggee	90.97	24031077	10-2560-415-00-71-100-13
					<b>\$4,119.92</b>	<b>Payee Vendor Total</b>	
<b>American Heart Associatio</b>							
	71098	04/12/2024	10-2130-410-00-79-600-14	Supplies Health	360.00	20242386	10-2130-410-00-79-600-14
					<b>\$360.00</b>	<b>Payee Vendor Total</b>	
<b>American Reading Company</b>							
	71099	04/12/2024	10-2210-312-89-79-605-14	Title I Professional Developmt	8,500.00	20241275	10-2210-312-89-79-605-14
					<b>\$8,500.00</b>	<b>Payee Vendor Total</b>	
<b>AmeriGas</b>							



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	71100	04/12/2024	40-2552-461-00-79	Propane	959.43	24040567	40-2552-461-00-79
	71100	04/12/2024	40-2552-461-00-79	Propane	1,381.58	24040567	40-2552-461-00-79
	71100	04/12/2024	40-2552-461-00-79	Propane	921.05	24040567	40-2552-461-00-79
	71204	04/19/2024	40-2552-461-00-79	Propane	1,074.56	24040567	40-2552-461-00-79
	71204	04/19/2024	40-2552-461-00-79	Propane	537.28	24040567	40-2552-461-00-79
	71204	04/19/2024	40-2552-461-00-79	Propane	767.54	24040567	40-2552-461-00-79
	71204	04/19/2024	40-2552-461-00-79	Propane	614.03	24040567	40-2552-461-00-79
	71204	04/19/2024	40-2552-461-00-79	Propane	844.29	24040567	40-2552-461-00-79
					\$7,099.76	<b>Payee Vendor Total</b>	
<b>Amita GlenOaks School</b>							
	71205	04/19/2024	10-4220-670-00-79-600-14	Sp Ed Private Tuition	4,176.45	24030497	10-4220-670-00-79-600-14
	71205	04/19/2024	10-4220-670-00-79-600-14	Sp Ed Private Tuition	3,703.65	24030497	10-4220-670-00-79-600-14
					\$7,880.10	<b>Payee Vendor Total</b>	
<b>Ancora Publishing</b>							
	68148	04/15/2024	10-2110-410-92-79-605-14	IDEA Social Work Supplies	(277.20)	20240359	10-2110-410-92-79-605-14
	68148	04/15/2024	10-2110-410-92-79-605-14	IDEA Social Work Supplies	(3,960.00)	20240359	10-2110-410-92-79-605-14
					(\$4,237.20)	<b>Payee Vendor Total</b>	
<b>Anderson Lock Co Inc</b>							
	992300483	04/22/2024	20-2542-410-00-79	Supplies B & G	280.00	20242654	20-2542-410-00-79
	992300483	04/22/2024	20-2542-410-00-79	Supplies B & G	67.98	24040087	20-2542-410-00-79
					\$347.98	<b>Payee Vendor Total</b>	
<b>Anderson Pest Solutions</b>							
	71206	04/19/2024	20-2542-321-00-79	Sanitation/Exterminating	582.19	24040037	20-2542-321-00-79
					\$582.19	<b>Payee Vendor Total</b>	
<b>Anderson, Allison</b>							
	71138	04/19/2024	10-1200-332-00-79-600-14	Travel Sp Ed	24.79	0	10-1200-332-00-79-600-14
					\$24.79	<b>Payee Vendor Total</b>	
<b>AnthroMed LLC</b>							
	71207	04/19/2024	10-1101-310-00-79-605-14	Substitute Teacher-Contracted	2,289.93	24040667	10-1101-310-00-79-605-14
	71207	04/19/2024	10-1101-310-00-79-605-14	Substitute Teacher-Contracted	3,115.13	24030667	10-1101-310-00-79-605-14
					\$5,405.06	<b>Payee Vendor Total</b>	
<b>Applied Maintenance</b>							
	71208	04/19/2024	40-2554-410-00-79	Fleet Supplies	100.41	20242558	40-2554-410-00-79



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					<b>\$100.41</b>	<b>Payee Vendor Total</b>	
<b>Aramark Refreshment Servi</b>							
	71060	04/05/2024	10-1110-323-00-71-100-13	Repairs & Maintenance Leggee	127.23	20240398	10-1110-323-00-71-100-13
	71101	04/12/2024	10-1110-323-00-71-100-13	Repairs & Maintenance Leggee	146.71	20240398	10-1110-323-00-71-100-13
	71209	04/19/2024	10-1120-323-00-74-210-13	Repairs & Maintenance HMS	169.62	20242718	10-1120-323-00-74-210-13
					<b>\$443.56</b>	<b>Payee Vendor Total</b>	
<b>Arctic Snow and Ice Contr</b>							
	71102	04/12/2024	20-2542-322-00-79-605-14	Snow Removal	3,750.00	24120247	20-2542-322-00-79-605-14
					<b>\$3,750.00</b>	<b>Payee Vendor Total</b>	
<b>Art of Education Universi</b>							
	71210	04/19/2024	10-2212-310-00-79-505-14	Curriculum Gen Pur Svc 6-12	(1,253.00)	20242631	10-2212-310-00-79-505-14
	71210	04/19/2024	10-2212-310-00-79-505-14	Curriculum Gen Pur Svc 6-12	(1,705.20)	20242631	10-2212-310-00-79-505-14
	71210	04/19/2024	10-2212-310-00-79-505-14	Curriculum Gen Pur Svc 6-12	1,253.00	20242631	10-2212-310-00-79-505-14
	71210	04/19/2024	10-2212-310-00-79-505-14	Curriculum Gen Pur Svc 6-12	8,526.00	20242631	10-2212-310-00-79-505-14
					<b>\$6,820.80</b>	<b>Payee Vendor Total</b>	
<b>Associated Electrical Con</b>							
	71103	04/12/2024	20-2542-329-00-79	Buildings - Small Projects	2,480.00	20242395	20-2542-329-00-79
					<b>\$2,480.00</b>	<b>Payee Vendor Total</b>	
<b>AT&amp;T</b>							
	71104	04/12/2024	20-2540-340-00-79	Telephone - Districtwide	2,673.48	24040327	20-2540-340-00-79
					<b>\$2,673.48</b>	<b>Payee Vendor Total</b>	
<b>Auto Glass Service</b>							
	71211	04/19/2024	40-2552-323-00-79	Bus Repairs - Large	340.00	20242719	40-2552-323-00-79
					<b>\$340.00</b>	<b>Payee Vendor Total</b>	
<b>Auto Tech Centers Inc</b>							
	992300484	04/22/2024	40-2550-323-00-79	Repairs and Maintenance	29.90	20242559	40-2550-323-00-79
					<b>\$29.90</b>	<b>Payee Vendor Total</b>	
<b>Bakhronbekov, Ulugbek</b>							
	71044	04/05/2024	10-1970	Drivers Ed Fees	50.00	0	10-1970
					<b>\$50.00</b>	<b>Payee Vendor Total</b>	
<b>Barr, Denise</b>							
	71139	04/19/2024	10-2630-332-00-74-500-14	Communications Travel	62.44	0	10-2630-332-00-74-500-14
					<b>\$62.44</b>	<b>Payee Vendor Total</b>	



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<b>Belin, Marcus</b>							
	71140	04/19/2024	10-2410-332-00-71-300-13	Prin Travel HS	108.81	0	10-2410-332-00-71-300-13
	71140	04/19/2024	10-2410-332-00-71-300-13	Prin Travel HS	295.40	0	10-2410-332-00-71-300-13
					\$404.21	<b>Payee Vendor Total</b>	
<b>Benchmark Education Compa</b>							
	71212	04/19/2024	10-1100-410-76-79-600-14	CURES Instruc Supplies	717.00	20242544	10-1100-410-76-79-600-14
	71212	04/19/2024	10-1100-410-76-79-600-14	CURES Instruc Supplies	956.00	20242545	10-1100-410-76-79-600-14
	71212	04/19/2024	10-1100-410-76-79-600-14	CURES Instruc Supplies	1,314.50	20242543	10-1100-410-76-79-600-14
					\$2,987.50	<b>Payee Vendor Total</b>	
<b>Benefitfocus.com Inc</b>							
	71105	04/12/2024	10-2310-220-00-79-600-14	Support Serv-Gen Adm Insurance	2,045.36	24040197	10-2310-220-00-79-600-14
					\$2,045.36	<b>Payee Vendor Total</b>	
<b>Bio-Rad Laboratories</b>							
	71061	04/05/2024	10-1130-410-13-71-300-13	Science Supplies HS	41.85	20242352	10-1130-410-13-71-300-13
	71061	04/05/2024	10-1130-410-13-71-300-13	Science Supplies HS	453.47	20242352	10-1130-410-13-71-300-13
					\$495.32	<b>Payee Vendor Total</b>	
<b>Blake, Logan</b>							
	71213	04/19/2024	10-1130-490-02-71-300-13	High School Fine Arts/PAC Supplies	300.00	20242560	10-1130-490-02-71-300-13
					\$300.00	<b>Payee Vendor Total</b>	
<b>Blazerworks</b>							
	71214	04/19/2024	10-1101-310-00-79-605-14	Substitute Teacher-Contracted	1,189.00	24040527	10-1101-310-00-79-605-14
	71214	04/19/2024	10-1101-310-00-79-605-14	Substitute Teacher-Contracted	2,052.75	24030527	10-1101-310-00-79-605-14
	71214	04/19/2024	10-1101-310-00-79-605-14	Substitute Teacher-Contracted	1,189.00	24030527	10-1101-310-00-79-605-14
					\$4,430.75	<b>Payee Vendor Total</b>	
<b>Blu Petroleum</b>							
	71062	04/05/2024	40-2552-464-00-79	Diesel/Gasoline	701.76	24021647	40-2552-464-00-79
	71215	04/19/2024	40-2552-464-00-79	Diesel/Gasoline	872.15	20242561	40-2552-464-00-79
	71215	04/19/2024	40-2552-464-00-79	Diesel/Gasoline	906.67	24041647	40-2552-464-00-79
	71215	04/19/2024	40-2552-464-00-79	Diesel/Gasoline	447.48	24041647	40-2552-464-00-79
					\$2,928.06	<b>Payee Vendor Total</b>	
<b>Blue Cross Blue Shield</b>							
	202404080	04/08/2024	10-1100-220-00-79-600-14	Regular Programs Insurance	453,417.25	24040417	10-1100-220-00-79-600-14
	202404220	04/18/2024	10-1100-220-00-79-600-14	Regular Programs Insurance	534,723.24	24040417	10-1100-220-00-79-600-14



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Vendor Name	Check #	Check Date	A.S.N.	Account# Description	Amount	P.O. #	State Account Number
					\$988,140.49	<b>Payee Vendor Total</b>	
<b>BMO Mastercard</b>							
	202404031	04/10/2024	10-1500-332-00-71-300-13	Athletic Trips HS	16.65	20242442	10-1500-332-00-71-300-13
	202404031	04/10/2024	10-1500-332-00-71-300-13	Athletic Trips HS	16.65	20242442	10-1500-332-00-71-300-13
	202404031	04/10/2024	10-1500-332-00-71-300-13	Athletic Trips HS	11.76	20242442	10-1500-332-00-71-300-13
	202404031	04/10/2024	10-1500-332-00-71-300-13	Athletic Trips HS	111.99	20242442	10-1500-332-00-71-300-13
	202404031	04/10/2024	10-1500-332-00-71-300-13	Athletic Trips HS	123.19	20242442	10-1500-332-00-71-300-13
	202404031	04/10/2024	10-1500-332-00-71-300-13	Athletic Trips HS	8.83	20242442	10-1500-332-00-71-300-13
	202404031	04/10/2024	10-1500-332-00-71-300-13	Athletic Trips HS	10.60	20242442	10-1500-332-00-71-300-13
	202404031	04/10/2024	10-1500-332-00-71-300-13	Athletic Trips HS	16.78	20242442	10-1500-332-00-71-300-13
	202404031	04/10/2024	10-158	Activity Funds	10.00	20242443	10-120
	202404031	04/10/2024	10-158	Activity Funds	10.00	20242443	10-120
	202404031	04/10/2024	10-158	Activity Funds	64.86	20242443	10-120
	202404031	04/10/2024	10-158	Activity Funds	79.98	20242443	10-120
	202404031	04/10/2024	10-158	Activity Funds	31.88	20242443	10-120
	202404031	04/10/2024	10-158	Activity Funds	10.00	20242443	10-120
	202404031	04/10/2024	10-1800-410-84-79-605-14	Title III LIPLEPS Supplies	159.45	20242444	10-1800-410-84-79-605-14
	202404031	04/10/2024	10-1800-410-84-79-605-14	Title III LIPLEPS Supplies	24.56	20242444	10-1800-410-84-79-605-14
	202404031	04/10/2024	10-2213-415-00-74-500-14	Staff Dev Supplies 6-12	91.25	20242444	10-2213-415-00-74-500-14
	202404031	04/10/2024	10-2212-332-00-74-500-14	Travel & Conference Curr 6-12	80.00	20242444	10-2212-332-00-74-500-14
	202404031	04/10/2024	10-1800-410-84-79-605-14	Title III LIPLEPS Supplies	6.09	20242444	10-1800-410-84-79-605-14
	202404031	04/10/2024	10-1100-421-00-74-500-14	Materials 6-12	10.50	20242444	10-1100-421-00-74-500-14
	202404031	04/10/2024	10-1100-421-00-74-500-14	Materials 6-12	10.50	20242444	10-1100-421-00-74-500-14
	202404031	04/10/2024	10-1100-421-00-74-500-14	Materials 6-12	25.99	20242444	10-1100-421-00-74-500-14
	202404031	04/10/2024	10-1100-410-68-79-600-14	ARP CP2 Instr Supplies	43.86	20242444	10-1100-410-68-79-600-14
	202404031	04/10/2024	10-2210-490-00-74-500-14	Supplies Curr & Inst 6-12	6.99	20242444	10-2210-490-00-74-500-14
	202404031	04/10/2024	10-1130-410-85-79-605-14	Title IV Supplies	294.88	20242444	10-1130-410-85-79-605-14
	202404031	04/10/2024	10-1100-423-00-74-500-14	New Adoption 6-12	235.29	20242444	10-1100-423-00-74-500-14
	202404031	04/10/2024	10-1130-410-85-79-605-14	Title IV Supplies	(36.34)	20242444	10-1130-410-85-79-605-14
	202404031	04/10/2024	10-1100-423-00-74-500-14	New Adoption 6-12	79.58	20242444	10-1100-423-00-74-500-14
	202404031	04/10/2024	10-1100-423-00-74-500-14	New Adoption 6-12	43.88	20242444	10-1100-423-00-74-500-14
	202404031	04/10/2024	10-1100-423-00-74-500-14	New Adoption 6-12	19.98	20242444	10-1100-423-00-74-500-14
	202404031	04/10/2024	10-1100-423-00-74-500-14	New Adoption 6-12	7.92	20242444	10-1100-423-00-74-500-14
	202404031	04/10/2024	10-2210-490-00-74-500-14	Supplies Curr & Inst 6-12	455.81	20242444	10-2210-490-00-74-500-14
	202404031	04/10/2024	10-2210-490-00-74-500-14	Supplies Curr & Inst 6-12	341.86	20242444	10-2210-490-00-74-500-14

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	202404031	04/10/2024	10-2212-332-00-74-500-14	Travel & Conference Curr 6-12	175.00	20242444	10-2212-332-00-74-500-14
	202404031	04/10/2024	10-1100-410-56-79-605-14	Rtl Materials 6-12	158.00	20242444	10-1100-410-56-79-605-14
	202404031	04/10/2024	10-1130-410-85-79-605-14	Title IV Supplies	490.64	20242444	10-1130-410-85-79-605-14
	202404031	04/10/2024	10-1130-410-85-79-605-14	Title IV Supplies	395.18	20242444	10-1130-410-85-79-605-14
	202404031	04/10/2024	10-2210-490-00-74-500-14	Supplies Curr & Inst 6-12	6.92	20242444	10-2210-490-00-74-500-14
	202404031	04/10/2024	10-2310-310-00-74-500-14	Prof & Tech Board	28.00	20242445	10-2310-310-00-74-500-14
	202404031	04/10/2024	10-2630-332-00-74-500-14	Communications Travel	20.93	20242445	10-2630-332-00-74-500-14
	202404031	04/10/2024	10-2310-310-00-74-500-14	Prof & Tech Board	28.00	20242445	10-2310-310-00-74-500-14
	202404031	04/10/2024	10-2546-390-00-79-600-14	Security Officer Gnl Purch Svc	348.00	20242445	10-2546-390-00-79-600-14
	202404031	04/10/2024	10-2546-490-00-79-600-14	Security Officer Supplies	(246.25)	20242445	10-2546-490-00-79-600-14
	202404031	04/10/2024	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	534.58	20242446	10-2210-314-92-79-605-14
	202404031	04/10/2024	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	493.77	20242446	10-2210-314-92-79-605-14
	202404031	04/10/2024	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	493.77	20242446	10-2210-314-92-79-605-14
	202404031	04/10/2024	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	493.77	20242446	10-2210-314-92-79-605-14
	202404031	04/10/2024	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	493.77	20242446	10-2210-314-92-79-605-14
	202404031	04/10/2024	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	493.77	20242446	10-2210-314-92-79-605-14
	202404031	04/10/2024	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	519.77	20242446	10-2210-314-92-79-605-14
	202404031	04/10/2024	10-1200-410-92-79-600-14	IDEA Instructional Supplies	21.99	20242446	10-1200-410-92-79-600-14
	202404031	04/10/2024	10-1200-410-66-71-300-13	STEP Supplies	114.00	20242446	10-1200-410-66-71-300-13
	202404031	04/10/2024	10-2210-410-92-79-600-14	IDEA Impr of Instruction Suppl	37.98	20242446	10-2210-410-92-79-600-14
	202404031	04/10/2024	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	493.77	20242446	10-2210-314-92-79-605-14
	202404031	04/10/2024	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	493.77	20242446	10-2210-314-92-79-605-14
	202404031	04/10/2024	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	493.77	20242446	10-2210-314-92-79-605-14
	202404031	04/10/2024	10-1200-410-92-79-600-14	IDEA Instructional Supplies	195.14	20242446	10-1200-410-92-79-600-14
	202404031	04/10/2024	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	338.13	20242446	10-2210-314-92-79-605-14
	202404031	04/10/2024	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	175.00	20242446	10-2210-314-92-79-605-14
	202404031	04/10/2024	10-1200-410-92-79-600-14	IDEA Instructional Supplies	(195.14)	20242446	10-1200-410-92-79-600-14
	202404031	04/10/2024	10-1200-410-00-79-600-14	Supplies Sp Ed	67.00	20242446	10-1200-410-00-79-600-14
	202404031	04/10/2024	10-1200-410-92-79-600-14	IDEA Instructional Supplies	52.99	20242446	10-1200-410-92-79-600-14
	202404031	04/10/2024	10-2130-410-92-79-605-14	IDEA Health OTPT & Nurse Sup	189.46	20242446	10-2130-410-92-79-605-14
	202404031	04/10/2024	10-1200-410-66-71-300-13	STEP Supplies	125.03	20242446	10-1200-410-66-71-300-13
	202404031	04/10/2024	10-1200-410-92-79-600-14	IDEA Instructional Supplies	17.99	20242446	10-1200-410-92-79-600-14
	202404031	04/10/2024	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	493.77	20242446	10-2210-314-92-79-605-14
	202404031	04/10/2024	10-1200-410-92-79-600-14	IDEA Instructional Supplies	342.80	20242446	10-1200-410-92-79-600-14
	202404031	04/10/2024	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	(179.00)	20242446	10-2210-314-92-79-605-14



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Vendor Name	Check #	Check Date	A.S.N.	Account# Description	Amount	P.O. #	State Account Number
	202404031	04/10/2024	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	338.13	20242446	10-2210-314-92-79-605-14
	202404031	04/10/2024	10-2210-410-92-79-600-14	IDEA Impr of Instruction Suppl	91.93	20242446	10-2210-410-92-79-600-14
	202404031	04/10/2024	10-2410-410-00-74-210-13	Office Supplies Heineman	19.37	20242447	10-2410-410-00-74-210-13
	202404031	04/10/2024	10-158	Activity Funds	150.99	20242447	10-120
	202404031	04/10/2024	10-1120-410-09-74-210-13	Home Ec Heineman	145.65	20242447	10-1120-410-09-74-210-13
	202404031	04/10/2024	10-1120-410-09-74-210-13	Home Ec Heineman	41.61	20242447	10-1120-410-09-74-210-13
	202404031	04/10/2024	10-1120-410-09-74-210-13	Home Ec Heineman	6.63	20242447	10-1120-410-09-74-210-13
	202404031	04/10/2024	10-158	Activity Funds	88.97	20242447	10-120
	202404031	04/10/2024	10-1120-410-00-74-210-13	Inst Supplies Heineman	41.30	20242447	10-1120-410-00-74-210-13
	202404031	04/10/2024	10-1500-410-00-74-210-13	Training Supplies Heineman	173.00	20242447	10-1500-410-00-74-210-13
	202404031	04/10/2024	10-1120-410-00-74-210-13	Inst Supplies Heineman	29.97	20242447	10-1120-410-00-74-210-13
	202404031	04/10/2024	10-1120-410-00-74-210-13	Inst Supplies Heineman	39.99	20242447	10-1120-410-00-74-210-13
	202404031	04/10/2024	10-1120-410-08-74-210-13	Health Supplies Heineman	4.99	20242447	10-1120-410-08-74-210-13
	202404031	04/10/2024	10-2410-410-00-74-210-13	Office Supplies Heineman	13.26	20242447	10-2410-410-00-74-210-13
	202404031	04/10/2024	10-1120-410-00-74-210-13	Inst Supplies Heineman	65.67	20242447	10-1120-410-00-74-210-13
	202404031	04/10/2024	10-1120-410-00-74-210-13	Inst Supplies Heineman	286.15	20242447	10-1120-410-00-74-210-13
	202404031	04/10/2024	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	6.00	20242448	10-2210-314-92-79-605-14
	202404031	04/10/2024	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	7.66	20242448	10-2210-314-92-79-605-14
	202404031	04/10/2024	10-2210-410-92-79-600-14	IDEA Impr of Instruction Suppl	21.55	20242448	10-2210-410-92-79-600-14
	202404031	04/10/2024	10-2210-410-92-79-600-14	IDEA Impr of Instruction Suppl	387.43	20242448	10-2210-410-92-79-600-14
	202404031	04/10/2024	10-2210-410-92-79-600-14	IDEA Impr of Instruction Suppl	16.86	20242448	10-2210-410-92-79-600-14
	202404031	04/10/2024	10-158	Activity Funds	233.98	20242449	10-120
	202404031	04/10/2024	10-158	Activity Funds	29.87	20242449	10-120
	202404031	04/10/2024	10-158	Activity Funds	25.97	20242449	10-120
	202404031	04/10/2024	10-2220-490-00-72-120-13	Media Center Tech Martin	41.77	20242449	10-2220-490-00-72-120-13
	202404031	04/10/2024	10-1110-410-00-72-120-13	Inst Supplies Martin	171.69	20242449	10-1110-410-00-72-120-13
	202404031	04/10/2024	10-1110-410-00-72-120-13	Inst Supplies Martin	122.31	20242449	10-1110-410-00-72-120-13
	202404031	04/10/2024	10-1600-410-89-79-605-14	Title I Supplies	29.70	20242449	10-1600-410-89-79-605-14
	202404031	04/10/2024	10-2410-410-00-72-110-13	Office Supplies Chesak	78.95	20242450	10-2410-410-00-72-110-13
	202404031	04/10/2024	10-2410-410-00-72-110-13	Office Supplies Chesak	9.84	20242450	10-2410-410-00-72-110-13
	202404031	04/10/2024	10-2410-410-00-72-110-13	Office Supplies Chesak	15.98	20242450	10-2410-410-00-72-110-13
	202404031	04/10/2024	10-1110-410-00-72-110-13	Inst Supplies Chesak	450.00	20242450	10-1110-410-00-72-110-13
	202404031	04/10/2024	10-1110-410-00-72-110-13	Inst Supplies Chesak	184.43	20242450	10-1110-410-00-72-110-13
	202404031	04/10/2024	10-2410-410-00-72-110-13	Office Supplies Chesak	5.85	20242450	10-2410-410-00-72-110-13
	202404031	04/10/2024	10-1130-332-00-71-300-13	Teacher Travel HS	206.00	20242451	10-1130-332-00-71-300-13



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	202404031	04/10/2024	10-2220-430-00-71-300-13	Media Center HS	58.00	20242451	10-2220-430-00-71-300-13
	202404031	04/10/2024	10-2220-430-00-71-300-13	Media Center HS	35.48	20242451	10-2220-430-00-71-300-13
	202404031	04/10/2024	10-2220-430-00-71-300-13	Media Center HS	92.45	20242451	10-2220-430-00-71-300-13
	202404031	04/10/2024	10-1400-410-10-71-300-13	Ind Arts Supplies	6.85	20242451	10-1400-410-10-71-300-13
	202404031	04/10/2024	10-1400-410-03-71-300-13	Business Supplies	27.35	20242451	10-1400-410-03-71-300-13
	202404031	04/10/2024	10-1400-410-10-71-300-13	Ind Arts Supplies	22.58	20242451	10-1400-410-10-71-300-13
	202404031	04/10/2024	10-2410-410-00-71-300-13	Office Supplies HS	57.95	20242451	10-2410-410-00-71-300-13
	202404031	04/10/2024	10-1130-332-00-71-300-13	Teacher Travel HS	299.00	20242451	10-1130-332-00-71-300-13
	202404031	04/10/2024	10-1130-490-02-71-300-13	High School Fine Arts/PAC Supplies	19.97	20242451	10-1130-490-02-71-300-13
	202404031	04/10/2024	10-1130-410-59-71-300-14	HS Special Ed Supplies	20.90	20242451	10-1130-410-59-71-300-14
	202404031	04/10/2024	10-2410-410-00-71-300-13	Office Supplies HS	42.98	20242451	10-2410-410-00-71-300-13
	202404031	04/10/2024	10-2410-410-00-71-300-13	Office Supplies HS	23.00	20242451	10-2410-410-00-71-300-13
	202404031	04/10/2024	10-1130-410-13-71-300-13	Science Supplies HS	74.00	20242451	10-1130-410-13-71-300-13
	202404031	04/10/2024	10-1130-490-02-71-300-13	High School Fine Arts/PAC Supplies	59.67	20242451	10-1130-490-02-71-300-13
	202404031	04/10/2024	10-2220-430-00-71-300-13	Media Center HS	10.54	20242451	10-2220-430-00-71-300-13
	202404031	04/10/2024	10-1130-490-02-71-300-13	High School Fine Arts/PAC Supplies	19.99	20242451	10-1130-490-02-71-300-13
	202404031	04/10/2024	10-1130-410-50-71-300-13	PE/Health/DE Supplies HS	10.05	20242451	10-1130-410-50-71-300-13
	202404031	04/10/2024	10-2220-430-00-71-300-13	Media Center HS	12.00	20242451	10-2220-430-00-71-300-13
	202404031	04/10/2024	10-2223-323-00-79-600-14	PAC Repairs	20.19	20242451	10-2223-323-00-79-600-14
	202404031	04/10/2024	10-1130-410-50-71-300-13	PE/Health/DE Supplies HS	11.90	20242451	10-1130-410-50-71-300-13
	202404031	04/10/2024	10-1130-410-50-71-300-13	PE/Health/DE Supplies HS	51.31	20242451	10-1130-410-50-71-300-13
	202404031	04/10/2024	10-1130-410-50-71-300-13	PE/Health/DE Supplies HS	7.19	20242451	10-1130-410-50-71-300-13
	202404031	04/10/2024	10-1130-490-02-71-300-13	High School Fine Arts/PAC Supplies	303.85	20242451	10-1130-490-02-71-300-13
	202404031	04/10/2024	10-1130-490-02-71-300-13	High School Fine Arts/PAC Supplies	19.98	20242451	10-1130-490-02-71-300-13
	202404031	04/10/2024	10-2223-323-00-79-600-14	PAC Repairs	98.00	20242451	10-2223-323-00-79-600-14
	202404031	04/10/2024	10-1130-410-13-71-300-13	Science Supplies HS	35.99	20242451	10-1130-410-13-71-300-13
	202404031	04/10/2024	10-2223-490-00-79-600-14	PAC Invent Supplies	312.00	20242451	10-2223-490-00-79-600-14
	202404031	04/10/2024	10-2223-490-00-79-600-14	PAC Invent Supplies	175.02	20242451	10-2223-490-00-79-600-14
	202404031	04/10/2024	10-2410-410-00-71-300-13	Office Supplies HS	12.82	20242451	10-2410-410-00-71-300-13
	202404031	04/10/2024	10-2410-410-00-71-300-13	Office Supplies HS	12.82	20242451	10-2410-410-00-71-300-13
	202404031	04/10/2024	10-1130-410-05-71-300-13	English Supplies HS	207.68	20242451	10-1130-410-05-71-300-13
	202404031	04/10/2024	10-1130-490-02-71-300-13	High School Fine Arts/PAC Supplies	163.88	20242451	10-1130-490-02-71-300-13
	202404031	04/10/2024	10-1130-410-50-71-300-13	PE/Health/DE Supplies HS	14.89	20242451	10-1130-410-50-71-300-13
	202404031	04/10/2024	10-158	Activity Funds	124.40	20242452	10-120
	202404031	04/10/2024	10-158	Activity Funds	24.28	20242452	10-120



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	202404031	04/10/2024	10-2220-490-00-74-150-13	Media Center Tech Conley	6.41	20242452	10-2220-490-00-74-150-13
	202404031	04/10/2024	10-1110-323-00-74-150-13	Repairs Conley	22.16	20242452	10-1110-323-00-74-150-13
	202404031	04/10/2024	10-158	Activity Funds	159.88	20242453	10-120
	202404031	04/10/2024	10-158	Activity Funds	18.98	20242453	10-120
	202404031	04/10/2024	10-1110-410-00-71-100-13	Inst Supplies Leggee	5.00	20242453	10-1110-410-00-71-100-13
	202404031	04/10/2024	10-1110-410-00-71-100-13	Inst Supplies Leggee	5.50	20242453	10-1110-410-00-71-100-13
	202404031	04/10/2024	10-1110-410-00-71-100-13	Inst Supplies Leggee	43.78	20242453	10-1110-410-00-71-100-13
	202404031	04/10/2024	10-1110-410-00-71-100-13	Inst Supplies Leggee	56.97	20242453	10-1110-410-00-71-100-13
	202404031	04/10/2024	10-1110-410-00-71-100-13	Inst Supplies Leggee	359.81	20242453	10-1110-410-00-71-100-13
	202404031	04/10/2024	10-2410-410-00-71-100-14	Copier Paper & Toner Leggee	117.89	20242453	10-2410-410-00-71-100-14
	202404031	04/10/2024	10-2410-410-00-71-100-13	Office Supplies Leggee	79.05	20242453	10-2410-410-00-71-100-13
	202404031	04/10/2024	10-2410-410-00-71-100-13	Office Supplies Leggee	12.94	20242453	10-2410-410-00-71-100-13
	202404031	04/10/2024	10-1110-410-00-71-100-13	Inst Supplies Leggee	79.92	20242453	10-1110-410-00-71-100-13
	202404031	04/10/2024	10-158	Activity Funds	163.86	20242453	10-120
	202404031	04/10/2024	10-2220-430-00-72-220-13	Media Center Marlowe	230.96	20242454	10-2220-430-00-72-220-13
	202404031	04/10/2024	10-2120-410-00-72-220-13	Supplies Guidance Marlowe	44.91	20242454	10-2120-410-00-72-220-13
	202404031	04/10/2024	10-1120-410-50-72-220-13	PE Supplies Marlowe	108.96	20242454	10-1120-410-50-72-220-13
	202404031	04/10/2024	10-1120-410-50-72-220-13	PE Supplies Marlowe	28.76	20242454	10-1120-410-50-72-220-13
	202404031	04/10/2024	10-1120-410-50-72-220-13	PE Supplies Marlowe	28.00	20242454	10-1120-410-50-72-220-13
	202404031	04/10/2024	10-1120-410-00-72-220-13	Inst Supplies Marlowe	28.90	20242454	10-1120-410-00-72-220-13
	202404031	04/10/2024	10-1500-335-00-72-220-13	Conference Travel Marlowe	2,135.84	20242454	10-1500-335-00-72-220-13
	202404031	04/10/2024	10-1120-490-00-72-220-13	Instruc Coach/1:1 Supplies MMS	31.98	20242454	10-1120-490-00-72-220-13
	202404031	04/10/2024	10-1120-410-00-72-220-13	Inst Supplies Marlowe	(124.32)	20242454	10-1120-410-00-72-220-13
	202404031	04/10/2024	10-2220-430-00-72-220-13	Media Center Marlowe	51.35	20242454	10-2220-430-00-72-220-13
	202404031	04/10/2024	10-1120-410-09-72-220-13	Home Ec Marlowe	60.32	20242454	10-1120-410-09-72-220-13
	202404031	04/10/2024	10-1120-490-00-72-220-13	Instruc Coach/1:1 Supplies MMS	13.18	20242454	10-1120-490-00-72-220-13
	202404031	04/10/2024	10-1120-410-00-72-220-13	Inst Supplies Marlowe	39.92	20242454	10-1120-410-00-72-220-13
	202404031	04/10/2024	10-1120-410-00-72-220-13	Inst Supplies Marlowe	41.77	20242454	10-1120-410-00-72-220-13
	202404031	04/10/2024	10-1120-410-00-72-220-13	Inst Supplies Marlowe	180.57	20242454	10-1120-410-00-72-220-13
	202404031	04/10/2024	10-1120-410-00-72-220-13	Inst Supplies Marlowe	30.60	20242454	10-1120-410-00-72-220-13
	202404031	04/10/2024	10-1120-410-00-72-220-13	Inst Supplies Marlowe	113.22	20242454	10-1120-410-00-72-220-13
	202404031	04/10/2024	10-1120-410-00-72-220-13	Inst Supplies Marlowe	124.32	20242454	10-1120-410-00-72-220-13
	202404031	04/10/2024	10-1120-410-00-72-220-13	Inst Supplies Marlowe	(11.00)	20242454	10-1120-410-00-72-220-13
	202404031	04/10/2024	10-1120-410-00-72-220-13	Inst Supplies Marlowe	23.67	20242454	10-1120-410-00-72-220-13
	202404031	04/10/2024	10-1120-410-09-72-220-13	Home Ec Marlowe	75.22	20242454	10-1120-410-09-72-220-13



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	202404031	04/10/2024	10-1120-410-09-72-220-13	Home Ec Marlowe	79.39	20242454	10-1120-410-09-72-220-13
	202404031	04/10/2024	10-1120-410-09-72-220-13	Home Ec Marlowe	40.98	20242454	10-1120-410-09-72-220-13
	202404031	04/10/2024	10-2220-430-00-72-220-13	Media Center Marlowe	10.57	20242454	10-2220-430-00-72-220-13
	202404031	04/10/2024	10-1120-410-13-72-220-07	Marlowe Science Supplies 7	21.23	20242454	10-1120-410-13-72-220-07
	202404031	04/10/2024	10-1120-410-00-72-220-13	Inst Supplies Marlowe	141.01	20242454	10-1120-410-00-72-220-13
	202404031	04/10/2024	10-1120-490-02-72-220-13	Marlowe Fine Arts Supplies	31.38	20242454	10-1120-490-02-72-220-13
	202404031	04/10/2024	10-1120-410-13-72-220-08	Marlowe Science Supplies 8	293.31	20242454	10-1120-410-13-72-220-08
	202404031	04/10/2024	10-2220-430-00-72-220-13	Media Center Marlowe	6.79	20242454	10-2220-430-00-72-220-13
	202404031	04/10/2024	10-1120-490-02-72-220-13	Marlowe Fine Arts Supplies	55.77	20242454	10-1120-490-02-72-220-13
	202404031	04/10/2024	10-1120-490-02-72-220-13	Marlowe Fine Arts Supplies	14.99	20242454	10-1120-490-02-72-220-13
	202404031	04/10/2024	10-1120-490-02-72-220-13	Marlowe Fine Arts Supplies	61.96	20242454	10-1120-490-02-72-220-13
	202404031	04/10/2024	10-1120-490-02-72-220-13	Marlowe Fine Arts Supplies	46.98	20242454	10-1120-490-02-72-220-13
	202404031	04/10/2024	10-1120-490-02-72-220-13	Marlowe Fine Arts Supplies	43.98	20242454	10-1120-490-02-72-220-13
	202404031	04/10/2024	10-1120-490-02-72-220-13	Marlowe Fine Arts Supplies	130.44	20242454	10-1120-490-02-72-220-13
	202404031	04/10/2024	10-1120-490-02-72-220-13	Marlowe Fine Arts Supplies	29.58	20242454	10-1120-490-02-72-220-13
	202404031	04/10/2024	10-1120-490-00-72-220-13	Instruc Coach/1:1 Supplies MMS	27.98	20242454	10-1120-490-00-72-220-13
	202404031	04/10/2024	10-1120-410-00-72-220-13	Inst Supplies Marlowe	53.36	20242454	10-1120-410-00-72-220-13
	202404031	04/10/2024	10-1120-410-00-72-220-13	Inst Supplies Marlowe	58.99	20242454	10-1120-410-00-72-220-13
	202404031	04/10/2024	10-1120-410-13-72-220-07	Marlowe Science Supplies 7	42.23	20242454	10-1120-410-13-72-220-07
	202404031	04/10/2024	10-1120-410-13-72-220-08	Marlowe Science Supplies 8	94.46	20242454	10-1120-410-13-72-220-08
	202404031	04/10/2024	10-1120-410-13-72-220-08	Marlowe Science Supplies 8	163.70	20242454	10-1120-410-13-72-220-08
	202404031	04/10/2024	10-1120-490-02-72-220-13	Marlowe Fine Arts Supplies	149.21	20242454	10-1120-490-02-72-220-13
	202404031	04/10/2024	10-1120-410-13-72-220-07	Marlowe Science Supplies 7	36.76	20242454	10-1120-410-13-72-220-07
	202404031	04/10/2024	10-1120-490-00-72-220-13	Instruc Coach/1:1 Supplies MMS	68.35	20242454	10-1120-490-00-72-220-13
	202404031	04/10/2024	10-1120-410-13-72-220-07	Marlowe Science Supplies 7	69.25	20242454	10-1120-410-13-72-220-07
	202404031	04/10/2024	10-1120-410-13-72-220-07	Marlowe Science Supplies 7	12.99	20242454	10-1120-410-13-72-220-07
	202404031	04/10/2024	10-1120-410-00-72-220-13	Inst Supplies Marlowe	159.75	20242454	10-1120-410-00-72-220-13
	202404031	04/10/2024	10-1120-410-00-72-220-13	Inst Supplies Marlowe	30.78	20242454	10-1120-410-00-72-220-13
	202404031	04/10/2024	10-1120-410-00-72-220-13	Inst Supplies Marlowe	19.79	20242454	10-1120-410-00-72-220-13
	202404031	04/10/2024	10-1120-410-00-72-220-13	Inst Supplies Marlowe	159.98	20242454	10-1120-410-00-72-220-13
	202404031	04/10/2024	10-1120-410-13-72-220-07	Marlowe Science Supplies 7	89.99	20242454	10-1120-410-13-72-220-07
	202404031	04/10/2024	10-158	Activity Funds	40.83	20242455	10-120
	202404031	04/10/2024	10-158	Activity Funds	139.00	20242455	10-120
	202404031	04/10/2024	10-158	Activity Funds	189.53	20242455	10-120
	202404031	04/10/2024	10-158	Activity Funds	5,306.16	20242455	10-120



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	202404031	04/10/2024	10-158	Activity Funds	213.06	20242455	10-120
	202404031	04/10/2024	10-158	Activity Funds	380.00	20242455	10-120
	202404031	04/10/2024	10-158	Activity Funds	234.74	20242455	10-120
	202404031	04/10/2024	10-158	Activity Funds	84.89	20242455	10-120
	202404031	04/10/2024	10-158	Activity Funds	47.92	20242455	10-120
	202404031	04/10/2024	10-158	Activity Funds	2,393.60	20242455	10-120
	202404031	04/10/2024	10-158	Activity Funds	14.67	20242455	10-120
	202404031	04/10/2024	10-158	Activity Funds	56.96	20242455	10-120
	202404031	04/10/2024	10-158	Activity Funds	26.86	20242455	10-120
	202404031	04/10/2024	10-158	Activity Funds	158.80	20242455	10-120
	202404031	04/10/2024	10-158	Activity Funds	158.96	20242455	10-120
	202404031	04/10/2024	10-158	Activity Funds	38.97	20242455	10-120
	202404031	04/10/2024	10-1500-410-00-74-210-13	Training Supplies Heineman	20.50	20242456	10-1500-410-00-74-210-13
	202404031	04/10/2024	10-1500-332-00-74-210-13	Athletic Travel Heineman	155.68	20242456	10-1500-332-00-74-210-13
	202404031	04/10/2024	10-1500-410-00-74-210-13	Training Supplies Heineman	20.50	20242456	10-1500-410-00-74-210-13
	202404031	04/10/2024	10-1500-332-00-74-210-13	Athletic Travel Heineman	53.92	20242456	10-1500-332-00-74-210-13
	202404031	04/10/2024	10-1200-310-66-71-300-13	STEP Purchased Services	103.78	20242457	10-1200-310-66-71-300-13
	202404031	04/10/2024	10-1200-410-66-71-300-13	STEP Supplies	70.00	20242457	10-1200-410-66-71-300-13
	202404031	04/10/2024	10-2410-491-00-74-140-13	Rebate Supplies Mackeben	179.40	20242458	10-2410-491-00-74-140-13
	202404031	04/10/2024	10-2410-410-00-74-140-14	Copier Paper & Toner Mackeben	226.92	20242458	10-2410-410-00-74-140-14
	202404031	04/10/2024	10-2220-430-00-74-140-13	Media Center Mackeben	163.29	20242458	10-2220-430-00-74-140-13
	202404031	04/10/2024	10-2410-410-00-74-140-14	Copier Paper & Toner Mackeben	96.50	20242458	10-2410-410-00-74-140-14
	202404031	04/10/2024	10-2410-410-00-74-140-14	Copier Paper & Toner Mackeben	13.27	20242458	10-2410-410-00-74-140-14
	202404031	04/10/2024	10-2220-430-00-74-140-13	Media Center Mackeben	(12.09)	20242458	10-2220-430-00-74-140-13
	202404031	04/10/2024	10-1110-410-12-74-140-13	Mackeben Music Supplies	38.99	20242458	10-1110-410-12-74-140-13
	202404031	04/10/2024	10-2213-415-00-74-140-13	Mackeben Staff Devel Supplies	98.00	20242458	10-2213-415-00-74-140-13
	202404031	04/10/2024	10-1110-410-00-74-140-13	Inst Supplies Mackeben	658.20	20242458	10-1110-410-00-74-140-13
	202404031	04/10/2024	10-1110-410-00-74-140-13	Inst Supplies Mackeben	206.14	20242458	10-1110-410-00-74-140-13
	202404031	04/10/2024	10-1110-410-00-74-140-13	Inst Supplies Mackeben	323.76	20242458	10-1110-410-00-74-140-13
	202404031	04/10/2024	10-2220-430-00-74-140-13	Media Center Mackeben	87.07	20242458	10-2220-430-00-74-140-13
	202404031	04/10/2024	10-1110-410-00-74-140-13	Inst Supplies Mackeben	76.92	20242458	10-1110-410-00-74-140-13
	202404031	04/10/2024	10-1200-410-66-71-300-13	STEP Supplies	24.00	20242459	10-1200-410-66-71-300-13
	202404031	04/10/2024	10-1200-410-66-71-300-13	STEP Supplies	253.26	20242459	10-1200-410-66-71-300-13
	202404031	04/10/2024	10-1200-410-66-71-300-13	STEP Supplies	64.00	20242459	10-1200-410-66-71-300-13
	202404031	04/10/2024	10-1200-410-66-71-300-13	STEP Supplies	145.37	20242459	10-1200-410-66-71-300-13



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	202404031	04/10/2024	10-2213-415-00-72-165-13	Preschool Staff Devel Supplies	101.71	20242460	10-2213-415-00-72-165-13
	202404031	04/10/2024	10-158	Activity Funds	125.89	20242460	10-120
	202404031	04/10/2024	10-1225-410-95-79-600-14	ECE Instr Supplies	24.72	20242460	10-1225-410-95-79-600-14
	202404031	04/10/2024	10-2210-312-97-79-600-14	All Children Prof Dev	210.00	20242460	10-2210-312-97-79-600-14
	202404031	04/10/2024	10-1125-390-00-79-600-14	Preschool Purchased Services	728.00	20242460	10-1125-390-00-79-600-14
	202404031	04/10/2024	10-1125-390-00-79-600-14	Preschool Purchased Services	39.00	20242460	10-1125-390-00-79-600-14
	202404031	04/10/2024	10-1125-390-00-79-600-14	Preschool Purchased Services	13.00	20242460	10-1125-390-00-79-600-14
	202404031	04/10/2024	10-1225-410-95-79-600-14	ECE Instr Supplies	16.85	20242460	10-1225-410-95-79-600-14
	202404031	04/10/2024	10-1125-410-97-79-600-14	All Children Supplies	4.14	20242460	10-1125-410-97-79-600-14
	202404031	04/10/2024	10-1125-410-97-79-600-14	All Children Supplies	24.18	20242460	10-1125-410-97-79-600-14
	202404031	04/10/2024	10-1125-410-97-79-600-14	All Children Supplies	101.28	20242460	10-1125-410-97-79-600-14
	202404031	04/10/2024	10-1125-410-97-79-600-14	All Children Supplies	9.03	20242460	10-1125-410-97-79-600-14
	202404031	04/10/2024	10-1125-410-97-79-600-14	All Children Supplies	14.00	20242460	10-1125-410-97-79-600-14
	202404031	04/10/2024	10-158	Activity Funds	38.46	20242460	10-120
	202404031	04/10/2024	10-2560-415-00-72-220-13	Cafe Food Marlowe	29.43	20242461	10-2560-415-00-72-220-13
	202404031	04/10/2024	10-2560-410-00-71-300-13	Cafe Supplies HS	130.71	20242461	10-2560-410-00-71-300-13
	202404031	04/10/2024	20-2542-410-00-79	Supplies B & G	59.50	20242462	20-2542-410-00-79
	202404031	04/10/2024	20-2540-640-00-79	Dues & Fees	350.00	20242462	20-2540-640-00-79
	202404031	04/10/2024	20-2540-410-00-79	Office Supplies B & G	35.98	20242462	20-2540-410-00-79
	202404031	04/10/2024	20-2540-410-00-79	Office Supplies B & G	19.46	20242462	20-2540-410-00-79
	202404031	04/10/2024	20-2542-410-00-79	Supplies B & G	27.18	20242462	20-2542-410-00-79
	202404031	04/10/2024	20-2542-410-00-79	Supplies B & G	246.67	20242462	20-2542-410-00-79
	202404031	04/10/2024	10-2660-410-00-79-600-14	Supplies Tech	35.30	20242463	10-2660-410-00-79-600-14
	202404031	04/10/2024	10-2660-319-61-79-600-14	Software Maintenance	29.00	20242463	10-2660-319-61-79-600-14
	202404031	04/10/2024	10-2660-410-00-79-600-14	Supplies Tech	39.49	20242463	10-2660-410-00-79-600-14
	202404031	04/10/2024	10-2660-319-61-79-600-14	Software Maintenance	145.00	20242463	10-2660-319-61-79-600-14
	202404031	04/10/2024	10-2660-410-00-79-600-14	Supplies Tech	138.47	20242463	10-2660-410-00-79-600-14
	202404031	04/10/2024	10-158	Activity Funds	(213.66)	20242464	10-120
	202404031	04/10/2024	10-158	Activity Funds	49.95	20242464	10-120
	202404031	04/10/2024	10-158	Activity Funds	87.51	20242464	10-120
	202404031	04/10/2024	10-1500-332-00-71-300-13	Athletic Trips HS	73.39	20242464	10-1500-332-00-71-300-13
	202404031	04/10/2024	10-1500-332-00-71-300-13	Athletic Trips HS	70.59	20242464	10-1500-332-00-71-300-13
	202404031	04/10/2024	10-1500-332-00-71-300-13	Athletic Trips HS	70.35	20242464	10-1500-332-00-71-300-13
	202404031	04/10/2024	10-158	Activity Funds	35.00	20242464	10-120
	202404031	04/10/2024	10-158	Activity Funds	35.00	20242464	10-120



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	202404031	04/10/2024	10-158	Activity Funds	35.00	20242464	10-120
	202404031	04/10/2024	10-158	Activity Funds	35.00	20242464	10-120
	202404031	04/10/2024	10-158	Activity Funds	(222.99)	20242464	10-120
	202404031	04/10/2024	10-158	Activity Funds	(213.66)	20242464	10-120
	202404031	04/10/2024	10-158	Activity Funds	(213.66)	20242464	10-120
	202404031	04/10/2024	10-158	Activity Funds	(213.66)	20242464	10-120
	202404031	04/10/2024	10-158	Activity Funds	351.60	20242464	10-120
	202404031	04/10/2024	10-1500-332-00-71-300-13	Athletic Trips HS	392.84	20242464	10-1500-332-00-71-300-13
	202404031	04/10/2024	10-1500-332-00-71-300-13	Athletic Trips HS	392.40	20242464	10-1500-332-00-71-300-13
	202404031	04/10/2024	10-1500-332-00-71-300-13	Athletic Trips HS	392.40	20242464	10-1500-332-00-71-300-13
	202404031	04/10/2024	10-1500-332-00-71-300-13	Athletic Trips HS	160.82	20242464	10-1500-332-00-71-300-13
	202404031	04/10/2024	10-158	Activity Funds	29.38	20242464	10-120
	202404031	04/10/2024	10-1500-332-00-71-300-13	Athletic Trips HS	27.00	20242464	10-1500-332-00-71-300-13
	202404031	04/10/2024	10-1500-332-00-71-300-13	Athletic Trips HS	143.47	20242464	10-1500-332-00-71-300-13
	202404031	04/10/2024	10-158	Activity Funds	88.38	20242464	10-120
	202404031	04/10/2024	10-158	Activity Funds	(222.99)	20242464	10-120
	202404031	04/10/2024	10-2642-350-00-74-500-14	Advertising Human Res	898.00	20242465	10-2642-350-00-74-500-14
	202404031	04/10/2024	10-2642-350-00-74-500-14	Advertising Human Res	350.00	20242465	10-2642-350-00-74-500-14
	202404031	04/10/2024	10-2642-350-00-74-500-14	Advertising Human Res	501.73	20242465	10-2642-350-00-74-500-14
	202404031	04/10/2024	10-2642-411-00-74-500-14	HR Employee Recognition	140.70	20242465	10-2642-411-00-74-500-14
	202404031	04/10/2024	10-2642-410-00-74-500-14	Supplies Human Res	32.55	20242465	10-2642-410-00-74-500-14
	202404031	04/10/2024	10-1130-323-00-71-300-13	Repairs HS	26.97	20242482	10-1130-323-00-71-300-13
	202404031	04/10/2024	10-158	Activity Funds	41.99	20242483	10-120
	202404031	04/10/2024	10-158	Activity Funds	6.86	20242483	10-120
	202404031	04/10/2024	10-1120-410-00-72-220-13	Inst Supplies Marlowe	315.00	20242483	10-1120-410-00-72-220-13
	202404031	04/10/2024	10-158	Activity Funds	35.00	20242483	10-120
	202404031	04/10/2024	10-158	Activity Funds	134.64	20242483	10-120
	202404031	04/10/2024	10-1120-410-00-72-220-13	Inst Supplies Marlowe	61.95	20242483	10-1120-410-00-72-220-13
	202404031	04/10/2024	10-1800-410-84-79-605-14	Title III LIPLPS Supplies	276.00	20242484	10-1800-410-84-79-605-14
	202404031	04/10/2024	10-2213-415-00-74-500-14	Staff Dev Supplies 6-12	26.29	20242484	10-2213-415-00-74-500-14
	202404031	04/10/2024	10-2212-310-00-79-505-14	Curriculum Gen Pur Svc 6-12	682.95	20242484	10-2212-310-00-79-505-14
	202404031	04/10/2024	10-1100-410-68-79-600-14	ARP CP2 Instr Supplies	191.58	20242484	10-1100-410-68-79-600-14
	202404031	04/10/2024	10-1800-410-84-79-605-14	Title III LIPLPS Supplies	54.09	20242484	10-1800-410-84-79-605-14
	202404031	04/10/2024	10-2213-415-00-74-500-14	Staff Dev Supplies 6-12	12.90	20242484	10-2213-415-00-74-500-14
	202404031	04/10/2024	10-1100-423-00-74-500-14	New Adoption 6-12	22.79	20242484	10-1100-423-00-74-500-14



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	202404031	04/10/2024	10-2210-490-00-74-500-14	Supplies Curr & Inst 6-12	99.26	20242484	10-2210-490-00-74-500-14
	202404031	04/10/2024	10-1130-410-85-79-605-14	Title IV Supplies	481.50	20242484	10-1130-410-85-79-605-14
	202404031	04/10/2024	10-1800-410-84-79-605-14	Title III LIPLEPS Supplies	327.75	20242484	10-1800-410-84-79-605-14
	202404031	04/10/2024	10-1800-410-84-79-605-14	Title III LIPLEPS Supplies	345.00	20242484	10-1800-410-84-79-605-14
	202404031	04/10/2024	10-1800-410-84-79-605-14	Title III LIPLEPS Supplies	258.75	20242484	10-1800-410-84-79-605-14
	202404031	04/10/2024	10-1800-410-84-79-605-14	Title III LIPLEPS Supplies	258.75	20242484	10-1800-410-84-79-605-14
	202404031	04/10/2024	10-1800-410-84-79-605-14	Title III LIPLEPS Supplies	276.00	20242484	10-1800-410-84-79-605-14
	202404031	04/10/2024	10-1800-410-84-79-605-14	Title III LIPLEPS Supplies	327.75	20242484	10-1800-410-84-79-605-14
	202404031	04/10/2024	10-1130-410-85-79-605-14	Title IV Supplies	42.98	20242484	10-1130-410-85-79-605-14
	202404031	04/10/2024	10-1130-410-85-79-605-14	Title IV Supplies	16.77	20242484	10-1130-410-85-79-605-14
	202404031	04/10/2024	10-1100-423-00-74-500-14	New Adoption 6-12	47.97	20242484	10-1100-423-00-74-500-14
	202404031	04/10/2024	10-1800-410-84-79-605-14	Title III LIPLEPS Supplies	120.75	20242484	10-1800-410-84-79-605-14
	202404031	04/10/2024	10-2520-310-00-74-500-14	Prof & Tech Fiscal	645.00	20242485	10-2520-310-00-74-500-14
	202404031	04/10/2024	10-2520-410-00-74-500-14	Supplies Fiscal	(15.91)	20242485	10-2520-410-00-74-500-14
	202404031	04/10/2024	10-2310-640-00-74-500-14	Dues & Fees Board	442.00	20242486	10-2310-640-00-74-500-14
	202404031	04/10/2024	10-2630-332-00-74-500-14	Communications Travel	321.96	20242486	10-2630-332-00-74-500-14
	202404031	04/10/2024	10-2321-390-00-74-500-14	Purchased Service Supt	275.00	20242486	10-2321-390-00-74-500-14
	202404031	04/10/2024	10-2630-410-00-74-500-14	Communications Supplies	30.89	20242486	10-2630-410-00-74-500-14
	202404031	04/10/2024	10-2321-410-00-74-500-14	Supplies Supt	164.21	20242486	10-2321-410-00-74-500-14
	202404031	04/10/2024	10-2321-410-00-74-500-14	Supplies Supt	7.73	20242486	10-2321-410-00-74-500-14
	202404031	04/10/2024	10-2321-390-00-74-500-14	Purchased Service Supt	50.00	20242486	10-2321-390-00-74-500-14
	202404031	04/10/2024	10-2633-360-00-74-500-14	Communications Purch Services	78.47	20242486	10-2633-360-00-74-500-14
	202404031	04/10/2024	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	3,120.00	20242487	10-2210-314-92-79-605-14
	202404031	04/10/2024	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	3,120.00	20242487	10-2210-314-92-79-605-14
	202404031	04/10/2024	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	2,625.00	20242487	10-2210-314-92-79-605-14
	202404031	04/10/2024	10-1200-410-92-79-600-14	IDEA Instructional Supplies	35.54	20242487	10-1200-410-92-79-600-14
	202404031	04/10/2024	10-2130-410-92-79-605-14	IDEA Health OTPT & Nurse Sup	14.99	20242487	10-2130-410-92-79-605-14
	202404031	04/10/2024	10-1200-410-00-79-600-14	Supplies Sp Ed	20.71	20242487	10-1200-410-00-79-600-14
	202404031	04/10/2024	10-1200-410-92-79-600-14	IDEA Instructional Supplies	(21.99)	20242487	10-1200-410-92-79-600-14
	202404031	04/10/2024	10-1120-410-00-74-210-13	Inst Supplies Heineman	259.05	20242488	10-1120-410-00-74-210-13
	202404031	04/10/2024	10-1120-410-09-74-210-13	Home Ec Heineman	6.48	20242488	10-1120-410-09-74-210-13
	202404031	04/10/2024	10-1120-410-09-74-210-13	Home Ec Heineman	245.02	20242488	10-1120-410-09-74-210-13
	202404031	04/10/2024	10-1120-410-00-74-210-13	Inst Supplies Heineman	85.06	20242488	10-1120-410-00-74-210-13
	202404031	04/10/2024	10-1120-410-00-74-210-13	Inst Supplies Heineman	55.49	20242488	10-1120-410-00-74-210-13
	202404031	04/10/2024	10-1120-410-00-74-210-13	Inst Supplies Heineman	124.34	20242488	10-1120-410-00-74-210-13



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	202404031	04/10/2024	10-158	Activity Funds	19.00	20242488	10-120
	202404031	04/10/2024	10-158	Activity Funds	46.78	20242488	10-120
	202404031	04/10/2024	10-1120-410-09-74-210-13	Home Ec Heineman	19.99	20242488	10-1120-410-09-74-210-13
	202404031	04/10/2024	10-2220-430-00-74-210-13	Media Center Heineman	43.81	20242488	10-2220-430-00-74-210-13
	202404031	04/10/2024	10-2220-430-00-74-210-13	Media Center Heineman	211.85	20242488	10-2220-430-00-74-210-13
	202404031	04/10/2024	10-2220-430-00-74-210-13	Media Center Heineman	16.40	20242488	10-2220-430-00-74-210-13
	202404031	04/10/2024	10-2220-430-00-74-210-13	Media Center Heineman	177.04	20242488	10-2220-430-00-74-210-13
	202404031	04/10/2024	10-2220-430-00-74-210-13	Media Center Heineman	19.29	20242488	10-2220-430-00-74-210-13
	202404031	04/10/2024	10-2220-430-00-74-210-13	Media Center Heineman	24.75	20242488	10-2220-430-00-74-210-13
	202404031	04/10/2024	10-2220-430-00-74-210-13	Media Center Heineman	16.95	20242488	10-2220-430-00-74-210-13
	202404031	04/10/2024	10-158	Activity Funds	99.00	20242488	10-120
	202404031	04/10/2024	10-158	Activity Funds	113.88	20242489	10-120
	202404031	04/10/2024	10-2220-430-00-72-120-13	Media Center Martin	8.27	20242489	10-2220-430-00-72-120-13
	202404031	04/10/2024	10-1110-410-00-72-120-13	Inst Supplies Martin	68.99	20242489	10-1110-410-00-72-120-13
	202404031	04/10/2024	10-1110-410-02-72-110-13	Art Supplies Chesak	28.47	20242490	10-1110-410-02-72-110-13
	202404031	04/10/2024	10-1110-410-00-72-110-13	Inst Supplies Chesak	61.44	20242490	10-1110-410-00-72-110-13
	202404031	04/10/2024	10-2410-410-00-72-110-13	Office Supplies Chesak	25.99	20242490	10-2410-410-00-72-110-13
	202404031	04/10/2024	10-1110-410-00-72-110-13	Inst Supplies Chesak	373.80	20242490	10-1110-410-00-72-110-13
	202404031	04/10/2024	10-1130-490-02-71-300-13	High School Fine Arts/PAC Supplies	92.52	20242491	10-1130-490-02-71-300-13
	202404031	04/10/2024	10-1130-410-15-71-300-13	Social Studies Supplies HS	127.47	20242491	10-1130-410-15-71-300-13
	202404031	04/10/2024	10-1130-410-15-71-300-13	Social Studies Supplies HS	8.99	20242491	10-1130-410-15-71-300-13
	202404031	04/10/2024	10-1130-410-15-71-300-13	Social Studies Supplies HS	16.84	20242491	10-1130-410-15-71-300-13
	202404031	04/10/2024	10-2120-410-00-71-300-13	Supplies Counseling HS	133.69	20242491	10-2120-410-00-71-300-13
	202404031	04/10/2024	10-2223-410-00-79-600-14	Supplies PAC	82.00	20242491	10-2223-410-00-79-600-14
	202404031	04/10/2024	10-2223-323-00-79-600-14	PAC Repairs	700.83	20242491	10-2223-323-00-79-600-14
	202404031	04/10/2024	10-1400-410-10-71-300-13	Ind Arts Supplies	105.77	20242491	10-1400-410-10-71-300-13
	202404031	04/10/2024	10-2220-430-00-71-300-13	Media Center HS	13.35	20242491	10-2220-430-00-71-300-13
	202404031	04/10/2024	10-2220-430-00-71-300-13	Media Center HS	9.49	20242491	10-2220-430-00-71-300-13
	202404031	04/10/2024	10-2220-430-00-71-300-13	Media Center HS	71.45	20242491	10-2220-430-00-71-300-13
	202404031	04/10/2024	10-1130-490-02-71-300-13	High School Fine Arts/PAC Supplies	58.41	20242491	10-1130-490-02-71-300-13
	202404031	04/10/2024	10-1130-490-02-71-300-13	High School Fine Arts/PAC Supplies	402.79	20242491	10-1130-490-02-71-300-13
	202404031	04/10/2024	10-1130-323-00-71-300-13	Repairs HS	475.77	20242491	10-1130-323-00-71-300-13
	202404031	04/10/2024	10-1130-410-13-71-300-13	Science Supplies HS	113.07	20242491	10-1130-410-13-71-300-13
	202404031	04/10/2024	10-1130-410-13-71-300-13	Science Supplies HS	12.53	20242491	10-1130-410-13-71-300-13
	202404031	04/10/2024	10-1130-490-02-71-300-13	High School Fine Arts/PAC Supplies	224.11	20242491	10-1130-490-02-71-300-13



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	202404031	04/10/2024	10-1130-410-50-71-300-13	PE/Health/DE Supplies HS	39.21	20242491	10-1130-410-50-71-300-13
	202404031	04/10/2024	10-1130-410-50-71-300-13	PE/Health/DE Supplies HS	133.81	20242491	10-1130-410-50-71-300-13
	202404031	04/10/2024	10-2410-410-00-71-300-13	Office Supplies HS	38.45	20242491	10-2410-410-00-71-300-13
	202404031	04/10/2024	10-1130-490-02-71-300-13	High School Fine Arts/PAC Supplies	384.42	20242491	10-1130-490-02-71-300-13
	202404031	04/10/2024	10-1130-490-02-71-300-13	High School Fine Arts/PAC Supplies	162.72	20242491	10-1130-490-02-71-300-13
	202404031	04/10/2024	10-2213-415-00-74-150-13	Conley Staff Devel Supplies	598.00	20242492	10-2213-415-00-74-150-13
	202404031	04/10/2024	10-2410-410-00-74-150-13	Office Supplies Conley	15.34	20242492	10-2410-410-00-74-150-13
	202404031	04/10/2024	10-2220-490-00-74-150-13	Media Center Tech Conley	(158.31)	20242492	10-2220-490-00-74-150-13
	202404031	04/10/2024	10-1110-323-00-74-150-13	Repairs Conley	455.81	20242492	10-1110-323-00-74-150-13
	202404031	04/10/2024	10-1110-323-00-74-150-13	Repairs Conley	(26.81)	20242492	10-1110-323-00-74-150-13
	202404031	04/10/2024	10-1110-410-36-74-150-13	Conley Orchestra Supplies	399.00	20242492	10-1110-410-36-74-150-13
	202404031	04/10/2024	10-1110-410-36-74-150-13	Conley Orchestra Supplies	23.18	20242492	10-1110-410-36-74-150-13
	202404031	04/10/2024	10-1110-410-00-71-100-13	Inst Supplies Leggee	28.44	20242493	10-1110-410-00-71-100-13
	202404031	04/10/2024	10-1110-410-00-71-100-13	Inst Supplies Leggee	62.99	20242493	10-1110-410-00-71-100-13
	202404031	04/10/2024	10-1110-410-00-71-100-13	Inst Supplies Leggee	30.65	20242493	10-1110-410-00-71-100-13
	202404031	04/10/2024	10-2410-540-00-71-100-13	Cap Eqpt Leggee	96.81	20242493	10-2410-540-00-71-100-13
	202404031	04/10/2024	10-1110-410-00-71-100-13	Inst Supplies Leggee	83.49	20242493	10-1110-410-00-71-100-13
	202404031	04/10/2024	10-1110-410-00-71-100-13	Inst Supplies Leggee	63.98	20242493	10-1110-410-00-71-100-13
	202404031	04/10/2024	10-158	Activity Funds	284.82	20242493	10-120
	202404031	04/10/2024	10-1110-410-00-71-100-13	Inst Supplies Leggee	34.99	20242493	10-1110-410-00-71-100-13
	202404031	04/10/2024	10-2410-540-00-71-100-13	Cap Eqpt Leggee	30.99	20242493	10-2410-540-00-71-100-13
	202404031	04/10/2024	10-2410-540-00-71-100-13	Cap Eqpt Leggee	79.45	20242493	10-2410-540-00-71-100-13
	202404031	04/10/2024	10-1110-410-00-71-100-13	Inst Supplies Leggee	30.89	20242493	10-1110-410-00-71-100-13
	202404031	04/10/2024	10-1110-410-00-71-100-13	Inst Supplies Leggee	33.45	20242493	10-1110-410-00-71-100-13
	202404031	04/10/2024	10-2410-410-00-72-220-13	Office Supplies Marlowe	49.64	20242494	10-2410-410-00-72-220-13
	202404031	04/10/2024	10-1120-410-09-72-220-13	Home Ec Marlowe	11.95	20242494	10-1120-410-09-72-220-13
	202404031	04/10/2024	10-1120-410-09-72-220-13	Home Ec Marlowe	144.32	20242494	10-1120-410-09-72-220-13
	202404031	04/10/2024	10-1120-410-00-72-220-13	Inst Supplies Marlowe	96.00	20242494	10-1120-410-00-72-220-13
	202404031	04/10/2024	10-1120-410-00-72-220-13	Inst Supplies Marlowe	105.88	20242494	10-1120-410-00-72-220-13
	202404031	04/10/2024	10-1120-410-00-72-220-13	Inst Supplies Marlowe	96.00	20242494	10-1120-410-00-72-220-13
	202404031	04/10/2024	10-2410-410-00-72-220-13	Office Supplies Marlowe	115.82	20242494	10-2410-410-00-72-220-13
	202404031	04/10/2024	10-1120-490-00-72-220-13	Instruc Coach/1:1 Supplies MMS	4.25	20242494	10-1120-490-00-72-220-13
	202404031	04/10/2024	10-1120-410-13-72-220-06	Marlowe Science Supplies 6	22.27	20242494	10-1120-410-13-72-220-06
	202404031	04/10/2024	10-2410-410-00-72-220-13	Office Supplies Marlowe	190.80	20242494	10-2410-410-00-72-220-13
	202404031	04/10/2024	10-1120-410-13-72-220-07	Marlowe Science Supplies 7	15.99	20242494	10-1120-410-13-72-220-07



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	202404031	04/10/2024	10-1120-410-00-72-220-13	Inst Supplies Marlowe	96.00	20242494	10-1120-410-00-72-220-13
	202404031	04/10/2024	10-1120-410-00-72-220-13	Inst Supplies Marlowe	52.89	20242494	10-1120-410-00-72-220-13
	202404031	04/10/2024	10-1120-410-00-72-220-13	Inst Supplies Marlowe	14.97	20242494	10-1120-410-00-72-220-13
	202404031	04/10/2024	10-1120-410-00-72-220-13	Inst Supplies Marlowe	9.99	20242494	10-1120-410-00-72-220-13
	202404031	04/10/2024	10-1120-410-13-72-220-07	Marlowe Science Supplies 7	75.18	20242494	10-1120-410-13-72-220-07
	202404031	04/10/2024	10-1120-410-00-72-220-13	Inst Supplies Marlowe	9.79	20242494	10-1120-410-00-72-220-13
	202404031	04/10/2024	10-1120-410-00-72-220-13	Inst Supplies Marlowe	26.99	20242494	10-1120-410-00-72-220-13
	202404031	04/10/2024	10-1120-490-00-72-220-13	Instruc Coach/1:1 Supplies MMS	39.59	20242494	10-1120-490-00-72-220-13
	202404031	04/10/2024	10-1120-490-00-72-220-13	Instruc Coach/1:1 Supplies MMS	29.98	20242494	10-1120-490-00-72-220-13
	202404031	04/10/2024	10-1120-410-00-72-220-13	Inst Supplies Marlowe	113.97	20242494	10-1120-410-00-72-220-13
	202404031	04/10/2024	10-1130-410-67-71-300-13	PLTW Supplies 6-12	124.45	20242494	10-1130-410-67-71-300-13
	202404031	04/10/2024	10-1120-410-13-72-220-06	Marlowe Science Supplies 6	399.82	20242494	10-1120-410-13-72-220-06
	202404031	04/10/2024	10-1120-399-00-72-220-13	Student Field Trips	(166.88)	20242494	10-1120-399-00-72-220-13
	202404031	04/10/2024	10-1120-410-00-72-220-13	Inst Supplies Marlowe	28.51	20242494	10-1120-410-00-72-220-13
	202404031	04/10/2024	10-158	Activity Funds	59.98	20242495	10-120
	202404031	04/10/2024	10-158	Activity Funds	38.91	20242495	10-120
	202404031	04/10/2024	10-158	Activity Funds	11.99	20242495	10-120
	202404031	04/10/2024	10-158	Activity Funds	50.00	20242495	10-120
	202404031	04/10/2024	10-158	Activity Funds	319.99	20242495	10-120
	202404031	04/10/2024	10-158	Activity Funds	29.97	20242495	10-120
	202404031	04/10/2024	10-1120-410-00-74-210-13	Inst Supplies Heineman	87.35	20242496	10-1120-410-00-74-210-13
	202404031	04/10/2024	10-158	Activity Funds	154.00	20242496	10-120
	202404031	04/10/2024	10-158	Activity Funds	200.16	20242496	10-120
	202404031	04/10/2024	10-2220-430-00-74-140-13	Media Center Mackeben	84.79	20242497	10-2220-430-00-74-140-13
	202404031	04/10/2024	10-158	Activity Funds	279.99	20242497	10-120
	202404031	04/10/2024	10-1110-410-00-74-140-13	Inst Supplies Mackeben	412.00	20242497	10-1110-410-00-74-140-13
	202404031	04/10/2024	10-2410-491-00-74-140-13	Rebate Supplies Mackeben	38.41	20242497	10-2410-491-00-74-140-13
	202404031	04/10/2024	10-2410-410-00-74-140-13	Office Supplies Mackeben	30.59	20242497	10-2410-410-00-74-140-13
	202404031	04/10/2024	10-2410-410-00-74-140-13	Office Supplies Mackeben	23.81	20242497	10-2410-410-00-74-140-13
	202404031	04/10/2024	10-1110-410-00-74-140-13	Inst Supplies Mackeben	201.24	20242497	10-1110-410-00-74-140-13
	202404031	04/10/2024	10-1110-410-00-74-140-13	Inst Supplies Mackeben	54.97	20242497	10-1110-410-00-74-140-13
	202404031	04/10/2024	10-158	Activity Funds	479.98	20242497	10-120
	202404031	04/10/2024	10-2220-430-00-74-140-13	Media Center Mackeben	24.30	20242497	10-2220-430-00-74-140-13
	202404031	04/10/2024	10-2410-410-00-74-140-14	Copier Paper & Toner Mackeben	37.70	20242497	10-2410-410-00-74-140-14
	202404031	04/10/2024	10-1110-410-00-74-140-13	Inst Supplies Mackeben	586.04	20242497	10-1110-410-00-74-140-13



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	202404031	04/10/2024	10-2220-430-00-74-140-13	Media Center Mackeben	58.96	20242497	10-2220-430-00-74-140-13
	202404031	04/10/2024	10-158	Activity Funds	873.31	20242497	10-120
	202404031	04/10/2024	10-2213-415-00-74-140-13	Mackeben Staff Devel Supplies	140.12	20242497	10-2213-415-00-74-140-13
	202404031	04/10/2024	10-2213-415-00-74-140-13	Mackeben Staff Devel Supplies	65.86	20242497	10-2213-415-00-74-140-13
	202404031	04/10/2024	10-1110-410-00-74-140-13	Inst Supplies Mackeben	178.40	20242497	10-1110-410-00-74-140-13
	202404031	04/10/2024	10-1110-410-00-74-140-13	Inst Supplies Mackeben	1,235.69	20242497	10-1110-410-00-74-140-13
	202404031	04/10/2024	10-1200-410-66-71-300-13	STEP Supplies	254.00	20242498	10-1200-410-66-71-300-13
	202404031	04/10/2024	10-1200-410-66-71-300-13	STEP Supplies	141.70	20242498	10-1200-410-66-71-300-13
	202404031	04/10/2024	10-1225-410-95-79-600-14	ECE Instr Supplies	60.03	20242499	10-1225-410-95-79-600-14
	202404031	04/10/2024	10-2213-415-00-72-165-13	Preschool Staff Devel Supplies	83.98	20242499	10-2213-415-00-72-165-13
	202404031	04/10/2024	10-1125-390-90-79-600-14	Purchased Serv Parent-Tot	290.00	20242499	10-1125-390-90-79-600-14
	202404031	04/10/2024	10-1125-410-97-79-600-14	All Children Supplies	81.55	20242499	10-1125-410-97-79-600-14
	202404031	04/10/2024	10-1125-390-00-79-600-14	Preschool Purchased Services	7.95	20242499	10-1125-390-00-79-600-14
	202404031	04/10/2024	10-1125-410-97-79-600-14	All Children Supplies	12.44	20242499	10-1125-410-97-79-600-14
	202404031	04/10/2024	10-1125-410-97-79-600-14	All Children Supplies	26.95	20242499	10-1125-410-97-79-600-14
	202404031	04/10/2024	10-1125-410-97-79-600-14	All Children Supplies	131.53	20242499	10-1125-410-97-79-600-14
	202404031	04/10/2024	10-1125-410-97-79-600-14	All Children Supplies	36.01	20242499	10-1125-410-97-79-600-14
	202404031	04/10/2024	10-1125-410-97-79-600-14	All Children Supplies	8.18	20242499	10-1125-410-97-79-600-14
	202404031	04/10/2024	10-1125-410-97-79-600-14	All Children Supplies	5.05	20242499	10-1125-410-97-79-600-14
	202404031	04/10/2024	20-2542-410-00-79	Supplies B & G	43.45	20242500	20-2542-410-00-79
	202404031	04/10/2024	20-2542-410-00-79	Supplies B & G	44.70	20242500	20-2542-410-00-79
	202404031	04/10/2024	20-2540-410-00-79	Office Supplies B & G	53.94	20242500	20-2540-410-00-79
	202404031	04/10/2024	20-2542-410-00-79	Supplies B & G	105.68	20242500	20-2542-410-00-79
	202404031	04/10/2024	20-2542-410-00-79	Supplies B & G	26.67	20242500	20-2542-410-00-79
	202404031	04/10/2024	20-2540-410-00-79	Office Supplies B & G	(31.99)	20242500	20-2540-410-00-79
	202404031	04/10/2024	10-2660-319-61-79-600-14	Software Maintenance	14.33	20242501	10-2660-319-61-79-600-14
	202404031	04/10/2024	10-2660-319-61-79-600-14	Software Maintenance	599.98	20242501	10-2660-319-61-79-600-14
	202404031	04/10/2024	10-2660-332-00-79-600-14	Travel Technology	98.02	20242501	10-2660-332-00-79-600-14
	202404031	04/10/2024	10-2660-319-61-79-600-14	Software Maintenance	20.22	20242501	10-2660-319-61-79-600-14
	202404031	04/10/2024	10-2660-410-00-79-600-14	Supplies Tech	178.00	20242501	10-2660-410-00-79-600-14
	202404031	04/10/2024	10-2660-410-00-79-600-14	Supplies Tech	44.50	20242501	10-2660-410-00-79-600-14
	202404031	04/10/2024	10-2660-410-00-79-600-14	Supplies Tech	7.95	20242501	10-2660-410-00-79-600-14
	202404031	04/10/2024	10-2660-332-00-79-600-14	Travel Technology	53.77	20242501	10-2660-332-00-79-600-14
	202404031	04/10/2024	10-158	Activity Funds	502.28	20242502	10-120
	202404031	04/10/2024	10-158	Activity Funds	30.38	20242502	10-120



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	202404031	04/10/2024	10-158	Activity Funds	383.38	20242502	10-120
	202404031	04/10/2024	10-158	Activity Funds	88.70	20242502	10-120
	202404031	04/10/2024	10-158	Activity Funds	42.65	20242502	10-120
	202404031	04/10/2024	10-158	Activity Funds	320.87	20242502	10-120
	202404031	04/10/2024	10-158	Activity Funds	48.23	20242502	10-120
	202404031	04/10/2024	10-158	Activity Funds	550.00	20242502	10-120
	202404031	04/10/2024	10-158	Activity Funds	525.00	20242502	10-120
	202404031	04/10/2024	10-158	Activity Funds	279.00	20242502	10-120
	202404031	04/10/2024	10-158	Activity Funds	142.95	20242502	10-120
	202404031	04/10/2024	10-158	Activity Funds	145.27	20242502	10-120
	202404031	04/10/2024	10-158	Activity Funds	170.23	20242502	10-120
	202404031	04/10/2024	10-158	Activity Funds	106.94	20242502	10-120
	202404031	04/10/2024	10-158	Activity Funds	75.16	20242502	10-120
	202404031	04/10/2024	10-2642-411-00-74-500-14	HR Employee Recognition	106.74	20242503	10-2642-411-00-74-500-14
	202404031	04/10/2024	10-2642-350-00-74-500-14	Advertising Human Res	215.60	20242503	10-2642-350-00-74-500-14
	202404031	04/10/2024	10-158	Activity Funds	142.32	20242519	10-120
	202404031	04/10/2024	10-158	Activity Funds	64.39	20242519	10-120
	202404031	04/10/2024	10-158	Activity Funds	19.95	20242519	10-120
	202404031	04/10/2024	10-1800-410-84-79-605-14	Title III LIPLEPS Supplies	41.13	20242520	10-1800-410-84-79-605-14
	202404031	04/10/2024	10-1130-410-85-79-605-14	Title IV Supplies	418.40	20242520	10-1130-410-85-79-605-14
	202404031	04/10/2024	10-2212-314-83-79-505-14	Title II Prof Development	240.00	20242520	10-2212-314-83-79-505-14
	202404031	04/10/2024	10-1130-410-85-79-605-14	Title IV Supplies	418.40	20242520	10-1130-410-85-79-605-14
	202404031	04/10/2024	10-1130-410-85-79-605-14	Title IV Supplies	44.95	20242520	10-1130-410-85-79-605-14
	202404031	04/10/2024	10-1100-423-00-74-500-14	New Adoption 6-12	9.95	20242520	10-1100-423-00-74-500-14
	202404031	04/10/2024	10-1130-410-85-79-605-14	Title IV Supplies	254.10	20242520	10-1130-410-85-79-605-14
	202404031	04/10/2024	10-1130-410-85-79-605-14	Title IV Supplies	209.20	20242520	10-1130-410-85-79-605-14
	202404031	04/10/2024	10-1130-410-85-79-605-14	Title IV Supplies	381.15	20242520	10-1130-410-85-79-605-14
	202404031	04/10/2024	10-2546-490-00-79-600-14	Security Officer Supplies	144.48	20242521	10-2546-490-00-79-600-14
	202404031	04/10/2024	10-2310-390-00-74-500-14	Purchased Service Board	14.00	20242521	10-2310-390-00-74-500-14
	202404031	04/10/2024	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	17.00	20242522	10-2210-314-92-79-605-14
	202404031	04/10/2024	10-2210-410-92-79-600-14	IDEA Impr of Instruction Suppl	86.60	20242522	10-2210-410-92-79-600-14
	202404031	04/10/2024	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	22.00	20242522	10-2210-314-92-79-605-14
	202404031	04/10/2024	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	22.00	20242522	10-2210-314-92-79-605-14
	202404031	04/10/2024	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	553.41	20242522	10-2210-314-92-79-605-14
	202404031	04/10/2024	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	17.00	20242522	10-2210-314-92-79-605-14



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	202404031	04/10/2024	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	577.45	20242522	10-2210-314-92-79-605-14
	202404031	04/10/2024	10-2210-410-92-79-600-14	IDEA Impr of Instruction Suppl	261.00	20242522	10-2210-410-92-79-600-14
	202404031	04/10/2024	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	22.00	20242522	10-2210-314-92-79-605-14
	202404031	04/10/2024	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	22.00	20242522	10-2210-314-92-79-605-14
	202404031	04/10/2024	10-1200-410-92-79-600-14	IDEA Instructional Supplies	20.99	20242522	10-1200-410-92-79-600-14
	202404031	04/10/2024	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	531.91	20242522	10-2210-314-92-79-605-14
	202404031	04/10/2024	10-2210-410-92-79-600-14	IDEA Impr of Instruction Suppl	(21.88)	20242522	10-2210-410-92-79-600-14
	202404031	04/10/2024	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	447.73	20242522	10-2210-314-92-79-605-14
	202404031	04/10/2024	10-1200-310-92-79-600-14	IDEA General Purchased Service	80.00	20242522	10-1200-310-92-79-600-14
	202404031	04/10/2024	10-1200-410-00-79-600-14	Supplies Sp Ed	(7.97)	20242522	10-1200-410-00-79-600-14
	202404031	04/10/2024	10-1200-410-00-79-600-14	Supplies Sp Ed	7.97	20242522	10-1200-410-00-79-600-14
	202404031	04/10/2024	10-1200-410-92-79-600-14	IDEA Instructional Supplies	907.47	20242522	10-1200-410-92-79-600-14
	202404031	04/10/2024	10-1200-410-66-71-300-13	STEP Supplies	9.92	20242522	10-1200-410-66-71-300-13
	202404031	04/10/2024	10-2210-410-92-79-600-14	IDEA Impr of Instruction Suppl	29.99	20242522	10-2210-410-92-79-600-14
	202404031	04/10/2024	10-1120-332-00-74-210-13	Teacher Travel Heineman	355.24	20242523	10-1120-332-00-74-210-13
	202404031	04/10/2024	10-2220-430-00-74-210-13	Media Center Heineman	152.50	20242523	10-2220-430-00-74-210-13
	202404031	04/10/2024	10-2220-430-00-74-210-13	Media Center Heineman	27.94	20242523	10-2220-430-00-74-210-13
	202404031	04/10/2024	10-1120-410-00-74-210-13	Inst Supplies Heineman	352.40	20242523	10-1120-410-00-74-210-13
	202404031	04/10/2024	10-2220-430-00-74-210-13	Media Center Heineman	87.97	20242523	10-2220-430-00-74-210-13
	202404031	04/10/2024	10-158	Activity Funds	97.56	20242524	10-120
	202404031	04/10/2024	10-158	Activity Funds	199.80	20242524	10-120
	202404031	04/10/2024	10-158	Activity Funds	42.67	20242524	10-120
	202404031	04/10/2024	10-158	Activity Funds	49.24	20242524	10-120
	202404031	04/10/2024	10-1110-410-00-72-120-13	Inst Supplies Martin	20.08	20242524	10-1110-410-00-72-120-13
	202404031	04/10/2024	10-2213-415-00-72-120-13	Martin Staff Devel Supplies	266.40	20242524	10-2213-415-00-72-120-13
	202404031	04/10/2024	10-2410-410-00-72-120-14	Copier Paper & Toner Martin	59.92	20242524	10-2410-410-00-72-120-14
	202404031	04/10/2024	10-2213-415-00-72-120-13	Martin Staff Devel Supplies	124.46	20242524	10-2213-415-00-72-120-13
	202404031	04/10/2024	10-1110-410-02-72-110-13	Art Supplies Chesak	61.32	20242525	10-1110-410-02-72-110-13
	202404031	04/10/2024	10-1110-410-00-72-110-13	Inst Supplies Chesak	27.98	20242525	10-1110-410-00-72-110-13
	202404031	04/10/2024	10-2410-410-00-72-110-14	Copier Paper & Toner Chesak	317.60	20242525	10-2410-410-00-72-110-14
	202404031	04/10/2024	10-1110-410-00-72-110-13	Inst Supplies Chesak	141.95	20242525	10-1110-410-00-72-110-13
	202404031	04/10/2024	10-1110-410-00-72-110-13	Inst Supplies Chesak	46.58	20242525	10-1110-410-00-72-110-13
	202404031	04/10/2024	10-2220-430-00-71-300-13	Media Center HS	13.70	20242526	10-2220-430-00-71-300-13
	202404031	04/10/2024	10-2213-415-00-71-300-13	HHS Staff Devel Supplies	114.02	20242526	10-2213-415-00-71-300-13
	202404031	04/10/2024	10-2213-415-00-71-300-13	HHS Staff Devel Supplies	293.70	20242526	10-2213-415-00-71-300-13



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Vendor Name	Check #	Check Date	A.S.N.	Account# Description	Amount	P.O. #	State Account Number
	202404031	04/10/2024	10-2213-415-00-71-300-13	HHS Staff Devel Supplies	146.78	20242526	10-2213-415-00-71-300-13
	202404031	04/10/2024	10-1400-410-09-71-300-13	Home Economics Supplies	111.12	20242526	10-1400-410-09-71-300-13
	202404031	04/10/2024	10-2120-410-00-71-300-13	Supplies Counseling HS	115.00	20242526	10-2120-410-00-71-300-13
	202404031	04/10/2024	10-1531-319-00-71-300-13	Theater Royalties	330.00	20242526	10-1531-319-00-71-300-13
	202404031	04/10/2024	10-2213-415-00-71-300-13	HHS Staff Devel Supplies	400.00	20242526	10-2213-415-00-71-300-13
	202404031	04/10/2024	10-2220-430-00-71-300-13	Media Center HS	15.19	20242526	10-2220-430-00-71-300-13
	202404031	04/10/2024	10-2410-410-00-71-300-14	Copier Paper & Toner HS	199.75	20242526	10-2410-410-00-71-300-14
	202404031	04/10/2024	10-2410-410-00-71-300-13	Office Supplies HS	9.89	20242526	10-2410-410-00-71-300-13
	202404031	04/10/2024	10-1130-490-02-71-300-13	High School Fine Arts/PAC Supplies	154.82	20242526	10-1130-490-02-71-300-13
	202404031	04/10/2024	10-1130-490-02-71-300-13	High School Fine Arts/PAC Supplies	111.39	20242526	10-1130-490-02-71-300-13
	202404031	04/10/2024	10-1130-490-02-71-300-13	High School Fine Arts/PAC Supplies	229.20	20242526	10-1130-490-02-71-300-13
	202404031	04/10/2024	10-1130-490-02-71-300-13	High School Fine Arts/PAC Supplies	39.96	20242526	10-1130-490-02-71-300-13
	202404031	04/10/2024	10-1130-410-00-71-300-13	Inst Supplies HS	51.47	20242526	10-1130-410-00-71-300-13
	202404031	04/10/2024	10-2213-415-00-71-300-13	HHS Staff Devel Supplies	36.14	20242526	10-2213-415-00-71-300-13
	202404031	04/10/2024	10-2213-415-00-74-150-13	Conley Staff Devel Supplies	108.83	20242527	10-2213-415-00-74-150-13
	202404031	04/10/2024	10-1110-410-00-74-150-13	Inst Supplies Conley	19.99	20242527	10-1110-410-00-74-150-13
	202404031	04/10/2024	10-1110-410-00-74-150-13	Inst Supplies Conley	27.96	20242527	10-1110-410-00-74-150-13
	202404031	04/10/2024	10-158	Activity Funds	177.00	20242528	10-120
	202404031	04/10/2024	10-158	Activity Funds	101.94	20242528	10-120
	202404031	04/10/2024	10-1110-410-00-71-100-13	Inst Supplies Leggee	52.97	20242528	10-1110-410-00-71-100-13
	202404031	04/10/2024	10-2410-410-00-71-100-14	Copier Paper & Toner Leggee	97.89	20242528	10-2410-410-00-71-100-14
	202404031	04/10/2024	10-1500-332-00-72-220-13	Athletic Travel Marlowe	153.53	20242529	10-1500-332-00-72-220-13
	202404031	04/10/2024	10-1120-410-00-72-220-13	Inst Supplies Marlowe	29.71	20242529	10-1120-410-00-72-220-13
	202404031	04/10/2024	10-1120-490-00-72-220-13	Instruc Coach/1:1 Supplies MMS	13.35	20242529	10-1120-490-00-72-220-13
	202404031	04/10/2024	10-2410-410-00-72-220-13	Office Supplies Marlowe	29.96	20242529	10-2410-410-00-72-220-13
	202404031	04/10/2024	10-1120-490-00-72-220-13	Instruc Coach/1:1 Supplies MMS	67.11	20242529	10-1120-490-00-72-220-13
	202404031	04/10/2024	10-1120-490-00-72-220-13	Instruc Coach/1:1 Supplies MMS	152.11	20242529	10-1120-490-00-72-220-13
	202404031	04/10/2024	10-2220-430-00-72-220-13	Media Center Marlowe	39.16	20242529	10-2220-430-00-72-220-13
	202404031	04/10/2024	10-1120-410-80-72-220-13	PBIS	150.00	20242529	10-1120-410-80-72-220-13
	202404031	04/10/2024	10-1120-490-00-72-220-13	Instruc Coach/1:1 Supplies MMS	38.97	20242529	10-1120-490-00-72-220-13
	202404031	04/10/2024	10-1500-332-00-72-220-13	Athletic Travel Marlowe	45.00	20242529	10-1500-332-00-72-220-13
	202404031	04/10/2024	10-1120-710-00-72-220-13	Marlowe Non-Capitalized Eqpt	479.94	20242529	10-1120-710-00-72-220-13
	202404031	04/10/2024	10-2410-410-00-72-220-13	Office Supplies Marlowe	17.89	20242529	10-2410-410-00-72-220-13
	202404031	04/10/2024	10-1534-410-00-72-220-16	Volleyball Supplies Marlowe	9.99	20242529	10-1534-410-00-72-220-16
	202404031	04/10/2024	10-1120-410-00-72-220-13	Inst Supplies Marlowe	59.99	20242529	10-1120-410-00-72-220-13



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	202404031	04/10/2024	10-1120-410-00-72-220-13	Inst Supplies Marlowe	5.49	20242529	10-1120-410-00-72-220-13
	202404031	04/10/2024	10-2410-410-00-72-220-13	Office Supplies Marlowe	6.99	20242529	10-2410-410-00-72-220-13
	202404031	04/10/2024	10-1120-410-00-72-220-13	Inst Supplies Marlowe	104.74	20242529	10-1120-410-00-72-220-13
	202404031	04/10/2024	10-158	Activity Funds	364.66	20242530	10-120
	202404031	04/10/2024	10-1543-640-00-71-305-13	Activities Fees	180.25	20242530	10-1543-640-00-71-305-13
	202404031	04/10/2024	10-158	Activity Funds	190.57	20242530	10-120
	202404031	04/10/2024	10-158	Activity Funds	192.08	20242530	10-120
	202404031	04/10/2024	10-158	Activity Funds	126.70	20242530	10-120
	202404031	04/10/2024	10-158	Activity Funds	37.47	20242530	10-120
	202404031	04/10/2024	10-158	Activity Funds	15.81	20242530	10-120
	202404031	04/10/2024	10-158	Activity Funds	44.86	20242530	10-120
	202404031	04/10/2024	10-158	Activity Funds	99.00	20242530	10-120
	202404031	04/10/2024	10-158	Activity Funds	73.84	20242530	10-120
	202404031	04/10/2024	10-1500-332-00-74-210-13	Athletic Travel Heineman	63.63	20242531	10-1500-332-00-74-210-13
	202404031	04/10/2024	10-1120-410-00-74-210-13	Inst Supplies Heineman	165.71	20242531	10-1120-410-00-74-210-13
	202404031	04/10/2024	10-158	Activity Funds	50.49	20242531	10-120
	202404031	04/10/2024	10-1500-332-00-74-210-13	Athletic Travel Heineman	121.39	20242531	10-1500-332-00-74-210-13
	202404031	04/10/2024	10-158	Activity Funds	452.00	20242531	10-120
	202404031	04/10/2024	10-1200-410-66-71-300-13	STEP Supplies	263.97	20242532	10-1200-410-66-71-300-13
	202404031	04/10/2024	10-1200-410-66-71-300-13	STEP Supplies	139.65	20242532	10-1200-410-66-71-300-13
	202404031	04/10/2024	10-2130-410-00-79-600-14	Supplies Health	24.40	20242533	10-2130-410-00-79-600-14
	202404031	04/10/2024	10-1110-410-00-74-140-13	Inst Supplies Mackeben	390.00	20242534	10-1110-410-00-74-140-13
	202404031	04/10/2024	10-2410-410-00-74-140-13	Office Supplies Mackeben	59.01	20242534	10-2410-410-00-74-140-13
	202404031	04/10/2024	10-2410-410-00-74-140-14	Copier Paper & Toner Mackeben	283.01	20242534	10-2410-410-00-74-140-14
	202404031	04/10/2024	10-158	Activity Funds	341.79	20242534	10-120
	202404031	04/10/2024	10-2220-430-00-74-140-13	Media Center Mackeben	135.06	20242534	10-2220-430-00-74-140-13
	202404031	04/10/2024	10-158	Activity Funds	441.87	20242534	10-120
	202404031	04/10/2024	10-1110-410-00-74-140-13	Inst Supplies Mackeben	187.96	20242534	10-1110-410-00-74-140-13
	202404031	04/10/2024	10-158	Activity Funds	34.65	20242534	10-120
	202404031	04/10/2024	10-158	Activity Funds	70.66	20242534	10-120
	202404031	04/10/2024	10-1110-410-00-74-140-13	Inst Supplies Mackeben	12.49	20242534	10-1110-410-00-74-140-13
	202404031	04/10/2024	10-2410-491-00-74-140-13	Rebate Supplies Mackeben	832.00	20242534	10-2410-491-00-74-140-13
	202404031	04/10/2024	10-2410-491-00-74-140-13	Rebate Supplies Mackeben	1,256.12	20242534	10-2410-491-00-74-140-13
	202404031	04/10/2024	10-1110-410-00-74-140-13	Inst Supplies Mackeben	224.85	20242534	10-1110-410-00-74-140-13
	202404031	04/10/2024	10-1110-410-00-74-140-13	Inst Supplies Mackeben	109.87	20242534	10-1110-410-00-74-140-13



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	202404031	04/10/2024	10-1225-410-95-79-600-14	ECE Instr Supplies	26.89	20242535	10-1225-410-95-79-600-14
	202404031	04/10/2024	10-1125-410-97-79-600-14	All Children Supplies	84.94	20242535	10-1125-410-97-79-600-14
	202404031	04/10/2024	10-2213-415-00-72-165-13	Preschool Staff Devel Supplies	533.35	20242535	10-2213-415-00-72-165-13
	202404031	04/10/2024	10-1125-410-97-79-600-14	All Children Supplies	14.81	20242535	10-1125-410-97-79-600-14
	202404031	04/10/2024	10-1125-410-97-79-600-14	All Children Supplies	91.33	20242535	10-1125-410-97-79-600-14
	202404031	04/10/2024	10-2300-410-97-79-600-14	All Children Gen Admin Sup	79.03	20242535	10-2300-410-97-79-600-14
	202404031	04/10/2024	10-2213-415-00-72-165-13	Preschool Staff Devel Supplies	33.93	20242535	10-2213-415-00-72-165-13
	202404031	04/10/2024	10-2560-410-00-72-110-13	Cafe Supplies Chesak	14.98	20242536	10-2560-410-00-72-110-13
	202404031	04/10/2024	10-2560-410-00-71-300-13	Cafe Supplies HS	201.43	20242536	10-2560-410-00-71-300-13
	202404031	04/10/2024	20-2540-410-00-79	Office Supplies B & G	24.94	20242537	20-2540-410-00-79
	202404031	04/10/2024	20-2542-410-00-79	Supplies B & G	464.15	20242537	20-2542-410-00-79
	202404031	04/10/2024	20-2542-410-00-79	Supplies B & G	456.95	20242537	20-2542-410-00-79
	202404031	04/10/2024	20-2542-410-00-79	Supplies B & G	150.48	20242537	20-2542-410-00-79
	202404031	04/10/2024	20-2542-410-00-79	Supplies B & G	127.94	20242537	20-2542-410-00-79
	202404031	04/10/2024	20-2542-410-00-79	Supplies B & G	56.60	20242537	20-2542-410-00-79
	202404031	04/10/2024	20-2542-410-00-79	Supplies B & G	39.96	20242537	20-2542-410-00-79
	202404031	04/10/2024	20-2542-410-00-79	Supplies B & G	72.18	20242537	20-2542-410-00-79
	202404031	04/10/2024	10-2660-319-61-79-600-14	Software Maintenance	1,100.00	20242538	10-2660-319-61-79-600-14
	202404031	04/10/2024	10-2660-332-00-79-600-14	Travel Technology	1,008.00	20242538	10-2660-332-00-79-600-14
	202404031	04/10/2024	10-2660-332-00-79-600-14	Travel Technology	1,042.08	20242538	10-2660-332-00-79-600-14
	202404031	04/10/2024	10-2660-332-00-79-600-14	Travel Technology	75.00	20242538	10-2660-332-00-79-600-14
	202404031	04/10/2024	10-2660-332-00-79-600-14	Travel Technology	51.38	20242538	10-2660-332-00-79-600-14
	202404031	04/10/2024	10-158	Activity Funds	125.00	20242539	10-120
	202404031	04/10/2024	10-158	Activity Funds	368.21	20242539	10-120
	202404031	04/10/2024	10-158	Activity Funds	175.00	20242539	10-120
	202404031	04/10/2024	10-158	Activity Funds	77.04	20242539	10-120
	202404031	04/10/2024	10-158	Activity Funds	22.14	20242539	10-120
	202404031	04/10/2024	10-158	Activity Funds	59.99	20242539	10-120
	202404031	04/10/2024	10-158	Activity Funds	79.00	20242539	10-120
	202404031	04/10/2024	10-158	Activity Funds	354.99	20242539	10-120
	202404031	04/10/2024	10-2642-410-00-74-500-14	Supplies Human Res	17.78	20242540	10-2642-410-00-74-500-14
	202404031	04/10/2024	10-2642-410-00-74-500-14	Supplies Human Res	40.97	20242540	10-2642-410-00-74-500-14
	202404031	04/10/2024	10-2642-350-00-74-500-14	Advertising Human Res	507.15	20242540	10-2642-350-00-74-500-14
	202404031	04/10/2024	10-2642-390-00-74-500-14	Purchased Service Human Res	798.00	20242540	10-2642-390-00-74-500-14
	202404031	04/10/2024	10-158	Activity Funds	720.00	20242593	10-120



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	202404031	04/10/2024	10-158	Activity Funds	118.79	20242593	10-120
	202404031	04/10/2024	10-1120-410-13-72-220-06	Marlowe Science Supplies 6	56.86	20242594	10-1120-410-13-72-220-06
	202404031	04/10/2024	10-1120-410-13-72-220-06	Marlowe Science Supplies 6	210.37	20242594	10-1120-410-13-72-220-06
	202404031	04/10/2024	10-1120-490-02-72-220-13	Marlowe Fine Arts Supplies	62.67	20242594	10-1120-490-02-72-220-13
	202404031	04/10/2024	10-158	Activity Funds	19.95	20242594	10-120
	202404031	04/10/2024	10-1120-410-13-72-220-06	Marlowe Science Supplies 6	27.36	20242594	10-1120-410-13-72-220-06
	202404031	04/10/2024	10-1100-423-00-74-500-14	New Adoption 6-12	10.11	20242595	10-1100-423-00-74-500-14
	202404031	04/10/2024	10-1100-410-89-79-605-14	Title IA Impr Instr Supplies	67.72	20242595	10-1100-410-89-79-605-14
	202404031	04/10/2024	10-2210-490-00-74-500-14	Supplies Curr & Inst 6-12	113.78	20242595	10-2210-490-00-74-500-14
	202404031	04/10/2024	10-2210-490-00-74-500-14	Supplies Curr & Inst 6-12	(239.98)	20242595	10-2210-490-00-74-500-14
	202404031	04/10/2024	10-1130-410-85-79-605-14	Title IV Supplies	22.44	20242595	10-1130-410-85-79-605-14
	202404031	04/10/2024	10-2212-332-00-74-500-14	Travel & Conference Curr 6-12	385.00	20242595	10-2212-332-00-74-500-14
	202404031	04/10/2024	10-2520-410-00-74-500-14	Supplies Fiscal	61.47	20242596	10-2520-410-00-74-500-14
	202404031	04/10/2024	10-1200-410-66-71-300-13	STEP Supplies	18.95	20242597	10-1200-410-66-71-300-13
	202404031	04/10/2024	10-1200-410-92-79-600-14	IDEA Instructional Supplies	69.34	20242597	10-1200-410-92-79-600-14
	202404031	04/10/2024	10-1200-410-92-79-600-14	IDEA Instructional Supplies	169.20	20242597	10-1200-410-92-79-600-14
	202404031	04/10/2024	10-1200-410-92-79-600-14	IDEA Instructional Supplies	165.72	20242597	10-1200-410-92-79-600-14
	202404031	04/10/2024	10-1200-410-92-79-600-14	IDEA Instructional Supplies	20.99	20242597	10-1200-410-92-79-600-14
	202404031	04/10/2024	10-1200-410-00-79-600-14	Supplies Sp Ed	49.65	20242597	10-1200-410-00-79-600-14
	202404031	04/10/2024	10-1200-410-66-71-300-13	STEP Supplies	506.02	20242597	10-1200-410-66-71-300-13
	202404031	04/10/2024	10-1200-310-66-71-300-13	STEP Purchased Services	150.00	20242597	10-1200-310-66-71-300-13
	202404031	04/10/2024	10-1200-410-00-79-600-14	Supplies Sp Ed	109.95	20242597	10-1200-410-00-79-600-14
	202404031	04/10/2024	10-1200-410-66-71-300-13	STEP Supplies	68.78	20242597	10-1200-410-66-71-300-13
	202404031	04/10/2024	10-1200-410-92-79-600-14	IDEA Instructional Supplies	306.71	20242597	10-1200-410-92-79-600-14
	202404031	04/10/2024	10-1200-410-92-79-600-14	IDEA Instructional Supplies	44.90	20242597	10-1200-410-92-79-600-14
	202404031	04/10/2024	10-1200-410-92-79-600-14	IDEA Instructional Supplies	34.22	20242597	10-1200-410-92-79-600-14
	202404031	04/10/2024	10-1200-410-92-79-600-14	IDEA Instructional Supplies	60.96	20242597	10-1200-410-92-79-600-14
	202404031	04/10/2024	10-1200-410-92-79-600-14	IDEA Instructional Supplies	246.30	20242597	10-1200-410-92-79-600-14
	202404031	04/10/2024	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	199.00	20242597	10-2210-314-92-79-605-14
	202404031	04/10/2024	10-1200-410-92-79-600-14	IDEA Instructional Supplies	39.98	20242597	10-1200-410-92-79-600-14
	202404031	04/10/2024	10-1200-410-92-79-600-14	IDEA Instructional Supplies	221.16	20242597	10-1200-410-92-79-600-14
	202404031	04/10/2024	10-1200-410-92-79-600-14	IDEA Instructional Supplies	26.59	20242597	10-1200-410-92-79-600-14
	202404031	04/10/2024	10-1200-410-92-79-600-14	IDEA Instructional Supplies	27.67	20242597	10-1200-410-92-79-600-14
	202404031	04/10/2024	10-1200-410-92-79-600-14	IDEA Instructional Supplies	108.54	20242597	10-1200-410-92-79-600-14
	202404031	04/10/2024	10-1200-410-92-79-600-14	IDEA Instructional Supplies	136.36	20242597	10-1200-410-92-79-600-14



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	202404031	04/10/2024	10-1200-410-92-79-600-14	IDEA Instructional Supplies	181.73	20242597	10-1200-410-92-79-600-14
	202404031	04/10/2024	10-1200-410-00-79-600-14	Supplies Sp Ed	103.70	20242597	10-1200-410-00-79-600-14
	202404031	04/10/2024	10-2321-410-00-74-500-14	Supplies Supt	(7.97)	20242598	10-2321-410-00-74-500-14
	202404031	04/10/2024	10-2546-490-00-79-600-14	Security Officer Supplies	(144.48)	20242598	10-2546-490-00-79-600-14
	202404031	04/10/2024	10-2321-410-00-74-500-14	Supplies Supt	100.55	20242598	10-2321-410-00-74-500-14
	202404031	04/10/2024	10-2321-410-00-74-500-14	Supplies Supt	(6.40)	20242598	10-2321-410-00-74-500-14
	202404031	04/10/2024	10-2546-490-00-79-600-14	Security Officer Supplies	288.96	20242598	10-2546-490-00-79-600-14
	202404031	04/10/2024	10-2546-490-00-79-600-14	Security Officer Supplies	1,276.00	20242598	10-2546-490-00-79-600-14
	202404031	04/10/2024	10-2546-490-00-79-600-14	Security Officer Supplies	8.46	20242598	10-2546-490-00-79-600-14
	202404031	04/10/2024	10-2321-410-00-74-500-14	Supplies Supt	7.97	20242598	10-2321-410-00-74-500-14
	202404031	04/10/2024	10-2321-410-00-74-500-14	Supplies Supt	(2.98)	20242598	10-2321-410-00-74-500-14
	202404031	04/10/2024	10-1120-410-12-74-210-13	Chorus/Band Supplies Heineman	112.15	20242599	10-1120-410-12-74-210-13
	202404031	04/10/2024	10-1532-410-00-74-210-13	Track Supplies Heineman	115.23	20242599	10-1532-410-00-74-210-13
	202404031	04/10/2024	10-158	Activity Funds	108.22	20242599	10-120
	202404031	04/10/2024	10-1120-410-09-74-210-13	Home Ec Heineman	126.14	20242599	10-1120-410-09-74-210-13
	202404031	04/10/2024	10-1120-410-00-74-210-13	Inst Supplies Heineman	49.99	20242599	10-1120-410-00-74-210-13
	202404031	04/10/2024	10-1120-410-00-74-210-13	Inst Supplies Heineman	49.99	20242599	10-1120-410-00-74-210-13
	202404031	04/10/2024	10-1532-410-00-74-210-13	Track Supplies Heineman	200.00	20242599	10-1532-410-00-74-210-13
	202404031	04/10/2024	10-158	Activity Funds	197.90	20242599	10-120
	202404031	04/10/2024	10-158	Activity Funds	72.54	20242599	10-120
	202404031	04/10/2024	10-2220-430-00-74-210-13	Media Center Heineman	22.99	20242599	10-2220-430-00-74-210-13
	202404031	04/10/2024	10-2220-430-00-74-210-13	Media Center Heineman	20.98	20242599	10-2220-430-00-74-210-13
	202404031	04/10/2024	10-158	Activity Funds	16.99	20242599	10-120
	202404031	04/10/2024	10-2220-430-00-74-210-13	Media Center Heineman	(12.29)	20242599	10-2220-430-00-74-210-13
	202404031	04/10/2024	10-2220-430-00-74-210-13	Media Center Heineman	(17.95)	20242599	10-2220-430-00-74-210-13
	202404031	04/10/2024	10-2220-430-00-74-210-13	Media Center Heineman	(19.95)	20242599	10-2220-430-00-74-210-13
	202404031	04/10/2024	10-1500-410-00-74-210-13	Training Supplies Heineman	399.95	20242599	10-1500-410-00-74-210-13
	202404031	04/10/2024	10-1200-410-00-79-600-14	Supplies Sp Ed	417.78	20242600	10-1200-410-00-79-600-14
	202404031	04/10/2024	10-158	Activity Funds	39.01	20242601	10-120
	202404031	04/10/2024	10-158	Activity Funds	359.05	20242601	10-120
	202404031	04/10/2024	10-1110-410-00-72-120-13	Inst Supplies Martin	64.47	20242601	10-1110-410-00-72-120-13
	202404031	04/10/2024	10-1110-410-00-72-120-13	Inst Supplies Martin	5.99	20242601	10-1110-410-00-72-120-13
	202404031	04/10/2024	10-158	Activity Funds	121.56	20242601	10-120
	202404031	04/10/2024	10-2410-410-00-72-110-14	Copier Paper & Toner Chesak	59.40	20242602	10-2410-410-00-72-110-14
	202404031	04/10/2024	10-2220-430-00-72-110-13	Media Center Chesak	38.11	20242602	10-2220-430-00-72-110-13



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	202404031	04/10/2024	10-2220-490-00-72-110-13	Media Center Tech Chesak	84.00	20242602	10-2220-490-00-72-110-13
	202404031	04/10/2024	10-1110-410-00-72-110-13	Inst Supplies Chesak	62.50	20242602	10-1110-410-00-72-110-13
	202404031	04/10/2024	10-158	Activity Funds	232.25	20242602	10-120
	202404031	04/10/2024	10-2213-415-00-71-300-13	HHS Staff Devel Supplies	12.50	20242603	10-2213-415-00-71-300-13
	202404031	04/10/2024	10-2213-415-00-71-300-13	HHS Staff Devel Supplies	74.72	20242603	10-2213-415-00-71-300-13
	202404031	04/10/2024	10-2223-490-00-79-600-14	PAC Invent Supplies	351.43	20242603	10-2223-490-00-79-600-14
	202404031	04/10/2024	10-1130-332-00-71-300-13	Teacher Travel HS	385.00	20242603	10-1130-332-00-71-300-13
	202404031	04/10/2024	10-1130-410-05-71-300-13	English Supplies HS	305.64	20242603	10-1130-410-05-71-300-13
	202404031	04/10/2024	10-2223-323-00-79-600-14	PAC Repairs	1,319.79	20242603	10-2223-323-00-79-600-14
	202404031	04/10/2024	10-1400-410-10-71-300-13	Ind Arts Supplies	1,103.94	20242603	10-1400-410-10-71-300-13
	202404031	04/10/2024	10-2213-415-00-71-300-13	HHS Staff Devel Supplies	35.56	20242603	10-2213-415-00-71-300-13
	202404031	04/10/2024	10-2190-410-00-71-300-12	Graduation Supplies HHS	392.15	20242603	10-2190-410-00-71-300-12
	202404031	04/10/2024	10-1400-410-09-71-300-13	Home Economics Supplies	181.02	20242603	10-1400-410-09-71-300-13
	202404031	04/10/2024	10-1400-410-10-71-300-13	Ind Arts Supplies	255.04	20242603	10-1400-410-10-71-300-13
	202404031	04/10/2024	10-2220-430-00-71-300-13	Media Center HS	118.20	20242603	10-2220-430-00-71-300-13
	202404031	04/10/2024	10-2220-430-00-71-300-13	Media Center HS	92.36	20242603	10-2220-430-00-71-300-13
	202404031	04/10/2024	10-2220-430-00-71-300-13	Media Center HS	71.36	20242603	10-2220-430-00-71-300-13
	202404031	04/10/2024	10-2220-430-00-71-300-13	Media Center HS	138.89	20242603	10-2220-430-00-71-300-13
	202404031	04/10/2024	10-1130-410-00-71-300-13	Inst Supplies HS	59.95	20242603	10-1130-410-00-71-300-13
	202404031	04/10/2024	10-158	Activity Funds	69.23	20242604	10-120
	202404031	04/10/2024	10-158	Activity Funds	118.19	20242604	10-120
	202404031	04/10/2024	10-158	Activity Funds	29.67	20242604	10-120
	202404031	04/10/2024	10-2410-410-00-74-150-14	Copier Paper & Toner Conley	325.38	20242604	10-2410-410-00-74-150-14
	202404031	04/10/2024	10-1110-410-36-74-150-13	Conley Orchestra Supplies	146.00	20242604	10-1110-410-36-74-150-13
	202404031	04/10/2024	10-1110-410-35-74-150-13	Conley Band Supplies	34.00	20242604	10-1110-410-35-74-150-13
	202404031	04/10/2024	10-2213-415-00-74-150-13	Conley Staff Devel Supplies	39.08	20242604	10-2213-415-00-74-150-13
	202404031	04/10/2024	10-1110-410-00-74-150-13	Inst Supplies Conley	160.37	20242604	10-1110-410-00-74-150-13
	202404031	04/10/2024	10-158	Activity Funds	334.32	20242604	10-120
	202404031	04/10/2024	10-1110-410-00-74-150-13	Inst Supplies Conley	221.25	20242604	10-1110-410-00-74-150-13
	202404031	04/10/2024	10-2410-410-00-74-150-13	Office Supplies Conley	44.32	20242604	10-2410-410-00-74-150-13
	202404031	04/10/2024	10-158	Activity Funds	30.68	20242604	10-120
	202404031	04/10/2024	10-158	Activity Funds	38.01	20242604	10-120
	202404031	04/10/2024	10-158	Activity Funds	424.72	20242604	10-120
	202404031	04/10/2024	10-2410-410-00-74-150-13	Office Supplies Conley	82.70	20242604	10-2410-410-00-74-150-13
	202404031	04/10/2024	10-158	Activity Funds	72.62	20242605	10-120



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	202404031	04/10/2024	10-2410-410-00-71-100-14	Copier Paper & Toner Leggee	208.68	20242605	10-2410-410-00-71-100-14
	202404031	04/10/2024	10-2410-410-00-71-100-14	Copier Paper & Toner Leggee	159.16	20242605	10-2410-410-00-71-100-14
	202404031	04/10/2024	10-1110-410-00-71-100-13	Inst Supplies Leggee	284.43	20242605	10-1110-410-00-71-100-13
	202404031	04/10/2024	10-1110-410-00-71-100-13	Inst Supplies Leggee	46.92	20242605	10-1110-410-00-71-100-13
	202404031	04/10/2024	10-2220-430-00-72-220-13	Media Center Marlowe	326.46	20242606	10-2220-430-00-72-220-13
	202404031	04/10/2024	10-1120-410-00-72-220-13	Inst Supplies Marlowe	70.60	20242606	10-1120-410-00-72-220-13
	202404031	04/10/2024	10-1120-412-50-72-220-13	PE Uniforms Marlowe	75.98	20242606	10-1120-412-50-72-220-13
	202404031	04/10/2024	10-2220-430-00-72-220-13	Media Center Marlowe	14.95	20242606	10-2220-430-00-72-220-13
	202404031	04/10/2024	10-2220-430-00-72-220-13	Media Center Marlowe	228.80	20242606	10-2220-430-00-72-220-13
	202404031	04/10/2024	10-2220-430-00-72-220-13	Media Center Marlowe	266.59	20242606	10-2220-430-00-72-220-13
	202404031	04/10/2024	10-2220-430-00-72-220-13	Media Center Marlowe	41.85	20242606	10-2220-430-00-72-220-13
	202404031	04/10/2024	10-1120-410-80-72-220-13	PBIS	127.44	20242606	10-1120-410-80-72-220-13
	202404031	04/10/2024	10-1120-410-80-72-220-13	PBIS	87.81	20242606	10-1120-410-80-72-220-13
	202404031	04/10/2024	10-1120-490-00-72-220-13	Instruc Coach/1:1 Supplies MMS	3.49	20242606	10-1120-490-00-72-220-13
	202404031	04/10/2024	10-1120-410-00-72-220-13	Inst Supplies Marlowe	16.94	20242606	10-1120-410-00-72-220-13
	202404031	04/10/2024	10-1120-490-00-72-220-13	Instruc Coach/1:1 Supplies MMS	60.07	20242606	10-1120-490-00-72-220-13
	202404031	04/10/2024	10-1120-410-00-72-220-13	Inst Supplies Marlowe	446.37	20242606	10-1120-410-00-72-220-13
	202404031	04/10/2024	10-2410-410-00-72-220-13	Office Supplies Marlowe	111.11	20242606	10-2410-410-00-72-220-13
	202404031	04/10/2024	10-1120-410-09-72-220-13	Home Ec Marlowe	95.59	20242606	10-1120-410-09-72-220-13
	202404031	04/10/2024	10-2410-410-00-72-220-13	Office Supplies Marlowe	33.07	20242606	10-2410-410-00-72-220-13
	202404031	04/10/2024	10-1120-410-13-72-220-06	Marlowe Science Supplies 6	14.99	20242606	10-1120-410-13-72-220-06
	202404031	04/10/2024	10-1120-410-13-72-220-06	Marlowe Science Supplies 6	124.42	20242606	10-1120-410-13-72-220-06
	202404031	04/10/2024	10-1120-410-13-72-220-06	Marlowe Science Supplies 6	128.86	20242606	10-1120-410-13-72-220-06
	202404031	04/10/2024	10-1120-410-13-72-220-06	Marlowe Science Supplies 6	327.90	20242606	10-1120-410-13-72-220-06
	202404031	04/10/2024	10-1120-490-02-72-220-13	Marlowe Fine Arts Supplies	19.98	20242606	10-1120-490-02-72-220-13
	202404031	04/10/2024	10-1130-410-67-71-300-13	PLTW Supplies 6-12	75.37	20242606	10-1130-410-67-71-300-13
	202404031	04/10/2024	10-1120-490-00-72-220-13	Instruc Coach/1:1 Supplies MMS	29.83	20242606	10-1120-490-00-72-220-13
	202404031	04/10/2024	10-1120-490-00-72-220-13	Instruc Coach/1:1 Supplies MMS	45.96	20242606	10-1120-490-00-72-220-13
	202404031	04/10/2024	10-1120-490-00-72-220-13	Instruc Coach/1:1 Supplies MMS	33.95	20242606	10-1120-490-00-72-220-13
	202404031	04/10/2024	10-1120-410-00-72-220-13	Inst Supplies Marlowe	24.78	20242606	10-1120-410-00-72-220-13
	202404031	04/10/2024	10-1120-410-00-72-220-13	Inst Supplies Marlowe	29.20	20242606	10-1120-410-00-72-220-13
	202404031	04/10/2024	10-1120-410-00-72-220-13	Inst Supplies Marlowe	48.98	20242606	10-1120-410-00-72-220-13
	202404031	04/10/2024	10-1120-410-13-72-220-06	Marlowe Science Supplies 6	110.65	20242606	10-1120-410-13-72-220-06
	202404031	04/10/2024	10-1543-332-00-71-305-13	Activities Travel	250.20	20242607	10-1543-332-00-71-305-13
	202404031	04/10/2024	10-1543-332-00-71-305-13	Activities Travel	80.19	20242607	10-1543-332-00-71-305-13



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	202404031	04/10/2024	10-1543-332-00-71-305-13	Activities Travel	87.73	20242607	10-1543-332-00-71-305-13
	202404031	04/10/2024	10-1543-332-00-71-305-13	Activities Travel	87.73	20242607	10-1543-332-00-71-305-13
	202404031	04/10/2024	10-1543-332-00-71-305-13	Activities Travel	87.73	20242607	10-1543-332-00-71-305-13
	202404031	04/10/2024	10-158	Activity Funds	599.62	20242607	10-120
	202404031	04/10/2024	10-158	Activity Funds	199.15	20242607	10-120
	202404031	04/10/2024	10-158	Activity Funds	143.15	20242607	10-120
	202404031	04/10/2024	10-158	Activity Funds	140.00	20242607	10-120
	202404031	04/10/2024	10-158	Activity Funds	231.22	20242607	10-120
	202404031	04/10/2024	10-1543-332-00-71-305-13	Activities Travel	39.80	20242607	10-1543-332-00-71-305-13
	202404031	04/10/2024	10-158	Activity Funds	41.20	20242607	10-120
	202404031	04/10/2024	10-1543-332-00-71-305-13	Activities Travel	80.19	20242607	10-1543-332-00-71-305-13
	202404031	04/10/2024	10-1543-332-00-71-305-13	Activities Travel	87.73	20242607	10-1543-332-00-71-305-13
	202404031	04/10/2024	10-1543-332-00-71-305-13	Activities Travel	8.59	20242607	10-1543-332-00-71-305-13
	202404031	04/10/2024	10-1543-332-00-71-305-13	Activities Travel	352.27	20242607	10-1543-332-00-71-305-13
	202404031	04/10/2024	10-1543-332-00-71-305-13	Activities Travel	87.73	20242607	10-1543-332-00-71-305-13
	202404031	04/10/2024	10-1543-332-00-71-305-13	Activities Travel	80.19	20242607	10-1543-332-00-71-305-13
	202404031	04/10/2024	10-158	Activity Funds	18.39	20242607	10-120
	202404031	04/10/2024	10-158	Activity Funds	37.98	20242607	10-120
	202404031	04/10/2024	10-158	Activity Funds	299.56	20242607	10-120
	202404031	04/10/2024	10-158	Activity Funds	12.99	20242607	10-120
	202404031	04/10/2024	10-1543-332-00-71-305-13	Activities Travel	352.27	20242607	10-1543-332-00-71-305-13
	202404031	04/10/2024	10-1543-332-00-71-305-13	Activities Travel	352.27	20242607	10-1543-332-00-71-305-13
	202404031	04/10/2024	10-1543-332-00-71-305-13	Activities Travel	352.27	20242607	10-1543-332-00-71-305-13
	202404031	04/10/2024	10-1543-332-00-71-305-13	Activities Travel	352.37	20242607	10-1543-332-00-71-305-13
	202404031	04/10/2024	10-1543-332-00-71-305-13	Activities Travel	352.37	20242607	10-1543-332-00-71-305-13
	202404031	04/10/2024	10-158	Activity Funds	521.87	20242607	10-120
	202404031	04/10/2024	10-158	Activity Funds	23.50	20242607	10-120
	202404031	04/10/2024	10-1543-332-00-71-305-13	Activities Travel	80.19	20242607	10-1543-332-00-71-305-13
	202404031	04/10/2024	10-1543-332-00-71-305-13	Activities Travel	80.19	20242607	10-1543-332-00-71-305-13
	202404031	04/10/2024	10-158	Activity Funds	100.00	20242607	10-120
	202404031	04/10/2024	10-158	Activity Funds	48.75	20242608	10-120
	202404031	04/10/2024	10-158	Activity Funds	62.30	20242608	10-120
	202404031	04/10/2024	10-158	Activity Funds	25.00	20242608	10-120
	202404031	04/10/2024	10-158	Activity Funds	48.95	20242608	10-120
	202404031	04/10/2024	10-158	Activity Funds	587.09	20242608	10-120



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	202404031	04/10/2024	10-158	Activity Funds	21.75	20242608	10-120
	202404031	04/10/2024	10-158	Activity Funds	40.50	20242608	10-120
	202404031	04/10/2024	10-158	Activity Funds	28.75	20242608	10-120
	202404031	04/10/2024	10-158	Activity Funds	67.80	20242608	10-120
	202404031	04/10/2024	10-158	Activity Funds	143.47	20242608	10-120
	202404031	04/10/2024	10-1200-410-66-71-300-13	STEP Supplies	55.77	20242609	10-1200-410-66-71-300-13
	202404031	04/10/2024	10-2220-430-00-74-140-13	Media Center Mackeben	136.83	20242610	10-2220-430-00-74-140-13
	202404031	04/10/2024	10-2220-430-00-74-140-13	Media Center Mackeben	(151.20)	20242610	10-2220-430-00-74-140-13
	202404031	04/10/2024	10-1110-410-00-74-140-13	Inst Supplies Mackeben	227.85	20242610	10-1110-410-00-74-140-13
	202404031	04/10/2024	10-2410-410-00-74-140-14	Copier Paper & Toner Mackeben	480.10	20242610	10-2410-410-00-74-140-14
	202404031	04/10/2024	10-2410-410-00-74-140-14	Copier Paper & Toner Mackeben	160.87	20242610	10-2410-410-00-74-140-14
	202404031	04/10/2024	10-158	Activity Funds	63.23	20242610	10-120
	202404031	04/10/2024	10-158	Activity Funds	100.57	20242610	10-120
	202404031	04/10/2024	10-158	Activity Funds	31.85	20242610	10-120
	202404031	04/10/2024	10-158	Activity Funds	205.71	20242610	10-120
	202404031	04/10/2024	10-158	Activity Funds	134.79	20242610	10-120
	202404031	04/10/2024	10-1110-410-00-74-140-13	Inst Supplies Mackeben	492.10	20242610	10-1110-410-00-74-140-13
	202404031	04/10/2024	10-1110-410-00-74-140-13	Inst Supplies Mackeben	49.99	20242610	10-1110-410-00-74-140-13
	202404031	04/10/2024	10-2410-410-00-74-140-13	Office Supplies Mackeben	41.91	20242610	10-2410-410-00-74-140-13
	202404031	04/10/2024	10-2410-410-00-74-140-13	Office Supplies Mackeben	221.71	20242610	10-2410-410-00-74-140-13
	202404031	04/10/2024	10-2410-410-00-74-140-13	Office Supplies Mackeben	11.97	20242610	10-2410-410-00-74-140-13
	202404031	04/10/2024	10-1110-410-00-74-140-13	Inst Supplies Mackeben	301.04	20242610	10-1110-410-00-74-140-13
	202404031	04/10/2024	10-158	Activity Funds	29.99	20242610	10-120
	202404031	04/10/2024	10-158	Activity Funds	208.05	20242610	10-120
	202404031	04/10/2024	10-1110-410-00-74-140-13	Inst Supplies Mackeben	53.20	20242610	10-1110-410-00-74-140-13
	202404031	04/10/2024	10-1200-410-66-71-300-13	STEP Supplies	46.48	20242611	10-1200-410-66-71-300-13
	202404031	04/10/2024	10-1200-310-66-71-300-13	STEP Purchased Services	7.00	20242611	10-1200-310-66-71-300-13
	202404031	04/10/2024	10-1200-410-66-71-300-13	STEP Supplies	135.86	20242611	10-1200-410-66-71-300-13
	202404031	04/10/2024	10-2213-415-00-72-165-13	Preschool Staff Devel Supplies	155.98	20242612	10-2213-415-00-72-165-13
	202404031	04/10/2024	10-1125-490-00-79-600-14	Supplies Preschool	90.86	20242612	10-1125-490-00-79-600-14
	202404031	04/10/2024	10-1125-410-97-79-600-14	All Children Supplies	22.00	20242612	10-1125-410-97-79-600-14
	202404031	04/10/2024	10-2213-415-00-72-165-13	Preschool Staff Devel Supplies	34.86	20242612	10-2213-415-00-72-165-13
	202404031	04/10/2024	10-1225-410-95-79-600-14	ECE Instr Supplies	55.10	20242612	10-1225-410-95-79-600-14
	202404031	04/10/2024	10-1125-490-00-79-600-14	Supplies Preschool	5.99	20242612	10-1125-490-00-79-600-14
	202404031	04/10/2024	10-2213-415-00-72-165-13	Preschool Staff Devel Supplies	14.90	20242612	10-2213-415-00-72-165-13



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	202404031	04/10/2024	10-2213-415-00-72-165-13	Preschool Staff Devel Supplies	53.97	20242612	10-2213-415-00-72-165-13	
	202404031	04/10/2024	10-1125-490-00-79-600-14	Supplies Preschool	95.87	20242612	10-1125-490-00-79-600-14	
	202404031	04/10/2024	10-1125-490-00-79-600-14	Supplies Preschool	99.53	20242612	10-1125-490-00-79-600-14	
	202404031	04/10/2024	10-1125-410-97-79-600-14	All Children Supplies	35.99	20242612	10-1125-410-97-79-600-14	
	202404031	04/10/2024	10-1125-410-97-79-600-14	All Children Supplies	(26.95)	20242612	10-1125-410-97-79-600-14	
	202404031	04/10/2024	10-1125-410-90-79-600-14	Supplies Parent-Tot	19.99	20242612	10-1125-410-90-79-600-14	
	202404031	04/10/2024	10-1125-410-97-79-600-14	All Children Supplies	27.77	20242612	10-1125-410-97-79-600-14	
	202404031	04/10/2024	10-1125-410-97-79-600-14	All Children Supplies	289.35	20242612	10-1125-410-97-79-600-14	
	202404031	04/10/2024	10-1125-410-97-79-600-14	All Children Supplies	8.99	20242612	10-1125-410-97-79-600-14	
	202404031	04/10/2024	20-2542-410-00-79	Supplies B & G	173.92	20242613	20-2542-410-00-79	
	202404031	04/10/2024	20-2542-410-00-79	Supplies B & G	122.88	20242613	20-2542-410-00-79	
	202404031	04/10/2024	20-2540-410-00-79	Office Supplies B & G	5.97	20242613	20-2540-410-00-79	
	202404031	04/10/2024	20-2540-640-00-79	Dues & Fees	595.00	20242613	20-2540-640-00-79	
	202404031	04/10/2024	20-2542-410-00-79	Supplies B & G	52.38	20242613	20-2542-410-00-79	
	202404031	04/10/2024	20-2543-323-00-79	Repairs-Grounds	334.56	20242613	20-2543-323-00-79	
	202404031	04/10/2024	10-2660-319-61-79-600-14	Software Maintenance	199.98	20242614	10-2660-319-61-79-600-14	
	202404031	04/10/2024	10-2660-410-00-79-600-14	Supplies Tech	684.72	20242614	10-2660-410-00-79-600-14	
	202404031	04/10/2024	10-2660-410-00-79-600-14	Supplies Tech	273.60	20242614	10-2660-410-00-79-600-14	
	202404031	04/10/2024	10-158	Activity Funds	426.00	20242615	10-120	
	202404031	04/10/2024	10-158	Activity Funds	220.34	20242615	10-120	
	202404031	04/10/2024	10-158	Activity Funds	74.76	20242615	10-120	
	202404031	04/10/2024	10-158	Activity Funds	207.25	20242615	10-120	
	202404031	04/10/2024	10-158	Activity Funds	141.22	20242615	10-120	
	202404031	04/10/2024	10-158	Activity Funds	(354.99)	20242615	10-120	
	202404031	04/10/2024	10-158	Activity Funds	1,593.84	20242615	10-120	
	202404031	04/10/2024	10-158	Activity Funds	488.30	20242615	10-120	
	202404031	04/10/2024	10-158	Activity Funds	61.20	20242615	10-120	
	202404031	04/10/2024	10-158	Activity Funds	136.88	20242615	10-120	
	202404031	04/10/2024	10-158	Activity Funds	842.01	20242615	10-120	
	202404031	04/10/2024	10-2642-410-00-74-500-14	Supplies Human Res	20.63	20242616	10-2642-410-00-74-500-14	
	202404031	04/10/2024	10-2642-411-00-74-500-14	HR Employee Recognition	8.54	20242616	10-2642-411-00-74-500-14	
	202404031	04/10/2024	40-2552-464-00-79	Diesel/Gasoline	13.98	20242616	40-2552-464-00-79	
	202404031	04/10/2024	40-2550-410-00-79	Office Supplies	135.20	20242616	40-2550-410-00-79	
	202404031	04/10/2024	10-2642-410-00-74-500-14	Supplies Human Res	69.01	20242616	10-2642-410-00-74-500-14	
					\$143,806.70	<b>Payee Vendor Total</b>		



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<b>Bolt, Amanda</b>							
	71141	04/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	390.00	0	10-2310-230-00-74-500-14
	71141	04/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	390.00	0	10-2310-230-00-74-500-14
					\$780.00	<b>Payee Vendor Total</b>	
<b>Brach Sr, Fred</b>							
	71081	04/09/2024	10-1500-319-00-71-300-13	Sports Officials HS	154.00	0	10-1500-319-00-71-300-13
					\$154.00	<b>Payee Vendor Total</b>	
<b>Brophy, Tom</b>							
	71045	04/05/2024	10-1500-319-00-71-300-13	Sports Officials HS	154.00	0	10-1500-319-00-71-300-13
					\$154.00	<b>Payee Vendor Total</b>	
<b>BryMax Enterprises Inc</b>							
	71106	04/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	739.20	24011907	10-2560-415-00-71-300-13
	71106	04/12/2024	10-2560-415-00-72-220-13	Cafe Food Marlowe	1,056.00	24031917	10-2560-415-00-72-220-13
	71106	04/12/2024	10-2560-415-00-74-210-13	Cafe Food Heineman	633.60	24031927	10-2560-415-00-74-210-13
					\$2,428.80	<b>Payee Vendor Total</b>	
<b>Build Capacity Consulting</b>							
	71216	04/19/2024	10-2212-314-83-79-505-14	Title II Prof Development	113.97	20242632	10-2212-314-83-79-505-14
					\$113.97	<b>Payee Vendor Total</b>	
<b>Camelot Therapeutic Schoo</b>							
	71217	04/19/2024	10-4220-670-00-79-600-14	Sp Ed Private Tuition	6,726.72	24040517	10-4220-670-00-79-600-14
					\$6,726.72	<b>Payee Vendor Total</b>	
<b>Canteen Refreshments</b>							
	71218	04/19/2024	10-2560-415-00-71-300-13	Cafe Food HS	150.66	20242720	10-2560-415-00-71-300-13
					\$150.66	<b>Payee Vendor Total</b>	
<b>Cantwell, Catherine</b>							
	71142	04/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	390.00	0	10-2310-230-00-74-500-14
					\$390.00	<b>Payee Vendor Total</b>	
<b>Carolina Biological Suppl</b>							
	71063	04/05/2024	10-1130-410-13-71-300-13	Science Supplies HS	(50.31)	20241268	10-1130-410-13-71-300-13
	71063	04/05/2024	10-1130-410-13-71-300-13	Science Supplies HS	(1.47)	20241268	10-1130-410-13-71-300-13
	71063	04/05/2024	10-1130-410-13-71-300-13	Science Supplies HS	59.00	20241268	10-1130-410-13-71-300-13
	71063	04/05/2024	10-1130-410-13-71-300-13	Science Supplies HS	17.83	20241268	10-1130-410-13-71-300-13
	71063	04/05/2024	10-1130-410-13-71-300-13	Science Supplies HS	72.60	20231844	10-1130-410-13-71-300-13



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	71107	04/12/2024	10-1130-410-67-71-300-13	PLTW Supplies 6-12	63.40	20241539	10-1130-410-67-71-300-13
	71107	04/12/2024	10-1130-410-67-71-300-13	PLTW Supplies 6-12	51.48	20241539	10-1130-410-67-71-300-13
	71107	04/12/2024	10-1130-410-67-71-300-13	PLTW Supplies 6-12	16.29	20241539	10-1130-410-67-71-300-13
	71107	04/12/2024	10-1130-410-67-71-300-13	PLTW Supplies 6-12	17.29	20241539	10-1130-410-67-71-300-13
	71107	04/12/2024	10-1130-410-67-71-300-13	PLTW Supplies 6-12	17.29	20241539	10-1130-410-67-71-300-13
	71107	04/12/2024	10-1130-410-67-71-300-13	PLTW Supplies 6-12	17.29	20241539	10-1130-410-67-71-300-13
	71107	04/12/2024	10-1130-410-67-71-300-13	PLTW Supplies 6-12	95.96	20241539	10-1130-410-67-71-300-13
	71107	04/12/2024	10-1130-410-67-71-300-13	PLTW Supplies 6-12	13.79	20241539	10-1130-410-67-71-300-13
	71107	04/12/2024	10-1130-410-67-71-300-13	PLTW Supplies 6-12	49.30	20241539	10-1130-410-67-71-300-13
					\$439.74	<b>Payee Vendor Total</b>	
<b>Casas, Elizabeth</b>							
	71143	04/19/2024	10-2213-410-00-79-600-14	Special Svcs Supplies	110.95	0	10-2213-410-00-79-600-14
					\$110.95	<b>Payee Vendor Total</b>	
<b>Cassandra Strings</b>							
	71108	04/12/2024	10-1110-410-36-71-100-13	Orchestra Supplies Leggee	399.00	20242201	10-1110-410-36-71-100-13
					\$399.00	<b>Payee Vendor Total</b>	
<b>CDW Government Inc</b>							
	71109	04/12/2024	10-2660-319-61-79-600-14	Software Maintenance	87.06	20242617	10-2660-319-61-79-600-14
	71109	04/12/2024	10-2660-319-61-79-600-14	Software Maintenance	336.66	20242617	10-2660-319-61-79-600-14
					\$423.72	<b>Payee Vendor Total</b>	
<b>CDWG Capital One</b>							
	992300475	04/05/2024	10-2660-490-00-79-600-14	Inventoriable Equipment Tech	1,717.20	20240773	10-2660-490-00-79-600-14
	992300475	04/05/2024	10-2660-490-00-79-600-14	Inventoriable Equipment Tech	45,338.40	20240773	10-2660-490-00-79-600-14
	992300475	04/05/2024	10-2660-490-00-79-600-14	Inventoriable Equipment Tech	6,912.00	20240773	10-2660-490-00-79-600-14
	992300475	04/05/2024	10-2660-490-00-79-600-14	Inventoriable Equipment Tech	68,220.00	20240773	10-2660-490-00-79-600-14
	992300475	04/05/2024	10-2660-490-00-79-600-14	Inventoriable Equipment Tech	38,646.00	20240773	10-2660-490-00-79-600-14
	992300475	04/05/2024	10-2660-490-00-79-600-14	Inventoriable Equipment Tech	3,456.00	20240773	10-2660-490-00-79-600-14
	992300475	04/05/2024	10-2660-490-00-79-600-14	Inventoriable Equipment Tech	(36,514.11)	20240773	10-2660-490-00-79-600-14
	992300475	04/05/2024	10-2660-490-00-79-600-14	Inventoriable Equipment Tech	(7,624.50)	20240773	10-2660-490-00-79-600-14
	992300475	04/05/2024	10-2660-490-00-79-600-14	Inventoriable Equipment Tech	(175.10)	20240773	10-2660-490-00-79-600-14
	992300475	04/05/2024	10-2660-490-00-79-600-14	Inventoriable Equipment Tech	(4.93)	20240773	10-2660-490-00-79-600-14
	992300475	04/05/2024	10-2660-490-00-79-600-14	Inventoriable Equipment Tech	(38.02)	20240773	10-2660-490-00-79-600-14
	992300475	04/05/2024	10-2660-490-00-79-600-14	Inventoriable Equipment Tech	(45.00)	20240773	10-2660-490-00-79-600-14
	992300475	04/05/2024	10-2660-490-00-79-600-14	Inventoriable Equipment Tech	37,112.40	20240773	10-2660-490-00-79-600-14



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					\$157,000.34	<b>Payee Vendor Total</b>	
<b>Ceisel, Donna</b>							
	68532	04/03/2024	10-1200-310-92-79-600-14	IDEA General Purchased Service	(510.00)	20240755	10-1200-310-92-79-600-14
	71042	04/03/2024	10-1200-310-92-79-600-14	IDEA General Purchased Service	510.00	20240755	10-1200-310-92-79-600-14
	71219	04/19/2024	10-2130-310-92-79-600-14	IDEA Health Services	212.50	20242562	10-2130-310-92-79-600-14
					\$212.50	<b>Payee Vendor Total</b>	
<b>Center for Emotional Well</b>							
	71220	04/19/2024	10-2140-310-92-79-600-14	IDEA Psychological Services	3,075.00	20242721	10-2140-310-92-79-600-14
	71220	04/19/2024	10-2140-310-92-79-600-14	IDEA Psychological Services	600.00	20242563	10-2140-310-92-79-600-14
					\$3,675.00	<b>Payee Vendor Total</b>	
<b>Central DuPage Hospital</b>							
	71221	04/19/2024	10-4210-670-00-79-600-14	Dist Hospital Instruct./Safe School	175.00	20242722	10-4210-670-00-79-600-14
					\$175.00	<b>Payee Vendor Total</b>	
<b>Central High School</b>							
	71046	04/05/2024	10-1500-640-00-71-300-13	Sports Dues & Fees HS	344.22	0	10-1500-640-00-71-300-13
					\$344.22	<b>Payee Vendor Total</b>	
<b>Central States Bus Sales</b>							
	71064	04/05/2024	40-2554-410-00-79	Fleet Supplies	217.00	24030727	40-2554-410-00-79
	71222	04/19/2024	40-2554-410-00-79	Fleet Supplies	108.15	24040727	40-2554-410-00-79
	71222	04/19/2024	40-2554-410-00-79	Fleet Supplies	82.84	24040727	40-2554-410-00-79
	71222	04/19/2024	40-2554-410-00-79	Fleet Supplies	261.46	24040727	40-2554-410-00-79
					\$669.45	<b>Payee Vendor Total</b>	
<b>Choklad, Shannon</b>							
	71144	04/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	390.00	0	10-2310-230-00-74-500-14
					\$390.00	<b>Payee Vendor Total</b>	
<b>CINTAS</b>							
	992300476	04/05/2024	40-2550-325-00-79	Rental Trans	204.00	24030757	40-2550-325-00-79
	992300480	04/17/2024	40-2550-325-00-79	Rental Trans	168.76	24040757	40-2550-325-00-79
	992300485	04/22/2024	40-2550-325-00-79	Rental Trans	168.76	24040757	40-2550-325-00-79
					\$541.52	<b>Payee Vendor Total</b>	
<b>Clarity Assessments LLC</b>							
	71223	04/19/2024	10-2140-310-92-79-600-14	IDEA Psychological Services	1,800.00	20242564	10-2140-310-92-79-600-14
	71223	04/19/2024	10-2140-310-92-79-600-14	IDEA Psychological Services	1,800.00	20242723	10-2140-310-92-79-600-14



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					<b>\$3,600.00</b>	<b>Payee Vendor Total</b>	
<b>ClientFirst Consulting Gr</b>							
	71224	04/19/2024	10-2660-390-00-79-600-14	Purchased Service Technology	525.00	20242634	10-2660-390-00-79-600-14
					<b>\$525.00</b>	<b>Payee Vendor Total</b>	
<b>Comcast Business</b>							
	71226	04/19/2024	20-2540-340-00-79	Telephone - Districtwide	294.85	24040367	20-2540-340-00-79
					<b>\$294.85</b>	<b>Payee Vendor Total</b>	
<b>Comcast</b>							
	71225	04/19/2024	20-2540-340-00-79	Telephone - Districtwide	9,096.49	24041627	20-2540-340-00-79
					<b>\$9,096.49</b>	<b>Payee Vendor Total</b>	
<b>ComEd</b>							
	71047	04/05/2024	20-2540-466-00-79	Electric	18,586.10	0	20-2540-466-00-79
	71087	04/12/2024	20-2540-466-00-79	Electric	237.43	0	20-2540-466-00-79
					<b>\$18,823.53</b>	<b>Payee Vendor Total</b>	
<b>Cone, Barry</b>							
	71088	04/12/2024	10-1500-319-00-71-300-13	Sports Officials HS	74.00	0	10-1500-319-00-71-300-13
					<b>\$74.00</b>	<b>Payee Vendor Total</b>	
<b>Conserv FS Inc</b>							
	992300486	04/22/2024	20-2543-410-00-79	Grounds Supplies	4,257.00	20242724	20-2543-410-00-79
	992300486	04/22/2024	20-2543-410-00-79	Grounds Supplies	465.60	20242549	20-2543-410-00-79
	992300486	04/22/2024	20-2543-410-00-79	Grounds Supplies	95.00	20242549	20-2543-410-00-79
					<b>\$4,817.60</b>	<b>Payee Vendor Total</b>	
<b>Cornell Interventions LLC</b>							
	71227	04/19/2024	10-4210-670-00-79-600-14	Dist Hospital Instruct./Safe School	462.00	20242565	10-4210-670-00-79-600-14
					<b>\$462.00</b>	<b>Payee Vendor Total</b>	
<b>Costco Membership</b>							
	71228	04/19/2024	10-2520-640-00-74-500-14	Dues & Fees Fiscal	120.00	20242624	10-2520-640-00-74-500-14
					<b>\$120.00</b>	<b>Payee Vendor Total</b>	
<b>Cruz, Carmen</b>							
	71145	04/19/2024	10-2210-332-82-79-605-14	Bilingual PD Travel & Conference	60.30	0	10-2210-332-82-79-605-14
	71145	04/19/2024	10-2210-332-82-79-605-14	Bilingual PD Travel & Conference	50.25	0	10-2210-332-82-79-605-14
	71145	04/19/2024	10-2210-332-82-79-605-14	Bilingual PD Travel & Conference	12.73	0	10-2210-332-82-79-605-14
					<b>\$123.28</b>	<b>Payee Vendor Total</b>	



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<b>Crystal Lake School Distr</b>							
	71229	04/19/2024	10-4120-310-92-79-600-14	IDEA Payments to Other Districts	75.00	20242566	10-4120-310-92-79-600-14
					\$75.00	<b>Payee Vendor Total</b>	
<b>CT Veach Inc</b>							
	71230	04/19/2024	20-2543-320-00-79-600-14	Grounds Contract	20,341.00	24040157	20-2543-320-00-79-600-14
					\$20,341.00	<b>Payee Vendor Total</b>	
<b>Dabe, Aimee</b>							
	71146	04/19/2024	10-1200-310-66-71-300-13	STEP Purchased Services	118.86	0	10-1200-310-66-71-300-13
					\$118.86	<b>Payee Vendor Total</b>	
<b>Davila, Olivia</b>							
	71147	04/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	130.00	0	10-2310-230-00-74-500-14
					\$130.00	<b>Payee Vendor Total</b>	
<b>Dean, Adam</b>							
	71148	04/19/2024	10-2546-332-00-79-600-14	Security Officer Travel	153.30	0	10-2546-332-00-79-600-14
	71148	04/19/2024	10-2546-332-00-79-600-14	Security Officer Travel	237.18	0	10-2546-332-00-79-600-14
	71148	04/19/2024	10-2546-332-00-79-600-14	Security Officer Travel	157.20	0	10-2546-332-00-79-600-14
					\$547.68	<b>Payee Vendor Total</b>	
<b>DeFrancesco, Christine</b>							
	71149	04/19/2024	10-1543-332-00-71-305-13	Activities Travel	99.75	0	10-1543-332-00-71-305-13
	71149	04/19/2024	10-1130-490-02-71-300-13	High School Fine Arts/PAC Supplies	182.39	0	10-1130-490-02-71-300-13
					\$282.14	<b>Payee Vendor Total</b>	
<b>Delahanty, Eileen</b>							
	71150	04/19/2024	10-2630-332-00-74-500-14	Communications Travel	30.82	0	10-2630-332-00-74-500-14
					\$30.82	<b>Payee Vendor Total</b>	
<b>Dini, Anthony</b>							
	71082	04/09/2024	10-1500-319-00-71-300-13	Sports Officials HS	154.00	0	10-1500-319-00-71-300-13
					\$154.00	<b>Payee Vendor Total</b>	
<b>Doty and Sons Concrete Pr</b>							
	71110	04/12/2024	20-2549-323-00-74-600	Insurance Claim Repair	828.00	20242472	20-2549-323-00-74-600
					\$828.00	<b>Payee Vendor Total</b>	
<b>Dreisilker Electric Motor</b>							
	992300487	04/22/2024	20-2542-410-00-79	Supplies B & G	86.26	20242554	20-2542-410-00-79



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					\$86.26	<b>Payee Vendor Total</b>	
<b>DuPage Federation on Huma</b>							
	71231	04/19/2024	10-2213-310-00-79-600-14	Special Svcs Pur Svc	98.05	20242546	10-2213-310-00-79-600-14
	71231	04/19/2024	10-2213-310-00-79-600-14	Special Svcs Pur Svc	658.72	20242546	10-2213-310-00-79-600-14
	71231	04/19/2024	10-1200-310-92-79-600-14	IDEA General Purchased Service	12.95	20242633	10-1200-310-92-79-600-14
	71231	04/19/2024	10-2213-310-00-79-600-14	Special Svcs Pur Svc	51.80	20242633	10-2213-310-00-79-600-14
					\$821.52	<b>Payee Vendor Total</b>	
<b>Easterseals</b>							
	71232	04/19/2024	10-4220-670-00-79-600-14	Sp Ed Private Tuition	46,038.30	24031557	10-4220-670-00-79-600-14
					\$46,038.30	<b>Payee Vendor Total</b>	
<b>Edge Sports Apparel LLC</b>							
	71233	04/19/2024	10-2210-410-92-79-600-14	IDEA Impr of Instruction Suppl	1,095.00	20242725	10-2210-410-92-79-600-14
					\$1,095.00	<b>Payee Vendor Total</b>	
<b>Eds Rental Inc</b>							
	71234	04/19/2024	20-2542-325-00-79	Rentals	150.00	20242726	20-2542-325-00-79
					\$150.00	<b>Payee Vendor Total</b>	
<b>Eds Testing Station and A</b>							
	71065	04/05/2024	40-2550-310-00-79	Prof & Tech Service Trans	1,000.00	24030707	40-2550-310-00-79
	71065	04/05/2024	40-2550-310-00-79	Prof & Tech Service Trans	140.00	24040707	40-2550-310-00-79
					\$1,140.00	<b>Payee Vendor Total</b>	
<b>Encore Music Academy</b>							
	71235	04/19/2024	10-1200-310-66-71-300-13	STEP Purchased Services	400.00	24021767	10-1200-310-66-71-300-13
					\$400.00	<b>Payee Vendor Total</b>	
<b>Escudero, Michelle</b>							
	71151	04/19/2024	10-2561-332-00-79-605-14	Dir Food Service Travel	72.05	0	10-2561-332-00-79-605-14
					\$72.05	<b>Payee Vendor Total</b>	
<b>Expanding Expression</b>							
	71236	04/19/2024	10-2150-410-92-79-605-14	IDEA Sp Path & Audiol Supplies	77.00	20240329	10-2150-410-92-79-605-14
					\$77.00	<b>Payee Vendor Total</b>	
<b>Fabis, Tammra</b>							
	71152	04/19/2024	10-2560-410-00-72-120-13	Cafe Supplies Martin	20.51	0	10-2560-410-00-72-120-13
					\$20.51	<b>Payee Vendor Total</b>	
<b>Facilities Management eXp</b>							

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	71066	04/05/2024	10-2660-319-61-79-600-14	Software Maintenance	1,232.00	20242479	10-2660-319-61-79-600-14
	71066	04/05/2024	10-2660-319-61-79-600-14	Software Maintenance	(1,856.44)	20242479	10-2660-319-61-79-600-14
	71066	04/05/2024	10-2660-319-61-79-600-14	Software Maintenance	2,464.00	20242479	10-2660-319-61-79-600-14
					<b>\$1,839.56</b>	<b>Payee Vendor Total</b>	
<b>Ferguson, Samuel</b>							
	71089	04/12/2024	10-1500-319-00-71-300-13	Sports Officials HS	154.00	0	10-1500-319-00-71-300-13
					<b>\$154.00</b>	<b>Payee Vendor Total</b>	
<b>FFP Fund IV Lessee2 LLC</b>							
	71048	04/05/2024	20-2540-466-00-79	Electric	5,493.87	0	20-2540-466-00-79
	71048	04/05/2024	20-2540-466-00-79	Electric	4,743.55	0	20-2540-466-00-79
	71048	04/05/2024	20-2540-466-00-79	Electric	6,537.57	0	20-2540-466-00-79
					<b>\$16,774.99</b>	<b>Payee Vendor Total</b>	
<b>Fish, Christopher J</b>							
	71153	04/19/2024	10-1120-332-00-74-210-13	Teacher Travel Heineman	179.40	0	10-1120-332-00-74-210-13
	71153	04/19/2024	10-1120-332-00-74-210-13	Teacher Travel Heineman	183.51	0	10-1120-332-00-74-210-13
					<b>\$362.91</b>	<b>Payee Vendor Total</b>	
<b>Fisher, Stacy</b>							
	71154	04/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	390.00	0	10-2310-230-00-74-500-14
					<b>\$390.00</b>	<b>Payee Vendor Total</b>	
<b>Formstack LLC</b>							
	71237	04/19/2024	10-2212-310-00-79-505-14	Curriculum Gen Pur Svc 6-12	2,480.40	20242590	10-2212-310-00-79-505-14
	71237	04/19/2024	10-2212-310-00-79-505-14	Curriculum Gen Pur Svc 6-12	763.20	20242590	10-2212-310-00-79-505-14
	71237	04/19/2024	10-2212-310-00-79-505-14	Curriculum Gen Pur Svc 6-12	2,712.00	20242590	10-2212-310-00-79-505-14
	71237	04/19/2024	10-2212-310-00-79-505-14	Curriculum Gen Pur Svc 6-12	1,345.68	20242590	10-2212-310-00-79-505-14
	71237	04/19/2024	10-2212-310-00-79-505-14	Curriculum Gen Pur Svc 6-12	894.12	20242590	10-2212-310-00-79-505-14
	71237	04/19/2024	10-2212-310-00-79-505-14	Curriculum Gen Pur Svc 6-12	(206.70)	20242590	10-2212-310-00-79-505-14
	71237	04/19/2024	10-2212-310-00-79-505-14	Curriculum Gen Pur Svc 6-12	(63.60)	20242590	10-2212-310-00-79-505-14
	71237	04/19/2024	10-2212-310-00-79-505-14	Curriculum Gen Pur Svc 6-12	(226.00)	20242590	10-2212-310-00-79-505-14
	71237	04/19/2024	10-2212-310-00-79-505-14	Curriculum Gen Pur Svc 6-12	(112.14)	20242590	10-2212-310-00-79-505-14
	71237	04/19/2024	10-2212-310-00-79-505-14	Curriculum Gen Pur Svc 6-12	(74.51)	20242590	10-2212-310-00-79-505-14
	71237	04/19/2024	10-2212-310-00-79-505-14	Curriculum Gen Pur Svc 6-12	200.00	20242727	10-2212-310-00-79-505-14
	71237	04/19/2024	10-2212-310-00-79-505-14	Curriculum Gen Pur Svc 6-12	(10.41)	20242727	10-2212-310-00-79-505-14
					<b>\$7,702.04</b>	<b>Payee Vendor Total</b>	
<b>Forsythe, Kayla</b>							



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	71155	04/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	390.00	0	10-2310-230-00-74-500-14
	71155	04/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	390.00	0	10-2310-230-00-74-500-14
					<b>\$780.00</b>		<b>Payee Vendor Total</b>
<b>Fox Valley Fire Safety</b>							
	992300477	04/05/2024	20-2542-323-00-79	Repairs & Maint Buildings	293.00	20240052	20-2542-323-00-79
	992300477	04/05/2024	20-2542-323-00-79	Repairs & Maint Buildings	243.00	24030097	20-2542-323-00-79
	992300477	04/05/2024	20-2542-323-00-79	Repairs & Maint Buildings	1,796.00	20242440	20-2542-323-00-79
	992300477	04/05/2024	20-2542-323-00-79	Repairs & Maint Buildings	572.50	20241657	20-2542-323-00-79
	992300481	04/17/2024	20-2542-390-00-79	Other Purchased Service	801.00	24040817	20-2542-390-00-79
	992300481	04/17/2024	20-2542-323-00-79	Repairs & Maint Buildings	1,985.00	20240069	20-2542-323-00-79
					<b>\$5,690.50</b>		<b>Payee Vendor Total</b>
<b>Franklin, Lisa</b>							
	71049	04/05/2024	10-1200-332-00-79-600-14	Travel Sp Ed	1,780.00	0	10-1200-332-00-79-600-14
					<b>\$1,780.00</b>		<b>Payee Vendor Total</b>
<b>Full Compass Systems Ltd</b>							
	71327	04/19/2024	10-2223-490-00-79-600-14	PAC Invent Supplies	229.25	20242682	10-2223-490-00-79-600-14
					<b>\$229.25</b>		<b>Payee Vendor Total</b>
<b>Gallagher, Dean</b>							
	71090	04/12/2024	10-1543-310-00-71-305-13	Activities Judges/Officials	100.00	0	10-1543-310-00-71-305-13
					<b>\$100.00</b>		<b>Payee Vendor Total</b>
<b>Garvalia, James</b>							
	71156	04/19/2024	10-1200-332-00-79-600-14	Travel Sp Ed	17.82	0	10-1200-332-00-79-600-14
					<b>\$17.82</b>		<b>Payee Vendor Total</b>
<b>Gaylor, Deborah</b>							
	71157	04/19/2024	10-2520-332-00-74-500-14	Travel Fiscal	30.55	0	10-2520-332-00-74-500-14
					<b>\$30.55</b>		<b>Payee Vendor Total</b>
<b>General Parts LLC</b>							
	992300482	04/17/2024	10-2560-323-00-71-300-13	Cafe Repairs HS	1,817.55	24031667	10-2560-323-00-71-300-13
	992300482	04/17/2024	10-2560-323-00-71-300-13	Cafe Repairs HS	342.45	24031667	10-2560-323-00-71-300-13
	992300482	04/17/2024	10-2560-323-00-71-300-13	Cafe Repairs HS	692.45	24031667	10-2560-323-00-71-300-13
	992300482	04/17/2024	10-2560-323-00-72-220-13	Cafe Repairs Marlowe	289.95	24031697	10-2560-323-00-72-220-13
	992300482	04/17/2024	10-2560-323-00-72-220-13	Cafe Repairs Marlowe	2,078.92	24031697	10-2560-323-00-72-220-13
	992300482	04/17/2024	10-2560-323-00-72-220-13	Cafe Repairs Marlowe	663.92	24031697	10-2560-323-00-72-220-13



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	992300482	04/17/2024	10-2560-323-00-74-150-13	Cafe Repairs Conley	1,884.57	24031717	10-2560-323-00-74-150-13
	992300482	04/17/2024	10-2560-323-00-74-150-13	Cafe Repairs Conley	289.95	24031717	10-2560-323-00-74-150-13
					<b>\$8,059.76</b>	<b>Payee Vendor Total</b>	
<b>Geneva HS</b>							
	68325	04/15/2024	10-1500-640-00-71-300-13	Sports Dues & Fees HS	(275.00)	0	10-1500-640-00-71-300-13
					(\$275.00)	<b>Payee Vendor Total</b>	
<b>GFC Leasing WI</b>							
	992300478	04/05/2024	10-2900-325-00-79-600-14	Copier Leases	6,421.44	24040617	10-2900-325-00-79-600-14
					<b>\$6,421.44</b>	<b>Payee Vendor Total</b>	
<b>Global Water Technology I</b>							
	71238	04/19/2024	20-2542-390-00-79	Other Purchased Service	943.00	20242636	20-2542-390-00-79
	71238	04/19/2024	20-2542-410-00-79	Supplies B & G	575.02	20242621	20-2542-410-00-79
					<b>\$1,518.02</b>	<b>Payee Vendor Total</b>	
<b>Gordon Flesch Co Inc</b>							
	992300488	04/22/2024	10-2900-390-00-79-600-14	Copier Maintenance	5,347.34	20242625	10-2900-390-00-79-600-14
	992300488	04/22/2024	10-2900-390-00-79-600-14	Copier Maintenance	961.39	20242625	10-2900-390-00-79-600-14
	992300488	04/22/2024	10-2900-390-00-79-600-14	Copier Maintenance	923.76	20242625	10-2900-390-00-79-600-14
	992300488	04/22/2024	10-2900-390-00-79-600-14	Copier Maintenance	1,179.20	20242625	10-2900-390-00-79-600-14
	992300488	04/22/2024	10-2900-390-00-79-600-14	Copier Maintenance	2,166.14	20242625	10-2900-390-00-79-600-14
	992300488	04/22/2024	10-2900-390-00-79-600-14	Copier Maintenance	823.75	20242625	10-2900-390-00-79-600-14
					<b>\$11,401.58</b>	<b>Payee Vendor Total</b>	
<b>Gordon Food Service</b>							
	71111	04/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	1,713.73	24031247	10-2560-415-00-71-300-13
	71111	04/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	6,202.03	24031247	10-2560-415-00-71-300-13
	71111	04/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	422.09	24031247	10-2560-415-00-71-300-13
	71111	04/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	47.64	24031247	10-2560-415-00-71-300-13
	71111	04/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	3,954.09	24031247	10-2560-415-00-71-300-13
	71111	04/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	1,169.50	24031247	10-2560-415-00-71-300-13
	71111	04/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	240.49	24031247	10-2560-415-00-71-300-13
	71111	04/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	239.70	24031247	10-2560-415-00-71-300-13
	71111	04/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	6,025.64	24031247	10-2560-415-00-71-300-13
	71111	04/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	1,440.27	24031247	10-2560-415-00-71-300-13
	71111	04/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	420.45	24031247	10-2560-415-00-71-300-13
	71111	04/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	3,042.33	24031247	10-2560-415-00-71-300-13

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Vendor Name	Check #	Check Date	A.S.N.	Account# Description	Amount	P.O. #	State Account Number
	71111	04/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	353.46	24031247	10-2560-415-00-71-300-13
	71111	04/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	43.46	24031247	10-2560-415-00-71-300-13
	71111	04/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	885.88	24031247	10-2560-415-00-71-300-13
	71111	04/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	4,555.09	24031247	10-2560-415-00-71-300-13
	71111	04/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	1,092.31	24031247	10-2560-415-00-71-300-13
	71111	04/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	2,471.04	24031247	10-2560-415-00-71-300-13
	71111	04/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	1,397.93	24031247	10-2560-415-00-71-300-13
	71111	04/12/2024	10-1400-410-09-71-300-13	Home Economics Supplies	194.10	20240309	10-1400-410-09-71-300-13
	71111	04/12/2024	10-1400-410-09-71-300-13	Home Economics Supplies	160.96	20240309	10-1400-410-09-71-300-13
	71111	04/12/2024	10-2560-415-00-71-100-13	Cafe Food Leggee	207.08	24031237	10-2560-415-00-71-100-13
	71111	04/12/2024	10-2560-415-00-71-100-13	Cafe Food Leggee	2,585.27	24031237	10-2560-415-00-71-100-13
	71111	04/12/2024	10-2560-415-00-71-100-13	Cafe Food Leggee	2,530.23	24031237	10-2560-415-00-71-100-13
	71111	04/12/2024	10-2560-415-00-71-100-13	Cafe Food Leggee	353.19	24031237	10-2560-415-00-71-100-13
	71111	04/12/2024	10-2560-415-00-71-100-13	Cafe Food Leggee	2,195.25	24031237	10-2560-415-00-71-100-13
	71111	04/12/2024	10-2560-415-00-71-100-13	Cafe Food Leggee	(33.10)	24031237	10-2560-415-00-71-100-13
	71111	04/12/2024	10-2560-415-00-71-100-13	Cafe Food Leggee	398.10	24031237	10-2560-415-00-71-100-13
	71111	04/12/2024	10-2560-415-00-71-100-13	Cafe Food Leggee	2,010.83	24031237	10-2560-415-00-71-100-13
	71111	04/12/2024	10-2560-415-00-72-220-13	Cafe Food Marlowe	1,383.37	24031277	10-2560-415-00-72-220-13
	71111	04/12/2024	10-2560-415-00-72-220-13	Cafe Food Marlowe	3,930.83	24031277	10-2560-415-00-72-220-13
	71111	04/12/2024	10-2560-415-00-72-220-13	Cafe Food Marlowe	164.37	24031277	10-2560-415-00-72-220-13
	71111	04/12/2024	10-2560-415-00-72-220-13	Cafe Food Marlowe	3,856.17	24031277	10-2560-415-00-72-220-13
	71111	04/12/2024	10-2560-415-00-72-220-13	Cafe Food Marlowe	4,419.79	24031277	10-2560-415-00-72-220-13
	71111	04/12/2024	10-2560-415-00-72-120-13	Cafe Food Martin	164.40	24031267	10-2560-415-00-72-120-13
	71111	04/12/2024	10-2560-415-00-72-120-13	Cafe Food Martin	147.90	24031267	10-2560-415-00-72-120-13
	71111	04/12/2024	10-2560-415-00-72-120-13	Cafe Food Martin	226.74	24031267	10-2560-415-00-72-120-13
	71111	04/12/2024	10-2560-415-00-72-120-13	Cafe Food Martin	3,533.66	24031267	10-2560-415-00-72-120-13
	71111	04/12/2024	10-2560-415-00-72-120-13	Cafe Food Martin	53.13	24041267	10-2560-415-00-72-120-13
	71111	04/12/2024	10-2560-415-00-72-120-13	Cafe Food Martin	2,817.87	24041267	10-2560-415-00-72-120-13
	71111	04/12/2024	10-2560-415-00-72-120-13	Cafe Food Martin	2,893.53	24041267	10-2560-415-00-72-120-13
	71111	04/12/2024	10-2560-415-00-72-110-13	Cafe Food Chesak	2,705.31	24031257	10-2560-415-00-72-110-13
	71111	04/12/2024	10-2560-415-00-72-110-13	Cafe Food Chesak	2,225.25	24031257	10-2560-415-00-72-110-13
	71111	04/12/2024	10-2560-415-00-72-110-13	Cafe Food Chesak	2,411.99	24031257	10-2560-415-00-72-110-13
	71111	04/12/2024	10-2560-415-00-74-210-13	Cafe Food Heineman	4,264.99	24031307	10-2560-415-00-74-210-13
	71111	04/12/2024	10-2560-415-00-74-210-13	Cafe Food Heineman	5,564.47	24031307	10-2560-415-00-74-210-13
	71111	04/12/2024	10-2560-415-00-74-210-13	Cafe Food Heineman	2,972.79	24031307	10-2560-415-00-74-210-13



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	71111	04/12/2024	10-2560-415-00-74-150-13	Cafe Food Conley	455.47	24031297	10-2560-415-00-74-150-13
	71111	04/12/2024	10-2560-415-00-74-150-13	Cafe Food Conley	785.42	24031297	10-2560-415-00-74-150-13
	71111	04/12/2024	10-2560-415-00-74-150-13	Cafe Food Conley	420.80	24031297	10-2560-415-00-74-150-13
	71111	04/12/2024	10-2560-415-00-74-150-13	Cafe Food Conley	214.84	24031297	10-2560-415-00-74-150-13
	71111	04/12/2024	10-2560-415-00-74-150-13	Cafe Food Conley	282.56	24031297	10-2560-415-00-74-150-13
	71111	04/12/2024	10-2560-415-00-74-150-13	Cafe Food Conley	997.47	24031297	10-2560-415-00-74-150-13
	71111	04/12/2024	10-2560-415-00-74-150-13	Cafe Food Conley	319.79	24031297	10-2560-415-00-74-150-13
	71111	04/12/2024	10-2560-415-00-74-150-13	Cafe Food Conley	231.34	24031297	10-2560-415-00-74-150-13
	71111	04/12/2024	10-2560-415-00-74-150-13	Cafe Food Conley	141.28	24031297	10-2560-415-00-74-150-13
	71111	04/12/2024	10-2560-415-00-74-150-13	Cafe Food Conley	1,516.46	24031297	10-2560-415-00-74-150-13
	71111	04/12/2024	10-2560-415-00-74-150-13	Cafe Food Conley	794.09	24031297	10-2560-415-00-74-150-13
	71111	04/12/2024	10-2560-415-00-74-150-13	Cafe Food Conley	119.43	24031297	10-2560-415-00-74-150-13
	71111	04/12/2024	10-2560-415-00-74-150-13	Cafe Food Conley	1,482.48	24031297	10-2560-415-00-74-150-13
	71111	04/12/2024	10-2560-415-00-74-150-13	Cafe Food Conley	125.63	24021297	10-2560-415-00-74-150-13
	71111	04/12/2024	10-2560-415-00-74-140-13	Cafe Food Mackeben	1,295.33	24031287	10-2560-415-00-74-140-13
	71111	04/12/2024	10-2560-415-00-74-140-13	Cafe Food Mackeben	2,237.27	24031287	10-2560-415-00-74-140-13
	71111	04/12/2024	10-2560-410-00-71-300-13	Cafe Supplies HS	689.57	24031167	10-2560-410-00-71-300-13
	71111	04/12/2024	10-2560-410-00-71-300-13	Cafe Supplies HS	124.24	24031167	10-2560-410-00-71-300-13
	71111	04/12/2024	10-2560-410-00-71-300-13	Cafe Supplies HS	302.86	24031167	10-2560-410-00-71-300-13
	71111	04/12/2024	10-2560-410-00-71-300-13	Cafe Supplies HS	36.29	24031167	10-2560-410-00-71-300-13
	71111	04/12/2024	10-2560-410-00-71-300-13	Cafe Supplies HS	185.87	24031167	10-2560-410-00-71-300-13
	71111	04/12/2024	10-2560-410-00-71-300-13	Cafe Supplies HS	86.51	24031167	10-2560-410-00-71-300-13
	71111	04/12/2024	10-2560-410-00-71-300-13	Cafe Supplies HS	529.98	24031167	10-2560-410-00-71-300-13
	71111	04/12/2024	10-2560-410-00-71-300-13	Cafe Supplies HS	941.58	24031167	10-2560-410-00-71-300-13
	71111	04/12/2024	10-2560-410-00-71-300-13	Cafe Supplies HS	238.13	24031167	10-2560-410-00-71-300-13
	71111	04/12/2024	10-2560-410-00-71-300-13	Cafe Supplies HS	124.49	24031167	10-2560-410-00-71-300-13
	71111	04/12/2024	10-2560-410-00-71-300-13	Cafe Supplies HS	124.36	24031167	10-2560-410-00-71-300-13
	71111	04/12/2024	10-2560-410-00-71-100-13	Cafe Supplies Leggee	109.52	24031157	10-2560-410-00-71-100-13
	71111	04/12/2024	10-2560-410-00-71-100-13	Cafe Supplies Leggee	162.63	24031157	10-2560-410-00-71-100-13
	71111	04/12/2024	10-2560-410-00-71-100-13	Cafe Supplies Leggee	283.05	24031157	10-2560-410-00-71-100-13
	71111	04/12/2024	10-2560-410-00-71-100-13	Cafe Supplies Leggee	26.44	24031157	10-2560-410-00-71-100-13
	71111	04/12/2024	10-2560-410-00-71-100-13	Cafe Supplies Leggee	29.64	24031157	10-2560-410-00-71-100-13
	71111	04/12/2024	10-2560-410-00-71-100-13	Cafe Supplies Leggee	167.28	24031157	10-2560-410-00-71-100-13
	71111	04/12/2024	10-2560-410-00-72-220-13	Cafe Supplies Marlowe	512.53	24031197	10-2560-410-00-72-220-13
	71111	04/12/2024	10-2560-410-00-72-220-13	Cafe Supplies Marlowe	127.56	24031197	10-2560-410-00-72-220-13



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	71111	04/12/2024	10-2560-410-00-72-120-13	Cafe Supplies Martin	149.76	24031187	10-2560-410-00-72-120-13
	71111	04/12/2024	10-2560-410-00-72-120-13	Cafe Supplies Martin	285.72	24031187	10-2560-410-00-72-120-13
	71111	04/12/2024	10-2560-410-00-72-120-13	Cafe Supplies Martin	281.16	24031187	10-2560-410-00-72-120-13
	71111	04/12/2024	10-2560-410-00-72-110-13	Cafe Supplies Chesak	176.68	24031177	10-2560-410-00-72-110-13
	71111	04/12/2024	10-2560-410-00-72-110-13	Cafe Supplies Chesak	311.38	24031177	10-2560-410-00-72-110-13
	71111	04/12/2024	10-2560-410-00-74-210-13	Cafe Supplies Heineman	254.84	24031227	10-2560-410-00-74-210-13
	71111	04/12/2024	10-2560-410-00-74-210-13	Cafe Supplies Heineman	657.70	24031227	10-2560-410-00-74-210-13
	71111	04/12/2024	10-2560-410-00-74-210-13	Cafe Supplies Heineman	51.43	24031227	10-2560-410-00-74-210-13
	71111	04/12/2024	10-2560-410-00-74-210-13	Cafe Supplies Heineman	48.54	24031227	10-2560-410-00-74-210-13
	71111	04/12/2024	10-2560-410-00-74-150-13	Cafe Supplies Conley	5.33	24031217	10-2560-410-00-74-150-13
	71111	04/12/2024	10-2560-410-00-74-150-13	Cafe Supplies Conley	101.72	24031217	10-2560-410-00-74-150-13
	71111	04/12/2024	10-2560-410-00-74-150-13	Cafe Supplies Conley	375.54	24031217	10-2560-410-00-74-150-13
	71111	04/12/2024	10-2560-410-00-74-150-13	Cafe Supplies Conley	275.03	24031217	10-2560-410-00-74-150-13
	71111	04/12/2024	10-2560-410-00-74-140-13	Cafe Supplies Mackeben	106.62	24031207	10-2560-410-00-74-140-13
	71111	04/12/2024	10-2560-410-00-74-140-13	Cafe Supplies Mackeben	320.06	24031207	10-2560-410-00-74-140-13
	71239	04/19/2024	10-1400-410-09-71-300-13	Home Economics Supplies	53.56	20240309	10-1400-410-09-71-300-13
	71239	04/19/2024	10-1400-410-09-71-300-13	Home Economics Supplies	35.91	20240309	10-1400-410-09-71-300-13
					\$109,768.77	<b>Payee Vendor Total</b>	
<b>GSF USA Inc</b>							
	71067	04/05/2024	20-2542-310-00-79	Custodial Contract Service	188,274.31	24040207	20-2542-310-00-79
	71067	04/05/2024	40-2550-321-00-79	Bus Sanitation	3,507.79	24040187	40-2550-321-00-79
	71240	04/19/2024	20-2540-540-00-79	Equipment	9,440.68	20242676	20-2540-540-00-79
					\$201,222.78	<b>Payee Vendor Total</b>	
<b>Gullifor, Kateri</b>							
	71158	04/19/2024	10-1200-332-00-79-600-14	Travel Sp Ed	124.96	0	10-1200-332-00-79-600-14
					\$124.96	<b>Payee Vendor Total</b>	
<b>Harvard Junior High</b>							
	71241	04/19/2024	10-1500-640-00-72-220-13	Sports Dues & Fees Marlowe	165.99	20242729	10-1500-640-00-72-220-13
	71241	04/19/2024	10-1500-640-00-74-210-13	Sports Dues & Fees Heineman	165.99	20242728	10-1500-640-00-74-210-13
					\$331.98	<b>Payee Vendor Total</b>	
<b>Hasty Awards</b>							
	71068	04/05/2024	10-1500-411-00-74-210-13	Awards Heineman	134.22	20242508	10-1500-411-00-74-210-13
	71242	04/19/2024	10-1500-411-00-74-210-13	Awards Heineman	46.93	20242619	10-1500-411-00-74-210-13
					\$181.15	<b>Payee Vendor Total</b>	



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<b>Hauter Brothers Inc</b>							
	71243	04/19/2024	20-2542-323-00-79	Repairs & Maint Buildings	1,500.00	20242730	20-2542-323-00-79
					\$1,500.00	<b>Payee Vendor Total</b>	
<b>Hayden Construction and S</b>							
	71244	04/19/2024	20-2542-323-00-79	Repairs & Maint Buildings	360.00	20242637	20-2542-323-00-79
					\$360.00	<b>Payee Vendor Total</b>	
<b>Heinrich, Jennifer</b>							
	71159	04/19/2024	40-2550-410-00-79	Office Supplies	31.96	0	40-2550-410-00-79
					\$31.96	<b>Payee Vendor Total</b>	
<b>Hershey Creamery Company</b>							
	71114	04/12/2024	10-2560-415-00-74-210-13	Cafe Food Heineman	266.52	24031817	10-2560-415-00-74-210-13
	71114	04/12/2024	10-2560-415-00-74-210-13	Cafe Food Heineman	277.56	24031817	10-2560-415-00-74-210-13
					\$544.08	<b>Payee Vendor Total</b>	
<b>Hinckley Springs</b>							
	71245	04/19/2024	10-2213-415-00-71-300-13	HHS Staff Devel Supplies	166.89	20242626	10-2213-415-00-71-300-13
	71245	04/19/2024	10-1200-410-66-71-300-13	STEP Supplies	37.94	20242731	10-1200-410-66-71-300-13
					\$204.83	<b>Payee Vendor Total</b>	
<b>Home Depot Credit Service</b>							
	71069	04/05/2024	20-2542-410-00-79	Supplies B & G	6.26	24010067	20-2542-410-00-79
	71069	04/05/2024	20-2542-410-00-79	Supplies B & G	131.32	24100067	20-2542-410-00-79
	71069	04/05/2024	20-2542-410-00-79	Supplies B & G	618.78	24010067	20-2542-410-00-79
	71069	04/05/2024	20-2542-410-00-79	Supplies B & G	195.64	24010067	20-2542-410-00-79
	71069	04/05/2024	20-2542-410-00-79	Supplies B & G	50.12	24010067	20-2542-410-00-79
	71069	04/05/2024	20-2542-410-00-79	Supplies B & G	64.15	24010067	20-2542-410-00-79
	71069	04/05/2024	20-2542-410-00-79	Supplies B & G	19.96	24010067	20-2542-410-00-79
	71069	04/05/2024	20-2542-410-00-79	Supplies B & G	19.96	24010067	20-2542-410-00-79
	71069	04/05/2024	20-2542-410-00-79	Supplies B & G	100.00	24010067	20-2542-410-00-79
	71069	04/05/2024	20-2542-410-00-79	Supplies B & G	173.73	24010067	20-2542-410-00-79
	71069	04/05/2024	20-2542-410-00-79	Supplies B & G	(34.45)	24010067	20-2542-410-00-79
					\$1,345.47	<b>Payee Vendor Total</b>	
<b>Hon, Nathan</b>							
	71083	04/09/2024	10-1500-319-00-71-300-13	Sports Officials HS	74.00	0	10-1500-319-00-71-300-13
					\$74.00	<b>Payee Vendor Total</b>	

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<b>HR Green</b>	71246	04/19/2024	20-2540-310-00-79	Professional & Technical	185.60	20242627	20-2540-310-00-79
					\$185.60	<b>Payee Vendor Total</b>	
<b>Huntley Athletic Boosters</b>	71247	04/19/2024	10-1500-410-00-71-300-13	Training/Athletic Supplies HS	15,578.00	20242732	10-1500-410-00-71-300-13
					\$15,578.00	<b>Payee Vendor Total</b>	
<b>Huntley Collision Center</b>	71248	04/19/2024	40-2552-323-00-79	Bus Repairs - Large	944.60	20242733	40-2552-323-00-79
					\$944.60	<b>Payee Vendor Total</b>	
<b>ID Wholesaler</b>	71249	04/19/2024	10-2410-410-00-72-220-14	Copier Paper & Toner Marlowe	265.99	20242791	10-2410-410-00-72-220-14
					\$265.99	<b>Payee Vendor Total</b>	
<b>IESA</b>	71085	04/10/2024	10-1500-640-00-74-210-13	Sports Dues & Fees Heineman	300.00	20242782	10-1500-640-00-74-210-13
					\$300.00	<b>Payee Vendor Total</b>	
<b>Illinois Department of Pu</b>	71250	04/19/2024	10-2130-332-00-79-600-14	Health Travel	60.00	20242734	10-2130-332-00-79-600-14
					\$60.00	<b>Payee Vendor Total</b>	
<b>Illinois Office of the St</b>	71251	04/19/2024	20-2542-390-00-79	Other Purchased Service	390.00	20242775	20-2542-390-00-79
					\$390.00	<b>Payee Vendor Total</b>	
<b>Illinois School For The D</b>	71252	04/19/2024	40-2552-331-00-79	Contracted Transportation	430.00	20242567	40-2552-331-00-79
	71252	04/19/2024	40-2552-332-00-79	Transportation Travel	430.00	20242735	40-2552-332-00-79
					\$860.00	<b>Payee Vendor Total</b>	
<b>Illinois State Police</b>	71253	04/19/2024	10-2310-390-00-74-500-14	Purchased Service Board	5,000.00	20242639	10-2310-390-00-74-500-14
					\$5,000.00	<b>Payee Vendor Total</b>	
<b>Illinois Tollway Violatio</b>	71254	04/19/2024	40-2552-640-00-79	Dues & Fees	20.40	20242736	40-2552-640-00-79
					\$20.40	<b>Payee Vendor Total</b>	
<b>Interclean Equipment Inc</b>							



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	71255	04/19/2024	40-2550-310-00-79	Prof & Tech Service Trans	2,498.79	20242568	40-2550-310-00-79
					\$2,498.79	<b>Payee Vendor Total</b>	
<b>Interstate Battery Center</b>							
	71256	04/19/2024	20-2542-410-00-79	Supplies B & G	1,194.90	20242738	20-2542-410-00-79
					\$1,194.90	<b>Payee Vendor Total</b>	
<b>Iowa City Area Sports Com</b>							
	71091	04/12/2024	10-1500-640-00-71-300-13	Sports Dues & Fees HS	500.00	0	10-1500-640-00-71-300-13
					\$500.00	<b>Payee Vendor Total</b>	
<b>J.W. Pepper &amp; Son Inc</b>							
	71324	04/19/2024	10-1130-410-12-71-300-13	Music Supplies HS	12.99	20242658	10-1130-410-12-71-300-13
	71324	04/19/2024	10-1130-410-12-71-300-13	Music Supplies HS	60.00	20242658	10-1130-410-12-71-300-13
					\$72.99	<b>Payee Vendor Total</b>	
<b>Jacobson, Jessica</b>							
	71160	04/19/2024	10-2210-332-82-79-605-14	Bilingual PD Travel & Conference	185.65	0	10-2210-332-82-79-605-14
					\$185.65	<b>Payee Vendor Total</b>	
<b>Jaekel, Samantha</b>							
	71161	04/19/2024	10-1130-332-00-71-300-13	Teacher Travel HS	54.54	0	10-1130-332-00-71-300-13
					\$54.54	<b>Payee Vendor Total</b>	
<b>Jensen, Julie</b>							
	71162	04/19/2024	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	192.10	0	10-2210-314-92-79-605-14
					\$192.10	<b>Payee Vendor Total</b>	
<b>Jensens Plumbing &amp; Heatin</b>							
	71070	04/05/2024	20-2542-520-00-79	Building projects	14,350.00	20231757	20-2542-520-00-79
	71257	04/19/2024	20-2542-520-00-79	Building projects	3,110.71	20242739	20-2542-520-00-79
	71257	04/19/2024	20-2542-323-00-79	Repairs & Maint Buildings	342.50	20242740	20-2542-323-00-79
					\$17,803.21	<b>Payee Vendor Total</b>	
<b>JJ Keller &amp; Associates In</b>							
	71258	04/19/2024	40-2552-331-00-79	Contracted Transportation	224.45	20242741	40-2552-331-00-79
	71258	04/19/2024	40-2552-331-00-79	Contracted Transportation	2,225.00	20242741	40-2552-331-00-79
					\$2,449.45	<b>Payee Vendor Total</b>	
<b>Johnson Controls Fire Pro</b>							
	71259	04/19/2024	20-2542-323-00-79	Repairs & Maint Buildings	888.83	20242742	20-2542-323-00-79
					\$888.83	<b>Payee Vendor Total</b>	



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<b>Johnson Floor Co</b>							
	71260	04/19/2024	20-2542-323-00-79	Repairs & Maint Buildings	550.00	20242569	20-2542-323-00-79
					\$550.00	<b>Payee Vendor Total</b>	
<b>Jostens</b>							
	71261	04/19/2024	10-2410-410-00-72-220-13	Office Supplies Marlowe	154.95	20242785	10-2410-410-00-72-220-13
	71261	04/19/2024	10-2410-410-00-72-220-13	Office Supplies Marlowe	1,459.60	20242785	10-2410-410-00-72-220-13
					\$1,614.55	<b>Payee Vendor Total</b>	
<b>Kasprzak, Camille</b>							
	71262	04/19/2024	10-1101-310-00-79-605-14	Substitute Teacher-Contracted	3,500.00	20242743	10-1101-310-00-79-605-14
	71262	04/19/2024	10-1101-310-00-79-605-14	Substitute Teacher-Contracted	4,100.00	20242570	10-1101-310-00-79-605-14
					\$7,600.00	<b>Payee Vendor Total</b>	
<b>Keller, Crenden</b>							
	71050	04/05/2024	10-1500-640-00-71-300-13	Sports Dues & Fees HS	15.00	0	10-1500-640-00-71-300-13
	71050	04/05/2024	10-1500-640-00-71-300-13	Sports Dues & Fees HS	30.00	0	10-1500-640-00-71-300-13
					\$45.00	<b>Payee Vendor Total</b>	
<b>Kelly, Jill</b>							
	71163	04/19/2024	10-1200-332-00-79-600-14	Travel Sp Ed	81.07	0	10-1200-332-00-79-600-14
					\$81.07	<b>Payee Vendor Total</b>	
<b>Kelly, Michael</b>							
	71084	04/09/2024	10-1500-319-00-71-300-13	Sports Officials HS	148.00	0	10-1500-319-00-71-300-13
					\$148.00	<b>Payee Vendor Total</b>	
<b>Kelso Burnett Co</b>							
	71263	04/19/2024	10-2546-323-00-79-600-14	Security Officer Repairs	1,224.00	20242640	10-2546-323-00-79-600-14
	71263	04/19/2024	10-2546-323-00-79-600-14	Security Officer Repairs	679.00	20242641	10-2546-323-00-79-600-14
					\$1,903.00	<b>Payee Vendor Total</b>	
<b>Kenefick, Michelle</b>							
	71164	04/19/2024	10-1500-335-00-72-220-13	Conference Travel Marlowe	24.89	0	10-1500-335-00-72-220-13
					\$24.89	<b>Payee Vendor Total</b>	
<b>Kenneth J. Kogut &amp; Associ</b>							
	71264	04/19/2024	20-2540-310-00-79	Professional & Technical	975.00	20242776	20-2540-310-00-79
					\$975.00	<b>Payee Vendor Total</b>	
<b>Kleen Air Service Corpora</b>							
	71115	04/12/2024	20-2542-323-00-79	Repairs & Maint Buildings	1,145.00	20241924	20-2542-323-00-79

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					<b>\$1,145.00</b>	<b>Payee Vendor Total</b>	
<b>Knotts, Heath</b>							
	71165	04/19/2024	10-2520-332-00-74-500-14	Travel Fiscal	37.52	0	10-2520-332-00-74-500-14
					<b>\$37.52</b>	<b>Payee Vendor Total</b>	
<b>Kubitz, Laura</b>							
	68838	04/02/2024	10-2210-640-92-79-605-14	IDEA Other Objects	(100.00)	0	10-2210-640-92-79-605-14
	71041	04/02/2024	10-2210-640-92-79-605-14	IDEA Other Objects	100.00	0	10-2210-640-92-79-605-14
					<b>\$0.00</b>	<b>Payee Vendor Total</b>	
<b>Kurek, Richard</b>							
	71166	04/19/2024	10-1130-332-00-71-300-13	Teacher Travel HS	13.40	0	10-1130-332-00-71-300-13
	71166	04/19/2024	10-1130-332-00-71-300-13	Teacher Travel HS	54.94	0	10-1130-332-00-71-300-13
	71166	04/19/2024	10-1130-332-00-71-300-13	Teacher Travel HS	54.54	0	10-1130-332-00-71-300-13
					<b>\$122.88</b>	<b>Payee Vendor Total</b>	
<b>Lake In The Hills Sanitar</b>							
	71051	04/05/2024	20-2540-370-00-79	Water/Sewer	432.00	0	20-2540-370-00-79
	71051	04/05/2024	20-2540-370-00-79	Water/Sewer	432.00	0	20-2540-370-00-79
	71051	04/05/2024	20-2540-370-00-79	Water/Sewer	360.00	0	20-2540-370-00-79
					<b>\$1,224.00</b>	<b>Payee Vendor Total</b>	
<b>Language Testing Internat</b>							
	71265	04/19/2024	10-2210-390-82-79-605-14	T Bilingual Impr Inst Services	650.00	20242628	10-2210-390-82-79-605-14
	71265	04/19/2024	10-2210-390-82-79-605-14	T Bilingual Impr Inst Services	1,990.00	20242744	10-2210-390-82-79-605-14
					<b>\$2,640.00</b>	<b>Payee Vendor Total</b>	
<b>Larson, Karen</b>							
	71167	04/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	390.00	0	10-2310-230-00-74-500-14
	71167	04/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	390.00	0	10-2310-230-00-74-500-14
	71167	04/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	390.00	0	10-2310-230-00-74-500-14
					<b>\$1,170.00</b>	<b>Payee Vendor Total</b>	
<b>Laser Pro Company</b>							
	71266	04/19/2024	10-1120-360-00-72-220-13	Printing Marlowe	124.50	20242745	10-1120-360-00-72-220-13
					<b>\$124.50</b>	<b>Payee Vendor Total</b>	
<b>LaTour, Kelly A</b>							
	71168	04/19/2024	10-1200-410-00-79-600-14	Supplies Sp Ed	36.25	0	10-1200-410-00-79-600-14
	71168	04/19/2024	10-1200-332-00-79-600-14	Travel Sp Ed	24.95	0	10-1200-332-00-79-600-14

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	71168	04/19/2024	10-1200-332-00-79-600-14	Travel Sp Ed	24.80	0	10-1200-332-00-79-600-14
					<b>\$86.00</b>	<b>Payee Vendor Total</b>	
<b>Leach Enterprises Inc</b>							
	992300479	04/05/2024	40-2554-410-00-79	Fleet Supplies	(300.00)	24030787	40-2554-410-00-79
	992300479	04/05/2024	40-2554-410-00-79	Fleet Supplies	6,851.41	24030787	40-2554-410-00-79
	992300479	04/05/2024	40-2554-410-00-79	Fleet Supplies	226.32	24030787	40-2554-410-00-79
	992300479	04/05/2024	40-2554-410-00-79	Fleet Supplies	1,312.89	24030787	40-2554-410-00-79
	992300479	04/05/2024	40-2554-410-00-79	Fleet Supplies	27.60	24030787	40-2554-410-00-79
	992300489	04/22/2024	40-2554-410-00-79	Fleet Supplies	1,779.87	20242571	40-2554-410-00-79
	992300489	04/22/2024	40-2554-410-00-79	Fleet Supplies	(108.00)	24040787	40-2554-410-00-79
	992300489	04/22/2024	40-2554-410-00-79	Fleet Supplies	1,254.49	24040787	40-2554-410-00-79
	992300489	04/22/2024	40-2554-410-00-79	Fleet Supplies	253.32	24040787	40-2554-410-00-79
					<b>\$11,297.90</b>	<b>Payee Vendor Total</b>	
<b>LearnWell</b>							
	71267	04/19/2024	10-4210-670-00-79-600-14	Dist Hospital Instruct./Safe School	295.45	24031587	10-4210-670-00-79-600-14
	71267	04/19/2024	10-4210-670-00-79-600-14	Dist Hospital Instruct./Safe School	157.60	24031587	10-4210-670-00-79-600-14
	71267	04/19/2024	10-4210-670-00-79-600-14	Dist Hospital Instruct./Safe School	78.80	24031587	10-4210-670-00-79-600-14
	71267	04/19/2024	10-4210-670-00-79-600-14	Dist Hospital Instruct./Safe School	472.83	24031587	10-4210-670-00-79-600-14
	71267	04/19/2024	10-4210-670-00-79-600-14	Dist Hospital Instruct./Safe School	197.00	24031587	10-4210-670-00-79-600-14
	71267	04/19/2024	10-4210-670-00-79-600-14	Dist Hospital Instruct./Safe School	394.00	24031587	10-4210-670-00-79-600-14
	71267	04/19/2024	10-4210-670-00-79-600-14	Dist Hospital Instruct./Safe School	788.05	24031587	10-4210-670-00-79-600-14
	71267	04/19/2024	10-4210-670-00-79-600-14	Dist Hospital Instruct./Safe School	157.60	24041587	10-4210-670-00-79-600-14
	71267	04/19/2024	10-4210-670-00-79-600-14	Dist Hospital Instruct./Safe School	709.24	24041587	10-4210-670-00-79-600-14
	71267	04/19/2024	10-4210-670-00-79-600-14	Dist Hospital Instruct./Safe School	236.40	24041587	10-4210-670-00-79-600-14
	71267	04/19/2024	10-4210-670-00-79-600-14	Dist Hospital Instruct./Safe School	551.60	24041587	10-4210-670-00-79-600-14
	71267	04/19/2024	10-4210-670-00-79-600-14	Dist Hospital Instruct./Safe School	788.05	24041587	10-4210-670-00-79-600-14
					<b>\$4,826.62</b>	<b>Payee Vendor Total</b>	
<b>Letheby, Corey</b>							
	71169	04/19/2024	20-2540-332-00-79	Travel	18.22	0	20-2540-332-00-79
					<b>\$18.22</b>	<b>Payee Vendor Total</b>	
<b>Liberty Lanes</b>							
	71086	04/11/2024	10-1500-640-00-71-300-13	Sports Dues & Fees HS	120.00	20242783	10-1500-640-00-71-300-13
	71086	04/11/2024	10-1500-640-00-74-210-13	Sports Dues & Fees Heineman	90.00	20242783	10-1500-640-00-74-210-13
					<b>\$210.00</b>	<b>Payee Vendor Total</b>	



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<b>Lincoln National Life</b>							
	71268	04/19/2024	10-2310-220-00-79-600-14	Support Serv-Gen Adm Insurance	806.90	24040447	10-2310-220-00-79-600-14
	71268	04/19/2024	10-2310-220-00-79-600-14	Support Serv-Gen Adm Insurance	18,677.98	24040447	10-2310-220-00-79-600-14
					\$19,484.88	<b>Payee Vendor Total</b>	
<b>Lindquist, Kevin</b>							
	71170	04/19/2024	20-2540-332-00-79	Travel	47.03	0	20-2540-332-00-79
					\$47.03	<b>Payee Vendor Total</b>	
<b>Lowes</b>							
	71269	04/19/2024	20-2542-410-00-79	Supplies B & G	75.96	20242572	20-2542-410-00-79
					\$75.96	<b>Payee Vendor Total</b>	
<b>Marchand, Gerard</b>							
	71171	04/19/2024	10-1543-332-00-71-305-13	Activities Travel	61.44	0	10-1543-332-00-71-305-13
	71171	04/19/2024	10-1543-332-00-71-305-13	Activities Travel	125.69	0	10-1543-332-00-71-305-13
					\$187.13	<b>Payee Vendor Total</b>	
<b>Math Unity LLC</b>							
	71270	04/19/2024	10-1100-410-76-79-600-14	CURES Instruc Supplies	636.40	20242661	10-1100-410-76-79-600-14
	71270	04/19/2024	10-1100-410-76-79-600-14	CURES Instruc Supplies	4,780.00	20242661	10-1100-410-76-79-600-14
	71270	04/19/2024	10-1100-410-76-79-600-14	CURES Instruc Supplies	3,980.00	20242661	10-1100-410-76-79-600-14
					\$9,396.40	<b>Payee Vendor Total</b>	
<b>McGrath Printing Custom A</b>							
	71116	04/12/2024	10-2130-410-00-79-600-14	Supplies Health	546.10	20242396	10-2130-410-00-79-600-14
					\$546.10	<b>Payee Vendor Total</b>	
<b>McHenry County College</b>							
	71271	04/19/2024	10-1400-310-00-74-305-13	Voc Ed Tuition	16,655.50	20242794	10-1400-310-00-74-305-13
	71271	04/19/2024	10-1400-310-00-74-305-13	Voc Ed Tuition	19,645.58	20242795	10-1400-310-00-74-305-13
					\$36,301.08	<b>Payee Vendor Total</b>	
<b>McHenry Specialties</b>							
	71272	04/19/2024	10-2190-410-00-71-300-12	Graduation Supplies HHS	1,225.00	20242746	10-2190-410-00-71-300-12
	71272	04/19/2024	10-1543-410-00-71-305-13	Activities Awards	155.00	20242629	10-1543-410-00-71-305-13
					\$1,380.00	<b>Payee Vendor Total</b>	
<b>McMaster Carr Supply Co</b>							
	71273	04/19/2024	20-2542-410-00-79	Supplies B & G	27.10	24040287	20-2542-410-00-79
					\$27.10	<b>Payee Vendor Total</b>	



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<b>MDC Environmental Serv</b>							
	71092	04/12/2024	20-2542-321-00-79	Sanitation/Exterminating	3,354.86	24040117	20-2542-321-00-79
					\$3,354.86	<b>Payee Vendor Total</b>	
<b>Mena, Ben</b>							
	71052	04/05/2024	10-1500-319-00-71-300-13	Sports Officials HS	148.00	0	10-1500-319-00-71-300-13
					\$148.00	<b>Payee Vendor Total</b>	
<b>Menards Inc</b>							
	71274	04/19/2024	10-1130-490-02-71-300-13	High School Fine Arts/PAC Supplies	984.56	20242748	10-1130-490-02-71-300-13
					\$984.56	<b>Payee Vendor Total</b>	
<b>Menards Inc</b>							
	71117	04/12/2024	20-2542-410-00-79	Supplies B & G	34.82	24010127	20-2542-410-00-79
	71275	04/19/2024	20-2542-410-00-79	Supplies B & G	3,314.40	20242747	20-2542-410-00-79
	71275	04/19/2024	20-2542-410-00-79	Supplies B & G	50.97	24030127	20-2542-410-00-79
	71275	04/19/2024	20-2542-410-00-79	Supplies B & G	86.35	24030127	20-2542-410-00-79
					\$3,486.54	<b>Payee Vendor Total</b>	
<b>META Solutions</b>							
	71276	04/19/2024	10-2660-319-61-79-600-14	Software Maintenance	1,500.00	20242650	10-2660-319-61-79-600-14
	71276	04/19/2024	10-2660-319-61-79-600-14	Software Maintenance	2,137.00	20242650	10-2660-319-61-79-600-14
					\$3,637.00	<b>Payee Vendor Total</b>	
<b>Metamora Township High Sc</b>							
	71093	04/12/2024	10-1500-640-00-71-300-13	Sports Dues & Fees HS	70.00	0	10-1500-640-00-71-300-13
	71093	04/12/2024	10-1500-640-00-71-300-13	Sports Dues & Fees HS	70.00	0	10-1500-640-00-71-300-13
					\$140.00	<b>Payee Vendor Total</b>	
<b>Metlife</b>							
	71118	04/12/2024	10-1100-220-00-79-600-14	Regular Programs Insurance	72,150.15	24041597	10-1100-220-00-79-600-14
					\$72,150.15	<b>Payee Vendor Total</b>	
<b>Midland Paper</b>							
	71119	04/12/2024	10-2410-410-00-72-120-14	Copier Paper & Toner Martin	3,480.05	20240714	10-2410-410-00-72-120-14
	71119	04/12/2024	10-2410-410-00-71-100-14	Copier Paper & Toner Leggee	1,740.02	20240352	10-2410-410-00-71-100-14
	71277	04/19/2024	10-2410-410-00-74-140-14	Copier Paper & Toner Mackeben	1,740.02	20242787	10-2410-410-00-74-140-14
	71277	04/19/2024	10-2410-410-00-71-300-14	Copier Paper & Toner HS	5,220.07	20240271	10-2410-410-00-71-300-14
					\$12,180.16	<b>Payee Vendor Total</b>	
<b>Midwest Mechanical Group</b>							



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	71278	04/19/2024	20-2542-520-00-79	Building projects	2,554.20	20242638	20-2542-520-00-79
					\$2,554.20	<b>Payee Vendor Total</b>	
<b>Midwest Transit Equip Kan</b>							
	71279	04/19/2024	40-2550-323-00-79	Repairs and Maintenance	140.76	20242573	40-2550-323-00-79
	71279	04/19/2024	40-2550-323-00-79	Repairs and Maintenance	1,204.44	20242574	40-2550-323-00-79
	71279	04/19/2024	40-2550-323-00-79	Repairs and Maintenance	535.22	20242647	40-2550-323-00-79
	71279	04/19/2024	40-2550-323-00-79	Repairs and Maintenance	(315.00)	20242647	40-2550-323-00-79
	71279	04/19/2024	40-2550-323-00-79	Repairs and Maintenance	190.52	20242749	40-2550-323-00-79
	71279	04/19/2024	40-2550-323-00-79	Repairs and Maintenance	462.56	20242750	40-2550-323-00-79
	71279	04/19/2024	40-2550-323-00-79	Repairs and Maintenance	411.74	20242751	40-2550-323-00-79
					\$2,630.24	<b>Payee Vendor Total</b>	
<b>Mitchell, Stephanie</b>							
	71172	04/19/2024	10-1110-410-00-71-100-13	Inst Supplies Leggee	168.84	0	10-1110-410-00-71-100-13
					\$168.84	<b>Payee Vendor Total</b>	
<b>Monson, Jason</b>							
	71173	04/19/2024	40-2550-323-00-79	Repairs and Maintenance	19.20	0	40-2550-323-00-79
					\$19.20	<b>Payee Vendor Total</b>	
<b>Namify LLC</b>							
	71325	04/19/2024	10-1130-410-00-71-300-13	Inst Supplies HS	220.47	20242550	10-1130-410-00-71-300-13
					\$220.47	<b>Payee Vendor Total</b>	
<b>National Lift Truck Inc</b>							
	992300490	04/22/2024	20-2542-390-00-79	Other Purchased Service	168.68	20242576	20-2542-390-00-79
	992300490	04/22/2024	20-2542-390-00-79	Other Purchased Service	366.48	20242576	20-2542-390-00-79
	992300490	04/22/2024	20-2542-390-00-79	Other Purchased Service	315.75	20242576	20-2542-390-00-79
	992300490	04/22/2024	20-2542-390-00-79	Other Purchased Service	143.63	20242752	20-2542-390-00-79
	992300490	04/22/2024	20-2542-390-00-79	Other Purchased Service	243.43	20242752	20-2542-390-00-79
	992300490	04/22/2024	20-2542-390-00-79	Other Purchased Service	255.19	20242752	20-2542-390-00-79
	992300490	04/22/2024	20-2542-390-00-79	Other Purchased Service	362.59	20242752	20-2542-390-00-79
	992300490	04/22/2024	20-2542-390-00-79	Other Purchased Service	408.37	20242752	20-2542-390-00-79
					\$2,264.12	<b>Payee Vendor Total</b>	
<b>NCS Pearson Inc.</b>							
	71280	04/19/2024	10-2150-410-92-79-605-14	IDEA Sp Path & Audiol Supplies	113.40	20240338	10-2150-410-92-79-605-14
	71280	04/19/2024	10-2150-410-92-79-605-14	IDEA Sp Path & Audiol Supplies	84.00	20240338	10-2150-410-92-79-605-14
	71280	04/19/2024	10-2150-410-92-79-605-14	IDEA Sp Path & Audiol Supplies	176.40	20240338	10-2150-410-92-79-605-14



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	71280	04/19/2024	10-2150-410-92-79-605-14	IDEA Sp Path & Audiol Supplies	838.95	20240338	10-2150-410-92-79-605-14
	71280	04/19/2024	10-2150-410-92-79-605-14	IDEA Sp Path & Audiol Supplies	229.95	20240338	10-2150-410-92-79-605-14
	71280	04/19/2024	10-2150-410-92-79-605-14	IDEA Sp Path & Audiol Supplies	45.94	20240338	10-2150-410-92-79-605-14
	71280	04/19/2024	10-2140-310-92-79-600-14	IDEA Psychological Services	20.94	20240335	10-2140-310-92-79-600-14
	71280	04/19/2024	10-2140-310-92-79-600-14	IDEA Psychological Services	349.00	20240335	10-2140-310-92-79-600-14
	71280	04/19/2024	10-1200-410-92-79-600-14	IDEA Instructional Supplies	21.00	20242555	10-1200-410-92-79-600-14
	71280	04/19/2024	10-1200-410-92-79-600-14	IDEA Instructional Supplies	212.70	20242555	10-1200-410-92-79-600-14
					<b>\$2,092.28</b>	<b>Payee Vendor Total</b>	
<b>Nicor Gas</b>							
	71053	04/05/2024	20-2540-465-00-79	Natural Gas	2,661.25	0	20-2540-465-00-79
	71053	04/05/2024	20-2540-465-00-79	Natural Gas	1,194.55	0	20-2540-465-00-79
	71053	04/05/2024	20-2540-465-00-79	Natural Gas	1,264.35	0	20-2540-465-00-79
	71053	04/05/2024	20-2540-465-00-79	Natural Gas	588.98	0	20-2540-465-00-79
	71053	04/05/2024	20-2540-465-00-79	Natural Gas	1,024.79	0	20-2540-465-00-79
	71053	04/05/2024	20-2540-465-00-79	Natural Gas	1,128.66	0	20-2540-465-00-79
	71053	04/05/2024	20-2540-465-00-79	Natural Gas	1,041.83	0	20-2540-465-00-79
	71053	04/05/2024	20-2540-465-00-79	Natural Gas	1,151.10	0	20-2540-465-00-79
	71053	04/05/2024	20-2540-465-00-79	Natural Gas	1,228.13	0	20-2540-465-00-79
					<b>\$11,283.64</b>	<b>Payee Vendor Total</b>	
<b>Nimble Industries Inc</b>							
	71281	04/19/2024	10-2660-319-61-79-600-14	Software Maintenance	349.15	20242684	10-2660-319-61-79-600-14
					<b>\$349.15</b>	<b>Payee Vendor Total</b>	
<b>North American Corporatio</b>							
	71282	04/19/2024	20-2542-410-00-79	Supplies B & G	3,445.40	24040017	20-2542-410-00-79
					<b>\$3,445.40</b>	<b>Payee Vendor Total</b>	
<b>North Shore Transit Inc</b>							
	71283	04/19/2024	40-2552-331-00-79	Contracted Transportation	1,328.59	20242753	40-2552-331-00-79
					<b>\$1,328.59</b>	<b>Payee Vendor Total</b>	
<b>Northwestern Memorial Hea</b>							
	71284	04/19/2024	10-1500-220-00-79-600-14	Interscholastic Prog Insurance	16,165.00	20242777	10-1500-220-00-79-600-14
					<b>\$16,165.00</b>	<b>Payee Vendor Total</b>	
<b>On Target Sales</b>							
	71285	04/19/2024	10-2213-415-00-74-140-13	Mackeben Staff Devel Supplies	11.50	20242630	10-2213-415-00-74-140-13
	71285	04/19/2024	10-2213-415-00-74-140-13	Mackeben Staff Devel Supplies	94.50	20242630	10-2213-415-00-74-140-13



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	71285	04/19/2024	10-2213-415-00-74-140-13	Mackeben Staff Devel Supplies	640.00	20242630	10-2213-415-00-74-140-13
					\$746.00	<b>Payee Vendor Total</b>	
<b>Ottosen DiNolfo Hasenbalg</b>							
	71286	04/19/2024	10-2310-318-00-74-500-14	Legal Board	1,052.03	24030797	10-2310-318-00-74-500-14
					\$1,052.03	<b>Payee Vendor Total</b>	
<b>P &amp; M Distributors Inc</b>							
	71287	04/19/2024	10-2560-415-00-74-210-13	Cafe Food Heineman	218.80	20242582	10-2560-415-00-74-210-13
	71287	04/19/2024	10-2560-415-00-74-210-13	Cafe Food Heineman	301.95	20242582	10-2560-415-00-74-210-13
					\$520.75	<b>Payee Vendor Total</b>	
<b>Paddock Publications Inc</b>							
	71288	04/19/2024	10-2321-390-00-74-500-14	Purchased Service Supt	131.10	20242756	10-2321-390-00-74-500-14
					\$131.10	<b>Payee Vendor Total</b>	
<b>PAHCS II Northwestern Med</b>							
	71289	04/19/2024	40-2550-310-00-79	Prof & Tech Service Trans	1,185.00	20242577	40-2550-310-00-79
	71289	04/19/2024	40-2550-310-00-79	Prof & Tech Service Trans	340.00	20242578	40-2550-310-00-79
	71289	04/19/2024	40-2550-310-00-79	Prof & Tech Service Trans	935.00	20242579	40-2550-310-00-79
	71289	04/19/2024	40-2550-310-00-79	Prof & Tech Service Trans	290.00	20242580	40-2550-310-00-79
	71289	04/19/2024	40-2550-310-00-79	Prof & Tech Service Trans	340.00	20242581	40-2550-310-00-79
	71289	04/19/2024	40-2550-310-00-79	Prof & Tech Service Trans	935.00	20242754	40-2550-310-00-79
	71289	04/19/2024	40-2550-310-00-79	Prof & Tech Service Trans	905.00	20242755	40-2550-310-00-79
					\$4,930.00	<b>Payee Vendor Total</b>	
<b>Palmer, Jessica</b>							
	71174	04/19/2024	10-1200-332-00-79-600-14	Travel Sp Ed	18.76	0	10-1200-332-00-79-600-14
					\$18.76	<b>Payee Vendor Total</b>	
<b>Parkland Preparatory Acad</b>							
	71290	04/19/2024	10-4220-670-00-79-600-14	Sp Ed Private Tuition	13,362.00	24021960	10-4220-670-00-79-600-14
					\$13,362.00	<b>Payee Vendor Total</b>	
<b>Partnering for Prevention</b>							
	71071	04/05/2024	10-2210-310-68-79-600-14	ARP CP2 Imp Inst Pur Svc	6,408.75	24041777	10-2210-310-68-79-600-14
	71120	04/12/2024	10-1500-390-00-71-300-13	Student Drug Testing	1,500.00	20241403	10-1500-390-00-71-300-13
					\$7,908.75	<b>Payee Vendor Total</b>	
<b>Patlin Inc</b>							
	71291	04/19/2024	40-2554-410-00-79	Fleet Supplies	28.44	20242757	40-2554-410-00-79



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					<u>\$28.44</u>	<b>Payee Vendor Total</b>	
<b>Pauly's Custom Apparel Co</b>							
	71292	04/19/2024	10-1100-410-68-79-600-14	ARP CP2 Instr Supplies	505.00	20242758	10-1100-410-68-79-600-14
					<u>\$505.00</u>	<b>Payee Vendor Total</b>	
<b>Pepsi-Cola Gen Bot Inc</b>							
	71121	04/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	1,302.71	24031487	10-2560-415-00-71-300-13
	71121	04/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	767.84	24031487	10-2560-415-00-71-300-13
	71121	04/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	1,653.67	24031487	10-2560-415-00-71-300-13
	71121	04/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	1,655.01	24031487	10-2560-415-00-71-300-13
	71121	04/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	769.19	24031487	10-2560-415-00-71-300-13
					<u>\$6,148.42</u>	<b>Payee Vendor Total</b>	
<b>Perspectives Ltd</b>							
	71072	04/05/2024	10-2510-220-00-79-600-14	Direction of Business Serv Ins	1,326.00	24040277	10-2510-220-00-79-600-14
					<u>\$1,326.00</u>	<b>Payee Vendor Total</b>	
<b>Peterson, Kristin</b>							
	71175	04/19/2024	10-1200-332-00-79-600-14	Travel Sp Ed	53.60	0	10-1200-332-00-79-600-14
					<u>\$53.60</u>	<b>Payee Vendor Total</b>	
<b>Petty Cash - Heineman</b>							
	71054	04/05/2024	10-1200-310-66-71-300-13	STEP Purchased Services	15.00	0	10-1200-310-66-71-300-13
	71054	04/05/2024	10-1200-310-66-71-300-13	STEP Purchased Services	35.00	0	10-1200-310-66-71-300-13
					<u>\$50.00</u>	<b>Payee Vendor Total</b>	
<b>Petty Cash-HHS SpEd</b>							
	71328	04/19/2024	10-1200-410-66-71-300-13	STEP Supplies	45.43	0	10-1200-410-66-71-300-13
					<u>\$45.43</u>	<b>Payee Vendor Total</b>	
<b>Petty Cash-LIGHT</b>							
	71057	04/05/2024	10-1200-310-66-71-300-13	STEP Purchased Services	35.00	0	10-1200-310-66-71-300-13
	71057	04/05/2024	10-1200-310-66-71-300-13	STEP Purchased Services	15.00	0	10-1200-310-66-71-300-13
	71329	04/19/2024	10-1200-310-66-71-300-13	STEP Purchased Services	110.00	0	10-1200-310-66-71-300-13
					<u>\$160.00</u>	<b>Payee Vendor Total</b>	
<b>Phillips, Shannon</b>							
	71176	04/19/2024	10-1130-332-00-71-300-13	Teacher Travel HS	54.54	0	10-1130-332-00-71-300-13
					<u>\$54.54</u>	<b>Payee Vendor Total</b>	
<b>Pioneer Manufacturing - A</b>							



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	71293	04/19/2024	20-2543-410-00-79	Grounds Supplies	25.72	20242664	20-2543-410-00-79
	71293	04/19/2024	20-2543-410-00-79	Grounds Supplies	123.00	20242664	20-2543-410-00-79
					\$148.72	<b>Payee Vendor Total</b>	
<b>Primus, Mike</b>							
	71177	04/19/2024	10-2660-332-00-79-600-14	Travel Technology	19.56	0	10-2660-332-00-79-600-14
					\$19.56	<b>Payee Vendor Total</b>	
<b>Purkepile, Amanda</b>							
	71178	04/19/2024	10-2520-332-00-74-500-14	Travel Fiscal	93.80	0	10-2520-332-00-74-500-14
	71178	04/19/2024	10-2520-332-00-74-500-14	Travel Fiscal	212.22	0	10-2520-332-00-74-500-14
					\$306.02	<b>Payee Vendor Total</b>	
<b>Quinlan &amp; Fabish Music Co</b>							
	992300491	04/22/2024	10-1120-323-02-72-220-13	Instrument Repair Marlowe	9,606.68	20242759	10-1120-323-02-72-220-13
	992300491	04/22/2024	10-1120-410-12-72-220-13	Chorus/Band Supplies Marlowe	2,740.21	20242759	10-1120-410-12-72-220-13
					\$12,346.89	<b>Payee Vendor Total</b>	
<b>Raptor Technologies LLC</b>							
	71294	04/19/2024	10-2546-323-00-79-600-14	Security Officer Repairs	6,600.00	20242645	10-2546-323-00-79-600-14
	71294	04/19/2024	10-2546-323-00-79-600-14	Security Officer Repairs	17,300.00	20242646	10-2546-323-00-79-600-14
					\$23,900.00	<b>Payee Vendor Total</b>	
<b>Redden, Scott</b>							
	71179	04/19/2024	20-2540-323-00-79	Repairs and Maintenance	83.75	0	20-2540-323-00-79
					\$83.75	<b>Payee Vendor Total</b>	
<b>Reed, Richard</b>							
	71180	04/19/2024	10-2561-332-00-79-605-14	Dir Food Service Travel	70.22	0	10-2561-332-00-79-605-14
					\$70.22	<b>Payee Vendor Total</b>	
<b>Remkes Garage LLC</b>							
	992300492	04/22/2024	40-2550-323-00-79	Repairs and Maintenance	1,381.98	20242583	40-2550-323-00-79
	992300492	04/22/2024	40-2550-323-00-79	Repairs and Maintenance	643.15	20242760	40-2550-323-00-79
					\$2,025.13	<b>Payee Vendor Total</b>	
<b>Renkosik, Doug</b>							
	71181	04/19/2024	20-2540-332-00-79	Travel	71.02	0	20-2540-332-00-79
					\$71.02	<b>Payee Vendor Total</b>	
<b>Rocco Z Music LLC</b>							
	71295	04/19/2024	10-1110-410-35-74-150-13	Conley Band Supplies	500.00	20242584	10-1110-410-35-74-150-13



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	71295	04/19/2024	10-1110-410-35-71-100-13	Band Supplies Leggee	60.00	20242786	10-1110-410-35-71-100-13
	71295	04/19/2024	10-1110-410-35-71-100-13	Band Supplies Leggee	35.00	20242786	10-1110-410-35-71-100-13
	71295	04/19/2024	10-1110-410-35-71-100-13	Band Supplies Leggee	46.00	20242786	10-1110-410-35-71-100-13
	71295	04/19/2024	10-1110-410-35-71-100-13	Band Supplies Leggee	23.00	20242786	10-1110-410-35-71-100-13
	71295	04/19/2024	10-1110-410-35-71-100-13	Band Supplies Leggee	436.00	20242786	10-1110-410-35-71-100-13
					<b>\$1,100.00</b>	<b>Payee Vendor Total</b>	
<b>Rodriguez, Tom</b>							
	71182	04/19/2024	10-2520-332-00-74-500-14	Travel Fiscal	22.65	0	10-2520-332-00-74-500-14
					<b>\$22.65</b>	<b>Payee Vendor Total</b>	
<b>Rush Truck Center Huntley</b>							
	71073	04/05/2024	40-2554-410-00-79	Fleet Supplies	118.58	24030747	40-2554-410-00-79
	71122	04/12/2024	40-2554-410-00-79	Fleet Supplies	1,223.97	24040747	40-2554-410-00-79
	71122	04/12/2024	40-2554-410-00-79	Fleet Supplies	221.12	24040747	40-2554-410-00-79
	71122	04/12/2024	40-2554-410-00-79	Fleet Supplies	92.12	24040747	40-2554-410-00-79
	71122	04/12/2024	40-2554-410-00-79	Fleet Supplies	186.12	24040747	40-2554-410-00-79
	71296	04/19/2024	40-2554-410-00-79	Fleet Supplies	1,936.00	20242585	40-2554-410-00-79
	71296	04/19/2024	40-2554-410-00-79	Fleet Supplies	1,929.92	20242586	40-2554-410-00-79
	71296	04/19/2024	40-2554-410-00-79	Fleet Supplies	932.73	20242587	40-2554-410-00-79
	71296	04/19/2024	40-2554-410-00-79	Fleet Supplies	109.43	24040747	40-2554-410-00-79
	71296	04/19/2024	40-2554-410-00-79	Fleet Supplies	50.06	24040747	40-2554-410-00-79
	71296	04/19/2024	40-2554-410-00-79	Fleet Supplies	752.12	24040747	40-2554-410-00-79
	71122	04/12/2024	40-2554-410-00-79	Fleet Supplies	(234.08)	24040747	40-2554-410-00-79
					<b>\$7,318.09</b>	<b>Payee Vendor Total</b>	
<b>Rydin Decal</b>							
	71297	04/19/2024	10-1110-410-00-74-140-13	Inst Supplies Mackeben	1,764.00	20242505	10-1110-410-00-74-140-13
					<b>\$1,764.00</b>	<b>Payee Vendor Total</b>	
<b>Safety Kleen Systems Inc</b>							
	71298	04/19/2024	40-2550-310-00-79	Prof & Tech Service Trans	380.72	20242588	40-2550-310-00-79
					<b>\$380.72</b>	<b>Payee Vendor Total</b>	
<b>Schmuhl, Jessica</b>							
	71183	04/19/2024	10-1120-410-09-72-220-13	Home Ec Marlowe	269.69	0	10-1120-410-09-72-220-13
	71183	04/19/2024	10-1120-410-09-72-220-13	Home Ec Marlowe	257.53	0	10-1120-410-09-72-220-13
					<b>\$527.22</b>	<b>Payee Vendor Total</b>	
<b>Schocks Towing</b>							





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	71074	04/05/2024	10-2560-415-97-79-600-14	All Children Snacks	40.76	24091397	10-2560-415-97-79-600-14
	71074	04/05/2024	10-2560-415-97-79-600-14	All Children Snacks	36.23	24091397	10-2560-415-97-79-600-14
	71074	04/05/2024	10-2560-415-97-79-600-14	All Children Snacks	40.76	24091397	10-2560-415-97-79-600-14
	71074	04/05/2024	10-2560-415-97-79-600-14	All Children Snacks	33.97	24091397	10-2560-415-97-79-600-14
	71074	04/05/2024	10-2560-415-97-79-600-14	All Children Snacks	41.49	24101397	10-2560-415-97-79-600-14
	71074	04/05/2024	10-2560-415-97-79-600-14	All Children Snacks	34.57	24101397	10-2560-415-97-79-600-14
	71074	04/05/2024	10-2560-415-97-79-600-14	All Children Snacks	36.88	24101397	10-2560-415-97-79-600-14
	71074	04/05/2024	10-2560-415-97-79-600-14	All Children Snacks	41.49	24101397	10-2560-415-97-79-600-14
	71074	04/05/2024	10-2560-415-97-79-600-14	All Children Snacks	46.10	24101397	10-2560-415-97-79-600-14
	71074	04/05/2024	10-2560-415-97-79-600-14	All Children Snacks	41.21	24111397	10-2560-415-97-79-600-14
	71074	04/05/2024	10-2560-415-97-79-600-14	All Children Snacks	43.50	24111397	10-2560-415-97-79-600-14
	71074	04/05/2024	10-2560-415-97-79-600-14	All Children Snacks	48.08	24111397	10-2560-415-97-79-600-14
	71074	04/05/2024	10-2560-415-97-79-600-14	All Children Snacks	55.39	24011397	10-2560-415-97-79-600-14
	71074	04/05/2024	10-2560-415-97-79-600-14	All Children Snacks	41.54	24011397	10-2560-415-97-79-600-14
	71074	04/05/2024	10-2560-415-97-79-600-14	All Children Snacks	55.39	24011397	10-2560-415-97-79-600-14
	71074	04/05/2024	10-2560-415-97-79-600-14	All Children Snacks	46.16	24011397	10-2560-415-97-79-600-14
	71124	04/12/2024	10-2560-415-97-79-600-14	All Children Snacks	41.54	24031397	10-2560-415-97-79-600-14
	71124	04/12/2024	10-2560-415-97-79-600-14	All Children Snacks	55.39	24031397	10-2560-415-97-79-600-14
	71124	04/12/2024	10-2560-415-97-79-600-14	All Children Snacks	41.54	24031397	10-2560-415-97-79-600-14
	71124	04/12/2024	10-2560-415-00-74-140-13	Cafe Food Mackeben	78.70	24031367	10-2560-415-00-74-140-13
	71124	04/12/2024	10-2560-415-00-74-140-13	Cafe Food Mackeben	232.32	24031367	10-2560-415-00-74-140-13
	71124	04/12/2024	10-2560-415-00-74-140-13	Cafe Food Mackeben	78.70	24031367	10-2560-415-00-74-140-13
	71124	04/12/2024	10-2560-415-00-74-140-13	Cafe Food Mackeben	232.32	24031367	10-2560-415-00-74-140-13
	71124	04/12/2024	10-2560-415-00-74-140-13	Cafe Food Mackeben	154.88	24031367	10-2560-415-00-74-140-13
	71124	04/12/2024	10-2560-415-00-74-140-13	Cafe Food Mackeben	154.88	24031367	10-2560-415-00-74-140-13
	71124	04/12/2024	10-2560-415-00-74-150-13	Cafe Food Conley	233.58	24031377	10-2560-415-00-74-150-13
	71124	04/12/2024	10-2560-415-00-74-150-13	Cafe Food Conley	156.14	24031377	10-2560-415-00-74-150-13
	71124	04/12/2024	10-2560-415-00-74-150-13	Cafe Food Conley	186.36	24031377	10-2560-415-00-74-150-13
	71124	04/12/2024	10-2560-415-00-74-150-13	Cafe Food Conley	108.92	24031377	10-2560-415-00-74-150-13
	71124	04/12/2024	10-2560-415-00-74-210-13	Cafe Food Heineman	154.88	24031387	10-2560-415-00-74-210-13
	71124	04/12/2024	10-2560-415-00-74-210-13	Cafe Food Heineman	154.88	24031387	10-2560-415-00-74-210-13
	71124	04/12/2024	10-2560-415-00-74-210-13	Cafe Food Heineman	108.92	24031387	10-2560-415-00-74-210-13
	71124	04/12/2024	10-2560-415-00-74-210-13	Cafe Food Heineman	108.92	24031387	10-2560-415-00-74-210-13
	71124	04/12/2024	10-2560-415-00-72-110-13	Cafe Food Chesak	154.88	24031373	10-2560-415-00-72-110-13
	71124	04/12/2024	10-2560-415-00-72-110-13	Cafe Food Chesak	355.72	24031373	10-2560-415-00-72-110-13



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Vendor Name	Check #	Check Date	A.S.N.	Account# Description	Amount	P.O. #	State Account Number
	71124	04/12/2024	10-2560-415-00-72-110-13	Cafe Food Chesak	125.92	24031373	10-2560-415-00-72-110-13
	71124	04/12/2024	10-2560-415-00-72-110-13	Cafe Food Chesak	266.32	24031373	10-2560-415-00-72-110-13
	71124	04/12/2024	10-2560-415-00-72-110-13	Cafe Food Chesak	170.62	24031373	10-2560-415-00-72-110-13
	71124	04/12/2024	10-2560-415-00-72-110-13	Cafe Food Chesak	140.40	24031373	10-2560-415-00-72-110-13
	71124	04/12/2024	10-2560-415-00-72-110-13	Cafe Food Chesak	312.28	24031373	10-2560-415-00-72-110-13
	71124	04/12/2024	10-2560-415-00-72-120-13	Cafe Food Martin	186.36	24031374	10-2560-415-00-72-120-13
	71124	04/12/2024	10-2560-415-00-72-120-13	Cafe Food Martin	186.36	24031374	10-2560-415-00-72-120-13
	71124	04/12/2024	10-2560-415-00-72-120-13	Cafe Food Martin	140.40	24031374	10-2560-415-00-72-120-13
	71124	04/12/2024	10-2560-415-00-72-120-13	Cafe Food Martin	154.88	24031374	10-2560-415-00-72-120-13
	71124	04/12/2024	10-2560-415-00-72-120-13	Cafe Food Martin	140.40	24031374	10-2560-415-00-72-120-13
	71124	04/12/2024	10-2560-415-00-72-120-13	Cafe Food Martin	62.96	24031374	10-2560-415-00-72-120-13
	71124	04/12/2024	10-2560-415-00-72-120-13	Cafe Food Martin	154.88	24031374	10-2560-415-00-72-120-13
	71124	04/12/2024	10-2560-415-00-72-220-13	Cafe Food Marlowe	31.48	24031375	10-2560-415-00-72-220-13
	71124	04/12/2024	10-2560-415-00-72-220-13	Cafe Food Marlowe	47.22	24031375	10-2560-415-00-72-220-13
	71124	04/12/2024	10-2560-415-00-72-220-13	Cafe Food Marlowe	61.70	24031375	10-2560-415-00-72-220-13
	71124	04/12/2024	10-2560-415-00-72-220-13	Cafe Food Marlowe	61.70	24031375	10-2560-415-00-72-220-13
	71124	04/12/2024	10-2560-415-00-72-220-13	Cafe Food Marlowe	78.70	24031375	10-2560-415-00-72-220-13
	71124	04/12/2024	10-2560-415-00-72-220-13	Cafe Food Marlowe	31.48	24031375	10-2560-415-00-72-220-13
	71124	04/12/2024	10-2560-415-00-72-220-13	Cafe Food Marlowe	93.18	24031375	10-2560-415-00-72-220-13
	71124	04/12/2024	10-2560-415-00-71-100-13	Cafe Food Leggee	405.46	24031317	10-2560-415-00-71-100-13
	71124	04/12/2024	10-2560-415-00-71-100-13	Cafe Food Leggee	421.20	24031317	10-2560-415-00-71-100-13
	71124	04/12/2024	10-2560-415-00-71-100-13	Cafe Food Leggee	265.06	24031317	10-2560-415-00-71-100-13
	71124	04/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	123.40	24031327	10-2560-415-00-71-300-13
	71124	04/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	374.42	24031327	10-2560-415-00-71-300-13
	71124	04/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	374.42	24031327	10-2560-415-00-71-300-13
	71124	04/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	45.96	24031327	10-2560-415-00-71-300-13
					<b>\$8,062.90</b>	<b>Payee Vendor Total</b>	
<b>SCP Merchandising LLC</b>							
	71302	04/19/2024	10-1200-410-66-71-300-13	STEP Supplies	907.58	20240924	10-1200-410-66-71-300-13
	71302	04/19/2024	10-1200-410-66-71-300-13	STEP Supplies	13.32	20240924	10-1200-410-66-71-300-13
					<b>\$920.90</b>	<b>Payee Vendor Total</b>	
<b>Seam Group LLC</b>							
	71126	04/12/2024	40-2552-590-00-79	EV Bus Power Station	3,054.00	20241727	40-2552-590-00-79
	71126	04/12/2024	40-2552-590-00-79	EV Bus Power Station	3,310.00	20241727	40-2552-590-00-79
					<b>\$6,364.00</b>	<b>Payee Vendor Total</b>	



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Vendor Name	Check #	Check Date	A.S.N.	Account# Description	Amount	P.O. #	State Account Number
<b>Secretary of State 1</b>							
	71331	04/24/2024	40-2550-310-00-79	Prof & Tech Service Trans	4.00	24040847	40-2550-310-00-79
					\$4.00	<b>Payee Vendor Total</b>	
<b>Service Sanitation Inc</b>							
	71303	04/19/2024	10-1500-320-00-71-300-13	HHS Athletics Grounds Svcs	96.93	20242764	10-1500-320-00-71-300-13
	71303	04/19/2024	10-1500-320-00-71-300-13	HHS Athletics Grounds Svcs	671.26	20242765	10-1500-320-00-71-300-13
					\$768.19	<b>Payee Vendor Total</b>	
<b>Shadel, Jill</b>							
	71185	04/19/2024	10-1200-332-00-79-600-14	Travel Sp Ed	113.23	0	10-1200-332-00-79-600-14
					\$113.23	<b>Payee Vendor Total</b>	
<b>Sherwin Williams Co</b>							
	71304	04/19/2024	20-2543-410-00-79	Grounds Supplies	80.29	20242766	20-2543-410-00-79
	71304	04/19/2024	20-2543-410-00-79	Grounds Supplies	81.50	20242767	20-2543-410-00-79
	71304	04/19/2024	20-2542-410-00-79	Supplies B & G	51.24	20242767	20-2542-410-00-79
					\$213.03	<b>Payee Vendor Total</b>	
<b>Smith, Lauren Ann</b>							
	71186	04/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	390.00	0	10-2310-230-00-74-500-14
					\$390.00	<b>Payee Vendor Total</b>	
<b>Smith, Penny</b>							
	71187	04/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	390.00	0	10-2310-230-00-74-500-14
	71187	04/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	390.00	0	10-2310-230-00-74-500-14
	71187	04/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	390.00	0	10-2310-230-00-74-500-14
					\$1,170.00	<b>Payee Vendor Total</b>	
<b>Social Thinking</b>							
	71127	04/12/2024	10-1125-490-00-79-600-14	Supplies Preschool	15.57	20242232	10-1125-490-00-79-600-14
	71127	04/12/2024	10-1125-490-00-79-600-14	Supplies Preschool	249.98	20242232	10-1125-490-00-79-600-14
					\$265.55	<b>Payee Vendor Total</b>	
<b>Spoeth, Holly</b>							
	71188	04/19/2024	10-1200-310-66-71-300-13	STEP Purchased Services	77.72	0	10-1200-310-66-71-300-13
					\$77.72	<b>Payee Vendor Total</b>	
<b>Spotter Staffing LLC</b>							
	71305	04/19/2024	10-1101-310-00-79-605-14	Substitute Teacher-Contracted	2,962.50	24040647	10-1101-310-00-79-605-14
	71305	04/19/2024	10-1101-310-00-79-605-14	Substitute Teacher-Contracted	2,962.50	24030647	10-1101-310-00-79-605-14



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	71305	04/19/2024	10-1101-310-00-79-605-14	Substitute Teacher-Contracted	2,370.00	24020647	10-1101-310-00-79-605-14
					\$8,295.00	<b>Payee Vendor Total</b>	
<b>St. Clair, Renae</b>							
	71189	04/19/2024	10-1543-332-00-71-305-13	Activities Travel	358.50	0	10-1543-332-00-71-305-13
					\$358.50	<b>Payee Vendor Total</b>	
<b>Steiner Electric Company</b>							
	71075	04/05/2024	20-2542-410-00-79	Supplies B & G	42.41	24031637	20-2542-410-00-79
	71306	04/19/2024	20-2542-410-00-79	Supplies B & G	1,364.62	20242556	20-2542-410-00-79
	71306	04/19/2024	20-2542-410-00-79	Supplies B & G	917.91	20242556	20-2542-410-00-79
					\$2,324.94	<b>Payee Vendor Total</b>	
<b>Sunrise Southwest LLC</b>							
	71307	04/19/2024	40-2552-332-00-79	Transportation Travel	4,117.20	20242768	40-2552-332-00-79
	71307	04/19/2024	40-2552-331-00-79	Contracted Transportation	4,117.20	20242589	40-2552-331-00-79
					\$8,234.40	<b>Payee Vendor Total</b>	
<b>Super Duper Publications</b>							
	71308	04/19/2024	10-2150-410-92-79-605-14	IDEA Sp Path & Audiol Supplies	10.95	20242652	10-2150-410-92-79-605-14
	71308	04/19/2024	10-2150-410-92-79-605-14	IDEA Sp Path & Audiol Supplies	12.95	20242652	10-2150-410-92-79-605-14
	71308	04/19/2024	10-2150-410-92-79-605-14	IDEA Sp Path & Audiol Supplies	12.95	20242652	10-2150-410-92-79-605-14
	71308	04/19/2024	10-2150-410-92-79-605-14	IDEA Sp Path & Audiol Supplies	12.95	20242652	10-2150-410-92-79-605-14
	71308	04/19/2024	10-2150-410-92-79-605-14	IDEA Sp Path & Audiol Supplies	12.95	20242652	10-2150-410-92-79-605-14
	71308	04/19/2024	10-2150-410-92-79-605-14	IDEA Sp Path & Audiol Supplies	12.95	20242652	10-2150-410-92-79-605-14
	71308	04/19/2024	10-2150-410-92-79-605-14	IDEA Sp Path & Audiol Supplies	54.95	20242652	10-2150-410-92-79-605-14
	71308	04/19/2024	10-2150-410-92-79-605-14	IDEA Sp Path & Audiol Supplies	12.95	20242652	10-2150-410-92-79-605-14
	71308	04/19/2024	10-2150-410-92-79-605-14	IDEA Sp Path & Audiol Supplies	39.95	20242652	10-2150-410-92-79-605-14
	71308	04/19/2024	10-2150-410-92-79-605-14	IDEA Sp Path & Audiol Supplies	12.95	20242652	10-2150-410-92-79-605-14
	71308	04/19/2024	10-2150-410-92-79-605-14	IDEA Sp Path & Audiol Supplies	12.95	20242652	10-2150-410-92-79-605-14
	71308	04/19/2024	10-2150-410-92-79-605-14	IDEA Sp Path & Audiol Supplies	12.95	20242652	10-2150-410-92-79-605-14
	71308	04/19/2024	10-2150-410-92-79-605-14	IDEA Sp Path & Audiol Supplies	12.95	20242652	10-2150-410-92-79-605-14
	71308	04/19/2024	10-2150-410-92-79-605-14	IDEA Sp Path & Audiol Supplies	12.95	20242652	10-2150-410-92-79-605-14
	71308	04/19/2024	10-2150-410-92-79-605-14	IDEA Sp Path & Audiol Supplies	34.95	20242652	10-2150-410-92-79-605-14
					\$257.35	<b>Payee Vendor Total</b>	
<b>Symmetry Energy Solutions</b>							
	71055	04/05/2024	20-2540-465-00-79	Natural Gas	1,119.49	0	20-2540-465-00-79
	71055	04/05/2024	20-2540-465-00-79	Natural Gas	2,645.93	0	20-2540-465-00-79
	71055	04/05/2024	20-2540-465-00-79	Natural Gas	2,435.99	0	20-2540-465-00-79
	71055	04/05/2024	20-2540-465-00-79	Natural Gas	1,800.30	0	20-2540-465-00-79



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	71055	04/05/2024	20-2540-465-00-79	Natural Gas	2,527.38	0	20-2540-465-00-79
	71055	04/05/2024	20-2540-465-00-79	Natural Gas	2,593.00	0	20-2540-465-00-79
	71055	04/05/2024	20-2540-465-00-79	Natural Gas	7,028.76	0	20-2540-465-00-79
	71055	04/05/2024	20-2540-465-00-79	Natural Gas	2,186.23	0	20-2540-465-00-79
	71055	04/05/2024	20-2540-465-00-79	Natural Gas	1,884.19	0	20-2540-465-00-79
					\$24,221.27	<b>Payee Vendor Total</b>	
<b>Talerico Martin Corp</b>							
	71128	04/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	380.54	24030378	10-2560-415-00-71-300-13
	71128	04/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	76.92	24030378	10-2560-415-00-71-300-13
	71128	04/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	82.50	24030378	10-2560-415-00-71-300-13
	71128	04/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	389.84	24030378	10-2560-415-00-71-300-13
	71128	04/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	389.84	24030378	10-2560-415-00-71-300-13
	71128	04/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	82.50	24030378	10-2560-415-00-71-300-13
	71128	04/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	387.44	24030378	10-2560-415-00-71-300-13
	71128	04/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	389.84	24030378	10-2560-415-00-71-300-13
	71128	04/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	82.50	24030378	10-2560-415-00-71-300-13
	71128	04/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	76.92	24030378	10-2560-415-00-71-300-13
	71128	04/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	423.77	24030378	10-2560-415-00-71-300-13
	71128	04/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	76.92	24030378	10-2560-415-00-71-300-13
	71128	04/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	423.77	24030378	10-2560-415-00-71-300-13
	71128	04/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	76.92	24030378	10-2560-415-00-71-300-13
	71128	04/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	76.92	24030378	10-2560-415-00-71-300-13
	71128	04/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	423.77	24030378	10-2560-415-00-71-300-13
	71128	04/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	76.92	24030378	10-2560-415-00-71-300-13
	71128	04/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	76.92	24030378	10-2560-415-00-71-300-13
	71128	04/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	423.77	24030378	10-2560-415-00-71-300-13
	71128	04/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	423.77	24030378	10-2560-415-00-71-300-13
	71128	04/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	76.92	24030378	10-2560-415-00-71-300-13
	71128	04/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	423.77	24030378	10-2560-415-00-71-300-13
	71128	04/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	423.77	24030378	10-2560-415-00-71-300-13
	71128	04/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	76.92	24030378	10-2560-415-00-71-300-13
	71128	04/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	423.77	24030378	10-2560-415-00-71-300-13
	71128	04/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	423.77	24030378	10-2560-415-00-71-300-13
	71128	04/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	76.92	24030378	10-2560-415-00-71-300-13
	71128	04/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	423.77	24030378	10-2560-415-00-71-300-13
	71128	04/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	76.92	24030378	10-2560-415-00-71-300-13
	71128	04/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	76.92	24030378	10-2560-415-00-71-300-13



# Huntley Community School District 158 Disbursements

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Vendor Name	Check #	Check Date	A.S.N.	Account# Description	Amount	P.O. #	State Account Number
	71128	04/12/2024	10-2560-415-00-74-210-13	Cafe Food Heineman	130.56	24030377	10-2560-415-00-74-210-13
	71128	04/12/2024	10-2560-415-00-74-210-13	Cafe Food Heineman	130.56	24030377	10-2560-415-00-74-210-13
	71128	04/12/2024	10-2560-415-00-74-210-13	Cafe Food Heineman	130.56	24030377	10-2560-415-00-74-210-13
	71128	04/12/2024	10-2560-415-00-74-210-13	Cafe Food Heineman	130.56	24030377	10-2560-415-00-74-210-13
	71128	04/12/2024	10-2560-415-00-74-210-13	Cafe Food Heineman	42.08	24030377	10-2560-415-00-74-210-13
	71128	04/12/2024	10-2560-415-00-74-210-13	Cafe Food Heineman	130.56	24030377	10-2560-415-00-74-210-13
	71128	04/12/2024	10-2560-415-00-74-210-13	Cafe Food Heineman	130.56	24030377	10-2560-415-00-74-210-13
	71128	04/12/2024	10-2560-415-00-74-210-13	Cafe Food Heineman	130.56	24030377	10-2560-415-00-74-210-13
	71128	04/12/2024	10-2560-415-00-74-210-13	Cafe Food Heineman	72.20	24030377	10-2560-415-00-74-210-13
	71128	04/12/2024	10-2560-415-00-74-210-13	Cafe Food Heineman	130.56	24030377	10-2560-415-00-74-210-13
	71128	04/12/2024	10-2560-415-00-74-210-13	Cafe Food Heineman	130.56	24030377	10-2560-415-00-74-210-13
	71128	04/12/2024	10-2560-415-00-74-210-13	Cafe Food Heineman	130.56	24030377	10-2560-415-00-74-210-13
	71309	04/19/2024	10-2560-415-00-71-300-13	Cafe Food HS	127.92	24030378	10-2560-415-00-71-300-13
	71309	04/19/2024	10-2560-415-00-71-300-13	Cafe Food HS	380.54	24030378	10-2560-415-00-71-300-13
	71309	04/19/2024	10-2560-415-00-71-300-13	Cafe Food HS	417.00	24030378	10-2560-415-00-71-300-13
					\$9,190.39	<b>Payee Vendor Total</b>	
<b>The Center / Resources fo</b>							
	71076	04/05/2024	10-2212-310-00-79-505-14	Curriculum Gen Pur Svc 6-12	2,075.00	20240479	10-2212-310-00-79-505-14
	71076	04/05/2024	10-2212-310-00-79-505-14	Curriculum Gen Pur Svc 6-12	40.30	20240479	10-2212-310-00-79-505-14
	71130	04/12/2024	10-2212-310-00-79-505-14	Curriculum Gen Pur Svc 6-12	3,200.00	20240479	10-2212-310-00-79-505-14
	71130	04/12/2024	10-2212-310-00-79-505-14	Curriculum Gen Pur Svc 6-12	40.30	20240479	10-2212-310-00-79-505-14
					\$5,355.60	<b>Payee Vendor Total</b>	
<b>Therapy Staff Aequor Heal</b>							
	71310	04/19/2024	10-1101-310-00-79-605-14	Substitute Teacher-Contracted	1,077.51	24040547	10-1101-310-00-79-605-14
	71310	04/19/2024	10-1101-310-00-79-605-14	Substitute Teacher-Contracted	1,795.85	24030547	10-1101-310-00-79-605-14
	71310	04/19/2024	10-1101-310-00-79-605-14	Substitute Teacher-Contracted	11,348.50	24030547	10-1101-310-00-79-605-14
					\$14,221.86	<b>Payee Vendor Total</b>	
<b>Thermosystems Building Sy</b>							
	992300494	04/22/2024	20-2542-410-00-79	Supplies B & G	3,310.00	20242792	20-2542-410-00-79
					\$3,310.00	<b>Payee Vendor Total</b>	
<b>Thomson Reuters</b>							
	71131	04/12/2024	10-2660-319-61-79-600-14	Software Maintenance	1,075.44	24040307	10-2660-319-61-79-600-14
					\$1,075.44	<b>Payee Vendor Total</b>	
<b>TPI Tyler Press Inc</b>							



# Huntley Community School District 158 Disbursements

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Vendor Name	Check #	Check Date	A.S.N.	Account# Description	Amount	P.O. #	State Account Number
	71311	04/19/2024	10-1120-360-00-74-210-13	Printing Heineman	168.45	20242778	10-1120-360-00-74-210-13
					<u>\$168.45</u>	<b>Payee Vendor Total</b>	
<b>Trane</b>							
	992300495	04/22/2024	20-2542-390-00-79	Other Purchased Service	2,998.92	20242769	20-2542-390-00-79
	992300495	04/22/2024	20-2542-410-00-79	Supplies B & G	218.14	20242770	20-2542-410-00-79
					<u>\$3,217.06</u>	<b>Payee Vendor Total</b>	
<b>Tyler Technologies Inc</b>							
	71312	04/19/2024	40-2552-331-00-79	Contracted Transportation	255.76	20242771	40-2552-331-00-79
					<u>\$255.76</u>	<b>Payee Vendor Total</b>	
<b>UCP Seguin of Greater Chi</b>							
	71313	04/19/2024	10-2210-410-92-79-600-14	IDEA Impr of Instruction Suppl	565.00	20242737	10-2210-410-92-79-600-14
					<u>\$565.00</u>	<b>Payee Vendor Total</b>	
<b>Uline</b>							
	71077	04/05/2024	10-1130-323-00-71-300-13	Repairs HS	68.58	20242397	10-1130-323-00-71-300-13
	71077	04/05/2024	10-1130-323-00-71-300-13	Repairs HS	960.00	20242397	10-1130-323-00-71-300-13
	71314	04/19/2024	20-2542-410-00-79	Supplies B & G	174.23	20242793	20-2542-410-00-79
	71314	04/19/2024	20-2542-410-00-79	Supplies B & G	3,528.00	20242793	20-2542-410-00-79
	71314	04/19/2024	20-2542-410-00-79	Supplies B & G	150.00	20242793	20-2542-410-00-79
					<u>\$4,880.81</u>	<b>Payee Vendor Total</b>	
<b>Unity School Bus Parts, I</b>							
	71315	04/19/2024	40-2554-410-00-79	Fleet Supplies	(356.40)	20242772	40-2554-410-00-79
	71315	04/19/2024	40-2554-410-00-79	Fleet Supplies	(100.00)	20242772	40-2554-410-00-79
	71315	04/19/2024	40-2554-410-00-79	Fleet Supplies	485.92	20242772	40-2554-410-00-79
	71315	04/19/2024	40-2554-410-00-79	Fleet Supplies	420.00	20242773	40-2554-410-00-79
					<u>\$449.52</u>	<b>Payee Vendor Total</b>	
<b>Verizon Wireless</b>							
	71078	04/05/2024	20-2540-340-00-79	Telephone - Districtwide	3,047.83	24041607	20-2540-340-00-79
	71316	04/19/2024	20-2540-340-00-79	Telephone - Districtwide	249.53	24041607	20-2540-340-00-79
					<u>\$3,297.36</u>	<b>Payee Vendor Total</b>	
<b>VILLAGE OF ALGONQUIN</b>							
	71132	04/12/2024	20-2546-310-00-71-305	Resource Officer	10,195.28	24040137	20-2546-310-00-71-305
					<u>\$10,195.28</u>	<b>Payee Vendor Total</b>	
<b>Village of Huntley</b>							



# Huntley Community School District 158 Disbursements

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Vendor Name	Check #	Check Date	A.S.N.	Account# Description	Amount	P.O. #	State Account Number
	71317	04/19/2024	20-2546-310-00-71-305	Resource Officer	552.50	20242642	20-2546-310-00-71-305
					\$552.50	<b>Payee Vendor Total</b>	
<b>Village of Lake in the Hi</b>							
	71133	04/12/2024	20-2546-310-00-71-305	Resource Officer	4,848.00	24040687	20-2546-310-00-71-305
	71318	04/19/2024	20-2546-310-00-71-305	Resource Officer	204.51	20242643	20-2546-310-00-71-305
					\$5,052.51	<b>Payee Vendor Total</b>	
<b>Visions LLC</b>							
	71319	04/19/2024	10-2130-310-92-79-600-14	IDEA Health Services	916.77	24031737	10-2130-310-92-79-600-14
					\$916.77	<b>Payee Vendor Total</b>	
<b>Vogt, Marlene</b>							
	71190	04/19/2024	10-1200-332-00-79-600-14	Travel Sp Ed	125.16	0	10-1200-332-00-79-600-14
					\$125.16	<b>Payee Vendor Total</b>	
<b>VSP of Illinois NFP</b>							
	71079	04/05/2024	10-2310-220-00-79-600-14	Support Serv-Gen Adm Insurance	22.16	24030457	10-2310-220-00-79-600-14
	71134	04/12/2024	10-2310-220-00-79-600-14	Support Serv-Gen Adm Insurance	9,513.44	24040457	10-2310-220-00-79-600-14
					\$9,535.60	<b>Payee Vendor Total</b>	
<b>Wards Science</b>							
	71326	04/19/2024	10-1130-410-67-71-300-13	PLTW Supplies 6-12	17.00	20242551	10-1130-410-67-71-300-13
	71326	04/19/2024	10-1130-410-67-71-300-13	PLTW Supplies 6-12	19.99	20242551	10-1130-410-67-71-300-13
	71326	04/19/2024	10-1130-410-67-71-300-13	PLTW Supplies 6-12	51.00	20242551	10-1130-410-67-71-300-13
	71326	04/19/2024	10-1130-410-67-71-300-13	PLTW Supplies 6-12	17.00	20242551	10-1130-410-67-71-300-13
	71326	04/19/2024	10-1130-410-67-71-300-13	PLTW Supplies 6-12	72.32	20242551	10-1130-410-67-71-300-13
	71326	04/19/2024	10-1130-410-67-71-300-13	PLTW Supplies 6-12	21.23	20242551	10-1130-410-67-71-300-13
	71326	04/19/2024	10-1130-410-67-71-300-13	PLTW Supplies 6-12	59.50	20242551	10-1130-410-67-71-300-13
	71326	04/19/2024	10-1130-410-67-71-300-13	PLTW Supplies 6-12	28.60	20242551	10-1130-410-67-71-300-13
	71320	04/19/2024	10-1130-410-13-71-300-13	Science Supplies HS	49.09	20241270	10-1130-410-13-71-300-13
	71320	04/19/2024	10-1130-410-13-71-300-13	Science Supplies HS	39.95	20241270	10-1130-410-13-71-300-13
	71320	04/19/2024	10-1130-410-13-71-300-13	Science Supplies HS	124.99	20241270	10-1130-410-13-71-300-13
					\$500.67	<b>Payee Vendor Total</b>	
<b>WeatherGuard Roofing Comp</b>							
	992300496	04/22/2024	20-2542-323-00-79	Repairs & Maint Buildings	425.00	20242779	20-2542-323-00-79
					\$425.00	<b>Payee Vendor Total</b>	
<b>Westfall, James</b>							



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Vendor Name	Check #	Check Date	A.S.N.	Account# Description	Amount	P.O. #	State Account Number
	71056	04/05/2024	10-1500-319-00-71-300-13	Sports Officials HS	148.00	0	10-1500-319-00-71-300-13
					\$148.00	<b>Payee Vendor Total</b>	
<b>WEX BANK</b>							
	71080	04/05/2024	40-2552-464-00-79	Diesel/Gasoline	156.06	24030767	40-2552-464-00-79
	71080	04/05/2024	10-1500-332-00-71-300-13	Athletic Trips HS	52.53	24030777	10-1500-332-00-71-300-13
	71080	04/05/2024	10-1700-464-21-71-300-13	Driver Education Gasoline	583.75	24030777	10-1700-464-21-71-300-13
					\$792.34	<b>Payee Vendor Total</b>	
<b>Wilson Language Training</b>							
	71321	04/19/2024	10-1200-410-92-79-600-14	IDEA Instructional Supplies	8.00	20242653	10-1200-410-92-79-600-14
	71321	04/19/2024	10-1200-410-92-79-600-14	IDEA Instructional Supplies	37.00	20242653	10-1200-410-92-79-600-14
					\$45.00	<b>Payee Vendor Total</b>	
<b>Woodstock Chevrolet</b>							
	71322	04/19/2024	40-2554-410-00-79	Fleet Supplies	1,542.46	20242774	40-2554-410-00-79
	71330	04/19/2024	40-2554-410-00-79	Fleet Supplies	1,566.12	20242905	40-2554-410-00-79
	71330	04/19/2024	40-2554-410-00-79	Fleet Supplies	720.48	20242906	40-2554-410-00-79
					\$3,829.06	<b>Payee Vendor Total</b>	
<b>WPS</b>							
	71135	04/12/2024	10-2140-410-92-79-605-14	IDEA Psychological Supplies	40.75	20242003	10-2140-410-92-79-605-14
	71135	04/12/2024	10-2140-410-92-79-605-14	IDEA Psychological Supplies	163.00	20242003	10-2140-410-92-79-605-14
	71135	04/12/2024	10-2140-410-92-79-605-14	IDEA Psychological Supplies	163.00	20242003	10-2140-410-92-79-605-14
					\$366.75	<b>Payee Vendor Total</b>	
<b>Zearn</b>							
	71136	04/12/2024	10-1100-310-76-79-600-14	CURES Instruc Pur Svcs	(250.00)	20242314	10-1100-310-76-79-600-14
	71136	04/12/2024	10-1100-310-76-79-600-14	CURES Instruc Pur Svcs	2,500.00	20242314	10-1100-310-76-79-600-14
	71136	04/12/2024	10-1100-310-76-79-600-14	CURES Instruc Pur Svcs	2,500.00	20242314	10-1100-310-76-79-600-14
	71136	04/12/2024	10-1100-310-76-79-600-14	CURES Instruc Pur Svcs	(250.00)	20242315	10-1100-310-76-79-600-14
	71136	04/12/2024	10-1100-310-76-79-600-14	CURES Instruc Pur Svcs	2,500.00	20242315	10-1100-310-76-79-600-14
	71136	04/12/2024	10-1100-310-76-79-600-14	CURES Instruc Pur Svcs	2,500.00	20242315	10-1100-310-76-79-600-14
	71136	04/12/2024	10-1100-310-76-79-600-14	CURES Instruc Pur Svcs	(118.42)	20242316	10-1100-310-76-79-600-14
	71136	04/12/2024	10-1100-310-76-79-600-14	CURES Instruc Pur Svcs	1,184.21	20242316	10-1100-310-76-79-600-14
	71136	04/12/2024	10-1100-310-76-79-600-14	CURES Instruc Pur Svcs	1,184.21	20242316	10-1100-310-76-79-600-14
	71136	04/12/2024	10-1100-310-76-79-600-14	CURES Instruc Pur Svcs	(118.42)	20242317	10-1100-310-76-79-600-14
	71136	04/12/2024	10-1100-310-76-79-600-14	CURES Instruc Pur Svcs	1,184.21	20242317	10-1100-310-76-79-600-14
	71136	04/12/2024	10-1100-310-76-79-600-14	CURES Instruc Pur Svcs	1,184.21	20242317	10-1100-310-76-79-600-14



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Vendor Name	Check #	Check Date	A.S.N.	Account# Description	Amount	P.O. #	State Account Number
	71136	04/12/2024	10-1100-310-76-79-600-14	CURES Instruc Pur Svcs	1,125.00	20242317	10-1100-310-76-79-600-14
	71136	04/12/2024	10-1100-310-76-79-600-14	CURES Instruc Pur Svcs	1,125.00	20242317	10-1100-310-76-79-600-14
					\$16,250.00	<b>Payee Vendor Total</b>	
<b>Zehr, Adam</b>							
	71191	04/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	493.79	0	10-2310-230-00-74-500-14
					\$493.79	<b>Payee Vendor Total</b>	
<b>Zhao, Tianya</b>							
	71192	04/19/2024	10-1120-410-06-72-220-13	Foreign Lang Supplies Marlowe	71.15	0	10-1120-410-06-72-220-13
					\$71.15	<b>Payee Vendor Total</b>	
<b>Zieglers Ace Hardware</b>							
	71137	04/12/2024	20-2542-410-00-79	Supplies B & G	16.11	24010267	20-2542-410-00-79
	71137	04/12/2024	20-2542-410-00-79	Supplies B & G	59.34	24010267	20-2542-410-00-79
	71323	04/19/2024	20-2542-410-00-79	Supplies B & G	57.94	24040267	20-2542-410-00-79
	71323	04/19/2024	20-2542-410-00-79	Supplies B & G	7.99	24040267	20-2542-410-00-79
					\$141.38	<b>Payee Vendor Total</b>	
				<b>Report Total</b>	<b>\$2,516,883.27</b>		



# Huntley Community School District 158

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

To: Board of Education and Administration

From: Mark Altmayer, Chief Financial Officer

Date: May 2, 2024

Subject: **Monthly Fiscal Updates**  
Committee of the Whole, May 2, 2024  
Finance Committee

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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:

- ✓ **March month-end Close** - See the Preliminary Year-end Executive Summary
- ✓ **Budget & 5 Year Plan** - Continuing the process of accumulating data and resources for the District's FY25 Budget and 5 Year Plan.
- ✓ **Finance Opportunity with the Series 2020 Bonds** – In an effort to create debt service savings, the District continues to investigate opportunities with regard to our debt. Over the last few months, we have been working with PMA and are discussing an opportunity to issue a tender offer and fund the tender offer with new tax-exempt bonds, resulting in debt service savings. Administration will keep the Board apprised on this potential opportunity.

## SPECIFIC TASKS TO ADDRESS DURING JUNE 2024

- **June (TBD)** – Investigation and Ascertainment of Prevailing Rate of Wages: Requires a School Board to adopt a resolution establishing prevailing rates for its area, publicly post or keep available for inspection the prevailing rate of wages, file a certified copy of the resolution with the Secretary of State and the Department of Labor in Springfield no later than July 15 of each year, and publish a legal notice of its wage rate determination within 30 days of the filing (820 ILCS 130/9).
- **June (TBD)** – Prepare for Year-End Closing:
- **June 30** – Last day of the fiscal year for most Illinois school districts.

## COMING UP IN JULY 2024

- First day of the new fiscal year for most Illinois school districts
- Prevailing Wage: School districts must file a certified copy of the prevailing rate of wages with the Secretary of State and the Department of Labor in Springfield, and



# Huntley Community School District 158

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publish a legal notice of its wage rate determination within 30 days of the filing (820 ILCS 130/9).

- Begin initial submission of new TRS Pay-Period Reporting
- File IDEA Part B Grants Completion/Final Expenditure Report



# Huntley Community School District 158

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

To: Board of Education and Administration

From: Mark Altmayer, Chief Financial Officer

Date: May 2, 2024

Subject: **Activity Fund Balance Report**  
Committee of the Whole Meeting – May 2, 2024  
Finance Committee

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Presented for the Committee's review is the Activity Fund Balance Report as of March 31, 2024.



# Huntley Community School District 158

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 Algonquin, Illinois 60102  
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## March 31, 2024 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	\$ 97,902.57	\$ 1,212.62	\$ 36.76	\$ 99,078.43
Scholarships	16,580.89	-	-	16,580.89
Early Childhood	3,190.68	-	38.46	3,152.22
Mackeben	9,101.50	6.00	2,215.67	6,891.83
Conley	21,197.31	2,126.00	1,935.05	21,388.26
Chesak	28,950.06	2,020.00	1,055.33	29,914.73
Leggee	29,416.86	838.00	1,234.76	29,020.10
Martin	39,153.25	12,413.67	12,628.91	38,938.01
Heineman	57,324.41	9,977.72	13,221.88	54,080.25
Marlowe	91,691.73	4,428.30	13,577.57	82,542.46
High School Athletics	309,390.98	58,453.46	38,550.25	329,294.19
High School Activities	289,834.86	6,999.16	28,308.45	268,525.57
<b>Total All Funds</b>	<b>\$ 993,735.10</b>	<b>\$ 98,474.93</b>	<b>\$ 112,803.09</b>	<b>\$ 979,406.94</b>

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

**Martin:** The majority of the \$12,400 of revenue was from Library book fair \$11,100, and Field Trips \$1,300. The majority of the (\$12,600) of expenditures was for Library book fair (\$10,600), Wellness supplies (\$1,300), and Fundraising supplies (\$600).

**Heineman:** The majority of the \$10,000 of revenue was from Library book fair \$2,900, PE \$2,300, Athletics \$2,400, Charitable Contributions (Better Life for Kids fundraiser) \$1,200, Snow Hawks ski trips \$1,000, and Athletics \$500. The majority of the (\$13,200) of expenditures was for PE climbing wall instructor (\$4,400), Athletics supplies (\$3,000), Library book fair (\$2,500), 8th Grade Holocaust Museum field trips (\$1,300), and Snow Hawks ski trips (\$1,000).

**Marlowe:** The majority of the \$4,400 of revenue was from Snow Stangs ski trips \$1,000, Musical \$800, Track \$500, and Play \$500. The majority of the (\$13,600) of expenditures was for Chorus/Band trip transportation (\$9,100), Snow Stangs ski trips (\$1,400), Musical cast shirts (\$1,300), and Library books (\$400).

**High School Athletics:** The majority of the \$58,500 of revenue was from Boys Lacrosse \$12,100, Baseball \$10,700, Softball \$8,600, Girls Track \$7,000, Football \$5,100, Boys Track \$3,800, Athletics \$2,600, Boys Basketball \$2,400, Cheerleading \$2,000, Boys Volleyball \$1,400, and Poms \$1,300. The majority of the (\$38,600) of expenditures was for Girls Basketball apparel (\$10,100), Girls Volleyball supplies & apparel (\$4,500), Athletics IHSA State finals lodging, boys indoor track FVC tournament officials & awards, and various winter sports end of season awards (\$4,100), Baseball jerseys & apparel (\$3,500), Soccer uniforms (\$3,500), Cheerleading State competition team meals (\$2,200), Girls Lacrosse supplies (\$1,900), Boys Basketball practice jerseys & apparel (\$3,200), Wrestling apparel (\$1,600), Girls (indoor) Track invite officials, awards, & meals (\$1,400), Football middle school camp coach (\$1,300), Boys Basketball supplies & team meals (\$1,100), and Boys Tennis uniforms (\$1,000).

**High School Activities:** The majority of the \$7,000 of revenue was from Drama Club \$3,000, Wellness \$800, Field Trips \$800, Fishing Club \$700, and Student Council \$400. The majority of the (\$28,300) of expenditures was for Snow Raiders ski trips (\$14,300), Journalism newspaper printing costs (\$3,400), Field Trips (multi-cultural) (\$1,900), Orchesis Club costumes, choreographer, & cast photo shoot (\$1,700), Fishing Club shirts (\$1,500), Chess Team meals (\$900), Autos Club supplies (\$800), Activities Director food & student restitution (\$700), Industrial Arts supplies (\$600), and Community Service Club graduation cords (\$500).

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



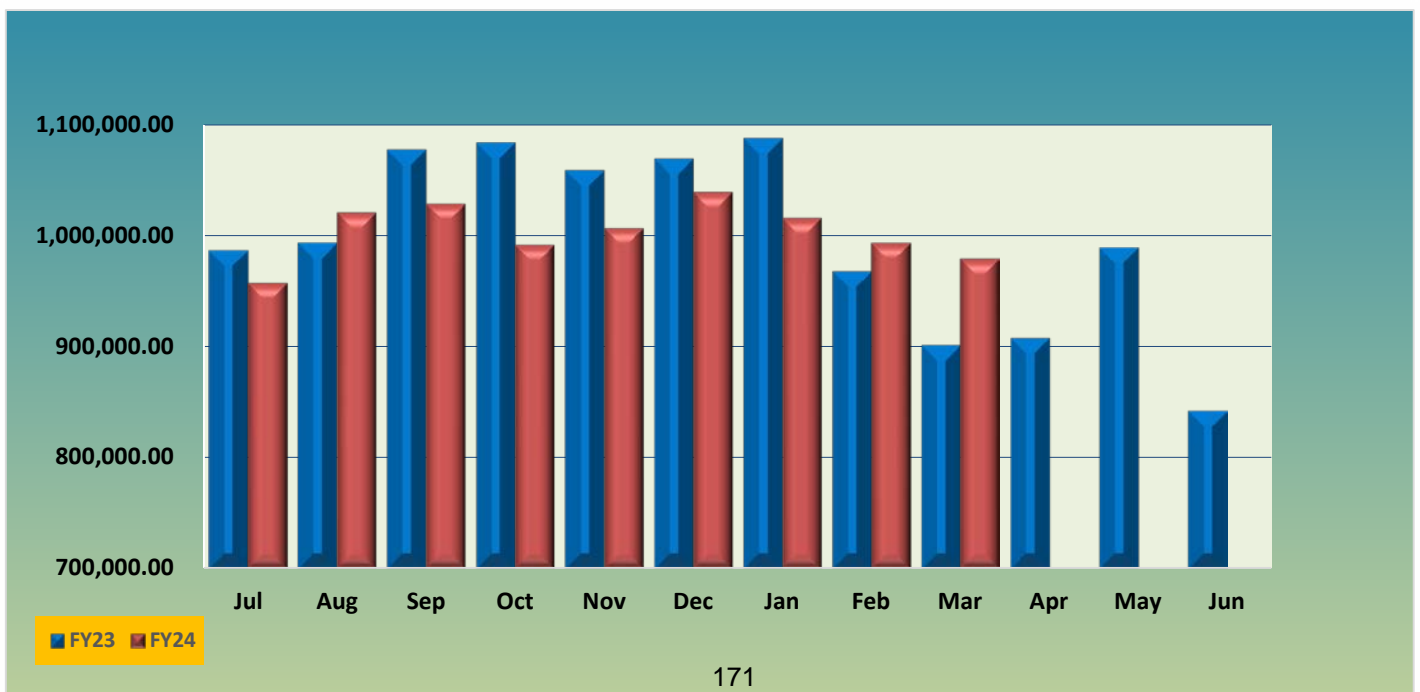
# Huntley Community School District 158

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

## March 31, 2024 Financial Executive Summary - Activity Accounts

Major transactions for the Month include:

Major Cash Expenditures		Description	Major Revenues Received	
Huntley Community School Dist 158	42,880.81	P-Card charges (1/21/24 - 2/20/24)	HS Boys Lacrosse	12,102.00
Scholastic Book Fairs	13,125.88	Martin & Heineman book fairs	Martin Library	11,143.67
BSN Sports LLC	9,914.62	HS Girls Basketball apparel	HS Baseball	10,740.00
Bob Rogers Travel	9,100.00	Marlowe Chorus/Band trip trans.	HS Softball	8,622.00
Graphic Edge, The	6,474.87	Various athletic teams apparel	HS Girls Track	6,954.00
Edge Sports Apparel, The	4,440.00	HS Soccer & Boys Tennis uniforms	HS Football	5,085.00
Nordin, Dean	4,400.00	Heineman PE climbing wall activity	HS Boys Track	3,828.00
Service Printing Corp	2,624.87	HS Newspaper printing cost	HS Drama Club	2,974.00
Alpine Valley Resort	2,340.00	HMS & MMS ski trips 2/29/24	Heineman LRC	2,906.92
IHMEC	1,924.00	Heineman 8th Grade field trips	HS Athletic Varsity	2,556.10
Valley Athletics	1,692.12	HS Baseball jerseys	HS Boys Basketball	2,433.06
Discovery Center Museum	1,431.50	Conley Grade 4 field trip	Heineman PE	2,308.13
Zapchenk, Danielle	1,289.25	Marlowe Musical cast shirts	Chesak In & Out	2,020.00
Gopher Performance	1,255.07	Martin PE/Wellness supplies	HS Cheerleading	2,000.00
Berends, James	1,250.00	HS Football MS camp coach	HS Boys Volleyball	1,430.50
Trophies By George	842.60	HS Boys Indoor Track FVC awards	Conley Field Trips	1,418.00
Locker Shop & Unique Apparel, The	755.00	HS Baseball apparel	Martin Fieldtrips	1,270.00
Illinois Railway Museum	750.00	Leggee Grade 4 field trip deposit	HS Pom Pons	1,257.80
McHenry Specialties	735.00	HS Athletics end of season awards	Hein. Charitable Contributions	1,238.83
Kosiek, Robin	520.00	HS Orchesis team photo shoot	Interest/Service Charge	1,212.62
Jostens	514.77	HS Comm. Service Club grad cords	Marlowe Snow Stangs	1,030.00



# Fund Balance Report

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Huntley Community School District 158

Fund	Description	Month to Date		Year to Date		YTD Change	Fund Balance	
		Expense	Income	Expense	Income		Start of Year	Current
100	District In & Out	0.00	0.00	960.00	1,020.00	60.00	0.00	60.00
101	Interest/Service Charge	0.00	1,212.62	0.00	10,708.87	10,708.87	75,083.33	85,792.20
102	District Pepsi Account	36.76	0.00	2,040.92	301.16	(1,739.76)	6,881.67	5,141.91
104	Activity Food Service	0.00	0.00	419.37	0.00	(419.37)	1,376.56	957.19
105	District Recycling	0.00	0.00	55.35	0.00	(55.35)	5,124.57	5,069.22
111	Huntley Hootenanny	0.00	0.00	3,000.00	500.00	(2,500.00)	2,500.00	0.00
112	Foundation Grants	0.00	0.00	0.00	0.00	0.00	0.00	0.00
113	Schaffenegger Memorial	0.00	0.00	1,000.00	0.00	(1,000.00)	17,580.89	16,580.89
1202	Mackeben Pop	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1203	Mackeben Recycling	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1204	Mackeben Art	218.41	0.00	1,466.95	0.00	(1,466.95)	2,895.75	1,428.80
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	3,131.00	1,730.00	(1,401.00)	3,121.46	1,720.46
1210	Mackeben Library	1,997.26	6.00	8,998.51	7,391.70	(1,606.81)	5,191.18	3,584.37
1240	Mackeben In & Out	0.00	0.00	537.56	334.00	(203.56)	361.76	158.20
1400	Heineman LRC	2,503.09	2,906.92	2,503.09	3,366.16	863.07	79.14	942.21
1401	Heineman Snow Hawks	960.00	960.00	16,575.00	18,159.00	1,584.00	2,908.63	4,492.63
1402	Heineman Play	0.00	0.00	0.00	0.00	0.00	0.00	172 0.00
1403	Heineman Yearbook	0.00	0.00	0.00	68.00	68.00	1,556.93	1,624.93
1404	Heineman PBIS	19.78	0.00	1,655.32	833.95	(821.37)	1,150.53	329.16
1405	Heineman Service Club	0.00	0.00	0.00	0.00	0.00	0.11	0.11
1406	Heineman Chorus/Band	81.40	15.00	23,687.01	31,874.00	8,186.99	4,105.00	12,291.99
1407	Heineman Wrestling	0.00	315.00	0.00	315.00	315.00	81.65	396.65
1408	Heineman Cheerleading	0.00	0.00	2,598.46	2,564.39	(34.07)	358.94	324.87
1409	Heineman Track	0.00	0.00	488.67	0.00	(488.67)	789.62	300.95
1410	Heineman Charitable Contributions	0.00	1,238.83	330.00	2,634.51	2,304.51	1,226.03	3,530.54
1411	Heineman Cross Country	0.00	0.00	800.58	812.00	11.42	258.53	269.95
1412	Heineman Volleyball	0.00	0.00	935.00	935.00	0.00	110.43	110.43
1413	Heineman PE	4,400.00	2,308.13	19,055.00	5,373.13	(13,681.87)	17,859.01	4,177.14
1414	Heineman Student Council	118.75	50.00	1,186.22	1,103.66	(82.56)	1,882.04	1,799.48
1416	Heineman Poms	0.00	0.00	1,003.97	777.61	(226.36)	971.56	745.20
1417	Heineman Girls Basketball	0.00	0.00	0.00	0.00	0.00	25.66	25.66
1418	Heineman Outdoor Activity	0.00	0.00	23,670.96	23,571.00	(99.96)	8,238.75	8,138.79
1419	Heineman Athletics	2,955.75	500.00	3,792.24	3,122.00	(670.24)	738.40	68.16
1420	Heineman Boys Basketball	0.00	0.00	972.50	1,827.50	855.00	1,472.88	2,327.88
1421	Heineman Ecology Club	0.00	0.00	0.00	0.00	0.00	35.43	35.43

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# Fund Balance Report

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Huntley Community School District 158

Fund	Description	Month to Date		Year to Date		YTD Change	Fund Balance	
		Expense	Income	Expense	Income		Start of Year	Current
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	823.20	823.20
1425	Heineman Engineering Club	0.00	0.00	0.00	0.00	0.00	23.34	23.34
1440	Heineman In & Out	132.61	(166.00)	1,143.63	1,305.50	161.87	528.92	690.79
1441	Heineman Foods Club	126.50	0.00	355.53	416.75	61.22	1,309.74	1,370.96
1461	Heineman 6th Grade Team 1	0.00	168.14	0.00	168.14	168.14	316.91	485.05
1462	Heineman 6th Grade Team 2	0.00	168.14	0.00	168.14	168.14	254.56	422.70
1471	Heineman 7th Grade Team 1	0.00	168.14	0.00	168.14	168.14	961.00	1,129.14
1472	Heineman 7th Grade Team 2	0.00	168.14	191.87	168.14	(23.73)	373.85	350.12
1480	Heineman 8th Grade Trips	1,924.00	841.00	1,984.00	1,761.00	(223.00)	3,997.29	3,774.29
1481	Heineman 8th Grade Team 1	0.00	168.14	0.00	168.14	168.14	347.82	515.96
1482	Heineman 8th Grade Team 2	0.00	168.14	0.00	168.14	168.14	1,651.16	1,819.30
1701	Conley School Store	0.00	0.00	656.05	0.00	(656.05)	947.14	291.09
1702	Conley Pop	70.88	0.00	70.88	51.00	(19.88)	84.97	65.09
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	0.00	2,022.90	2,636.79	613.89	1,771.46	2,385.35
1707	Conley Jean Fund	0.00	0.00	0.00	0.00	0.00	19.24	173 19.24
1708	Conley Disc Golf Club	0.00	708.00	1,168.64	1,968.00	799.36	0.00	799.36
1709	Conley Field Trips	1,431.50	1,418.00	2,779.00	3,228.00	449.00	228.78	677.78
1710	Conley Library	59.45	0.00	5,866.24	8,139.53	2,273.29	8,964.89	11,238.18
1712	Conley Art	198.41	0.00	674.05	1,643.24	969.19	2,723.12	3,692.31
1713	Conley Yearbook	0.00	0.00	36.95	700.00	663.05	1,403.39	2,066.44
1740	Conley In & Out	174.81	0.00	645.69	0.00	(645.69)	690.17	44.48
195	LIGHT Program	0.00	0.00	0.00	0.00	0.00	1,506.34	1,506.34
198	MS Orchestra District-wide	0.00	0.00	0.00	0.00	0.00	551.57	551.57
199	Preschool	38.46	0.00	1,265.22	662.15	(603.07)	3,755.29	3,152.22
202	Chesak Pop	0.00	0.00	0.00	26.48	26.48	85.00	111.48
203	Chesak Recycling	0.00	0.00	0.00	0.00	0.00	9.49	9.49
204	Chesak Art	0.00	0.00	0.00	2,386.94	2,386.94	6,677.22	9,064.16
205	Chesak Yearbook	0.00	0.00	0.00	0.00	0.00	0.00	0.00
206	Chesak Music	1,055.33	0.00	2,800.37	34.10	(2,766.27)	3,224.57	458.30
209	Chesak Field Trips	0.00	0.00	0.00	0.00	0.00	0.00	0.00
210	Chesak Library	0.00	0.00	10,051.55	7,904.76	(2,146.79)	16,201.10	14,054.31
212	Chesak Dine & Share	0.00	0.00	0.00	0.00	0.00	578.58	578.58
240	Chesak In & Out	0.00	2,020.00	7,143.52	8,872.34	1,728.82	3,909.59	5,638.41

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# Fund Balance Report

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Huntley Community School District 158

Fund	Description	Month to Date		Year to Date		YTD Change	Fund Balance	
		Expense	Income	Expense	Income		Start of Year	Current
301	Leggee School Store	0.00	0.00	560.00	(104.60)	(664.60)	6,214.21	5,549.61
302	Leggee Pop	0.00	0.00	0.00	86.03	86.03	302.76	388.79
303	Leggee Recycling	0.00	0.00	0.00	0.00	0.00	15.92	15.92
304	Leggee Art	462.77	0.00	1,731.05	2,451.01	719.96	5,099.78	5,819.74
305	Leggee Chorus/Band	0.00	0.00	1,209.25	1,306.79	97.54	2,073.29	2,170.83
306	Leggee Fundraisers	0.00	0.00	0.00	0.00	0.00	265.10	265.10
307	Leggee Donations & Grants	0.00	0.00	85.41	500.00	414.59	2,281.04	2,695.63
308	Leggee Music	0.00	0.00	326.60	326.60	0.00	0.00	0.00
309	Leggee Field Trips	750.00	0.00	860.00	6.00	(854.00)	988.11	134.11
310	Leggee Library	0.00	0.00	8,550.68	11,550.64	2,999.96	5,545.78	8,545.74
311	Leggee Recreation	21.99	838.00	681.74	1,294.88	613.14	1,187.68	1,800.82
313	Leggee Yearbook	0.00	0.00	0.00	15.00	15.00	1,537.52	1,552.52
340	Leggee In & Out	0.00	0.00	8.97	0.00	(8.97)	90.26	81.29
400	Marlowe LRC	374.78	9.30	374.78	9.30	(365.48)	220.80	(144.68)
401	Marlowe Pop	314.26	46.00	1,256.98	1,899.79	642.81	397.82	1,040.63
402	Marlowe Fundraiser Funds	0.00	0.00	0.00	23.70	23.70	404.25	427.95
403	Marlowe Yearbook	0.00	0.00	601.94	0.00	(601.94)	3,876.60	3,274.66
404	Marlowe School Store	0.00	0.00	1,507.00	(671.00)	(2,178.00)	6,559.98	4,381.98
405	Marlowe Student Council	159.96	0.00	342.41	620.87	278.46	395.86	674.32
406	Marlowe Chorus/Band	9,112.20	30.00	71,395.58	69,193.76	(2,201.82)	23,491.89	21,290.07
407	Marlowe Wrestling	272.53	65.00	872.34	1,483.00	610.66	164.86	775.52
408	Marlowe Cheerleading	69.00	0.00	9,845.41	9,030.50	(814.91)	3,218.89	2,403.98
409	Marlowe Track	79.98	520.00	79.98	520.00	440.02	251.14	691.16
410	Marlowe Spanish Club	0.00	0.00	0.00	0.00	0.00	162.44	162.44
411	Marlowe Cross Country	0.00	0.00	178.78	349.00	170.22	7.43	177.65
412	Marlowe Volleyball	0.00	0.00	1,933.64	1,762.00	(171.64)	3,953.38	3,781.74
413	Marlowe Philanthropy	0.00	340.00	0.00	340.00	340.00	6,464.47	6,804.47
414	Marlowe Academic Club	30.00	0.00	30.00	0.00	(30.00)	41.68	11.68
415	Marlowe Play	0.00	516.00	97.63	608.00	510.37	6.37	516.74
416	Marlowe Service Club	0.00	0.00	54.90	0.00	(54.90)	1,210.86	1,155.96
417	Marlowe Girls Basketball	0.00	0.00	800.00	803.00	3.00	148.23	151.23
418	Marlowe Outdoor Activity	174.53	0.00	44,536.57	41,302.63	(3,233.94)	8,608.61	5,374.67
419	Marlowe Athletics	0.00	0.00	2,641.19	618.55	(2,022.64)	2,596.67	574.03
420	Marlowe Boys Basketball	117.00	0.00	9,430.10	0.00	(9,430.10)	18,596.82	9,166.72
421	Marlowe Snow Stangs	1,380.00	1,030.00	23,867.37	26,422.37	2,555.00	0.00	2,555.00
422	Marlowe Tech Lab	0.00	0.00	0.00	0.00	0.00	124.00	124.00

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# Fund Balance Report

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Huntley Community School District 158

Fund	Description	Month to Date		Year to Date		YTD Change	Fund Balance	
		Expense	Income	Expense	Income		Start of Year	Current
423	Marlowe Art Class	0.00	0.00	0.00	715.00	715.00	1,175.78	1,890.78
424	Marlowe PE	154.08	225.00	7,098.84	8,953.00	1,854.16	6,784.12	8,638.28
425	Marlowe Ecology	0.00	0.00	0.00	0.00	0.00	0.00	0.00
426	Marlowe Poms	0.00	0.00	4,204.87	3,672.00	(532.87)	2,474.39	1,941.52
427	Marlowe Musical	1,289.25	796.00	1,289.25	796.00	(493.25)	964.07	470.82
428	Marlowe Chess Club	0.00	0.00	0.00	0.00	0.00	0.00	0.00
429	Marlowe Golf	0.00	0.00	2,708.00	2,709.00	1.00	0.00	1.00
430	Marlowe Boys Volleyball	0.00	0.00	0.00	0.00	0.00	0.00	0.00
440	Marlowe In & Out	0.00	195.00	0.00	219.80	219.80	327.57	547.37
441	Marlowe Foods Club	0.00	285.00	0.00	390.00	390.00	0.00	390.00
461	Marlowe 6th Grade	0.00	0.00	87.08	0.00	(87.08)	142.95	55.87
471	Marlowe 7th Grade	50.00	16.00	50.00	16.00	(34.00)	76.53	42.53
481	Marlowe 8th Grade	0.00	355.00	328.65	2,042.45	1,713.80	1,478.57	3,192.37
500	HS Leos Club	86.98	0.00	251.44	1,011.00	759.56	351.38	1,110.94
501	HS Raider Nation	0.00	0.00	2,113.80	2,113.80	0.00	0.00	0.00
502	HS Art	0.00	0.00	80.00	0.00	(80.00)	294.97	214.97
503	HS Yearbook	166.35	216.77	592.86	1,885.82	1,292.96	1,347.20	2,640.16
504	HS Girls Cross Country	0.00	0.00	0.00	1,934.39	1,934.39	0.00	1,934.39
505	HS Student Council	150.00	430.00	43,760.91	39,884.43	(3,876.48)	49,730.57	45,854.09
506	HS Chorus	0.00	0.00	388.00	100.00	(288.00)	467.60	179.60
507	HS Color Guards	0.00	0.00	0.00	0.00	0.00	0.00	0.00
508	HS Pop	299.04	128.90	1,878.64	1,232.55	(646.09)	771.59	125.50
509	HS Math Club	0.00	0.00	170.34	800.00	629.66	1,008.46	1,638.12
510	HS Girls Golf	0.00	0.00	5,610.75	6,045.30	434.55	3,299.07	3,733.62
511	HS Drama Club	0.00	2,974.00	9,147.14	16,209.71	7,062.57	344.88	7,407.45
512	HS Pom Poms	449.00	1,257.80	28,975.52	46,634.68	17,659.16	3.10	17,662.26
513	HS SnowRaiders Club	14,329.50	0.00	51,425.48	52,810.72	1,385.24	5,552.73	6,937.97
514	HS Spanish Honor Society	10.87	0.00	10.87	0.00	(10.87)	669.46	658.59
515	HS Boys Track	600.00	3,828.00	7,021.98	8,540.48	1,518.50	6,566.55	8,085.05
516	HS Activities Director	664.92	0.00	2,790.96	303.77	(2,487.19)	13,327.29	10,840.10
517	HS HOSA Medical Club	110.86	0.00	3,586.32	2,935.49	(650.83)	2,738.89	2,088.06
518	HS NHS	101.08	316.80	3,462.06	5,226.41	1,764.35	2,379.48	4,143.83
519	HS Co-Op (VICA)	234.78	0.00	734.78	0.00	(734.78)	7,739.62	7,004.84
520	HS Musical	0.00	0.00	0.00	0.00	0.00	479.17	479.17
521	HS Athletic Varsity	4,136.94	2,556.10	68,090.63	71,623.86	3,533.23	11,488.50	15,021.73
522	HS Girls Volleyball	4,500.32	0.00	38,009.00	42,835.61	4,826.61	3,037.26	7,863.87

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# Fund Balance Report

Printed: 4/9/2024 10:34 AM

Huntley Community School District 158

Fund	Description	Month to Date		Year to Date		YTD Change	Fund Balance	
		Expense	Income	Expense	Income		Start of Year	Current
523	HS Boys Golf	0.00	0.00	5,733.33	7,422.80	1,689.47	1,965.76	3,655.23
524	HS Softball	927.20	8,622.00	5,086.35	16,554.60	11,468.25	5,671.27	17,139.52
525	HS Baseball	3,482.04	10,740.00	13,756.03	16,498.98	2,742.95	4,117.89	6,860.84
526	HS Girls Basketball	10,054.52	250.00	25,049.69	22,471.67	(2,578.02)	4,272.55	1,694.53
527	HS Boys Basketball	1,082.01	2,433.06	34,609.47	45,711.25	11,101.78	7,621.25	18,723.03
528	HS Cheerleading	2,159.03	2,000.00	66,527.91	89,360.84	22,832.93	24,263.94	47,096.87
529	HS Wrestling	1,623.00	570.00	16,124.98	25,986.48	9,861.50	13,832.99	23,694.49
530	HS Boys Cross Country	0.00	0.00	3,586.80	4,150.44	563.64	2,237.82	2,801.46
531	HS FBLA	0.00	0.00	0.00	0.00	0.00	8,852.41	8,852.41
532	Heuck Memorial Scholarship	0.00	0.00	1,500.00	2,316.36	816.36	0.00	816.36
533	HS Speech	150.00	0.00	391.99	0.00	(391.99)	2,288.46	1,896.47
534	HS Academic Team	0.00	0.00	236.45	100.00	(136.45)	308.76	172.31
535	HS Journalism	3,375.36	0.00	26,846.32	31,685.40	4,839.08	2,981.50	7,820.58
536	HS Soccer	3,480.00	350.00	49,585.04	38,286.29	(11,298.75)	73,010.00	61,711.25
537	HS Field Trips	1,940.00	795.00	2,570.00	3,823.00	1,253.00	1,009.75	2,262.75
538	HS Football	1,250.00	5,085.00	137,131.57	165,722.76	28,591.19	12,146.83	40,738.02
539	HS Special Olympics	0.00	0.00	0.00	0.00	0.00	445.09	445.09
540	HS In & Out	240.00	0.00	2,597.20	3,050.86	453.66	1,250.71	1,704.37
541	HS Industrial Arts	616.45	30.00	7,350.60	14,050.80	6,700.20	1,353.50	8,053.70
542	HS Wellness	0.00	816.69	37,038.41	37,153.37	114.96	32,474.35	32,589.31
543	HS Girls Track	1,448.81	6,954.00	15,235.84	20,467.76	5,231.92	7,626.95	12,858.87
544	HS Blooms Courtyard	0.00	0.00	0.00	0.00	0.00	540.90	540.90
545	HS Girls Tennis	120.00	0.00	7,053.43	7,177.86	124.43	364.15	488.58
546	HS Media Center	0.00	0.00	0.00	20.00	20.00	1,727.25	1,747.25
547	HS Buddies Club	106.36	0.00	2,675.33	2,125.69	(549.64)	1,627.59	1,077.95
548	HS Robotics Club	0.00	0.00	1,133.46	132.00	(1,001.46)	3,912.59	2,911.13
549	HS Assessments	0.00	0.00	1,941.48	797.00	(1,144.48)	25,099.84	23,955.36
550	HS Community Service Club	514.77	0.00	744.77	0.00	(744.77)	2,787.78	2,043.01
551	HS Custom Designs	0.00	0.00	58.54	544.60	486.06	1,972.27	2,458.33
552	HS Orchesis Club	1,718.92	270.00	1,818.92	1,358.40	(460.52)	2,879.15	2,418.63
553	HS Environmental Club	0.00	0.00	335.59	0.00	(335.59)	543.63	208.04
554	HS Art Club	0.00	50.00	345.10	748.00	402.90	465.74	868.64
555	HS Boys Lacrosse	0.00	12,102.00	0.00	13,102.00	13,102.00	873.33	13,975.33
556	HS Marching Band	0.00	0.00	11,863.07	8,466.00	(3,397.07)	7,399.92	4,002.85
557	HS Culinary Club	0.00	0.00	0.00	0.00	0.00	67.50	67.50
558	HS Fashion Club	0.00	0.00	22.92	0.00	(22.92)	485.73	462.81

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Specialized Data Systems, Inc.

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# Fund Balance Report

Printed: 4/9/2024 10:34 AM

Huntley Community School District 158

Fund	Description	Month to Date		Year to Date		YTD Change	Fund Balance	
		Expense	Income	Expense	Income		Start of Year	Current
559	HS Social Studies Trips	0.00	0.00	0.00	0.00	0.00	3,202.87	3,202.87
560	HS PBIS Raider Way	0.00	0.00	172.18	90.00	(82.18)	2,607.88	2,525.70
561	HS Girls Bowling	401.75	0.00	1,691.75	3,045.81	1,354.06	540.52	1,894.58
562	HS Girls Swimming	0.00	0.00	8,154.81	8,357.43	202.62	523.49	726.11
563	HS Fishing Club	1,453.89	675.00	1,453.89	2,230.00	776.11	0.77	776.88
564	HS Science Club	0.00	0.00	0.00	0.00	0.00	3,222.97	3,222.97
565	HS Hope Squad	0.00	0.00	218.95	5,214.34	4,995.39	1,657.42	6,652.81
566	HS Horticulture Club	155.28	0.00	346.79	134.67	(212.12)	3,190.54	2,978.42
567	HS Orchestra	0.00	0.00	1,250.00	410.00	(840.00)	1,124.81	284.81
568	HS Medical Academy	0.00	35.00	1,097.19	3,288.00	2,190.81	1,250.01	3,440.82
569	HS Athletic Trainers	0.00	0.00	93.83	107.00	13.17	0.00	13.17
570	HS SES Program	35.49	0.00	477.49	172.63	(304.86)	714.90	410.04
571	HS Girls Lacrosse	1,875.63	0.00	4,428.69	4,611.85	183.16	14,291.83	14,474.99
572	HS Autos Club	795.32	0.00	2,132.57	2,914.40	781.83	1,610.09	2,391.92
573	HS Boys Volleyball	0.00	1,430.50	400.00	2,867.54	2,467.54	468.16	2,935.70
574	HS Life Skills	0.00	0.00	102.93	39.35	(63.58)	350.82	287.24
575	HS Job Skills	0.00	261.00	752.32	2,426.00	1,673.68	888.74	2,562.42
576	HS Chess Team	864.63	0.00	2,519.87	2,735.00	215.13	846.15	1,061.28
577	HS Boys Bowling	0.00	0.00	0.00	1,097.62	1,097.62	202.84	1,300.46
578	HS Boys Tennis	960.00	0.00	960.00	2,212.50	1,252.50	0.00	1,252.50
579	HS Boys Swimming	0.00	275.00	861.00	1,818.74	957.74	0.00	957.74
598	HS Incubator Pgm	187.60	0.00	1,837.49	5,000.00	3,162.51	35,011.34	38,173.85
599	HS Senior Class Gift	0.00	0.00	19,388.54	12,500.00	(6,888.54)	8,742.94	1,854.40
701	Martin School Store	198.77	0.00	2,022.25	300.00	(1,722.25)	4,685.97	2,963.72
702	Martin Pop	0.00	0.00	87.30	100.92	13.62	395.87	409.49
704	Martin Art	0.00	0.00	435.57	2,231.68	1,796.11	6,980.65	8,776.76
706	Martin Band	0.00	0.00	1,580.00	4,286.42	2,706.42	1,358.23	4,064.65
709	Martin Fieldtrips	0.00	1,270.00	3,957.00	2,523.00	(1,434.00)	3,125.05	1,691.05
710	Martin Library	10,622.79	11,143.67	21,331.54	21,411.16	79.62	13,432.25	13,511.87
712	Martin Fundraising	552.28	0.00	9,250.84	3,400.00	(5,850.84)	8,637.69	2,786.85
713	Martin Yearbook	0.00	0.00	0.00	0.00	0.00	4,271.34	4,271.34
714	Martin Wellness	1,255.07	0.00	1,255.07	1,344.00	88.93	0.00	88.93
740	Martin In & Out	0.00	0.00	1,872.00	1,874.00	2.00	371.35	373.35
		<b>\$112,803.09</b>	<b>\$98,474.93</b>	<b>\$1,196,530.69</b>	<b>\$1,333,486.42</b>	<b>\$136,955.73</b>	<b>\$842,451.21</b>	<b>\$979,406.94</b>

**March 2024 Financial Executive Summary**

The March 2024 month and YTD results are as follows:

Operating Funds: 10, 20, 40, 50, and 70

	FY24 March	FY24 YTD	FY24 Budget	
Total Local	\$ 7,514,793	\$ 61,199,787	\$ 85,876,808	71%
Total State	4,980,716	28,379,335	\$ 37,750,481	75%
Total Federal	154,633	3,183,294	\$ 5,555,369	57%
Operating Revenues	<u>\$ 12,650,142</u>	<u>\$ 92,762,417</u>	<u>\$ 129,182,658</u>	72%
Salaries	\$ 6,192,632	\$ 56,808,210	\$ 76,066,578	75%
Employee Benefits	\$ 2,151,431	\$ 17,752,390	\$ 21,962,860	81%
Purchased Services	\$ 818,951	\$ 9,042,955	\$ 12,162,183	74%
Supplies & Materials	\$ 558,301	\$ 5,700,857	\$ 9,443,070	60%
Capital Outlay	\$ 17,992	\$ 4,188,827	\$ 4,275,972	98%
Other Objects	\$ 289,353	\$ 1,859,545	\$ 3,578,234	52%
Operating Expenses	<u>10,028,659</u>	<u>95,352,785</u>	<u>127,488,897</u>	75%
Net Operating Surplus (Deficit)	<u>\$ 2,621,483</u>	<u>\$ (2,590,368)</u>	<u>\$ 1,693,761</u>	

All Funds:

	FY24 March	FY24 YTD	FY24 Budget	
Total Revenues	\$ 14,416,356	\$ 102,846,774	\$ 141,789,353	73%
Total Expenses	9,925,017	106,656,465	139,806,217	76%
Net All Funds Surplus (Deficit)	<u>\$ 4,491,339</u>	<u>\$ (3,809,691)</u>	<u>\$ 1,983,136</u>	

Primarily driven by the timing of revenue recognition, lagging Federal revenue combined with capital projects at 98% of budget, the District closed March with an operating net deficit of \$2.5M. The majority of the revenue was due to recognition of monthly 2023 Levy and EBF. Total revenues are at 72% of budget, and total expenditures are at 75% of the budget.

March operating revenues of \$12.6M are mainly due to the recognition of \$7M levy 2023 property taxes, \$2.9M Evidence Based Funding (EBF), \$895k Transportation, \$810k Impact Fees, and \$332k MCATs.

Approximately 83% of March operating expenditures cover salaries and benefits. Major expenditures making up the \$818k in operating Purchased Services for the month was for contracted custodial service (\$188k), contracted substitute teaching (\$53k), contracted transportation (\$40k), software maintenance (\$44k), building and grounds repairs (\$74k), and IDEA grant purchased services (\$43k). The \$558k in monthly Supplies and Materials includes cafeteria supplies (\$192k), electricity (\$29k), building and grounds supplies (\$57k), diesel/gas (\$34k), fleet supplies (\$32k), and CURES grant supplies (\$37k). The majority of the Other Objects for the month is for special ed tuition.

The District began FY24 with \$55.5 million in cash and as of the end of February 2024, the cash balance approximated \$28.3 million. The District holds \$4M with BMO, \$16.6M through PMA, and \$7.65M with Fifth Third.

## March 2024 Financial Executive Summary

Major transactions for March 2024 include:

Non-Salary Major Cash Expenditures		Major Revenues Received/Recognized	
Blue Cross Blue Shield (Medical Ins)	\$ 1,471,679	Monthly Levy 2023 Recognition	\$6,935,197
GSF USA (Cont. Custodial)	\$ 200,090	Evidence Based Funding	\$2,924,186
BMO Mastercard (P-Card)	\$ 147,686	Transportation	\$895,604
Gordon Food Service (Foodservice)	\$ 146,020	Impact Fees	\$810,730
Midwest Computer (Technology)	\$ 85,643	MCAT	\$332,785
MetLife (Dental Ins)	\$ 71,945		
Lincoln National (Dental, Life, AD&D)	\$ 54,360		
CDW Government (Technology)	\$ 51,078		
Easterseals (SpEd Tuition)	\$ 44,846	March 2024 ISBE (State) Receivable	
Virtual Connections	\$ 36,458	IL Driver Education	\$12,117
CT Veach (O&M)	\$ 35,588	SpEd Facility	\$318,769
Schoolbells (Cont Transportation)	\$ 35,374	SpEd Orphanage	\$14,016
Blu Petroleum (Diesel)	\$ 34,979	Tranportation	\$895,604
Arctic Snow and Ice (O&M)	\$ 32,717	Total	\$1,240,507
Benchmark Education (Curriculum)	\$ 29,875		
North American Corp (O&M)	\$ 29,820		
Alexander Leigh Ctr Autism (SpEd)	\$ 21,497		

Monthly Insurance Update:

Claims Paid	Jan 2024	Feb 2024	Mar 2024	FY24 YTD
	\$ 871,896	\$ 1,273,514	\$ 1,025,480	\$ 9,352,136
Total	\$ 871,896	\$ 1,273,514	\$ 1,025,480	\$ 9,352,136
Settlement Costs - BC/BS	230,274	203,884	192,963	2,261,699
Average Monthly Claims	\$ 1,032,656	\$ 1,056,244	\$ 1,037,677	
Based upon the last 12 months of claims				
<b>Total Insurance Costs</b>	\$ 930,584	\$ 1,313,458	\$ 1,078,480	\$ 10,497,475
<b>Includes employee contributions</b>				

**FY24 Budget**

**\$ 12,291,896**

March 2024 claims of \$1M compares to \$1.2M in March 2023. Average claims per month for FY24 is \$1M and compares to \$971k for the same period in FY23, representing an approximate 3% increase over prior year. (These figures include stop loss credits of \$1.6M.) At the current claim rate the district is trending over budget.

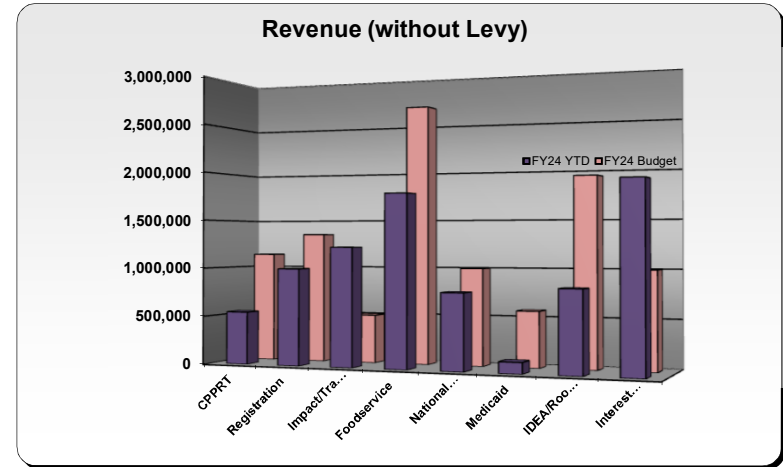
**March 2024 Dashboard**

Revenue					
	Prior YTD	FY24 YTD	FY24 Budget	%	Variance
Operating Levies	51,336,954	55,338,629	77,448,228	71%	22,109,599
MCATs	3,367,254	3,741,150	5,208,218	72%	1,467,068
CPPRT	841,021	541,406	1,135,980	48%	594,574
Registration	1,136,918	994,926	1,350,367	74%	355,441
Impact/Transition Fees	443,446	1,218,335	500,000	244%	(718,335)
Foodservice	1,830,941	1,760,593	2,675,194	66%	914,601
National School Lunch	870,110	774,943	1,000,000	77%	225,057
Medicaid	7,112	115,561	575,000	20%	459,439
IDEA/Room & Board	998,332	829,233	1,935,472	43%	1,106,239
Interest Earnings-Total	823,405	1,880,361	1,000,000	188%	(880,361)

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

**Monthly Notes - Revenue**

- ▶ Impact Fees revenue exceeding budget.
- ▶ Interest earnings are in excess of budgeted amount, driven by market & economy.
- ▶ Medicaid payments lagging due to HFS systemwide change to new reimbursement method.

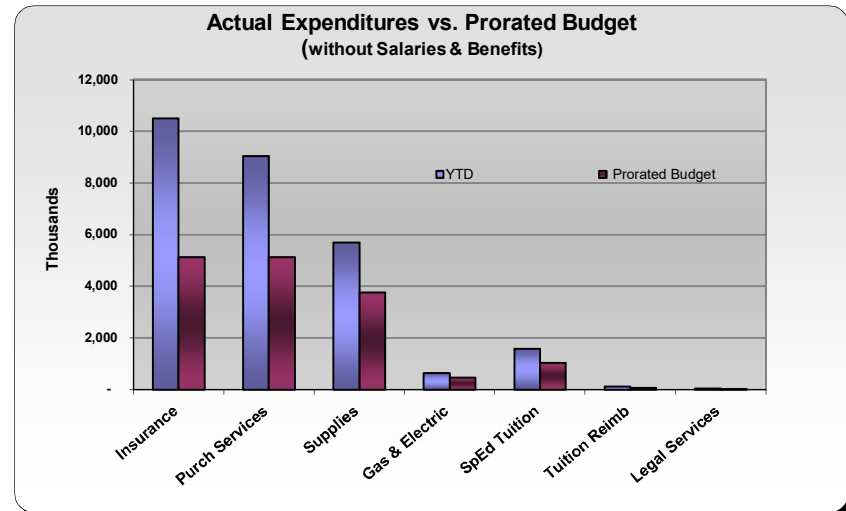


Key Operating Expenditures					
	Prior YTD	FY24 YTD	FY24 Budget	%	Budget Bal.
Salaries & Benefits	70,140,394	74,560,600	99,058,705	75%	24,498,105
Insurance	9,694,855	10,497,475	12,291,896	85%	1,794,421
Purchased Services	9,730,961	9,042,955	12,316,750	73%	3,273,795
Supplies	4,591,953	5,700,857	9,043,788	63%	3,342,931
Gas & Electric	564,217	634,432	1,100,000	58%	465,568
SpEd Tuition	1,496,654	1,585,812	2,495,448	64%	909,636
Tuition Reimb	105,430	102,834	165,000	62%	62,166

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

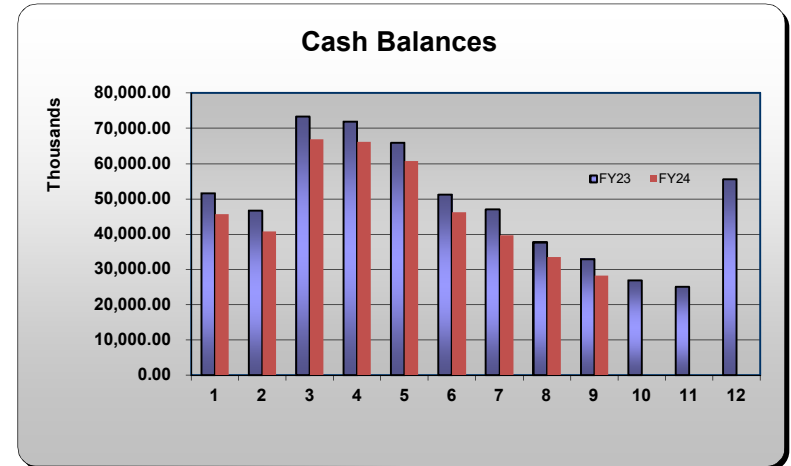
**Monthly Notes - Expenditures**

- ▶ With the exception of health insurance, expenses are on track with budget.



**March 2024 Dashboard**

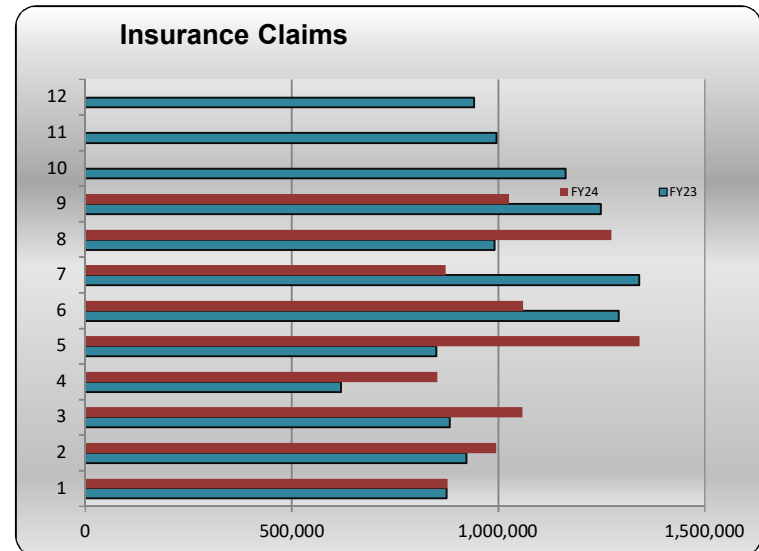
Balance Sheet - Cash Flow				
	Prior YTD	FY24 YTD	%	Variance
<b>Cash and Investments</b>	32,931,861	28,339,760	86%	(4,592,101)
A/R Total	2,513,449	1,778,627	71%	(734,822)
A/R State	2,277,744	1,614,134	71%	(663,611)
Deferred Revenue	66,323,544	67,632,553	102%	1,309,009
Contracts Payable	7,806,143	7,978,429	102%	172,286
Self Insurance Res.	2,487,781	3,340,050	134%	852,269



**Monthly Notes - Balance Sheet**

► Contracts Payable has been adjusted for 2024 summer payrolls.

FY23 AFR Data				
	FY23	FY22	%	Variance
Fund Balance to Revenue Ratio	0.30	0.33	91%	(0.03)
Expenditure to Revenue Ratio	1.02	1.01	99%	(0.01)
Days Cash on Hand	134.59	159.39	84%	(24.80)
Percent Short-Term Borrowing Max Remain	100.00	100.00	100%	0.00
Percent Long-Term Debt Margin Remaini	57.99	57.69	101%	0.30
ISBE Rating	<b>3.45</b>	<b>3.45</b>	100%	0.00
Operating Expense per Pupil	13,996.00	13,831.00	101%	165.00
	<b>REVIEW</b>	<b>REVIEW</b>		



► The District ISBE rating remained at REVIEW in FY23.

# Revenue Report

Printed: 4/17/2024 9:54 AM  
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 Balance	% of Budget Revenue	Account Number
1100 Designated Levies	5,518,783.00	44,054,397.67	(61,369,125.00)	(17,314,727.33)	71.79	
1200 Payments In Lieu Of Taxes	84,406.77	541,405.96	(971,677.53)	(430,271.57)	55.72	
1300 Tuition	0.00	78,975.20	(336,982.02)	(258,006.82)	23.44	
1500 Earnings On Investments	373.08	149,460.26	(320,453.33)	(170,993.07)	46.64	
1600 Food Service	233,359.82	1,760,592.93	(2,675,194.01)	(914,601.08)	65.94	
1700 District/School Activity Income	27,163.00	442,072.93	(1,393,613.14)	(951,540.21)	31.72	
1800 Textbook Income	(67,938.61)	916,080.01	(1,350,367.36)	(434,287.35)	67.84	
1900 Other Local Revenues	44,853.52	674,137.74	(395,623.70)	278,514.04	170.39	
<b>1000 RECEIPTS/REVENUE FROM LOCAL SOURCES</b>	<b>5,841,000.58</b>	<b>48,617,122.70</b>	<b>(68,813,036.09)</b>	<b>(20,195,913.39)</b>	<b>70.66</b>	* Source of Revenue
3001 General State Aide	2,924,186.40	23,248,784.40	(29,842,417.81)	(6,593,633.41)	77.91	
3100 Special Education	332,785.33	1,074,571.11	(1,478,055.04)	(403,483.93)	72.70	
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	7,122.73	26,054.95	(67,279.86)	(41,224.91)	38.73	
3500 Transportation - Reg/Voc/SpEd	0.00	0.00	0.00	0.00	0.00	
3700 Early Childhood	29,479.00	228,794.00	(292,033.02)	(63,239.02)	78.35	
3900 Other State Revenue	1,500.00	320,569.00	(311,569.00)	9,000.00	102.89	
<b>3000 RECEIPTS/REVENUE FROM STATE SOURCES</b>	<b>3,295,073.46</b>	<b>24,898,773.46</b>	<b>(32,025,412.73)</b>	<b>(7,126,639.27)</b>	<b>77.75</b>	* Source of Revenue
4100 Title V	0.00	0.00	0.00	0.00	0.00	
4200 Child Nutrition	92,979.79	794,599.56	(1,005,803.00)	(211,203.44)	79.00	
4300 Title I - Low Income	0.00	71,097.00	(252,823.00)	(181,726.00)	28.12	
4400 Title IV - Safe And Drug-Free Schools - Formula	0.00	0.00	(16,699.00)	(16,699.00)	0.00	
4620 Federal Special Education - IDEA Flow-Through/ Low	0.00	829,233.00	(1,935,472.14)	(1,106,239.14)	42.84	
4700 CTE	0.00	0.00	(38,361.00)	(38,361.00)	0.00	
4800 Federal - ARRA	0.00	0.00	0.00	0.00	0.00	
4900 Other Restricted Grants Received From Federal	61,653.58	1,488,364.46	(2,306,211.00)	(1,577,846.54)	48.54	
<b>4000 RECEIPTS/REVENUE FROM FEDERAL SOURCES</b>	<b>154,633.37</b>	<b>3,183,294.02</b>	<b>(5,555,369.14)</b>	<b>(3,132,075.12)</b>	<b>50.41</b>	* 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	

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# 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 Balance Revenue	% 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	9,290,707.41	76,699,190.18	(106,393,817.96)	(30,454,627.78)	71.58	Fund

# Revenue Report

Printed: 4/17/2024 9:54 AM  
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 Balance	% of Budget Revenue	Account Number
1100 Designated Levies	734,899.00	6,502,621.66	(8,872,106.00)	(2,369,484.34)	73.29	
1500 Earnings On Investments	47,324.03	326,023.53	(230,325.86)	95,697.67	141.55	
1900 Other Local Revenues	58,206.44	419,030.87	(280,000.00)	139,030.87	149.65	
<b>1000 RECEIPTS/REVENUE FROM LOCAL SOURCES</b>	<b>840,429.47</b>	<b>7,247,676.06</b>	<b>(9,382,431.86)</b>	<b>(2,134,755.80)</b>	<b>77.25</b>	* Source of Revenue
3001 General State Aide	0.00	0.00	(2,096,243.19)	(2,096,243.19)	0.00	
3900 Other State Revenue	0.00	50,000.00	0.00	50,000.00	0.00	
<b>3000 RECEIPTS/REVENUE FROM STATE SOURCES</b>	<b>0.00</b>	<b>50,000.00</b>	<b>(2,096,243.19)</b>	<b>(2,046,243.19)</b>	<b>2.39</b>	* 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	
<b>4000 RECEIPTS/REVENUE FROM FEDERAL SOURCES</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	* 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	
<b>7000 SOURCES OF FUNDS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	* Source of Revenue
<b>20 Operations &amp; Maintenance Fund</b>	<b>840,429.47</b>	<b>7,297,676.06</b>	<b>(11,478,675.05)</b>	<b>(4,180,998.99)</b>	<b>63.58</b>	Fund

# Revenue Report

Printed: 4/17/2024 9:54 AM  
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 Balance Revenue	% of Budget	Account Number
1100 Designated Levies	961,709.00	7,976,935.76	(12,047,815.00)	(4,070,879.24)	66.21	
1500 Earnings On Investments	92,863.26	1,037,569.05	(178,237.34)	859,331.71	582.13	
1900 Other Local Revenues	0.00	0.00	0.00	0.00	0.00	
1000 RECEIPTS/REVENUE FROM LOCAL SOURCES	1,054,572.26	9,014,504.81	(12,226,052.34)	(3,211,547.53)	73.73	* 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	1,054,572.26	9,014,504.81	(12,226,052.34)	(3,211,547.53)	73.73	Fund

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# 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 Balance Revenue	% of Budget	Account Number
1100 Designated Levies	348,564.00	2,130,657.29	(3,489,771.00)	(1,359,113.71)	61.05	
1400 Transportation Fees	0.00	351.50	(69,699.93)	(69,348.43)	0.50	
1500 Earnings On Investments	23,139.14	160,306.72	(130,184.28)	30,122.44	123.14	
1900 Other Local Revenues	0.00	37,237.20	0.00	37,237.20	0.00	
<b>1000 RECEIPTS/REVENUE FROM LOCAL SOURCES</b>	<b>371,703.14</b>	<b>2,328,552.71</b>	<b>(3,689,655.21)</b>	<b>(1,361,102.50)</b>	<b>63.11</b>	* Source of Revenue
3500 Transportation - Reg/Voc/SpEd	895,604.46	2,640,523.96	(3,628,825.00)	(988,301.04)	72.77	
3900 Other State Revenue	0.00	0.00	0.00	0.00	0.00	
<b>3000 RECEIPTS/REVENUE FROM STATE SOURCES</b>	<b>895,604.46</b>	<b>2,640,523.96</b>	<b>(3,628,825.00)</b>	<b>(988,301.04)</b>	<b>72.77</b>	* 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	2,860.23	0.00	2,860.23	0.00	
<b>7000 SOURCES OF FUNDS</b>	<b>0.00</b>	<b>2,860.23</b>	<b>0.00</b>	<b>2,860.23</b>	<b>0.00</b>	* Source of Revenue
<b>40 Transportation Fund</b>	<b>1,267,307.60</b>	<b>4,971,936.90</b>	<b>(7,318,480.21)</b>	<b>(2,346,543.31)</b>	<b>67.94</b>	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 Balance	% of Budget Revenue	Account Number
1100 Designated Levies	290,841.00	2,316,304.75	(3,247,966.00)	(931,661.25)	71.32	
1200 Payments In Lieu Of Taxes	0.00	0.00	(164,302.47)	(164,302.47)	0.00	
1500 Earnings On Investments	25,653.90	178,034.09	(80,113.40)	97,920.69	222.23	
1000 RECEIPTS/REVENUE FROM LOCAL SOURCES	<u>316,494.90</u>	<u>2,494,338.84</u>	<u>(3,492,381.87)</u>	<u>(998,043.03)</u>	<u>71.42</u>	* Source of Revenue
50 Municipal Retirement and Social Security Fund	<u>316,494.90</u>	<u>2,494,338.84</u>	<u>(3,492,381.87)</u>	<u>(998,043.03)</u>	<u>71.42</u>	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 Balance Revenue	% of Budget	Account Number
1500 Earnings On Investments	440.52	3,868.76	(30,042.50)	(26,173.74)	12.88	
1900 Other Local Revenues	810,730.36	1,218,334.75	(350,000.00)	868,334.75	348.10	
1000 RECEIPTS/REVENUE FROM LOCAL SOURCES	811,170.88	1,222,203.51	(380,042.50)	842,161.01	321.60	* 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	811,170.88	1,222,203.51	(380,042.50)	842,161.01	321.60	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 Balance	% of Budget Revenue	Account Number
1100 Designated Levies	42,020.00	334,648.05	(469,260.00)	(134,611.95)	71.31	
1500 Earnings On Investments	3,615.34	25,098.12	(30,042.50)	(4,944.38)	83.54	
1000 RECEIPTS/REVENUE FROM LOCAL SOURCES	45,635.34	359,746.17	(499,302.50)	(139,556.33)	72.05	* Source of Revenue
70 Working Cash Fund	45,635.34	359,746.17	(499,302.50)	(139,556.33)	72.05	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 Balance Revenue	% of Budget	Account Number
1100 Designated Levies	0.00	0.00	0.00	0.00	0.00	
1500 Earnings On Investments	0.01	0.10	(600.82)	(600.72)	0.02	
1000 RECEIPTS/REVENUE FROM LOCAL SOURCES	0.01	0.10	(600.82)	(600.72)	0.02	* Source of Revenue
90 Fire Prevention and Safety Fund or Fund Group	0.01	0.10	(600.82)	(600.72)	0.02	Fund
<b>Report Total:</b>	<b>13,626,317.87</b>	<b>102,059,596.57</b>	<b>(141,789,353.25)</b>	<b>(40,489,756.68)</b>	<b>71.60</b>	

# Expenditure Report - Board of Education

Printed: 4/9/2024 2:19 PM  
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	4,232,583.76	38,305,896.18	0.00	51,886,312.80	13,501,459.41	73.94		
200 EMPLOYEE BENEFITS	850,123.54	10,859,307.99	1,503,720.01	13,286,823.10	156,304.94	98.75		
300 PURCHASED SERVICES	126,590.10	1,259,063.20	680,597.44	2,040,934.36	110,479.98	94.62		
400 SUPPLIES & MATERIALS	108,315.61	1,780,347.31	199,529.04	3,135,658.00	1,048,432.57	65.40		
500 CAPITAL OUTLAY	0.00	34,193.00	0.00	20,000.00	13,165.00	72.20		
600 OTHER OBJECTS	2,227.67	69,658.51	512.23	1,017,689.00	947,129.04	6.93		
700 NON-CAPITALIZED EQUIPMENT	52,772.46	151,308.62	9,348.39	152,005.00	7,962.99	95.28		
<b>1000 INSTRUCTION</b>	<b>5,372,613.14</b>	<b>52,459,774.81</b>	<b>2,393,707.11</b>	<b>71,539,422.26</b>	<b>15,784,933.93</b>	<b>77.66</b>	* Function	
100 SALARIES	1,592,119.20	15,158,199.92	0.00	19,377,478.20	4,171,529.12	78.42		
200 EMPLOYEE BENEFITS	905,427.63	4,127,427.30	146,194.68	3,941,113.88	(346,606.26)	108.82		
300 PURCHASED SERVICES	225,540.26	3,220,012.69	684,604.62	4,069,253.67	737,558.23	84.20		
400 SUPPLIES & MATERIALS	273,550.69	2,222,595.13	911,391.72	3,197,287.00	(20,933.95)	100.64		
500 CAPITAL OUTLAY	0.00	188,206.93	0.00	35,000.00	(178,206.93)	1,882.07		
600 OTHER OBJECTS	5,114.25	41,454.95	713.15	97,374.00	57,712.90	42.22		
700 NON-CAPITALIZED EQUIPMENT	0.00	0.00	0.00	21,947.00	24,447.00	0.00		
<b>2000 SUPPORT SERVICES</b>	<b>3,001,752.03</b>	<b>24,957,896.92</b>	<b>1,742,904.17</b>	<b>30,739,453.75</b>	<b>4,445,500.11</b>	<b>85.81</b>	* Function	
100 SALARIES	10,705.44	65,967.42	0.00	86,120.00	14,032.58	82.46		
300 PURCHASED SERVICES	20.36	557.44	0.00	12,398.00	2,763.56	16.79		
400 SUPPLIES & MATERIALS	704.68	28,295.58	0.00	5,000.00	61,410.45	31.54		
<b>3000 COMMUNITY SERVICES</b>	<b>11,430.48</b>	<b>94,820.44</b>	<b>0.00</b>	<b>103,518.00</b>	<b>78,206.59</b>	<b>54.80</b>	* Function	
300 PURCHASED SERVICES	656.25	2,925.00	75.00	10,000.00	42,000.00	6.67		
600 OTHER OBJECTS	228,837.72	1,585,812.15	833,931.23	2,495,448.00	100,704.62	96.00		
<b>4000 PAYMENTS TO OTHER DISTRICTS AND GOVERNMENTAL UNITS</b>	<b>229,493.97</b>	<b>1,588,737.15</b>	<b>834,006.23</b>	<b>2,505,448.00</b>	<b>142,704.62</b>	<b>94.44</b>	* Function	
10 Educational Fund	8,615,289.62	79,101,229.32	4,970,617.51	104,887,842.01	20,451,345.25	80.47	Fund	

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# 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	121,945.69	1,207,913.64	0.00	1,593,078.79	385,165.15	75.82	
200 EMPLOYEE BENEFITS	126,538.91	307,681.32	0.00	302,995.82	(4,685.50)	101.55	
300 PURCHASED SERVICES	413,991.23	3,771,984.43	461,931.41	5,103,936.01	663,544.57	87.00	
400 SUPPLIES & MATERIALS	90,527.48	1,147,187.83	88,701.07	1,820,843.00	512,700.22	71.84	
500 CAPITAL OUTLAY	17,991.95	2,877,807.79	410,870.36	3,120,972.00	(182,056.15)	105.83	
600 OTHER OBJECTS	190.00	3,374.22	945.00	3,000.00	(1,319.22)	143.97	
2000 SUPPORT SERVICES	771,185.26	9,315,949.23	962,447.84	11,944,825.62	1,373,349.07	88.50	* Function
600 OTHER OBJECTS	0.00	0.00	0.00	0.00	0.00	0.00	
5000 DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	* Function
20 Operations & Maintenance Fund	771,185.26	9,315,949.23	962,447.84	11,944,825.62	1,373,349.07	88.50	Fund

# Expenditure Report - Board of Education

Printed: 4/9/2024 2:19 PM  
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	550.00	11,245,439.90	0.00	11,842,323.25	596,883.35	94.96	
5000 DEBT SERVICE	550.00	11,245,439.90	0.00	11,842,323.25	596,883.35	94.96	* Function
30 Debt Service Fund or Fund Group	550.00	11,245,439.90	0.00	11,842,323.25	596,883.35	94.96	Fund

# Expenditure Report - Board of Education

Printed: 4/9/2024 2:19 PM  
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	235,277.52	2,070,232.47	0.00	3,152,855.18	1,082,622.71	65.66		
200 EMPLOYEE BENEFITS	(12,756.29)	(94,605.59)	0.00	2,024,362.16	1,893,967.75	-5.26		
300 PURCHASED SERVICES	52,153.18	788,412.24	96,829.48	1,080,228.23	135,484.72	87.21		
400 SUPPLIES & MATERIALS	85,202.27	522,431.38	342,162.88	885,000.00	11,094.12	98.75		
500 CAPITAL OUTLAY	0.00	1,088,619.62	78,116.96	1,100,000.00	(66,736.58)	106.07		
600 OTHER OBJECTS	210.50	7,936.53	210.50	6,219.00	(1,928.03)	131.00		
2000 SUPPORT SERVICES	360,087.18	4,383,026.65	517,319.82	8,248,664.57	3,054,504.69	61.83	*	Function
40 Transportation Fund	360,087.18	4,383,026.65	517,319.82	8,248,664.57	3,054,504.69	61.83		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	111,852.50	999,668.95	0.00	1,373,293.15	373,624.20	72.79		
1000 INSTRUCTION	111,852.50	999,668.95	0.00	1,373,293.15	373,624.20	72.79	*	Function
200 EMPLOYEE BENEFITS	169,328.40	1,544,654.28	0.00	2,034,272.29	489,618.01	75.93		
2000 SUPPORT SERVICES	169,328.40	1,544,654.28	0.00	2,034,272.29	489,618.01	75.93	*	Function
200 EMPLOYEE BENEFITS	915.92	8,256.15	0.00	0.00	(8,256.15)	0.00		
3000 COMMUNITY SERVICES	915.92	8,256.15	0.00	0.00	(8,256.15)	0.00	*	Function
50 Municipal Retirement and Social Security Fund	282,096.82	2,552,579.38	0.00	3,407,565.44	854,986.06	74.91		Fund

# Expenditure Report - Board of Education

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Huntley Community School District 158

Capital Projects Fund or Fund Group 60							
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	0.00	474,812.63	0.00	474,996.00	183.37	99.96	
5000 DEBT SERVICE	0.00	474,812.63	0.00	474,996.00	183.37	99.96	* Function
60 Capital Projects Fund or Fund Group	0.00	474,812.63	0.00	474,996.00	183.37	99.96	Fund
<b>Report Total:</b>	<u>10,029,208.88</u>	<u>107,073,037.11</u>	<u>6,450,385.17</u>	<u>140,806,216.89</u>	<u>26,331,251.79</u>	<u>81.24</u>	



# Huntley Community School District 158

650 Dr. John Burkey Drive  
Algonquin, Illinois 60102  
(847) 659-6158 • www.huntley158.org

**Date:** May 2, 2024  
**To:** Board of Education  
**From:** Adam Zehr, Assistant Superintendent for Human Resources  
**Subject:** Huntley Education Association (HEA) Physical Due Date

## Memorandum of Understanding

### Certified Staff Evaluations

The Board of Education of Huntley Community School District No. 158 (“the Board”) and the Huntley Education Association (“HEA”) jointly referred to as (“Parties”) hereby enter into the following Memorandum of Understanding regarding future contracts.

**Tier 1** – Those employees who participate in the District funded wellness screening annually and provide evidence of an annual physical to the Human Resources office by ~~December 20~~ November 30, shall receive a \$25 monthly credit toward the cost of their medical insurance for the following insurance year.

**IN WITNESS WHEREOF**, the Parties hereto have caused their signatures, or the signatures of their duly authorized representatives, to be set forth below on the 16<sup>th</sup> day of May 2024.

\_\_\_\_\_  
Bradley Aney, Huntley Education Association, President Date

\_\_\_\_\_  
Andrew Bittman, Board of Education, President Date



# Huntley Community School District 158

650 Dr. John Burkey Drive  
Algonquin, Illinois 60102

(847) 659-6158 • [www.huntley158.org](http://www.huntley158.org)

DATE: May 2, 2024  
TO: Board of Education and Administration  
FROM: Doug Renkosik, Director of Operations and Maintenance  
RE: O & M Updates (R)  
Building and Grounds Committee  
Committee of the Whole, May 2, 2024

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**Below is a recap of activities in the O&M Department that have taken place since the April 4, 2024, Building Committee meeting and highlights of upcoming events.**

1. Coordinated completion of the following capital improvement projects:
  - a. Pavement Improvements in the D158 Transportation Center Bus lot. – *waiting for the contractor's final waiver packet*
  - b. Guaranteed Energy savings contract RFP 2022-32 for installing the electrical distribution system and solar array to support District 158's EV bus fleet initiative – *waiting for contractor's final waiver packet*
2. Coordinated construction of the following capital improvement projects:
  - a. Guaranteed Energy Savings Contract RFP 2022-32A DX cooling system replacements. – *99% complete*
  - b. Curtain wall restoration and unit ventilator ductwork modifications at Huntley High School's two-story, 1996 section. *Contractor's exterior work is to remain ongoing through the Fiscal Year.*
  - c. Community Solar installation at Reed Road Campus. Forefront Power has initiated a new step in the interconnect application with ComEd. *Construction is forecasted to start in June 2024.*
  - d. Huntley High School Roof Restoration –*The preconstruction planning phase commences now.*
  - e. Asphalt Sealcoat, Crack Fill, and Traffic Paint–*The preconstruction planning phase commences now.*
  - f. Floor Finish Replacement at Leggee and Chesak
3. Coordinated the development of conceptual pricing for the "mobile microgrid" associated with D158's assigned portion of the Renew America 95% funding initiative for carbon-reducing capital projects initiatives. *Dialog continues with:*
  - a. *ComEd continues consideration for participation in Pilot V2G as a part of the project and to fulfill ComEd's goal of tracking a pilot V2G.*
  - b. *Charger manufacturers, EV bus manufacturers, and telematics software developers on available options to support our goals. Interviews were conducted with five service providers on 4-19-24 as first step in the final evaluation of the best fit of charger/EV bus/management software*
4. Facilities Satisfaction Survey released 12-28-23 and closed 1-3-24. *The last school staff presentation as follow-up was conducted at Leggee on 4-24-24.*

## Attachments

- A. GSF contract pricing letter for Year 2 of the 3-year contract.
  - B. Annual report from ClearResults; D158's Strategic Energy Management Cohort Coach
- DR/jk



AMENDMENT TO AGREEMENT

This Amendment dated March 25, 2024, and effective June 1, 2024, is entered into by and between **GSF USA, Inc.** (“Contractor”), and **Board of Education of HUNTLEY COMMUNITY SCHOOL DISTRICT 158**, on behalf of itself and for the benefit of its Affiliates (collectively “Company”) and amends that certain Agreement, dated March 16, 2023 by and between Company and Contractor (collectively, the “Agreement”). All terms capitalized herein, but not defined herein, shall have the meanings ascribed to them in the Agreement.

The following recitals sets forth the basis of this Amendment and are made a part hereof:

RECITALS:

- A. Pricing: The parties agree to a 3.4% CPI increase and that the annual contract price will be two million three hundred eighty-two thousand three hundred eighty-six dollars and 31/100 (\$2,382,386.31) for the June 1, 2024 - May 31, 2025, of the Renewal Term, payable in twelve (12) monthly installments during the Renewal Term
- B. Hourly rates for work requested by the District which is beyond the scope of service 2024-2025:

2024-2025	Streight Time	Overtime Rate
Supervisor	\$31.20	\$46.80
Day Custodian	\$26.52	\$39.78
Lead	\$25.35	\$38.03
Night	\$23.41	\$35.11
Swing	\$23.41	\$35.11

- C. Alternate proposal for 3,000 additional hours of Custodian work to be utilized by the District as needed at any day, night, weekend, or holiday during the contract period FY2024-2025:

Hourly Rate 35.11x3,000 hours =\$105,330.00

- D. No Other Amendments. Except as expressly amended herein, the Agreement which has not expired or been terminated prior to the date hereof, shall continue in full force and effect, in accordance with its terms, without any waiver, amendment or other modification of any provision thereof.

IN WITNESS WHEREOF, the parties have executed this AMENDMENT as of the date and year first above written.

**GSF USA, INC.**

**BOARD OF EDUCATION OF HUNTLEY COMMUNITY SCHOOL DISTRICT 158**

By: \_\_\_\_\_

David Jackson, General Manager

By: \_\_\_\_\_



# April 2024 Energy Savings Report - Electric

How well does your school stand out?



Energy Efficiency



Energy Efficiency Program

School	Energy Type	Year-to-Date Grade	Savings Trend From Previous Month	Current YTD Avoided Energy Usage %
Admin/Transportation	Electricity	A	▲	4.03%
Chesak ES	Electricity	NA	▶	NA%
Conley ES	Electricity	NA	▶	NA%
Heineman MS	Electricity	NI	▼	-1.24%
Huntley HS	Electricity	NA	▶	NA%
Leggee ES	Electricity	NA	▶	NA%
Mackeben ES	Electricity	NA	▶	NA%
Marlowe MS	Electricity	NA	▶	NA%
Martin ES	Electricity	NA	▶	NA%

Total Savings  
**56,597 kWh**

Potential Savings Incentive  
**\$1,697.91**

Savings Equals 39.5 tons of CO<sub>2</sub> Emissions, equating:



3,884 gallons of gasoline consumed

200



101,121 miles driven by gasoline-powered car



5.2 homes' electricity use for a year



2,610,175 number of smartphones charged

Grade	Savings
A	≥ 2.0%
B	1.2 – 1.6%
C	1.1 – 0.7%
D	0.6 – 0.1%
NI (Needs Improvement)	≤ 0.0%
NA	Model In Development

Energy Savings Change Key

▲ Increase

▶ No Change

▼ Decrease

2024 MILESTONES

\$1,500 in Milestone Incentives Available:

- Complete 5 EE projects (\$750)
- Complete Annual Plan or EMA (\$450)
- Attend minimum of 8 Check-ins (\$300)



# April 2024 Energy Savings Report – Natural Gas

How well does your school stand out?



Energy Efficiency



Energy Efficiency Program

School	Energy Type	Year-to-Date Grade	Savings Trend From Previous Month	Current YTD Avoided Energy Usage %
Admin/Transportation	Natural Gas	NI	▼	-5.78%
Chesak ES	Natural Gas	A	▲	6.14%
Conley ES	Natural Gas	D	▲	0.66%
Heineman MS	Natural Gas	NI	▼	-0.96%
Huntley HS	Natural Gas	D	▲	0.15%
Leggee ES	Natural Gas	NI	▼	-1.58%
Mackeben ES	Natural Gas	B	▲	1.20%
Marlowe MS	Natural Gas	NA	▶	NA%
Martin ES	Natural Gas	A	▲	5.72%

**Total Savings**  
**5,967 Therms**

**Potential Savings Incentive**  
**\$596.70**

Savings Equals 31.6 tons of CO<sub>2</sub> Emissions, equating:



3,553 gallons of gasoline consumed

201



80,746 miles driven by gasoline-powered car



4.1 homes' electricity use for a year



2,084,239 number of smartphones charged

Grade	Savings
A	≥ 2.0%
B	1.2 – 1.6%
C	1.1 – 0.7%
D	0.6 – 0.1%
NI (Needs Improvement)	≤ 0.0%
NA	Model in Development

**Energy Savings Change Key**

- ▲ Increase
- ▶ No Change
- ▼ Decrease

**PROGRESS, REMINDERS & RESOURCES**

- Measurement period ends 9/30/24
- [Click this link to check out Non-SEM Nicor Incentives](#)



# Huntley Community School District 158

650 Dr. John Burkey Drive  
 Algonquin, Illinois 60102  
 (847) 659-6158 • [www.huntley158.org](http://www.huntley158.org)

DATE: May 2, 2024  
 TO: Building and Grounds Committee and Administration  
 FROM: Doug Renkosik, Director of Operations & Maintenance  
 RE: Asphalt Pavement Construction and Replacement Bid 2024-19 (A)  
 Building and Grounds Committee  
 Committee of the Whole, May 2, 2024

**Background:**

A concern with the regular tracking of mud into Conley Elementary School from the playground area of Conley by students at recess was brought to the attention of the O&M staff. This followed several prior summer attempts to establish turf in the area in question without success. The School Administrator, O&M Director, and CFO concurred that the permanent solution was to pave the area in question. While surveying the existing area, it was determined that the existing asphalt pavement surface was in disrepair to the extent that either repairs to that surface or full replacement should be considered while the expansion project was being considered.

A Bid Specification for this work was released on March 27, 2024, which included a request for a:

- Base Bid for construction of the new pavement surface area
- Alternate Bid for the additional cost to replace the existing surface while the new surface was being constructed

A mandatory pre-bid meeting was held on April 3, 2024. Bids were opened on April 18, 2024.

A summary of the bids is below.

Huntley Consolidated School District 158																
Asphalt Pavement Construction & Replacement Bid #2024-19																
BID OPENING at 3pm on 4.18.24																
COMPANY	Addendum Noted	Cert of Eligibility	Cert of IDHR	Prevailing Wage Law	Hold Harmless	IL Drug-free workplace	Reference List	Bid Bond	Base Bid	Alternate Bid #1	Base + Alternate	UNIT PRICES				
												Removal \$ per ton 10 to 100	Removal \$ per ton 100 to 1000	Install new base \$ per ton 10 to 100	Install new base \$ per ton 100 to 1000	
ALAMP	No Bid															
Champion	X	X	X	X	X	X	X	X	\$ 69,350.00	\$ 58,500.00	\$ 127,850.00	\$ 80.00	\$ 60.00	\$ 70.00	\$ 45.00	
Everlast Blacktop	#1	X	X	X	X	X	X	X	\$ 87,000.00	\$ 57,600.00	\$ 144,600.00	\$ 70.00	\$ 65.00	\$ 45.00	\$ 40.00	
Geske	No Bid															
Maneval Paving	No Bid															
Murphy Construction Services	X	X	X	X	X	X	X	X	\$ 114,400.00	\$ 50,500.00	\$ 164,900.00	\$ 60.00	\$ 60.00	\$ 43.90	\$ 43.90	
Obsidian Asphalt	#1	X	X	X	X	X	X	X	\$ 68,500.00	\$ 60,500.00	\$ 129,000.00	\$ 50.00	\$ 32.00	\$ 61.00	\$ 54.00	
Schroeder Asphalt	X	X	X	X	X	X	X	X	\$ 69,999.00	\$ 45,000.00	\$ 114,999.00	\$ 35.00	\$ 32.00	\$ 40.00	\$ 37.00	
TAT Enterprises Inc.	No Bid															
SPECIAL NOTES:																
#1 - No Addenda Acknowledged																

**Recommendation:**

The Administration suggests the Building Committee recommend the Board of Education approve the award of the Base Bid and the Alternate Bid for the Asphalt Pavement Construction and Replacement Bid 2024-19 to Schroeder Asphalt Services at a cost of \$114,999.00 at their May 16, 2024, Regular Board Meeting.

# Policy Committee

650 Dr. John Burkey Drive · Algonquin, IL 60102 · (847) 659-6158 · Huntley158.org

TO: Board of Education and Cabinet Members

FROM: Jessica Lombard, Superintendent  
Lorie Woods, Director of Administrative Services

DATE: May 2, 2024

RE: Recommended Changes for Board Policy  
PRESS Updates – March 2024, Issue 114

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## POLICY RECOMMENDATIONS

### PRESS UPDATE – March 2024, Issue 114

- **2:40 Board Member Qualifications**  
Policy is updated for continuous improvement. Cross References updated in response to a five-year review.
- **2:260 Uniform Grievance Procedure**  
Policy, Legal References, and Cross References updated in response to 105 ILCS 5/22-95, added by P.A. 103-472, eff. 8-1-24, requiring a district to have an internal process for the filing of complaints regarding discrimination and harassment based on race, color, and national origin, and to incorporate the title change to 2:265, *Title IX ~~Sexual Harassment~~ Grievance Procedure*, in anticipation of Title IX rulemaking.
- **2:265 Title IX ~~Sexual Harassment~~ Grievance Procedure - RENAMED**  
The policy title only is changed to delete the term *sexual harassment* in anticipation of Title IX rulemaking.
- **2:270 Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited -- NEW**  
The policy is created in response to 105 ILCS 5/22-95 (final citation pending), added by P.A. 103-472, eff. 8-1-24, requiring a district to have an internal process for the filing of complaints regarding discrimination and harassment based on race, color, and national origin, as well as retaliation.
- **4:165 Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors**  
Policy and Cross References are updated solely to incorporate the title change to 2:265, *Title IX ~~Sexual Harassment~~ Grievance Procedure*, in anticipation of Title IX rulemaking.
- **4:190 Targeted School Violence Prevention Program**  
Policy updated in response to *Threat Assessment in Virginia Public Schools: Model Policies, Procedures, and Guidelines*, Fifth Edition (July 2023), Virginia Center for School and Campus Safety, Virginia Dept. of Criminal Justice Services.
- **5:10 Equal Employment Opportunity and Minority Recruitment**  
Policy, Legal References, and Cross References are updated for the reason stated in 2:270, *Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited*, and for continuous improvement.

- **5:20 Workplace Harassment Prohibited**  
Policy and Cross References are updated for the reason stated in 2:270, *Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited*, and to incorporate the title change to 2:265, *Title IX ~~Sexual Harassment~~ Grievance Procedure*, in anticipation of Title IX rulemaking.
- **5:100 Staff Development Program – REWRITTEN**  
Policy is rewritten and Legal References, Cross References, and Administrative Procedure references are updated to include in 2:270, *Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited*, and the title change to 2:265, *Title IX ~~Sexual Harassment~~ Grievance Procedure*, in anticipation of Title IX rulemaking.
- **5:120 Employee Ethics; Code of Professional Conduct; and Conflict of Interest**  
Policy and Cross References are updated solely to incorporate the title change to 2:265, *Title IX ~~Sexual Harassment~~ Grievance Procedure*, in anticipation of Title IX rulemaking.
- **5:300 Schedules and Employment Year**  
Legal References and Cross References updated to include 5:10, *Equal Employment Opportunity and Minority Recruitment*.
- **7:10 Equal Educational Opportunities**  
The policy, Legal References, and Cross References are updated for the reason stated in 2:270, *Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited*, title change to 2:265, *Title IX ~~Sexual Harassment~~ Grievance Procedure*, in anticipation of Title IX rulemaking, and for continuous improvement.
- **7:20 Harassment of Students Prohibited**  
The policy, Legal References, and Cross References are updated for the reason stated in 2:270, *Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited*, title change to 2:265, *Title IX ~~Sexual Harassment~~ Grievance Procedure*, in anticipation of Title IX rulemaking, and for continuous improvement.
- **7:180 Prevention of and Response to Bullying, Intimidation, and Harassment**  
Policy and Cross References are updated in response to 105 ILCS 5/27-23.7, amended by P.A. 103-47, new policy 2:270, *Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited*, and title change to 2:265, *Title IX ~~Sexual Harassment~~ Grievance Procedure*, in anticipation of Title IX rulemaking.
- **7:185 Teen Dating Violence Prohibited**  
Policy and Cross References are updated solely to incorporate the title change to 2:265, *Title IX ~~Sexual Harassment~~ Grievance Procedure*, in anticipation of Title IX rulemaking.

### **Recommendation**

Administration requests the Policy Committee recommend the above policies be moved forward for a first reading by the Board at the next Regular BOE meeting.

Please contact me or Mrs. Woods with any questions and/or concerns.

# Update Memo

Please distribute to board members and appropriate staff.

# PRESS

## Policy Reference Education Subscription Service

### Contents

**Instructions**..... p. 1

**PRESS Terminology** ..... p. 2

**PRESS Issue 114 Topic Bundles** ..... p. 2

**Progress Report** ..... p. 5

**Revisions to Policies, Administrative Procedures, and Exhibits (numerical table)** ..... p. 6

**Next Issue: Summer Five-Year Reviews**

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 Issue 114 Lead Maryam Brotine, Assistant General Counsel and Assistant **PRESS** Editor, (630) 629-3776, ext. 1219, Jeremy Duffy, IASB General Counsel and **PRESS** Editor, (630) 629-3776, ext. 1234; or Debra Jacobson, Assistant General Counsel and Assistant **PRESS** Editor, (630) 629-3776, ext. 1211.

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 **Policy Reference Manual (PRM)** pages.

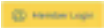

The Committee Worksheets, found by selecting a **PRESS Issue** at the top of the **PRESS Online** Table of Contents, show suggested changes to **PRESS** material by striking out deleted words and underscoring new words, a.k.a “tracked changes.”

Updated **PRM** pages can be found in the IASB POLICY REFERENCE MANUAL Table of Contents. For visual instruction about how to download and use **PRM** pages to update your policy manual, please go to [www.iasb.com/policy/](http://www.iasb.com/policy/) to view the **PRESS** video tutorial located under the header entitled: **PRESS – Policy Reference Education Subscription Service**.

For answers to common questions about using **PRESS**, see [Q&A: Getting the Most Out of Your PRESS Subscription](#), now available on IASB’s website.

### Online Instructions

Please follow these four easy steps to log in to **PRESS**:

- Go to [www.iasb.com](http://www.iasb.com) and click on the  button on the top navigation.
- Enter 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. Use the “forgot your password?” link. Make sure to check your spam folder for an email from [info@iasb.com](mailto:info@iasb.com), if you do not see it in your email inbox.
  - 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 signing on to [www.iasb.com](http://www.iasb.com), please contact Michael Ifkovits at [mifkovits@iasb.com](mailto:mifkovits@iasb.com).
- Click the  button on the top navigator bar. This will bring you to your account page
- Under “**My Account Links**,” click on “**PRESS Login**.”

### 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. 6.

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.

## Bullying

Public Act 103-47 amended the definition of bullying in 105 ILCS 5/27-23.7 to include bullying based on physical appearance, socioeconomic status, academic status, pregnancy, parenting status, and homelessness. In addition, district bullying policies must include provisions for notifying parents/guardians of all students involved in an alleged incident of bullying within 24 hours after school administration is made aware of students' involvement. While P.A. 103-47 became effective 6-9-23, it gave the Ill. State Board of Education (ISBE) until 1-1-24 to post a template for a model bullying prevention policy. IASB collaborated with ISBE to ensure that the update to sample **PRESS** policy 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment* aligns with the ISBE model bullying prevention policy and meets statutory policy requirements.

The following **PRESS** materials are updated in response to this legislation:

- 7:180, Prevention of and Response to Bullying, Intimidation, and Harassment
- 7:180-AP1, Prevention, Identification, Investigation, and Response to Bullying
- 7:180-AP1, E1, Resource Guide for Bullying Prevention
- 7:180-AP1, E5, Report Form for Bullying
- 7:180-AP1, E7, Response to Bullying

## Racism-Free Schools Law

Last spring, the General Assembly passed P.A. 103-472, the Racism-Free Schools Law (RFSL). The law requires school districts to have policies and procedures in place by 8-1-24 that specifically address discrimination, including harassment, based on race, color, and national origin. New sample policy 2:270, *Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited*, and new sample administrative procedure 2:270-AP, *Prevention and Response Program for Complaints of Discrimination and Harassment Based on Race, Color, and National Origin*, address the policy and procedure requirements of this new law. Like other non-discrimination and harassment policies in the **PRM**, the new policy utilizes the existing complaint process in sample policy 2:260, *Uniform Grievance Procedure*.

Sample policy 5:100, *Staff Development Program*, is updated to reflect training required by RFSL and has also been rewritten due to Public Act 103-542, which significantly streamlines school in-service training requirements into eight categories. Though P.A. 103-542 was to be effective on 1-1-24, most of its changes become operative on 7-1-24. As a result, legislative action during Veto Session amended the effective date of P.A. 103-542 to 7-1-24.

The following **PRESS** materials are updated in response to this legislation:

- 2:250-E2, Immediately Available District Public Records and Web-Posted Reports and Records
- 2:260, Uniform Grievance Procedure
- 2:260-AP1, Guidelines for Investigating Complaints Filed Under Policy 2:260, Uniform Grievance Procedure, and Allegations of Misconduct

## PRESS Terminology

What are the meanings of the “AP” and “E” after certain policy numbers?

The **PRESS Policy Reference Manual (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.**

2:260-AP2, Nondiscrimination Coordinator and Complaint Manager  
2:270, Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited – **NEW**  
2:270-AP, Prevention and Response Program for Complaints of Discrimination and Harassment Based on Race, Color, and National Origin – **NEW**

5:10, Equal Employment Opportunity and Minority Recruitment – **REFORMATTED**  
5:20, Workplace Harassment Prohibited  
5:100, Staff Development Program – **REWRITTEN**  
7:10, Equal Educational Opportunities  
7:20, Harassment of Students Prohibited  
7:20-AP, Harassment of Students Prohibited  
7:190-E2, Student Handbook Checklist

## School Violence Prevention

Sample policy 4:190, *Targeted School Violence Prevention Program*, and its suite of accompanying administrative procedures and exhibits regarding school threat assessment teams are adapted from the nationally recognized resource *Threat Assessment in Virginia Public Schools: Model Policies, Procedures, and Guidelines*, provided by the Virginia Dept. of Criminal Justice Services and Virginia Center for School and Campus Safety. The fifth edition of this resource was published in July 2023, and the 4:190 policy suite has been updated to incorporate it. Where updates and editing were extensive, the material has been labeled as **REWRITTEN**.

The following **PRESS** materials are updated:

4:190, Targeted School Violence Prevention Program

4:190-AP1, Targeted School Violence Prevention Program  
4:190-AP1, E1, Targeted School Violence Prevention Program Resources – **REWRITTEN**  
4:190-AP2, Threat Assessment Team (TAT) – **REWRITTEN**  
4:190-AP2, E1, Principles of Threat Assessment – **REWRITTEN**  
4:190-AP2, E2, Threat Assessment Documentation  
4:190-AP2, E3, Threat Assessment Key Areas and Questions; Examples – **REWRITTEN**  
4:190-AP2, E4, Responding to Types of Threats  
4:190-AP2, E5, Threat Assessment Case Management Strategies – **REWRITTEN**  
4:190-AP2, E6, Targeted School Violence Prevention and Threat Assessment Education

## Veto Session

The General Assembly passed trailer legislation in its Veto Session last fall to clarify bills passed last spring. P.A. 103-564 aligned the start of all new instruction related to Native American history and experience to the 2024-2025 school year and requires the Ill. State Board of Education to make certain instructional resources available on its website by

7-1-24. Additionally, P.A. 103-567 requires safety education to include water safety instruction.

The following **PRESS** materials are updated:

6:60, Curriculum Content  
6:60-AP1, Comprehensive Health Education Program

## Title Changes Only in Anticipation of Title IX Rulemaking

The U.S. Department of Education is expected to release final Title IX regulations within the next few months. It is expected that the scope of the updated regulations will be expanded to apply to all sex discrimination allegations, not merely to allegations of sexual harassment (as current regulations do). In anticipation of these regulatory changes, and to make titles within the **PRM** more timeless in the face of changing federal administrations, the titles of **PRM** materials related to Title IX, in the 2:265 policy suite, are updated to delete the term *sexual harassment*, as follows:

2:265, Title IX ~~Sexual Harassment~~ Grievance Procedure – **RENAMED**  
2:265-AP1, Title IX ~~Sexual Harassment~~ Response – **RENAMED**  
2:265-AP2, Formal Title IX ~~Sexual Harassment~~ Complaint Grievance Process – **RENAMED**  
2:265-E, Title IX ~~Sexual Harassment~~ Glossary of Terms – **RENAMED**

In addition, text in the following **PRESS** materials reference the 2:265 suite by name, and are included in this **PRESS** issue solely to update the titles to those materials:

2:150-AP, Superintendent Committees  
4:165, Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors  
5:90-AP1, Coordination with Children’s Advocacy Center  
5:120, Employee Ethics; Code of Professional Conduct; and Conflict of Interest  
7:185, Teen Dating Violence Prohibited

Please note that because these materials only contain suite 2:265 title changes and have not undergone a substantive review for this issue, the month and year indicated in the upper left-hand corner of each document is not updated to March 2024.

## Miscellaneous

The following **PRESS** materials are updated due to legislation, administrative rule, and/or continuous improvement changes, including subscriber feedback.

The following **PRESS** materials are updated:

4:170-AP2, E6, Letter to Parents/Guardians About Safe Firearm Storage – **NEW**

5:10-AP, Workplace Accommodations for Nursing Mothers  
5:300, Schedules and Employment Year

6:120-AP1, Special Education Procedures Assuring the Implementation of Comprehensive Programming for Children with Disabilities

7:10-AP1, Accommodating Transgender, Nonbinary, or Gender Nonconforming Students

## PRM Five-Year Reviews

**PRESS** Editors have a quality assurance goal to ensure that a review of each piece of the 1500+ page IASB **PRM** occurs once every five years. The **PRM** contains approximately 462 separate pieces of material, including policies, administrative procedures, and safety related exhibits.

The following **PRESS** material is updated in response to a five-year review:

2:40, Board Member Qualifications  
2:60, Board Member Removal from Office  
2:140, Communications To and From the Board  
2:140-E, Guidance for Board Member Communications, Including Email Use  
2:170-AP, Qualification Based Selection  
2:250-E1, Written Request for District Public Records  
4:20, Fund Balances  
4:45-AP1, Insufficient Fund Checks  
4:45-E1, Cover Page Documenting the Process to Seek Offset from the Illinois Office of the Comptroller (IOC)  
4:45-E2, Notice of Claim and Intent to Seek Debt Recovery; Challenge; and Response to Challenge  
4:55-AP, Controls for the Use of District Credit and Procurement Cards  
4:110-AP1, School Bus Post-Accident Checklist  
4:110-AP3, School Bus Safety Rules

4:110-E, Emergency Medical Information for Students Having Special Needs or Medical Conditions Who Ride School Buses

4:170-AP2, E1, Letter to Parents/Guardians Regarding Student Safety

4:170-AP2, E2, Letter to Parents/Guardians Regarding the Dangers of Underage Drinking

4:170-AP2, E3, Letter to Parents/Guardians About Disruptive Social Media Apps; Dangers

4:170-AP2, E4, Letter to Parents/Guardians About Preventing and Reducing Incidences of Sexting

4:170-AP6, Plan for Responding to a Medical Emergency at a Physical Fitness Facility with an AED

4:170-AP6, E2, Notification to Staff and Parents/Guardians of CPR and AED Video

4:170-AP8, Movable Soccer Goal Safety

4:175-AP1, E1, Informing Parents/Guardians About Offender Community Notification Laws

6:185, Remote Educational Program

7:10-E, Equal Educational Opportunities Within the School Community

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.

## PRESS Issue 114 Trivia

298 PRM pages • 118,081 words • 70 PRM materials

## Progress Report - The contents of this table frequently change.

Topics	Our Response
<p><b>Final Title IX Regulations Expected Soon</b></p> <p>The U.S. Department of Education is expected to release final Title IX regulations in the next few months or later. These regulations would replace 2020 Title IX regulations and would require extensive updates to existing policies and procedures governing discrimination based on sex, including sexual harassment.</p>	<p>Relevant <b>PRESS</b> materials, including sample policy 2:265, <i>Title IX Grievance Procedure</i>, and its accompanying materials will be substantively updated once the final regulations are issued.</p>
<p><b>Boards Need to Study and Decide Potential Opt-Out From College and Career Pathway Endorsement Requirement by 7-1-25</b></p> <p>105 ILCS 5/10-20.83, added by P.A. 102-917, will require boards to elect to implement College and Career Pathway Endorsements for grades 9 through 12 by 7-1-25, unless a board decides to opt out of all or part of the requirement by adopting a set of findings that considers six different factors. See <a href="https://ilga.gov/legislation/publicacts/fulltext.asp?Name=102-0917">https://ilga.gov/legislation/publicacts/fulltext.asp?Name=102-0917</a>.</p>	<p>Relevant <b>PRESS</b> materials, including sample policy 6:60, <i>Curriculum Content</i>, will be updated in the legislative <b>PRESS</b> issue released in the fall.</p>

Certain **PRM** materials in a **PRESS** Issue may be labeled in the **PRESS** Bundles, Revision Table and Committee Worksheets with one or more of the following categories:

**NEW.** This material is brand new to the **PRM**.

**RENUMBERED.** This material has been assigned a new number within the **PRM**, usually due to the addition of **NEW** material.

**RENAMED.** The title of the material has been amended.

**REWRITTEN.** The material has undergone significant revisions. To preserve the readability of the Committee Worksheets, suggested changes are not shown as tracked changes.

**REFORMATTED.** Non-substantive changes in formatting, e.g., list renumbering, have been applied for consistency throughout the **PRM**. To preserve the readability of the Committee Worksheets, such formatting changes are not reflected as tracked changes.

## Revisions to Policies, Administrative Procedures, and Exhibits

Number and Title	Revision Descriptions	
2:40, Board Member Qualifications	The policy is updated for continuous improvement. The Cross References and footnotes are updated in response to a five-year review.	<input checked="" type="checkbox"/>
2:60, Board Member Removal from Office	The policy is unchanged. The footnotes are updated in response to a five-year review.	<input type="checkbox"/>
2:140, Communications To and From the Board	The policy is unchanged. The footnotes are updated in response to a five-year review.	<input type="checkbox"/>
2:140-E, Guidance for Board Member Communications, Including Email Use	The exhibit is updated in response to a five-year review.	<input type="checkbox"/>
2:150-AP, Superintendent Committees	The procedure is solely updated to incorporate the title change to 2:265, <i>Title IX Sexual Harassment Grievance Procedure</i> , in anticipation of Title IX rulemaking.	<input type="checkbox"/>
2:170-AP, Qualification Based Selection	The procedure is updated in response to a five-year review.	<input type="checkbox"/>
2:250-E1, Written Request for District Public Records	The exhibit is updated in response to a five-year review.	<input type="checkbox"/>
2:250-E2, Immediately Available District Public Records and Web-Posted Reports and Records	<p>The exhibit is updated in response to:</p> <ol style="list-style-type: none"> <li>1. 105 ILCS 5/22-95 (final citation pending), added by P.A. 103-472, eff. 8-1-24, requiring a district to web-post its policy (or policies) that prohibit discrimination and harassment based on race, color, and national origin, as well as retaliation;</li> <li>2. 105 ILCS 5/2-3.163(c), amended by P.A. 103-504, requiring a district to web-post the name(s) of designated Prioritization of Urgency of Need for Services (PUNS)-trained employee(s) in each school;</li> <li>3. Title change to 2:265, <i>Title IX Sexual Harassment Grievance Procedure</i>, in anticipation of Title IX rulemaking; and</li> <li>4. Continuous improvement.</li> </ol>	<input type="checkbox"/>

## Revisions to Policies, Administrative Procedures, and Exhibits — *continued*

2:260, Uniform Grievance Procedure	The policy, Legal References, Cross References, and footnotes are updated in response to 105 ILCS 5/22-95 (final citation pending), added by P.A. 103-472, eff. 8-1-24, requiring a district to have an internal process for the filing of complaints regarding discrimination and harassment based on race, color, and national origin. The policy and footnotes are also updated to incorporate the title change to 2:265, <i>Title IX Sexual Harassment Grievance Procedure</i> , in anticipation of Title IX rulemaking, and for continuous improvement. Continuous improvement changes are also made to the Legal References and footnotes. The Cross References are updated to include new policy 2:270, <i>Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited</i> , and to incorporate the title change to 2:265, <i>Title IX Sexual Harassment Grievance Procedure</i> .	<input checked="" type="checkbox"/>
2:260-AP1, Guidelines for Investigating Complaints Filed Under Policy 2:260, Uniform Grievance Procedure, and Allegations of Misconduct	The procedure is updated in response to 105 ILCS 5/22-95 (final citation pending), added by P.A. 103-472, eff. 8-1-24, requiring a district to have procedures for responding to complaints of discrimination and harassment based on race, color, and national origin, and retaliation, and for continuous improvement.	<input type="checkbox"/>
2:260-AP2, Nondiscrimination Coordinator and Complaint Manager	The procedure is updated in response to: <ol style="list-style-type: none"> <li>1. 105 ILCS 5/22-95 (final citation pending), added by P.A. 103-472, eff. 8-1-24, requiring a board to adopt a policy (or policies) that prohibits discrimination and harassment based on race, color, and national origin, as well as retaliation;</li> <li>2. Titles changes to 2:265, <i>Title IX Sexual Harassment Grievance Procedure</i>, 2:265-AP1, <i>Title IX Sexual Harassment-Response</i>, and 2:265-AP1, <i>Title IX Sexual Harassment-Response</i>, in anticipation of Title IX rulemaking; and</li> <li>3. Continuous improvement.</li> </ol>	<input type="checkbox"/>
2:265, Title IX Sexual Harassment Grievance Procedure	<b>RENAMED.</b> The policy title only is changed to delete the term <i>sexual harassment</i> in anticipation of Title IX rulemaking.	<input checked="" type="checkbox"/>
2:265-AP1, Title IX Sexual Harassment Response	<b>RENAMED.</b> The procedure title only is changed for the reason stated in 2:265, <i>Title IX Sexual Harassment Grievance Procedure</i> , above.	<input type="checkbox"/>
2:265-AP2, Formal Title IX Sexual Harassment Complaint Grievance Process	<b>RENAMED.</b> The procedure title only is changed for the reason stated in 2:265, <i>Title IX Sexual Harassment Grievance Procedure</i> , above.	<input type="checkbox"/>
2:265-E, Title IX Sexual Harassment Glossary of Terms	<b>RENAMED.</b> The exhibit title only is changed for the reason stated in 2:265, <i>Title IX Sexual Harassment Grievance Procedure</i> , above.	<input type="checkbox"/>
2:270, Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited	<b>NEW.</b> The policy is created in response to 105 ILCS 5/22-95 (final citation pending), added by P.A. 103-472, eff. 8-1-24, requiring a board to adopt a policy (or policies) that prohibits discrimination and harassment based on race, color, and national origin, as well as retaliation.	<input checked="" type="checkbox"/>
2:270-AP, Prevention and Response Program for Complaints of Discrimination and Harassment Based on Race, Color, and National Origin	<b>NEW.</b> The procedure is created in response to 105 ILCS 5/22-95 (final citation pending), added by P.A. 103-472, eff. 8-1-24, requiring a district to have procedures for responding to complaints of discrimination and harassment based on race, color, and national origin, and retaliation.	<input type="checkbox"/>
4:20, Fund Balances	The policy is unchanged. The footnotes are updated in response to a five-year review.	<input type="checkbox"/>
4:45-AP1, Insufficient Fund Checks	The procedure is updated in response to a five-year review.	<input type="checkbox"/>

## Revisions to Policies, Administrative Procedures, and Exhibits — *continued*

4:45-E1, Cover Page Documenting the Process to Seek Offset from the Illinois Office of the Comptroller (IOC)	The exhibit is updated in response to a five-year review.	<input type="checkbox"/>
4:45-E2, Notice of Claim and Intent to Seek Debt Recovery; Challenge; and Response to Challenge	The exhibit is updated in response to a five-year review.	<input type="checkbox"/>
4:55-AP, Controls for the Use of District Credit and Procurement Cards	The procedure is updated in response to a five-year review.	<input type="checkbox"/>
4:110-AP1, School Bus Post-Accident Checklist	The procedure is updated in response to a five-year review.	<input type="checkbox"/>
4:110-AP3, School Bus Safety Rules	The procedure is updated in response to a five-year review.	<input type="checkbox"/>
4:110-E, Emergency Medical Information for Students Having Special Needs or Medical Conditions Who Ride School Buses	The exhibit is unchanged in response to a five-year review.	<input type="checkbox"/>
4:165, Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors	The policy and Cross References are solely updated to incorporate the title change to 2:265, <i>Title IX Sexual Harassment Grievance Procedure</i> , in anticipation of Title IX rulemaking.	<input checked="" type="checkbox"/>
4:170-AP2, E1, Letter to Parents/Guardians Regarding Student Safety	The exhibit is updated in response to a five-year review.	<input type="checkbox"/>
4:170-AP2, E2, Letter to Parents/Guardians Regarding the Dangers of Underage Drinking	The exhibit is updated in response to a five-year review.	<input type="checkbox"/>
4:170-AP2, E3, Letter to Parents/Guardians About Disruptive Social Media Apps; Dangers	The exhibit is updated in response to a five-year review.	<input type="checkbox"/>
4:170-AP2, E4, Letter to Parents/Guardians About Preventing and Reducing Incidences of Sexting	The exhibit is updated in response to a five-year review.	<input type="checkbox"/>
4:170-AP2, E6, Letter to Parents/Guardians About Safe Firearm Storage	<b>NEW.</b> The optional exhibit is created based on a template recently developed by the U.S. Dept. of Education's Readiness and Emergency Management for Schools Technical Assistance Center.	<input type="checkbox"/>

## Revisions to Policies, Administrative Procedures, and Exhibits — *continued*

4:170-AP6, Plan for Responding to a Medical Emergency at a Physical Fitness Facility with an AED	The procedure is updated in response to a five-year review.	<input type="checkbox"/>
4:170-AP6, E2, Notification to Staff and Parents/Guardians of CPR and AED Video	The exhibit is updated in response to a five-year review.	<input type="checkbox"/>
4:170-AP8, Movable Soccer Goal Safety	The procedure is updated in response to a five-year review.	<input type="checkbox"/>
4:175-AP1, E1, Informing Parents/Guardians About Offender Community Notification Laws	The exhibit is updated in response to a five-year review.	<input type="checkbox"/>
4:190, Targeted School Violence Prevention Program	The policy and footnotes are updated in response to <i>Threat Assessment in Virginia Public Schools: Model Policies, Procedures, and Guidelines</i> , Fifth Edition (July 2023), Virginia Center for School and Campus Safety, Virginia Dept. of Criminal Justice Services, at: <a href="http://www.dcps.virginia.gov/sites/dcps.virginia.gov/files/k-12_threat_assessment_management_mppg_mpd.pdf">www.dcps.virginia.gov/sites/dcps.virginia.gov/files/k-12_threat_assessment_management_mppg_mpd.pdf</a> .	<input checked="" type="checkbox"/>
4:190-AP1, Targeted School Violence Prevention Program	The procedure is updated for the reason stated in 4:190, <i>Targeted School Violence Prevention Program</i> , above.	<input type="checkbox"/>
4:190-AP1, E1, Targeted School Violence Prevention Program Resources	<b>REWRITTEN.</b> The exhibit is updated for the reason stated in 4:190, <i>Targeted School Violence Prevention Program</i> , above.	<input type="checkbox"/>
4:190-AP2, Threat Assessment Team (TAT)	<b>REWRITTEN.</b> The procedure is updated for the reason stated in 4:190, <i>Targeted School Violence Prevention Program</i> , above.	<input type="checkbox"/>
4:190-AP2, E1, Principles of Threat Assessment	<b>REWRITTEN.</b> The exhibit is updated for the reason stated in 4:190, <i>Targeted School Violence Prevention Program</i> , above.	<input type="checkbox"/>
4:190-AP2, E2, Threat Assessment Documentation	The exhibit is updated for the reason stated in 4:190, <i>Targeted School Violence Prevention Program</i> , above.	<input type="checkbox"/>
4:190-AP2, E3, Threat Assessment Key Areas and Questions; Examples	<b>REWRITTEN.</b> The exhibit is updated for the reason stated in 4:190, <i>Targeted School Violence Prevention Program</i> , above.	<input type="checkbox"/>
4:190-AP2, E4, Responding to Types of Threats	The exhibit is updated for the reason stated in 4:190, <i>Targeted School Violence Prevention Program</i> , above.	<input type="checkbox"/>
4:190-AP2, E5, Threat Assessment Case Management Strategies	<b>REWRITTEN.</b> The exhibit is updated for the reason stated in 4:190, <i>Targeted School Violence Prevention Program</i> , above.	<input type="checkbox"/>
4:190-AP2, E6, Targeted School Violence Prevention and Threat Assessment Education	The exhibit is updated for the reason stated in 4:190, <i>Targeted School Violence Prevention Program</i> , above.	<input type="checkbox"/>

## Revisions to Policies, Administrative Procedures, and Exhibits — *continued*

<p>5:10, Equal Employment Opportunity and Minority Recruitment</p>	<p><b>REFORMATTED.</b> The policy, Legal References, Cross References, and footnotes are updated. The policy is updated for the reason stated in 2:270, <i>Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited</i>, above. The Legal References and footnotes are also updated in response to:</p> <ol style="list-style-type: none"> <li>1. Pregnant Worker Fairness Act, 42 U.S.C. §2000gg <i>et seq.</i>, added by Pub.L. 117-328, the Fair Labor Standards Act;</li> <li>2. Fair Labor Standards Act (FLSA), 29 U.S.C. §218d, added by Pub.L. 117-328, requiring employers to provide reasonable break time for nursing employees to express breast milk; and</li> <li>3. Continuous improvement.</li> </ol> <p>The footnotes are further updated in response to the Gender Violence Act, 740 ILCS 82/11, added by P.A. 103-202, imposing liability on employers for gender-related violence in the workplace under limited circumstances, and <i>Groff v. DeJoy</i>, 600 U.S. 447 (2023), a U.S. Supreme Court case addressing an employer’s obligation to reasonably accommodate an employee’s religious practices.</p> <p>The Cross References are updated to include new policy 2:270, <i>Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited</i>, and to incorporate the title change to 2:265, <i>Title IX Sexual Harassment Grievance Procedure</i>, in anticipation of Title IX rulemaking.</p>	<input checked="" type="checkbox"/>
<p>5:10-AP, Workplace Accommodations for Nursing Mothers</p>	<p>The procedure is updated in response to FLSA, 29 U.S.C. §218d, added by Pub. L. 117-328, requiring employers to provide reasonable break time for nursing employees to express breast milk.</p>	<input type="checkbox"/>
<p>5:20, Workplace Harassment Prohibited</p>	<p>The policy, Cross References, and footnotes are updated. The policy is updated for the reason stated in 2:270, <i>Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited</i>, above, and to incorporate the title change to 2:265, <i>Title IX Sexual Harassment Grievance Procedure</i>, in anticipation of Title IX rulemaking. The Cross References are updated to include new policy 2:270, <i>Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited</i>, and to incorporate the title change to 2:265, <i>Title IX Sexual Harassment Grievance Procedure</i>, in anticipation of Title IX rulemaking. The footnotes are updated for continuous improvement.</p>	<input checked="" type="checkbox"/>
<p>5:90-AP1, Coordination with Children’s Advocacy Center</p>	<p>The procedure is solely updated to incorporate the title change to 2:265, <i>Title IX Sexual Harassment Grievance Procedure</i>, in anticipation of Title IX rulemaking.</p>	<input type="checkbox"/>

## Revisions to Policies, Administrative Procedures, and Exhibits — *continued*

5:100, Staff Development Program	<p><b>REWRITTEN.</b> The policy, Legal References, Cross References, Administrative Procedure references, and footnotes are updated. The policy and footnotes are updated in response to:</p> <ol style="list-style-type: none"> <li>1. 105 ILCS 5/10-22.39, amended by P.A. 103-542, eff. 7-1-24, streamlining school staff training requirements into eight distinct categories;</li> <li>2. 775 ILCS 5/5A-103, added by P.A. 103-472, eff. 8-1-24, requiring all employees be trained on the prevention of discrimination and harassment based on race, color, and national origin; and</li> <li>3. Subscriber feedback, to include a new default subheading, <b>Additional Training Requirements</b>, listing training required by State and/or federal law that is not required to be specified in policy. Boards that choose not to list these additional trainings may delete this subheading.</li> </ol> <p>The Legal References are updated to include 105 ILCS/22-95 (final citation pending), added by P.A. 103-472, eff. 8-1-24, for the reason stated above.</p> <p>The Cross References are updated to include new policy 2:270, <i>Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited</i>, and to incorporate the title change to 2:265, <i>Title IX Sexual Harassment Grievance Procedure</i>.</p> <p>The Administrative Procedure references are updated to include new administrative procedure 2:270-AP, <i>Prevention and Response Program for Complaints of Discrimination and Harassment Based on Race, Color, and National Origin</i>, and to incorporate title changes to 2:265-AP1, <i>Title IX Sexual Harassment Response</i>, and 2:265-AP2, <i>Formal Title IX Sexual Harassment Complaint Grievance Process</i>, in anticipation of Title IX rulemaking.</p>	<input checked="" type="checkbox"/>
5:120, Employee Ethics; Code of Professional Conduct; and Conflict of Interest	The policy, footnotes, and Cross References are solely updated to incorporate the title change to 2:265, <i>Title IX Sexual Harassment Grievance Procedure</i> , in anticipation of Title IX rulemaking.	<input checked="" type="checkbox"/>
5:300, Schedules and Employment Year	The Legal References, Cross References, and footnotes are updated. The Legal References and footnotes are updated for the reason stated in 5:10-AP, <i>Workplace Accommodations for Nursing Mothers</i> , above. Other continuous improvement updates are made to the footnotes. 5:10, <i>Equal Employment Opportunity and Minority Recruitment</i> , is added to the Cross References.	<input checked="" type="checkbox"/>
6:60, Curriculum Content	The policy is unchanged. The footnotes are updated in response to 105 ILCS 5/27-21 and 105 ILCS 5/27-20.3, amended by P.A. 103-564, requiring ISBE to make certain instructional materials available on its website regarding Native American history and experience by 7-1-24, and for continuous improvement.	<input type="checkbox"/>
6:60-AP1, Comprehensive Health Education Program	The procedure is updated in response to 105 ILCS 5/27-17, amended by P.A. 103-457, mandating water safety instruction for students in pre-K through grade 6 as part of safety education, and for continuous improvement.	<input type="checkbox"/>
6:120-AP1, Special Education Procedures Assuring the Implementation of Comprehensive Programming for Children with Disabilities	This procedure is updated to solely consist of the location of the district's special education procedures and to move the description of available resources to footnote 1.	<input type="checkbox"/>
6:185, Remote Educational Program	The policy is unchanged. The footnotes are updated in response to a five-year review.	<input type="checkbox"/>

## Revisions to Policies, Administrative Procedures, and Exhibits — *continued*

7:10, Equal Educational Opportunities	The policy, Legal References, Cross References, and footnotes are updated. The policy and footnotes are updated for the reason stated in 2:270, <i>Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited</i> . The Legal References and footnotes are also updated for continuous improvement, and the footnotes are further updated to incorporate the title change to 2:265, <i>Title IX Sexual Harassment Grievance Procedure</i> . The Cross References are updated to include new policy 2:270, <i>Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited</i> , and to incorporate the title change to 2:265, <i>Title IX Sexual Harassment Grievance Procedure</i> , in anticipation of Title IX rulemaking.	<input checked="" type="checkbox"/>
7:10-AP1, Accommodating Transgender, Nonbinary, or Gender Nonconforming Students	The procedure is updated in response to: <ol style="list-style-type: none"> <li>1. <i>A.C. v. Metropolitan Sch. Dist. of Martinsville</i>, 45 F.4th 760 (7th Cir. 2023), holding that a school’s refusal to allow a transgender student access to the bathroom that aligns with his gender identity violates Title IX;</li> <li>2. Title change to 2:265, <i>Title IX Sexual Harassment Grievance Procedure</i>, in anticipation of Title IX rulemaking; and</li> <li>3. Continuous improvement.</li> </ol>	<input type="checkbox"/>
7:10-E, Equal Educational Opportunities Within the School Community	The exhibit is updated in response to a five-year review.	<input type="checkbox"/>
7:20, Harassment of Students Prohibited	The policy, Legal References, Cross References, and footnotes are updated. The policy is updated for the reason stated in 2:270, <i>Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited</i> , above, and in response to: <ol style="list-style-type: none"> <li>1. 105 ILCS 5/27-23.7, amended by P.A. 103-47, adding protected categories to the prohibition on bullying; and</li> <li>2. Title change to 2:265, <i>Title IX Sexual Harassment Grievance Procedure</i>, in anticipation of Title IX rulemaking.</li> </ol> <p>The Legal References are updated for continuous improvement. The footnotes are updated for the same reasons as the policy, to incorporate the title changes to 2:265-E, <i>Title IX Sexual Harassment Glossary of Terms</i>, 2:265-AP1, <i>Title IX Sexual Harassment Response</i>, and 2:265-AP2, <i>Formal Title IX Sexual Harassment Complaint Grievance Process</i>, in anticipation of Title IX rulemaking, and for continuous improvement. New policy 2:270, <i>Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited</i>, is added to the Cross References.</p>	<input checked="" type="checkbox"/>
7:20-AP, Harassment of Students Prohibited	The procedure is updated for the reason stated in 2:270, <i>Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited</i> , above, and to incorporate the title change to 2:265, <i>Title IX Sexual Harassment Grievance Procedure</i> , in anticipation of Title IX rulemaking.	<input type="checkbox"/>
7:180, Prevention of and Response to Bullying, Intimidation, and Harassment	The policy and footnotes are updated in response to: <ol style="list-style-type: none"> <li>1. 105 ILCS 5/27-23.7, amended by P.A. 103-47, to include additional bases for bullying, require data collection by districts, and require notification within 24 hours to the parents/guardians of students involved in bullying incidents; and</li> <li>2. New policy 2:270, <i>Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited</i>.</li> </ol> <p>The Cross References are updated to incorporate the title change to 2:265, <i>Title IX Sexual Harassment Grievance Procedure</i>, in anticipation of Title IX rulemaking, and new policy 2:270, <i>Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited</i>.</p>	<input checked="" type="checkbox"/>
7:180-AP1, Prevention, Identification, Investigation, and Response to Bullying	The procedure is updated in response to 105 ILCS 5/27-23.7, amended by P.A. 103-47, to require notification within 24 hours to the parents/guardians of students involved in bullying incidents, and for continuous improvement.	<input type="checkbox"/>

## Revisions to Policies, Administrative Procedures, and Exhibits — *continued*

7:180-AP1, E1, Resource Guide for Bullying Prevention	The exhibit is updated to include a link to ISBE’s model policy for bullying prevention and for continuous improvement.	<input type="checkbox"/>
7:180-AP1, E5, Report Form for Bullying	The exhibit is updated in response to 105 ILCS 5/27-23.7, amended by P.A. 103-47, to include additional bases for bullying.	<input type="checkbox"/>
7:180-AP1, E7, Response to Bullying	The exhibit is updated in response to 105 ILCS 5/27-23.7, amended by P.A. 103-47, to require notification within 24 hours to the parents/guardians of students involved in bullying incidents.	<input type="checkbox"/>
7:185, Teen Dating Violence Prohibited	The policy and Cross References are solely updated to incorporate the title change to 2:265, <i>Title IX Sexual Harassment Grievance Procedure</i> , in anticipation of Title IX rulemaking.	<input checked="" type="checkbox"/>
7:190-E2, Student Handbook Checklist	<p>The exhibit is updated in response to:</p> <ol style="list-style-type: none"> <li>1. 105 ILCS 5/2-3.163(c), amended by P.A. 103-504, requiring districts to list in student handbook(s) the names of employees trained on the Prioritization of Urgency of Need for Services (PUNS) database in each school;</li> <li>2. 105 ILCS 5/22-95(b)(3) (final citation pending), requiring a board’s policy prohibiting discrimination and harassment based on race, color, and national origin, and retaliation be included in student handbook(s), along with an accessible and age-appropriate summary of the policy;</li> <li>3. 105 ILCS 5/2-3.188, added by P.A. 102-676, requiring districts to notify parents/guardians at the beginning of the school year of the availability of ISBE’s resource guide on sexual abuse response and prevention; and</li> <li>4. Continuous improvement.</li> </ol>	<input type="checkbox"/>

## School Board

### Board Member Qualifications <sup>1</sup>

A School Board member must be, on the date of election or appointment, a United States citizen, at least 18 years of age, a resident of Illinois and the District for at least one year immediately preceding the election, and a registered voter.

Reasons making an individual ineligible for Board membership include holding an incompatible office, ~~and~~ certain types of State or federal employment, and conviction of an infamous crime.<sup>2 3</sup> A child sex offender, as defined in State law, is ineligible for School Board membership.<sup>4</sup>

LEGAL REF.: Ill. Constitution, Art. II, §1; Art. IV, §2(e); Art. VI, §13(b).  
105 ILCS 5/10-3 and 5/10-10.

CROSS REF.: 2:30 (School ~~Board-District~~ Elections), 2:70 (Vacancies on the School Board - Filling Vacancies)

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

<sup>1</sup> State law controls this policy's content. Election qualifications are found in 105 ILCS 5/10-3 and 5/10-10. Except for possible residency requirements, there are no general eligibility qualifications for appointment to a board; this sample policy, however, applies the election qualifications to appointments. This is possible because the board controls the appointment process. See [sample board](#) policy 2:70, *Vacancies on the School Board - Filling Vacancies*. Boards may describe additional residency requirements, if any, in the following optional sentence:

On the date of election or appointment, Board members must also meet the following residential requirement: [insert].

105 ILCS 5/10-10 allows a board to appoint a student to the board to serve in an advisory capacity for a term the board determines. The student may not vote or attend any closed board meeting. A board that desires to appoint a student member may include this paragraph at the end of this policy, adding the manner in which the student member is selected as appropriate:

The Board will annually appoint a student member to serve in an advisory capacity. The student member will not have any voting privileges and may not attend executive sessions of the Board.

<sup>2</sup> Prohibitions on simultaneously holding more than one public office, known as the doctrine of incompatibility of offices, arise from the constitutional concept of separation of offices. Appellate decisions have held that incompatibility arises if the duties of one office would necessarily prevent the office holder from faithfully performing all the duties of the other office. Express statutory prohibitions involving a school board member and another office are rare but do exist. For example, a school trustee may not also be a board member. 105 ILCS 5/10-3 and 5/10-10. Dual office holding is discussed in the Ill. Council of School Attorneys' publications, *Answers to FAQs, Conflict of Interest and Incompatible Offices*, [www.iasb.com/law/COI\\_FAQ.pdf](http://www.iasb.com/law/COI_FAQ.pdf), and *Answers to FAQs, Vacancies on the Board of Education*, [www.iasb.com/law/vacancies.cfm](http://www.iasb.com/law/vacancies.cfm).

<sup>3</sup> Individuals who have been or are convicted of an infamous crime are ineligible for board membership. 105 ILCS 5/10-11. In *People ex rel. Lyons, et al. v. Parker*, 2012 WL 7005827 (3rd Dist. 2012), a potential school board candidate had two felony convictions; the trial court allowed the State's quo warranto action barring him from running for the school board and the appellate court affirmed the decision. Examples of an infamous crime include, not are not limited to, any felony, bribery, and perjury. Id.: 5 ILCS 280/1. Consult with the board attorney regarding other possible infamous crimes.

<sup>4</sup> 105 ILCS 5/10-3 and 5/10-10. The definition of child sex offender is found in 720 ILCS 5/11-9.3 and is contained in [sample](#) administrative procedure 8:30-AP, *Definition of Child Sex Offender*. But see *People v. Kochevar*, 2018 WL 3968383 (3rd Dist. 2018) (finding that Ill. statutory sex offender scheme, as applied to Kochevar, violated his rights under the [E]ighth [A]mendment to the United States Constitution and the proportionate penalties clause of the Ill. Constitution (he was convicted of criminal sexual abuse with a 16-year-old with whom he, at 18, had a relationship) when nothing in the record suggested that he had targeted children, targeted underage girls, or even targeted the victim).

**Board of Education**

**Board Member Qualifications**

A Board member must be, on the date of election or appointment, a United States citizen at least 18 years of age, a resident of Illinois and the District for at least one year immediately preceding the election, and a registered voter.

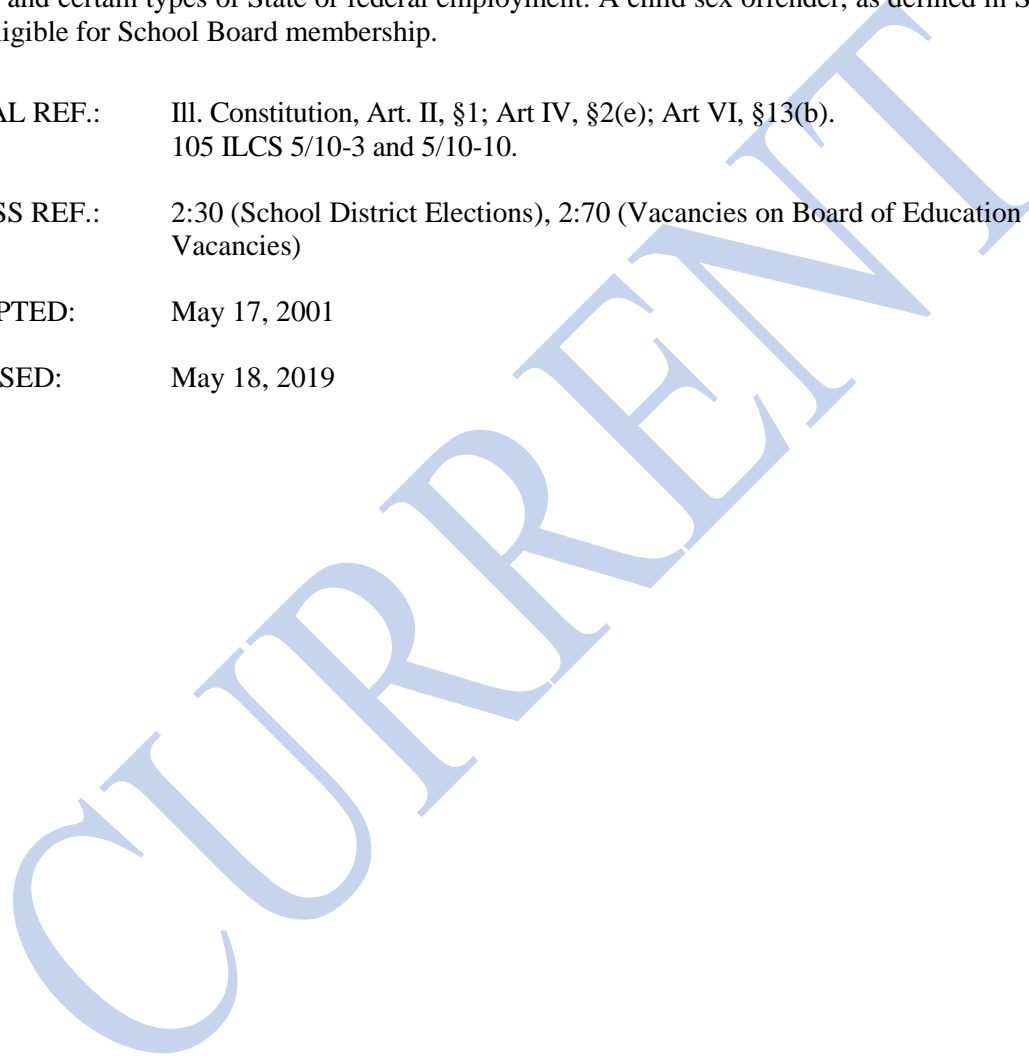
Reasons making an individual ineligible for Board membership include holding an incompatible office and certain types of State or federal employment. A child sex offender, as defined in State law, is ineligible for School Board membership.

LEGAL REF.: Ill. Constitution, Art. II, §1; Art IV, §2(e); Art VI, §13(b).  
105 ILCS 5/10-3 and 5/10-10.

CROSS REF.: 2:30 (School District Elections), 2:70 (Vacancies on Board of Education – Filling Vacancies)

ADOPTED: May 17, 2001

REVISED: May 18, 2019



## School Board

### Uniform Grievance Procedure <sup>1</sup>

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

1. Title II of the Americans with Disabilities Act, 42 U.S.C. §12101 et seq. <sup>4</sup>

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

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

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

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

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

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

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

2. Title IX of the Education Amendments of 1972, 20 U.S.C. §1681 *et seq.*, excluding Title IX sexual harassment complaints governed by [Board](#) policy 2:265, *Title IX Sexual Harassment Grievance Procedure*
3. Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. §791 *et seq.*<sup>5</sup>
4. [Discrimination and/or harassment on the basis of race, color, or national origin prohibited by the Illinois Human Rights Act, 775 ILCS 5/](#); Title VI of the Civil Rights Act of 1964, 42 U.S.C. §2000d *et seq.*; and/or [Title VII of the Civil Rights Act of 1964, 42 U.S.C. §2000e et seq.](#) (see [Board policy 2:270, Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited](#))<sup>6</sup>
5. ~~Equal Employment Opportunities Act~~ (Title VII of the Civil Rights Act of 1964), 42 U.S.C. §2000e *et seq.* (see also number 4, above, for discrimination and/or harassment on the basis of race, color, or national origin)
6. Sexual harassment prohibited by the State Officials and Employees Ethics Act<sup>7</sup>, 5 ILCS 430/70-5(a); Illinois Human Rights Act, 775 ILCS 5/; and Title VII of the Civil Rights Act of

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<sup>5</sup> See f/n 4's discussion of website accessibility above. See also the discussion in f/n 2 of sample policy 8:70, *Accommodating Individuals with Disabilities*.

<sup>6</sup> [105 ILCS 5/22-95\(b\)\(1\)\(B\) \(final citation pending\), added by P.A. 103-472, eff. 8-1-24, requires a district to have an internal process for filing a complaint regarding a violation of its policy \(or policies\) prohibiting discrimination and harassment on the basis of race, color, national origin, and retaliation. Sample policy 2:270, Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited, utilizes this policy as an internal complaint process. See also sample administrative procedure 2:270-AP, Prevention and Response Program for Complaints of Discrimination and Harassment Based on Race, Color, and National Origin, which includes additional procedures to be followed when responding to complaints of discrimination and harassment on the basis of race, color, and national origin.](#)

<sup>7</sup> 5 ILCS 430/70-5(a), ~~amended by P.A. 101-221~~, requires governmental entities (including school districts) to adopt an ordinance or resolution establishing a policy to prohibit sexual harassment that contains certain prescribed elements. See sample policy 5:20, *Workplace Harassment Prohibited*, at f/n 3 and subhead **Complaints of Sexual Harassment Made Against Board Members by Elected Officials** in sample policy 2:105, *Ethics and Gift Ban*, for further detail. Complaints of sexual harassment made against board members by fellow board members or other elected officials of governmental units must undergo an *independent review*, which is not a term defined in the statute. Unlike the powers granted by the Ill. General Assembly to municipalities to pass ordinances, school boards govern by rules referred to as *policies*. 105 ILCS 5/10-20.5. Further, school boards may only exercise powers given to them that are consistent with the School Code that may be requisite or proper for the maintenance, operation, and development of any school or schools under the jurisdiction of the board. 105 ILCS 5/10-20. School districts are also required to create, maintain, and implement an age-appropriate sexual harassment policy. 105 ILCS 5/10-20.69, ~~added by P.A. 101-418~~. See sample policy 7:20, *Harassment of Students Prohibited*, and its f/n 9 for further information.

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

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

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

- 1964, 42 U.S.C. §2000e et seq. (Title IX sexual harassment complaints are addressed under [Board](#) policy 2:265, *Title IX Sexual Harassment Grievance Procedure*)<sup>8</sup>
7. Breastfeeding accommodations for students, 105 ILCS 5/10-20.60<sup>9</sup>
  8. Bullying, 105 ILCS 5/27-23.7<sup>10</sup>
  9. Misuse of funds received for services to improve educational opportunities for educationally disadvantaged or deprived children<sup>11</sup>
  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/<sup>12</sup>
  15. Misuse of genetic information prohibited by the Illinois Genetic Information Privacy Act, 410 ILCS 513/; and Titles I and II of the Genetic Information Nondiscrimination Act, 42 U.S.C. §2000ff et seq.<sup>13</sup>

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Consult the board attorney about how to reconcile whether sexual harassment and/or sexual discrimination is misconduct for which a severance would be prohibited under the GSPA, and therefore, not available to be published under 50 ILCS 205/3c. And for further discussion and other applicable transparency laws that apply to this issue, see also f/n 165 in sample policy 5:20, *Workplace Harassment Prohibited*.

<sup>8</sup> Consult the board attorney regarding proper filing and storage of these investigation documents, including whether certain student-related investigation documents are *sole possession records*, a Family Policy Compliance Office (FPCO)-created an exemption to the Family Education Rights Privacy Act (FERPA) (20 U.S.C. §1232g). See *Letter to Ruscio*, 115 LRP 18601 (FPCO 12-17-14).

<sup>9</sup> 105 ILCS 5/10-20.60 requires schools to implement the Ill. sex equity grievance procedures when processing student complaints about breastfeeding accommodations. Complainants must be informed that the board's decision may be appealed to the Regional Superintendent (or appropriate Intermediate Service Center Executive Director) and, thereafter, to the State Superintendent. 23 Ill.Admin.Code §200.40. **Note:** Certain claims brought under See—105 ILCS 5/10-20.60 may also be covered by the anti-discrimination protections of Title IX; consult the board attorney for further advice. Guidance from U.S. Dept. of Education on Title IX requirements for pregnant and parenting students (June 2013) is available at: [www2.ed.gov/about/offices/list/ocr/frontpage/pro-students/issues/sex-issue03.html](http://www2.ed.gov/about/offices/list/ocr/frontpage/pro-students/issues/sex-issue03.html).

<sup>10</sup> All districts must have a policy on bullying. 105 ILCS 5/27-23.7. See sample policy 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*. The inclusion of *bullying* in the list of topics that may serve as the basis of a grievance furthers the obligation to communicate this policy to students and their parents/guardians.

<sup>11</sup> Parents/guardians of educationally disadvantaged children may sue a district for misuse of funds allocated by State law for the benefit of such children. *Noyola v. Bd. of Educ.*, 179 Ill.2d 121 (Ill. 1997) (affirming the appellate court's conclusion in *Noyola v. Bd. of Educ.*, 284 Ill.App.3d 128 (1st Dist. 1996) that parents/guardians may pursue a claim to enforce the requirements of the School Code but holding that the proper action for enforcement is by means of mandamus not an implied right of action).

<sup>12</sup> The Whistleblower Act (740 ILCS 174/) includes school districts in the definition of employer. It protects employees from employer retaliation for disclosing information to a government or law enforcement agency. Section 15 also contains language prohibiting employers from retaliating against employees who disclose information in a court, an administrative hearing, or before a legislative commission or committee, or in any other proceeding where the employee has reasonable cause to believe that the information reveals a violation of a State or federal law, rule or regulation. The Ill. False Claims Act (740 ILCS 175/) includes school districts in its definition of *State*. A strict interpretation of this language appears to allow school boards to collect civil penalties and costs against someone making a false claim. Before disciplining any employee, boards should thoroughly investigate the ramifications of these acts in consultation with their attorney and liability insurance carriers.

<sup>13</sup> The Genetic Information Nondiscrimination Act (GINA) (42 U.S.C. §2000ff et seq.) is a federal law. Title I addresses the use of genetic information pertaining to health insurance. Title II protects job applicants, current and former employees, labor union members, and apprentices and trainees from discrimination based on their genetic information. GINA covers employers with 15 or more employees.

16. Employee Credit Privacy Act, 820 ILCS 70/ 14

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

Right to Pursue Other Remedies Not Impaired

The right of a person to prompt and equitable<sup>15</sup> 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.

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.

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

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

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

<sup>14</sup> 820 ILCS 70/. Unless a satisfactory credit history is an *established bona fide occupational requirement* of a particular position, an employer may not: (1) refuse to hire, discharge, or otherwise discriminate against an individual with respect to employment because of the individual's credit history or credit report; (2) inquire about an applicant's or employee's credit history; or (3) order or obtain an applicant's or employee's credit report from a consumer reporting agency. The Act identifies circumstances that permit a satisfactory credit history to be a job requirement, such as, when the position's duties include custody of or unsupervised access to cash or marketable assets valued at \$2,500 or more. 820 ILCS 70/10(b). A person who is injured by a violation of this Act may bring a civil action to obtain injunctive relief and/or damages. 820 ILCS 70/25. The court must award costs and reasonable attorneys' fees to a prevailing plaintiff. *Id.*

<sup>15</sup> The phrase "prompt and equitable resolution" comes from Title IX implementing regulation 34 C.F.R. §106.8(c) which requires schools to "adopt and publish grievance procedures that provide for the prompt and equitable resolution of student and employee complaints" of sex discrimination.

### 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.<sup>16</sup> The Complaint Manager may request the Complainant to provide a written statement regarding the nature of the complaint or require a meeting with a student's parent(s)/guardian(s). The Complaint Manager shall assist the Complainant as needed.

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

### Investigation Process

The Complaint Manager will investigate the complaint or appoint a qualified person to undertake the investigation on his or her behalf.<sup>17</sup> The Complaint Manager shall ensure both parties have an equal opportunity to present evidence during an investigation. If the Complainant is a student under 18 years of age, the Complaint Manager will notify his or her parents/guardians that they may attend any investigatory meetings in which their child is involved. The complaint and identity of the Complainant will not be disclosed except: (1) as required by law, this policy, or any collective bargaining agreement, (2) as necessary to fully investigate the complaint, or (3) as authorized by the Complainant.

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

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

The Superintendent will keep the Board informed of all complaints.

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

### 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 registered mail, return

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<sup>16</sup> This is a best practice.

<sup>17</sup> This policy gives complaint managers the flexibility to appoint another individual to conduct an investigation, which may be appropriate in cases where the neutrality or efficacy of the complaint manager is an issue, and/or where the district wishes to have the expertise and related attorney-client and work product privileges that an in-house or outside attorney may afford an investigation. Such alternative appointments are often made in consultation with the superintendent or other district-level administrator (except in cases involving complaints about those individuals).

receipt requested, and/or personal delivery<sup>18</sup> as well as to the Complaint Manager. All decisions shall be based upon the *preponderance of evidence* standard.<sup>19</sup>

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

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

For complaints containing allegations involving the Superintendent or Board member(s), within 30 school business days after receiving the Complaint Manager's or outside investigator's report, the Board shall mail its written decision to the Complainant and the accused by registered mail, return receipt requested, and/or personal delivery<sup>20</sup> 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.<sup>21</sup>

#### Appointing a Nondiscrimination Coordinator and Complaint Managers<sup>22</sup>

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

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<sup>18</sup> Optional; using a delivery method that allows the district to verify the date of receipt is a best practice.

<sup>19</sup> *Preponderance of evidence* is a standard used in civil cases. It means "the greater weight of the evidence, not necessarily established by the greater number of witnesses testifying to a fact but by evidence that has the most convincing force." See *Black's Law Dictionary, 11th ed. 2019*.

<sup>20</sup> See f/n 187, above.

<sup>21</sup> The Ill. sex equity regulations require districts to have "specific timelines for completion of each step and rendering of a written decision, and shall provide for final appeal of grievance decisions made at the system level to the system's governing board." 23 Ill.Admin.Code §200.40(c)(1). To avoid arguments over these timelines, this sample policy provides that the failure to strictly follow the timelines does not prejudice any party. The grievance procedure is worthless if complaints are not thoroughly and promptly investigated.

<sup>22</sup> Title IX regulations require districts to designate and authorize at least one employee to coordinate efforts to comply with Title IX and to refer to that employee as the *Title IX Coordinator*. 34 C.F.R. §106.8(a). Districts must identify the Title IX coordinator by name, office address, email address, and telephone number. Id.

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

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

employees, students, and others. The Nondiscrimination Coordinator also serves as the District’s Title IX Coordinator. <sup>23</sup>

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

The Superintendent shall insert into this policy and keep current the names, office addresses, email addresses, and telephone numbers of the Nondiscrimination Coordinator and the Complaint Managers.<sup>24</sup>

**Nondiscrimination Coordinator:**

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
Email

\_\_\_\_\_  
Telephone

**Complaint Managers:**

\_\_\_\_\_  
Name

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
Address

\_\_\_\_\_  
Email

\_\_\_\_\_  
Email

\_\_\_\_\_  
Telephone

\_\_\_\_\_  
Telephone

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

<sup>23</sup> The Nondiscrimination and Title IX Coordinator(s) need not be the same person. If the district uses a separate Title IX Coordinator who does not also serve as the Nondiscrimination Coordinator, delete “~~The Nondiscrimination Coordinator also serves as the District’s Title IX Coordinator.~~” insert a hard return to create a new paragraph, and insert “The Superintendent shall appoint a Title IX Coordinator to coordinate the District’s efforts to comply with Title IX.” Then, list the Title IX and Nondiscrimination Coordinators’ names and contact information separately in this policy.

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

<sup>24</sup> The board may include the following option to address publication of such contact information:

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

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

LEGAL REF.: 8 U.S.C. §1324a et seq., Immigration Reform and Control Act.  
 20 U.S.C. §1232g, Family Education Rights Privacy Act.  
 20 U.S.C. §1400, The Individuals with Disabilities Education Act.  
 20 U.S.C. §1681 et seq., Title IX of the Education Amendments; 34 C.F.R. Part 106.  
 29 U.S.C. §206(d), Equal Pay Act.  
 29 U.S.C. §621 et seq., Age Discrimination in Employment Act.  
 29 U.S.C. §791 et seq., Rehabilitation Act of 1973.  
 29 U.S.C. §2612, Family and Medical Leave Act.  
 42 U.S.C. §2000d et seq., Title VI of the Civil Rights Act of 1964.  
 42 U.S.C. §2000e et seq., ~~Equal Employment Opportunities Act~~ (Title VII of the Civil Rights Act of 1964).  
 42 U.S.C. §2000ff et seq., Genetic Information Nondiscrimination Act.  
 42 U.S.C. §11431 et seq., McKinney-Vento Homeless Assistance Act.  
 42 U.S.C. §12101 et seq., Americans With Disabilities Act.  
 105 ILCS 5/2-3.8, 5/3-10, 5/10-20, 5/10-20.5, 5/10-20.7a, 5/10-20.60, 5/10-20.69, 5/10-20.75 (~~final citation pending~~), 5/10-22.5, 5/22-19, 5/22-95 (final citation pending), 5/24-4, 5/27-1, 5/27-23.7, and 45/1-15.  
 5 ILCS 415/10(a)(2), Government Severance Pay Act.  
 5 ILCS 430/70-5(a), State Officials and Employees Ethics Act.  
 410 ILCS 513/, Ill. Genetic Information Privacy Act.  
 740 ILCS 174/, Whistleblower Act.  
 740 ILCS 175/, Ill. False Claims Act.  
 775 ILCS 5/, Ill. Human Rights Act.  
 820 ILCS 180/, Victims' Economic Security and Safety Act; 56 Ill.Admin.Code Part 280.  
 820 ILCS 112/, Equal Pay Act of 2003.  
 820 ILCS 70/, Employee Credit Privacy Act, ~~70/10(b)~~, and ~~70/25~~  
 23 Ill.Admin.Code §§1.240, 200.40, 226.50, and 226.570.

CROSS REF.: 2:105 (Ethics and Gift Ban), 2:265 (Title IX ~~Sexual Harassment~~ Grievance Procedure), 2:270 (Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited), 5:10 (Equal Employment Opportunity and Minority Recruitment), 5:20 (Workplace Harassment Prohibited), 5:30 (Hiring Process and Criteria), 5:90 (Abused and Neglected Child Reporting), 6:120 (Education of Children with Disabilities), 6:140 (Education of Homeless Children), 6:170 (Title I Programs), 6:260 (Complaints About Curriculum, Instructional Materials, and Programs), 7:10 (Equal Educational Opportunities), 7:15 (Student and Family Privacy Rights), 7:20 (Harassment of Students Prohibited), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:185 (Teen Dating Violence Prohibited), 7:310 (Restrictions on Publications; Elementary Schools), 7:315 (Restrictions on Publications; High Schools), 8:70 (Accommodating Individuals with Disabilities), 8:95 (Parental Involvement), 8:110 (Public Suggestions and Concerns)

## **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, 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, 42 U.S.C. §12101 et seq.
2. Title IX of the Education Amendments of 1972, 20 U.S.C. §1681 et seq., excluding Title IX sexual harassment complaints governed by policy 2:265, *Title IX Sexual Harassment Grievance Procedure*.
3. Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. §791 et seq.
4. Title VI of the Civil Rights Act, 42 U.S.C. §2000d et seq.
5. Equal Employment Opportunities Act (Title VII of the Civil Rights Act), 42 U.S.C. §2000e et seq.
6. Sexual harassment prohibited by the State Officials and Employees Ethics Act, 5 ILCS 430/70-5(a); Illinois Human Rights Act, 775 ILCS 5/; and Title VII of the Civil Rights Act of 1964, 42 U.S.C. §2000e et seq. (Title IX sexual harassment complaints are addressed under policy 2:265, *Title IX Sexual Grievance Procedure*).
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 prohibited by the Illinois Genetic Information Privacy Act, 410 ILCS 513/; and Titles I and II of the Genetic Information Nondiscrimination Act, 42 U.S.C. §2000ff et seq.
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.

#### 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 violation of Board policy 5:20, *Workplace Harassment Prohibited*, the Complaint Manager shall process and review the complaint according to that policy, in addition to any response required by this policy 2:260.

#### Investigation Process

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/guardian 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 any collective bargaining agreement, (2) as necessary to fully investigate the complaint, or (3) as authorized by the Complainant.

The identity of any student witnesses will not be disclosed except: (1) as required by law, this policy, or any collective bargaining agreement, 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 after the date the complaint was filed, the Complaint Manager shall file a written report of his or her findings with the Superintendent. The Complaint Manager may request an extension of time.

The Superintendent will keep the Board informed of all complaints.

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

#### 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 registered mail, return receipt requested, and/or personal delivery as well as to the Complaint Manager. All decisions shall be based upon the *preponderance of evidence* standard or clear and convincing evidence.

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

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

For complaints containing allegations involving the Superintendent or Board member(s), within 30 school business days after receiving the Complaint Manager’s or outside investigator’s report, the Board shall mail its written decision to the Complainant and the accused by registered mail, return receipt requested, and/or personal delivery 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 this policy. If possible, the Superintendent will appoint two Complaint Managers, one of each gender. The District’s Nondiscrimination Coordinator may be appointed as one of the Complaint Managers.

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

**Nondiscrimination Coordinators/Title IX Coordinators:**

Dr. Adam Zehr  
Assistant Superintendent Human Resources  
650 Dr. John Burkey Drive  
Algonquin, IL 60102  
(847) 659-6150  
[azehr@district158.org](mailto:azehr@district158.org)

Mrs. Karrie Baughman  
Director of Human Resources  
650 Dr. John Burkey Drive  
Algonquin, IL 60102  
(847) 659-6178  
[kbaughman@district158.org](mailto:kbaughman@district158.org)

**Complaint Managers:**

Dr. Amy MacCrimble  
Assistant Superintendent Learning & Innovation  
650 Dr. John Burkey Drive  
Algonquin, IL 60102  
(847) 659-6135  
[amaccrindle@district158.org](mailto:amaccrindle@district158.org)

Mrs. Karrie Baughman  
Director of Human Resources  
650 Dr. John Burkey Drive  
Algonquin, IL 60102  
(847) 659-6178  
[kbaughman@district158.org](mailto:kbaughman@district158.org)

Mrs. Deanna Gill  
Assistant Superintendent Special Services  
650 Dr. John Burkey Drive  
Algonquin, IL 60102  
(847) 659-6157  
[dgill@district158.org](mailto:dgill@district158.org)

Mr. Mark Altmayer  
Chief Financial Officer  
650 Dr. John Burkey Drive  
Algonquin, IL 60102  
(847) 659-6111  
[maltmayer@district158.org](mailto:maltmayer@district158.org)

LEGAL REF.: 8 U.S.C. §1324a et seq., Immigration Reform and Control Act.  
 20 U.S.C. §1232g, Family Education Rights Privacy Act.  
 20 U.S.C. §1400, The Individuals with Disabilities Education Act.  
 20 U.S.C. §1681 et seq., Title IX of the Education Amendments; 34 C.F.R., Part 106.  
 29 U.S.C. §206(d), Equal Pay Act.  
 29 U.S.C. §621 et seq., Age Discrimination in Employment Act.  
 29 U.S.C. §791 et seq., Rehabilitation Act of 1973.  
 29 U.S.C. §2612, Family and Medical Leave Act.  
 42 U.S.C. §2000d et seq., Title VI of the Civil Rights Act.  
 42 U.S.C. §2000e et seq., Equal Employment Opportunities Act (Title VII of the Civil Rights Act).  
 42 U.S.C. §2000ff et seq., Genetic Information Nondiscrimination Act.  
 42 U.S.C. §11431 et seq., McKinney-Vento Homeless Assistance Act.  
 42 U.S.C. § 12101 et seq., Americans With Disabilities Act.  
 105 ILCS 5/2-3.8, 5/3-10, 5/10-20, 5/10-20.5, 5/10-20.7a, 5/10-20.60, 5/10-20.69, 5/10-20.75 (final citation pending), 5/10-22.5, 5/22-19, 5/24-4, 5/27.-1, 5/27-23.7, and 45/1-15.  
 5 ILCS 415/10(a)(2), Government Severance Pay Act.  
 5 ILCS 430/70-5(a), State Officials and Employees Ethics Act.  
 410 ILCS 513/, Ill. Genetic Information Privacy Act.  
 740 ILCS 174/ Ill. Whistleblower Act.  
 740 ILCS 175/, Ill. False Claims Act.  
 775 ILCS 5/, Ill. Human Rights Act.  
 820 ILCS 180, Victims’ Economic Security and Safety Act, 56 Ill. Admin. Code Part 280.  
 820 ILCS 112, Equal Pay Act of 2003.  
 820 ILCS 70/, Employee Credit Privacy Act.  
 23 Ill. Admin. Code §§1.240, 200-40, 226.50, and 226.570.

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

ADOPTED: May 17, 2001

REVISED: March 17, 2022

## School Board

### Title IX ~~Sexual Harassment~~ Grievance Procedure<sup>1</sup>

Sexual harassment affects a student's ability to learn and an employee's ability to work. Providing an educational and workplace environment free from sexual harassment is an important District goal. The District does not discriminate on the basis of sex in any of its education programs or activities, and it complies with Title IX of the Education Amendments of 1972 (Title IX) and its implementing regulations (34 C.F.R. Part 106) concerning everyone in the District's education programs and activities, including applicants for employment, students, parents/guardians, employees, and third parties.

#### Title IX Sexual Harassment Prohibited

Sexual harassment as defined in Title IX (Title IX Sexual Harassment) is prohibited. Any person, including a District employee or agent, or student, engages in Title IX Sexual Harassment whenever that person engages in conduct on the basis of an individual's sex that satisfies one or more of the following:<sup>2</sup>

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

<sup>1</sup> Title IX of the Education Amendments of 1972 (Title IX) (20 U.S.C. §1681 *et seq.*) requires this subject matter be covered by policy and controls this policy's content. This policy contains items on which collective bargaining may be required. Any policy that impacts upon wages, hours, and terms and conditions of employment, is subject to collective bargaining upon request by the employee representative, even if the policy involves an inherent managerial right. Employee grievance procedures are a mandatory subject of bargaining and cannot be changed without the employee exclusive representative's consent. This policy and its companion policy 2:260, *Uniform Grievance Procedure*, are in addition to, and not a substitute for, the employee grievance procedure contained in a collective bargaining agreement.

For the sake of consistency and ease of administration, this policy addresses only Title IX sexual harassment grievances, except those contained in collective bargaining agreements. See the cross references for the policies referring to this Title IX sexual harassment grievance procedure policy.

A district must have at least one policy explicitly stating it does not discriminate on the basis of sex in its education programs or activities under Title IX and its implementation regulations (34 C.F.R. Part 106). 34 C.F.R. §106.8(b)(1). Title IX jurisdiction is geographically limited to discrimination against a person in the United States. 34 C.F.R. §106.8(d). Though all complaints of sexual harassment may not constitute sexual harassment under Title IX, Title IX's reach is broad because an alleged complainant or alleged respondent may be *anyone* in the District's educational program or activity in the United States – including applicants for employment, students, parents/guardians, any employee, and third parties.

<sup>2</sup> 34 C.F.R. §106.30. The definition of *sexual harassment* in the policy and in Title IX includes *unwelcome* conduct. *Id.* However, case law does not always distinguish between *welcome* and *unwelcome* conduct. See *Mary M. v. North Lawrence Community Sch. Corp.*, 131 F.3d 1220 (7th Cir. 1997) (8th grade student did not need to show that a school employee's sexual advances were *unwelcome* in order to prove sexual harassment).

1. A District employee conditions the provision of an aid, benefit, or service on an individual's participation in unwelcome sexual conduct;<sup>3</sup> or
2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the District's educational program or activity; or
3. *Sexual assault* as defined in 20 U.S.C. §1092(f)(6)(A)(v), *dating violence* as defined in 34 U.S.C. §12291(a)(11), *domestic violence* as defined in 34 U.S.C. §12291(a)(12), or *stalking* as defined in 34 U.S.C. §12291(a)(36).<sup>4</sup>

Examples of sexual harassment include, but are not limited to, touching, crude jokes or pictures, discussions of sexual experiences, teasing related to sexual characteristics, spreading rumors related to a person's alleged sexual activities, rape, sexual battery, sexual abuse, and sexual coercion.

Definitions from 34 C.F.R. §106.30

*Complainant* means an individual who is alleged to be the victim of conduct that could constitute sexual harassment.<sup>5</sup>

*Education program or activity* includes locations, events, or circumstances where the District has substantial control over both the *Respondent* and the context in which alleged sexual harassment occurs.<sup>6</sup>

*Formal Title IX Sexual Harassment Complaint* means a document filed by a *Complainant* or signed by the Title IX Coordinator<sup>7</sup> alleging sexual harassment against a *Respondent* and requesting that the District investigate the allegation.<sup>8</sup>

*Respondent* means an individual who has been reported to be the perpetrator of the conduct that could constitute sexual harassment.<sup>9</sup>

*Supportive measures* mean non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the *Complainant* or the *Respondent*

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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.

<sup>3</sup> 34 C.F.R. §106.30. This behavior is commonly called *quid pro quo* sexual harassment. See 85 Fed. Reg. 30036, f/n 94. By using the term *individual*, Title IX regulations do not limit *quid pro quo* sexual harassment to situations where the provision of an aid, benefit or service by an employee is conditioned on a current *student's* participation in unwelcome sexual conduct. By way of example, *quid pro quo* Title IX sexual harassment involving an employee and an individual other than a current student may be implicated when: an employee tells a former student she can only get a letter of recommendation if she participates in unwelcome sexual conduct; an employee selects a volunteer for a coveted field trip chaperone position if he participates in unwelcome sexual conduct; or a supervisory employee subjects a subordinate employee to unwelcome sexual conduct in exchange for a promotion.

<sup>4</sup> See sample exhibit 2:265-E, *Title IX Sexual Harassment-Glossary of Terms*, for these definitions and other definitions of italicized terms in this policy. Title IX regulations at 34 C.F.R. §106.30 contain pinpoint citations to the Violence Against Women Act (VAWA), 34 U.S.C. §12291 *et seq.*, for the definitions of *dating violence*, *domestic violence*, and *stalking*. VAWA was reauthorized in 2022 and the citations changed; however, 34 C.F.R. §106.30 has not been updated. This policy uses the updated VAWA citations.

<sup>5</sup> 34 C.F.R. §106.30.

<sup>6</sup> 34 C.F.R. §106.44(a).

<sup>7</sup> See f/n 19 in sample policy 2:260, *Uniform Grievance Procedure*.

<sup>8</sup> 34 C.F.R. §106.30.

<sup>9</sup> *Id.*

before or after the filing of a *Formal Title IX Sexual Harassment Complaint* or where no *Formal Title IX Sexual Harassment Complaint* has been filed. <sup>10</sup>

### Title IX Sexual Harassment Prevention and Response

The Superintendent or designee will ensure that the District prevents and responds to allegations of Title IX Sexual Harassment as follows:

1. Ensures that the District’s comprehensive health education program in Board policy 6:60, *Curriculum Content*, incorporates (a) age-appropriate sexual abuse and assault awareness and prevention programs in grades pre-K through 12,<sup>11</sup> and (b) age-appropriate education about the warning signs, recognition, dangers, and prevention of teen dating violence in grades 7-12. <sup>12</sup> This includes incorporating student social and emotional development into the District’s educational program as required by State law and in alignment with Board policy 6:65, *Student Social and Emotional Development*.
2. Incorporates education and training for school staff<sup>13</sup> as recommended by the Superintendent, Title IX Coordinator, Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, Dean of Students, or a Complaint Manager. <sup>14</sup>
3. Notifies applicants for employment,<sup>15</sup> students, parents/guardians, employees, and collective bargaining units of this policy and contact information for the Title IX Coordinator by, at a minimum, prominently displaying them on the District’s website, if any, and in each handbook made available to such persons. <sup>16</sup>

### Making a Report

A person who wishes to make a report under this Title IX Sexual Harassment grievance procedure may make a report to the Title IX Coordinator, Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, Dean of Students, a Complaint Manager, or any employee with whom the person is

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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.

<sup>10</sup> *Id.* See sample administrative procedure 2:265-AP1, *Title IX Sexual Harassment Response*, for further discussion of supportive measures.

<sup>11</sup> Required by 105 ILCS 110/3 and 105 ILCS 5/10-23.13 (*Erin’s Law*).

<sup>12</sup> Required by *Id.* at 110/3.

<sup>13</sup> For boards that insert optional paragraphs listing trainings in f/n 4 of policy 5:100, *Staff Development Program*, insert “pursuant to policy 5:100, *Staff Development Program*, and” after the word staff.

<sup>14</sup> 105 ILCS 110/3. Detailed training requirements exist for Title IX coordinators, investigators, decision-makers, and any person who facilitates an informal resolution process. 34 C.F.R. §106.45(b)(1)(iii). Title IX rules “[leave districts] discretion to determine the kind of training to other employees that will best enable the [district], and its Title IX Coordinator, to meet Title IX obligations.” 85 Fed. Reg. 30114. Many attorneys agree the best practice is to train all district staff about the definition of sexual harassment, the scope of the district’s education program or activity, all relevant district policies and procedures, and the necessity to promptly forward all reports of sexual harassment to the Title IX coordinator. See sample procedure 2:265-AP1, *Title IX Sexual Harassment Response*.

<sup>15</sup> Most school districts are not covered by Subpart C of Title IX, which “applies only to institutions of vocational education, professional education, graduate higher education, and public institutions of undergraduate higher education.” 34 C.F.R. §106.15(d). If your district is covered by Subpart C, amend this to state “applicants for admission or employment.”

<sup>16</sup> 34 C.F.R. §106.8. See paragraph 2 of f/n 21 in sample policy 2:260, *Uniform Grievance Procedure*. See also sample exhibit 2:250-E2, *Immediately Available District Public Records and Web-Posted Reports and Records*.

comfortable speaking.<sup>17</sup> A person who wishes to make a report may choose to report to a person of the same gender.

School employees shall respond to incidents of sexual harassment by promptly making or forwarding the report to the Title IX Coordinator. An employee who fails to promptly make or forward a report may be disciplined, up to and including discharge.

The Superintendent shall insert into this policy and keep current the name, office address, email address, and telephone number of the Title IX Coordinator.<sup>18</sup>

**Title IX Coordinator:**

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Name

---

Address

---

Email

---

Telephone

Processing and Reviewing a Report or Complaint

Upon receipt of a report, the Title IX Coordinator and/or designee will promptly contact the Complainant to: (1) discuss the availability of supportive measures, (2) consider the *Complainant's* wishes with respect to *supportive measures*, (3) inform the Complainant of the availability of supportive measures with or without the filing of a *Formal Title IX Sexual Harassment Complaint*, and (4) explain to the Complainant the process for filing a *Formal Title IX Sexual Harassment Complaint*.<sup>19</sup>

Further, the Title IX Coordinator will analyze the report to identify and determine whether there is another or an additional appropriate method(s) for processing and reviewing it.<sup>20</sup> For any report received, the Title IX Coordinator shall review Board policies 2:260, *Uniform Grievance Procedure*;

**The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.**

<sup>17</sup> Using “or any employee with whom the Complainant is comfortable speaking” ensures Title IX compliance because Title IX deems “any employee” of an elementary or secondary school who has notice of sexual harassment or allegations of sexual harassment to have *actual knowledge*. Therefore, a report to any employee triggers a district’s duty to respond. 34 C.F.R. §106.30. This policy contains an item upon which collective bargaining may be required. Any policy that impacts 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.

<sup>18</sup> Title IX regulations require districts to designate and authorize at least one employee to coordinate its efforts to comply with Title IX and to refer to that employee as the *Title IX Coordinator*. 34 C.F.R. §106.8(a). Districts must identify the Title IX coordinator by name, office address, email address, and telephone number. Id. A district’s nondiscrimination coordinator often also serves as its Title IX coordinator. See sample policy 2:260, *Uniform Grievance Procedure*.

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

<sup>19</sup> Required by 34 C.F.R. §106.44(a) and (b) regardless of whether a formal Title IX sexual harassment complaint is filed.

<sup>20</sup> See sample exhibit 2:265-E, *Title IX Sexual Harassment Glossary of Terms*, for a discussion of Title IX sexual harassment and non-Title IX sexual harassment. Consult the board attorney for further guidance.

5:20, *Workplace Harassment Prohibited*; 5:90, *Abused and Neglected Child Reporting*; 5:120, *Employee Ethics; Code of Professional Conduct; and Conflict of Interest*;<sup>21</sup> 7:20, *Harassment of Students Prohibited*; 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*; 7:185, *Teen Dating Violence Prohibited*; and 7:190, *Student Behavior*, to determine if the allegations in the report require further action.

Reports of alleged sexual harassment will be confidential to the greatest extent practicable, subject to the District's duty to investigate and maintain an educational program or activity that is productive, respectful, and free of sexual harassment.

#### Formal Title IX Sexual Harassment Complaint Grievance Process

When a *Formal Title IX Sexual Harassment* Complaint is filed, the Title IX Coordinator will investigate it or appoint a qualified person to undertake the investigation. <sup>22</sup>

The Superintendent or designee shall implement procedures to ensure that all *Formal Title IX Sexual Harassment Complaints* are processed and reviewed according to a Title IX grievance process that fully complies with 34 C.F.R. §106.45.<sup>23</sup> The District's grievance process shall, at a minimum: <sup>24</sup>

1. Treat *Complainants* and *Respondents* equitably by providing remedies to a *Complainant* where the *Respondent* is determined to be responsible for sexual harassment, and by following a grievance process that complies with 34 C.F.R. §106.45 before the imposition of any disciplinary sanctions or other actions against a *Respondent*.
2. Require an objective evaluation of all relevant evidence – including both inculpatory and exculpatory evidence – and provide that credibility determinations may not be based on a person's status as a *Complainant*, *Respondent*, or witness.
3. Require that any individual designated by the District as a Title IX Coordinator, investigator, decision-maker, or any person designated by the District to facilitate an informal resolution process:
  - a. Not have a conflict of interest or bias for or against complainants or respondents generally or an individual *Complainant* or *Respondent*.
  - b. Receive training on the definition of sexual harassment, the scope of the District's *education program or activity*, how to conduct an investigation and grievance process

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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.

<sup>21</sup> See sample administrative procedure 5:120-AP2, *Employee Conduct Standards*.

<sup>22</sup> This policy gives Title IX coordinators the flexibility to appoint another qualified individual to conduct an investigation. This may be appropriate when the neutrality or efficacy of the Title IX coordinator is an issue, and/or where the district wishes to have the expertise that an in-house or outside attorney may afford to an investigation. Alternative appointments are often made in consultation with the superintendent or other district-level administrator (except in cases involving complaints about those individuals) and the board attorney. If a complaint involves the superintendent or other district-level administrator, alternative appointments are often made in consultation with the board and the board attorney.

<sup>23</sup> 34 C.F.R. §106.45(b). See sample administrative procedures 2:265-AP1, *Title IX ~~Sexual Harassment~~ Response*, and 2:265-AP2, *Formal Title IX ~~Sexual Harassment~~ Complaint Grievance Process*.

<sup>24</sup> 34 C.F.R. §106.45(b)(1) lists the basic requirements for a grievance process. While live hearings are only required for postsecondary institutions, elementary and secondary schools may choose to offer them as part of their grievance process. **Consult the board attorney if the board wants the district to use a live hearing in its grievance process.**

If using a live hearing during the grievance process, amend #5 by inserting the following underscored text: "Require that any individual designated by the District as a decision-maker receive training on any technology to be used at a live hearing and on issues of relevance of questions and evidence, including when questions and evidence about the Complainant's sexual predisposition or prior sexual behavior are not relevant."

(including hearings, appeals, and informal resolution processes, as applicable), and how to serve impartially.<sup>25</sup>

4. Require that any individual designated by the District as an investigator receiving training on issues of relevance to create an investigative report that fairly summarizes relevant evidence.
5. Require that any individual designated by the District as a decision-maker receive training on issues of relevance of questions and evidence, including when questions and evidence about the *Complainant's* sexual predisposition or prior sexual behavior are not relevant.
6. Include a presumption that the *Respondent* is not responsible for the alleged conduct until a determination regarding responsibility is made at the conclusion of the grievance process.
7. Include reasonably prompt timeframes for conclusion of the grievance process.
8. Describe the range of possible disciplinary sanctions and remedies the District may implement following any determination of responsibility.
9. Base all decisions upon the *preponderance of evidence* standard.<sup>26</sup>
10. Include the procedures and permissible bases for the *Complainant* and *Respondent* to appeal.
11. Describe the range of *supportive measures* available to *Complainants* and *Respondents*.
12. Not require, allow, rely upon, or otherwise use questions or evidence that constitute, or seek disclosure of, information protected under a legally recognized privilege, unless the person holding such privilege has waived the privilege.<sup>27</sup>

### Enforcement

Any District employee who is determined, at the conclusion of the grievance process, to have engaged in sexual harassment will be subject to disciplinary action up to and including discharge. Any third party who is determined, at the conclusion of the grievance process, to have engaged in sexual harassment will be addressed in accordance with the authority of the Board in the context of the relationship of the third party to the District, e.g., vendor, parent, invitee, etc. Any District student who is determined, at the conclusion of the grievance process, to have engaged in sexual harassment will be

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<sup>25</sup> Aside from the general training requirements of 34 C.F.R. §106.45(b)(1)(iii), the DOE gives districts flexibility to determine certain training practices or techniques to best meet training requirements based upon their unique local conditions and resources within their educational community. 85 Fed. Reg. 30120. See also 85 Fed. Reg. 30084 (declining to specify that training of Title IX personnel must include implicit bias training, so long as training provides instruction on how to serve impartially and avoid prejudgment of the facts at issue, conflicts of interest, and bias, and that training materials avoid sex stereotypes).

<sup>26</sup> 34 C.F.R. §106.45(b)(1)(vii) requires the Title IX sexual harassment grievance process to state the standard of evidence it will use to determine responsibility of the respondent. The standard of evidence selected must be applied “consistently to formal complaints alleging Title IX sexual harassment regardless of whether the respondent is a student or an employee.” 85 Fed. Reg. 30373. This sample policy uses the *preponderance of the evidence* standard, not the *clear and convincing evidence* standard. *Preponderance of evidence* is a standard used in civil cases. It means “the greater weight of the evidence, not necessarily established by the greater number of witnesses testifying to a fact but by evidence that has the most convincing force.” See *Black’s Law Dictionary, 11th ed. 2019*. *Preponderance of the evidence* is the standard used in sample policy 2:260, *Uniform Grievance Procedure*. *Clear and convincing* is a higher standard, requiring more than *preponderance of the evidence* but less than proof beyond a reasonable doubt. It means “evidence indicating that the thing to be proved is highly probable or reasonably certain.” See *Black’s Law Dictionary, 11th ed. 2019*. **Consult the board attorney regarding the appropriate standard for the district, as well as implications if a different standard is used in this policy than in 2:260, Uniform Grievance Procedure.** For boards that choose the *clear and convincing evidence* standard, delete “*preponderance of*” and insert “*clear and convincing*.” Ensure the same standard of evidence is used in 2:265-AP2, *Formal Title IX Sexual Harassment Complaint Grievance Process*.

<sup>27</sup> Examples of legally-recognized privileges include attorney-client privilege, doctor-patient privilege, and spousal privilege. See 85 Fed. Reg. 30277.

subject to disciplinary action, including, but not limited to, suspension and expulsion consistent with student behavior policies.<sup>28</sup> Any person making a knowingly false accusation regarding sexual harassment will likewise be subject to disciplinary action.

This policy does not increase or diminish the ability of the District or the parties to exercise any other rights under existing law. <sup>29</sup>

**Retaliation Prohibited** <sup>30</sup>

The District prohibits any form of retaliation against anyone who, in good faith, has made a report or complaint, assisted, or participated or refused to participate in any manner in a proceeding under this policy. Any person should report claims of retaliation using Board policy 2:260, *Uniform Grievance Procedure*. <sup>31</sup>

Any person who retaliates against others for reporting or complaining of violations of this policy or for participating in any manner under this policy will 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.  
Davis v. Monroe County Bd. of Educ., 526 U.S. 629 (1999).  
Gebser v. Lago Vista Independent Sch. Dist., 524 U.S. 274 (1998).

CROSS REF.: 2:260 (Uniform Grievance Procedure), 5:10 (Equal Employment Opportunity and Minority Recruitment), 5:20 (Workplace Harassment Prohibited), 5:90 (Abused and Neglected Child Reporting), 5:100 (Staff Development Program), 5:120 (Employee Ethics; Code of Professional Conduct; and Conflict of Interest), 6:60 (Curriculum Content), 6:65 (Student Social and Emotional Development), 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), 7:190 (Student Behavior)

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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.

<sup>28</sup> See sample policies 7:190, *Student Behavior*, and 7:230, *Misconduct by Students with Disabilities*. See also sample policies 7:200, *Suspension Procedures*, and 7:210, *Expulsion Procedures*, for due process requirements when student suspension or expulsion is recommended following a determination of responsibility for Title IX sexual harassment.

<sup>29</sup> Examples of rights the district or parties may exercise ancillary to this Title IX sexual harassment grievance procedure include, but are not limited to: disciplinary processes for suspensions and expulsions of students under 105 ILCS 5/10-22.6; tenured teacher dismissal proceedings under 105 ILCS 5/24-12; any other pre-termination process required by an applicable collective bargaining agreement, employment policy or procedure, or employment contract; and student appeal of a sex equity grievance decision under 23 Ill. Admin. Code §200.40 (see sample policy 7:10, *Equal Educational Opportunities*).

<sup>30</sup> 34 C.F.R. §106.71.

<sup>31</sup> Retaliation complaints must be processed under policy 2:260, *Uniform Grievance Procedure*, because they are covered under the district's grievance procedure for resolving non-sexual harassment Title IX complaints. See 34 C.F.R. §106.8(c). Title IX sexual harassment regulations state that "[c]omplaints alleging retaliation may be filed according to the grievance procedures for sex discrimination required to be adopted under §106.8(c)." 34 C.F.R. §106.71.

## Board of Education

### Title IX Sexual Harassment Grievance Procedure

Sexual harassment affects a student's ability to learn and an employee's ability to work. Providing an educational and workplace environment free from sexual harassment is an important District goal. The District does not discriminate on the basis of sex in any of its education programs or activities, and it complies with Title IX of the Education Amendments of 1972 (Title IX) and its implementing regulations (34 C.F.R. Part 106) concerning everyone in the District's education programs and activities, including applicants for employment, students, parents/guardians, employees, and third parties.

### Title IX Sexual Harassment Prohibited

Sexual harassment as defined in Title IX (Title IX Sexual Harassment) is prohibited. Any person, including a District employee or agent, or student, engages in Title IX Sexual Harassment whenever that person engages in conduct on the basis of an individual's sex that satisfies one or more of the following:

1. A District employee conditions the provision of an aid, benefit, or service on an individual's participation in unwelcome sexual conduct; or
2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the District's educational program or activity; or
3. *Sexual assault* as defined in 20 U.S.C. §1092(f)(6)(A)(v), *dating violence* as defined in 34 U.S.C. §12291(a)(11), *domestic violence* as defined in 34 U.S.C. §12291(a)(12), or *stalking* as defined in 34 U.S.C. §12291(a)(36).

Examples of sexual harassment include, but are not limited to, touching, crude jokes or pictures, discussions of sexual experiences, teasing related to sexual characteristics, spreading rumors related to a person's alleged sexual activities, rape, sexual battery, sexual abuse, and sexual coercion.

### Definitions from 34 C.F.R. §106.30

*Complainant* means an individual who is alleged to be the victim of conduct that could constitute sexual harassment.

*Education program or activity* includes locations, events, or circumstances where the District has substantial control over both the *Respondent* and the context in which alleged sexual harassment occurs.

*Formal Title IX Sexual Harassment Complaint* means a document filed by a *Complainant* or signed by the Title IX Coordinator<sup>7</sup> alleging sexual harassment against a *Respondent* and requesting that the District investigate the allegation.

*Respondent* means an individual who has been reported to be the perpetrator of the conduct that could constitute sexual harassment.

*Supportive measures* mean non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the *Complainant* or the *Respondent* before or after the filing of a *Formal Title IX Sexual Harassment Complaint* or where no *Formal Title IX Sexual Harassment Complaint* has been filed.

### Title IX Sexual Harassment Prevention and Response

The Superintendent or designee will ensure that the District prevents and responds to allegations of

Title IX Sexual Harassment as follows:

1. Ensures that the District’s comprehensive health education program in Board policy 6:60, *Curriculum Content*, incorporates (a) age-appropriate sexual abuse and assault awareness and prevention programs in grades pre-K through 12, and (b) age-appropriate education about the warning signs, recognition, dangers, and prevention of teen dating violence in grades 7-12. This includes incorporating student social and emotional development into the District’s educational program as required by State law and in alignment with Board policy 6:65, *Student Social and Emotional Development*.
2. Incorporates education and training for school staff as recommended by the Superintendent, Title IX Coordinator, Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, Dean of Students, or a Complaint Manager.
3. Notifies applicants for employment, students, parents/guardians, employees, and collective bargaining units of this policy and contact information for the Title IX Coordinator by, at a minimum, prominently displaying them on the District’s website, if any, and in each handbook made available to such persons.

**Making a Report**

A person who wishes to make a report under this Title IX Sexual Harassment grievance procedure may make a report to the Title IX Coordinator, Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, Dean of Students, a Complaint Manager, or any employee with whom the person is comfortable speaking. A person who wishes to make a report may choose to report to a person of the same gender.

School employees shall respond to incidents of sexual harassment by promptly making or forwarding the report to the Title IX Coordinator. An employee who fails to promptly make or forward a report may be disciplined, up to and including discharge.

The Superintendent shall insert into this policy and keep current the name, office address, email address, and telephone number of the Title IX Coordinator.

**Nondiscrimination Coordinators/Title IX Coordinators:**

Dr. Adam Zehr  
 Assistant Superintendent Human Resources  
 650 Dr. John Burkey Drive  
 Algonquin, IL 60102  
 (847) 659-6150  
[azehr@district158.org](mailto:azehr@district158.org)

Mrs. Karrie Baughman  
 Director of Human Resources  
 650 Dr. John Burkey Drive  
 Algonquin, IL 60102  
 (847) 659-6178  
[kbaughman@district158.org](mailto:kbaughman@district158.org)

**Processing and Reviewing a Report or Complaint**

Upon receipt of a report, the title IX Coordinator and/or designee will promptly contact the *Complainant* to: (1) discuss the availability of supportive measures, (2) consider the *Complainant’s* wishes with respect to *supportive measures*, (3) inform the *Complainant* of the availability of *supportive measures* with or without the filing of a *Formal Title IX Sexual Harassment Complaint*, and (4) explain to the *Complainant* the process for filing a *Formal Title IX Sexual Harassment Complaint*.

Further, the Title IX Coordinator will analyze the report to identify and determine whether there is another or an additional appropriate method(s) for processing and reviewing it. For any report received, the Title IX Coordinator shall review Board policies 2:260, *Uniform Grievance Procedure*; 5:20, *Workplace Harassment Prohibited*; 5:90, *Abused and Neglected Child Reporting*; 5:120, *Employee Ethics; Code of Professional Conduct; and Conflict of Interest*; 7:20, *Harassment of Students Prohibited*; 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*;

7:185, *Teen Dating Violence Prohibited*; and 7:190, Student Behavior, to determine if the allegations in the report require further action.

Reports of alleged sexual harassment will be confidential to the greatest extent practicable, subject to the District's duty to investigate and maintain an educational program or activity that is productive, respectful, and free of sexual harassment.

#### Formal Title IX Sexual Harassment Complaint Grievance Process

When a *Formal Title IX Sexual Harassment Complaint* is filed, the Title IX Coordinator will investigate it or appoint a qualified person to undertake the investigation.

The Superintendent or designee shall implement procedures to ensure that all *Formal Title IX Sexual Harassment Complaints* are processed and reviewed according to a Title IX grievance process that fully complies with 34 C.F.R. §106.45. The District's grievance process shall, at a minimum:

1. Treat *Complainants* and *Respondents* equitably by providing remedies to a *Complainant* where the *Respondent* is determined to be responsible for sexual harassment, and by following a grievance process that complies with 34 C.F.R. §106.45 before the imposition of any disciplinary sanctions or other actions against a *Respondent*.
2. Require an objective evaluation of all relevant evidence – including both inculpatory and exculpatory evidence – and provide that credibility determinations may not be based on a person's status as a *Complainant*, *Respondent*, or witness.
3. Require that any individual designated by the District as a Title IX Coordinator, investigator, decision-maker, or any person designated by the District to facilitate an informal resolution process:
  - a. Not have a conflict of interest or bias for or against complainants or respondents generally or an individual *Complainant* or *Respondent*.
  - b. Receive training on the definition of sexual harassment, the scope of the District's *education program or activity*, how to conduct an investigation and grievance process (including hearings, appeals, and informal resolution processes, as applicable), and how to serve impartially.
4. Require that any individual designated by the District as an investigator receiving training on issues of relevance to create an investigative report that fairly summarizes relevant evidence.
5. Require that any individual designated by the District as a decision-maker receive training on issues of relevance of questions and evidence, including when questions and evidence about the *Complainant's* sexual predisposition or prior sexual behavior are not relevant.
6. Include a presumption that the *Respondent* is not responsible for the alleged conduct until a determination regarding responsibility is made at the conclusion of the grievance process.
7. Include reasonably prompt timeframes for conclusion of the grievance process.
8. Describe the range of possible disciplinary sanctions and remedies the District may implement following any determination of responsibility.
9. Base all decisions upon the *preponderance of evidence* standard.
10. Include the procedures and permissible bases for the *Complainant* and *Respondent* to appeal.
11. Describe the range of *supportive measures* available to *Complainants* and *Respondents*.

- 12. Not require, allow, rely upon, or otherwise use questions or evidence that constitute, or seek disclosure of, information protected under a legally recognized privilege, unless the person holding such privilege has waived the privilege.

Enforcement

Any District employee who is determined, at the conclusion of the grievance process, to have engaged in sexual harassment will be subject to disciplinary action up to and including discharge. Any third party who is determined, at the conclusion of the grievance process, to have engaged in sexual harassment will be addressed in accordance with the authority of the Board in the context of the relationship of the third party to the District, e.g., vendor, parent, invitee, etc. Any District student who is determined, at the conclusion of the grievance process, to have engaged in sexual harassment will be subject to disciplinary action, including, but not limited to, suspension and expulsion consistent with student behavior policies. Any person making a knowingly false accusation regarding sexual harassment will likewise be subject to disciplinary action.

This policy does not increase or diminish the ability of the District or the parties to exercise any other rights under existing law.

Retaliation Prohibited

The District prohibits any form of retaliation against anyone who, in good faith, has made a report or complaint, assisted, or participated or refused to participate in any manner in a proceeding under this policy. Any person should report claims of retaliation using Board policy 2:260, *Uniform Grievance Procedure*.

Any person who retaliates against others for reporting or complaining of violations of this policy or for participating in any manner under this policy will 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.  
Davis v. Monroe County Bd. of Educ., 526 U.S. 629 (1999).  
Gebser v. Lago Vista Independent Sch. Dist., 524 U.S. 274 (1998).

CROSS REF.: 2:260 (Uniform Grievance Procedure), 5:10 (Equal Employment Opportunity and Minority Recruitment), 5:20 (Workplace Harassment Prohibited), 5:90 (Abused and Neglected Child Reporting), 5:100 (Staff Development Program), 5:120 (Employee Ethics; Code of Professional Conduct; and Conflict of Interest), 6:60 (Curriculum Content), 6:65 (Student Social and Emotional Development), 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), 7:190 (Student Behavior)

ADOPTED: October 22, 2020

REVISED: March 16, 2023

## Students

### **Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited**<sup>1</sup>

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

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<sup>1</sup> 105 ILCS 5/22-95 (final citation pending), added by P.A. 103-472, eff. 8-1-24, requires districts to have a written policy (or policies) that prohibit discrimination and harassment based on race, color, and national origin, as well as retaliation. The policy must contain the following: (1) descriptions of various forms of discrimination and harassment based on race, color, and national origin, including examples; (2) the district's internal process for filing a complaint regarding a violation of the policy; (3) an overview of the district's prevention and response program that includes procedures for responding to complaints of discrimination and harassment based on race, color, and national origin and retaliation; (4) potential remedies for a violation of the policy; (5) a prohibition on retaliation for making a complaint or participating in the complaint process; (6) the legal recourse available to the Ill. Dept. of Human Rights (IDHR) and federal agencies if a district fails to take corrective action; and (7) directions on how to contact IDHR. *Id.* at (b)(1). Discrimination and harassment based on race, color, and national origin are also covered more generally as protected categories in sample policies 5:10, *Equal Employment Opportunity and Minority Recruitment*, 5:20, *Workplace Harassment Prohibited*, 7:10, *Equal Educational Opportunities*, and 7:20, *Harassment of Students Prohibited*.

Two laws apply to discrimination of students based on race, color, and national origin. Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color or national origin in any educational program or activity receiving federal financial assistance. 42 U.S.C. §2000d. The IHRA prohibits any district employee from harassing a student based on certain actual or perceived protected categories, including race, color, and national origin, and it requires schools to take appropriate corrective action to stop harassment if the school knows an employee or agent is engaged (or has engaged) in harassment. 775 ILCS 5/5A-101(F) and 5/5A-102(C)-(D), added by P.A. 103-472, eff. 8-1-24. The IHRA defines "harassment in elementary secondary, or higher education," in relevant part, as any unwelcome conduct by a school employee toward a student on the basis of a student's actual or perceived race, color, or national origin "that has the purpose or effect of substantially interfering with a student's educational performance or creating an intimidating, hostile, or offensive educational environment." 775 ILCS 5/5A-101(F), added by P.A. 103-472, eff. 8-1-24. The *educational environment* "includes conduct that occurs at school, school-related activities, or events, and may include conduct that occurs off school grounds, subject to applicable State and federal law. *Id.* at (G). See sample policy 7:190, *Student Behavior*, at f/n 3, for a discussion about the ability of schools to discipline for off-campus conduct and consult the board attorney for advice in specific cases.

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

Districts are also required to train all employees on discrimination and harassment based on race, color, and national origin using a free model training program developed by the Ill. Dept. of Human Rights. See sample policy 5:100, *Staff Development Program*, and sample administrative procedure 2:270-AP, *Prevention and Response Program for Complaints of Discrimination and Harassment Based on Race, Color, and National Origin*, for more detail on the training requirements.

## Examples of Prohibited Conduct <sup>2</sup>

Examples of conduct that may constitute discrimination on the basis of race, color, or national origin include: disciplining students more harshly and frequently because of their race, color, or national origin; denying students access to high-rigor academic courses, extracurricular activities, or other educational opportunities based on their race, color, or national origin; denying language services or other educational opportunities to English learners; and assigning students special education services based on a student's race, color, or national origin.

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

## Making a Report or Complaint; Investigation Process <sup>3</sup>

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

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

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

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

## Federal and State Agencies

If the District fails to take necessary corrective action to stop harassment based on race, color, or national origin, further relief may be available through the Ill. Dept. of Human Rights (IDHR) or the U.S. Dept. of Education's Office for Civil Rights.<sup>5</sup> To contact IDHR, go to:

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<sup>2</sup> Required by 105 ILCS 5/22-95(b)(1)(A) (final citation pending), added by P.A. 103-472, eff. 8-1-24. The examples of discrimination and harassment under this subhead are based on definitions provided by the U.S. Dept. of Education's Office for Civil Rights, see [www2.ed.gov/about/offices/list/ocr/frontpage/faq/race-origin.html#racehar1](http://www2.ed.gov/about/offices/list/ocr/frontpage/faq/race-origin.html#racehar1) and [www2.ed.gov/about/offices/list/ocr/docs/ocr-factsheet-shared-ancestry-202301.pdf](http://www2.ed.gov/about/offices/list/ocr/docs/ocr-factsheet-shared-ancestry-202301.pdf), and the U.S. Equal Opportunity Employment Commission, see [www.eeoc.gov/racecolor-discrimination](http://www.eeoc.gov/racecolor-discrimination).

<sup>3</sup> Required by 105 ILCS 5/22-95(b)(1)(B) (final citation pending), added by P.A. 103-472, eff. 8-1-24.

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

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

<https://dhr.illinois.gov/about-us/contact-idhr.html> or call (312) 814-6200 (Chicago) or (217) 785-5100 (Springfield).<sup>6</sup>

#### Prevention and Response Program<sup>7</sup>

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

1. Reduce or remove, to the extent practicable, barriers to reporting discrimination, harassment, and retaliation;
2. Permit any person who reports or is the victim of an incident of alleged discrimination, harassment, or retaliation to be accompanied when making a report by a support individual of the person's choice who complies with the District's policies and rules;
3. Permit anonymous reporting, except that an anonymous report may not be the sole basis of any disciplinary action;
4. Offer remedial interventions or take such disciplinary action as may be appropriate on a case-by-case basis;
5. Offer, but do not require or unduly influence, a person who reports or is the victim of an incident of harassment or retaliation the option to resolve allegations directly with the accused; and
6. Protects a person who reports or is the victim of an incident of harassment or retaliation from suffering adverse consequences as a result of a report of, investigation of, or a response to the incident.

#### Policy Posting and Distribution

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

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<sup>6</sup> Required by Id. at (b)(1)(G).

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

<sup>8</sup> 105 ILCS 5/22-95(b)(3) (final citation pending), added by P.A. 103-472, eff. 8-1-24, requires districts to post this policy in their website if one exists. If a district does not maintain a website, delete this sentence.

<sup>9</sup> Id. at (b)(2) requires this policy to be "posted in a prominent and accessible location and distributed in such a manner as to ensure notice of the policy to all employees." A district website or staff intranet site qualifies as a prominent and accessible location under 105 ILCS 5/22-95(b)(2) (final citation pending), added by P.A. 103-472, eff. 8-1-24. If a district does not maintain a website and/or staff intranet, delete ~~District website and/or staff intranet site~~ from this sentence, as applicable.

of this policy by posting it on the District's website and including an age-appropriate summary of the policy in the student handbook(s). <sup>10</sup>

#### Enforcement <sup>11</sup>

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

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

Any third party who is determined, after an investigation, to have engaged in conduct prohibited by this policy will be addressed in accordance with the authority of the Board in the context of the relationship of the third party to the District, e.g., vendor, parent, invitee, etc. Any person making a knowingly false accusation regarding prohibited conduct will likewise be subject to remedial and/or disciplinary action.

#### Retaliation Prohibited <sup>12</sup>

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

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

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

<sup>11</sup> Required by Id. at (b)(1)(D).

<sup>12</sup> Required by Id. at (b)(1)(E).

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

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

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## Operational Services

### Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors <sup>1</sup>

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

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

1. Educate students with:

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<sup>1</sup> Required by *Erin's Law*, 105 ILCS 5/10-23.13, amended by P.A. 102-610. Also infused into this policy are concepts from *Faith's Law*, 105 ILCS 5/22-85.5, added by P.A. 102-676, which provides helpful guidance for districts to implement *Erin's Law* due to its vagueness. See f/ns 1 and 15 in sample policy 5:120, *Employee Ethics; Code of Professional Conduct; and Conflict of Interest*, for further information regarding *Faith's Law*.

Three additional statutes address a district's responsibility to provide age-appropriate sexual abuse and assault awareness and prevention education programs:

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

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

<sup>3</sup> *Id.* at (b).

<sup>4</sup> *Id.* at (b).

- a. An age-appropriate and evidence-informed health and safety education<sup>5</sup> curriculum that includes methods for how to report child sexual abuse and grooming behaviors to authorities,<sup>6</sup> through policy 6:60, *Curriculum Content*;<sup>7</sup>
  - b. Information in policy 7:250, *Student Support Services*, about: (i) District counseling options, assistance, and intervention for students who are victims of or affected by sexual abuse,<sup>8</sup> and (ii) community-based Children’s Advocacy Centers and sexual assault crisis centers and how to access those serving the District.<sup>9</sup>
2. Train District employees about child sexual abuse and grooming behaviors by January 31 of each school year with materials that include: <sup>10</sup>
    - a. A definition of prohibited grooming behaviors and employee-student boundary violations pursuant to policy 5:120, *Employee Ethics; Code of Professional Conduct; and Conflict of Interest*;
    - b. Evidence-informed<sup>11</sup> content on preventing, recognizing, reporting, and responding to child sexual abuse, grooming behaviors, and employee-student boundary violations pursuant to policies 2:260, *Uniform Grievance Procedure*; 2:265, *Title IX ~~Sexual Harassment~~–Grievance Procedure*; 5:90, *Abused and Neglected Child Reporting*; 5:100, *Staff Development Program*; and 5:120, *Employee Ethics; Code of Professional Conduct; and Conflict of Interest*; and
    - c. How to report child sexual abuse, grooming behaviors, and/or employee-student boundary violations pursuant to policies 2:260, *Uniform Grievance Procedure*; 2:265, *Title IX ~~Sexual Harassment~~–Grievance Procedure*; and 5:90, *Abused and Neglected Child Reporting*.
  3. Provide information to parents/guardians in student handbooks about the warning signs<sup>12</sup> of child sexual abuse, grooming behaviors, and employee-student boundary violations with evidence-informed educational information that also includes: <sup>13</sup>

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<sup>5</sup> *Id.* at (b)(1).

<sup>6</sup> *Id.* at (b)(4).

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

<sup>8</sup> *Id.* at (b)(2) and (3).

<sup>9</sup> *Id.* at (b)(5). See policy 5:90, *Abused and Neglected Child Reporting*, and administrative procedure 5:90-AP1, *Coordination with Children’s Advocacy Center*, for more information on Children’s Advocacy Centers.

<sup>10</sup> Citations for each letter:

- a. 105 ILCS 5/10-23.13(b).
- b. *Id.* at (b), (b)(1.5), and (c).
- c. *Id.* at (b) and (b)(1.5).

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

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

<sup>13</sup> This information is listed in 7:190-E2, *Student Handbook Checklist*. Citations for each letter:

105 ILCS 5/10-23.13(b) and (b)(1).

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

- a. Assistance, referral, or resource information, including how to recognize grooming behaviors,<sup>14</sup> appropriate relationships between District employees and students based upon policy 5:120, *Employee Ethics; Code of Professional Conduct; and Conflict of Interest*,<sup>15</sup> and how to prevent child sexual abuse from happening;
  - b. Methods for how to report child sexual abuse, grooming behaviors, and/or employee-student boundary violations to authorities; and
  - c. Available counseling and resources for children who are affected by sexual abuse, including both emotional and educational support for students affected by sexual abuse, so that the student can continue to succeed in school pursuant to policy 7:250, *Student Support Services*.
4. Provide parents/guardians of students in any of grades K through 8 with not less than five days' written notice before commencing any class or course providing instruction in recognizing and avoiding sexual abuse, as well as the opportunity to object in writing. <sup>16</sup>

LEGAL REF.: 105 ILCS 5/10-23.13, 5/22-85.5, 5/27-9.1a, and 5/27-13.2.  
 105 ILCS 110/3, Critical Health Problems and Comprehensive Health Education Act.  
 325 ILCS 5/, Abused and Neglected Child Reporting Act.  
 720 ILCS 5/11-25, Criminal Code of 2012.

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

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Id. at (b).

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

<sup>15</sup> 105 ILCS 5/22-85.5(e), added by P.A. 102-676, requires the employee code of professional conduct policy be included in any staff, student or parent/guardian handbook provided by the district. See sample policy 5:120, *Employee Ethics; Code of Professional Conduct; and Conflict of Interest*, and 7:190-E2, *Student Handbook Checklist*.

<sup>16</sup> Required by 105 ILCS 5/27-13.2. See 6:60-AP1, E1, *Notice to Parents/Guardians of Sexual Abuse and Assault Awareness and Prevention Education; Requests to Examine Materials; Written Objection(s) and/or Opt-outs*. Delete for high school districts.

## Operational Services

### Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors

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

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

1. Educate students with:
  - a. An age-appropriate and evidence-informed health and safety education curriculum that includes methods for how to report child sexual abuse and grooming behaviors to authorities, through policy 6:60, *Curriculum Content*;
  - b. Information in policy 7:250, *Student Support Services*, about (i) District counseling options, assistance, and intervention for students who are victims of or affected by sexual abuse, and (ii) community-based Children’s Advocacy Centers and sexual assault crisis centers and how to access those serving the District.
2. Train District employees about child sexual abuse and grooming behaviors by January 31 of each school year with materials that include:
  - a. A definition of prohibited grooming behaviors and employee-student boundary violations pursuant to policy 5:120, *Employee Ethics; Code of Professional Conduct; and Conflict of Interest*.
  - b. Evidence-informed content on preventing, recognizing, reporting, and responding to child sexual abuse, grooming behaviors, and employee-student boundary violations pursuant to policies 2:260, *Uniform Grievance Procedure*; 2:265, *Title IX Sexual Harassment Grievance Procedure*; 5:90, *Abused and Neglected Child Reporting*; 5:100, *Staff Development Program*; and 5:120, *Employee Ethics; Code of Professional Conduct; and Conflict of Interest*; and
  - c. How to report child sexual abuse, grooming behaviors, and/or employee-student boundary violations pursuant to policies 2:260, *Uniform Grievance Procedure*; 2:265, *Title IX Sexual Harassment Grievance Procedure*; and 5:90, *Abused and Neglected Child Reporting*.
3. Provide information to parents/guardians in student handbooks about the warning signs of child sexual abuse, grooming behaviors, and employee-student boundary violations with evidence-informed educational information that also includes:
  - a. Assistance, referral, or resource information, including how to recognize grooming behaviors, appropriate relationships between District employees and students based upon policy 5:120, *Employee Ethics; Code of Professional Conduct; and Conflict of Interest*, and how to prevent child sexual abuse from happening;

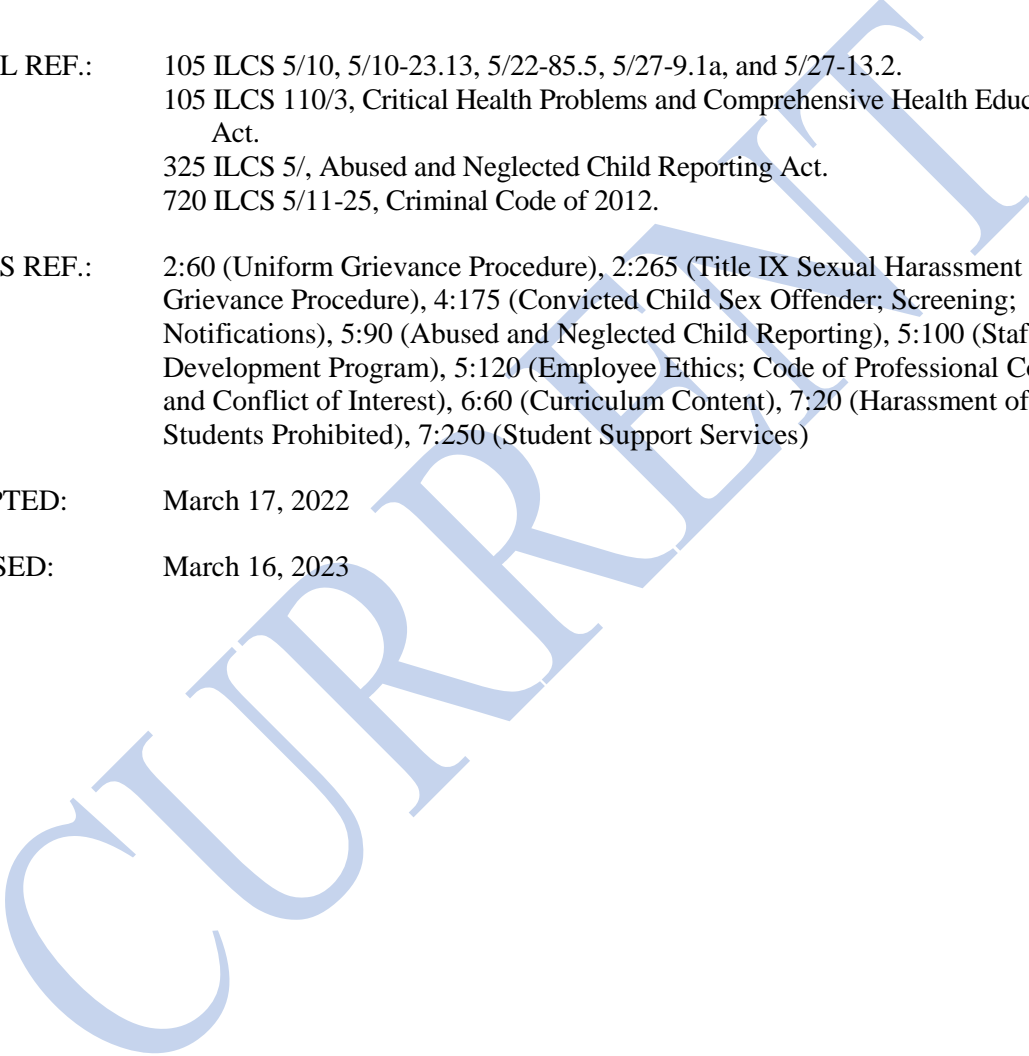
- b. Methods for how to report child sexual abuse, grooming behaviors, and/or employee-student boundary violations to authorities; and
  - c. Available counseling and resources for children who are affected by sexual abuse, including both emotional and educational support for students affected by sexual abuse, so that the student can continue to succeed in school pursuant to policy 7:250, *Student Support Services*.
4. Provide parents/guardians of students in any of grades K through 8 with not less than five days' written notice before commencing any class or course providing instruction in recognizing and avoiding sexual abuse, as well as the opportunity to object in writing.

LEGAL REF.: 105 ILCS 5/10, 5/10-23.13, 5/22-85.5, 5/27-9.1a, and 5/27-13.2.  
 105 ILCS 110/3, Critical Health Problems and Comprehensive Health Education Act.  
 325 ILCS 5/, Abused and Neglected Child Reporting Act.  
 720 ILCS 5/11-25, Criminal Code of 2012.

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

ADOPTED: March 17, 2022

REVISED: March 16, 2023



## Operational Services

### Targeted School Violence Prevention Program<sup>1</sup>

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

The Superintendent or designee shall develop and implement the Program.<sup>2</sup> The Program oversees the maintenance of a District environment that is conducive to learning and working by identifying, assessing, classifying, responding to, and managing threats and acts of targeted school violence. The

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<sup>1</sup> While this sample policy is optional, 105 ILCS 128/45, ~~added by P.A. 101-455 and~~ amended by P.A.s 102-791 ~~and 103-175~~, requires school districts to implement a threat assessment *procedure* ~~by 12-21-19~~ "no later than 120 days after [8-26-19]" that may be part of a school board targeted school violence prevention policy. Thus, regardless of whether the board adopts a policy, an administrative procedure must exist to comply with the law. See the first sentence in f/n 2 below. It contains items from *Threat Assessment in Virginia Public Schools: Model Policies, Procedures, and Guidelines*, ~~Second-Fifth Edition (August 2016)~~ July 2023), Virginia Center for School and Campus Safety, Virginia Dept. of Criminal Justice Services, at: [www.dcjs.virginia.gov/sites/dcjs.virginia.gov/files/k-12\\_threat\\_assessment\\_management\\_mppg\\_mpd.pdf](http://www.dcjs.virginia.gov/sites/dcjs.virginia.gov/files/k-12_threat_assessment_management_mppg_mpd.pdf) ~~www.dcjs.virginia.gov/sites/dcjs.virginia.gov/files/publications/law-enforcement/threat-assessment-model-policies-procedures-and-guidelines.pdf.pdf~~. *Threat Assessment in Virginia Public Schools* is based upon a synthesis of established research and recognized standards of practice regarding threat assessment and management in school and workplace settings, including *Threat Assessment in Schools: A Guide to Managing Threatening Situations and to Creating Safe School Climates*, a 2004 publication of the U.S. Secret Service and the U.S. Dept. of Education, at: [www2.ed.gov/admins/lead/safety/threatassessmentguide.pdf](http://www2.ed.gov/admins/lead/safety/threatassessmentguide.pdf). The July 2018 update of this document was renamed *Enhancing School Safety Using a Threat Assessment Model: An Operational Guide for Preventing Targeted School Violence*, published by the U.S. Secret Service, at: [www.secretservice.gov/sites/default/files/reports/2020-10/USSS\\_NTAC\\_Enhancing\\_School\\_Safety\\_Guide.pdf](http://www.secretservice.gov/sites/default/files/reports/2020-10/USSS_NTAC_Enhancing_School_Safety_Guide.pdf). See also *Averting Targeted School Violence*, a 2021 publication of the U.S. Dept. of Homeland Security and the U.S. Secret Service, at: [www.secretservice.gov/sites/default/files/reports/2021-03/USSS%20Averting%20Targeted%20School%20Violence.2021.03.pdf](http://www.secretservice.gov/sites/default/files/reports/2021-03/USSS%20Averting%20Targeted%20School%20Violence.2021.03.pdf).

Adopting a policy that addresses targeted school violence prevention provides (a) a way for boards to monitor that it is being done, and (b) an opportunity for each board and the superintendent to examine all current policies, collective bargaining agreements, and administrative procedures on this subject. Before adoption of this policy, each board may want to have a conversation with the superintendent to determine how local conditions and resources and current practices will support the full implementation of the requirements of 105 ILCS 128/45, ~~added by P.A. 101-455 and~~ amended by P.A.s 102-791 ~~and 103-175~~. Its goals and program will be most effective when they reflect local conditions and circumstances.

<sup>2</sup> To balance the requirement to implement a threat assessment procedure (105 ILCS 128/45, ~~added by P.A. 101-455 and~~ amended by P.A.s 102-791 ~~and 103-175~~) with the practicalities of managing a district and to align with the best practices outlined in IASB's *Foundational Principles of Effective Governance* ([www.iasb.com/conference-training-and-events/training/training-resources/foundational-principles-of-effective-governance/](http://www.iasb.com/conference-training-and-events/training/training-resources/foundational-principles-of-effective-governance/)), this sentence delegates the duty to implement a procedure to the superintendent. See 4:190-API, *Targeted School Violence Prevention Program*, for a sample implementation procedure. Ensuring school safety begins with establishing a comprehensive targeted school violence prevention program, which "includes forming a multidisciplinary threat assessment team, establishing central reporting mechanisms, identifying behaviors of concern, defining the threshold for law enforcement intervention, identifying risk management strategies, promoting safe school climates, and providing training to stakeholders." *Enhancing School Safety Using a Threat Assessment Model: An Operational Guide for Preventing Targeted School Violence*, published by the U.S. Secret Service, at: [www.secretservice.gov/sites/default/files/reports/2020-10/USSS\\_NTAC\\_Enhancing\\_School\\_Safety\\_Guide.pdf](http://www.secretservice.gov/sites/default/files/reports/2020-10/USSS_NTAC_Enhancing_School_Safety_Guide.pdf).

Program shall be part of the District's Comprehensive Safety and Security Plan, required by Board policy 4:190, *Safety*, and shall:

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

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

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

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

<sup>4</sup> 105 ILCS 128/45, ~~added by P.A. 101-455 and~~ amended by P.A.s 102-791 and 103-175, requires school districts to establish a threat assessment team ~~by 2-19-20 no later than 180 days after [8-26-19].~~<sup>2</sup> If a school district is unable to establish a threat assessment team with school district staff and resources, it may use a regional behavioral threat assessment and intervention team. Id. The district's threat assessment procedure and a list identifying the members of all district threat assessment teams must be filed with a local law enforcement agency and the regional office of education or appropriate intermediate service center before the start of each school year. 105 ILCS 128/45(b), amended by P.A.s 102-791 and 103-175. See 4:190-AP2, *Threat Assessment Team (TAT)*, and its accompanying exhibits for further information on threat assessment teams and how to connect with a regional behavioral threat assessment team. Records concerning the work of the TAT, including but not limited to any threat assessment procedure, are exempt from disclosure under the Ill. Freedom of Information Act. 5 ILCS 140/7(II), added by P.A. 102-791.

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

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

<sup>7</sup> **Consult the board attorney for guidance concerning liability in this area.** Except for cases of willful and wanton conduct, the Local Governmental and Governmental Employees Tort Immunity Act (TIA) likely protects districts from liability for failure to properly identify and/or respond to a student's behavior that results in injury or suicide. See 745 ILCS 10/3-108 and Grant v. Board of Trustees of Valley View School Dist. No. 365-U, 286 Ill.App.3d 642 (3rd Dist. 1997). Every situation is fact-specific, and the issues require careful evaluation. A disclaimer, such as the one presented here, may not be sufficient. A district may take several actions, after discussion with its board attorney, to minimize liability, such as adding limiting phrases and ensuring other policies are followed.

LEGAL REF.: 105 ILCS 5/10-20.14, 5/10-21.7, 5/10-27.1A, 5/10-27.1B, 5/24-24, and 5/27-23.7.  
105 ILCS 128/, School Safety Drill Act.  
745 ILCS 10/, Local Governmental and Governmental Employees Tort Immunity Act.  
29 Ill.Admin.Code Part 1500.

CROSS REF.: 2:240 (Board Policy Development), 4:170 (Safety), 5:90 (Abused and Neglected Child Reporting), 5:100 (Staff Development Program), 5:230 (Maintaining Student Discipline), 6:65 (Student Social and Emotional Development), 6:270 (Guidance and Counseling Program), 7:140 (Search and Seizure), 7:150 (Agency and Police Interviews), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:185 (Teen Dating Violence Prohibited), 7:190 (Student Behavior), 7:250 (Student Support Services), 7:290 (Suicide and Depression Awareness and Prevention), 7:340 (Student Records), 8:30 (Visitors to and Conduct on School Property), 8:100 (Relations with Other Organizations and Agencies)

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

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**Operational Services**

**Targeted School Violence Prevention Program**

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

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

1. Establish a District-level School Violence Prevention Team to: (a) develop a District-level Targeted School Violence Prevention Plan, and (b) oversee the District’s Building-level Threat Assessment Team(s).
2. Establish Building-level Threat Assessment Team(s) to assess and intervene with individuals whose behavior may pose a threat to safety. This team may serve one or more schools.
3. Comply with State and federal law and align with Board policies.

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

LEGAL REF.: 105 ILCS 5/10-20.14, 5/10-21.7, 5/10-27.1A, 5/10-27.1B, 5/24-24, and 5/27-23.7.  
105 ILCS 128/, School Safety Drill Act.  
745 ILCS 10/, Local Governmental and Governmental Employees Tort Immunity Act.  
29 Ill. Admin. Code Part 1500.

CROSS REF.: 2:240 (Board Policy Development), 4:170 (Safety), 5:90 (Abused and Neglected Child Reporting), 5:100 (Staff Development Program), 5:230 (Maintaining Student Discipline), 6:65 (Student Social and Emotional Development), 6:270 (Guidance and Counseling Program), 7:140 (Search and Seizure), 7:150 (Agency and Police Interviews), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:185 (Teen Dating Violence Prohibited), 7:190 (Student Behavior), 7:250 (Student Support Services), 7:290 (Suicide and Depression Awareness and Prevention), 7:340 (Student Records), 8:30 (Visitors to and Conduct on School Property), 8:100 (Relations with Other Organizations and Agencies)

ADOPTED: January 16, 2020

**General Personnel**

**Equal Employment Opportunity and Minority Recruitment**<sup>1</sup>

**Commented [DJ1]:** Please note the large areas of blank space on this page and page 3 are intentional due to new formatting styles within **PRESS** materials. The spacing appears normal once the footnotes are removed.

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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.

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

The School District shall provide equal employment opportunities<sup>2</sup> to all persons regardless of their race;<sup>3</sup> color; creed; religion;<sup>4</sup> national origin; sex;<sup>5</sup> sexual orientation;<sup>6</sup> age;<sup>7</sup> ancestry; marital status;<sup>8</sup>

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<sup>2</sup> *Equal employment opportunities* apply to virtually all terms and conditions of employment, e.g., discharge, hire, promotion, pay, demotion, and benefits (see the policy's Legal References). The Ill. Constitution protects the following categories from discrimination in employment: race, color, creed, national ancestry, sex, and handicap. Art. I, §§17, 18, and 19. The Ill. Human Rights Act (IHRA) protects the following categories from discrimination in employment, whether *actual* or *perceived*: race, color, religion, sex, national origin, ancestry, age, marital status, physical or mental disability, military status, order of protection status, sexual orientation, pregnancy, unfavorable discharge from military service, arrest record, conviction record (unless authorized by law), citizenship status, and work authorization status. 775 ILCS 5/1-102, amended by P.A.s ~~101-221 and 102-233~~; 5/1-103, amended by P.A.s ~~101-221, 101-565, 102-362, 102-419, and 103-1102~~~~101-656~~; and 775 ILCS 5/2-103.1, ~~added by P.A. 101-656~~. The IHRA requires employers to annually disclose to the Ill. Dept. of Human Rights (IDHR) certain information about adverse judgments and administrative rulings where there was a finding of sexual harassment or unlawful discrimination under any federal, State, or local law, as well as data regarding settlement agreements, if requested by an IDHR investigator. 775 ILCS 5/2-108, ~~added by P.A. 101-221~~, (scheduled to be repealed on 1-1-30).

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

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

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

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

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

<sup>3</sup> The IHRA defines race to include traits associated with race, including, but not limited to, hair texture and protective hairstyles such as braids, locks, and twists. 775 ILCS 5/1-103(M-5), added by P.A. 102-1102, ~~eff. 1-1-23~~. The law allows employers to implement dress codes or adopt grooming policies that include restrictions on attire, clothing, or facial hair to maintain workplace safety or food sanitation. 775 ILCS 5/2-102(E-5). Title VII does not have a definition of race, but EEOC guidance provides that "[r]ace discrimination includes discrimination on the basis of ancestry or physical or cultural characteristics associated with a certain race, such as skin color, hair texture or styles, or certain facial features." See the EEOC's *Questions and Answers about Race and Color Discrimination in Employment*, at: [www.eeoc.gov/laws/guidance/questions-and-answers-about-race-and-color-discrimination-employment](http://www.eeoc.gov/laws/guidance/questions-and-answers-about-race-and-color-discrimination-employment).

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<sup>4</sup> 775 ILCS 5/2-102 of the IHRA, amended by P.A.s ~~101-221 and~~ 102-233, contains a *religious discrimination* subsection. It expressly prohibits employers from requiring a person to violate a sincerely held religious belief to obtain or retain employment unless, after engaging in a bona fide effort, the employer demonstrates that it is unable to reasonably accommodate the employee's or prospective employee's sincerely held religious belief, practice, or observance without undue hardship on the conduct of the employer's business. Religious beliefs include, but are not limited to: the wearing of any attire, clothing, or facial hair in accordance with the requirements of his/her religion. 775 ILCS 5/2-102(E-5). Employers may, however, enact a dress code or grooming policy that restricts attire, clothing, or facial hair to maintain workplace safety or food sanitation. *Id.*

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

<sup>5</sup> Discrimination on the basis of sex under Title VII the EEOA includes discrimination on the basis of sexual orientation or transgender status. *Bostock v. Clayton Cnty.*, 140 S.Ct. 1731 (2020); *Hively v. Ivy Tech*, 853 F.3d 339 (7th Cir. 2017). In addition to the IHRA and Title VII the federal EEOA (discussed in f/n 2), see Title IX of the Education Amendments of 1972 (Title IX). 20 U.S.C. §1681 *et seq.*; 34 C.F.R. Part 106. See sample policy 2:265, *Title IX Sexual Harassment-Grievance Procedure*. The federal Equal Pay Act prohibits an employer from paying persons of one sex less than the wage paid to persons of the opposite sex for equal work. 29 U.S.C. §206(d). See f/n 2 above for more information on State equal pay protections, including on the basis of sex. The LFFPA defines *date of underpayment* as each time wages are underpaid. Employees have one year from the time they become aware of the underpayment to file a complaint with the IDOL. 820 ILCS 112/15(b).

<sup>6</sup> *Sexual orientation* means actual or perceived heterosexuality, homosexuality, bisexuality, or gender-related identity; it does not include a physical or sexual attraction to a minor by an adult. 775 ILCS 5/1-103(O-1).

<sup>7</sup> Age Discrimination in Employment Act (ADEA) (29 U.S.C. §621 *et seq.*), amended by LFFPA (see f/n 2). 29 C.F.R. Part 1625, amended the EEOC regulations under ADEA to reflect the U.S. Supreme Court's decision in *General Dynamic Systems, Inc. v. Cline*, 540 U.S. 581 (2004), holding the ADEA permits employers to favor older workers because of age. Thus, favoring an older person over a younger person is not unlawful discrimination, even when the younger person is at least 40 years old.

<sup>8</sup> 105 ILCS 5/10-22.4 and 775 ILCS 5/1-103(Q) ~~amended by P.A. 101-221~~. The term *marital status* means an individual's legal status of being married, single, separated, divorced, or widowed. 775 ILCS 5/1-103(J). This statutory definition does not encompass the identity of one's spouse. Thus, school districts may adopt no-spouse policies. *Boaden v. Dept. of Law Enforcement*, 171 Ill.2d 230 (Ill. 1996).

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

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<sup>9</sup> Districts may not make employment decisions on the basis of arrest history, but may use job-disqualifying criminal convictions provided specific conditions are met. 775 ILCS 5/2-103 and 5/2-103.1, added by P.A. 101-656. See f/n 2048, below. The Job Opportunities for Qualified Applicants Act prohibits an employer from asking about a criminal record until the employer determines that the applicant is qualified for the position; however, this does not apply when employers are required to exclude applicants with certain criminal convictions from employment. School employers should limit their requests for criminal convictions to *job-disqualifying* convictions, as permitted by the IHRA. 775 ILCS 5/2-103.1, added by P.A. 101-656; 820 ILCS 75/15. See also the IDHR's guidance, *Conviction Record Protection – Frequently Asked Questions*, at: <https://dhr.illinois.gov/conviction-record-protection-frequently-asked-questions.html> [www2.illinois.gov/dhr/Pages/Conviction-Record-Protection-Frequently-Asked-Questions.aspx](https://www2.illinois.gov/dhr/Pages/Conviction-Record-Protection-Frequently-Asked-Questions.aspx) and the EEOC's guidance, *Consideration of Arrest and Conviction Records in Employment Decisions* (2012), at: [www.eeoc.gov/laws/guidance/arrest\\_conviction.cfm](http://www.eeoc.gov/laws/guidance/arrest_conviction.cfm).

<sup>10</sup> 775 ILCS 5/1-103(Q), amended by P.A. 101-224. The term *order of protection status* means a person protected under an order of protection issued pursuant to the Ill. Domestic Violence Act of 1986 (750 ILCS 60/), Article 112A of the Code of Criminal Procedure of 1963 (725 ILCS 5/112A-1.5), the Stalking No Contact Order Act (740 ILCS 21/), the Civil No Contact Order Act (740 ILCS 22/), or an order of protection issued by a court of another state. 775 ILCS 5/1-103(K-5).

<sup>11</sup> *Military status* means a person's status on active duty or in status as a veteran in the U.S. Armed Forces, veteran of any reserve component of U.S. Armed Forces, or current member or veteran of the Ill. Army National Guard or Ill. Air National Guard. 775 ILCS 5/1-103(J-1). *Unfavorable military discharge* does not include those characterized as RE-4 or *dishonorable*. 775 ILCS 5/1-103(P). The Uniformed Services Employment and Reemployment Rights Act of 1994 prohibits employers from discriminating or retaliating against any person for reasons related to past, present, or future service in a *uniformed service*. 38 U.S.C. §4301 et seq.

<sup>12</sup> 775 ILCS 5/1-102(C). According to the Immigration Reform and Control Act of 1986, all employers must verify that employees are either U.S. citizens or authorized to work in the U.S. 8 U.S.C. §1324(a) et seq.

<sup>13</sup> 775 ILCS 5/2-102(A), amended by P.A. 102-233. *Work authorization status* means the status of being a person born outside of the United States, and not a U.S. citizen, who is authorized by the federal government to work in the United States. 775 ILCS 5/2-101(L), added by P.A. 102-233. Under the IHRA, it is a civil rights violation for an employer to refuse to honor a legal work authorization; however, employers are not required to sponsor any applicant or employee to obtain or modify work authorization status, unless required by federal law. 775 ILCS 5/2-102(G), amended by P.A. 102-233; 775 ILCS 5/2-104(D), added by P.A. 102-233.

<sup>14</sup> The Right to Privacy in the Workplace Act prohibits discrimination based on use of lawful products, e.g., alcohol, cannabis, and tobacco, off premises during non-working hours. 820 ILCS 55/5, amended by P.A. 101-27.

violence, or any other crime of violence;<sup>15</sup> genetic information;<sup>16</sup> physical or mental handicap or disability, if otherwise able to perform the essential functions of the job with reasonable accommodation;<sup>17</sup> pregnancy, childbirth, or related medical conditions;<sup>18</sup> credit history, unless a satisfactory credit history is an established bona fide occupational requirement of a particular

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<sup>15</sup> 820 ILCS 180/30, amended by P.A.s [401-221](#), 102-487, and 102-890, Victims' Economic Security and Safety Act ([VESSA](#)). *Gender violence* means: (1) one or more acts of violence or aggression that are a criminal offense under State law committed, at least in part, on the basis of a person's actual or perceived sex or gender, (2) a physical intrusion or invasion of a sexual nature under coercive conditions that is a criminal offense under State law, or (3) a threat to commit one of these acts. 820 ILCS 180/10(12.5), [added by P.A. 401-224](#). [In certain circumstances, an employer can be held liable for gender-related violence that occurs in the workplace if the employer failed to investigate complaints or failed to supervise, train, or monitor an employee who engaged in the violence.](#) 740 ILCS 82/11, [added by P.A. 103-202](#). *Gender Violence Act*. *Other crime of violence under VESSA* means conduct prohibited by 720 ILCS 5/9 (homicide), 720 ILCS 5/11 (sex offenses), 720 ILCS 5/12 (bodily harm), 720 ILCS 5/26.5 (harassing and obscene communications), 720 ILCS 5/29D (terrorism), and 720 ILCS 5/33A (armed violence), or similar provision of the Criminal Code of 1961. 820 ILCS 180/10(2.5), [added by P.A. 102-487](#).

An employer is prohibited from discriminating against any individual, e.g., an applicant for employment, because he or she "is an employee whose employer is subject to Section 21 of the Workplace Violence Prevention Act." The Workplace Violence Prevention Act allows an employer to seek a *workplace protection restraining order* when there is a credible threat of violence at the workplace. 820 ILCS 275/. [The lawSection-24](#) requires the employer seeking a *workplace protection restraining order* to notify the employee who is a victim of *unlawful violence*. 820 ILCS 275/21.

<sup>16</sup> Illinois' Genetic Information Privacy Act (GIPA) (410 ILCS 513/25) and Title II of Genetic Information Nondiscrimination Act (GINA) (42 U.S.C. §2000ff [et seq.](#)). Both laws protect job applicants and current and former employees from discrimination based on their genetic information. Note that GIPA provides greater protections to Illinois employees than Title II of GINA. GIPA prohibits employers from penalizing employees who do not disclose genetic information or do not choose to participate in a program requiring disclosure of the employee's genetic information. See ¶n 12 in sample policy 2:260, *Uniform Grievance Procedure*, for the definition of genetic information and a detailed description of both statutes, including of Title I of GINA affecting the use of genetic information in health insurance. The EEOC vacated certain 2016 ADA and GINA wellness program regulations following an adverse court ruling. 83 Fed. Reg. 65296. Those rules provided guidance to employers on the extent to which they could use incentives (such as discounted health plan costs) to encourage employees to participate in wellness programs that asked for employee and family health information. Consult the board attorney for guidance regarding specific application of ADA and GINA and how they integrate with other related laws, e.g., the Family Medical Leave Act and other State laws governing time off for sickness and workers' compensation.

<sup>17</sup> Americans with Disabilities Act of 1990 (ADA) (42 U.S.C. §12101 [et seq.](#)), amended by the Americans with Disabilities Act Amendments Act of 2008 (ADAAA) (Pub. L. 110-325) and modified by the LFFPA; Rehabilitation Act of 1973 (29 U.S.C. §701 [et seq.](#)).

<sup>18</sup> 775 ILCS 5/2-102(I). Employers must provide reasonable accommodations to employees with conditions related to pregnancy, childbirth, or related conditions. 775 ILCS 5/2-102(J). [Guidance from the IDHR is available at: https://dhr.illinois.gov/publications/pregnancy-rights.html](#). Employers are required to post a notice summarizing the right to be free from unlawful discrimination and the right to certain reasonable accommodations. 775 ILCS 5/2-102(K). The ~~IDOL~~ IDHR is required to prepare such a notice, retrievable from its website, which employers may use.

Federal law also prohibits employers from discriminating against employees and applicants on the basis of pregnancy, childbirth, or related medical conditions. 42 U.S.C. §2000e(k). [Similar to the IHRA, the federal Pregnant Workers Fairness Act \(42 U.S.C. §2000gg \[et seq.\]\(#\)\), added by Pub.L. 117-328, requires employers to provide reasonable accommodations to an employee's known limitations related to pregnancy, childbirth, or related medical conditions, unless the accommodation will cause the employer an undue hardship.](#) State law also prohibits the State, which includes school districts, from interfering with or discriminating against an individual's fundamental right to continue a pregnancy or to have an abortion. 775 ILCS 55/, [added by P.A. 401-13](#). Pregnant workers with pregnancy-related impairments may also have disabilities for which they may be entitled to reasonable accommodation under the ADA. Guidance from the EEOC is available at: [www.eeoc.gov/pregnancy-discrimination](#). State law also prohibits the State, which includes school districts, from interfering with or discriminating against an individual's fundamental right to continue a pregnancy or to have an abortion. 775 ILCS 55/.

position;<sup>19</sup> conviction record, unless authorized by law;<sup>20</sup> or other legally protected categories.<sup>21 22 23</sup>  
<sup>24</sup> No one will be penalized solely for his or her status as a registered qualifying patient or a registered

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<sup>19</sup> 820 ILCS 70/, Employee Credit Privacy Act. Unless a satisfactory credit history is an *established bona fide occupational requirement* of a particular position, an employer may not: (1) refuse to hire, discharge, or otherwise discriminate against an individual with respect to employment because of the individual's credit history or credit report; (2) inquire about an applicant's or employee's credit history; or (3) order or obtain an applicant's or employee's credit report from a consumer reporting agency. The Act identifies circumstances that permit a satisfactory credit history to be a job requirement, such as, the position's duties include custody of or unsupervised access to cash or marketable assets valued at \$2,500 or more. *Id.* at 70/10.

<sup>20</sup> 775 ILCS 5/2-103.1(A), added by P.A. 101-656. The IHRA prohibits an employer from *disqualifying* or taking other *adverse action* against an applicant or employee based on a *conviction record* unless: (1) otherwise authorized by law; (2) there is a *substantial relationship* between the criminal offense and the employment sought; or (3) granting the employment would involve an unreasonable risk to property or to the safety or welfare of specific individuals or the general public. *Id.* Disqualification or adverse action includes refusal to hire, segregation, and actions with respect to recruitment, hiring, promotion, renewal of employment, selection for training or apprenticeship, discharge, discipline, tenure or terms, privileges, or conditions of employment. *Id.* If a board wants to terminate or take other adverse action against a *current* district employee based in whole or in part on a conviction record, it still must comply with all applicable statutory, policy, and bargaining agreement provisions. Boards should consult the board attorney to ensure all legal obligations are met.

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

<sup>21</sup> Insert the following optional sentence (775 ILCS 5/1-103(A) and 29 U.S.C. §631):

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

<sup>22</sup> Insert the following optional provision (29 U.S.C. §705(10)(A)-(B), (20)(C)(v), (20)(D) and 42 U.S.C. §12114):

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

1. Currently using illegal drugs;
  2. Having a currently contagious disease or infection and who, by reason of such disease or infection, would constitute a direct threat to the health or safety of other individuals or who, by reason of the currently contagious disease or infection, are unable to perform the duties of the job; or
  3. Whose current alcohol use prevents them from performing the job's duties or constitutes a direct threat to the property or safety of others.
- Persons who have successfully completed or are participating in a drug rehabilitation program are considered *disabled*.

<sup>23</sup> Districts may not make residency in the district a condition of employment for teachers or educational support personnel. 105 ILCS 5/24-4.1, 5/10-23.5. This ban on residency requirements for teachers applies only to instructional personnel, and not, for example, to assistant principals. *Owen v. Kankakee Sch. Dist.*, 261 Ill.App.3d 298 (3rd Dist. 1994). Districts also may not ask an applicant, or the applicant's previous employer, whether the applicant ever received, or filed a claim for, benefits under the Workers' Compensation Act or Workers' Occupational Diseases Act. 820 ILCS 55/10(a). Districts are also prohibited from requiring, requesting, or coercing an employee or potential employee to provide a user name and password or any password or other related account information to gain or demand access to his or her personal online account. 820 ILCS 55/10(b). While the law does not prohibit employers from viewing public information, consult the board attorney before engaging in this practice.

<sup>24</sup> School districts must accommodate [mothers-employees](#) who choose to continue breastfeeding after returning to work. See 740 ILCS 137/, Right to Breastfeed Act; 820 ILCS 260/, Nursing Mothers in the Workplace Act (NMWA); and 29 U.S.C. §218d, added by Pub.L. 117-32807(+), Fair Labor Standards Act. At least one court has ruled an implied private right of action may exist under the NMWA. *Spriesch v. City of Chicago*, 2017 WL 4864913 (N.D.Ill. 2017). See sample language for a personnel handbook in [sample administrative procedure 5:10-AP, Workplace Accommodations for Nursing Mothers](#).

designated caregiver for purposes of the Compassionate Use of Medical Cannabis Program Act, 410 ILCS 130/.<sup>25</sup>

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 under Board policy 2:260, Uniform Grievance Procedure, or in the case of denial of equal employment opportunities on the basis of race, color, or national origin, Board policy 2:270, Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited.~~ These individuals are listed below. No employee or applicant will be discriminated or retaliated against because he or she: (1) requested, attempted to request, used, or attempted to use a reasonable accommodation as allowed by the Illinois Human Rights Act, or (2) initiated a complaint, was a witness, supplied information, or otherwise participated in an investigation or proceeding involving an alleged violation of this policy or State or federal laws, rules or regulations, provided the employee or applicant did not make a knowingly false accusation nor provide knowingly false information.<sup>26</sup>

#### 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 under Board policy 2:260,~~

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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.

<sup>25</sup> 410 ILCS 130/40, ~~amended by P.A. 101-363;~~ 77 Ill.Admin.Code Part 946. To legally use medical cannabis, an individual must first become a *registered qualifying patient*. Their use of cannabis, e.g., permissible locations, is governed by the Compassionate Use of Medical Cannabis Program Act, 410 ILCS 130/, ~~amended by P.A.s 100-660 and 101-363.~~ There are many situations in which no one, even a registered qualifying patient, may possess or use cannabis except as provided under *Ashley's Law* (105 ILCS 5/22-33, ~~added by P.A.s 100-660, and amended by P.A.s 101-363, and 101-370~~), including in a school bus or on the grounds of any preschool, or primary or secondary school. 410 ILCS 130/30(a)(2) & (3), ~~amended by P.A. 101-363.~~ See sample policy 5:50, *Drug- and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition*, at f/n 9 for further discussion.

<sup>26</sup> 775 ILCS 5/6-101, ~~amended by P.A. 103-472, eff. 8-1-24.~~ Discrimination on the basis of a request for or use of a reasonable accommodation is a civil rights violation under the IHRA. *Id.* Most discrimination laws prohibit retaliation against employees who oppose practices made unlawful by those laws, including, for example, [Title VII](#) the EEOA, Title IX, ADA, ADEA, [Victims' Economic Security and Safety Act \(VESSA\)](#), the EPA, and the Ill. Whistleblower Act (IWA).

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

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

*Uniform Grievance Procedure.* The Nondiscrimination Coordinator also serves as the District's Title IX Coordinator.<sup>27</sup>

The Superintendent shall insert into this policy the names, office addresses, email addresses, and telephone numbers of the District's current Nondiscrimination Coordinator and Complaint Managers.<sup>28</sup>

**Nondiscrimination Coordinator:**<sup>29</sup>

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
Email

\_\_\_\_\_  
Telephone

**Complaint Managers:**

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
Email

\_\_\_\_\_  
Telephone

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
Email

\_\_\_\_\_  
Telephone

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

<sup>27</sup> The Nondiscrimination and Title IX Coordinator(s) need not be the same person. If the district uses a separate Title IX Coordinator who does not also serve as the Nondiscrimination Coordinator, delete "~~The Nondiscrimination Coordinator also serves as the District's Title IX Coordinator.~~" insert a hard return to create a new paragraph, and insert "The Superintendent shall appoint a Title IX Coordinator to coordinate the District's efforts to comply with Title IX." Then, list the Title IX and Nondiscrimination Coordinators' names and contact information separately in this policy.

<sup>28</sup> Title IX regulations require districts to designate and authorize at least one employee to coordinate their efforts to comply with Title IX and to refer to that employee as the *Title IX Coordinator*. 34 C.F.R. §106.8(a). Districts must identify the Title IX Coordinator by name, office address, email address, and telephone number. Id. See f/n 22 and 23+ in sample policy 2:260, *Uniform Grievance Procedure*.

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

<sup>29</sup> Best practice is that throughout the district's board policy manual, the same individual be named as Nondiscrimination Coordinator. In contrast, Complaint Managers identified in individual policies may vary depending upon local district needs.

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. <sup>30</sup>

**Minority Recruitment** <sup>31</sup>

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

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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.

<sup>30</sup> In addition to notifying employees of the Uniform Grievance Procedure, a district must notify them of the person(s) designated to coordinate the district's compliance with Title IX and the Rehabilitation Act of 1973. 34 C.F.R. §§106.8(a), 104.8(a). The Nondiscrimination Coordinator may be the same individual for both this policy and [sample policy 7:10, \*Equal Educational Opportunities\*](#), as well as a Complaint Manager for [sample policy 2:260, \*Uniform Grievance Procedure\*](#). A comprehensive faculty handbook can provide required notices, along with other important information, to recipients. The handbook can be developed by the building principal, but should be reviewed and approved by the superintendent and school board. Any *working conditions* contained in the handbook may be subject to mandatory collective bargaining.

<sup>31</sup> All districts must have a policy on minority recruitment. 105 ILCS 5/10-20.7a. Unlike minority recruitment efforts, affirmative action plans are subject to significant scrutiny because of the potential for reverse discrimination. The U.S. Constitution's guarantee of equal protection prohibits school districts from using racial hiring quotas without evidence of past discrimination. See 29 C.F.R. §1608.1 *et seq.* (EEOC's guidelines for affirmative action plans); [Wygant v. Jackson Bd. of Ed.](#), 476 U.S. 267 (1986) (The goal of remedying societal discrimination does not justify race-based layoffs.); [City of Richmond v. J.A. Croson Co.](#), 488 U.S. 469 (1989) (Minority contractor quota struck; quotas must be narrowly tailored to remedy past discrimination and the city failed to identify the need for remedial action and whether race-neutral alternatives existed.).

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

LEGAL REF.: 8 U.S.C. §1324a et seq., Immigration Reform and Control Act.  
 20 U.S.C. §1681 et seq., Title IX of the Education Amendments of 1972; 34 C.F.R. Part 106.  
 29 U.S.C. §206(d), Equal Pay Act.  
[29 U.S.C. §218d, Fair Labor Standards Act.](#)  
 29 U.S.C. §621 et seq., Age Discrimination in Employment Act.  
 29 U.S.C. §701 et seq., Rehabilitation Act of 1973.  
 38 U.S.C. §4301 et seq., Uniformed Services Employment and Reemployment Rights Act (1994).  
 42 U.S.C. §1981 et seq., Civil Rights Act of 1991.  
[42 U.S.C. §2000d et seq., Title VI of the Civil Rights Act of 1964; 34 C.F.R. Part 100.](#)  
 42 U.S.C. §2000e et seq., Title VII of the Civil Rights Act of 1964; 29 C.F.R. Part 1601.  
 42 U.S.C. §2000ff et seq., Genetic Information Nondiscrimination Act of 2008.  
[42 U.S.C. §2000d et seq., Title VI of the Civil Rights Act of 1964.](#)  
[42 U.S.C. §2000gg et seq., Pregnant Workers Fairness Act.](#)  
 42 U.S.C. §2000e(k), Pregnancy Discrimination Act.  
 42 U.S.C. §12111 et seq., Americans with Disabilities Act, Title I.  
 Ill. Constitution, Art. I, §§17, 18, and 19.  
 105 ILCS 5/10-20.7, 5/10-20.7a, 5/10-21.1, 5/10-22.4, 5/10-23.5, 5/22-19, 5/24-4, 5/24-4.1, and 5/24-7.  
 410 ILCS 130/40, Compassionate Use of Medical Cannabis Program Act.  
 410 ILCS 513/25, Genetic Information Privacy Act.  
 740 ILCS 174/, Ill. Whistleblower Act.  
 775 ILCS 5/1-103, 5/2-101, 5/2-102, 5/2-103, 5/2-103.1, 5/2-104(D) and 5/6-101, Ill. Human Rights Act.  
 775 ILCS 35/, Religious Freedom Restoration Act.  
 820 ILCS 55/10, Right to Privacy in the Workplace Act.  
 820 ILCS 70/, Employee Credit Privacy Act.  
 820 ILCS 75/, Job Opportunities for Qualified Applicants Act.  
 820 ILCS 112/, Ill. Equal Pay Act of 2003.  
 820 ILCS 180/30, Victims' Economic Security and Safety Act.  
 820 ILCS 260/, Nursing Mothers in the Workplace Act.

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

## General Personnel

### 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; work authorization status; use of lawful products while not at work; being a victim of domestic violence, sexual violence, gender violence, or any other crime of 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; conviction record, unless authorized by law; 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 130/.

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 Nondiscrimination Coordinator also serves as the District's Title IX Coordinator.

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

#### **Nondiscrimination Coordinators/Title IX Coordinators:**

Dr. Adam Zehr  
Assistant Superintendent Human Resources  
650 Dr. John Burkey Drive  
Algonquin, IL 60102  
(847) 659-6150  
[azehr@district158.org](mailto:azehr@district158.org)

Mrs. Karrie Baughman  
Director of Human Resources  
650 Dr. John Burkey Drive  
Algonquin, IL 60102  
(847) 659-6178  
[kbaughman@district158.org](mailto:kbaughman@district158.org)

#### **Complaint Managers:**

Dr. Amy MacCrindle  
Assistant Superintendent Learning & Innovation  
650 Dr. John Burkey Drive  
Algonquin, IL 60102  
(847) 659-6135  
[amaccrindle@district158.org](mailto:amaccrindle@district158.org)

Mrs. Karrie Baughman  
Director of Human Resources  
650 Dr. John Burkey Drive  
Algonquin, IL 60102  
(847) 659-6178  
[kbaughman@district158.org](mailto:kbaughman@district158.org)

Mrs. Deanna Gill  
Assistant Superintendent Special Services  
650 Dr. John Burkey Drive  
Algonquin, IL 60102  
(847) 659-6157  
[dgill@district158.org](mailto:dgill@district158.org)

Mr. Mark Altmayer  
Chief Financial Officer  
650 Dr. John Burkey Drive  
Algonquin, IL 60102  
(847) 659-6111  
[maltmayer@district158.org](mailto:maltmayer@district158.org)

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.

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

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

ADOPTED: May 17, 2001

REVISED: March 17, 2022

CURRENT

## General Personnel

### Workplace Harassment Prohibited <sup>1</sup>

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

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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.

<sup>1</sup> State or federal law controls this policy's content. Federal law requires districts to take action to prevent sexual harassment and to disseminate a policy regarding its prohibition of sex discrimination. 29 C.F.R. §1604.11(f); 34 C.F.R. §106.8(b). State law requires districts to establish a policy to prohibit sexual harassment. 5 ILCS 430/70-5(a), ~~amended by P.A. 101-221~~. See f/n 4 below. Harassment based on a protected status is a form of discrimination that violates many State and federal laws (see the policy's Legal References).

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

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

An employer is liable under Title VII of the Civil Rights Act of 1964 (Title VII) for an employee's harassment of a co-worker if the employer was negligent with respect to the offensive behavior by, for example, failing to take remedial action when it knew or should have known about the harassment. 42 U.S.C. §2000e *et seq.* An employer is liable under the IHRA for harassment by its nonmanagerial and nonsupervisory employees if it becomes aware of the conduct and fails to take reasonable corrective measures. 775 ILCS 5/2-102(A), ~~amended by P.A. 101-221~~. However, when the perpetrator is the victim's supervisor, the employer will be vicariously liable for the supervisor's actions. Lack of knowledge of a supervisor's misconduct is no defense. *Burlington Indus. v. Ellerth*, 524 U.S. 742 (1998); *Faragher v. City of Boca Raton*, 524 U.S. 775 (1998). A *supervisor* is someone who has the authority to demote, discharge, or take other negative job action against the victim. *Vance v. Ball State Univ.*, 570 U.S. 421 (2013). Note that the IHRA (775 ILCS 5/2-102(D)) imposes strict liability on the employer when an employee has been sexually harassed by supervisory personnel regardless of whether the harasser has any authority over the complainant. *Sangamon Cnty. Sheriff's Dept. v. Ill. Human Rights Com'n*, 233 Ill.2d 125 (Ill. 2009). Additionally, under the IHRA, an employer is liable for the harassment of *nonemployees* by nonmanagerial and nonsupervisory employees if it becomes aware of the conduct and fails to take reasonable corrective measures. 775 ILCS 5/2-102(A-10) and (D-5), ~~added by P.A. 101-221~~. Nonemployees are those who are directly performing services for an employer pursuant to a contract, such as contractors or consultants. *Id.*

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

abusive conduct on the basis of an individual’s actual or perceived race<sup>2</sup>, color, religion<sup>3</sup>, national origin, ancestry, sex, sexual orientation, age, citizenship status, work authorization status, disability, pregnancy, marital status, order of protection status, military status, or unfavorable discharge from military service, nor shall they engage in harassment or abusive conduct on the basis of an individual’s other protected status identified in Board policy 5:10, *Equal Employment Opportunity and Minority Recruitment*. Harassment of students, including, but not limited to, sexual harassment, is prohibited by Board policies 2:260, *Uniform Grievance Procedure*; 2:265, *Title IX ~~Sexual Harassment~~ Grievance Procedure*; [2:270, \*Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited\*](#); 7:20, *Harassment of Students Prohibited*; 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*; and 7:185, *Teen Dating Violence Prohibited*.

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

#### Sexual Harassment Prohibited <sup>4</sup>

The District shall provide a workplace environment free of verbal, physical, or other conduct or communications constituting harassment on the basis of sex as defined and otherwise prohibited by

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<sup>2</sup> See sample policy 5:10, *Equal Employment Opportunity and Minority Recruitment*, at f/n 3, for information about the definition of *race*.

<sup>3</sup> The IHRA contains a *religious discrimination* subsection. 775 ILCS 5/2-102(E-5). It expressly prohibits employers from requiring a person to violate a sincerely held religious belief to obtain or retain employment unless, after engaging in a bona fide effort, the employer demonstrates that it is unable to reasonably accommodate the employee’s or prospective employee’s sincerely held religious belief, practice, or observance without undue hardship on the conduct of the employer’s business. [See sample policy 5:10, \*Equal Employment Opportunity and Minority Recruitment\*, at f/n 4, for further discussion.](#) Religious beliefs include, but are not limited to: the wearing of any attire, clothing, or facial hair in accordance with the requirements of his/her religion. *Id.* Employers may, however, enact a dress code or grooming policy that restricts attire, clothing, or facial hair to maintain workplace safety or food sanitation. *Id.*

<sup>4</sup> The IHRA (775 ILCS 5/2-102(D)) provides that sexual harassment is a civil rights violation:

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

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

The State Officials and Employees Ethics Act (SOEEA) (5 ILCS 430/70-5(a), ~~amended by P.A. 101-224~~) requires governmental entities (including school districts) to adopt an ordinance or resolution establishing a policy to prohibit sexual harassment. Unlike the powers granted by the Ill. General Assembly to municipalities to pass ordinances, school boards govern by rules referred to as *policies*. 105 ILCS 5/10-20.5. Further, school boards may only exercise powers given to them that are consistent with the School Code that may be requisite or proper for the maintenance, operation, and development of any school or schools under the jurisdiction of the board. 105 ILCS 5/10-20.

State and federal law. The District provides annual sexual harassment prevention training in accordance with State law.<sup>5</sup>

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.<sup>6</sup> Sexual harassment prohibited by this policy includes, but is not limited to, verbal, physical, or other conduct. The terms intimidating, hostile, or offensive include, but are not limited to, conduct that has the effect of humiliation, embarrassment, or discomfort. Sexual harassment will be evaluated in light of all the circumstances.

### Making a Report or Complaint

Employees and *nonemployees*<sup>7</sup> (persons who are not otherwise employees and are directly performing services for the District pursuant to a contract with the District, including contractors, and consultants) are encouraged to promptly report information regarding violations of this policy. Individuals may choose to report to a person of the individual's same gender. Every effort should be made to file such reports or complaints as soon as possible, while facts are known and potential witnesses are available.

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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.

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

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

<sup>6</sup> This definition is from State and federal law. 775 ILCS 5/2-101(E) and 29 C.F.R. §1604.11. *Working environment* is not limited to a physical location to which an employee is assigned. 775 ILCS 5/2-101(E), ~~amended by P.A. 101-221~~. The harassing conduct must be severe or pervasive so as to alter the conditions of the employee's work environment by creating a hostile or abusive situation. *Williams v. Waste Mgmt.*, 361 F.3d 1021 (7th Cir. 2004). The surrounding circumstances, expectations, and relationships will distinguish between teasing or rough-housing and conduct that a reasonable person would find severely hostile or abusive. In addition, while same-sex gender harassment claims are actionable, the victim must show that s/he suffered disadvantageous employment conditions to which members of the other sex were not exposed. *Oncale v. Sundowner Offshore Servs.*, 523 U.S. 75 (1998).

<sup>7</sup> 775 ILCS 5/2-102(A-10) and (D-5), ~~added by P.A. 101-221~~. See also f/n 1, above, for discussion regarding nonemployees.

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 <sup>8</sup>

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. <sup>9</sup>

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

The Superintendent shall insert into this policy the names, office addresses, email addresses, and telephone numbers of the District’s current Nondiscrimination Coordinator and Complaint Managers. The Nondiscrimination Coordinator also serves as the District’s Title IX Coordinator. <sup>10</sup>

**Nondiscrimination Coordinator:**

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
Email

\_\_\_\_\_  
Telephone

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

<sup>8</sup> While the names and contact information are required by law to be listed, they are not part of the adopted policy and do not require board action. This allows for additions and amendments to the names and contact information when necessary. It is important for updated names and contact information to be inserted into this policy and regularly monitored.

<sup>9</sup> 5 ILCS 430/70-5(a) requires that a school board policy prohibiting sexual harassment include details for reporting an allegation of sexual harassment, including options for making a confidential report to a supervisor and an ethics officer. 5 ILCS 430/20-23 defines ethics officers as being designated by State agencies under the jurisdiction of the Executive Ethics Commission. School districts are not State agencies (5 ILCS 430/1-5) and do not have ethics officers; thus, this sample policy substitutes Complaint Manager for ethics officer. Note also that the IDHR has established a Sexual Harassment Hotline Call Center and website to help the public find resources and assistance for the filing of sexual harassment complaints. The hotline can be reached Monday through Friday with the exception of State holidays, between the hours of 8:30 a.m. and 5:00 p.m., at 1-877-236-7703. See [www2.illinois.gov/sites/sexualharassment/Pages/default.aspx](http://www2.illinois.gov/sites/sexualharassment/Pages/default.aspx) <https://shdh.illinois.gov/>. All communications received by the IDHR are exempt from disclosure under the Freedom of Information Act (FOIA).

<sup>10</sup> Title IX regulations require districts to identify the name, office address, email address, and telephone number of the person who is responsible for coordinating the district’s compliance efforts. The Nondiscrimination and Title IX Coordinator(s) need not be the same person. If the district uses a separate Title IX Coordinator who does not also serve as the Nondiscrimination Coordinator, delete “~~The Nondiscrimination Coordinator also serves as the District’s Title IX Coordinator.~~” and supplement the previous sentence to state “The Superintendent shall insert into this policy the names, office addresses, email addresses, and telephone numbers of the District’s current Nondiscrimination Coordinator, Title IX Coordinator, and Complaint Managers.” Then, list the Title IX and Nondiscrimination Coordinators’ names and contact information separately in this policy.

## Complaint Managers:

_____ Name	_____ Name
_____ Address	_____ Address
_____ Email	_____ Email
_____ Telephone	_____ Telephone

### Investigation Process

Any District employee who receives a report or complaint of harassment must promptly forward the report or complaint to the Nondiscrimination Coordinator or a Complaint Manager.<sup>11</sup> Any employee who fails to promptly forward a report or complaint may be disciplined, up to and including discharge.

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

For any report or complaint alleging sexual harassment that, if true, would implicate Title IX of the Education Amendments of 1972 (20 U.S.C. §1681 et seq.), the Nondiscrimination Coordinator or designee<sup>12</sup> shall consider whether action under [Board](#) policy 2:265, *Title IX ~~Sexual Harassment~~ Grievance Procedure*, should be initiated.

[For any report or complaint alleging harassment on the basis of race, color, or national origin, the Nondiscrimination Coordinator or a Complaint Manager or designee shall investigate under Board policy 2:270, \*Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited.\*](#)

For any other alleged workplace harassment that does not require action under [Board](#) policies 2:265, *Title IX ~~Sexual Harassment~~ Grievance Procedure*, [or 2:270, \*Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited.\*](#) the Nondiscrimination Coordinator or a Complaint Manager or designee shall consider whether an investigation under [Board](#) policy 2:260, *Uniform Grievance Procedure*, and/or 5:120, *Employee Ethics; Code of Professional Conduct; and Conflict of Interest*,<sup>13</sup> should be initiated, regardless of whether a written report or complaint is filed.

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

<sup>11</sup> If the district's Nondiscrimination Coordinator does not also serve as the Title IX Coordinator, supplement this sentence to state "Any District employee who receives a report or complaint of harassment must promptly forward the report or complaint to the Nondiscrimination Coordinator, [Title IX Coordinator](#), or a Complaint Manager."

<sup>12</sup> "Nondiscrimination Coordinator or designee" is used where Title IX is potentially implicated. In contrast, if Title IX is likely not implicated then "Nondiscrimination Coordinator or a Complaint Manager or designee" is used (see next paragraph in policy text). If the district's Nondiscrimination Coordinator does not also serve as the Title IX Coordinator, delete "~~Nondiscrimination~~" and insert "[Title IX](#)" in its place.

<sup>13</sup> See [sample](#) administrative procedure 5:120-AP2, *Employee Conduct Standards* and its exhibit 5:120-AP2, E, *Expectations and Guidelines for Employee-Student Boundaries*.

## Reports That Involve Alleged Incidents of Sexual Abuse of a Child by School Personnel <sup>14</sup>

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

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

## Enforcement <sup>15</sup>

A violation of this policy by an employee may result in discipline, up to and including discharge.<sup>16</sup> A violation of this policy by a third party will be addressed in accordance with the authority of the Board in the context of the relationship of the third party to the District, e.g., vendor, parent/[guardian](#), invitee, etc. Any person making a knowingly false accusation regarding harassment will likewise be subject to disciplinary action, which for an employee that may be up to and including discharge. <sup>17</sup>

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

<sup>15</sup> See *Berry v. Delta Airlines*, 260 F.3d 803, 811 (7th Cir. 2001) (“If an employer takes reasonable steps to discover and rectify the harassment of its employees ... it has discharged its legal duty.”)

In addition to violating other civil rights laws, a school district violates the *public accommodations* article in the IHRA if it fails to take corrective action to stop severe or pervasive harassment. 775 ILCS 5/5-102 and 5/5-102.2, amended by P.A. 102-1102, ~~eff. 1-1-23~~.

<sup>16</sup> 5 ILCS 430/70-5(a)(consequences of a violation of the prohibition on sexual harassment). When discharge is the penalty, examine 50 ILCS 205/3c. It requires a school district to post on its website and make available to news media specific information about severance agreements that it enters into because an employee or contractor was found to have engaged in sexual harassment or sexual discrimination, as defined by the IHRA or Title VII. *Id.* Additionally, under the Workplace Transparency Act (WTA), employers may not require confidentiality clauses in settlement or termination agreements involving alleged unlawful employment practices under federal or State civil rights laws, except under specific conditions. 820 ILCS 96/1-30, ~~added by P.A. 101-221~~.

Prior to the passage of 50 ILCS 205/3c and the WTA, members of the public could already access copies of severance agreements between school districts and their former employees under FOIA. The Ill. Atty. Gen. Public Access Counselor (PAC) directed a public body to release a settlement agreement that arose out of claims of sexual harassment. PAO 14-4. The PAC noted that the public body could not withhold the entire settlement agreement under 5 ILCS 140/7(1)(c), which exempts personal information that would constitute a clearly unwarranted invasion of privacy. Instead, it could redact personal information from the agreement, such as the complainants’ names in order to protect their privacy. *Id.* However, data regarding settlement agreements involving allegations of sexual harassment or other unlawful discrimination that an employer must report to IDHR under 775 ILCS 5/2-108 is categorically exempt from FOIA. 5 ILCS 140/7.5(~~ss00~~), ~~added by P.A. 101-221~~. See f/n 6 in sample policy 2:260, *Uniform Grievance Procedure*, for more discussion about reconciling 50 ILCS 205/3c with another new law, the Government Severance Pay Act (GSPA) (5 ILCS 415/10(a)(1)), which prohibits school district employees with contract provisions for severance pay to receive any severance pay if they are fired for *misconduct* by the board.

<sup>17</sup> 5 ILCS 430/70-5(a)(consequences for knowingly making a false report of sexual harassment).

### Retaliation Prohibited

An employee's employment, compensation, or work assignment shall not be adversely affected by complaining or providing information about harassment. Retaliation against employees for bringing complaints or providing information about harassment is prohibited (see Board policies 2:260, *Uniform Grievance Procedure*, 2:265, *Title IX Grievance Procedure*, and 2:270, *Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited*), and depending upon the law governing the complaint, whistleblower protection may be available under the State Officials and Employees Ethics Act (5 ILCS 430/), the Whistleblower Act (740 ILCS 174/), and/or the Ill. Human Rights Act (775 ILCS 5/).<sup>18</sup>

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<sup>19</sup>

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.<sup>20</sup>

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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.

<sup>18</sup> *Id.* (prohibition on retaliation for reporting sexual harassment allegations, including availability of whistleblower protections under the SOEEA, the Whistleblower Act (740 ILCS 174/), and the IHRA (775 ILCS 5/)).

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

<sup>19</sup> 5 ILCS 430/70-5(a)(how an individual can report an allegation of sexual harassment, including options for making a confidential report to the Inspector General or the IDHR). This sample policy does not reference the Inspector General because the Inspector General does not have jurisdiction over public school districts. See 5 ILCS 430/20 (executive inspectors general), 5 ILCS 430/25 (legislative inspector general). School districts must also annually disclose to IDHR certain data about *adverse judgment or administrative rulings* made against them where there was a finding of sexual harassment or unlawful discrimination under federal, State, or local laws. 775 ILCS 5/2-108, ~~added by P.A. 101-221~~ (scheduled to be repealed on 1-1-30). See IDHR's *FAQ for Employers under Section 5/2-108* and *Form IDHR 2-108*, at: [www2.illinois.gov/dhr/Pages/default.aspx](http://www2.illinois.gov/dhr/Pages/default.aspx) <https://dhr.illinois.gov/content/dam/soi/en/web/dhr/legal/documents/idhr-faq-employers-section5-2-108.pdf>.

<sup>20</sup> A district must notify employees of the grievance procedure and the person(s) designated to coordinate the district's compliance with Title IX. 34 C.F.R. §106.8. The nondiscrimination coordinator can be the same individual for both this policy and policy 7:10, *Equal Educational Opportunities*, as well as the complaint manager in [sample](#) policy 2:260, *Uniform Grievance Procedure*. A comprehensive faculty handbook can provide required notices, along with other important information to recipients. The handbook can be developed by the building principal, but should be reviewed and approved by the superintendent and board. Any *working conditions* contained in the handbook may be subject to mandatory collective bargaining.

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

LEGAL REF.: 42 U.S.C. §2000e et seq., Title VII of the Civil Rights Act of 1964; 29 C.F.R. §1604.11.  
20 U.S.C. §1681 et seq., Title IX of the Education Amendments of 1972; 34 C.F.R. Part 106.  
5 ILCS 430/70-5(a), State Officials and Employees Ethics Act.  
775 ILCS 5/2-101(E) and (E-1), 5/2-102(A), (A-10), (D-5), 5/2-102(E-5), 5/2-109, 5/5-102, and 5/5-102.2, Ill. Human Rights Act.  
56 Ill. Admin.Code Parts 2500, 2510, 5210, and 5220.  
Vance v. Ball State Univ., 570 U.S. 421 (2013).  
Crawford v. Metro. Gov’t of Nashville & Davidson Cnty., 555 U.S. 271 (2009).  
Jackson v. Birmingham Bd. of Educ., 544 U.S. 167 (2005).  
Oncale v. Sundowner Offshore Servs., 523 U.S. 75 (1998).  
Burlington Indus. v. Ellerth, 524 U.S. 742 (1998).  
Faragher v. City of Boca Raton, 524 U.S. 775 (1998).  
Harris v. Forklift Systems, 510 U.S. 17 (1993).  
Franklin v. Gwinnett Co. Public Schools, 503 U.S. 60 (1992).  
Meritor Savings Bank v. Vinson, 477 U.S. 57 (1986).  
Porter v. Erie Foods Int, Inc., 576 F.3d 629 (7th Cir. 2009).  
Williams v. Waste Mgmt., 361 F.3d 1021 (7th Cir. 2004).  
Berry v. Delta Airlines, 260 F.3d 803 (7th Cir. 2001).  
Sangamon Cnty. Sheriff’s Dept. v. Ill. Human Rights Com’n, 233 Ill.2d 125 (Ill. 2009).

CROSS REF.: 2:260 (Uniform Grievance Procedure), 2:265 (Title IX ~~Sexual Harassment~~ Grievance Procedure), [2:270 \(Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited\)](#), 4:60 (Purchases and Contracts), 5:10 (Equal Employment Opportunity and Minority Recruitment), 5:90 (Abused and Neglected Child Reporting), 5:120 (Employee Ethics; Code of Professional Conduct; and Conflict of Interest), 7:20 (Harassment of Students Prohibited), 8:30 (Visitors to and Conduct on School Property)

## **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, work authorization status, disability, pregnancy, marital status, order of protection status, military status, or unfavorable discharge from military service, nor shall they engage in harassment or abusive conduct on the basis of an individual's other protected status identified in Board policy 5:10, *Equal Employment Opportunity and Minority Recruitment*. Harassment of students, including, but not limited to, sexual harassment, is prohibited by Board policies 2:260, *Uniform Grievance Procedure*; 2:265, *Title IX Sexual Harassment Grievance Procedure*; 7:20, *Harassment of Students Prohibited*; 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*; and 7:185, *Teen Dating Violence Prohibited*.

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

### **Sexual Harassment Prohibited**

The District shall provide a workplace environment free of verbal, physical, or other conduct, or communications constituting harassment on the basis of sex as defined and otherwise prohibited by State and federal law. The District provides annual sexual harassment prevention training in accordance with State law.

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 Report or 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 reports or complaints as soon as possible, while facts are known and potential witnesses are available.

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

### **Whom to Contact with a Report or Complaint**

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.

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

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

**Nondiscrimination Coordinators/Title IX Coordinators:**

Dr. Adam Zehr  
Assistant Superintendent Human Resources  
650 Dr. John Burkey Drive  
Algonquin, IL 60102  
(847) 659-6150  
[azehr@district158.org](mailto:azehr@district158.org)

Mrs. Karrie Baughman  
Director of Human Resources  
650 Dr. John Burkey Drive  
Algonquin, IL 60102  
(847) 659-6178  
[kbaughman@district158.org](mailto:kbaughman@district158.org)

**Complaint Managers:**

Dr. Amy MacCrindle  
Assistant Superintendent Learning & Innovation  
650 Dr. John Burkey Drive  
Algonquin, IL 60102  
(847) 659-6135  
[amaccrindle@district158.org](mailto:amaccrindle@district158.org)

Mrs. Karrie Baughman  
Director of Human Resources  
650 Dr. John Burkey Drive  
Algonquin, IL 60102  
(847) 659-6178  
[kbaughman@district158.org](mailto:kbaughman@district158.org)

Mrs. Deanna Gill  
Assistant Superintendent Special Services  
650 Dr. John Burkey Drive  
Algonquin, IL 60102  
(847) 659-6157  
[dgill@district158.org](mailto:dgill@district158.org)

Mr. Mark Altmayer  
Chief Financial Officer  
650 Dr. John Burkey Drive  
Algonquin, IL 60102  
(847) 659-6111  
[maltmayer@district158.org](mailto:maltmayer@district158.org)

**Investigation Process**

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

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

For any report or complaint alleging sexual harassment that, if true, would implicate Title IX of the Education Amendments of 1972 (20 U.S.C. §1681 et seq.), the Nondiscrimination Coordinator or designee shall consider whether action under policy 2:265, *Title IX Sexual Harassment Grievance Procedure*, should be initiated.

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

### Reports That Involve Alleged Incidents of Sexual Abuse of a Child by School Personnel

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

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

### Enforcement

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 person making a knowingly false accusation regarding harassment will likewise be subject to disciplinary action, which for an employee that may be up to and including discharge.

### Retaliation Prohibited

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

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.: 42 U.S.C. § 2000e et seq., Title VII of the Civil Rights Act of 1964; 29 C.F.R. §1604.11.  
 20 U.S.C. §1681 et seq., Title IX of the Education Amendments of 1972; 34 C.F.R. Part 106.  
 5 ILCS 430/70-5(a), State Officials and Employees Ethics 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, Ill. Human Rights Act.  
 56 Ill. Admin. Code Parts 2500, 2510, 5210, and 5220.  
 Vance v. Ball State Univ., 570 U.S. 421 (2013).  
 Crawford v. Metro. Gov't of Nashville & Davidson Cnty., 555 U.S. 271 (2009).  
 Jackson v. Birmingham Bd. Of Educ., 544 U.S. 167 (2005).  
 Oncale v. Sundowner Offshore Servs., 523 U.S. 75 (1998).  
 Burlington Indus. V. Ellerth, 524 U.S. 742 (1998).  
 Faragher v. City of Boca Raton, 524 U.S. 775 (1998).  
 Harris v. Forklift Systems, 510 U.S. 17 (1993).  
 Franklin v. Gwinnett Co. Public Schools, 503 U.S. 60 (1992).  
 Meritor Savings Bank v. Vinson, 477 U.S. 57 (1986).  
 Porter v. Erie Foods Int, Inc., 576 F.3d 629 (7th Cir. 2004).  
 Berry v. Delta Airlines, 260 F.3d 803 (7th Cir. 2001).
- CROSS REF.: 2:260 (Uniform Grievance Procedure), 2:265 (Title IX Sexual Harassment Grievance Procedure), 4:60 (Purchases and Contracts), 5:10 (Equal Employment Opportunity and Minority Recruitment), 5:90 (Abused and Neglected Child Reporting), 5:120 (Employee Ethics; Code of Professional Conduct; and Conflict of Interest), 7:20 (Harassment of Students Prohibited), 8:30 (Visitors to and Conduct on School Property)
- ADOPTED: May 17, 2001
- REVISED: March 16, 2023

**General Personnel**

**Staff Development Program** <sup>1</sup>

The Superintendent or designee shall implement a staff development program. The goal of the program shall be to update and improve the skills and knowledge of staff members in order to achieve and maintain a high level of job performance and satisfaction. Additionally, the development program for licensed staff members shall be designed to effectuate any School Improvement Plans so that student learning objectives meet or exceed goals established by the District and State.

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

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

1. Within three months of employment, each staff member must complete mandated reporter training from a provider or agency with expertise in recognizing and reporting child abuse. Mandated reporter training must be completed again at least every three years.
2. By January 31 of every year, all school personnel must complete evidence-informed training on preventing, reporting, and responding to child sexual abuse, grooming behaviors (including *sexual misconduct* as defined in *Faith's Law*), and boundary violations.

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<sup>1</sup> State or federal law controls this policy's content. A school board may set and enforce professional growth requirements. 105 ILCS 5/24-5. Failure to meet professional growth requirements is considered remediable. Morris v. Ill. State Bd. of Educ., 198 Ill.App.3d 51 (3rd Dist. 1990).

This policy contains items on which collective bargaining may be required. Any policy that impacts upon wages, hours, and terms and conditions of employment, is subject to collective bargaining upon request by the employee representative, even if the policy involves an inherent managerial right.

105 ILCS 5/2-3.62 requires the Ill. State Board of Education (ISBE) to establish a regional network of educational service centers to coordinate and combine existing services in a manner that is practical and efficient for schools. Their purposes are to provide, among other things, continuing education, in-service training, and staff development services to all local school districts in Illinois.

<sup>2</sup> 325 ILCS 5/4(j), amended by P.A. 102-604; and 105 ILCS 5/10-23.13, amended by P.A. 102-610, a/k/a *Erin's Law*. Sexual misconduct under *Faith's Law* is defined in 105 ILCS 5/22-85.5(c), added by P.A. 102-676.

Mandated reporter training may be in-person or web-based and must include, at a minimum, information on the following topics: (1) indicators for recognizing child abuse and child neglect; (2) the process for reporting suspected child abuse and child neglect and the required documentation; (3) responding to a child in a trauma-informed manner; (4) understanding the response of child protective services and the role of the reporter after a call has been made; and (5) implicit bias. *Implicit bias* means the attitudes or internalized stereotypes that affect people's perceptions, actions, and decisions in an unconscious manner and that exist and often contribute to unequal treatment of people based on race, ethnicity, gender identity, sexual orientation, age, disability, and other characteristics. The implicit bias topic must include, at a minimum: (1) information on implicit bias; (2) information on racial and ethnic sensitivity; and (3) tools to adjust automatic patterns of thinking and ultimately eliminate discriminatory behaviors. 325 ILCS 5/4(j), amended by P.A. 102-604. Districts must provide mandated reporter training through either the Ill. Dept. of Children and Family Services (DCFS), an entity authorized to provide continuing education through the Dept. of Financial and Professional Regulation, ISBE, the Ill. Law Enforcement Training Standards Board, the Ill. State Police, or an organization approved by DCFS to provide mandated reporter training. Id. *Child-serving organizations*, which are not defined in ANCRA, are "encouraged to provide in-person annual trainings." Id.

## In-Service Training Requirements

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

1. Health conditions of students,<sup>4</sup> including but not limited to training on:
  - a. Chronic health conditions of students;
  - b. Anaphylactic reactions and management, conducted by a person with expertise on anaphylactic reactions and management;
  - c. Management of asthma, prevention of asthma symptoms, and emergency response in the school setting;
  - d. The basics of seizure recognition and first aid and emergency protocols, consistent with best practice guidelines issued by the Centers for Disease Control and Prevention;
  - e. The basics of diabetes care, how to identify when a diabetic student needs immediate or emergency medical attention, and whom to contact in case of emergency;

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<sup>3</sup> This list of in-service trainings is required by State law but only Nos. 4, 5(d), and 7 are required to be specified in board policy. Beginning 7-1-24, 105 ILCS 5/10-22.39, amended by P.A. 103-542, requires all teachers, administrators, and school support personnel to complete these trainings during an in-service training program conducted by their board or through other training opportunities, including institutes provided by regional superintendents and intermediate service center executive directors under 105 ILCS 5/3-11, amended by P.A.s 103-542, eff. 7-1-24, and 103-413. If teachers, administrators, or school support personnel obtain training outside of an in-service training program or from a previous school employer, they may present documentation showing current compliance to satisfy the requirement of receiving training within six months of first being employed. *Id.*

Different from the in-service training that school districts must provide to their staff, 105 ILCS 5/3-11, amended by P.A.s 103-542, eff. 7-1-24, and 103-413, contains requirements that the regional superintendents and intermediate service center executive directors must include during institutes for teachers, administrators, and school support personnel. Instruction on prevalent student chronic health conditions, as well as educator ethics and teacher-student conduct training, is also required. See also f/ns 4-12 below discussing the board's requirements in 105 ILCS 5/10-22.39.

Both 105 ILCS 5/3-11 and 5/10-22.39 use the phrase *teachers, administrators, and school support personnel*, but for brevity this material uses the phrase *all District staff*. While the language of this paragraph is not required to be in board policy, including it provides a way for boards to monitor that it is being done. It also provides an opportunity for each board and the superintendent to examine all current policies, collective bargaining agreements, and administrative procedures on this subject.

In-service training programs on the topics listed in 105 ILCS 5/10-22.39, amended by P.A.s 103-542, eff. 7-1-24, and 103-413, shall be credited toward hours of professional development required for license renewal as outlined in 105 ILCS 5/21B-45(e). School support personnel may be exempt from in-service training if the training is not relevant to the work they do.

<sup>4</sup> 105 ILCS 5/10-22.39(b-5), added by P.A. 103-542, eff. 7-1-24. Nurses and school nurses, as defined by 105 ILCS 5/10-22.23 (school nurse), are exempt from training on health conditions of students under 105 ILCS 5/10-22.39(b-5), added by P.A. 103-542, eff. 7-1-24.

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

1. All asthma action plans should require immediate 911 calls based upon In re Estate of Stewart, 406 Ill.Dec. 345 (2nd Dist. 2016); In re Estate of Stewart, 412 Ill.Dec. 914 (Ill. 2017) (school district's appeal denied). The court held that a teacher's failure to dial 911 immediately upon a student's asthma attack was willful and wanton conduct, subjecting the school district to liability under the Local Governmental and Governmental Employees Tort Immunity Act.
2. The duties and responsibilities of the district when it asks for but does not receive an asthma action plan from a parent/guardian and the logistics of distributing any received plans to those employees who need to know based upon Stewart, above.

For No. 1(d), see also 105 ILCS 150/25, amended by P.A. 103-542, eff. 7-1-24, and No. 6 under the subhead **Additional Training Requirements**.

For No. 1(e), see also 105 ILCS 145/25, amended by P.A. 103-542, eff. 7-1-24, and No. 7 under the subhead **Additional Training Requirements**.

- f. Current best practices regarding identification and treatment of attention deficit hyperactivity disorder; and
  - g. How to respond to an incident involving life-threatening bleeding, including use of a school's trauma bleeding control kit, if applicable.<sup>5</sup>
2. Social-emotional learning.<sup>6</sup> Training may include providing education to all school personnel about the content of the Illinois Social and Emotional Learning Standards, how they apply to everyday school interactions, and examples of how social emotional learning can be integrated into instructional practices across all grades and subjects.
  3. Developing cultural competency,<sup>7</sup> including but not limited to understanding and reducing implicit bias, including *implicit racial bias* as defined in 105 ILCS 5/10-20.61 (implicit bias training).
  4. Identifying warning signs of mental illness, trauma, and suicidal behavior in youth, along with appropriate intervention and referral techniques, including resources and guidelines as outlined in 105 ILCS 5/2-3.166 (*Ann Marie's Law*).<sup>8</sup>
  5. Domestic and sexual violence and the needs of expectant and parenting youth, conducted by persons with expertise in domestic and sexual violence and the needs of expectant and parenting youth.<sup>9</sup> Training shall include, but is not limited to:
    - a. Communicating with and listening to youth victims of domestic or sexual violence and expectant and parenting youth;
    - b. Connecting youth victims of domestic or sexual violence and expectant and parenting youth to appropriate in-school services and other agencies, programs, and services as needed;
    - c. Implementing the District's policies and procedures regarding such youth, including confidentiality; and
    - d. Procedures for responding to incidents of teen dating violence that take place at school, on school grounds, at school-sponsored activities, or in vehicles used for school-provided transportation as outlined in 105 ILCS 110/3.10 (see Board policy 7:185, *Teen Dating Violence Prohibited*).

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<sup>5</sup> From 6-30-23 through 7-1-24, 105 ILCS 5/10-22.39(g), added by P.A. 103-128, requires that at least once every two years, all District personnel be trained on methods to respond to trauma, including instruction on how to respond to an incident involving life-threatening bleeding and, if applicable, how to use a school's trauma kit. See 105 ILCS 5/10-20.85, added by P.A. 103-128, for a definition of *trauma kit*. To avoid confusion between trauma related to life-threatening bleeding and *trauma* as defined in 105 ILCS 5/3-11(b), added by P.A. 103-413, this policy uses the phrase *trauma bleeding control kit* instead of *trauma kit*.

Beginning with the 2024-25 school year, training on life-threatening bleeding must be completed within six months of employment and renewed within two years. Beginning with the 2027-28 school year, training on life-threatening bleeding must be completed within six months of employment and renewed at least once every five years thereafter. 105 ILCS 5/10-22.39(b-5)(7), added by P.A. 103-542, eff. 7-1-24.

<sup>6</sup> 105 ILCS 5/10-22.39(b-10), added by P.A. 103-542, eff. 7-1-24.

<sup>7</sup> 105 ILCS 5/10-22.39(b-15), added by P.A. 103-542, eff. 7-1-24.

<sup>8</sup> 105 ILCS 5/10-22.39(b-20), added by P.A. 103-542, eff. 7-1-24. Training on the implementation of trauma-informed practices satisfies the requirements of this subsection. Id. In addition, Illinois Mental Health First Aid training may satisfy the requirements of this subsection. If teachers, administrators, or school support personnel obtain mental health first aid training outside of an in-service training program, they may present a certificate of successful completion of that training to the school district to satisfy the requirements of this law. Id. For further information on Mental Health First Aid, see <https://namiillinois.org/resources/about-mental-illness/mental-health-first-aid/>.

<sup>9</sup> 105 ILCS 5/10-22.39(b-25), added by P.A. 103-542, eff. 7-1-24. See sample policy 7:185, *Teen Dating Violence Prohibited*.

6. Protections and accommodations for students,<sup>10</sup> including but not limited to training on:
  - a. The federal Americans with Disabilities Act as it pertains to the school environment; and
  - b. Homelessness.
7. Educator ethics and responding to child sexual abuse and grooming behavior (see Board policy 5:120, *Employee Ethics; Code of Professional Conduct; and Conflict of Interest*);<sup>11</sup> including but not limited to training on:
  - a. Teacher-student conduct;
  - b. School employee-student conduct; and
  - c. Evidence-informed training on preventing, recognizing, reporting, and responding to child sexual abuse and grooming as outlined in 105 ILCS 5/10-23.13 (*Erin's Law*).
8. Effective instruction in violence prevention and conflict resolution,<sup>12</sup> conducted in accordance with the requirements of 105 ILCS 5/27-23.4 (violence prevention and conflict resolution education).

### Additional Training Requirements

In addition, the staff development program shall include each of the following: <sup>13</sup>

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<sup>10</sup> 105 ILCS 5/10-22.39(b-30), added by P.A. 103-542, eff. 7-1-24. Beginning with the 2024-25 school year, training on homelessness must be completed within six months of employment and renewed within two years. Beginning with the 2027-28 school year, training on homelessness must be completed within six months of employment and renewed at least once every five years thereafter. Boards may work with a community-based organization specializing in working with homeless children and youth to develop and provide this training. See 105 ILCS 5/10-22.39(b-30)(1) - (5), added by P.A. 103-542, eff. 7-1-24, for homelessness training content requirements. **Note:** the homelessness training content requirements in 105 ILCS 5/10-22.39(b-30)(1) - (5), added by P.A. 103-542, eff. 7-1-24, are nearly identical to the homelessness training content requirements in 105 ILCS 5/10-22.39(g) (final citation pending), added by P.A. 103-41, eff. 8-20-24.

Beginning with the 2016-17 school year, institutes under 105 ILCS 5/3-11 had to include instruction on the Americans with Disabilities Act of 1990 (ADA) (42 U.S.C. §12101 *et seq.*) as it pertains to the school environment at least every two years. Contact the Regional Superintendent or the appropriate Intermediate Service Center Executive Director with questions about online training for this component of a teachers' institute. Discuss with the board attorney the best practices of documenting trainings and evaluations of trainings; many attorneys in the field prefer documentation of ADA trainings to assist in their defense of any potential ADA claims against the district.

<sup>11</sup> 105 ILCS 5/10-22.39(b-35), added by P.A. 103-542, eff. 7-1-24. Each board may want to have a conversation with the superintendent and direct him or her to develop a curriculum for the in-services that instructs all district staff to maintain boundaries and act appropriately, professionally, and ethically with students. See also sample policy 5:120, *Employee Ethics; Code of Professional Conduct; and Conflict of Interest*, and f/n 11 in sample policy 4:110, *Transportation*. These expectations will be most effective when they reflect local conditions and circumstances. Employee conduct issues may be subjects of mandatory collective bargaining, therefore consulting the board attorney should be a part of this process. A district would commit an unfair labor practice by implementing new employee conduct rules without first offering to negotiate them with the applicable exclusive bargaining representative.

<sup>12</sup> 105 ILCS 5/10-22.39(b-40), added by P.A. 103-542, eff. 7-1-24.

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

Putting this optional list into the policy will help the board monitor that the required in-service and training topics are being covered. While it is possible to *pick and choose*, this practice is likely to add more confusion to an already confusing responsibility. Unless noted, the School Code does not mandate the frequency with which the training must occur. Several other trainings that are mentioned in laws other than the School Code are addressed in other sample policies and procedures. Many of those policies and procedures are listed in the cross-references to this policy, e.g., training requirements under the Care of Students with Diabetes Act, 105 ILCS 145/.

1. Ongoing professional development for teachers, administrators, school resource officers, and staff regarding the adverse consequences of school exclusion and justice-system involvement, effective classroom management strategies, culturally responsive discipline, the appropriate and available supportive services for the promotion of student attendance and engagement, and developmentally appropriate disciplinary methods that promote positive and healthy school climates. <sup>14</sup>
2. Annual continuing education and/or training opportunities (professional standards) for school nutrition program directors, managers, and staff. Each school food authority's director shall document compliance with this requirement by the end of each school year and maintain documentation for a three-year period. <sup>15</sup>
3. All high school coaching personnel, including the head and assistant coaches, and athletic directors must obtain online concussion certification by completing online concussion awareness training in accordance with 105 ILCS 25/1.15. Coaching personnel and athletic directors hired on or after 8-19-14 must be certified before their position's start date. <sup>16</sup>
4. The following individuals must complete concussion training as specified in the Youth Sports Concussion Safety Act: coaches and assistant coaches (whether volunteer or employee) of an interscholastic athletic activity; nurses, licensed and/or non-licensed healthcare professionals serving on the Concussion Oversight Team; athletic trainers; game officials of an interscholastic athletic activity; and physicians serving on the Concussion Oversight Team. <sup>17</sup>
5. For school personnel who work with hazardous or toxic materials on a regular basis, training on the safe handling and use of such materials. <sup>18</sup>
6. For delegated care aides performing services in connection with a student's seizure action plan, training in accordance with 105 ILCS 150/, the Seizure Smart School Act. <sup>19</sup>
7. For delegated care aides performing services in connection with a student's diabetes care plan, training in accordance with 105 ILCS 145/, the Care of Students with Diabetes Act. <sup>20</sup>
8. For all District staff, annual sexual harassment prevention training. <sup>21</sup>
9. Title IX requirements for training as follows (see Board policy 2:265, *Title IX Grievance Procedure*): <sup>22</sup>
  - a. For all District staff, training on the definition of sexual harassment, the scope of the District's education program or activity, all relevant District policies and procedures,

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<sup>14</sup> 105 ILCS 5/10-22.6(c-5). School board members are also included.

<sup>15</sup> 7 C.F.R. Parts 210 and 235. 7 C.F.R. §210.2 defines school nutrition program directors, managers and staff. 7 C.F.R. §§210.15(b)(8) (recordkeeping requirements) and 210.31(a), (c), (d), and (e) (professional standards requirements); 210.31(g)(requiring school food authority director to keep records). Food service funds may be used for reasonable, allocable, and necessary training costs. 7 C.F.R. §210.31(f). The U.S. Dept. of Agriculture (USDA) has established implementation resources that contain training opportunities and resources covering the four core training areas: nutrition, operations, administration, and communications/marketing at: [www.fns.usda.gov/cn/professional-standards](http://www.fns.usda.gov/cn/professional-standards).

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

<sup>17</sup> 105 ILCS 5/22-80(h).

<sup>18</sup> 105 ILCS 5/10-20.17a; 23 Ill.Admin.Code §1.330.

<sup>19</sup> 105 ILCS 150/25, amended by P.A. 103-542, eff. 7-1-24.

<sup>20</sup> 105 ILCS 145/25, amended by P.A. 103-542, eff. 7-1-24.

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

<sup>22</sup> 34 C.F.R. §106.45(b)(1)(iii).

and the necessity to promptly forward all reports of sexual harassment to the Title IX Coordinator.

- b. For school personnel designated as Title IX coordinators, investigators, decision-makers, or informal resolution facilitators, training on the definition of sexual harassment, the scope of the District's education program or activity, how to conduct an investigation and grievance process (including hearings, appeals, and informal resolution processes, as applicable), and how to serve impartially.
  - c. For school personnel designated as Title IX investigators, training on issues of relevance to create an investigative report that fairly summarizes relevant evidence.
  - d. For school personnel designated as Title IX decision-makers, training on issues of relevance of questions and evidence, including when questions and evidence about a complainant's sexual predisposition or prior sexual behavior are not relevant.
10. Training for all District employees on the prevention of discrimination and harassment based on race, color, and national origin in school as part of new employee training and at least once every two years. <sup>23</sup>
11. Training for at least one designated employee at each school about the Prioritization of Urgency of Need for Services (PUNS) database and steps required to register students for it. <sup>24</sup>

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*. <sup>25</sup> <sup>26</sup>

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<sup>23</sup> 775 ILCS 5/5A-103(c), added by P.A. 103-472, eff. 8-1-24. For training requirement details, see sample administrative procedure 2:270-AP, *Prevention and Response Program for Complaints of Discrimination and Harassment Based on Race, Color, and National Origin*.

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

<sup>25</sup> Required by 105 ILCS 5/2-3.166(c)(2) (*Ann Marie's Law*). See sample administrative procedures 6:60-AP1, *Comprehensive Health Education Program*, and 7:290-AP, *Resource Guide for Implementation of Suicide and Depression Awareness and Prevention Program*.

<sup>26</sup> For districts that have a practice of providing instruction in life-saving techniques and first-aid in their staff development programs, insert the following optional paragraph that restates 105 ILCS 5/3-11, 105 ILCS 110/3, and 77 Ill.Admin.Code §527.800:

An opportunity shall be provided for all staff members to acquire, develop, and maintain the knowledge and skills necessary to properly administer life-saving techniques and first aid, including the Heimlich maneuver, cardiopulmonary resuscitation, and the use of an automated external defibrillator, in accordance with a nationally recognized certifying organization. Physical fitness facilities' staff must be trained in cardiopulmonary resuscitation and use of an automated external defibrillator.

Persons performing CPR are generally exempt from civil liability if they are trained in CPR (745 ILCS 49/10); persons performing automated external defibrillation are generally exempt from civil liability if they were trained and acted according to the standards of the American Heart Association (745 ILCS 49/12).

The board may also want to address other staff development opportunities. While not required to be in policy, 105 ILCS 5/27-23.10, amended by P.A. 103-542, eff. 7-1-24, requires a school board to collaborate with State and local law enforcement agencies on gang resistance education. It also states that ISBE may assist in the development of instructional materials and teacher training for gang resistance education and training, which may be helpful to include in the staff development program. Other mandated and recommended staff development opportunities that are not located in the School Code or ISBE rules are found in the Ill. Administrative Code or federal regulations. Many of them are cross referenced in this policy.

- LEGAL REF.:** 20 U.S.C. §1681 et seq., Title IX of the Educational Amendments of 1972; 34 C.F.R. Part 106.  
 42 U.S.C. §1758b, Pub. L. 111-296, Healthy, Hunger-Free Kids Act of 2010; 7 C.F.R. Parts 210 and 235.  
 105 ILCS 5/2-3.62, 5/2-3.166, 5/3-11, 5/10-20.17a, 5/10-20.61, 5/10-22.6(c-5), 5/10-22.39, 5/10-23.12, 5/10-23.13, 5/22-80(h), 5/22-95, and 5/24-5.  
 105 ILCS 25/1.15, Interscholastic Athletic Organization Act.  
 105 ILCS 145/25, Care of Students with Diabetes Act  
 105 ILCS 150/25, Seizure Smart School Act.  
 105 ILCS 110/3, Critical Health Problems and Comprehensive Health Education Act.  
 325 ILCS 5/4, Abused and Neglected Child Reporting Act.  
 745 ILCS 49/, Good Samaritan Act.  
 775 ILCS 5/2-109 and 5/5A-103, Ill. Human Rights Act.  
 23 Ill.Admin.Code §§ 22.20, 226.800, and Part 525.  
 77 Ill.Admin.Code §527.800.
- CROSS REF.:** 2:265 (Title IX Grievance Procedure), 2:270 (Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited), 3:40 (Superintendent), 3:50 (Administrative Personnel Other Than the Superintendent), 4:160 (Environmental Quality of Buildings and Grounds), 4:165 (Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors), 5:20 (Workplace Harassment Prohibited), 5:90 (Abused and Neglected Child Reporting), 5:120 (Employee Ethics; Code of Professional Conduct; and Conflict of Interest), 5:250 (Leaves of Absence), 6:15 (School Accountability), 6:20 (School Year Calendar and Day), 6:50 (School Wellness), 6:160 (English Learners), 7:10 (Equal Educational Opportunities), 7:20 (Harassment of Students Prohibited), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:185 (Teen Dating Violence Prohibited), 7:270 (Administering Medicines to Students), 7:285 (Anaphylaxis Prevention, Response, and Management Program), 7:290 (Suicide and Depression Awareness and Prevention), 7:305 (Student Athlete Concussions and Head Injuries)
- ADMIN. PROC.:** 2:265-AP1 (Title IX Response), 2:265-AP2 (Formal Title IX Complaint Grievance Process), 2:270-AP (Prevention and Response Program for Complaints of Discrimination and Harassment Based on Race, Color, and National Origin), 4:160-AP (Environmental Quality of Buildings and Grounds), 4:170-AP6 (Plan for Responding to a Medical Emergency at a Physical Fitness Facility with an AED), 5:100-AP (Staff Development Program), 5:120-AP2 (Employee Conduct Standards), 5:150-AP (Personnel Records), 6:120-AP4 (Care of Students with Diabetes), 7:250-AP1 (Measures to Control the Spread of Head Lice at School), 7:250-AP2 (Protocol for Responding to Students with Social, Emotional, or Mental Health Needs), 7:285-AP (Anaphylaxis Prevention, Response, and Management Program), 7:290-AP (Resource Guide for Implementation of Suicide and Depression Awareness and Prevention Program)

## **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 include the Abused and Neglected Child Reporting Act (ANCRA), School Code, and awareness and prevention of child sexual abuse and grooming behaviors (*Erin's Law*) training as follows (see policies 4:165, *Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors*, and 5:90, *Abused and Neglected Child Reporting*):

1. Staff development for local school site personnel who work with students in grades kindergarten through 8, in the detection, reporting, and prevention of child abuse and neglect.
2. Within three months of employment, each staff member must complete mandated reporter training from a provider or agency with expertise in recognizing and reporting child abuse. Mandated reporter training must be completed again at least every three years.
3. By January 31, 2023, and every year after, all school personnel must complete evidence-informed training on preventing, reporting, and responding to child sexual abuse, grooming behaviors, and boundary violations.

The staff development program shall provide, at a minimum, at least once every two years, the in-service training of licensed school personnel and administrators on current best practices regarding the identification and treatment of attention deficit disorder and attention deficit hyperactivity disorder, the application of non-aversive behavioral interventions in the school environment, and the use of psychotropic or psychostimulant medication for school-age children.

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.: 20 U.S.C. §1681 et seq., Title IX of the Educational Amendments of 1972; 34 C.F.R. Part 106.  
42 U.S.C. §1758b, Pub. L. 111-296, Healthy, Hunger-Free Kids Act of 2010; 7 C.F.R. Parts 210 and 235.  
105 ILCS 5/2-3.62, 5/10-20.17a, 5/10-20.61, 5/10-22.6(c-5), 5/10-22.39, 5/10-23.12, 5/10-23.13, 5/22-80(h), and 5/24-5.  
105 ILCS 25/1.15, Interscholastic Athletic Organization Act.  
105 ILCS 150/25, Seizure Smart School Act.  
105 ILCS 110/3, Critical Health Problems and Comprehensive Health Education Act.  
325 ILCS 5/4, Abused and Neglected Child Reporting Act.  
745 ILCS 49/, Good Samaritan Act.  
775 ILCS 5/2-109, Ill. Human Rights Act.  
23 Ill. Admin. Code §§ 22.20, 226.800, and Part 525.  
77 Ill. Admin. Code §527.800.
- CROSS REF.: 2:265 (Title IX Sexual Harassment Grievance Procedure), 3:40 (Superintendent), 3:50 (Administrative Personnel Other Than the Superintendent), 4:160 (Environmental Quality of Buildings and Grounds), 4:165 (Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors), 5:20 (Workplace Harassment Prohibited), 5:90 (Abused and Neglected Child Reporting), 5:120 (Employee Ethics; Code of Professional Conduct; and Conflict of Interest), 5:250 (Leaves of Absence), 6:15 (School Accountability), 6:20 (School Year Calendar and Day), 6:50 (School Wellness), 6:160 (English Learners), 7:10 (Equal Educational Opportunities), 7:20 (Harassment of Students Prohibited), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:185 (Teen Dating Violence Prohibited), 7:270 (Administering Medicines to Students), 7:285 (Food Allergy Management Program), 7:290 (Suicide and Depression Awareness and Prevention), 7:305 (Student Athlete Concussions and Head Injuries)
- ADMIN. PROC.: 2:265-AP1 (Title IX Sexual Harassment Response), 2:265-AP2 (Formal Title IX Sexual Harassment Complaint Grievance Process), 4:160-AP (Environmental Quality of Buildings and Grounds), 4:170-AP6 (Plan for Responding to a Medical Emergency at a Physical Fitness Facility with an AED), 5:100-AP (Staff Development Program), 5:120-AP2 (Employee Conduct Standards), 5:150-AP (Personnel Records), 6:120-AP4 (Care of Students with Diabetes), 7:250-AP1 (Measures to Control the Spread of Head Lice at School)
- ADOPTED: May 17, 2001
- REVISED: March 17, 2022

## General Personnel

### Employee Ethics; Code of Professional Conduct; and Conflict of Interest <sup>1</sup>

All District employees are expected to maintain high standards in their job performance, demonstrate integrity and honesty, be considerate and cooperative, and maintain professional and appropriate relationships with students, parents/guardians, staff members, and others.

The Superintendent or designee shall provide this policy to all District employees and students and/or parents/guardians in their respective handbooks, and ensure its posting on the District's website, if any.<sup>2</sup>

#### Professional and Appropriate Conduct

Professional and appropriate employee conduct are important Board goals that impact the quality of a safe learning environment and the school community, increasing students' ability to learn and the District's ability to educate. To protect students from sexual misconduct by employees, and employees from the appearance of impropriety, State law also recognizes the importance for District employees to constantly maintain professional and appropriate relationships with students by following established expectations and guidelines for employee-student boundaries. Many breaches of employee-student boundaries do not rise to the level of criminal behavior but do pose a potential risk to student safety and impact the quality of a safe learning environment. Repeated violations of employee-student boundaries may indicate the grooming of a student for sexual abuse. As bystanders, employees may know of concerning behaviors that no one else is aware of, so their training on: (1) preventing, recognizing, reporting, and responding to child sexual abuse and grooming behavior; (2) this policy; and (3) federal and state reporting requirements is essential to maintaining the Board's goal of professional and appropriate conduct.<sup>3</sup>

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

<sup>1</sup> The State Officials and Employees Ethics Act (SOEEA) (5 ILCS 430/), *Erin's Law* (105 ILCS 5/10-23.13, amended by P.A. 102-610), and *Faith's Law* (105 ILCS 5/22-85.5, added by P.A. 102-676), require a policy on subjects covered in this sample policy; State and federal law controls its content.

This policy contains items on which collective bargaining may be required. Any policy that impacts upon wages, hours, and terms and conditions of employment, is subject to collective bargaining upon request by the employee representative, even if the policy involves an inherent managerial right.

This policy largely cites 105 ILCS 5/22-85.5, a small portion of the *Faith's Law* package. *Faith's Law* is the entirety of Public Act 102-676, which closed significant legal loopholes related to combating grooming by: (1) broadening the definition of grooming prohibited by the Criminal Code of 2012 (720 ILCS 5/11-25); (2) authorizing the Ill. Dept. of Children and Family Services to investigate grooming allegations under the Abused and Neglected Child Reporting Act (325 ILCS 5/3); and (3) requiring the Ill. State Board of Education (ISBE) to develop and maintain a resource guide for students, parents/guardians, and teachers about sexual abuse response and prevention resources available in their community (105 ILCS 5/2-3.188). ISBE's *Sexual Abuse Response and Prevention Resource Guide* (June 2023) is at: [www.isbe.net/Documents/Faiths-Law-Resource-Guide.pdf](http://www.isbe.net/Documents/Faiths-Law-Resource-Guide.pdf). A *Faith's Law* trailer bill, P.A. 102-702, further combats grooming by amending School Code provisions related to district and third-party contractor hiring practices, suspension and revocation of employee licenses, and criminal history records checks for prospective and current employees.

<sup>2</sup> Required by 105 ILCS 5/22-85.5(e), added by P.A. 102-676. See 2:250-E2, *Immediately Available District Public Records and Web-Posted Reports and Records*, and 7:190-E2, *Student Handbook Checklist*. The Ill. Principals Association (IPA) maintains a handbook service that coordinates with **PRESS** material, *Online Model Student Handbook (MSH)*, at: [www.ilprincipals.org/msh](http://www.ilprincipals.org/msh).

<sup>3</sup> See 105 ILCS 5/22-85.5(b), added by P.A. 102-676.

The Superintendent or designee shall identify employee conduct standards<sup>4</sup> that define appropriate employee-student boundaries, provide training about them, and monitor the District’s employees for violations of employee-student boundaries. The employee conduct standards will require that, at a minimum:

1. Employees who are governed by the *Code of Ethics for Illinois Educators*, adopted by the Ill. State Board of Education (ISBE), will comply with its incorporation by reference into this policy.<sup>5</sup>
2. Employees are trained on educator ethics, child abuse, grooming behaviors, and employee-student boundary violations as required by law and policies 2:265, *Title IX Sexual Harassment Grievance Procedure*; 4:165, *Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors*; 5:90, *Abused and Neglected Child Reporting*; and 5:100, *Staff Development Program*.<sup>6</sup>
3. Employees maintain professional relationships with students, including maintaining employee-student boundaries based upon students’ ages, grade levels, and developmental levels and following District-established guidelines for specific situations, including but not limited to:<sup>7</sup>
  - a. Transporting a student;
  - b. Taking or possessing a photo or video of a student; and
  - c. Meeting with a student or contacting a student outside the employee’s professional role.

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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.

<sup>4</sup> Sample conduct standards are contained in administrative procedure 5:120-AP2, *Employee Conduct Standards*. These items are subjects of mandatory collective bargaining. Consult the board attorney for advice before establishing them.

<sup>5</sup> 105 ILCS 5/22-85.5(d)(1), added by P.A. 102-676; 23 Ill.Admin.Code Part 22. 105 ILCS 5/22-85.5(d)(1) requires boards to incorporate ISBE’s *Code of Ethics for Illinois Educators* in their policies. Prior to this law requiring boards to incorporate the *Code* by reference, this policy incorporated it to demonstrate a board’s commitment to the *Code*’s principles, potentially allowing a board to enforce the *Code* independently from any action taken by the State Superintendent.

<sup>6</sup> 105 ILCS 5/22-85.5(d)(5), added by P.A. 102-676, requires districts to reference required employee training related to child abuse and educator ethics in its employee professional conduct policy.

105 ILCS 5/10-22.39(b-35), added by P.A. 103-542, eff. 1-1-24, requires that beginning 7-1-24, each board conduct in-service training on educator ethics and responding to child sexual abuse and grooming behavior including, but not limited to, teacher-student conduct, school employee-student conduct, and evidence-informed training on preventing, recognizing, reporting, and responding to child sexual abuse and grooming as outlined in 105 ILCS 5/10-23.13 (a/k/a *Erin’s Law*) for all teachers, administrators, and school support personnel. These expectations will be most effective when the in-service curriculum reflects local conditions and circumstances. While the School Code only requires the in-service, the requirement presents an opportunity for each board and the superintendent to examine all current policies, collective bargaining agreements, and administrative procedures on this subject. Each board may then want to have a conversation with the superintendent and direct him or her to develop a curriculum for the in-service that instructs all district employees to maintain boundaries and act appropriately, professionally, and ethically with students. See discussion in f/n 4 in 5:100, *Staff Development Program*. After its discussion of these issues, the board may have further expectations and may choose to reflect those expectations here.

105 ILCS 5/10-23.13(c), amended by P.A. 102-610, requires districts to provide evidenced-informed training for school personnel on preventing, recognizing, reporting, and responding to child sexual abuse and grooming behavior by no later than January 31 of each year. See sample policy 4:165, *Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors*, for further detail about the training requirements.

325 ILCS 5/4(j), amended by P.A. 102-604, requires district employees to complete mandated reporter training within three months of initial employment and at least every three years thereafter.

775 ILCS 5/2-109 requires districts to provide annual workplace sexual harassment prevention training to all employees. See f/n 4 in sample policy 5:20, *Workplace Harassment Prohibited*, for further detail about the training requirements.

<sup>7</sup> Required by 105 ILCS 5/10-23.13(b), amended by P.A. 102-610; 105 ILCS 5/22-85.5(d)(3), added by P.A. 102-676. Sample expectations and guidelines are contained in administrative procedure 5:120-AP2, E, *Expectations and Guidelines for Employee-Student Boundaries*.

4. Employees report prohibited behaviors and/or boundary violations pursuant to Board policies 2:260, *Uniform Grievance Procedure*; 2:265, *Title IX ~~Sexual Harassment~~ Grievance Procedure*; and 5:90, *Abused and Neglected Child Reporting*.<sup>8</sup>
5. Discipline up to and including dismissal will occur for any employee who violates an employee conduct standard or engages in any of the following:<sup>9</sup>
  - a. Violates expectations and guidelines for employee-student boundaries.<sup>10</sup>
  - b. Sexually harasses a student.<sup>11</sup>
  - c. Willfully or negligently fails to follow reporting requirements of the Abused and Neglected Child Reporting Act (325 ILCS 5/),<sup>12</sup> Title IX of the Education Amendments of 1972 (20 U.S.C. §1681 *et seq.*), or the Elementary and Secondary Education Act (20 U.S.C. § 7926).<sup>13</sup>
  - d. Engages in grooming as defined in 720 ILCS 5/11-25.<sup>14</sup>
  - e. Engages in grooming behaviors. Prohibited grooming behaviors<sup>15</sup> include, at a minimum, *sexual misconduct*. *Sexual misconduct*<sup>16</sup> is any act, including but not limited to, any verbal, nonverbal, written, or electronic communication or physical activity, by an employee with direct contact with a student, that is directed toward or with a student to establish a romantic or sexual relationship with the student. Examples include, but are not limited to:
    - i. A sexual or romantic invitation.

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<sup>8</sup> Required by 105 ILCS 5/22-85.5(d)(4), added by P.A. 102-676. See also 105 ILCS 5/10-23.13(b), amended by P.A. 102-610.

<sup>9</sup> Required by 105 ILCS 5/22-85.5(f), added by P.A. 102-676.

<sup>10</sup> Sample expectations and guidelines are contained in administrative procedure 5:120-AP2, E, *Expectations and Guidelines for Employee-Student Boundaries*. These items are subjects of mandatory collective bargaining. Consult the board attorney for advice before establishing them.

<sup>11</sup> The Ill. Human Rights Act makes it a civil rights violation to fail to take remedial action, or to fail to take appropriate disciplinary action, against any employee when the district knows that the employee committed or engaged in sexual harassment of a student. 775 ILCS 5/5A-102, amended by P.A. 103-472, eff. 8-1-24. Sexual harassment of a student is also prohibited by 2:265, *Title IX ~~Sexual Harassment~~ Grievance Procedure*, and 7:20, *Harassment of Students Prohibited*. Sexual harassment of an employee is also prohibited by policy 2:265, *Title IX ~~Sexual Harassment~~ Grievance Procedure*, and 5:20, *Workplace Harassment Prohibited*.

<sup>12</sup> 325 ILCS 5/4(a)(4); 105 ILCS 5/10-23.12(c) (all district employees); 105 ILCS 5/21B-75(b) (teachers), amended by P.A.s 102-552 and 102-702.

<sup>13</sup> Required by 105 ILCS 5/22-85.5(d)(4), added by P.A. 102-676.

<sup>14</sup> 720 ILCS 5/11-25(a), amended by P.A. 102-676, defines *grooming* as follows: “A person commits grooming when he or she knowingly uses a computer on-line service, Internet service, local bulletin board service, or any other device capable of electronic data storage or transmission, performs an act in person or by conduct through a third party, or uses written communication to seduce, solicit, lure, or entice, or attempt to seduce, solicit, lure, or entice, a child, a child's guardian, or another person believed by the person to be a child or a child's guardian, to commit any sex offense as defined in Section 2 of the Sex Offender Registration Act, to distribute photographs depicting the sex organs of the child, or to otherwise engage in any unlawful sexual conduct with a child or with another person believed by the person to be a child. As used in this Section, ‘child’ means a person under 17 years of age.”

<sup>15</sup> Required by 105 ILCS 5/10-23.13(b), amended by P.A. 102-610.

<sup>16</sup> Required by 105 ILCS 5/22-85.5(d)(2), added by P.A. 102-676. This definition of *sexual misconduct* is adapted from 105 ILCS 5/22-85.5(c), added by P.A. 102-676. It results from collaboration to implement some recommendations of the *Make Sexual and Severe Physical Abuse Fully Extinct (Make S.A.F.E.) Taskforce* and was endorsed by Stop Educator Sexual Abuse Misconduct & Exploitation (S.E.S.A.M.E.), a national organization working to prevent sexual exploitation, abuse, and harassment of students by teachers and other school staff. See [www.sesamenet.org/](http://www.sesamenet.org/) for further information.

- ii. Dating or soliciting a date.
- iii. Engaging in sexualized or romantic dialog.
- iv. Making sexually suggestive comments that are directed toward or with a student.
- v. Self-disclosure or physical exposure of a sexual, romantic, or erotic nature.
- vi. A sexual, indecent, romantic, or erotic contact with the student.

Statement of Economic Interests

The following employees must file a *Statement of Economic Interests* as required by the III. Governmental Ethics Act: <sup>17</sup>

- 1. Superintendent;
- 2. Building Principal;
- 3. Head of any department;
- 4. Any employee who, as the District’s agent, is responsible for negotiating one or more contracts, including collective bargaining agreement(s), in the amount of \$1,000 or greater;
- 5. Hearing officer;
- 6. Any employee having supervisory authority for 20 or more employees; and
- 7. Any employee in a position that requires an administrative or a chief school business official endorsement.

Ethics and Gift Ban

Board policy 2:105, *Ethics and Gift Ban*, applies to all District employees.<sup>18</sup> 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 105 ILCS 5/22-5, “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 ISBE and adopted for use by the Board.<sup>19</sup> An employee having an interest in instructional materials must file an annual statement with the Board Secretary. <sup>20</sup>

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<sup>17</sup> 5 ILCS 420/4A-101.5. See 5 ILCS 420/4A-102, amended by P.A.s 102-664 and 102-813, for economic interests of an employee’s spouse or any other party that is considered the employee’s interests if the employee constructively controls them. Any county clerk may use a mandatory system of Internet-based filing of economic interest statements; if done, the clerk must post the statements, without the addresses, of the filers, on a publicly accessible website. 5 ILCS 420/4A-108, amended by P.A. 102-664.

<sup>18</sup> The SOEEA prohibits State employees from engaging in certain political activities and accepting certain gifts. 5 ILCS 430/. It requires all school districts to adopt an *ordinance or resolution* “in a manner no less restrictive” than the Act’s provisions. See sample policy 2:105, *Ethics and Gift Ban*.

Districts may not inhibit or prohibit employees from petitioning, making public speeches, campaigning for or against political candidates, speaking out on public policy questions, distributing political literature, making campaign contributions, and seeking public office. 50 ILCS 135/, Local Governmental Employees Political Rights Act. An employee may not use his/her position of employment to coerce or inhibit others in the free exercise of their political rights or engage in political activities at work. *Id.*

<sup>19</sup> This sentence quotes 105 ILCS 5/22-5 because the statute does not define important terms making it difficult to paraphrase. No appellate decision defines *school officer* or *apparatus*, or what is meant by *connected*. The statute was enacted in 1961, but earlier versions were in the School Code much longer. A violation of this prohibition is a Class A misdemeanor.

<sup>20</sup> *Id.*

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.<sup>21</sup> A conflict of interest arises when an employee or any of the following individuals has a financial or other interest in or a tangible benefit from the entity selected for the contract:

1. A member of the employee's immediate family;  
An employee's partner<sup>22</sup>; or
2. An entity that employs or is about to employ the employee or one of the individuals listed in one or two above.<sup>23</sup>

Employees shall neither solicit nor accept gratuities, favors, or anything of monetary value from contractors, potential contractors, or parties to agreements or subcontracts.<sup>24</sup> 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*.<sup>25</sup>

#### Guidance Counselor Gift Ban <sup>26</sup>

Guidance counselors are prohibited from intentionally soliciting or accepting any gift from a *prohibited source* or any gift that would be in violation of any federal or State statute or rule. For guidance counselors, a *prohibited source* is any person who is (1) employed by an institution of higher education, or (2) an agent or spouse of or an immediate family member living with a person employed by an institution of higher education. This prohibition does not apply to:

1. Opportunities, benefits, and services available on the same conditions as for the general public.
2. Anything for which the guidance counselor pays market value.
3. A gift from a relative.
4. Anything provided by an individual on the basis of a personal friendship, unless the guidance counselor believes that it was provided due to the official position or employment of the guidance counselor and not due to the personal friendship. In determining whether a gift is

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<sup>21</sup> 2 C.F.R. §200.318(c)(1) prohibits employees, officers, or agents of a school district from participating in the selection, award, or administration of a contract supported by a federal award if they have a real or apparent *conflict of interest*. The uniform federal rules on procurement standards in 2 C.F.R. Part 200 also apply to eligible State grants through the Grant Accountability and Transparency Act (GATA) (30 ILCS 708/). Authoritative sources and guidance regarding conflict of interest and financial disclosure are provided through the GATA Resource Library at <https://gata.illinois.gov/>. See also ISBE's *Procurement and Purchasing Checklist* at: [www.isbe.net/Pages/Federal-and-State-Monitoring.aspx](http://www.isbe.net/Pages/Federal-and-State-Monitoring.aspx). See sample policy 2:100, *Board Member Conflict of Interest*, at f/n 6, for further discussion.

<sup>22</sup> See sample policy 2:100, *Board Member Conflict of Interest*, at f/n 7 for a discussion of the term *partner*.

<sup>23</sup> 2 C.F.R. §200.318(c)(1).

<sup>24</sup> *Id.*

<sup>25</sup> *Id.* The rule provides flexibility for school districts to "set standards for situations in which the financial interest is not substantial or the gift is an unsolicited item of nominal value," along with "disciplinary actions to be applied for violations." Referring to sample policy 2:105, *Ethics and Gift Ban*, for these standards provides clarity and consistency. Sample policy 2:105 refers to **Limitations on Receiving Gifts** in the Ethics Act at 5 ILCS 430/10-10 – 10-30, along with discussion of the specific penalties available under the Ethics Act at 5 ILCS 430/50-5 in its **Enforcement** subhead.

<sup>26</sup> This section is only for those districts with a high school. 105 ILCS 5/22-93, added by P.A. 102-327 and renumbered by P.A. 102-813. *Guidance counselor* means a person employed by a school district and working in a high school to offer students advice and assistance in making career or college plans. *Id.*

provided on the basis of personal friendship, the guidance counselor must consider the circumstances in which the gift was offered, including any of the following:

- a. The history of the relationship between the individual giving the gift and the guidance counselor, including any previous exchange of gifts between those individuals.
  - b. Whether, to the actual knowledge of the guidance counselor, the individual who gave the gift personally paid for the gift or sought a tax deduction or business reimbursement for the gift.
  - c. Whether, to the actual knowledge of the guidance counselor, the individual who gave the gift also, at the same time, gave the same or a similar gift to other school district employees.
5. Bequests, inheritances, or other transfers at death.
  6. Any item(s) during any calendar year having a cumulative total value of less than \$100.
  7. Promotional materials, including, but not limited to, pens, pencils, banners, posters, and pennants.

A guidance counselor does not violate this prohibition if he or she promptly returns the gift to the prohibited source or donates the gift or an amount equal to its value to a 501(c)(3) tax-exempt charity.

#### Outside Employment

Employees shall not engage in any other employment or in any private business during regular working hours or at such other times as are necessary to fulfill appropriate assigned duties.

#### Incorporated

by reference: 5:120-E (Code of Ethics for Ill. Educators)

LEGAL REF.: U.S. Constitution, First Amendment.  
2 C.F.R. §200.318(c)(1).  
5 ILCS 420/4A-101, Ill. Governmental Ethics Act.  
5 ILCS 430/, State Officials and Employee Ethics Act.  
30 ILCS 708/, Grant Accountability and Transparency Act.  
50 ILCS 135/, Local Governmental Employees Political Rights Act.  
105 ILCS 5/10-22.39, 5/10-23.13, 5/22-5, 5/22-85.5, and 5/22-93.  
325 ILCS 5/, Abused and Neglected Child Reporting Act.  
720 ILCS 5/11-25, Criminal Code of 2012.  
775 ILCS 5/5A-102, Ill. Human Rights Act.  
23 Ill.Admin.Code Part 22, Code of Ethics for Ill. Educators.  
Pickering v. Board of Township H.S. Dist. 205, 391 U.S. 563 (1968).  
Garcetti v. Ceballos, 547 U.S. 410 (2006).

CROSS REF.: 2:105 (Ethics and Gift Ban), 2:265 (Title IX ~~Sexual Harassment~~ Grievance Procedure), 4:60 (Purchases and Contracts), 4:165 (Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors), 5:90 (Abused and Neglected Child Reporting), 5:100 (Staff Development Program), 5:125 (Personal Technology and Social Media; Usage and Conduct), 5:200 (Terms and Conditions of Employment and Dismissal), 5:290 (Employment Termination and Suspensions), 7:20 (Harassment of Students Prohibited)

## **General Personnel**

### **Employee Ethics; Code of Professional Conduct; and Conflict of Interest**

All District employees are expected to maintain high standards in their job performance, demonstrate integrity and honesty, be considerate and cooperative, and maintain professional and appropriate relationships with students, parents/guardians, staff members, and others.

The Superintendent or designee shall provide this policy to all District employees and students and/or parents/guardians in their respective handbooks, and ensure its posting on the District's website, if any.

### **Professional and Appropriate Conduct**

Professional and appropriate employee conduct are important Board goals that impact the quality of a safe learning environment and the school community, increasing students' ability to learn and the District's ability to educate. To protect students from sexual misconduct by employees, and employees from the appearance of impropriety, State law also recognizes the importance for District employees to constantly maintain professional and appropriate relationships with students by following established expectations and guidelines for employee-student boundaries. Many breaches of employee-student boundaries do not rise to the level of criminal behavior but do pose a potential risk to student safety and impact the quality of a safe learning environment. Repeated violations of employee-student boundaries may indicate the grooming of a student for sexual abuse. As bystanders, employees may know of concerning behaviors that no one else is aware of, so their training on: (1) preventing, recognizing, reporting, and responding to child sexual abuse and grooming behavior; (2) this policy; and (3) federal and state reporting requirements is essential to maintaining the Board's goal of professional and appropriate conduct.

The Superintendent or designee shall identify employee conduct standards that define appropriate employee-student boundaries, provide training about them, and monitor the District's employees for violations of employee-student boundaries. The employee conduct standards will require that, at a minimum:

1. Employees who are governed by the *Code of Ethics for Illinois Educators*, adopted by the Ill. State Board of Education (ISBE), will comply with its incorporation by reference into this policy.
2. Employees are trained on educator ethics, child abuse, grooming behaviors, and employee-student boundary violations as required by law and policies 2:265, *Title IX Sexual Harassment Grievance Procedure*, 4:165, *Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors*; 5:90, *Abused and Neglected Child Reporting*; and 5:100, *Staff Development Program*.
3. Employees maintain professional relationships with students, including maintaining employee-student boundaries based upon students' ages, grade levels, and developmental levels and following District-established guidelines for specific situations, including but not limited to:
  - a. Transporting a student;
  - b. Taking or possessing a photo or video of a student; and
  - c. Meeting with a student or contacting a student outside the employee's professional role.

4. Employees report prohibited behaviors and/or boundary violations pursuant to Board policies 2:260, *Uniform Grievance Procedure*; 2:265, *Title IX Sexual Harassment Grievance Procedure*; and 5:90, *Abused and Neglected Child Reporting*.
5. Discipline up to and including dismissal will occur for any employee who violates an employee conduct standard or engages in any of the following:
  - a. Violates expectations and guidelines for employee-student boundaries.
  - b. Sexually harasses a student.
  - c. Willfully or negligently fails to follow reporting requirements of the Abused and Neglected Child Reporting Act (325 ILCS 5/), Title IX of the Education Amendments of 1972 (20 U.S.C. §1681 et seq.), or the Elementary and Secondary Education Act (20 U.S.C. §7926).
  - d. Engages in *grooming* as defined in 720 ILCS 5/11-25.
  - e. Engages in grooming behaviors. Prohibited grooming behaviors include, at a minimum, *sexual misconduct*. *Sexual misconduct* is any act, including but not limited to, any verbal, nonverbal, written, or electronic communication or physical activity, by an employee with direct contact with a student, that is directed toward or with a student to establish a romantic or sexual relationship with the student. Examples include, but are not limited to:
    - i. A sexual or romantic invitation.
    - ii. Dating or soliciting a date.
    - iii. Engaging in sexualized or romantic dialog.
    - iv. Making sexually suggestive comments that are directed toward or with a student.
    - v. Self-disclosure or physical exposure of a sexual, romantic, or erotic nature.
    - vi. A sexual, indecent, romantic, or erotic contact with the student.

Statement of Economic Interests

The following employees must file a *Statement of Economic Interests* as required by the Ill. 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; and
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 105 ILCS 5/22-5, “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 ISBE 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 or a tangible benefit from the entity selected for the contract:

1. A member of the employee’s immediate family;
2. An employee’s 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 subcontracts. 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*.

Guidance Counselor Gift Ban

Guidance counselors are prohibited from intentionally soliciting or accepting any gift from a *prohibited source* or any gift that would be in violation of any federal or State statute or rule. For guidance counselors, a *prohibited source* is any person who is (1) employed by an institution of higher education, or (2) an agent or spouse of or an immediate family member living with a person employed by an institution of higher education. This prohibition does not apply to:

1. Opportunities, benefits, and services available on the same conditions as for the general public.
2. Anything for which the guidance counselor pays market value.
3. A gift from a relative.
4. Anything provided by an individual on the basis of a personal friendship, unless the guidance counselor believes that it was provided due to the official position or employment of the guidance counselor and not due to the personal friendship. In determining whether a gift is provided on the basis of personal friendship, the guidance counselor must consider the circumstances in which the gift was offered, including any of the following:
  - a. The history of the relationship between the individual giving the gift and the guidance counselor, including any previous exchange of gifts between those individuals.
  - b. Whether, to the actual knowledge of the guidance counselor, the individual who gave the gift personally paid for the gift or sought a tax deduction or business reimbursement for the gift.
  - c. Whether, to the actual knowledge of the guidance counselor, the individual who gave the gift also, at the same time, gave the same gift or a similar gift to other school district employees.
5. Bequests, inheritances, or other transfers at death.

- 6. Any item(s) during any calendar year having a cumulative total value of less than \$100.
- 7. Promotional materials, including, but not limited to, pens, pencils, banners, posters, and pennants.

A guidance counselor does not violate this prohibition if he or she promptly returns the gift to the prohibited source or donates the gift or an amount equal to its value to a 501(c)(3) tax-exempt charity.

Outside Employment

Employees shall not engage in any other employment or in any private business during regular working hours or at such other times as are necessary to fulfill appropriate assigned duties.

Incorporated  
by reference: 5:120-E (Code of Ethics for Ill. Educators)

LEGAL REF.: U.S. Constitution, First Amendment.  
2 C.F.R. §200.318(c)(1).  
5 ILCS 420/4A-101, Ill. Governmental Ethics Act.  
5 ILCS 430/, State Officials and Employee Ethics Act.  
30 ILCS 708/, Grant Accountability and Transparency Act.  
50 ILCS 135/, Local Governmental Employees Political Rights Act.  
105 ILCS 5/10-22.39, 5/10-23.13, 5/22-5, 5/22-85.5, and 5/22-93.  
325 ILCS 5/, Abused and Neglected Child Reporting Act.  
775 ILCS 5/5A-102, Ill. Human Rights Act.  
23 Ill. Admin. Code Part 22, Code of Ethics for Ill. Educators.  
Pickering v. Board of Township H.S. Dist. 205, 391 U.S. 563 (1968).  
Garcetti v. Ceballos, 547 U.S. 410 (2006).

CROSS REF.: 2:105 (Ethics and Gift Ban), 2:265 (Title IX Sexual Harassment Grievance Procedure), 4:60 (Purchases and Contracts), 4:165 (Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors), 5:90 (Abused and Neglected Child Reporting), 5:100 (Staff Development Program), 5:125 (Personal Technology and Social Media; Usage and Conduct), 5:200 (Terms and Conditions of Employment and Dismissal), 5:290 (Employment Termination and Suspensions), 7:20 (Harassment of Students Prohibited).

ADOPTED: May 17, 2001

REVISED: March 16, 2023

## Educational Support Personnel

### Schedules and Employment Year <sup>1</sup>

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

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

### Breaks

An employee who works at least 7.5 continuous hours shall receive a 30-minute duty-free meal break that begins within the first five hours of the employee’s workday.<sup>2</sup> The District accommodates employees who are nursing mothers according to State and federal law.<sup>3</sup>

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

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

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

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

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

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

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

<sup>3</sup> School districts must accommodate ~~employees~~ [mothers](#) who choose to continue breastfeeding after returning to work. See the [Right to Breastfeed Act](#), 740 ILCS 137/; [Nursing Mothers in the Workplace Act](#), 820 ILCS 260/; ~~amended by P.A. 100-1003~~; and [Fair Labor Standards Act](#), 29 U.S.C. §218d(9)(+), added by P.L. ~~117-328-111-148~~. See sample language for a personnel handbook in [sample administrative procedure](#) 5:10-AP, ~~Administrative Procedure—Workplace Accommodations for Nursing Mothers~~.

## Educational Support Personnel

### Schedules and Employment Year

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

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

### Breaks

An employee who works at least 7.5 continuous hours shall receive a 30 minute duty-free meal break that begins within the first five hours of the employee’s workday. The District accommodates employees who are nursing mothers according to State and federal law.

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

CROSS REF.: 5:35 (Compliance with the Fair Labor Standards Act)

ADOPTED: May 17, 2001

REVISED: March 21, 2019

## Students

### Equal Educational Opportunities <sup>1</sup>

Equal educational and extracurricular opportunities shall be available for all students without regard to color, race,<sup>2</sup> nationality, religion, sex, sexual orientation, ancestry, age, physical or mental disability, gender identity,<sup>3</sup> status of being homeless, immigration status, order of protection status, actual or potential marital or parental status, including pregnancy.<sup>4</sup> Further, the District will not knowingly enter into agreements with any entity or any individual that discriminates against students on the basis of sex

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

<sup>1</sup> State or federal law requires this subject matter be covered by policy and controls this policy's content.

<sup>2</sup> The Ill. Human Rights Act (IHRA) defines race to include traits associated with race, including, but not limited to, hair texture and protective hairstyles such as braids, locks, and twists. 775 ILCS 5/1-103(M-5), added by P.A. 102-1102, ~~eff. 1-1-23~~. The Ill. Dept. of Human Rights' (IDHR) jurisdiction over schools as "places of public accommodation" is limited, see f/n 4, below. See also sample policy 7:160, *Student Appearance*, regarding hairstyles associated with race.

<sup>3</sup> Adopting separate policies or inserting policy statements about accommodations and inclusion of transgender students in the educational program are unsettled areas of the law. Some lawyers believe doing so may open boards to equal protection challenges for not creating separate policies for other protected statuses, e.g., race, nationality, religion, etc. Executive Order (EO) 2019-11, titled "Strengthening Our Commitment to Affirming and Inclusive Schools" established the Affirming and Inclusive Schools Task Force (Task Force) to identify strategies and best practices for ensuring welcoming, safe, supportive, and inclusive school environments for transgender, nonbinary, and gender nonconforming students. The Task Force delivered a report that served as the basis for two non-regulatory guidance documents entitled *Supporting Transgender, Nonbinary and Gender Nonconforming Students* and *Sample District Policy and Administrative Procedures* at [www.isbe.net/supportallstudents](http://www.isbe.net/supportallstudents). The Ill. State Board of Education (ISBE) hosts these documents on its website.

Consult the board attorney if your board wishes to adopt a separate policy or insert policy statements about accommodations and inclusion of transgender students.

For boards that want to incorporate ISBE's *Sample District Policy and Administrative Procedures* policy recommendation into this policy, insert the following in place of "gender identity,": gender, gender identity (whether or not traditionally associated with the student's sex assigned at birth), gender expression.

**If the board inserts this option, it must also insert the options in f/n 7, below and in f/n 2 of sample policy 7:20, *Harassment of Students Prohibited*, BUT NOTE THE PROTECTED STATUSES LIST IN THIS POLICY IS DIFFERENT AND SHOULD NOT BE COPIED FROM HERE INTO 7:20, *HARASSMENT OF STUDENTS PROHIBITED*.**

See 7:10-AP1, *Accommodating Transgender, Nonbinary, Students or Gender Non-Conforming Students*, for a case-by-case procedure that school officials may use when a student requests an accommodation based upon his or her gender identity.

For a list of policies that address the equal educational opportunities, health, safety, and general welfare of students within the District, see 7:10-E, *Equal Educational Opportunities Within the School Community*.

<sup>4</sup> Many civil rights laws guarantee equal education opportunities; see citations in the Legal References.

In 23 Ill.Admin.Code §1.240, ISBE states that "no school system may deny access to its schools or programs to students who lack documentation of their immigration status or legal presence in the United States, and no school system may inquire about the immigration status of a student (*Plyler v. Doe*, 457 U.S. 202 (1982))."

The IHRA and an ISBE rule prohibit schools from discriminating against students on the basis of *sexual orientation* and *gender identity*. 775 ILCS 5/1-103(Q), 5/5-101(11), and 5/5-102; 23 Ill.Admin.Code §1.240. *Sexual orientation* is defined as the "actual or perceived heterosexuality, homosexuality, bisexuality, or gender related identity, whether or not traditionally associated with the person's designated sex at birth." 775 ILCS 5/1-103(O-1). *Gender identity* is included in the definition of sexual orientation in the Act. The Act permits schools to maintain single-sex facilities that are distinctly private in nature, e.g., restrooms and locker rooms. 775 ILCS 5/5-103. 775 ILCS 5/1-102(A) makes *order of protection status* a protected category.

The IHRA's jurisdiction in regard to schools as places of public accommodation is specifically limited to: (1) failing to enroll an individual, (2) denying or refusing full and equal enjoyment of facilities, goods, or services, or (3) failing to take corrective action to stop severe or pervasive harassment of an individual. 775 ILCS 5/5-102.2, amended by P.A. 102-1102, ~~eff. 1-1-23~~.

or any other protected status, except that the District remains viewpoint neutral when granting access to school facilities under [School Board policy 8:20, Community Use of School Facilities](#).<sup>5</sup> Any student may file a discrimination grievance by using Board policy 2:260, [Uniform Grievance Procedure, or in the case of discrimination on the basis of race, color, or national origin, Board policy 2:270, Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited](#).<sup>6</sup>

### Sex Equity<sup>7</sup>

No student shall, based on sex, sexual orientation, or gender identity<sup>8</sup> be denied equal access to programs, activities, services, or benefits or be limited in the exercise of any right, privilege, advantage, or denied equal access to educational and extracurricular programs and activities.

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

<sup>5</sup> 23 Ill.Admin.Code §200.40(g) prohibits entering into agreements with entities that discriminate against students on the basis on sex. Section 200.80(a)(4) contains an exception for single sex youth organizations, e.g., [Boy and Girl Scouts](#). Note that the U.S. Supreme Court refused to apply N.J.'s public accommodation law to the Boy Scouts because forcing the Scouts to accept a homosexual as a member would violate the Scouts' freedom of expressive association. [Boy Scouts of America v. Dale](#), 530 U.S. 640 (2002). When deciding whether to allow non-school groups to use its facilities, a public school district may not engage in viewpoint discrimination. [Good News Club v. Milford Central Sch.](#), 533 U.S. 98 (2001).

<sup>6</sup> Districts must have a grievance procedure. See [the Legal References following this policy and 105 ILCS 5/22-95 \(final citation pending\), added by P.A. 103-472, eff. 8-1-24, regarding the internal complaint process for claims of discrimination on the basis of race, color, or national origin, which is addressed in sample policy 2:270, Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited](#). Absent a specific statute or rule, there is no consensus on whether students have the right to appeal a board's decision to the Regional Superintendent and thereafter to the State Superintendent pursuant to 105 ILCS 5/2-3.8.

<sup>7</sup> Every district must have a policy on sex equity. 23 Ill.Admin.Code §200.40(b). The IHRA, Public Accommodation section, prohibits schools from: (1) failing to enroll an individual, (2) denying or refusing an individual full and equal enjoyment of its facilities, goods, or services, or (3) failing take corrective action to stop severe or pervasive harassment of an individual (775 ILCS 5/5-102.2, amended by P.A. 102-1102, ~~eff. 1-1-23~~), on the basis of the individual's sex or sexual orientation, among other classifications (775 ILCS 5/5-101(11)). Every four years, districts must evaluate their policies and practices to identify and eliminate sex discrimination as well as evaluate course enrollment data to identify disproportionate enrollment based on sex. In-service training for all staff members is required. 23 Ill.Admin.Code §200.40(e).

With some exceptions, Title IX of the Education Amendments of 1972 (Title IX) guarantees that "[n]o person in the United States shall, on the basis of gender, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving federal financial assistance..." 20 U.S.C. §1681(a). Equal participation and equal opportunity in athletics is addressed in the U.S. Dept. of Education's implementing rules. 34 C.F.R. §106.41. Generally, when a school district offers a team for one gender but not for the other, a member of the excluded gender is allowed to try out for the team unless the sport is a *contact sport*. Contact sports are boxing, wrestling, rugby, ice hockey, football, basketball, and other sports involving bodily contact. The rules also list the factors that determine whether equal opportunities are available to both genders. These include: whether the selection of athletics accommodates the interests and abilities of both genders; equipment and supplies; scheduling; opportunity to receive coaching and academic tutoring; locker rooms, practice facilities, and fields; and publicity. Title IX prohibits any person from sexually harassing a student. See sample policy 2:265, [Title IX Sexual Harassment Grievance Procedure](#), for further discussion.

105 ILCS 5/10-20.60 requires public schools to provide reasonable accommodations to breastfeeding students. See sample administrative procedure 7:10-AP-2, [Accommodating Breastfeeding Students](#), for specific *reasonable accommodations* under Illinois law.

105 ILCS 5/10-20.63, amended by P.A. 102-340, requires school districts to make menstrual hygiene products (defined as tampons and sanitary napkins for use in connection with the menstrual cycle) available, at no cost to students, in bathrooms of every school building that is open for student use in grades 4 through 12 during the regular school day. **Note:** While P.A. 102-340 expanded the availability of menstrual hygiene products to students in grades 4 and 5, it did not expand the definition of *school building*, which remains defined as serving students in grades 6 through 12. Consult with the board attorney about implementing this law.

<sup>8</sup> For boards that want to incorporate ISBE's [Sample District Policy and Administrative Procedures](#) policy recommendations into this policy (see f/n [32](#) above), insert:

1. In place of "or gender identity" as follows: "~~or~~ gender identity, or gender expression".

Any student may file a sex equity complaint by using Board policy 2:260, *Uniform Grievance Procedure*. A student may appeal the Board’s resolution of the complaint to the Regional Superintendent (pursuant to 105 ILCS 5/3-10) and, thereafter, to the State Superintendent of Education (pursuant to 105 ILCS 5/2-3.8).<sup>9</sup>

#### Administrative Implementation

The Superintendent shall appoint a Nondiscrimination Coordinator, who also serves as the District’s Title IX Coordinator.<sup>10</sup> The Superintendent and Building Principal shall use reasonable measures to inform staff members and students of this policy and related grievance procedures.<sup>11</sup>

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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.

2. The following sentence as the second sentence of this subhead: “Students shall be supported in a manner consistent with their gender identity. This will include, but not be limited to, use of restrooms, locker rooms, and other facilities that correspond with the student’s gender identity.”

<sup>9</sup> Districts must have a grievance procedure and must tell students that they may appeal a board’s resolution of a sex equity complaint to the Regional Superintendent and, thereafter, to the State Superintendent. 23 Ill.Admin.Code §200.40. Student complaints regarding breastfeeding accommodations must also be processed in accordance with these procedures. See sample policy 2:260, *Uniform Grievance Procedure*, at f/n 98.

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

<sup>10</sup> Required by regulations implementing Title IX. 34 C.F.R. §106.8(a). See f/ns 224 and 232 in sample policy 2:260, *Uniform Grievance Procedure*. If the district’s Nondiscrimination Coordinator does not also serve as the Title IX Coordinator, amend this sentence to state: “The Superintendent shall appoint a Nondiscrimination Coordinator and a Title IX Coordinator.”

<sup>11</sup> Required by regulations implementing Title IX. 34 C.F.R. Part 106; 23 Ill.Admin.Code §200.40. Comprehensive faculty and student handbooks can provide required notices, along with other important information, to recipients. Handbooks can be developed by the building principal, but should be reviewed and approved by the superintendent and board. Faculty handbooks may contain working conditions and be subject to mandatory collective bargaining. The Ill. Principals Association (IPA) maintains a handbook service that coordinates with PRESS material, *Online Model Student Handbook (MSH)*, at: [www.ilprincipals.org/msh](http://www.ilprincipals.org/msh).

LEGAL REF.: 20 U.S.C. §1681 et seq., Title IX of the Education Amendments of 1972; 34 C.F.R. Part 106.  
29 U.S.C. §791 et seq., Rehabilitation Act of 1973; [34 C.F.R. Part 104](#).  
[42 U.S.C. §2000d, Title VI of the Civil Rights Act of 1964](#); [34 C.F.R. Part 100](#).  
42 U.S.C. §11431 et seq., McKinney-Vento Homeless Assistance Act.  
Good News Club v. Milford Central Sch., 533 U.S. 98 (2001).  
Ill. Constitution, Art. I, §18.  
105 ILCS 5/3.25b, 5/3.25d(b), 5/10-20.12, 5/10-20.60, 5/10-20.63, 5/10-22.5, and 5/27-1.  
775 ILCS 5/1-101 et seq., Illinois Human Rights Act.  
775 ILCS 35/5, Religious Freedom Restoration Act.  
23 Ill.Admin.Code §1.240 and Part 200.

CROSS REF.: 2:260 (Uniform Grievance Procedure), 2:265 (Title IX ~~Sexual Harassment~~ Grievance Procedure), [2:270 \(Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited\)](#), 6:65 (Student Social and Emotional Development), 7:20 (Harassment of Students Prohibited), 7:50 (School Admissions and Student Transfers To and From Non-District Schools), 7:60 (Residence), 7:130 (Student Rights and Responsibilities), 7:160 (Student Appearance), 7:165 (School Uniforms), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:185 (Teen Dating Violence Prohibited), 7:250 (Student Support Services), 7:330 (Student Use of Buildings - Equal Access), 7:340 (Student Records), 8:20 (Community Use of School Facilities)

## **Students**

### **Equal Educational Opportunities**

Equal educational and extracurricular opportunities shall be available for all students without regard to color, race, nationality, religion, sex, sexual orientation, ancestry, age, physical or mental disability, gender identity, status of being homeless, immigration status, order of protection status, actual or potential marital or parental status, including pregnancy. Further, the District will not knowingly enter into agreements with any entity or any individual that discriminates against students on the basis of sex or any other protected status. *Except that the District remains viewpoint neutral when granting access to school facilities under Board Policy 8:20, Community Use of School Facilities.* Any student may file a discrimination grievance by using Board policy 2:260, Uniform Grievance Procedure.

### **Sex Equity**

No student shall, on the basis of sex, sexual orientation, or gender identity be denied equal access to programs, activities, services, or benefits or be limited in the exercise of any right, privilege, advantage, or denied equal access to educational and extracurricular programs and activities.

Any student may file a sex equity complaint by using Board policy 2:260, Uniform Grievance Procedure. A student may appeal the Board's resolution of the complaint to the Regional Superintendent (pursuant to 105 ILCS 5/3-10) and, thereafter, to the State Superintendent of Education (pursuant to 105 ILCS 5/2-3.8 ).

### **Administrative Implementation**

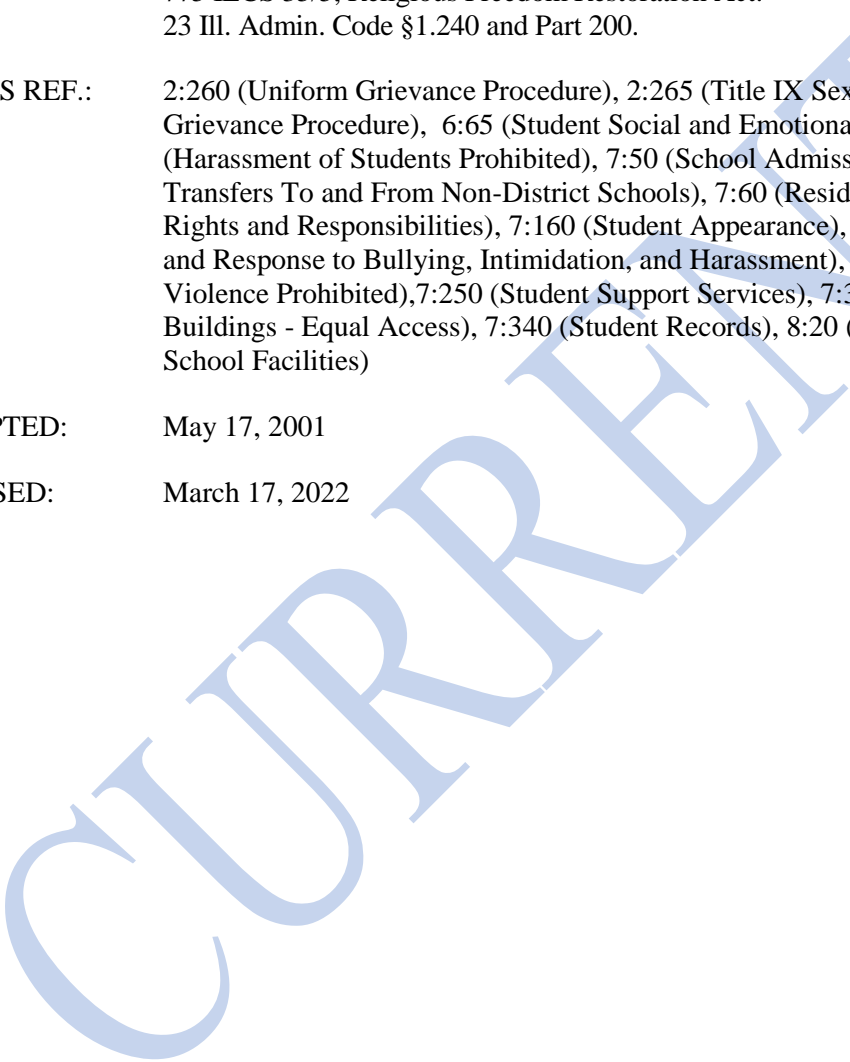
The Superintendent shall appoint a Nondiscrimination Coordinator, who also serves as the District's Title IX Coordinator. The Superintendent and Building Principal shall use reasonable measures to inform staff members and students of this policy and related grievance procedures.

LEGAL REF.: 20 U.S.C. §1681 et seq., Title IX of the Educational Education Amendments of 1972; 34 C.F.R. Part 106.  
 29 U.S.C. §791 et seq., Rehabilitation Act of 1973.  
 42 U.S.C. §11431 et seq., McKinney Homeless Assistance Act.  
 Good News Club v. Milford Central Sch., 533 U.S. 98 (2001).  
 Ill. Constitution, Art. I, §18.  
 105 ILCS 5/3.25b, 3.25d(b), 10-20.12, 5/10-26.60, 5/10-20.63, 5/10-22.5, and 5/27-1.  
 775 ILCS 5/1-101 et seq., Illinois Human Rights Act.  
 775 ILCS 35/5, Religious Freedom Restoration Act.  
 23 Ill. Admin. Code §1.240 and Part 200.

CROSS REF.: 2:260 (Uniform Grievance Procedure), 2:265 (Title IX Sexual Harassment Grievance Procedure), 6:65 (Student Social and Emotional Development), 7:20 (Harassment of Students Prohibited), 7:50 (School Admissions and Student Transfers To and From Non-District Schools), 7:60 (Residence), 7:130 (Student Rights and Responsibilities), 7:160 (Student Appearance), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:185 (Teen Dating Violence Prohibited), 7:250 (Student Support Services), 7:330 (Student Use of Buildings - Equal Access), 7:340 (Student Records), 8:20 (Community Use of School Facilities)

ADOPTED: May 17, 2001

REVISED: March 17, 2022



## Students

### Harassment of Students Prohibited<sup>1</sup>

No person, including a School 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 identity<sup>2</sup>; 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; physical appearance; socioeconomic status; academic status; 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

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

<sup>1</sup> State or federal law requires this subject matter be covered by policy, controls this policy's content, and 105 ILCS 5/10-20.71, ~~added by P.A. 101-531 and renumbered by P.A. 102-558~~, requires that every two years, each district within an Illinois county served by an accredited Children's Advocacy Center review all its existing sexual abuse investigation policies and procedures to ensure consistency with 105 ILCS 5/22-85, ~~added by P.A. 101-531~~. Each district must also have a policy on bullying. 105 ILCS 5/27-23.7, ~~amended by P.A. 103-47~~; see sample policy 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*.

This policy's list of protected classifications ~~is identical to~~ aligns with the list in sample policy 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*. The protected classifications are found in 105 ILCS 5/27-23.7(a), ~~amended by P.A. 103-47~~; 775 ILCS 5/1-103, amended by P.A.s ~~101-221 and 102-896, eff. 1-1-23~~; and 23 Ill.Admin.Code §1.240.

The list of protected classifications in sample policy 7:10, *Equal Educational Opportunities*, is different – it does not contain the classifications that are exclusively identified in the bullying statute. 105 ILCS 5/27-23.7, ~~amended by P.A. 103-47~~.

The Ill. Human Rights Act (IHRA) and an Ill. State Board of Education (ISBE) rule prohibit schools from discriminating against students on the basis of *sexual orientation* and *gender identity*. 775 ILCS 5/5-101(11); 23 Ill.Admin.Code §1.240. *Sexual orientation* is defined as the “actual or perceived heterosexuality, homosexuality, bisexuality, or gender related identity, whether or not traditionally associated with the person's designated sex at birth.” 775 ILCS 5/1-103(O-1). *Gender identity* is included in the definition of sexual orientation in the Act. The Act permits schools to maintain single-sex facilities that are distinctly private in nature, e.g., restrooms and locker rooms. 775 ILCS 5/5-103. Additionally, *race* is defined to include traits associated with race, including, but not limited to, hair texture and protective hairstyles such as braids, locks, and twists. 775 ILCS 5/1-103(M-5), added by P.A. 102-1102, ~~eff. 1-1-23~~. 775 ILCS 5/1-102(A), added *order of protection status* to its list of protected categories. ~~The IHRA's jurisdiction~~ regarding schools as a public accommodation is specifically limited to: (1) failing to enroll an individual, (2) denying access to facilities, goods, or services, or (3) failing to take corrective action to stop severe or pervasive harassment of an individual. 775 ILCS 5/5-102.2, amended by P.A. 102-1102, ~~eff. 1-1-23~~. It is also a violation of IHRA if a district is aware of an employee or agent's harassment towards a student but fails to take appropriate action to stop the harassment. 775 ILCS 5/5A-101 and 102, amended by P.A. 103-472, eff. 8-1-24.

<sup>2</sup> See f/n 3 in sample policy 7:10, *Equal Educational Opportunities*, for a discussion about Executive Order (EO) 2019-11 establishing the Affirming and Inclusive Schools Task Force (Task Force) that made policy and administrative procedure recommendations to ~~the Ill. State Board of Education (ISBE)~~ that are discussed in its publication *Sample District Policy and Administrative Procedures* at [www.isbe.net/supportallstudents](http://www.isbe.net/supportallstudents).

For boards that want to incorporate ISBE's sample policy recommendation, insert the following in place of “gender identity;”: gender; gender identity (whether or not traditionally associated with the student's sex assigned at birth);

**If the board inserts this option, it must also insert the options in f/ns 3 and 8 of policy 7:10, *Equal Educational Opportunities*, BUT NOTE THE PROTECTED STATUSES LIST IN THIS POLICY IS DIFFERENT AND SHOULD NOT BE COPIED FROM HERE INTO 7:10, *EQUAL EDUCATIONAL OPPORTUNITIES*.**

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.<sup>3</sup>

### Sexual Harassment Prohibited

The District shall provide an educational environment free of verbal, physical, or other conduct or communications constituting harassment on the basis of sex as defined and otherwise prohibited by State and federal law.<sup>4</sup> See [Board](#) policies 2:265, *Title IX ~~Sexual Harassment~~ Grievance Procedure*, and 2:260, *Uniform Grievance Procedure*.

### Making a Report or Complaint

Students are encouraged to promptly report claims or incidences of bullying, intimidation, harassment, sexual harassment, or any other prohibited conduct to the Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, Dean of Students, a Complaint Manager, or any employee with

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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.

<sup>3</sup> This list of examples of prohibited conduct is optional. While hate speech is not specifically mentioned in this paragraph, any hate speech used to harass or intimidate is banned. Hate speech without accompanying misconduct may be prohibited in response to actual incidences when hate speech interfered with the educational environment. *West v. Derby Unified Sch. Dist.*, 206 F.3d 1358 (10th Cir. 2000).

<sup>4</sup> Two laws apply to sexual harassment of students in Illinois. Title IX of the Education Amendments of 1972 (Title IX) and ~~the~~ IHRA prohibit discrimination on the basis of sex and sexual harassment in any educational program or activity receiving federal financial assistance. 20 U.S.C. §1681. Title IX defines sexual harassment as conduct on the basis of sex that meets one or more of the following: (1) a district employee conditions the provision of an aid, benefit, or service on an individual's participation in unwelcome sexual conduct; (2) unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it denies a person equal access to the District's education program or activity; or (3) sexual assault, dating violence, domestic violence, or stalking as defined in federal law. 34 C.F.R. §106.30. See sample policy 2:265, *Title IX ~~Sexual Harassment~~ Grievance Procedure*, and sample exhibit 2:265-E, *Title IX ~~Sexual Harassment~~ Glossary of Terms*. Consult the board attorney to ensure the nondiscrimination coordinator and complaint managers are trained to appropriately respond to allegations of Title IX sexual harassment. See sample procedures 2:265-AP1, *Title IX ~~Sexual Harassment~~ Response*, and 2:265-AP2, *Formal Title IX ~~Sexual Harassment~~ Complaint Grievance Process*.

~~The~~ IHRA prohibits any district employee or agent from sexually harassing a student, and defines sexual harassment as any unwelcome sexual advances or requests for sexual favors made to a student, or any conduct of a sexual nature toward a student, when: (1) such conduct has the purpose of substantially interfering with the student's educational performance or creating an intimidating, hostile or offensive educational environment; or (2) the district employee or agent either explicitly or implicitly makes the student's submission to or rejection of such conduct as a basis for making various enumerated education-related determinations. 775 ILCS 5/5A-101(E).

School districts are liable for damage awards for an employee's sexual harassment of a student in limited situations. Liability occurs only when a district official who, at a minimum, has authority to institute corrective action, has actual notice of and is deliberately indifferent to the employee's misconduct. *Gebser v. Lago Vista Independent Sch. Dist.*, 524 U.S. 274 (1998). Schools are liable in student-to-student sexual harassment cases when school agents are deliberately indifferent to sexual harassment, of which they have actual knowledge that is so severe, pervasive, and objectively offensive that it can be said to deprive the victims of access to the educational opportunities or benefits provided by the school. *Davis v. Monroe County Bd. of Educ.*, 526 U.S. 629 (1999). The Ill. Dept. of Human Rights investigates charges of sexual harassment in violation of the IHRA, and it is a civil rights violation when a district fails to take remedial or disciplinary action against an employee the district knows engaged in sexual harassment. 775 ILCS 5/5A-102.

whom the student is comfortable speaking.<sup>5</sup> A student may choose to report to an employee of the student’s same gender.

Reports under this policy will be considered a report under Board policy 2:260, *Uniform Grievance Procedure*, and/or Board policy 2:265, *Title IX ~~Sexual Harassment~~ Grievance Procedure*. The Nondiscrimination Coordinator and/or Complaint Manager shall process and review the report according to the appropriate grievance procedure.<sup>6</sup> The Superintendent shall insert into this policy the names, office addresses, email addresses, and telephone numbers of the District’s current Nondiscrimination Coordinator and Complaint Managers.<sup>7</sup> The Nondiscrimination Coordinator also serves as the District’s Title IX Coordinator.<sup>8</sup>

**Nondiscrimination Coordinator:**

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
Email

\_\_\_\_\_  
Telephone

**Complaint Managers:**

_____ Name	_____ Name
_____ Address	_____ Address
_____	_____

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

<sup>5</sup> Using “or any employee with whom the student is comfortable speaking” ensures compliance with Title IX regulations providing that “any employee” of an elementary or secondary school who has notice of sexual harassment or allegations of sexual harassment is deemed to have *actual knowledge* which triggers a district’s duty to respond. 34 C.F.R. §106.30. By including “any employee” in this list, 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.

<sup>6</sup> If the district’s Nondiscrimination Coordinator does not also serve as the Title IX Coordinator, supplement this sentence to state “The Nondiscrimination Coordinator, Title IX Coordinator, and/or Complaint Manager shall process and review the report according to the appropriate grievance procedure.”

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

Each district must communicate its bullying policy to students and their parents/guardians. 105 ILCS 5/27-23.7, [amended by P.A. 103-47](#); see sample policy 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*.

<sup>8</sup> Title IX regulations require districts to identify the name, office address, email address, and telephone number of the person who is responsible for coordinating the district’s compliance efforts. The Nondiscrimination and Title IX Coordinator(s) need not be the same person. If the district uses a separate Title IX Coordinator who does not also serve as the Nondiscrimination Coordinator, delete “~~The Nondiscrimination Coordinator also serves as the District’s Title IX Coordinator.~~” supplement the previous sentence to state “The Superintendent shall insert into this policy the names, office addresses, email addresses, and telephone numbers of the District’s current Nondiscrimination Coordinator, Title IX Coordinator, and Complaint Managers.” Then, list the Title IX and Nondiscrimination Coordinators’ names and contact information separately in this policy.

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Email

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Email

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Telephone

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Telephone

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.<sup>9</sup>
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

Any District employee who receives a report or complaint of harassment must promptly forward the report or complaint to the Nondiscrimination Coordinator or a Complaint Manager.<sup>10</sup> Any employee 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.

For any report or complaint alleging sexual harassment that, if true, would implicate Title IX of the Education Amendments of 1972 (20 U.S.C. §1681 *et seq.*), the Nondiscrimination Coordinator or designee<sup>11</sup> shall consider whether action under [Board policy 2:265, Title IX \*Sexual Harassment Grievance Procedure\*](#), should be initiated.

[For any report or complaint alleging harassment on the basis of race, color, or national origin, the Nondiscrimination Coordinator or a Complaint Manager or designee shall investigate under Board policy 2:270, \*Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited\*.](#)

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

<sup>9</sup> In addition to notifying students of policies 2:260, *Uniform Grievance Procedure*, and 2:265, *Title IX ~~Sexual Harassment-Grievance Procedure~~*, a district must notify them of the name, office address, email address, and telephone number of district's Title IX Coordinator. 34 C.F.R. §106.8(a). 105 ILCS 5/10-20.69, ~~added by P.A. 101-418~~, requires districts to maintain and implement an *age-appropriate* policy on sexual harassment that is included in the school district's student handbook, as well as on a district's website and, if applicable, other areas where such information is posted in each school. The law does not expressly state that the age-appropriate policy is for students; however, that is the most logical interpretation. In practice, most districts maintain a student handbook for each building. Because the law only requires one policy, this policy manages the age-appropriate requirement by directing age-appropriate explanations of the policy be included in the building-level student handbook(s). Student handbooks can be developed by the building principals, but should be reviewed and approved by the superintendent and school board.

The Illinois Principals Association maintains a handbook service that coordinates with **PRESS** material, *Online Model Student Handbook (MSH)*, at: [www.ilprincipals.org/msh](http://www.ilprincipals.org/msh).

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

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

For any other alleged student harassment that does not require action under [Board policies 2:265, Title IX ~~Sexual Harassment~~ Grievance Procedure, or 2:270, Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited](#), the Nondiscrimination Coordinator or a Complaint Manager or designee shall consider whether an investigation under [Board policies 2:260, Uniform Grievance Procedure](#), and/or [7:190, Student Behavior](#), should be initiated, regardless of whether a written report or complaint is filed.

### Reports That Involve Alleged Incidents of Sexual Abuse of a Child by School Personnel <sup>12</sup>

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

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

### 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 third party who is determined, after an investigation, to have engaged in conduct prohibited by this policy will be addressed in accordance with the authority of the Board in the context of the relationship of the third party to the District, e.g., vendor, parent, invitee, etc. Any 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 behavior policy. Any person making a knowingly false accusation regarding prohibited conduct will likewise be subject to disciplinary action.

### Retaliation Prohibited

Retaliation against any person for bringing complaints or providing information about harassment is prohibited (see [Board policies 2:260, Uniform Grievance Procedure, and 2:265, Title IX ~~Sexual Harassment~~ Grievance Procedure, and 2:270, Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited](#)).

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

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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.

<sup>12</sup> Required for districts located within a county served by an accredited Children's Advocacy Center (CAC). Delete this subhead if your school district is within a county not served by an accredited CAC. 105 ILCS 5/22-85, ~~added by P.A. 101-531~~ (governing the investigation of an *alleged incident of sexual abuse* of any child within any Illinois counties served by a CAC). For a map of accredited CACs, and to identify a CAC that may serve your district, see [www.childrensadvocacycentersofillinois.org/about/map](http://www.childrensadvocacycentersofillinois.org/about/map). For further discussion see f/ns 14-16 in sample policy 5:90, *Abused and Neglected Child Reporting*.

LEGAL REF.: 20 U.S.C. §1681 et seq., Title IX of the Educational Amendments of 1972; 34 C.F.R. Part 106.  
[29 U.S.C. §791 et seq., Rehabilitation Act of 1973; 34 C.F.R. Part 104.](#)  
[42 U.S.C. §2000d, Title VI of the Civil Rights Act of 1964; 34 C.F.R. Part 100.](#)  
105 ILCS 5/10-20.12, 5/10-22.5, 5/10-23.13, 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), 2:265 (Title IX ~~Sexual Harassment~~ Grievance Procedure), [2:270 \(Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited\)](#), 4:165 (Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors), 5:20 (Workplace Harassment Prohibited), 5:90 (Abused and Neglected Child Reporting), 5:120 (Employee Ethics; Code of Professional Conduct; and Conflict of Interest), 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 Behavior), 7:240 (Conduct Code for Participants in Extracurricular Activities)

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## Students

### Harassment of Students Prohibited

No person, including a School 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

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

### Making a Report or Complaint

Students are encouraged to promptly report claims or incidences of bullying, intimidation, 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 employee with whom the student is comfortable speaking. A student may choose to report to an employee of the student's same gender.

Reports under this policy will be considered a report under Board policy 2:260, *Uniform Grievance Procedure*, and/or Board policy 2:265, *Title IX Sexual Harassment Grievance Procedure*. The Nondiscrimination Coordinator and/or Complaint Manager shall process and review the report according to the appropriate grievance procedure.

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

### **Nondiscrimination Coordinators/Title IX Coordinators:**

Dr. Adam Zehr  
Assistant Superintendent Human Resources  
650 Dr. John Burkey Drive  
Algonquin, IL 60102  
(847) 659-6150  
[azehr@district158.org](mailto:azehr@district158.org)

Mrs. Karrie Baughman  
Director of Human Resources  
650 Dr. John Burkey Drive  
Algonquin, IL 60102  
(847) 659-6178  
[kbaughman@district158.org](mailto:kbaughman@district158.org)

**Complaint Managers:**

Dr. Amy MacCrindle  
 Assistant Superintendent Learning & Innovation  
 650 Dr. John Burkey Drive  
 Algonquin, IL 60102  
 (847) 659-6135  
[amaccrindle@district158.org](mailto:amaccrindle@district158.org)

Mrs. Karrie Baughman  
 Director of Human Resources  
 650 Dr. John Burkey Drive  
 Algonquin, IL 60102  
 (847) 659-6178  
[kbaughman@district158.org](mailto:kbaughman@district158.org)

Mrs. Deanna Gill  
 Assistant Superintendent Special Services  
 650 Dr. John Burkey Drive  
 Algonquin, IL 60102  
 (847) 659-6157  
[dgill@district158.org](mailto:dgill@district158.org)

Mr. Mark Altmayer  
 Chief Financial Officer  
 650 Dr. John Burkey Drive  
 Algonquin, IL 60102  
 (847) 659-6111  
[maltmayer@district158.org](mailto:maltmayer@district158.org)

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**

Any District employee who receives a report or complaint of harassment must promptly forward the report or complaint to the Nondiscrimination Coordinator or a Complaint Manager. Any employee 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.

For any report or complaint alleging sexual harassment that, if true, would implicate Title IX of the Education Amendments of 1972 (20 U.S.C. §1681 et seq.), the Nondiscrimination Coordinator or designee shall consider whether action under policy 2:265, *Title IX Sexual Harassment Grievance Procedure*, should be initiated.

For any other alleged student harassment that does not require action under policy 2:265, *Title IX Sexual Harassment Grievance Procedure*, the Nondiscrimination Coordinator or a Complaint Manager or designee shall consider whether an investigation under policies 2:260, *Uniform Grievance Procedure*, and/or 7:190, *Student Behavior*, should be initiated, regardless of whether a written report or complaint is filed.

**Reports That Involve Alleged Incidents of Sexual Abuse of a Child by School Personnel**

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

Any complaint alleging an incident of sexual abuse shall be processed and reviewed according to policy 5:90, *Abused and Neglected Child Reporting*. In addition to reporting the suspected abuse, the

complaint shall also be processed under policy 2:265, *Title IX Sexual Harassment Grievance Procedure*, or policy 2:260, *Uniform Grievance Procedure*.

Enforcement

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 third party who is determined, after an investigation, to have engaged in conduct prohibited by this policy will be addressed in accordance with the authority of the Board in the context of the relationship of the third party to the District, e.g., vendor, parent, invitee, etc. Any 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.

Retaliation Prohibited

Retaliation against any person for bringing complaints or providing information about harassment is prohibited (see policies 2:260, *Uniform Grievance Procedure*, and 2:265, *Title IX Sexual Harassment Grievance Procedure*).

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

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, 5/10-22.5, 5/10-23.13, 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), 2:265 (Title IX Sexual Harassment Grievance Procedure), 4:165 (Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors), 5:20 (Workplace Harassment Prohibited), 5:90 (Abused and Neglected Child Reporting), 5:120 (Employee Ethics; Code of Professional Conduct; and Conflict of Interest), 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 Behavior), 7:240 (Conduct Code for Participants in Extracurricular Activities).

ADOPTED: May 17, 2001

REVISED: March 16, 2023

## Students

### Prevention of and Response to Bullying, Intimidation, and Harassment <sup>1</sup>

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

Bullying on the basis of actual or perceived race, color, ~~religion, sex, national origin, ancestry, physical appearance, socioeconomic status, academic status, pregnancy, parenting status, homelessness, age, marital status, physical or mental disability, military status, sexual orientation, gender-related identity or expression, unfavorable discharge status from the military service, sex, sexual orientation, gender identity, gender-related identity or expression, ancestry, age, religion, physical or mental disability, order of protection status, status of being homeless, or actual or potential marital or parental status, including pregnancy,~~ association with a person or group with one or more of the aforementioned actual

**Commented [MB1]:** These bases are re-ordered to align with the order they are listed within the ISBE Model Bullying Prevention Policy.

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

<sup>1</sup> All districts must have a policy on bullying, monitor it, review and re-evaluate it, and file it with the Ill. State Board of Education (ISBE) every two years, no later than September 30 of the review year. 105 ILCS 5/27-23.7, amended by P.A. 102-894 and 103-47; 23 Ill.Admin.Code §1.295. The policy must be based on ISBE’s template for a model bullying prevention policy (available at [www.isbe.net/Documents/Model-Bullying-Prevention-Policy.pdf](http://www.isbe.net/Documents/Model-Bullying-Prevention-Policy.pdf)), contain all requirements of 105 ILCS 5/27-23.7, indicate the date of adoption (by month, day, and year), and be filed electronically each review year through ISBE’s IWAS system. 105 ILCS 5/27-23.7(d), amended by P.A. 103-47; 23 Ill.Admin.Code §1.295(b), (c). If a district fails to file its policy by the deadline or submits a deficient policy, ISBE will provide a written request for filing and provide the district with technical assistance and resources to assist it in meeting bullying policy requirements and, as appropriate, notify the district’s regional office of education or intermediate service center. 105 ILCS 5/27-23.7(d), amended by P.A. 102-894; 23 Ill.Admin.Code §1.295(e). If the district still fails to file its policy within 14 days of receipt of ISBE’s written request, ISBE shall issue a letter of non-compliance (23 Ill.Admin.Code §1.295(e)(3)) and publish notice of non-compliance on its website (105 ILCS 5/27-23.7(d)).

This sample policy’s first paragraph allows a school board to consider its goals for preventing bullying and remedying its consequences; it may be amended.

In addition to a bullying prevention policy, all districts must have a policy on student behavior. 105 ILCS 5/10-20.14; 23 Ill.Admin.Code §1.280. Boards must, in consultation with their parent-teacher advisory committees and other community-based organizations, address aggressive behavior, including bullying, in their student behavior policy. See sample policy 7:190, *Student Behavior, and sample exhibit 7:190-E1, Aggressive Behavior Reporting Letter and Form*.

This policy contains an item on which collective bargaining may be required. Any policy that impacts upon wages, hours, and terms and conditions of employment is subject to collective bargaining upon request by the employee representative, even if the policy involves an inherent managerial right. See f/n 9, below.

Additionally, 105 ILCS 5/27-23.7(f), added by P.A. 103-47, requires districts to collect non-identifiable data regarding verified allegations of bullying within the District and submit it in an annual report to ISBE by no later than August 15 of each year, beginning with the 2024-25 school year through the 2030-31 school year. ISBE must adopt rules for data submission that include but are not limited to: (1) a record of each verified allegation of bullying and action taken; and (2) whether the instance of bullying was based on actual or perceived characteristics identified in 105 ILCS 5/27-23.7(a) and, if so, lists the relevant characteristics. Id.

or perceived characteristics, or any other distinguishing characteristic **is prohibited** in each of the following situations: <sup>2</sup>

1. During any school-sponsored education program or activity.
2. While in school, on school property, on school buses or other school vehicles, at designated school bus stops waiting for the school bus, or at school-sponsored or school-sanctioned events or activities.
3. Through the transmission of information from a school computer, a school computer network, or other similar electronic school equipment.
4. Through the transmission of information from a computer that is accessed at a nonschool-related location, activity, function, or program or from the use of technology or an electronic device that is not owned, leased, or used by the School District or school if the bullying causes a substantial disruption to the educational process or orderly operation of a school. This paragraph (item #4) applies only when a school administrator or teacher receives a report that bullying through this means has occurred; it does not require staff members to monitor any nonschool-related activity, function, or program.

Definitions from 105 ILCS 5/27-23.7 <sup>3</sup>

*Bullying* includes *cyberbullying* and means any severe or pervasive physical or verbal act or conduct, including communications made in writing or electronically, directed toward a student or students that has or can be reasonably predicted to have the effect of one or more of the following:

1. Placing the student or students in reasonable fear of harm to the student's or students' person or property;
2. Causing a substantially detrimental effect on the student's or students' physical or mental health;
3. Substantially interfering with the student's or students' academic performance; or
4. Substantially interfering with the student's or students' ability to participate in or benefit from the services, activities, or privileges provided by a school.

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

*Cyberbullying* means bullying through the use of technology or any electronic communication, including without limitation any transfer of signs, signals, writing, images, sounds, data, or intelligence of any nature transmitted in whole or in part by a wire, radio, electromagnetic system, photo-electronic system, or photo-optical system, including without limitation electronic mail, Internet communications, instant messages, or facsimile communications. *Cyberbullying* includes the creation of a webpage or

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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.

<sup>2</sup> This paragraph and its subparts 1-4 are from the bullying prevention statute. 105 ILCS 5/27-23.7(a); see also 775 ILCS 5/1-103 and 23 Ill. Admin. Code §1.240. ~~With the exception of order of protection status, the protected statuses are mandated by the bullying prevention statute. Order of protection status is not a basis for bullying in 105 ILCS 5/27-23.7, amended by P.A.s 102-894 and 103-47, but it is listed here because the Ill. Human Rights Act (IHRA) prohibits harassment based on order of protection status. 775 ILCS 5/1-103(K-5). (O). Including order of protection status in the list of protected statuses aligns with the protected statuses listed in sample policy 7:20, Harassment of Students Prohibited; the list of protected statuses is identical to the list in sample policy 7:20, Harassment of Students Prohibited.~~

<sup>3</sup> All definitions are directly from 105 ILCS 5/27-23.7. See also resources from Cyberbullying Research Center, available at: [www.cyberbullying.org/](http://www.cyberbullying.org/), and the U.S. School Safety Clearinghouse website at: [www.SchoolSafety.gov](http://www.SchoolSafety.gov), discussed in f/n 1, para. 3 of sample policy 4:170, Safety.

weblog in which the creator assumes the identity of another person or the knowing impersonation of another person as the author of posted content or messages if the creation or impersonation creates any of the effects enumerated in the definition of bullying. *Cyberbullying* also includes the distribution by electronic means of a communication to more than one person or the posting of material on an electronic medium that may be accessed by one or more persons if the distribution or posting creates any of the effects enumerated in the definition of *bullying*.

*Restorative measures* means a continuum of school-based alternatives to exclusionary discipline, such as suspensions and expulsions, that: (i) are adapted to the particular needs of the school and community, (ii) contribute to maintaining school safety, (iii) protect the integrity of a positive and productive learning climate, (iv) teach students the personal and interpersonal skills they will need to be successful in school and society, (v) serve to build and restore relationships among students, families, schools, and communities, (vi) reduce the likelihood of future disruption by balancing accountability with an understanding of students' behavioral health needs in order to keep students in school, and (vii) increase student accountability if the incident of bullying is based on religion, race, ethnicity, or any other category that is identified in the Ill. Human Rights Act. <sup>4</sup>

*School personnel* means persons employed by, on contract with, or who volunteer in a school district, including without limitation school and school district administrators, teachers, school social workers, school counselors, school psychologists, school nurses, cafeteria workers, custodians, bus drivers, school resource officers, and security guards. <sup>5</sup>

#### Bullying Prevention and Response Plan

The Superintendent or designee shall develop and maintain a bullying prevention and response plan that advances the District's goal of providing all students with a safe learning environment free of bullying and harassment. This plan must be consistent with the requirements listed below: ~~each numbered requirement, 1-12, corresponds with the same number in the list of required policy components in 105 ILCS 5/27-23.7(b) 1-12.~~ <sup>6</sup>

1. The District uses the definition of *bullying* as provided in this policy. <sup>7</sup>
2. Bullying is contrary to State law and the policy of this District. However, nothing in the District's bullying prevention and response plan is intended to infringe upon any right to exercise free expression or the free exercise of religion or religiously based views protected under the First Amendment to the U.S. Constitution or under Section 3 of Article I of the Illinois Constitution.
3. Students are encouraged to immediately report bullying. A report may be made orally or in writing to the Nondiscrimination Coordinator, Building Principal, Assistant Building Principal,

~~The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.~~

<sup>4</sup> 105 ILCS 5/27-23.7(b), amended by P.A. 102-241.

<sup>5</sup> 105 ILCS 5/27-23.7(b), amended by P.A. 102-197.

~~<sup>6</sup> As e~~Each numbered requirement, 1-12, corresponds with the same number in 5/27-23.7(b)(1) - (b)(12), and the requirements of 105 ILCS 5/27-23.7(b)(13) are included in numbered requirement 4. As a result, there are no reference citations in footnotes. All non-statutory requirements, plus alternatives and optional provisions, are described in footnotes.

<sup>7</sup> 105 ILCS 5/27-23.7(b), para. 3(1). See f/n 4, above and ISBE's *School Policies for Bullying Prevention* at: [www.isbe.net/Documents/Bullying-Prev-Policy-Req.pdf](http://www.isbe.net/Documents/Bullying-Prev-Policy-Req.pdf).

A board may augment the School Code requirement by using this alternative:

Using the definition of *bullying* as provided in this policy, the Superintendent or designee shall emphasize to the school community that: (a) the District prohibits bullying; and (b) all students should conduct themselves with a proper regard for the rights and welfare of other students. This may include a process for commending or acknowledging students for demonstrating appropriate behavior.

Dean of Students, a Complaint Manager, or any staff member with whom the student is comfortable speaking.<sup>8</sup> Anyone, including staff members and parents/guardians, who has information about actual or threatened bullying is encouraged to report it to the District named officials or any staff member. The District named officials and all staff members are available for help with a bully or to make a report about bullying.<sup>9</sup> Anonymous reports are also accepted; however, this shall not be construed to permit formal disciplinary action solely on the basis of an anonymous report.

**Nondiscrimination Coordinator:** <sup>10</sup>

\_\_\_\_\_

Name

\_\_\_\_\_

Address

\_\_\_\_\_

Email

\_\_\_\_\_

Telephone

**Complaint Managers:**

_____	_____
Name	Name
_____	_____
Address	Address
_____	_____
Email	Email
_____	_____
Telephone	Telephone

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<sup>8</sup> The statute requires that the policy contain the email address and telephone number for the staff person(s) responsible for receiving bullying reports. Using the district Nondiscrimination Coordinator and Complaint Managers is consistent with sample policy 2:260, *Uniform Grievance Procedure*. While the names and contact information are required by law to be listed, they are not part of the adopted policy and do not require board action. This allows for additions and amendments to the names and contact information when necessary. It is important for updated names and contact information to be inserted into this policy and regularly monitored. A telephone number for making anonymous reports may also be added.

<sup>9</sup> 105 ILCS 5/27-23.7(d), requires that “[s]chool personnel available for help with a bully or to make a report about bullying” be made known to parents/guardians, students, and school personnel.

<sup>10</sup> Sample policy 2:260, *Uniform Grievance Procedure*, states that a district’s Nondiscrimination Coordinator also serves as its Title IX Coordinator. If the district uses a separate Title IX Coordinator who does not also serve as the Nondiscrimination Coordinator, list the Title IX and Nondiscrimination Coordinators’ names separately in this policy. Best practice is that throughout the district’s board policy manual, the same individual be named as Nondiscrimination Coordinator. In contrast, Complaint Managers identified in individual policies may vary depending upon local district needs.

4. Consistent with federal and State laws and rules governing student privacy rights, ~~the Superintendent or designee shall promptly inform~~ the parent(s)/guardian(s) of every all students involved in an alleged incident of bullying will be notified of such, along with threats, suggestions, or instances of self-harm determined to be the result of bullying, within 24 hours after the school's administration is made aware of the student's involvement in the incident, and discuss, ~~As~~ appropriate, the school's administration shall also discuss the availability of social work services, counseling, school psychological services, other interventions, and restorative measures. The school shall make diligent efforts to notify a parent or legal guardian, utilizing all contact information the school has available or that can be reasonably obtained within the 24-hour period. <sup>11</sup>
5. The Superintendent or designee shall promptly investigate and address reports of bullying, by, among other things:
- Making all reasonable efforts to complete the investigation within 10 school days after the date the report of a bullying incident was received and taking into consideration additional relevant information received during the course of the investigation about the reported bullying incident.
  - Involving appropriate school support personnel and other staff persons with knowledge, experience, and training on bullying prevention, as deemed appropriate, in the investigation process.
  - Notifying the Building Principal or school administrator or designee of the reported incident of bullying as soon as possible after the report is received.
  - Consistent with federal and State laws and rules governing student privacy rights, providing parents/guardians of the students who are parties to the investigation information about the investigation and an opportunity to meet with the Building Principal or school administrator or his or her designee to discuss the investigation, the findings of the investigation, and the actions taken to address the reported incident of bullying.
- The Superintendent or designee shall investigate whether a reported incident of bullying is within the permissible scope of the District's jurisdiction and shall require that the District provide the victim with information regarding services that are available within the District and community, such as counseling, support services, and other programs. <sup>12</sup>
6. The Superintendent or designee shall use interventions to address bullying, that may include, but are not limited to, school social work services, restorative measures, social-emotional skill building, counseling, school psychological services, and community-based services. <sup>13</sup>

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

<sup>11</sup> 105 ILCS 5/10-20.14 contains a similar requirement. See [sample exhibit 7:190-E1, Aggressive Behavior Reporting Letter and Form](#).

<sup>12</sup> This sentence contains requirements found in 105 ILCS 5/27-23.7(d), amended by P.A. 102-894.

<sup>13</sup> A grant may be available from ISBE for the promotion of a safe and healthy learning environment. 105 ILCS 5/2-3.180 and 3.181, added by P.A. 101-438 and renumbered by P.A. 102-558. A list of grant funding opportunities is available at: [www.isbe.net/Pages/Grants.aspx](http://www.isbe.net/Pages/Grants.aspx). ISBE is also directed to create the Illinois Bullying and Cyberbullying Prevention Fund, through which a grant may be available to support anti-bullying programming. 30 ILCS 105/5.990 and 105 ILCS 5/27-23.7(i)-(j), all added by P.A. 103-47.

7. A reprisal or retaliation against any person who reports an act of bullying **is prohibited**. Any person's act of reprisal or retaliation will be subject to disciplinary action, up to and including discharge with regard to employees, or suspension and/or expulsion<sup>14</sup> with regard to students.
8. A student will not be punished for reporting bullying or supplying information, even if the District's investigation concludes that no bullying occurred. However, a person who is found to have falsely accused another of bullying, as a means of retaliation, as a means of bullying, or provided false information will be treated as either: (a) *bullying*, (b) student discipline up to and including suspension and/or expulsion, and/or (c) both (a) and (b) for purposes of determining any consequences or other appropriate remedial actions.
9. The District's bullying prevention and response plan is based on the engagement of a range of school stakeholders, including students and parents/guardians.
10. The Superintendent or designee shall post this policy on the District's publicly accessible website, if any, and include it in the student handbook, and, where applicable, post it where other policies, rules, and standards of conduct are currently posted. The policy must be distributed annually to parents/guardians, students, and school personnel (including new employees when hired), and must also be provided periodically throughout the school year to students and faculty.<sup>15</sup>
11. Pursuant to State law and Board policy 2:240, *Board Policy Development*, the Board monitors this policy every two years by conducting a review and re-evaluation of this policy to make any necessary and appropriate revisions. The Superintendent or designee shall assist the Board with its re-evaluation and assessment of this policy's outcomes and effectiveness. Updates to this policy will reflect any necessary and appropriate revisions. This process shall include, without limitation:<sup>16</sup>
  - a. The frequency of victimization;
  - b. Student, staff, and family observations of safety at a school;
  - c. Identification of areas of a school where bullying occurs;
  - d. The types of bullying utilized; and
  - e. Bystander intervention or participation.

The evaluation process may use relevant data and information that the District already collects for other purposes. Acceptable documentation to satisfy the re-evaluated policy submission include one of the following:

- i. An updated version of the policy with the amendment/modification date included in the reference portion of the policy;
- ii. If no revisions are deemed necessary, a copy of board minutes indicating that the policy was re-evaluated and no changes were deemed to be necessary; or
- iii. A signed statement from the Board President indicating that the Board re-evaluated the policy and no changes to it were necessary.

The Superintendent or designee must post the information developed as a result of the policy re-evaluation on the District's website, or if a website is not available, the information must be

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<sup>14</sup> Consult the board attorney about the potential conflict of 105 ILCS 5/27-23.7(b)(7) (allowance of suspension and/or expulsion of students for reprisal/retaliation against reports of bullying) with 105 ILCS 5/10-22.6(b-20) (districts must resolve threats, address disruptions, and minimize the length (and implementation of) suspensions and expulsions to the greatest extent practicable). See sample policy 7:200, *Suspension Procedures*, at f/n 8 and ~~sample policy 7:210, *Expulsion Procedures*~~, at f/ns 11 and 13.

<sup>15</sup> 105 ILCS 5/27-23.7(b)(10), amended by P.A. 103-47.

<sup>16</sup> 105 ILCS 5/27-23.7. See the ISBE guidance document that is cited in f/n 7, above.

provided to school administrators, Board members, school personnel, parents/guardians, and students. Reviews and re-evaluations in years they are due must be submitted to ISBE by September 30.

12. The Superintendent or designee shall fully implement the Board policies, including without limitation, the following:<sup>17</sup>
- a. 2:260, *Uniform Grievance Procedure*. A student may use this policy to complain about bullying.
  - b. 2:265, *Title IX Sexual Harassment–Grievance Procedure*. Any person may use this policy to complain about sexual harassment in violation of Title IX of the Education Amendments of 1972.
  - b.c. ~~2:270, *Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited*. Any person may use this policy to complain about discrimination or harassment on the basis of race, color, or national origin in violation of Title VI of the Civil Rights Act of 1964 and/or the Illinois Human Rights Act.~~
  - e.d. 6:60, *Curriculum Content*. Bullying prevention and character instruction is provided in all grades in accordance with State law.
  - d.e. 6:65, *Student Social and Emotional Development*. Student social and emotional development is incorporated into the District’s educational program as required by State law.
  - e.f. 6:235, *Access to Electronic Networks*. This policy states that the use of the District’s electronic networks is limited to: (1) support of education and/or research, or (2) a legitimate business use.
  - f.g. 7:20, *Harassment of Students Prohibited*. This policy prohibits any person from harassing, intimidating, or bullying a student based on an identified actual or perceived characteristic (the list of characteristics in 7:20 is the same as the list in this policy).
  - g.h. 7:185, *Teen Dating Violence Prohibited*. This policy prohibits teen dating violence on school property, at school sponsored activities, and in vehicles used for school-provided transportation.
  - h.i. 7:190, *Student Behavior*. This policy prohibits, and provides consequences for, hazing, bullying, or other aggressive behaviors, or urging other students to engage in such conduct.

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<sup>17</sup> The statute requires that the bullying policy *be consistent with other board policies*. The list of policies may be deleted and the following alternative used: “12. The District’s bullying prevention plan must be consistent with other Board policies.” If a policy list is included, be sure the referenced policies were adopted locally and amend the list accordingly.

The bullying statute does not identify staff member duties regarding the prevention of or response to student bullying. The following optional provision addresses staff member responsibilities and may be added as a new paragraph 13:

13. The Superintendent or designee shall fully inform staff members of the District’s goal to prevent students from engaging in bullying and the measures being used to accomplish it. This includes each of the following:
- a. Communicating the District’s expectation and State law requirement that teachers and other certificated or licensed employees maintain discipline.
  - b. Establishing the expectation that staff members: (1) intervene immediately to stop a bullying incident that they witness or immediately contact building security and/or law enforcement if the incident involves a weapon or other illegal activity, (2) report bullying, whether they witness it or not, to an administrator, and (3) inform the administration of locations on school grounds where additional supervision or monitoring may be needed to prevent bullying.
  - c. Where appropriate in the staff development program, providing strategies to staff members to effectively prevent bullying and intervene when it occurs.
  - d. Establishing a process for staff members to fulfill their obligation to report alleged acts of bullying.

~~7:310, Restrictions on Publications; Elementary Schools, and 7:315, Restrictions on Publications; High Schools.~~ These policies prohibit students from and provide consequences for: (1) accessing and/or distributing at school any written, printed, or electronic material, including material from the Internet, that will cause substantial disruption of the proper and orderly operation and discipline of the school or school activities, and (2) creating and/or distributing written, printed, or electronic material, including photographic material and blogs, that causes substantial disruption to school operations or interferes with the rights of other students or staff members. <sup>18</sup>

LEGAL REF.: 105 ILCS 5/10-20.14, 5/10-22.6(b-20), 5/24-24, and 5/27-23.7.  
405 ILCS 49/, Children’s Mental Health Act.  
775 ILCS 5/1-103, Ill. Human Rights Act.  
23 Ill.Admin.Code §§1.240, 1.280, and 1.295.

CROSS REF.: 2:240 (Board Policy Development), 2:260 (Uniform Grievance Procedure), 2:265 (Title IX ~~Sexual Harassment~~ Grievance Procedure), ~~2:270 (Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited)~~, 4:170 (Safety), 5:230 (Maintaining Student Discipline), 6:60 (Curriculum Content), 6:65 (Student Social and Emotional Development), 6:235 (Access to Electronic Networks), 7:20 (Harassment of Students Prohibited), 7:185 (Teen Dating Violence Prohibited), 7:190 (Student Behavior), 7:220 (Bus Conduct), 7:230 (Misconduct by Students with Disabilities), 7:240 (Conduct Code for Participants in Extracurricular Activities), 7:285 (Anaphylaxis Prevention, Response, and Management Program), 7:310 (Restrictions on Publications; Elementary Schools), 7:315 (Restrictions on Publications; High Schools)

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<sup>18</sup> For elementary districts, delete: ~~and 7:315, Restrictions on Publications; High Schools~~ and delete the Cross Reference to ~~7:315, Restrictions on Publications; High Schools.~~ For high school districts, delete ~~7:310, Restrictions on Publications; Elementary Schools,~~ and delete the Cross Reference to ~~7:310, Restrictions on Publications; Elementary Schools.~~ In both cases, revise the beginning of the sentence to read: “Thisee policies prohibits students from and provides.”

7:180

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## Students

### Prevention of and Response to Bullying, Intimidation, and Harassment

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

Bullying on the basis of actual or perceived race, color, national origin, military status, unfavorable discharge status from the military service, sex, sexual orientation, gender identity, gender-related identity or expression, ancestry, age, religion, physical or mental disability, order of protection status, status of being homeless, immigration status, or actual or potential marital or parental status, including pregnancy, association with a person or group with one or more of the aforementioned actual or perceived characteristics, or any other distinguishing characteristic **is prohibited** in each of the following situations:

1. During any school sponsored education program or activity.
2. While in school, on school property, on school buses or other school vehicles, at designed school bus stops waiting for the school bus, or at school sponsored or school-sanctioned events or activities.
3. Through the transmission of information from a school computer, a school computer network, or other similar electronic school equipment.
4. Through the transmission of information from a computer that is accessed at a nonschool-related location, activity, function, or program or from the use of technology or an electronic device that is not owned, leased, or used by the School District or school if the bullying causes a substantial disruption to the educational process or orderly operation of a school. This paragraph (item #4) applies only when a school administrator or teacher receives a report that bullying through this means has occurred; it does not require staff members to monitor any non-school-related activity, function, or program.

#### Definitions from 105 ILCS 5/27-23.7

*Bullying* includes *cyber-bullying* and means any severe or pervasive physical or verbal act or conduct, including communications made in writing or electronically, directed toward a student or students that has or can be reasonably predicted to have the effect of one or more of the following:

1. Placing the student or students in reasonable fear of harm to the student's or students' person or property;
2. Causing a substantially detrimental effect on the student's or students' physical or mental health;
3. Substantially interfering with the student's or students' academic performance; or
4. Substantially interfering with the student's or students' ability to participate in or benefit from the services, activities, or privileges provided by a school.

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

*Cyberbullying* means bullying through the use of technology or any electronic communication, including without limitation any transfer of signs, signals, writing, images, sounds, data, or intelligence of any nature transmitted in whole or in part by a wire, radio, electromagnetic system,

photo-electronic system, or photo-optical system, including without limitation electronic mail, internet communications, instant messages, or facsimile communications. *Cyberbullying* includes the creation of a webpage or weblog in which the creator assumes the identity of another person or the knowing impersonation of another person as the author of posted content or messages if the creation or impersonation creates any of the effects enumerated in the definition of *bullying*. *Cyberbullying* also includes the distribution by electronic means of a communication to more than one person or the posting of material on an electronic medium that may be accessed by one or more persons if the distribution or posting creates any of the effects enumerated in the definition of *bullying*.

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

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

#### Bullying Prevention and Response Plan

The Superintendent or designee shall develop and maintain a bullying prevention and response plan that advances the District's goal of providing all students with a safe learning environment free of bullying and harassment. This plan must be consistent with the requirements listed below; each numbered requirement, 1-12, corresponds with the same number in the list of required policy components in 105 ILCS 5/27-23.7(b) 1-12.

1. The District uses the definition of *bullying* as provided in this policy.
2. Bullying is contrary to State law and the policy of this District. However, nothing in the District's bullying prevention and response plan is intended to infringe upon any right to exercise free expression or the free exercise of religion or religiously based views protected under the First Amendment to the U.S. Constitution or under Section 3 of Article I of the Illinois Constitution.
3. Students are encouraged to immediately report bullying. A report may be made orally or in writing to the Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, Dean of Students, a Complaint Manager, or any staff member with whom the student is comfortable speaking. Anyone, including staff members and parents/guardians, who has information about actual or threatened bullying is encouraged to report it to the District named officials or any staff member. The District named officials and all staff members are available for help with a bully or to make a report about bullying. Anonymous reports are also accepted; however, this shall not be construed to permit formal disciplinary action solely on the basis of an anonymous report.

**Nondiscrimination Coordinator/Title IX Coordinator:**

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**Complaint Managers:**

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[maltmayer@district158.org](mailto:maltmayer@district158.org)

4. Consistent with federal and State laws and rules governing student privacy rights, the Superintendent or designee shall promptly inform the parent(s)/guardian(s) of every student involved in an alleged incident of bullying and discuss, as appropriate, the availability of social work services, counseling, school psychological services, other interventions, and restorative measures.
5. The Superintendent or designee shall promptly investigate and address reports of bullying, by, among other things:
  - a. Making all reasonable efforts to complete the investigation within 10 school days after the date the report of a bullying incident was received and taking into consideration additional relevant information received during the course of the investigation about the reported bullying incident.
  - b. Involving appropriate school support personnel and other staff persons with knowledge, experience, and training on bullying prevention, as deemed appropriate, in the investigation process.
  - c. Notifying the Building Principal or school administrator or designee of the reported incident of bullying as soon as possible after the report is received.
  - d. Consistent with federal and State laws and rules governing student privacy rights, providing parents/guardians of the students who are parties to the investigation information about the investigation and an opportunity to meet with the Building Principal or school administrator or his or her designee to discuss the investigation, the findings of the investigation, and the actions taken to address the reported incident of bullying.

The Superintendent or designee shall investigate whether a reported incident of bullying is within the permissible scope of the District’s jurisdiction and shall require that the District provide the victim with information regarding services that are available within the District

and community, such as counseling, support services, and other programs.

6. The Superintendent or designee shall use interventions to address bullying, that may include, but are not limited to, school social work services, restorative measures, social-emotional skill building, counseling, school psychological services, and community-based services.
7. A reprisal or retaliation against any person who reports an act of bullying **is prohibited**. Any person's act or reprisal or retaliation will be subject to disciplinary action, up to and including discharge with regard to employees, or suspension and/or expulsion with regard to students.
8. A student will not be punished for reporting bullying or supplying information, even if the District's investigation concludes that no bullying occurred. However, a person who is found to have falsely accused another of bullying, as a means of retaliation, as a means of bullying, or provided false information will be treated as either: (a) *bullying*, (b) student discipline up to and including suspension and/or expulsion, and/or (c) both (a) and (b) for purposes of determining any consequences or other appropriate remedial actions.
9. The District's bullying prevention and response plan is based on the engagement of a range of school stakeholders, including students and parents/guardians.
10. The Superintendent or designee shall post this policy on the District's website, if any, and include it in the student handbook, and, where applicable, post it where other policies, rules, and standards of conduct are currently posted. The policy must be distributed annually to parents/guardians, students, and school personnel (including new employees when hired), and must also be provided periodically throughout the school year to students and faculty.
11. Pursuant to State law and policy 2:240, *Board Policy Development*, the Board monitors this policy every two years by conducting a review and re-evaluation of this policy to make any necessary and appropriate revisions. The Superintendent or designee shall assist the Board with its re-evaluation and assessment of this policy's outcomes and effectiveness. Updates to this policy will reflect any necessary and appropriate revisions. This process shall include, without limitation:
  - a. The frequency of victimization;
  - b. Student, staff, and family observations of safety at a school;
  - c. Identification of areas of a school where bullying occurs;
  - d. The types of bullying utilized; and
  - e. Bystander intervention or participation.

The evaluation process may use relevant data and information that the District already collects for other purposes. Acceptable documentation to satisfy the re-evaluated policy submission include one of the following:

- 1) An updated version of the policy with the amendment/modification date included in the reference portion of the policy;
- 2) If no revisions are deemed necessary, a copy of board minutes indicating that the policy was re-evaluated and no changes were deemed to be necessary; or
- 3) A signed statement from the Board President indicating that the Board re-evaluated the policy and no changes to it were necessary.

The Superintendent or designee must post the information developed as a result of the policy re-evaluation on the District's website, or if a website is not available, the information must be provided to school administrators, Board members, school personnel, parents/guardians, and students. Reviews and re-evaluations in years they are due must be submitted to ISBE by September 30.

12. The Superintendent or designee shall fully implement the Board policies, including without limitation, the following:
  - a. 2:260, *Uniform Grievance Procedure*. A student may use this policy to complain about

bullying.

- b. 2:265, *Title IX Sexual Harassment Grievance Procedure*. Any person may use this policy to complain about sexual harassment in violation of Title IX of the Education Amendments of 1972.
- c. 6:60, *Curriculum Content*. Bullying prevention and character instruction is provided in all grades in accordance with State law.
- d. 6:65, *Student Social and Emotional Development*. Student social and emotional development is incorporated into the District’s educational program as required by State law.
- e. 6:235, *Access to Electronic Networks*. This policy states that the use of the District’s electronic networks is limited to: (1) support of education and/or research, or (2) a legitimate business use.
- f. 7:20, *Harassment of Students Prohibited*. This policy prohibits any person from harassing, intimidating, or bullying a student based on an identified actual or perceived characteristic the list of characteristics in 7:20 is the same as the list in this policy).
- g. 7:185, *Teen Dating Violence Prohibited*. This policy prohibits teen dating violence on school property, at school sponsored activities, and in vehicles used for school-provided transportation.
- h. 7:190, *Student Discipline*. This policy prohibits, and provides consequences for, hazing, bullying, or other aggressive behaviors, or urging other students to engage in such conduct.
- i. 7:310, *Restrictions on Publications; Elementary Schools*, and 7:315, *Restrictions on Publications; High Schools*. These policies prohibit students from and provide consequences for: (1) accessing and/or distributing at school any written, printed, or electronic material, including material from the Internet, that will cause substantial disruption of the proper and orderly operation and discipline of the school or school activities, and (2) creating and/or distributing written, printed, or electronic material, including photographic material and blogs, that causes substantial disruption to school operations or interferes with the rights of other students or staff members.

LEGAL REF.: 105 ILCS 5/10-20.14, 5/10-22.6(b-20), 5/24-24, and 5/27-23.7.  
405 ILCS 49/, Children’s Mental Health Act.  
775 ILCS 5/1-103, Ill. Human Rights Act.  
23 Ill. Admin. Code §§1.240, 1.280, and 1.295.

CROSS REF.: 2:240 (Board Policy Development), 2:260 (Uniform Grievance Procedure), 2:265, (Title IX Sexual Harassment Grievance Procedure), 4:170 (Safety), 5:230 (Maintaining Student Discipline), 6:60 (Curriculum Content), 6:65 (Student Social and Emotional Development), 6:235 (Access to Electronic Networks), 7:20 (Harassment of Students Prohibited), 7:185 (Teen Dating Violence Prohibited), 7:190 (Student Discipline), 7:220 (Bus Conduct), 7:230 (Misconduct by Students with Disabilities), 7:240 (Conduct Code for Participants in Extracurricular Activities), 7:285 (Anaphylaxis Prevention, Response, and Management Program), 7:310 (Restrictions on Publications; Elementary Schools), 7:315 (Restrictions on Publications; High School)

APPROVED: January 24, 2008

REVISED: March 16, 2023

## Students

### Teen Dating Violence Prohibited<sup>1</sup>

Engaging in teen dating violence that takes place at school, on school property, at school-sponsored activities, or in vehicles used for school-provided transportation is prohibited.<sup>2</sup> For purposes of this policy, the term *teen dating violence* occurs whenever a student who is 13 to 19 years of age uses or threatens to use physical, mental, or emotional abuse to control an individual in the dating relationship; or uses or threatens to use sexual violence in the dating relationship.<sup>3</sup>

The Superintendent or designee shall develop and maintain a program to respond to incidents of teen dating violence that:<sup>4</sup>

1. Fully implements and enforces each of the following Board policies:<sup>5</sup>
  - a. 2:260, *Uniform Grievance Procedure*. This policy provides a method for any student, parent/guardian, employee, or community member to file a complaint if he or she believes that the School Board, its employees, or its agents have violated his or her rights under the State or federal Constitution, State or federal statute, Board policy, or various enumerated bases.
  - b. 2:265, *Title IX ~~Sexual Harassment~~ Grievance Procedure*. This policy prohibits any person from engaging in sexual harassment in violation of Title IX of the Education Amendments of 1972. Prohibited conduct includes but is not limited to sexual assault, dating violence, domestic violence, and stalking.
  - c. 7:20, *Harassment of Students Prohibited*. This policy prohibits any person from harassing, intimidating, or bullying a student based on the student's actual or perceived characteristics

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

<sup>1</sup> All school boards must have a policy on teen dating violence. 105 ILCS 110/3.10. This sample policy is designed to align with a district's already-existing procedures for reporting bullying and school violence. See f/n 7. The curriculum components for teen dating violence education, which apply to districts with students enrolled in grades 7 through 12, are listed in 6:60-AP, *Comprehensive Health Education Program*.

<sup>2</sup> 105 ILCS 110/3.10(b)(1). School officials must proceed carefully before disciplining a student for out-of-school conduct. A school's authority over off-campus conduct is much more limited than incidents that occur on school grounds. However, school officials may generally: (1) remove a student from extracurricular activities when the conduct code for participation requires students to conduct themselves at all times as good citizens and exemplars of the school (see sample policy 7:240, *Conduct Code for Participants in Extracurricular Activities*); and (2) suspend or expel a student from school attendance when the student's expression causes substantial disruption to school operations.

<sup>3</sup> 105 ILCS 110/3.10(a). For districts that wish to broaden the ages (e.g., perhaps include 11-12 year olds in a middle school setting), delete the following phrase from the first sentence: "~~who is 13 to 19 years of age~~". The law defines *dating* or *dating relationship* as an "ongoing social relationship of a romantic or intimate nature between two persons." The terms do not include "a casual relationship or ordinary fraternization between two persons in a business or social context."

<sup>4</sup> Required by 105 ILCS 110/3.10(b)(3).

<sup>5</sup> Be sure the referenced board policies, as adopted locally, contain the language paraphrased in this policy. If not, either substitute similar language from the locally adopted board policies on the same topics, or just insert the titles from relevant locally adopted policies.

The statutory content requirements for a teen dating policy include "establish[ing] procedures for the manner in which employees of a school are to respond to incidents of teen dating violence." This policy fulfills this requirement by incorporating by reference the following administrative procedure: 7:180-AP1, *Prevention, Identification, Investigation, and Response to Bullying*. This means that 7:180-AP1 should be considered to be part of this policy.

- of sex; sexual orientation; gender identity; and gender-related identity or expression (this policy includes more protected statuses).
- d. 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*. This policy prohibits students from engaging in bullying, intimidation, and harassment at school, school-related events and electronically. Prohibited conduct includes threats, stalking, physical violence, sexual harassment, sexual violence, theft, public humiliation, destruction of property, or retaliation for asserting or alleging an act of bullying.
  2. Encourages anyone with information about incidents of teen dating violence to report them to any of the following individuals: <sup>6</sup>
    - a. Any school staff member. School staff shall respond to incidents of teen dating violence by following the District’s established procedures for the prevention, identification, investigation, and response to bullying and school violence. <sup>7</sup>
  3. The Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, Dean of Students, or a Complaint Manager identified in policy 7:20, *Harassment of Students Prohibited*. <sup>8</sup>
  4. Incorporates age-appropriate instruction in grades 7 through 12, in accordance with the District’s comprehensive health education program in Board policy 6:60, *Curriculum Content*. This includes incorporating student social and emotional development into the District’s educational program as required by State law and in alignment with Board policy 6:65, *Student Social and Emotional Development*. <sup>9</sup>
  5. Incorporates education for school staff, as recommended by the Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, Dean of Students, or a Complaint Manager. <sup>10</sup>
  6. Notifies students and parents/guardians of this policy. <sup>11</sup>

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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.

<sup>6</sup> 105 ILCS 110/3.10(b)(4), requires the policy to identify by job title which school officials are responsible for receiving reports related to teen dating violence.

<sup>7</sup> *Id.* at f/ns 5 and 6. Sexual violence is one listed component of teen dating violence. 105 ILCS 110/3.10(a). Sexual violence has also been found by the Ill. Gen. Assembly to be a component of bullying and school violence. 105 ILCS 5/27-23.7. Thus, identifying *any school staff member* is consistent with 7:180-AP1, *Prevention, Identification, Investigation, and Response to Bullying*, which uses the student-friendly reporting system outlined in 7:180-AP1, E2, *Be a Hero by Reporting Bullying*.

<sup>8</sup> *Id.* Under any reporting system, a report involving bullying and school violence that is based upon a protected status (often teen dating violence will involve conduct based upon the target’s sex) must be referred to the district’s Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, Dean of Students, or a Complaint Manager (7:20, *Harassment of Students Prohibited*). Customize this list to reflect local conditions. These individuals may also take reports directly from students.

<sup>9</sup> Required by 105 ILCS 110/3.10(b)(2). The curriculum-specific components for teen dating violence education are listed in 6:60-AP, *Comprehensive Health Education Program*.

<sup>10</sup> *Id.* For boards that add the optional paragraphs in policy 5:100, *Staff Development Program*, add the phrase “and policy 5:100, *Staff Development Program*.”

<sup>11</sup> Required by 105 ILCS 110/3.10(b)(5). Boards must communicate this policy to students and their parents/guardians. This may be accomplished, in part, by (1) sending 7:185-E, *Memo to Parents/Guardians Regarding Teen Dating Violence*, and (2) amending the district’s anti-bullying campaign statement(s), such as the following, in the student handbook and school website:

Bullying, teen dating violence, intimidation, and harassment are not acceptable in any form and will not be tolerated at school or any school-related activity. The School District will take disciplinary action against any student who participates in such conduct or who retaliates against someone for reporting incidents of bullying, teen dating violence, intimidation, or harassment.

Incorporated  
by Reference: 7:180-AP1, (Prevention, Identification, Investigation, and Response to Bullying)

LEGAL REF.: 105 ILCS 110/3.10.

CROSS REF.: 2:240 (Board Policy Development), 2:260 (Uniform Grievance Procedure), 2:265 (Title IX ~~Sexual Harassment~~ Grievance Procedure), 5:100 (Staff Development Program), 5:230 (Maintaining Student Discipline), 6:60 (Curriculum Content), 6:65 (Student Social and Emotional Development), 7:20 (Harassment of Students Prohibited), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:190 (Student Behavior), 7:220 (Bus Conduct), 7:230 (Misconduct by Students with Disabilities), 7:240 (Conduct Code for Participants in Extracurricular Activities)

DRAFT

## Students

### Teen Dating Violence Prohibited

Engaging in teen dating violence that takes place at school, on school property, at school-sponsored activities, or in vehicles used for school-provided transportation is prohibited. For purposes of this policy, the term *teen dating violence* occurs whenever a student who is 13 to 19 years of age uses or threatens to use physical, mental, or emotional abuse to control an individual in the dating relationship; or uses or threatens to use sexual violence in the dating relationship.

The Superintendent or designee shall develop and maintain a program to respond to incidents of teen dating violence that:

1. Fully implements and enforces each of the following Board policies:
  - a. 2:260, *Uniform Grievance Procedure*. This policy provides a method for any student, parent/guardian, employee, or community member to file a complaint if he or she believes that the Board, its employees, or its agents have violated his or her rights under the State or federal Constitution, State or federal statute, Board policy, or various enumerated bases.
  - b. 2:265, *Title IX Sexual Harassment Grievance Procedure*. This policy prohibits any person from engaging in sexual harassment in violation of Title IX of the Education Amendments of 1972. Prohibited conduct includes but is not limited to sexual assault, dating violence, domestic violence, and stalking.
  - c. 7:20, *Harassment of Students Prohibited*. This policy prohibits any person from harassing, intimidating, or bullying a student based on the student's actual or perceived characteristics of sex; sexual orientation; gender identity; and gender-related identity or expression (this policy includes more protected statuses).
  - d. 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*. This policy prohibits students from engaging in bullying, intimidation, and harassment at school, school-related events and electronically. Prohibited conduct includes threats, stalking, physical violence, sexual harassment, sexual violence, theft, public humiliation, destruction of property, or retaliation for asserting or alleging an act of bullying.
2. Encourages anyone with information about incidents of teen dating violence to report them to any of the following individuals:
  - a. Any school staff member. School staff shall respond to incidents of teen dating violence by following the District's established procedures for the prevention, identification, investigation, and response to bullying and school violence.
  - b. The Nondiscrimination Coordinator, Building Principal, Assistant Principal, Dean of Students, or a Complaint Manager identified in policy 7:20, *Harassment of Students Prohibited*.
3. Incorporates age-appropriate instruction in grades 7 through 12, in accordance with the District's comprehensive health education program in Board policy 6:60, *Curriculum Content*. This includes incorporating student social and emotional development into the District's educational program as required by State law and in alignment with Board policy 6:65, *Student Social and Emotional Development*.
4. Incorporates education for school staff, as recommended by the Nondiscrimination Coordinator, Building Principal, Assistant Principal, Dean of Students, or a Complaint Manager.

5. Notifies students and parents/guardians of this policy.

Incorporated  
by Reference: 7:180-AP1, (Prevention, Identification, Investigation, and Response to Bullying  
and School Violence)

LEGAL REF.: 105 ILCS 110/3.10.

CROSS REF.: 2:240 (Board Policy Development), 2:260, (Uniform Grievance Procedure),  
2:265 (Title IX Sexual Harassment Grievance Procedure), 5:100 (Staff  
Development), 5:230 (Maintaining Student Discipline), 6:60 (Curriculum  
Content), 6:65 (Student Social and Emotional Development), 7:20 (Harassment  
of Students Prohibited), 7:180 (Prevention of and Response to Bullying,  
Intimidation, and Harassment), 7:190 (Student Behavior), 7:220 (Bus Conduct),  
7:230 (Misconduct by Students with Disabilities), 7:240 (Conduct Code for  
Participants in Extracurricular Activities)

ADOPTED: January 16, 2014

REVISED: October 22, 2020

CURRENT



# Huntley Community School District 158

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

**Date:** 4/25/2024

**To:** Community Relations Committee (Ms. Murray-Chair, Mr. Thompson, Mr. Cratty)

**From:** Denise Barr, Director of Communications and Public Engagement

**Subject:** Communication and Public Relations Monthly Updates

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## EXECUTIVE SUMMARY

### **Communications: Change for District's Mass Notifications System Coming Soon!**

Huntley 158 was informed on Tuesday, April 23, 2024 by Rave Mobile Safety (subsidiary of Motorola) that they will no longer be supporting Swiftreach K12 after June 30, 2024. Swiftreach is the communications platform used by the district and its schools to send emails, text messages and phone calls to families, staff, and students.

The Swiftreach communications platform is integrated with Powerschool and is currently housed in the technology department budget. Mrs. Barr is working with our SwiftK12 sales rep and Chief Technology Officer Mike Primus to determine next steps for finding a new provider. Both Mrs. Barr and Mr. Primus have registered for an informational webinar hosted by Powerschool on 5/7 to learn about their communications tool. In the meantime, the district is gathering information from other school districts about other mass notifications systems that integrate well with Powerschool.

***Recommendation:*** *This report is for informational purposes only.*

### **Communications: Website Update**

The communications department has begun work to develop a new website with Finalsity. Template design is in the works and the communications department has begun meetings with district departments to evaluate current content and structure/organization. Finalsity will begin copying and moving content from the current WordPress website to the Finalsity environment and its proprietary servers in May. Tentative launch date for new website is mid-August.

**Language translation update:** The capacity of our new website language translation tool (Weglot) was asked about recently by the board and whether or not we should include more than five languages for translation. Here is a link to some data from the fall about D158 parent [language communication preferences](#). Finalsity's translation tool



# Huntley Community School District 158

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costs are noted at the bottom of the document.

While we have many different “home languages” in the district, we have had relatively few families who indicate they wish to receive communication from the district/schools in a language other than English. This is the reason the five language option was selected in the original quote. Translation is important and an area we can and should continually explore moving forward and in collaboration with our new multilingual director. More languages can be added to the translation tool in the future if we wish.

***Recommendation:*** *This report is for informational purposes only.*

## **Public Relations: A Visit with Del Webb Residents**

On Tuesday, April 30, 2024, more than 20 Sun City/Del Webb residents visited Huntley 158. This is an annual event whereby district officials invite Del Webb residents to visit one of its campuses for a presentation and Q&A to learn more about the district and to see teaching and learning in action. In recent years, the event has been held at HHS. This year, we decided to change it up and have residents come to the district office for the presentation, then tour a few classrooms at Conley Elementary School. Huntley 158’s food services department provided a light breakfast for all attendees and bus transportation to and from Del Webb for those interested.

***Recommendation:*** *This report is for informational purposes only.*

## **Public Relations: “Raiders Read Together” Summer Reading Initiative**

The communications department has been working with the Superintendent and Learning & Innovation department to prepare for the annual Raiders Read Together summer reading initiative. The program is modeled after the popular “one community, one book” initiative, where an entire school community reads and discusses a book together. This summer, Huntley 158 will be inviting our families and community to embark on a literary adventure with one of the most beloved classics of children’s literature, “Charlotte’s Web” by E.B. White. The goal of this literacy project is to keep our students and families engaged in reading and meaningful activities over the summer when school is not in session. Every Huntley 158 family with a student in grades K-5 will receive a copy of the book (English or Spanish) in May. Families with students in grades 6-12 may request a copy of the book.

**The Raiders Read Together program will kick off on Monday, June 10, 2024, at 1**



## Huntley Community School District 158

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**p.m. at the Huntley Area Public Library**, when the district will host its first read-aloud session with a volunteer guest reader (staff member, principal, local official, etc.). The read-alouds will continue weekly on Mondays at 1 p.m. at the library during June and July to discuss the chapters assigned for weekly family reading at home. While the read-alouds end on July 22nd, the program will culminate during Enjoy Huntley Week (8/5 - 8/9) with a public viewing of the “Charlotte’s Web” movie on Friday, August 9th at the Huntley High School football field.

**Scavenger hunt:** Select local businesses (mostly in the Huntley square) will also be invited to participate in Raiders Read Together (RRT) this summer by displaying posters about RRT in their windows. Huntley 158 students and families will be invited to visit local businesses in search of these posters as part of a scavenger hunt to locate all of the book’s farm animal characters.

***Recommendation:*** *This report is for informational purposes only.*



# Huntley Community School District 158

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

Date: May 2, 2024  
 To: Board of Education  
 From: Jessica Lombard, Superintendent  
 Subject: Final 2023-2024 Public School Calendar

Below, please find the Final 2023-2024 Public School Calendar that was submitted to ISBE for Huntley Community School District 158. For information purposes only. Final school calendars can be submitted to the ROE and ISBE after May 1st, 2024; District 158 submitted the calendar on May 1, 2024.

Changes to highlight:

- Friday, January 12, 2024 became an emergency day due to weather.
- Tuesday, January 16, 2024 became an E-learning day due to weather
- Last day of school shifted from Wednesday, May 22, 2024 to Thursday, May 23, 2024 due to the January 12th weather event.
- Wednesday, May 22, 2024 shifted from early release to full day and Thursday May 23, 2024 is an early release.
- May 24, 28, 29 and 30, 2024 will all shift from Emergency Day-Proposed to Non-attendance as only one emergency day was needed.

Calendar for 44-063-1580-22-0000 Huntley Comm Sch Dist 158

Total Days of Attendance: 176

July 2023							August 2023							September 2023						
Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun
					1	2		1	2	3	4	5	6					1 X	2	3
3	4 HOL	5	6	7	8	9	7	8	9	10	11	12	13	4 HOL	5 X	6 X	7 X	8 X	9	10
10	11	12	13	14	15	16	14 TI	15 TI	16 X	17 X	18 X	19	20	11 X	12 X	13 X	14 X	15 X	16	17
17	18	19	20	21	22	23	21 X	22 X	23 X	24 X	25 X	26	27	18 X	19 X	20 X	21 XHS	22 X	23	24
24	25	26	27	28	29	30	28 X	29 X	30 X	31 X		2	3	25 X	26 X	27 X	28 X	29 X	30	1
31					5	6						9	10						7	8
July Atnd: 0      Accum: 0							Aug Atnd: 12      Accum: 12							Sept Atnd: 20      Accum: 32						
October 2023							November 2023							December 2023						
Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun
					30	1			1 X	2 X	3 X	4	5					1 X	2	3
2 X	3 X	4 X	5 X	6 TI	7	8	6 X	7 X	8 X	9 X	10 X	11 HOL	12	4 X	5 X	6 X	7 X	8 X	9	10
9 HOL	10 X	11 X	12 X	13 X	14	15	13 X	14 X	15 X	16 X	17 X	18	19	11 X	12 X	13 X	14 X	15 X	16	17
16 X	17 X	18 X	19 X	20 X	21	22	20 FPT	21 FPT	22 NIA	23 HOL	24 NIA	25	26	18 X	19 X	20 X	21 X	22 XHS	23	24
23 X	24 X	25 X	26 X	27 X	28	29	27 X	28 X	29 X	30 X		2	3	25 HOL	26 NIA	27 NIA	28 NIA	29 NIA	30	31
30 X	31 X				4	5						9	10						6	7
Oct Atnd: 20      Accum: 52							Nov Atnd: 19      Accum: 71							Dec Atnd: 16      Accum: 87						



**HUNTLEY**  
COMMUNITY SCHOOL DISTRICT 158

# Huntley Community School District 158

650 Academic Drive  
Algonquin, Illinois 60102  
(847) 659-6158 • [www.district158.org](http://www.district158.org)

January 2024							February 2024							March 2024						
Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun
					30	31				1 X	2 X	3	4					1 X	2	3
1 HOL	2 NIA	3 NIA	4 NIA	5 NIA	6	7	5 X	6 X	7 X	8 X	9 X	10	11	4 X	5 X	6 X	7 XHS	8 X	9	10
8 X	9 X	10 X	11 X	12 ED	13	14	12 X	13 X	14 X	15 TI	16 NIA	17	18	11 X	12 X	13 X	14 X	15 X	16	17
15 HOL	16 XELD	17 X	18 X	19 X	20	21	19 NIA	20 X	21 X	22 X	23 X	24	25	18 X	19 X	20 X	21 X	22 X	23	24
22 X	23 X	24 X	25 XHS	26 X	27	28	26 X	27 X	28 X	29 X		2	3	25 NIA	26 NIA	27 NIA	28 NIA	29 NIA	30	31
29 X	30 X	31 X			3	4						9	10						6	7

Jan Atnd: 16

Accum: 103

Feb Atnd: 18

Accum: 121

Mar Atnd: 16

Accum: 137

April 2024							May 2024							June 2024						
Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun
					30	31			1 X	2 X	3 X	4	5						1	2
1 X	2 X	3 X	4 X	5 X	6	7	6 X	7 X	8 X	9 X	10 X	11	12	3	4	5	6	7	8	9
8 X	9 X	10 X	11 X	12 X	13	14	13 X	14 X	15 X	16 X	17 X	18	19	10	11	12	13	14	15	16
15 X	16 X	17 X	18 XHS	19 X	20	21	20 X	21 X	22 X	23 XHS	24 XED	25	26	17	18	19 HOL	20	21	22	23
22 X	23 X	24 X	25 X	26 X	27	28	27 HOL	28 XED	29 XED	30 XED	31	1	2	24	25	26	27	28	29	30
29 X	30 X				4	5						8	9						6	7

Apr Atnd: 22

Accum: 159

May Atnd: 17

Accum: 176

June Atnd: 0

Accum: 176

**Notice of Board Meetings**

**2024-2025 Board of Education Meeting Calendar**

Huntley Community School District 158 of McHenry and Kane Counties, Illinois

**Location:** Square Barn Road Campus  
 Administrative Building – Boardroom – Door #2  
 650 Dr. John Burkey Drive  
 Algonquin, Illinois 60102

**Time:** The Committee of the Whole Meetings begin at 6:00 p.m. on the 1st Thursday of every month except as noted. Regular Meetings begin at 6:00 p.m. on the 3rd Thursday of every month except as noted. (Typically, the Closed Session portion of the Regular Meeting begins at approximately 6:05 p.m., resuming in Open Session at approximately 7:00 p.m.)

**\*2<sup>nd</sup> Thursday – changed to allow time for attendance at the IASA/IASB/IASBO Annual Conference (Nov. 22 - Nov 24, 2024)**

**\*\*2<sup>nd</sup> Thursday – changed to allow time for attendance at the AASA NCE Conference (March 6-8, 2025)**

**\*\*\*2<sup>nd</sup> Thursday – changed as the district is not open on June 19, 2025 as it is a federal holiday.**

<b>Committee of the Whole Meeting</b>	<b>Regular Meeting</b>
<b><i>No Meeting</i></b>	July 18, 2024
August 1, 2024	August 15,2024
September 5, 2024	September 19, 2024
October 3, 2024	October 17,2024
November 7, 2024	*November 14, 2024
December 5,2024	December 19,2024
<b><i>No Meeting</i></b>	January 16,2025
February 6 ,2025	February 20, 2025
**March 13, 2025	March 20,2025

April 3,2025	April 17,2025
May 1, 2025	May 15,2025
June 5, 2025	***June 26,2025

**2024-2025 Parent Teacher Advisory Committee Dates:**

- August 20, 2024
- December 10, 2024
- March 11, 2025
- May 6, 2025

Policy 2:200 School Board – Types of School Board Meetings - Regular Meetings

Regular Meetings - The Board of Education 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 of Education 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.

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 of Education, shall be posted for 30 days.

LEGAL REF.: 5 ILCS 120/, Open Meeting 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 of Education Meeting); 2:220 (Board of Education Meeting Procedure); 2:230 (Public Participation at Board of Education Meetings and Petitions to the Board); 6:235 (Access to Electronic Networks)

Huntley Community School District 158 – Board of Education

Finance

April 4, 2024 Minutes – Final

**Meeting:** Committee of the Whole with Closed Session as per OMA and 5ILCS120/2c

**Time:** 6:00 PM

**Location:** District Office  
650 Dr. John Burkey Drive  
Door 2  
Algonquin, IL 60102

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**Mission Statement:** Our learning community will inspire, challenge and empower all students always.

**Board of Education Members:** President, ~~Mr. Andrew Bittman~~; Vice President, Mrs. Laura Murray; Secretary, Mr. Paul Troy; Mr. Sean Cratty; Mr. Anthony Quagliano; Mr. Michael Thompson; Mrs. Dana Wiley

## Minutes

1. **Call to Order / Roll Call (A)** (Mrs Murray)

Mrs. Murray Called to Order the Committee of the Whole meeting for Thursday, April 4, 2024 at 6:00 p.m.  
A quorum was met.

**Roll Call: Ayes 6 / Absent 1 / Motion Carried**

**Members:** Mr. Quagliano (remotely), Mr. Troy, Mr. Cratty, ~~Mr. Bittman~~, Mrs. Murray, Mrs. Wiley, Mr. Thompson

2. **Pledge of Allegiance** (Mrs. Murray)

The following Orchesis students led us in the Pledge of Allegiance:

Lauren Wenzel, Sydney Derbas, Cindy Smith, Amelia Al Shayeb, Bella Westberg, Addison Stone, Sophia Hoeflicker, Tiffany Cuccinello, Donna Arango, Lily Engelhardt, Kayleigh Rosinski, Xitlali Pizano, Noelle Zajak, Nariah Adams, Maya Mieczkowski, Shiloh Parisapogu, Lauren Dickey and Juliana Sindelar

3. **Student Recognition** (Mrs. Murray)

The Board of Education recognized the following students' achievements:

***2024 IHSA Girls Wrestling Tournament - State Place Winners***

Janiah Slaughter received second place and Aubrie Rohrbacher received third place, presented by Huntley High School Principal Marcus Belin.

***Infinitec 2024 Outstanding Student Technology Award***

Aila Goebbert-McIntire from Chesak Elementary

***IESA State Chess Tournament***

Trentin Johnson and Owen Hunt from Marlowe Middle School received Bronze Medals, presented by Jacob Halvorson. The 8th Grade Chess Team came in 6th place overall.

***Illinois Music Education Association***

The following Marlowe Middle School students qualified and were selected to perform in the Illinois Music Association District 9 Junior Honor Band, Orchesra and Choir. Leah Thorstenson for Orchestra, Harini Pramodh, Olivia Naydenoff, and Jazmine Burrows for Chorus. David Gatto and Maggie Day for Band.

4. **Public Comment** (Mrs. Murray)

Melissa Graza made comments on the Multilingual Program, English language learners, the Director of Curriculum-Multilingual Services position and the Light program staff changes.

5. **Revision and Adoption of the Agenda (A)** (Mrs. Murray)

Mrs. Murray motioned and Mr. Thompson seconded to adopt the agenda as presented.

**Voice Call: Ayes 6 / Nays 0 / Motion Carried**

**Recommendation:** Sought approval of the agenda.

6. **Community Relations Committee: (R)** (Ms. Murray-Chair, Mr. Thompson, Mr. Cratty)

Updates were provided.

7. **Curriculum & Instruction (C&I) Committee (R)** (Mr. Thompson-Chair, Mr. Troy, Mrs. Wiley)

1. **Multilingual Program Review Update (R)** (Dr. MacCrimble)
 

Dr. MacCrimble presented the Multilingual Program Review. The Board asked questions and discussed the progression of the program.

**Recommendation:** This report was for informational purposes.
2. **Curriculum Updates (R)** (Dr. MacCrimble)
 

Updates were provided. PSAT and SAT testing will be given on April 13, 2024. Curriculum material renewals will be forthcoming and information on the Spring Learning Fairs was presented.

**Recommendation:** For informational purposes only.
8. **Finance Committee** (Mr. Quagliano-Chair, ~~Mr. Bittman~~, Mr. Cratty)
  1. **Payables (A)** (Mr. Altmayer)
 

The Finance Committee submitted the purchase orders at \$3,006,918.34; imprest checks at \$46,067.70; no accounts payable at this time; and disbursements issued at \$8,985,510.00; for review and sought approval to move forward.
  2. **Monthly Fiscal Updates (R)** (Mr. Altmayer)
 

Mr. Altmayer provided the monthly fiscal updates and the Activity Fund Balance Report. He also provided information on the intergovernmental agreement with the Huntley Park District and acknowledged that the 2024-25 budget has been drafted.
  3. **Revenue & Expenditures Report (R)** (Mr. Altmayer)
 

Mr. Altmayer provided the monthly report for review. Health insurance is higher than the previous month.
  4. **School Photography Services RFP #2024-21 (A)** (Dr. MacCrimble)
 

Presented a review of proposals received for RFP # 2024-21 and recommended the agreement with Empire Photography for school photography services for the 2024-25 school year.

**Recommendation:** Sought approval by the Board of the contract with Empire photography at the next regular meeting.
  9. **Building and Grounds (B&G) Committee** (Mr. Troy-Chair, Mr. Quagliano, Mr. Thompson)
    1. **O&M Updates (R)** (Mr. Renkosik)
 

Mr. Renkosik reported on O&M project updates, including the bid for asphalt pavement construction and replacement.

**Recommendation:** For informational purposes only.
    2. **MDC Environmental Contract Extension (A)** (Doug Renkosik)
 

Mr. Renkosik sought approval of the extension to the MDC Environmental Contract for Refuse and Recyclables Hauling and Disposal Services.

**Recommendation:** Administration recommended the Board of Education approve Amendment 3 to the agreement with MDC Environmental for Recycled Materials Hauling and Disposal Services as presented.
  10. **Legislation/Policy Committee** (~~Mr. Bittman~~-Chair, Mr. Quagliano, Mrs. Murray)
    1. **Legislation Updates (R)**

No legislative updates were given.
    11. **Board of Education** (Mrs. Murray)
      1. **Minutes (A)**

The following draft meeting minutes were reviewed.

Thursday, March 14, 2024, Board of Education - Committee of the Whole Meeting

Thursday, March 21, 2024, Board of Education - Regular Meeting

**Recommendation:** Sought approval of the Board at their next regular meeting.
    12. **Public Commented** (Mrs. Murray)
 

Kari Cross made comments in regards to a Sign Language courses and communication.
    13. **Closed Session / Roll Call (A)** (Mrs. Murray)
 

Mrs. Murray moved, Mr. Thompson seconded to enter into Closed Session at 7:42 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 6 / Nays 0 / Absent 1 / Motion Carried**
    1. **Exited Closed Session / Voice Call (A)** (Mrs. Murrays)
      14. **Resumed in Public Session / Roll Call (A)** (Mrs. Murray)
 

Resumed the Committee of the Whole meeting at 8:41 p.m. Mr. Quagliano's remote connection was not re-established.

~~Mr. Quagliano~~, Mr. Troy, Mr. Cratty, ~~Mr. Bittman~~, Mrs. Murray, Mrs. Wiley, Mr. Thompson

**Roll Call: Ayes 5 / Absent 2 / Motion Carried**

15. **Adjournment (A)** (Mrs. Murray)

Mrs. Murray motioned, Mrs. Wiley seconded to adjourn the meeting at 8:41p.m.

**Voice Call: Ayes 5 / Nays 0 / Motion Carried**

Submitted by,  
Sharon Piemonte, Board Operations  
Paul Troy, Board Secretary

These minutes are subject to approval.

\_\_\_\_\_  
President Date  
Andrew Bittman

\_\_\_\_\_  
Secretary Date  
Paul Troy

Regular Meeting with Closed Session - Minutes  
Thursday, April 18, 2024 6:00 PM

District Office  
650 Dr. John Burkey Drive  
Door 2  
Algonquin, IL 60102

Mr. Andrew Bittman: Present  
Sean Cratty: Absent  
Mrs. Laura Murray: Present  
Mr. Tony Quagliano: Absent / Mr. Quagliano arrived before the start of closed session.  
Mr. Michael Thompson: Present  
Mr. Paul Troy: Present  
Mrs. Dana Wiley: Present  
Present: 5, Absent: 2.

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

Call to order the Regular Meeting at 6:02 p.m. A quorum was met.

**Roll Call: Ayes / Absent / Motion \_\_\_\_\_**

**Members:** Mr. Bittman, ~~Mr. Cratty~~, Mrs. Murray, ~~Mr. Quagliano~~, Mr. Thompson, Mr. Troy, Mrs. Wiley

Sean Cratty is absent.

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

Mr. Bittman moved and Mr. Thompson seconded to enter into closed session at 6:03 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.

**Members:** Mr. Bittman, ~~Mr. Cratty~~, Mrs. Murray, ~~Mr. Quagliano~~, Mr. Thompson, Mr. Troy, Mrs. Wiley

**Roll Call: Ayes 5 / Nays 0 / Absent 2 / Motion Carried**

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

Mr. Bittman moved and Mr. Troy seconded to exit closed session at 7:04 p.m. and return to open session.

**Voice Call: Ayes 6 / Nays 0 / Motion Carried**

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

Resumed the Regular meeting at 7:08 p.m.

**Members:** Mr. Bittman, ~~Mr. Cratty~~, ~~Mrs. Murray~~, Mr. Quagliano, Mr. Thompson, Mr. Troy, Mrs. Wiley

**Roll Call: Ayes 5 / Absent 1 / Motion Carried**

Mrs. Murray entered at 7:09 pm

3.1. **Action as Required / Roll Call** (Mr. Bittman)

No action was required from the Board.

4. **Pledge of Allegiance** (Mr. Bittman)

**The April Huntley High Five winners led us in the pledge.**

Olawale Raymond - 2nd grade Chesak, Maddison Clay - 4th grade Conley, Leah Caldera - 2nd grade Mackeben, Graham Firak - 5th grade Martin, Samantha Munoz - 3rd grade Leggee, Amelia Gummow - 6th grade Heineman, Holden Ruth - 7th grade Marlowe, Nikolas Knanishu - 10th grade Huntley High School, and Emil Balo from the Light Program.

**5. Student Scoop (R)** (Ms. Lombard)

Ms. Lombard introduced two students from the Martin Elementary Student Ambassador program. The students gave a presentation about attending Martin Elementary and the many clubs and activities the school offers.

**6. Student Recognition** (Mr. Bittman)

The following students won the District 158 Young Authors Contest on April 8, 2024: Owen Ehmen, Elizabeth Ann Giese and Brooke Keute from Chesak. Kyra Frandsen, Vivian Nava and Reese Jarger from Martin. Jameson Secor, Remmy Wehner and Kylie Frey from Mackeben. Isla Kolton, Joanna Chlastawa and Nicole Budyk from Conley. Boitano Arrigo, Kate Medina, Oliver Cottrell, Vanessa McHugh, Gianna Mastandrea and Olivia Calabrese from Leggee. Jazmine Burrows from Marlowe. Aliena Marin from Heineman. Presented by Tammy Carpenter, Michelle Busky and Christy Gibbs.

The twenty District Young Authors Contest winners for the 2023 -24 school year were introduced by Tammy Carpenter (middle school) and Michelle Buskeys (elementary).

**7. Public Comment** (Mr. Bittman)

No public comments were made at this time.

**8. Revision and Adoption of the Agenda / Voice Call (A)** (Mr. Bittman)

Mr. Bittman moved and Mr. Quagliano seconded to adopt the agenda with changes to move 14.7 before 14.1.

**Action:** Adoption of the Agenda.

**Voice Call:** Ayes 6 / Nays 0 / Motion Carried

**9. Superintendent's Report (R)** (Ms. Lombard)

Inaugural participation at the Special Olympics competition by the Huntley Hurricanes Team. Five individuals will be moving forward in the competition and competing in June.

The Elementary Learning Fairs at three campuses were well attended. Highlights the accomplishments of the 5<sup>th</sup> grade students during the school year. Final one will be at Leggee, on April 30th.

Coordination of a safety event at Huntley High School with the Huntley Fire Department, Huntley Police Department, Village of Huntley, Huntley School District 158 and potentially the Northwestern Medicine Huntley Hospital.

KPI presentations will be provided at the Special Education Advisory Committee meeting on April 23rd.

Hiring of Rita Castens as Athletic Director at Huntley High School.

**9.1. Donations (R)** (Ms. Lombard)

*First to the Finish* - \$500.00 check from contracted sales to the Huntley High School Girl's Track and Field Team

Kathleen Glosson - \$275.00 check for Huntley High School Boy's Swimming Team

Huntley Grid Iron Club - \$525.00 check for the Huntley Football Breakfast

Huntley High School Boys Basketball Team:

*Rysavy Insurance & Financial Services* - \$250.00 check

*KWD Wealth Management - \$500.00 check*  
*D & D Comfort Heating & Air Conditioning - \$500.00 check*  
*Signature Transportation Group - \$450.00 check*

**10. Chief Financial Officer/Treasurer (R) (Mr. Altmayer)**

Updates were provided.

**Recommendation:** For informational purposes only.

**10.1. FY25 Budget Draft (R) Mr. Altmayer**

Mr. Altmayer presented the FY25 Budget and Five - Year Plan for the Board's review.

Aspects were discussed by the board.

**Recommendation:** For informational purposes only.

**11. Freedom of Information Act (FOIA) Requests (R) (Ms. Barr)**

The monthly report on the FOIA requests were provided.

**Recommendation:** For informational purposes only.

Mrs. Barr discussed the FOIA requests.

**12. President's Report (Mr. Bittman)**

**12.1. Board Discussion (D) (Mr. Bittman)**

Administration discussed with the board how to make the school experience seem more like a neighborhood school, when schools are so large and have such a sizable student body.

**13. Consent Agenda (A) (Mr. Bittman)**

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

**Recommendation:** Mr. Bittman moved and Mr. Quagliano seconded the approval and adoption of the Consent Agenda:

**Roll Call: Ayes 6 / Nays 0 / Motion Carried**

**13.1. Materials for HHS Courses 24-25(A) (Dr. MacCrimble)**

Dr. MacCrimble sought approval of materials for supporting and implementing new courses that the Board of Education approved at the November 9, 2023, Board of Education meeting, in addition to material updates needed for AP and Dual Credit courses. These materials were presented and placed on display during the March 14, 2024, Committee of the Whole Meeting.

**13.2. Minutes (A)**

The following minutes were presented at the April 4, 2024, COW meeting and at the Executive Session for review and were now presented for approval.

March 14, 2024, BOE Meeting - COW

March 21, 2024, BOE Meeting - Regular

February 1, 2024, BOE Special Meeting - Executive Session

February 8, 2024, BOE Meeting - Executive Session

March 14, 2024, BOE Meeting - Executive Session

March 21, 2024, BOE Meeting - Executive Session

**13.3. HR Personnel (A) (Dr. Zehr)**

Sought 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.

13.4. **Payables (A)** (Mr. Altmayer)

Mr. Altmayer sought approval of the Purchase Orders issued at \$3,006,918.34; Accounts Payable issued at \$0; Imprest issued at \$46,067.70 and Disbursements issued at \$8,985,510.00, as presented.

13.5. **MDC Environmental Contract Extension (A)** (Doug Renkosik)

Mr. Renkosik sought approval of the extension to the MDC Environmental Contract for Refuse and Recyclables Hauling and Disposal Services.

**Recommendation:** Administration recommended the Board approve Amendment 3 to the agreement with MDC Environmental for Recycled Materials Hauling and Disposal Services.

13.6. **School Photography Services RFP #2024-21 (A)** (Dr. MacCrimble)

Sought approval of the agreement with Empire Photography for school photography services for the 2024-25 school year.

14. **Action Items / Roll/ Voice Call** (Mr. Bittman)

Action items required a motion and a second; discussion if needed; and roll call.

14.1. **McHenry County Regional Safe School Program (A)** (Ms. Lombard)

District 158 and McHenry County are extending their Intergovernmental Agreement for the Safe School Program.

**Recommendation:** Mr. Bittman moved and Mr. Troy seconded to approve the resolution authorizing participation in the McHenry County Regional Safe School program by extending the validity period and adhering to all provisions of the existing Intergovernmental agreement.

**Roll Call: Ayes 6 / Nays 0 / Motion Carried**

14.2. **Multi-Year Contract (2024 - 2028) (A)** (Ms. Lombard)

Ms. Lombard sought approval of the Multi-Year contract for Dr. Zehr.

**Recommendation:** Mr. Bittman moved and Mr. Quagliano seconded approval of Dr. Zehr's multi-year contract as presented.

**Roll Call: Ayes 6 / Nays 0 / Motion Carried**

14.3. **Multi-Year Contract (2024 - 2028) (A)** (Ms. Lombard)

Ms. Lombard sought approval of the Multi-Year contract for Dr. MacCrimble.

**Recommendation:** Mr. Bittman moved and Mr. Troy seconded approval of Dr. MacCrimble's multi-year contract as presented.

**Roll Call: Ayes 6 / Nays 0 / Motion Carried**

14.4. **FY25 Administrator Rates (A)** (Dr. Zehr)

Dr. Zehr sought approval of the Board of administrator rate increases for FY25.

**Recommendation:** Mr. Bittman moved and Mr. Thompson seconded the approval of the administrator rate increase FY25 as presented.

**Roll Call: Ayes 6 / Nays 0 / Motion Carried**

14.5. **Supplemental Purchase Orders and Accounts Payable (A)** (Mr. Altmayer)

Administration recommended approval of the Supplemental Purchase Orders Report at \$3,316,307.76 and Supplemental Accounts Payable at \$12,188.77 as presented.

**Recommendation:** Mr. Bittman moved and Mr. Troy seconded the approval by the Board as presented.

**Roll Call: Ayes 6 / Nays 0 / Motion Carried**

14.6. **Extra-Curricular Committee Recommendations (A)** (Mr. Altmayer)

The Huntley Extra-Curricular Committee reviewed and recommended a change to the activity salary schedule for the 2024-2025 school year.

**Recommendation:** Mr. Bittman moved and Mr. Thompson seconded approval of the Board as presented.

**Roll Call: Ayes 6 / Nays 0 / Motion Carried**

14.7. **Intergovernmental Agreement (IGA) with Huntley Park District (A)** (Mr. Altmayer)

IGA with Huntley Park District was discussed by Mr. Altmayer. The District and Park District consolidated three previous Intergovernmental Agreements into one, including the addition of the Park District space for the District's Light Program.

**Recommendation:** Mr. Bittman moved and Mr. Thompson seconded the board approve the attached IGA as presented.

**Roll Call: Ayes 6 / Nays 0 / Motion carried**

15. **Public Comment** (Mr. Bittman)

No public comments were made at this time.

16. **Adjournment (A)** (Mr. Bittman)

**Members:** Mr. Bittman, ~~Mr. Cratty~~, Mrs. Murray, Mr. Quagliano, Mr. Thompson, Mr. Troy, Mrs. Wiley

Mr. Bittman moved and Mr. Troy seconded the motion to adjourn the meeting at 8:41 p.m.

**Voice Call: Ayes 6 / Nays 0 / Motion Carried**

Submitted by,  
Sharon Piemonte, Board Operations  
Paul Troy, Board Secretary

_____	_____	_____	_____
President	Date	Secretary	Date
Andrew Bittman		Paul Troy	