Huntley Community School District 158 – Board of Education

Regular Agenda

Date: Thursday, July 16, 2026
Meeting: Regular Meeting 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

Mission Statement: Our learning community will educate and empower all students always.
Board of Education Members: President, Mr. Paul Troy; Vice President, Mr. Sean Cratty; Secretary, Mrs. Melissa Maiorino; Mr. Rich Bobby; Mr. Andy Fekete; Mrs. Laura Murray, Mr. Chuck Ruth

Agenda

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

1. **Call to Order / Roll Call (A)** (Mr. Troy)
   Call to order the Regular Meeting at ___:___ p.m. A quorum must be met.
   Roll Call: Ayes / Absent / Motion _____
   Members: Mr. Bobby, Mr. Cratty, Mr. Fekete, Mrs. Maiorino, Mrs. Murray, Mr. Ruth, Mr. Troy
2. **Closed Session / Roll Call (A)** (Mr. Troy)
   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; **(6)** Purchase or lease of real property; **(11)** Matters relating to individual students; **(15)** Discussion of minutes of meetings lawfully closed under this Act.
   Members: Mr. Bobby, Mr. Cratty, Mr. Fekete, Mrs. Maiorino, Mrs. Murray, Mr. Ruth, Mr. Troy
   Roll Call: Ayes / Nays / Absent / Motion _____
   1. **Exit or Suspend Closed Session / Voice Call (A)**
      Move to exit or suspend closed session at ___:___ p.m. and return to open session.
      Voice Call: Ayes / Nays / Motion _____
3. **Resume in Public Session / Roll Call (A)** (Mr. Troy) *approx. 7:00 p.m*.
   Resume the Regular meeting at ___:___ p.m.
   Members: Mr. Bobby, Mr. Cratty, Mr. Fekete, Mrs. Maiorino, Mrs. Murray, Mr. Ruth, Mr. Troy
   Roll Call: Ayes / Absent / Motion _____
   1. **Action as Required / Roll Call** (Mr. Troy)
      Will come from the Board.
      Roll Call: Ayes / Nays /Absent / Motion _____
      Action: Recommendation will come from the Board.
      Members: Mr. Bobby, Mr. Cratty, Mr. Fekete, Mrs. Maiorino, Mrs. Murray, Mr. Ruth, Mr. Troy
4. **Pledge of Allegiance** (Mr. Troy)
   The Board of Education will lead us in the pledge.
5. **Public Comment** (Mr. Troy)
   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.
6. **Revision and Adoption of the Agenda / Voice Call (A)** (Mr. Troy)
   Move to adopt the agenda as presented (or with changes).
   Action: Adoption of the Agenda.
   Voice Call: Ayes / Nays / Motion _____
7. **Superintendent's Report** (R) (Ms. Lombard)
   Updates will be provided at this time.
   Recommendation: For informational purposes only 1

1. **Strategic Planning Measures (A)** (Ms. Lombard) **4**
   Ms. Lombard will present the 2026/27 Strategic Planning Measures and Indicators for approval.
   Recommendation: The Administration is seeking approval from the Board of Education at their August Regular meeting.

8. **Student Board Representatives (R)** (Emma Jorgensen and Olaf Rozner)
   The student Board Representatives updates will be provided at this time.
   Recommendation: For informational purposes only
9. **Curriculum & Instruction Committee** (Mr. Fekete - Chair, Mr. Ruth, Mr. Bobby)
   1. **Assistant Superintendent Learning and Innovation (R)** (Dr. Hoyou) **5**
      Updates will be provided at this time.
      Recommendation: For informational purposes only.
10. **Special Education Committee** (Mr. Bobby - Chair, Mrs. Maiorino, Mrs. Murray)
11. **Finance Committee** (Mr. Cratty - Chair, Mr. Ruth, Mr. Troy)
    1. **Monthly Fiscal Updates (R)** (Mr. Altmayer) **9**
       Mr. Altmayer will provide the monthly fiscal updates, Disbursement Report and the Activity Fund Balance Report.
       Recommendation: For informational purposes only.
    2. **Revenue and Expenditures (R)** (Mr. Altmayer) **87**
       Mr. Altmayer will present the monthly report for review and comment.
       Recommendation: For informational purposes only.
    3. **Food Services Menu Software with Healthe-Pro (R)** (Mr. Altmayer) **91**
       Mr. Altmayer will present the new food service menu planning software.
       Recommendation: For informational purposes only.
12. **Human Resources Committee** (Mr. Ruth - Chair, Mr. Fekete, Mr. Cratty)
    1. **Associate Superintendent of Human Resources (R)** (Dr. Zehr)
       Updates will be provided at this time.
       Recommendation: For informational purposes only.
13. **Community Relations and Student Outreach Committee** (Mrs. Murray - Chair, Mr. Fekete, Mrs. Maiorino)
    1. **Director of Communications and Public Engagement (R)** (Ms. Barr) **97**
       Updates will be provided at this time.
       Recommendation: For informational purposes only.
    2. **FOIA Requests (R)** (Ms. Barr) **102**
       A monthly report on the FOIA requests is provided in the packet.
14. **Policy and Legislation Committee** (Mrs. Maiorino - Chair, Mrs. Murray, Mr. Troy) **104**
15. **Buildings and Grounds Committee** (Mr. Troy - Chair, Mr. Bobby, Mr. Cratty)
    1. **Operations and Maintenance Updates (R)** (Mr. Lindquist) **105**
       Mr. Lindquist will report on Operations and Maintenance project updates.
       Recommendation: For informational purposes only.
16. **President's Report** (Mr. Troy)
    1. **Board Discussion (D)** (Mr. Troy)
       The Board will discuss new business items.
    2. **Minutes (D)** (Mr. Troy) **106**
       The following minutes have been prepared for review:
       June 18, 2026, Board of Education meeting minutes
       Recommendation: Seeking approval of the board at the next regular Board of Education meeting.
17. **Consent Agenda (A)** (Mr. Troy)
    The following Consent Agenda items have gone through the Committee of the Whole. Prior to adoption, revisions are presented here.
    Recommendation: Seeking approval and adoption of the Consent Agenda as follows:
    Roll Call: Ayes / Nays / Motion _____
    1. **Minutes (A)** (Mr. Troy) **114**
       The following minutes are presented for approval.
       May 12, 2026, Parent Teacher Advisory Committee Meeting Minutes
       May 21, 2026, Board of Education Meeting Minutes
       May 21, 2026, Executive Closed Session Meeting Minutes

June 4, 2026, Curriculum Workshop Meeting Minutes
Recommendation: Seeking approval of the Board as presented.

2. **Student Handbooks (D)** (Dr. Zehr) **124**
The 2026-27 Student Handbooks were revised as recommended and reviewed at the June 18, 2026, Board of Education meeting.
Recommendation: Seeking approval of the 2026–27 Student Handbooks as presented.

18. **Action Items / Roll/ Voice Call** (Mr. Troy)
Action items require a motion and a second; discussion if needed; and roll.

1. **HR Personnel (A)** (Dr. Zehr) **375**
Seeking approval of the personnel reports provided and reviewed by the Board, which include explanation for resignations, retirements, terminations, employment, contract revisions, and leave requests, as presented.
Recommendation: Seeking approval by the Board as presented.
Roll Call: Ayes / Nays / Motion _____

2. **IDOT Hazardous Busing Resolution (A)** (Dr. Zehr) **378**
The Illinois Department of Transportation (IDOT) constituting a Type I, Type II and Type III Hazard, will be reviewed to transport students. Administration is recommending by resolution the continuance of the Hazardous Busing Program for the District, as identified by school code 105ILCS 5/29-5.2.
Recommendation: Seeking approval of the Board as presented.
Roll Call: Ayes / Nays / Motion _____

3. **Mobile Health Solutions (MHS) Statement of Work (SOW) (A)** (Dr. Zehr) **380**
Dr. Zehr will present the Statement of Work between Medical Health Solutions and Huntley Community School District #158.
Recommendation: Seeking approval of the Board as presented.
Roll Call: Ayes / Nays / Motion _____

4. **Northern Illinois Health Insurance Program (NIHIP) (A)** (Dr. Zehr) **403**
Dr. Zehr will present an overview of the NIHIP cooperative and deliver the Huntley CSD 158 Health Insurance Committee's formal recommendation.
Recommendation: Seeking approval of the Board as presented.
Roll Call: Ayes / Nays / Motion _____

5. **FY27 Budget Hearing (A)** (Mr. Altmayer) **405**
The administration will recommend the date and time of the Budget Hearing for the FY27Budget.
Recommendation: Seeking approval of the Board as presented.
Roll Call: Ayes / Nays / Motion _____

6. **Payables (A)** (Mr. Altmayer) **407**
Mr. Altmayer will seek approval of the Purchase Orders issued at $15,593,209.60, Accounts Payable at $28,139.76, Imprest at $246,565.70; and AP Imprest issued at $30,156.93, as presented.
Recommendation: Seeking approval by the Board as presented.
Roll Call: Ayes / Nays / Motion _____

7. **Revenue Contracts (A)** (Mr. Altmayer) **588**
Mr. Altmayer will seek approval of the revenue contracts for various fundraising activities.
Recommendation: Seeking approval by the Board as presented.
Roll Call: Ayes / Nays / Motion _____

8. **National School Lunch Rate Increase (A)** (Mr. Altmayer) **595**
Administration recommends the Type A lunch rate increase as guided by Federal Regulations.
Recommendation: Seeking approval of the Board as presented.
Roll Call: Ayes / Nays / Motion _____

19. **Public Comment** (Mr. Troy)
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.

20. **Adjournment (A)** (Mr. Troy)
Members: Mr. Bobby, Mr. Cratty, Mr. Fekete, Mrs. Maiorino, Mrs. Murray, Mr. Ruth, Mr. Troy
Motion to adjourn the meeting at ____:____ p.m.
Voice Call: Ayes / Nays / Motion _____

HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

Huntley Community School District 158

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

Date: 7/16/2026
To: Board of Education
From: Jessica Lombard, Ed. S, Superintendent
Subject: Recommended Strategic Plan measures and continuous improvement dashboard for 2026-27

EXECUTIVE SUMMARY

As part of the implementation of our Strategic Plan, Huntley 2030*: Building Tomorrow Together*, the administrative team has developed a set of Key Performance Indicators (KPIs) or short term goals for the 2026-27 school year. These KPIs/goals are designed to provide clear, measurable actions that will allow the district to monitor progress on the five (5) highest-priority outcomes aligned to Huntley2030.

The five (5) priority areas identified in Huntley 2030 are:

- Teaching & Learning
- Student Success
- Future Readiness
- Community Engagement
- Fiscal Stewardship

Cross cutting concepts- Fiscal responsibility, Transparent Decision Making, Educational Equity, Innovation, Two-way Communication, Accountability, Sustainability and Workplace Excellence

It is important to note that these KPIs represent focused measures of system-level success. In addition, the district will continue to utilize a data dashboard that shares information, measures and progress on a wide range of **annual** continuous improvement indicators. While the data dashboard offers a comprehensive view of district performance in multiple areas that will be focused on annually, the KPIs outlined are intended as goals that move the district forward to achieving high academic success and organizational effectiveness

Recommendation: The Superintendent recommends that the Board of Education move to approve the 2026-2027 Key Performance indicators and Continuous Improvement Data Dashboard to the August 20, 2026 Regular Board of Education meeting for approval.

(Attachments Enclosed/Dashboard to be shared at the meeting)

HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

Huntley Community School District 158

650 Academic Drive
Algonquin, Illinois 60102
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Date: July 16, 2026
To: Board of Education
From: Dr. Anna Hoyou
Cc: Ms. Jessica Lombard, Superintendent
Subject: **Curriculum Updates**

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

Grant Submission
This June the Consolidated District Plan was submitted on June 2nd and approved on July 7th, 2026 . We have also submitted our application for Title 1, 2, and 4 grants. Spending for the title grants was aligned to the needs assessment from the consolidated district plan.

Anticipated Funding from Title Grants:

ESSA Grant	**FY 26-27**	**FY25-26**	**FY 24-25**
Title 1 (Low Income)	178,106	178,858	210,427
Title 2 (Professional Development)	104,834	121,043	107,631
Title 4 (Academic Enrichment)	12,447	12,186	16,602

Title 1: Schools that qualify for Title 1 funding (must be more than 22% low income)

	Total Enrollment 25-26	**Total Low Income 25-26**	**Low Income %**
Martin	776	212	27.3%
Chesak	672	179	26.6%
Mackeben	481	109	22.6%
Conley	592	137	23.1%

Dual Language Lottery
The 2026-27 Dual Language Lottery has concluded. With around 60 students interested in the Dual Language program, we ensured adherence to the 50:50 language allocation for native English and native Spanish speakers.

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This resulted in one Kindergarten Dual Language classroom at Chesak Elementary for this school year. Many of the incoming kindergarten students in dual have a sibling already in the dual program. The classroom will follow a one-way model, with one teacher providing instruction in both Spanish and English, supported by a paraprofessional.

Summer Professional Learning
The Learning and Innovation Department has been actively facilitating professional learning sessions through Huntley University this summer. These include:

- Literacy training with Benchmark Advance and Adelante materials for K-5.
- Continued math professional learning for grades 6-12.
- Curriculum development to better meet service and program needs.
- Professional learning for administration.
- These professional learning activities will continue throughout the summer, focusing on supporting new staff and planning for the beginning of the school year Institute Days.

Mandated Units of Study
ISBE has notified school districts that a review of the mandated units of study is currently underway. The purpose of the review is to consolidate and reduce the amount of mandates for schools.

Summer School Update
Summer school has concluded for the summer. Chesak hosted our K-5 summer school for the elementary students while HHS hosted our high school offerings. The district has seen a decrease in summer school enrollment and will be reviewing our programming for future recommendations. See the table below for the number of students each level served.

Level	Students Enrolled/Students Invited	Percent/Notes
Elementary K-5 (Summer Bridge Program)	85/281	30%
2nd-8th Grade Summer Enrichment	Math Enrichment 39 Literacy Book Clubs 208	
Middle School (Summer Bridge)	3/21	Due to low enrollment middle school summer school was not implemented.
HHS Students taking classes to get ahead	131 Students	List the classes offered
HHS Students taking classes for credit recovery	27 Students	List the classes offered

Illinois School Report Card

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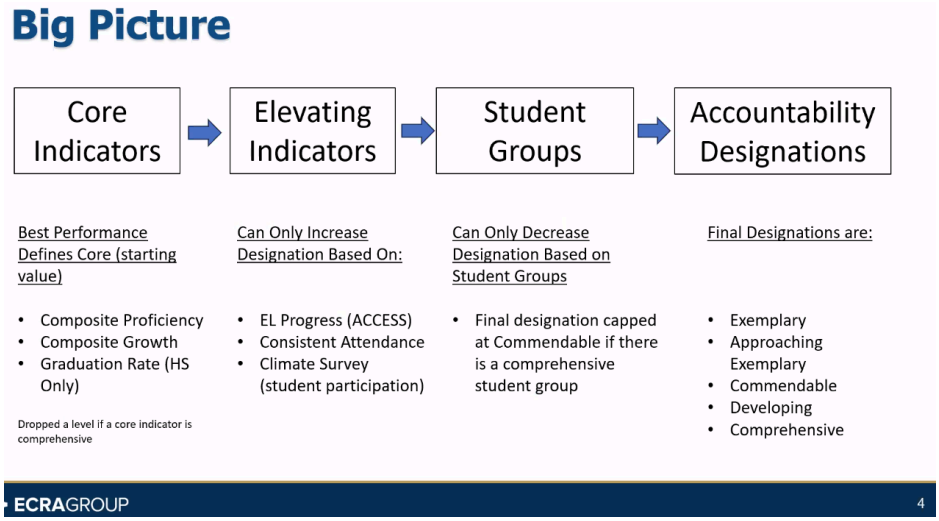
The new Illinois school accountability system replaces a competitive curve with fixed, objective standards so every school has a chance to earn the top rating. It introduces updated performance labels ranging from *Exemplary* to *Comprehensive* to better classify school success. To improve data accuracy, the state swapped tracking "chronic absenteeism" for a positive measurement of "consistent attendance." The state also eliminated the 9th-grade On-Track metric to shift focus toward broader graduation benchmarks. These adjustments aim to make school evaluations transparent and reflective of true student growth. More details pertaining to District 158 data in this new model will be presented at the **Curriculum Workshop in Fall of 2026**.



State Reporting

This summer has been busy with state reporting. Collaboration between technology, student services, curriculum, human resources and the superintendent has been ongoing to ensure our data continues to be accurate and timely.

- **July 1:** Superintendents and principals ***review*** the 2026 Data Review and Verification Tool (DRVT) via MyIRC Educator Preview.
- **July to August:** Data submissions and data quality checks by districts and schools close. After August, all data for the upcoming Report Card are ***final***.
- **July 31:** Assessment correction window for districts closes.
- **Oct. 1-29:** Superintendents and principals ***preview*** the 2026 Report Card via MyIRC Educator Preview.
- **Oct. 30 by 9 a.m.:** ISBE publishes the 2026 Report Card.
    - **Note:** The 2025 Report Card will go offline starting at noon on Oct. 29 as we make the necessary preparations for launching the 2026 Report Card on Oct. 30.

Recommendation

This report is for information only.

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To: Board of Education and Administration

From: Mark Altmayer, Chief Financial Officer

Date: July 16, 2026

Subject: **Monthly Fiscal Updates**
Board of Education Meeting, July 16, 2026
Chief Financial Officer/Treasurer

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:

- ✓ **May 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 FY27 Budget and 5 Year Plan. During the month, working with the building Principals, additional favorable adjustments have been made. The next draft of the budget will be shared at the August Committee of the Whole.
- ✓ **Year-end Preparation** – The team is preparing for yearend which includes pulling together information for the audit, scheduled for the end of July.
- ✓ **ICE Melt Bid** – The District continues to partner with District 300 on bidding opportunities, agreeing to partner on the Ice Melt Bid. The Ice Melt Bid is currently underway and we will keep the Board apprised as results come in.
- ✓ **Skyward & the Accounts Payable Reports –** During the month the District worked with Skyward to continue to modify these reports. Moving forward, as the implementation continues, we will continue to focus on streamlining these reports.
- ✓ **Gilberts Impact Fee Received –** As discussed at the last board meeting, the Village Gilberts mistakenly sent 5 homes impact fees to District 300. As a result, and per discussion with District 300 administration, District 300 was going to send us a check for these impact fees. However, during the month, the District received an impact fee check of approximately $21k for these 5 homes from the Village of Gilberts. Gilberts is working with District 300 directly to seek reimbursement.
- ✓ **HS Athletics Scheduling Software Update** – During the month, Administration worked with the High School Athletic Department to transition the HHS Athletics Department from our current collection of athletic management platforms (Arbiter, GoFan, District Web Store, FMX, and other supplemental tools) to **Bound**, an integrated athletics management platform that consolidates scheduling, registration, ticketing, communication, websites, fundraising, and event management into a single system.

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This system is cheaper and provides one single platform with multiple use opportunities (scheduling, ticketing, billing and crowdfunding).

✓ **Board of Education Board Room Video Enhancements** – During the month the Technology team reached out to one of our current providers to receive a quote regarding the enhancement of video in the District's Board room. The company provided two options, for which both options included the installation of two cameras whereby one camera would be facing the Dais (the Board members) and one camera facing the lectern area and the audience. In addition, both options would include camera tracking at various levels of technology (microphones in the ceiling versus a floor activated mat at the lectern.) The quotes received were $40,493 and $31,993 for the two options. Both quotes included all hardware and installation.

SPECIFIC TASKS TO ADDRESS DURING AUGUST

- **August –** Continue to Prepare Tentative Budget
- **August 15** – Special Education Private Facility Tuition Claim submitted to the ISBE (105 ILCS 5/14-7.02)
- **August 15** – Pupil Transportation Reimbursement Claim submitted to the ISBE on IWAS (105 ILCS 5/29-5)

COMING UP IN SEPTEMBER

- End of the first quarter of the fiscal year for most Illinois school districts and, therefore, the last day to adopt the annual budget (105 ILCS 5/17-1). Within 30 days of adoption, the annual budget must be (1) filed with the county clerk (35 ILCS 200/18-50)

Huntley Community School District 158

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To: Board of Education and Administration

From: Mark Altmayer, Chief Financial Officer

Date: July 16, 2026

Subject: **Disbursements Issued**
Board of Education Meeting, July 16, 2026
Chief Financial Officer/Treasurer

Presented for the Committee's review is a list of all disbursements from June 12, 2026 thru July 9, 2026 totaling $2,202,790.41.

AP Check Register

AP Run: 061226-DG611-BOE AP — Post Date: 2026-06-12 — AP Run Type: R **HUNTLEY CONS SCHOOL DIST 158**

Check Date	Check Number	Payment Type	Name	Check Amount
06/12/2026	81578	Check	95 Percent Group LLC	404.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
INV184103	06/11/2026	149.00		
	10 E 1100 4100 56 505 000000		*RTI MATERIALS 6-12*	*149.00*
INV184104	06/11/2026	106.00		
	10 E 1100 4100 56 505 000000		*RTI MATERIALS 6-12*	*106.00*
INV184105	06/11/2026	149.00		
	10 E 1100 4100 56 505 000000		*RTI MATERIALS 6-12*	*149.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/12/2026	81579	Check	Aequor Healthcare Services	6,580.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
1260000101	06/12/2026	2,120.00		
	10 E 1101 3100 00 506 000000		*SUBSTITUTE TEACHER-CONTRACTED*	*2,120.00*
1260000102	06/12/2026	4,460.00		
	10 E 1101 3100 00 506 000000		*SUBSTITUTE TEACHER-CONTRACTED*	*4,460.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/12/2026	81580	Check	Airgas USA LLC	1,333.31

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
5524747652	06/11/2026	21.12		
	20 E 2542 4100 00 500 000000		*SUPPLIES B & G*	*21.12*
5524747963	06/11/2026	12.08		
	20 E 2542 4100 00 500 000000		*SUPPLIES B & G*	*12.08*
9172387173	06/11/2026	433.37		
	20 E 2542 4100 00 500 000000		*SUPPLIES B & G*	*433.37*
9172387195	06/11/2026	433.37		
	20 E 2542 4100 00 500 000000		*SUPPLIES B & G*	*433.37*
9172387220	06/11/2026	433.37		
	20 E 2542 4100 00 500 000000		*SUPPLIES B & G*	*433.37*

Check Date	Check Number	Payment Type	Name	Check Amount
06/12/2026	81581	Check	Alpha Baking Company Inc	118.64

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
16448162	06/12/2026	-16.15		
	10 E 2560 4150 00 220 000000		*CAFE FOOD MARLOWE*	*-16.15*
260038079010	06/12/2026	134.79		
	10 E 2560 4150 00 220 000000		*CAFE FOOD MARLOWE*	*134.79*

AP Check Register

AP Run: 061226-DG611-BOE AP — Post Date: 2026-06-12 — AP Run Type: R **HUNTLEY CONS SCHOOL DIST 158**

Check Date	Check Number	Payment Type	Name	Check Amount
06/12/2026	81582	Check	AT&T	2,929.09

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
2300426118	06/12/2026	2,929.09		
	20 E 2540 3400 00 500 000000		*TELEPHONE - DISTRICTWIDE*	*2,929.09*

Check Date	Check Number	Payment Type	Name	Check Amount
06/12/2026	81583	Check	AT&T 5080	27.26

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
7820936118	06/12/2026	27.26		
	20 E 2540 3400 00 500 000000		*TELEPHONE - DISTRICTWIDE*	*27.26*

Check Date	Check Number	Payment Type	Name	Check Amount
06/12/2026	81584	Check	Benchmark Education Company	4,015.20

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
597874	06/09/2026	4,015.20		
	10 E 1200 4100 92 509 460000		*IDEA INSTRUCTIONAL SUPPLIES*	*4,015.20*

Check Date	Check Number	Payment Type	Name	Check Amount
06/12/2026	81585	Check	Blu Petroleum	6,379.07

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
SI-50525	06/11/2026	6,379.07		
	40 E 2552 4640 00 500 000000		*DIESEL/GASOLINE*	*6,379.07*

13

Check Date	Check Number	Payment Type	Name	Check Amount
06/12/2026	81586	Check	BrainPOP LLC	20,335.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
US629495	06/12/2026	20,335.00		
	10 E 2410 3900 00 300 000000		*GENERAL PURCHASED SERVICES*	*20,335.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/12/2026	81587	Check	BryMax Enterprises Inc	1,269.60

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
270238	06/09/2026	1,269.60		
	10 E 2560 4150 00 220 000000		*CAFE FOOD MARLOWE*	*1,269.60*

Check Date	Check Number	Payment Type	Name	Check Amount
06/12/2026	81588	Check	Camelot Therapeutic Schools LLC	13,669.80

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
INV251187	06/11/2026	13,669.80		
	10 E 4220 6700 00 509 000000		*SP ED PRIVATE TUITION*	*13,669.80*

Check Date	Check Number	Payment Type	Name	Check Amount
06/12/2026	81589	Check	Central States Bus Sales, Inc.	433.20

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
IN703311	06/11/2026	433.20		
	40 E 2554 4100 00 500 000000		*FLEET SUPPLIES*	*433.20*

AP Check Register

AP Run: 061226-DG611-BOE AP — Post Date: 2026-06-12 — AP Run Type: R **HUNTLEY CONS SCHOOL DIST 158**

Check Date	Check Number	Payment Type	Name	Check Amount
06/12/2026	81590	Check	Comcast	299.74

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
274484166	06/12/2026	299.74		
	20 E 2540 3400 00 500 000000		*TELEPHONE - DISTRICTWIDE*	*299.74*

Check Date	Check Number	Payment Type	Name	Check Amount
06/12/2026	81591	Check	Cove School	7,468.56

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
SD158-0526	06/12/2026	6,223.80		
	10 E 4220 6700 00 509 000000		*SP ED PRIVATE TUITION*	*6,223.80*
SD158-0626	06/12/2026	1,244.76		
	10 E 4220 6700 00 509 000000		*SP ED PRIVATE TUITION*	*1,244.76*

Check Date	Check Number	Payment Type	Name	Check Amount
06/12/2026	81592	Check	Eds Testing Station and Automotive	810.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
7092	06/12/2026	810.00		
	40 E 2550 3100 00 500 000000		*PROF & TECH SERVICE TRANS*	*810.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/12/2026	81593	Check	Follett Content Solutions LLC	948.06

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
727226	06/12/2026	390.26		
	10 E 2220 4300 00 110 000000		*MEDIA CENTER CHESAK*	*390.26*
727226A	06/12/2026	506.72		
	10 E 2220 4300 00 110 000000		*MEDIA CENTER CHESAK*	*506.72*
727226F	06/12/2026	51.08		
	10 E 2220 4300 00 110 000000		*MEDIA CENTER CHESAK*	*51.08*

Check Date	Check Number	Payment Type	Name	Check Amount
06/12/2026	81594	Check	GSF USA Inc	1,473.03

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
INR082282	06/11/2026	1,473.03		
	20 E 2542 3190 00 500 000000		*CONTRACTUAL CUST. REPLACEMENT*	*1,473.03*

Check Date	Check Number	Payment Type	Name	Check Amount
06/12/2026	81595	Check	Hatching Results Inc	2,231.25

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
1408-050126	06/10/2026	2,231.25		
	10 E 2212 3140 83 500 490000		*TITLE II PROF DEVELOPMENT*	*2,231.25*

AP Check Register

AP Run: 061226-DG611-BOE AP — Post Date: 2026-06-12 — AP Run Type: R **HUNTLEY CONS SCHOOL DIST 158**

Check Date	Check Number	Payment Type	Name	Check Amount
06/12/2026	81596	Check	Illinois School For The Deaf	1,173.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
APR/2026	06/11/2026	357.00		
	40 E 2552 3310 00 500 000000		*CONTRACTED TRANSPORTATION*	*357.00*
MAR/2026	06/11/2026	408.00		
	40 E 2552 3310 00 500 000000		*CONTRACTED TRANSPORTATION*	*408.00*
MAY/2026	06/11/2026	408.00		
	40 E 2552 3310 00 500 000000		*CONTRACTED TRANSPORTATION*	*408.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/12/2026	81597	Check	IXL Learning Inc	8,606.25

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
S576287	06/12/2026	8,606.25		
	10 E 1800 3900 82 505 000000		*TBE/TPI INSTR PUR SVC*	*8,606.25*

Check Date	Check Number	Payment Type	Name	Check Amount
06/12/2026	81598	Check	Master Teacher Inc, The	126.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
573985	06/11/2026	126.00		
	10 E 2642 4110 00 506 000000		*HR EMPLOYEE RECOGNITION*	*126.00*

15

Check Date	Check Number	Payment Type	Name	Check Amount
06/12/2026	81599	Check	Menards Inc	39.93

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
55870	06/12/2026	39.93		
	20 E 2542 4100 00 500 000000		*SUPPLIES B & G*	*39.93*

Check Date	Check Number	Payment Type	Name	Check Amount
06/12/2026	81600	Check	Midwest Transit Equip Kankakee	19,711.90

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
X106055356:01	06/11/2026	20,041.90		
	40 E 2550 3230 00 500 000000		*REPAIRS AND MAINTENANCE*	*20,041.90*
X106055523:01	06/12/2026	-330.00		
	40 E 2550 3230 00 500 000000		*REPAIRS AND MAINTENANCE*	*-330.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/12/2026	81601	Check	MPS Macmillan Holdings LLC	25,249.90

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
83657967	06/12/2026	20,449.90		
	10 E 1100 4230 00 505 000000		*NEW ADOPTION 6-12*	*20,449.90*
83780963	06/12/2026	4,800.00		
	10 E 1100 4230 00 505 000000		*NEW ADOPTION 6-12*	*4,800.00*

AP Check Register

AP Run: 061226-DG611-BOE AP — Post Date: 2026-06-12 — AP Run Type: R **HUNTLEY CONS SCHOOL DIST 158**

Check Date	Check Number	Payment Type	Name	Check Amount
06/12/2026	81602	Check	PAHCS II Northwestern Med Occ Health	601.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
573686	06/11/2026	84.00		
	10 E 2130 2200 00 500 000000		*HEALTH SERVICES INSURANCE*	*84.00*
573816	06/11/2026	42.00		
	10 E 2130 2200 00 500 000000		*HEALTH SERVICES INSURANCE*	*42.00*
574118	06/11/2026	336.00		
	10 E 2130 2200 00 500 000000		*HEALTH SERVICES INSURANCE*	*336.00*
574353	06/11/2026	139.00		
	10 E 2130 2200 00 500 000000		*HEALTH SERVICES INSURANCE*	*139.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/12/2026	81603	Check	Partnering for Prevention LLC	8,650.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
060126D158	06/12/2026	7,105.00		
	10 E 3600 3900 82 505 000000		*COMMUNITY SVCS PURCHASED SVCS*	*7,105.00*
060126D158	06/12/2026	390.00		
	10 E 1130 3900 00 300 000000		*CONSULTING HS*	*390.00*
060126D158	06/12/2026	1,155.00		
	10 E 1130 3900 00 300 000000		*CONSULTING HS*	*1,155.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/12/2026	81604	Check	Pepsi-Cola Gen Bot Inc	14.91

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
9000013845	06/12/2026	14.91		
	10 E 2560 4150 00 300 000000		*CAFE FOOD HS*	*14.91*

Check Date	Check Number	Payment Type	Name	Check Amount
06/12/2026	81605	Check	Perspectives Ltd	1,378.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
PER-IN-109194	06/12/2026	1,378.00		
	10 E 2510 2200 00 500 000000		*DIRECTION OF BUSINESS SERV INS*	*1,378.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/12/2026	81606	Check	Prairie Farms Rockford	7,870.73

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
56236	06/11/2026	275.52		
	10 E 2560 4150 00 100 000000		*CAFE FOOD LEGGEE*	*275.52*
56237	06/11/2026	109.16		
	10 E 2560 4150 00 300 000000		*CAFE FOOD HS*	*109.16*

AP Check Register

AP Run: 061226-DG611-BOE AP — Post Date: 2026-06-12 — AP Run Type: R **HUNTLEY CONS SCHOOL DIST 158**

Check Date	Check Number	Payment Type	Name	Check Amount
06/12/2026	81606	Check	Prairie Farms Rockford	7,870.73

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
56238	06/12/2026	330.10		
	10 E 2560 4150 00 140 000000		*CAFE FOOD MACKEBEN*	*330.10*
56239	06/12/2026	238.26		
	10 E 2560 4150 00 150 000000		*CAFE FOOD CONLEY*	*238.26*
56240	06/12/2026	111.78		
	10 E 2560 4150 00 210 000000		*CAFE FOOD HEINEMAN*	*111.78*
562403	06/11/2026	368.67		
	10 E 2560 4150 00 110 000000		*CAFE FOOD CHESAK*	*368.67*
56241	06/11/2026	202.31		
	10 E 2560 4150 00 220 000000		*CAFE FOOD MARLOWE*	*202.31*
56242	06/11/2026	330.10		
	10 E 2560 4150 00 120 000000		*CAFE FOOD MARTIN*	*330.10*
56243	06/11/2026	267.75		
	10 E 2560 4150 00 120 000000		*CAFE FOOD MARTIN*	*267.75*
56244	06/12/2026	42.72		
	10 E 2560 4150 97 509 000000		*ALL CHILDREN SNACKS*	*42.72*
56319	06/11/2026	292.84		
	10 E 2560 4150 00 100 000000		*CAFE FOOD LEGGEE*	*292.84*
56320	06/11/2026	109.16		
	10 E 2560 4150 00 300 000000		*CAFE FOOD HS*	*109.16*
56321	06/12/2026	328.79		
	10 E 2560 4150 00 140 000000		*CAFE FOOD MACKEBEN*	*328.79*
56322	06/12/2026	201.00		
	10 E 2560 4150 00 150 000000		*CAFE FOOD CONLEY*	*201.00*
56323	06/12/2026	146.42		
	10 E 2560 4150 00 210 000000		*CAFE FOOD HEINEMAN*	*146.42*
56324	06/11/2026	183.68		
	10 E 2560 4150 00 220 000000		*CAFE FOOD MARLOWE*	*183.68*
56325	06/11/2026	350.04		
	10 E 2560 4150 00 120 000000		*CAFE FOOD MARTIN*	*350.04*

AP Check Register

AP Run: 061226-DG611-BOE AP — Post Date: 2026-06-12 — AP Run Type: R **HUNTLEY CONS SCHOOL DIST 158**

Check Date	Check Number	Payment Type	Name	Check Amount
06/12/2026	81606	Check	Prairie Farms Rockford	7,870.73

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
56326	06/11/2026	516.40		
	10 E 2560 4150 00 110 000000		*CAFE FOOD CHESAK*	*516.40*
56327	06/12/2026	48.06		
	10 E 2560 4150 97 509 000000		*ALL CHILDREN SNACKS*	*48.06*
56352	06/11/2026	496.46		
	10 E 2560 4150 00 100 000000		*CAFE FOOD LEGGEE*	*496.46*
56503	06/12/2026	275.52		
	10 E 2560 4150 00 140 000000		*CAFE FOOD MACKEBEN*	*275.52*
56504	06/12/2026	219.63		
	10 E 2560 4150 00 150 000000		*CAFE FOOD CONLEY*	*219.63*
56505	06/12/2026	110.47		
	10 E 2560 4150 00 210 000000		*CAFE FOOD HEINEMAN*	*110.47*
56506	06/11/2026	220.94		
	10 E 2560 4150 00 220 000000		*CAFE FOOD MARLOWE*	*220.94*
56507	06/11/2026	387.30		
	10 E 2560 4150 00 120 000000		*CAFE FOOD MARTIN*	*387.30*
56508	06/11/2026	516.40		
	10 E 2560 4150 00 110 000000		*CAFE FOOD CHESAK*	*516.40*
56534	06/12/2026	165.05		
	10 E 2560 4150 00 140 000000		*CAFE FOOD MACKEBEN*	*165.05*
56535	06/12/2026	37.26		
	10 E 2560 4150 00 150 000000		*CAFE FOOD CONLEY*	*37.26*
56536	06/12/2026	73.21		
	10 E 2560 4150 00 210 000000		*CAFE FOOD HEINEMAN*	*73.21*
56537	06/11/2026	73.21		
	10 E 2560 4150 00 220 000000		*CAFE FOOD MARLOWE*	*73.21*
56539	06/11/2026	74.52		
	10 E 2560 4150 00 110 000000		*CAFE FOOD CHESAK*	*74.52*
89700	06/11/2026	189.71		
	10 E 2560 4150 00 300 000000		*CAFE FOOD HS*	*189.71*

AP Check Register

AP Run: 061226-DG611-BOE AP — Post Date: 2026-06-12 — AP Run Type: R **HUNTLEY CONS SCHOOL DIST 158**

Check Date	Check Number	Payment Type	Name	Check Amount
06/12/2026	81606	Check	Prairie Farms Rockford	7,870.73

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
98581	06/11/2026	311.84		
	10 E 2560 4150 00 300 000000		*CAFE FOOD HS*	*311.84*
98668	06/11/2026	266.45		
	10 E 2560 4150 00 300 000000		*CAFE FOOD HS*	*266.45*

Check Date	Check Number	Payment Type	Name	Check Amount
06/12/2026	81607	Check	School Health Corporation	387.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
CINV000394646	06/12/2026	387.00		
	10 E 2212 3100 00 505 000000		*CURRICLUM GEN PUR SVC 6-12*	*387.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/12/2026	81608	Check	Schoolbells Ltd	31,616.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
06/01/2026	06/11/2026	31,616.00		
	40 E 2552 3310 00 500 000000		*CONTRACTED TRANSPORTATION*	*31,616.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/12/2026	81609	Check	Thomson Reuters	1,185.67

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
853671249	06/12/2026	1,185.67		
	10 E 2660 3190 61 504 000000		*SOFTWARE MAINTENANCE*	*1,185.67*

Check Date	Check Number	Payment Type	Name	Check Amount
06/12/2026	81610	Check	Turfix LLC	2,850.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
N3514	06/11/2026	2,850.00		
	20 E 2542 3900 00 500 000000		*OTHER PURCHASED SERVICE*	*2,850.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/12/2026	81611	Check	VSP of Illinois NFP	11,401.82

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
825336038	06/12/2026	11,401.82		
	10 E 2310 2200 00 500 000000		*SUPPORT SERV-GEN ADM INSURANCE*	*11,401.82*

Check Date	Check Number	Payment Type	Name	Check Amount
06/12/2026	81612	Check	Zieglers Ace Hardware	75.74

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
098874/B	06/11/2026	32.58		
	20 E 2542 4100 00 500 000000		*SUPPLIES B & G*	*32.58*
098901/B	06/11/2026	43.16		
	20 E 2542 4100 00 500 000000		*SUPPLIES B & G*	*43.16*

AP Check Register

AP Run: 061226-DG611-BOE AP — Post Date: 2026-06-12 — AP Run Type: R **HUNTLEY CONS SCHOOL DIST 158**

Check Date	Check Number	Payment Type	Name	Check Amount
06/12/2026	8000000038		GFC Leasing WI	8,087.76

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
I576697	06/12/2026	8,087.76		
	10 E 2900 3250 00 504 000000		*COPIER LEASES*	*8,087.76*

Check Date	Check Number	Payment Type	Name	Check Amount
06/12/2026	8000000039		Gordon Flesch Co Inc	284.78

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
I565141	06/12/2026	284.78		
	10 E 1130 3230 00 300 000000		*REPAIRS HS*	*284.78*

Check Date	Check Number	Payment Type	Name	Check Amount
06/12/2026	8000000040		National Lift Truck Inc	875.29

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
IV260310939	06/10/2026	257.96		
	20 E 2542 3900 00 500 000000		*OTHER PURCHASED SERVICE*	*257.96*
IV260310943	06/10/2026	394.45		
	20 E 2542 3900 00 500 000000		*OTHER PURCHASED SERVICE*	*394.45*
IV260310944	06/12/2026	222.88		
	20 E 2542 3900 00 500 000000		*OTHER PURCHASED SERVICE*	*222.88*

20

Check Date	Check Number	Payment Type	Name	Check Amount
06/12/2026	8000000041		PEARSON Education	12,090.91

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
31571462	06/10/2026	12,090.91		
	10 E 1100 4230 00 505 000000		*NEW ADOPTION 6-12*	*12,090.91*

Check Date	Check Number	Payment Type	Name	Check Amount
06/12/2026	8000000042		Project Lead the Way	15,442.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
527692	06/12/2026	4,704.00		
	10 E 1130 4100 67 505 000000		*PLTW SUPPLIES 6-12*	*4,704.00*
527713	06/12/2026	5,460.00		
	10 E 1130 4100 67 505 000000		*PLTW SUPPLIES 6-12*	*5,460.00*
527719	06/12/2026	3,780.00		
	10 E 1130 4100 67 505 000000		*PLTW SUPPLIES 6-12*	*3,780.00*
529665	06/12/2026	532.00		
	10 E 1130 4100 67 505 000000		*PLTW SUPPLIES 6-12*	*532.00*
529673	06/12/2026	378.00		
	10 E 1130 4100 67 505 000000		*PLTW SUPPLIES 6-12*	*378.00*

AP Check Register

Check Date	Check Number	Payment Type	Name	Check Amount
06/12/2026	8000000042		Project Lead the Way	15,442.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
529699	06/12/2026	588.00		
	10 E 1130 4100 67 505 000000		*PLTW SUPPLIES 6-12*	*588.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/12/2026	8000000043		Verizon Wireless	2,638.75

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
6144137136	06/12/2026	2,638.75		
	20 E 2540 3400 00 500 000000		*TELEPHONE - DISTRICTWIDE*	*2,638.75*

Check Date	Check Number	Payment Type	Name	Check Amount
06/12/2026	9000000116	ACH	Teaching Strategies LLC	550.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
Q-391425	06/12/2026	550.00		
	10 E 2210 4100 95 509 000000		*ECE PD SUPPLIES*	*550.00*
			Total:	**231,632.15**

061226-DG611-BOE AP Summary 21

Type	Count	Amount
Regular Checks:	35	191,662.66
ACH Checks:	1	550.00
Wire Transfers:	0	0.00
Epayables:	6	39,419.49
Total:	**42**	**231,632.15**

AP Check Register

AP Run: 061226-DG6158-BOE AP — Post Date: 2026-06-12 — AP Run Type: R **HUNTLEY CONS SCHOOL DIST 158**

Check Date	Check Number	Payment Type	Name	Check Amount
06/12/2026	81613	Check	Andriuta, Mariana	102.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
WITHDRAWL/26	06/12/2026	102.00		
	10 R 1611 0000 00 100 000000		*STUDENT FOOD SVC - LEGGEE*	*102.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/12/2026	81614	Check	Ehardt, Leslie	28.65

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
WITHDRAWL/26	06/12/2026	28.65		
	10 R 1611 0000 00 120 000000		*STUDENT FOOD SVC - MARTIN*	*28.65*

Check Date	Check Number	Payment Type	Name	Check Amount
06/12/2026	81615	Check	FFP Fund IV Lessee2 LLC	21,914.80

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
2026-F4L2-000027	06/09/2026	21,914.80		
	20 E 2540 4660 00 500 000000		*ELECTRIC*	*21,914.80*

Check Date	Check Number	Payment Type	Name	Check Amount
06/12/2026	81616	Check	Fofana, Jennaba	6.50

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
WITHDRAWL/26	06/12/2026	6.50		
	10 R 1611 0000 00 300 000000		*STUDENT FOOD SVC - HS*	*6.50*

Check Date	Check Number	Payment Type	Name	Check Amount
06/12/2026	81617	Check	Guran, Cindy	12.35

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
WITHDRAWL/26	06/12/2026	4.00		
	10 R 1611 0000 00 100 000000		*STUDENT FOOD SVC - LEGGEE*	*4.00*
WITHDRAWL/26	06/12/2026	8.35		
	10 R 1611 0000 00 100 000000		*STUDENT FOOD SVC - LEGGEE*	*8.35*

Check Date	Check Number	Payment Type	Name	Check Amount
06/12/2026	81618	Check	Jacobs High School c/o Athletics	500.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
JV1CHEER121325	06/08/2026	250.00		
	10 E 1500 6400 00 305 000000		*SPORTS DUES & FEES HS*	*250.00*
JV2CHEER121325	06/08/2026	250.00		
	10 E 1500 6400 00 305 000000		*SPORTS DUES & FEES HS*	*250.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/12/2026	81619	Check	Johnson, Courtney	28.85

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
WITHDRAWL/26	06/12/2026	28.85		
	10 R 1611 0000 00 140 000000		*STUDENT FOOD SVC - MACKEBEN*	*4.00*
	10 R 1611 0000 00 150 000000		*STUDENT FOOD SVC - CONLEY*	*19.75*

AP Check Register

AP Run: 061226-DG6158-BOE AP — Post Date: 2026-06-12 — AP Run Type: R **HUNTLEY CONS SCHOOL DIST 158**

Check Date	Check Number	Payment Type	Name	Check Amount
06/12/2026	81619	Check	Johnson, Courtney	28.85

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
	10 R 1611 0000 00 210 000000		*STUDENT FOOD SVC - HEINEMAN*	*1.50*
	10 R 1611 0000 00 300 000000		*STUDENT FOOD SVC - HS*	*3.60*

Check Date	Check Number	Payment Type	Name	Check Amount
06/12/2026	81620	Check	Nash, Anna	28.40

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
WITHDRAWL/26	06/12/2026	28.40		
	10 R 1611 0000 00 110 000000		*STUDENT FOOD SVC - CHESAK*	*28.40*

Check Date	Check Number	Payment Type	Name	Check Amount
06/12/2026	81621	Check	Nicor Gas	96.65

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
78550028092	06/12/2026	96.65		
	20 E 2540 4650 00 500 000000		*NATURAL GAS*	*96.65*

Check Date	Check Number	Payment Type	Name	Check Amount
06/12/2026	81622	Check	Turdubaeva, Altynai	19.55

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
WITHDRAWL/26	06/12/2026	19.55		
	10 R 1611 0000 00 300 000000		*STUDENT FOOD SVC - HS*	*19.55*

Check Date	Check Number	Payment Type	Name	Check Amount
06/12/2026	81623	Check	Tyshenko, Nadine	14.70

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
WITHDRAWL/26	06/12/2026	14.70		
	10 R 1611 0000 00 210 000000		*STUDENT FOOD SVC - HEINEMAN*	*14.70*

Check Date	Check Number	Payment Type	Name	Check Amount
06/12/2026	81624	Check	VILLAGE OF ALGONQUIN	5,882.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
209371	06/12/2026	1,331.92		
	20 E 2540 3700 00 500 000000		*WATER/SEWER*	*1,331.92*
2099372	06/12/2026	379.36		
	20 E 2540 3700 00 500 000000		*WATER/SEWER*	*379.36*
2099373	06/12/2026	1,954.00		
	20 E 2540 3700 00 500 000000		*WATER/SEWER*	*1,954.00*
2099374	06/12/2026	2,206.72		
	20 E 2540 3700 00 500 000000		*WATER/SEWER*	*2,206.72*
2099624	06/12/2026	10.00		
	20 E 2540 3700 00 500 000000		*WATER/SEWER*	*10.00*

AP Check Register

Check Date	Check Number	Payment Type	Name	Check Amount
06/12/2026	81625	Check	Village of Huntley	50.78

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
0301000153-007	06/09/2026	50.78		
	20 E 2540 3700 00 500 000000		*WATER/SEWER*	*50.78*

Check Date	Check Number	Payment Type	Name	Check Amount
06/12/2026	81626	Check	Wasielewski, Matthew	26.05

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
WITHDRAWL/26	06/12/2026	26.05		
	10 R 1611 0000 00 220 000000		*STUDENT FOOD SVC - MARLOWE*	*26.05*

Check Date	Check Number	Payment Type	Name	Check Amount
06/12/2026	81627	Check	Webner, Ashley	17.90

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
WITHDRAWL/26	06/12/2026	17.90		
	10 R 1611 0000 00 150 000000		*STUDENT FOOD SVC - CONLEY*	*17.90*

Check Date	Check Number	Payment Type	Name	Check Amount
06/12/2026	81628	Check	Wright, Cherie	5.55

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
WITHDRAWL/26	06/12/2026	5.55		
	10 R 1611 0000 00 210 000000		*STUDENT FOOD SVC - HEINEMAN*	*5.55*

Total: 28,734.73

061226-DG6158-BOE AP Summary

Type	Count	Amount
Regular Checks:	16	28,734.73
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**16**	**28,734.73**

AP Check Register

AP Run: 061826-DG618-BOE AP — Post Date: 2026-06-19 — AP Run Type: R **HUNTLEY CONS SCHOOL DIST 158**

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81629	Check	Angelilli, Kelly	458.77

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
PR-KA-052026	06/12/2026	458.77		
	10 E 1200 3320 00 509 000000		*TRAVEL SP ED*	*458.77*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81630	Check	Chally, Brittany	840.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
June/2026	06/11/2026	420.00		
	10 E 2310 2300 00 506 000000		*TUITION REIMBURSEMENT*	*420.00*
June/2026	06/11/2026	420.00		
	10 E 2310 2300 00 506 000000		*TUITION REIMBURSEMENT*	*420.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81631	Check	Duble, Molly	339.65

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
PR-MD-060126	06/12/2026	339.65		
	10 E 1200 4100 00 509 000000		*SUPPLIES SP ED*	*339.65*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81632	Check	Hoffmann, Michael	43.50

25

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-KH-051726	05/17/2026	43.50		
	10 E 1130 3320 00 300 000000		*TEACHER TRAVEL HS*	*43.50*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81633	Check	McBean-Delaney, Colleen	6.51

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-CM-052226	05/22/2026	6.51		
	10 E 2130 3320 00 500 000000		*HEALTH TRAVEL*	*6.51*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81634	Check	Peterson, Kristin	78.27

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-KP-052226	05/22/2026	78.27		
	10 E 1200 3320 00 509 000000		*TRAVEL SP ED*	*78.27*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81635	Check	Ritzert, Alyssa M	420.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
June/2026	06/11/2026	420.00		
	10 E 2310 2300 00 506 000000		*TUITION REIMBURSEMENT*	*420.00*

AP Check Register

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81636	Check	Sparks, Alyse R	43.11

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-JS-052226	05/22/2026	43.11		
	10 E 1200 3320 00 509 000000		*TRAVEL SP ED*	*43.11*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81637	Check	Wagner, Erin	75.24

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-EW-052226	05/22/2026	75.24		
	10 E 1200 3320 00 509 000000		*TRAVEL SP ED*	*75.24*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81638	Check	Wheeler, Megan E	43.50

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-MW-051726	05/17/2026	43.50		
	10 E 1130 3320 00 300 000000		*TEACHER TRAVEL HS*	*43.50*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000117	ACH	Allen, Jackelyn S	109.48

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-JA-0560326	06/03/2026	52.20		
	10 E 1200 3320 00 509 000000		*TRAVEL SP ED*	*52.20*
ER-JA-060326	06/03/2026	57.28		
	10 E 1200 3320 00 509 000000		*TRAVEL SP ED*	*57.28*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000118	ACH	Allen, James T	252.59

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-JA-051426	06/12/2026	206.99		
	10 E 2213 4150 00 300 000000		*HHS STAFF DEVEL SUPPLIES*	*206.99*
ER-JA-501426	06/12/2026	45.60		
	10 E 2213 4150 00 300 000000		*HHS STAFF DEVEL SUPPLIES*	*45.60*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000119	ACH	Allen, Michele P	18.85

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-MA-052126	05/21/2026	18.85		
	10 E 1200 3320 00 509 000000		*TRAVEL SP ED*	*18.85*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000120	ACH	Anderson, Allison N	15.37

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-AA-061026	06/10/2026	15.37		
	10 E 1200 3320 00 509 000000		*TRAVEL SP ED*	*15.37*

AP Check Register

AP Run: 061826-DG618-BOE AP — Post Date: 2026-06-19 — AP Run Type: R **HUNTLEY CONS SCHOOL DIST 158**

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000121	ACH	Aney, Bradley R	43.50

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-BA-051826	05/18/2026	43.50		
	10 E 1130 3320 00 300 000000		*TEACHER TRAVEL HS*	*43.50*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000122	ACH	Avner, Jaclynn Elizabeth	43.50

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-JA-052026	05/20/2026	43.50		
	10 E 1130 3320 00 300 000000		*TEACHER TRAVEL HS*	*43.50*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000123	ACH	Banko, Dan A	295.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
June/2026	06/11/2026	165.00		
	10 E 2310 2300 00 506 000000		*TUITION REIMBURSEMENT*	*165.00*
June/2026	06/11/2026	130.00		
	10 E 2310 2300 00 506 000000		*TUITION REIMBURSEMENT*	*130.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000124	ACH	Belin, Marcus J	369.68

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-MB-050826	06/12/2026	26.45		
	10 E 2213 4150 00 300 000000		*HHS STAFF DEVEL SUPPLIES*	*26.45*
ER-MB-051226	06/12/2026	108.20		
	10 E 2213 4150 00 300 000000		*HHS STAFF DEVEL SUPPLIES*	*108.20*
ER-MB-060826	06/08/2026	235.03		
	10 E 2410 3320 00 300 000000		*PRIN TRAVEL HS*	*235.03*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000125	ACH	Bierma, Christian D	90.74

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-CB-052226	05/22/2026	90.74		
	10 E 1110 3320 00 100 000000		*TEACHER TRAVEL LEGGEE*	*90.74*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000126	ACH	Birmingham, Bridget Helen	78.15

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-BB-051626	05/16/2026	78.15		
	10 E 1130 3320 00 300 000000		*TEACHER TRAVEL HS*	*78.15*

AP Check Register

AP Run: 061826-DG618-BOE AP — Post Date: 2026-06-19 — AP Run Type: R **HUNTLEY CONS SCHOOL DIST 158**

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000127	ACH	Bolger, Laurie A	18.41

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-LB-052226	05/22/2026	18.41		
	10 E 1125 3320 00 500 000000		*TRAVEL PRESCHOOL*	*18.41*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000128	ACH	Bosita, Riana	239.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-RB-050426	06/12/2026	239.00		
	10 E 1200 4100 92 509 460000		*IDEA INSTRUCTIONAL SUPPLIES*	*239.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000129	ACH	Boskey, Tricia C	264.62

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-KB-050526	06/12/2026	32.62		
	10 E 2210 3140 92 509 460000		*IDEA IMPR OF INSTR-STAFF DEV*	*32.62*
ER-KB-052226	05/22/2026	232.00		
	10 E 1200 3320 00 509 000000		*TRAVEL SP ED*	*232.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000130	ACH	Boukhari, Adriana E	43.50

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-AB-052126	05/21/2026	43.50		
	10 E 1130 3320 00 300 000000		*TEACHER TRAVEL HS*	*43.50*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000131	ACH	Cabaj, Justine	88.44

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-JC-051826	05/18/2026	45.96		
	10 E 1130 3320 00 300 000000		*TEACHER TRAVEL HS*	*45.96*
ER-JC-052326	05/23/2026	42.48		
	10 E 1130 3320 00 300 000000		*TEACHER TRAVEL HS*	*42.48*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000132	ACH	Caruso, Dean'na M	43.50

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-DC-051826	05/18/2026	43.50		
	10 E 1130 3320 00 300 000000		*TEACHER TRAVEL HS*	*43.50*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000133	ACH	Castans, Rita M	244.54

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-RC-060826	06/08/2026	244.54		
	10 E 1500 3350 00 305 000000		*CONFERENCE TRAVEL HS*	*244.54*

AP Check Register

AP Run: 061826-DG618-BOE AP — Post Date: 2026-06-19 — AP Run Type: R **HUNTLEY CONS SCHOOL DIST 158**

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000134	ACH	Chamberlain, Melinda A	43.50

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-MC-051826	05/18/2026	43.50		
	10 E 1130 3320 00 300 000000		*TEACHER TRAVEL HS*	*43.50*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000135	ACH	Chick, Jolene J	330.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
June/2026	06/11/2026	165.00		
	10 E 2310 2300 00 506 000000		*TUITION REIMBURSEMENT*	*165.00*
June/2026	06/11/2026	165.00		
	10 E 2310 2300 00 506 000000		*TUITION REIMBURSEMENT*	*165.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000136	ACH	Cooper, Jason	43.50

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-JC-051826	05/18/2026	43.50		
	10 E 1130 3320 00 300 000000		*TEACHER TRAVEL HS*	*43.50*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000137	ACH	Corcoran, Michelle A	43.50

29

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-MC-051826	05/18/2026	43.50		
	10 E 1200 3320 00 509 000000		*TRAVEL SP ED*	*43.50*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000138	ACH	Cornett, Brenda L	94.15

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-BC-051826	05/18/2026	94.15		
	10 E 1200 3320 00 509 000000		*TRAVEL SP ED*	*94.15*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000139	ACH	Crome, Nicole M	395.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
June/2026	06/11/2026	395.00		
	10 E 2310 2300 00 506 000000		*TUITION REIMBURSEMENT*	*395.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000140	ACH	Dabe, Aimee R	79.18

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-AD-050126	05/01/2026	79.18		
	10 E 1200 3320 00 509 000000		*TRAVEL SP ED*	*79.18*

AP Check Register

AP Run: 061826-DG618-BOE AP — Post Date: 2026-06-19 — AP Run Type: R **HUNTLEY CONS SCHOOL DIST 158**

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000141	ACH	Danekas, Gibson C	43.50
Invoice Number			**Invoice Date** **Invoice Amount** **Account**	**Amount**
ER-GD-051826			05/18/2026 43.50	
			10 E 1130 3320 00 300 000000 *TEACHER TRAVEL HS*	*43.50*
06/19/2026	9000000142	ACH	DeFrancesco, Christine Lynne	45.96
Invoice Number			**Invoice Date** **Invoice Amount** **Account**	**Amount**
ER-CD-051826			05/18/2026 45.96	
			10 E 1130 3320 00 300 000000 *TEACHER TRAVEL HS*	*45.96*
06/19/2026	9000000143	ACH	Devlin, Laura	43.50
Invoice Number			**Invoice Date** **Invoice Amount** **Account**	**Amount**
ER-LD-051826			05/18/2026 43.50	
			10 E 1130 3320 00 300 000000 *TEACHER TRAVEL HS*	*43.50*
06/19/2026	9000000144	ACH	DeYoung, Jamie M	420.00
Invoice Number			**Invoice Date** **Invoice Amount** **Account**	**Amount**
June/2026			06/11/2026 420.00	
			10 E 2310 2300 00 506 000000 *TUITION REIMBURSEMENT*	*420.00*
06/19/2026	9000000145	ACH	Domka, Kristin M	420.00
Invoice Number			**Invoice Date** **Invoice Amount** **Account**	**Amount**
June/2026			06/11/2026 420.00	
			10 E 2310 2300 00 506 000000 *TUITION REIMBURSEMENT*	*420.00*
06/19/2026	9000000146	ACH	Doubek, Robin	63.80
Invoice Number			**Invoice Date** **Invoice Amount** **Account**	**Amount**
ER-RD-052226			05/22/2026 63.80	
			10 E 1110 3320 00 100 000000 *TEACHER TRAVEL LEGGEE*	*63.80*
06/19/2026	9000000147	ACH	Escudero, Michelle L	43.50
Invoice Number			**Invoice Date** **Invoice Amount** **Account**	**Amount**
ER-ME-052926			05/29/2026 43.50	
			10 E 2561 3320 00 500 000000 *DIR FOOD SERVICE TRAVEL*	*43.50*
06/19/2026	9000000148	ACH	Forsythe, Kayla A	330.00
Invoice Number			**Invoice Date** **Invoice Amount** **Account**	**Amount**
June/2026			06/11/2026 165.00	
			10 E 2310 2300 00 506 000000 *TUITION REIMBURSEMENT*	*165.00*

AP Check Register

AP Run: 061826-DG618-BOE AP — Post Date: 2026-06-19 — AP Run Type: R **HUNTLEY CONS SCHOOL DIST 158**

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000148	ACH	Forsythe, Kayla A	330.00
Invoice Number			**Invoice Date** **Invoice Amount** **Account**	**Amount**
June/2026			06/11/2026 165.00	
			10 E 2310 2300 00 506 000000 *TUITION REIMBURSEMENT*	*165.00*
06/19/2026	9000000149	ACH	Frasor, Carolyn P	43.50
Invoice Number			**Invoice Date** **Invoice Amount** **Account**	**Amount**
ER-CF-051826			05/18/2026 43.50	
			10 E 1130 3320 00 300 000000 *TEACHER TRAVEL HS*	*43.50*
06/19/2026	9000000150	ACH	Fulton, Courtney M	43.50
Invoice Number			**Invoice Date** **Invoice Amount** **Account**	**Amount**
ER-CF-051826			05/18/2026 43.50	
			10 E 1130 3320 00 300 000000 *TEACHER TRAVEL HS*	*43.50*
06/19/2026	9000000151	ACH	Gaudio, Jenna	43.50
Invoice Number			**Invoice Date** **Invoice Amount** **Account**	**Amount**
ER-JG-051826			05/18/2026 43.50	
			10 E 1130 3320 00 300 000000 *TEACHER TRAVEL HS*	*43.50*
06/19/2026	9000000152	ACH	Gielarowski, Natalie L	43.94
Invoice Number			**Invoice Date** **Invoice Amount** **Account**	**Amount**
ER-NG-051826			05/18/2026 43.94	
			10 E 1130 3320 00 300 000000 *TEACHER TRAVEL HS*	*43.94*
06/19/2026	9000000153	ACH	Gill, Dede L	36.25
Invoice Number			**Invoice Date** **Invoice Amount** **Account**	**Amount**
ER-DG-061026			06/10/2026 36.25	
			10 E 1200 3320 00 509 000000 *TRAVEL SP ED*	*36.25*
06/19/2026	9000000154	ACH	Ginczycki, Michael J	577.27
Invoice Number			**Invoice Date** **Invoice Amount** **Account**	**Amount**
ER-MG-060226			06/02/2026 577.27	
			10 E 1110 3320 00 100 000000 *TEACHER TRAVEL LEGGEE*	*577.27*
06/19/2026	9000000155	ACH	Godek, Michael J	1,501.24
Invoice Number			**Invoice Date** **Invoice Amount** **Account**	**Amount**
ER-MG-052126			06/12/2026 1,501.24	
			10 E 2210 6700 98 500 499800 *TEACHER VACANCY TUIT*	*1,501.24*

AP Check Register

AP Run: 061826-DG618-BOE AP — Post Date: 2026-06-19 — AP Run Type: R **HUNTLEY CONS SCHOOL DIST 158**

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000156	ACH	Golovin, Jenny L	80.99

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-JG-051926	05/19/2026	80.99		
	10 E 1200 3320 00 509 000000		*TRAVEL SP ED*	*80.99*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000157	ACH	Green, Max R	43.50

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-MG-051826	05/18/2026	43.50		
	10 E 1130 3320 00 300 000000		*TEACHER TRAVEL HS*	*43.50*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000158	ACH	Gullifor, Kateri L	167.67

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-KG-050126	05/01/2026	167.67		
	10 E 1200 3320 00 509 000000		*TRAVEL SP ED*	*167.67*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000159	ACH	Guthrie, Tyler S	495.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
June/2026	06/11/2026	165.00		
	10 E 2310 2300 00 506 000000		*TUITION REIMBURSEMENT*	*165.00*
June/2026	06/11/2026	165.00		
	10 E 2310 2300 00 506 000000		*TUITION REIMBURSEMENT*	*165.00*
June/2026	06/11/2026	165.00		
	10 E 2310 2300 00 506 000000		*TUITION REIMBURSEMENT*	*165.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000160	ACH	Hacker, Amanda M	43.50

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-AH-052126	05/21/2026	43.50		
	10 E 1130 3320 00 300 000000		*TEACHER TRAVEL HS*	*43.50*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000161	ACH	Hall, Ina R	55.81

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-IH-052226	05/22/2026	35.81		
	10 E 1200 3320 00 509 000000		*TRAVEL SP ED*	*35.81*
ER-IH-052226	06/12/2026	20.00		
	10 E 3000 4100 92 509 460000		*IDEA COMM ENGAGE SUPPLIES*	*20.00*

AP Check Register

AP Run: 061826-DG618-BOE AP — Post Date: 2026-06-19 — AP Run Type: R **HUNTLEY CONS SCHOOL DIST 158**

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000162	ACH	Halvorson, Jacob M	1,680.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
June/2026	06/11/2026	420.00		
	10 E 2310 2300 00 506 000000		*TUITION REIMBURSEMENT*	*420.00*
June/2026	06/11/2026	420.00		
	10 E 2310 2300 00 506 000000		*TUITION REIMBURSEMENT*	*420.00*
June/2026	06/11/2026	420.00		
	10 E 2310 2300 00 506 000000		*TUITION REIMBURSEMENT*	*420.00*
June/2026	06/11/2026	420.00		
	10 E 2310 2300 00 506 000000		*TUITION REIMBURSEMENT*	*420.00*

06/19/2026	9000000163	ACH	Henriksen, Kristy L	43.50

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-KH-051726	05/18/2026	43.50		
	10 E 1130 3320 00 300 000000		*TEACHER TRAVEL HS*	*43.50*

06/19/2026	9000000164	ACH	Hollingsworth, Nicole M	495.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
June/2026	06/11/2026	165.00		
	10 E 2310 2300 00 506 000000		*TUITION REIMBURSEMENT*	*165.00*
June/2026	06/11/2026	165.00		
	10 E 2310 2300 00 506 000000		*TUITION REIMBURSEMENT*	*165.00*
June/2026	06/11/2026	165.00		
	10 E 2310 2300 00 506 000000		*TUITION REIMBURSEMENT*	*165.00*

06/19/2026	9000000165	ACH	Hooper, Laura Ann	98.36

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-LH-052926	06/12/2026	98.36		
	40 E 2550 4100 00 500 000000		*OFFICE SUPPLIES*	*98.36*

06/19/2026	9000000166	ACH	Howle, Courtney M	43.50

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-CH-051826	05/18/2026	43.50		
	10 E 1130 3320 00 300 000000		*TEACHER TRAVEL HS*	*43.50*

AP Check Register

AP Run: 061826-DG618-BOE AP — Post Date: 2026-06-19 — AP Run Type: R **HUNTLEY CONS SCHOOL DIST 158**

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000167	ACH	Hryniewicz, Frank J	43.50

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-FH-051526	05/15/2026	21.75		
	10 E 1200 3320 00 509 000000		*TRAVEL SP ED*	*21.75*
ER-FH-052326	05/23/2026	21.75		
	10 E 1200 3320 00 509 000000		*TRAVEL SP ED*	*21.75*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000168	ACH	Jarka, Kalie M	87.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-KJ-051826	05/18/2026	43.50		
	10 E 1130 3320 00 300 000000		*TEACHER TRAVEL HS*	*43.50*
ER-KJ-052126	05/21/2026	43.50		
	10 E 1200 3320 00 509 000000		*TRAVEL SP ED*	*43.50*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000169	ACH	Johnson, Jennifer Ann	740.74

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-JJ-052226	05/22/2026	740.74		
	10 E 1200 3320 00 509 000000		*TRAVEL SP ED*	*740.74*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000170	ACH	Kallas, Dana M	503.50

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-DK-051826	05/18/2026	43.50		
	10 E 1130 3320 00 300 000000		*TEACHER TRAVEL HS*	*43.50*
June/2026	06/11/2026	165.00		
	10 E 2310 2300 00 506 000000		*TUITION REIMBURSEMENT*	*165.00*
June/2026	06/11/2026	165.00		
	10 E 2310 2300 00 506 000000		*TUITION REIMBURSEMENT*	*165.00*
June/2026	06/11/2026	130.00		
	10 E 2310 2300 00 506 000000		*TUITION REIMBURSEMENT*	*130.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000171	ACH	Kasper, Lita M	45.96

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-LK-060826	06/08/2026	45.96		
	10 E 1200 3320 00 509 000000		*TRAVEL SP ED*	*45.96*

AP Check Register

AP Run: 061826-DG618-BOE AP — Post Date: 2026-06-19 — AP Run Type: R **HUNTLEY CONS SCHOOL DIST 158**

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000172	ACH	Kelly, Jill K	78.01

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-JK-052226	05/22/2026	78.01		
	10 E 1200 3320 00 509 000000		*TRAVEL SP ED*	*78.01*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000173	ACH	Kenefick, Michelle	26.81

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-MK-051826	05/18/2026	26.81		
	10 E 1120 3320 00 220 000000		*TEACHER TRAVEL MARLOWE*	*26.81*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000174	ACH	Koterbski, Michele A	154.47

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-MK-052926	06/12/2026	154.47		
	40 E 2550 4100 00 500 000000		*OFFICE SUPPLIES*	*154.47*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000175	ACH	Kowalski, Kim S	319.71

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-KK-051526	05/15/2026	37.70		
	10 E 1200 3320 00 509 000000		*TRAVEL SP ED*	*37.70*
ER-KK-051626	05/15/2026	2.90		
	10 E 1200 3320 00 509 000000		*TRAVEL SP ED*	*2.90*
ER-KK-051826	05/18/2026	76.41		
	10 E 1130 3320 00 300 000000		*TEACHER TRAVEL HS*	*45.96*
	10 E 1200 3320 00 509 000000		*TRAVEL SP ED*	*30.45*
ER-KK-052026	05/20/2026	37.70		
	10 E 1200 3320 00 509 000000		*TRAVEL SP ED*	*37.70*
June/2026	06/11/2026	165.00		
	10 E 2310 2300 00 506 000000		*TUITION REIMBURSEMENT*	*165.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000176	ACH	Kozbiel, Loida	155.86

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-LK-051126	05/11/2026	155.86		
	10 E 1200 3320 00 509 000000		*TRAVEL SP ED*	*155.86*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000177	ACH	Kramer, Valerie	43.50

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-VK-051826	05/18/2026	43.50		
	10 E 1130 3320 00 300 000000		*TEACHER TRAVEL HS*	*43.50*

AP Check Register

AP Run: 061826-DG618-BOE AP — Post Date: 2026-06-19 — AP Run Type: R **HUNTLEY CONS SCHOOL DIST 158**

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000178	ACH	Krebs, Patricia	6.24

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-PK-051826	05/18/2026	3.63		
	10 E 1200 3320 00 509 000000		*TRAVEL SP ED*	*3.63*
ER-PK-060926	06/09/2026	2.61		
	10 E 1200 3320 00 509 000000		*TRAVEL SP ED*	*2.61*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000179	ACH	Kurek, Rich P	90.63

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-RK-051826	05/18/2026	71.78		
	10 E 1130 3320 00 300 000000		*TEACHER TRAVEL HS*	*71.78*
ER-RK-052826	05/28/2026	18.85		
	10 E 1130 3320 00 300 000000		*TEACHER TRAVEL HS*	*18.85*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000180	ACH	Labas, Hunter P	43.50

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-HL-051826	05/18/2026	43.50		
	10 E 1130 3320 00 300 000000		*TEACHER TRAVEL HS*	*43.50*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000181	ACH	Lachel, Erik J	43.50

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-EL-051826	05/18/2026	43.50		
	10 E 1130 3320 00 300 000000		*TEACHER TRAVEL HS*	*43.50*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000182	ACH	LaTour, Kelly A	246.84

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-KL-060926	06/09/2026	246.84		
	10 E 1200 3320 00 509 000000		*TRAVEL SP ED*	*246.84*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000183	ACH	Lewandowski, Kathleen M	5.94

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-KL-060326	06/12/2026	5.94		
	10 E 1200 4100 92 509 460000		*IDEA INSTRUCTIONAL SUPPLIES*	*5.94*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000184	ACH	Lombard, Jessica	301.33

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-JL-021126	06/12/2026	59.11		
	10 E 2321 4100 00 500 000000		*SUPPLIES SUPT*	*59.11*

AP Check Register

AP Run: 061826-DG618-BOE AP — Post Date: 2026-06-19 — AP Run Type: R **HUNTLEY CONS SCHOOL DIST 158**

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000184	ACH	Lombard, Jessica	301.33

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-JL-060826	06/08/2026	242.22		
	10 E 2321 3320 00 510 000000		*TRAVEL SUPT*	*242.22*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000185	ACH	Lopez, Maria D	560.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
June/2026	06/11/2026	560.00		
	10 E 2310 2300 00 506 000000		*TUITION REIMBURSEMENT*	*560.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000186	ACH	Mangan, Michelle A	43.50

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-MM-051826	05/18/2026	43.50		
	10 E 1130 3320 00 300 000000		*TEACHER TRAVEL HS*	*43.50*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000187	ACH	Mankevicius, Bree A	43.50

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-BM-051826	05/18/2026	43.50		
	10 E 1130 3320 00 300 000000		*TEACHER TRAVEL HS*	*43.50*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000188	ACH	Marchand, Gerard W	43.50

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-GM-051826	05/18/2026	43.50		
	10 E 1130 3320 00 300 000000		*TEACHER TRAVEL HS*	*43.50*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000189	ACH	Mays, Gina M	463.50

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-GM-051826	05/18/2026	43.50		
	10 E 1130 3320 00 300 000000		*TEACHER TRAVEL HS*	*43.50*
June/2026	06/11/2026	420.00		
	10 E 2310 2300 00 506 000000		*TUITION REIMBURSEMENT*	*420.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000190	ACH	Messina, Megan L	43.50

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-MM-051826	05/18/2026	43.50		
	10 E 1130 3320 00 300 000000		*TEACHER TRAVEL HS*	*43.50*

AP Check Register

AP Run: 061826-DG618-BOE AP — Post Date: 2026-06-19 — AP Run Type: R **HUNTLEY CONS SCHOOL DIST 158**

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000191	ACH	Miguel, Crystal A	443.14

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-CM-050726	05/07/2026	118.14		
	10 E 1200 3320 00 509 000000		*TRAVEL SP ED*	*118.14*
ER-CM--051126	06/12/2026	325.00		
	10 E 2210 3140 92 509 460000		*IDEA IMPR OF INSTR-STAFF DEV*	*325.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000192	ACH	Miller, Karen	20.68

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-KM-051326	05/13/2026	20.68		
	10 E 1130 3320 00 300 000000		*TEACHER TRAVEL HS*	*20.68*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000193	ACH	Miniewicz, Jerzy	68.15

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-JM-060126	06/01/2026	68.15		
	10 E 1200 3320 00 509 000000		*TRAVEL SP ED*	*68.15*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000194	ACH	Monson, Jason	43.50

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-JM-051826	05/18/2026	43.50		
	10 E 1130 3320 00 300 000000		*TEACHER TRAVEL HS*	*43.50*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000195	ACH	Moran, Tonya L	78.30

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-TM-051826	05/18/2026	43.50		
	10 E 1130 3320 00 300 000000		*TEACHER TRAVEL HS*	*43.50*
ER-TM-061126	06/11/2026	34.80		
	10 E 1200 3320 00 509 000000		*TRAVEL SP ED*	*34.80*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000196	ACH	Natale, Bozena G	45.65

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-BN-052226	06/12/2026	45.65		
	10 E 2560 4100 00 220 000000		*CAFE SUPPLIES MARLOWE*	*45.65*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000197	ACH	Neuzil, Angela D	43.50

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-AN-051826	05/18/2026	43.50		
	10 E 1130 3320 00 300 000000		*TEACHER TRAVEL HS*	*43.50*

AP Check Register

AP Run: 061826-DG618-BOE AP — Post Date: 2026-06-19 — AP Run Type: R **HUNTLEY CONS SCHOOL DIST 158**

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000198	ACH	Olsen, Allison R	420.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
June/2026	06/11/2026	420.00		
	10 E 2310 2300 00 506 000000		*TUITION REIMBURSEMENT*	*420.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000199	ACH	Pipitone, Hannah R	1,120.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
June/2026	06/11/2026	1,120.00		
	10 E 2310 2300 00 506 000000		*TUITION REIMBURSEMENT*	*1,120.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000200	ACH	Price, Anne K	43.50

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-AP-051826	05/18/2026	43.50		
	10 E 1130 3320 00 300 000000		*TEACHER TRAVEL HS*	*43.50*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000201	ACH	Reed, Richard L	25.98

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-RR-051526	06/12/2026	25.98		
	10 E 2560 4150 00 300 000000		*CAFE FOOD HS*	*25.98*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000202	ACH	Regan, Dan P	420.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
June/2026	06/11/2026	420.00		
	10 E 2310 2300 00 506 000000		*TUITION REIMBURSEMENT*	*420.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000203	ACH	Reynolds, Melissa L	43.50

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-MR-051826	05/18/2026	43.50		
	10 E 1130 3320 00 300 000000		*TEACHER TRAVEL HS*	*43.50*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000204	ACH	Ricker, Krysta L	39.89

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-KR-052226	05/22/2026	39.89		
	10 E 1110 3320 00 100 000000		*TEACHER TRAVEL LEGGEE*	*39.89*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000205	ACH	Rodriguez, Jennifer S	420.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
June/2026	06/11/2026	420.00		
	10 E 2310 2300 00 506 000000		*TUITION REIMBURSEMENT*	*420.00*

AP Check Register

AP Run: 061826-DG618-BOE AP — Post Date: 2026-06-19 — AP Run Type: R **HUNTLEY CONS SCHOOL DIST 158**

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000206	ACH	Rodriguez, Tom M	93.53

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-TR-050126	05/21/2026	93.53		
	10 E 2520 3320 00 501 000000		*TRAVEL FISCAL*	*93.53*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000207	ACH	Roskopf, Jake R	3,424.73

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-JR-052826	06/12/2026	3,205.00		
	10 E 2210 6700 98 500 499800		*TEACHER VACANCY TUIT*	*3,205.00*
ER-JR-052826	06/12/2026	219.73		
	10 E 1100 4100 98 500 499800		*REP INSTR SUPPLIES*	*219.73*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000208	ACH	Roskopf, Janet C	60.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-JR-051126	06/12/2026	60.00		
	10 E 2130 4100 00 500 000000		*SUPPLIES HEALTH*	*60.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000209	ACH	Row, Jesse M	3,726.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-JR-051526	06/12/2026	3,726.00		
	10 E 2210 6700 98 500 499800		*TEACHER VACANCY TUIT*	*3,726.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000210	ACH	Ryan, Debi D	154.58

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-DR-052026	05/20/2026	154.58		
	10 E 1200 3320 00 509 000000		*TRAVEL SP ED*	*154.58*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000211	ACH	Sara, Lindsay A	411.21

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-LS-052226	05/22/2026	411.21		
	10 E 1200 3320 00 509 000000		*TRAVEL SP ED*	*411.21*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000212	ACH	Saylor, Alexa K	217.50

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-AS-052226	05/22/2026	217.50		
	10 E 1200 3320 00 509 000000		*TRAVEL SP ED*	*217.50*

AP Check Register

AP Run: 061826-DG618-BOE AP — Post Date: 2026-06-19 — AP Run Type: R **HUNTLEY CONS SCHOOL DIST 158**

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000213	ACH	Schwerzler, Therese M	17.83

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-TS-042226	04/22/2026	17.83		
	10 E 2410 3320 00 300 000000		*PRIN TRAVEL HS*	*17.83*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000214	ACH	Searle, Cara M	16.68

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-CS-052026	05/20/2026	16.68		
	10 E 1110 3320 00 100 000000		*TEACHER TRAVEL LEGGEE*	*16.68*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000215	ACH	Severin, Nikki T	50.69

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-NS-060126	06/01/2026	50.69		
	10 E 1200 3320 00 509 000000		*TRAVEL SP ED*	*50.69*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000216	ACH	Stanfa, Denise	43.50

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-DS-051826	05/18/2026	43.50		
	10 E 1130 3320 00 300 000000		*TEACHER TRAVEL HS*	*43.50*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000217	ACH	Starnes, Suzanne M	43.50

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-SS-051826	05/18/2026	43.50		
	10 E 1130 3320 00 300 000000		*TEACHER TRAVEL HS*	*43.50*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000218	ACH	Styers, Steve	43.50

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-SS-051826	05/18/2026	43.50		
	10 E 1130 3320 00 300 000000		*TEACHER TRAVEL HS*	*43.50*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000219	ACH	Swanson, Brandy	43.50

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-BS-051826	05/18/2026	43.50		
	10 E 1130 3320 00 300 000000		*TEACHER TRAVEL HS*	*43.50*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000220	ACH	Taylor, Nicki M	59.61

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-NT-052226	05/22/2026	43.95		
	10 E 1200 3320 00 509 000000		*TRAVEL SP ED*	*43.95*

AP Check Register

AP Run: 061826-DG618-BOE AP — Post Date: 2026-06-19 — AP Run Type: R **HUNTLEY CONS SCHOOL DIST 158**

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000220	ACH	Taylor, Nicki M	59.61

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-NT-060426	06/04/2026	15.66		
	10 E 1200 3320 00 509 000000		*TRAVEL SP ED*	*15.66*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000221	ACH	Trottier, Katherine E	115.28

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-KT-052826	05/28/2026	61.48		
	10 E 1130 3320 00 300 000000		*TEACHER TRAVEL HS*	*61.48*
ER-KT-052826	06/12/2026	53.80		
	10 E 1130 4100 02 300 000000		*ART SUPPLIES HS*	*53.80*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000222	ACH	Vanek, Shannon C	43.50

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-SV-081826	05/18/2026	43.50		
	10 E 1130 3320 00 300 000000		*TEACHER TRAVEL HS*	*43.50*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000223	ACH	Walsh, Kelly Jo	1,260.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
June/2026	06/11/2026	420.00		
	10 E 2310 2300 00 506 000000		*TUITION REIMBURSEMENT*	*420.00*
June/2026	06/11/2026	420.00		
	10 E 2310 2300 00 506 000000		*TUITION REIMBURSEMENT*	*420.00*
June/2026	06/11/2026	420.00		
	10 E 2310 2300 00 506 000000		*TUITION REIMBURSEMENT*	*420.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000224	ACH	Whalen, Erika L	30.67

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-EW-052126	05/21/2026	30.67		
	10 E 1200 3320 00 509 000000		*TRAVEL SP ED*	*30.67*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000225	ACH	Whalen, Kelley A	45.96

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-KW-052226	05/22/2026	45.96		
	10 E 1130 3320 00 300 000000		*TEACHER TRAVEL HS*	*45.96*

AP Check Register

AP Run: 061826-DG618-BOE AP — Post Date: 2026-06-19 — AP Run Type: R **HUNTLEY CONS SCHOOL DIST 158**

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000226	ACH	Whiteside, Camille	295.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
June/2026	06/11/2026	130.00		
	10 E 2310 2300 00 506 000000		*TUITION REIMBURSEMENT*	*130.00*
June/2026	06/11/2026	165.00		
	10 E 2310 2300 00 506 000000		*TUITION REIMBURSEMENT*	*165.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000227	ACH	Winterton, Laura B	335.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
June/2026	06/11/2026	335.00		
	10 E 2310 2300 00 506 000000		*TUITION REIMBURSEMENT*	*335.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000228	ACH	Zhao, Tianya	43.50

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-TZ-051826	05/18/2026	43.50		
	10 E 1130 3320 00 300 000000		*TEACHER TRAVEL HS*	*43.50*
			Total:	**30,568.14**

43

061826-DG618-BOE AP Summary

Type	Count	Amount
Regular Checks:	10	2,348.55
ACH Checks:	112	28,219.59
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**122**	**30,568.14**

AP Check Register

AP Run: 061826-DG7158-BOE AP — Post Date: 2026-06-19 — AP Run Type: R **HUNTLEY CONS SCHOOL DIST 158**

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81639	Check	Arctic Snow and Ice Control Inc	6,213.50

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
300014660	06/17/2026	6,213.50		
	20 E 2542 3220 00 500 000000		*SNOW REMOVAL*	*6,213.50*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81640	Check	Home Depot Credit Services	2,192.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
8904077	06/18/2026	2,192.00		
	10 E 1120 4100 00 210 000000		*INST SUPPLIES HEINEMAN*	*2,192.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81641	Check	Jostens	1,935.28

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
38270063	06/18/2026	1,002.95		
	10 E 1120 3600 00 210 000000		*PRINTING HEINEMAN*	*1,002.95*
38581268	06/18/2026	897.41		
	10 E 1120 3600 00 210 000000		*PRINTING HEINEMAN*	*897.41*
39243116	06/18/2026	17.46		
	10 E 1120 3600 00 210 000000		*PRINTING HEINEMAN*	*17.46*
39565418	06/18/2026	17.46		
	10 E 1120 3600 00 210 000000		*PRINTING HEINEMAN*	*17.46*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81642	Check	Visual Image Photography	144.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
39247	06/17/2026	144.00		
	10 E 2410 4910 00 140 000000		*REBATE SUPPLIES MACKEBEN*	*144.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000229	ACH	Themes & Variations Inc	2,850.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
146086	06/18/2026	2,850.00		
	10 E 2212 3100 00 505 000000		*CURRICLUM GEN PUR SVC 6-12*	*2,850.00*
			Total:	**13,334.78**

AP Check Register

Check Date	Check Number	Payment Type	Name	Check Amount

061826-DG7158-BOE AP Summary

Type	Count	Amount
Regular Checks:	4	10,484.78
ACH Checks:	1	2,850.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**5**	**13,334.78**

45

AP Check Register

AP Run: 061926-DG619-BOE AP — Post Date: 2026-06-19 — AP Run Type: R **HUNTLEY CONS SCHOOL DIST 158**

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81643	Check	A Parts Warehouse	899.20

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
199415	06/16/2026	207.90		
	40 E 2554 4100 00 500 000000		*FLEET SUPPLIES*	*207.90*
199656	06/16/2026	691.30		
	40 E 2554 4100 00 500 000000		*FLEET SUPPLIES*	*691.30*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81644	Check	ACCO Brands	442.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
4731803254	06/16/2026	442.00		
	10 E 1110 3230 00 100 000000		*REPAIRS & MAINTENANCE LEGGEE*	*442.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81645	Check	Accurate Translation Bureau	1,887.76

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
31907	06/16/2026	1,887.76		
	10 E 1200 3100 92 509 460000		*IDEA GENERAL PURCHASED SERVICE*	*1,887.76*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81646	Check	AIA Corporation	704.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
DCM3303041	06/16/2026	704.00		
	10 E 2546 4120 00 500 000000		*CAMPUS SUPERVISOR SUPPLIES*	*704.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81647	Check	Al Piemonte	100.81

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
CHCS535336	06/16/2026	100.81		
	40 E 2550 3230 00 500 000000		*REPAIRS AND MAINTENANCE*	*100.81*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81648	Check	AMG Occ Health	101.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
22847183	06/16/2026	101.00		
	10 E 2642 3900 00 506 000000		*PURCHASED SERVICE HUMAN RES*	*101.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81649	Check	Arlington Heights Ford	314.72

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
221990	06/16/2026	314.72		
	40 E 2550 3230 00 500 000000		*REPAIRS AND MAINTENANCE*	*314.72*

AP Check Register

AP Run: 061926-DG619-BOE AP — Post Date: 2026-06-19 — AP Run Type: R **HUNTLEY CONS SCHOOL DIST 158**

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81650	Check	Auto Glass Service	340.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
32127	06/16/2026	340.00		
	40 E 2550 3230 00 500 000000		*REPAIRS AND MAINTENANCE*	*340.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81651	Check	Barr Mechanical Sales Inc	2,850.46

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
SI-48034	06/16/2026	2,850.46		
	20 E 2542 4100 00 500 000000		*SUPPLIES B & G*	*2,850.46*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81652	Check	Bloomsbury Publishing Inc	1,441.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
BUS104716	06/12/2026	1,441.00		
	10 E 2212 3100 00 505 000000		*CURRICLUM GEN PUR SVC 6-12*	*1,441.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81653	Check	Blu Petroleum	379.94

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
SI-48034	06/16/2026	379.94		
	40 E 2550 3230 00 500 000000		*REPAIRS AND MAINTENANCE*	*379.94*

47

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81654	Check	Build Capacity Consulting LLC	124.70

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
1181	06/16/2026	124.70		
	10 E 2212 3100 00 505 000000		*CURRICLUM GEN PUR SVC 6-12*	*124.70*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81655	Check	Camelot Therapeutic Schools LLC	8,622.80

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
INV251143	06/16/2026	8,622.80		
	10 E 4220 6700 00 509 000000		*SP ED PRIVATE TUITION*	*8,622.80*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81656	Check	Campus Solutions	922.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
195110316	06/16/2026	922.00		
	10 E 2190 4100 00 300 000000		*GRADUATION SUPPLIES HHS*	*922.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81657	Check	Cengage Learning	104,252.50

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
999102782078	06/15/2026	104,252.50		
	10 E 1100 4230 00 505 000000		*NEW ADOPTION 6-12*	*104,252.50*

AP Check Register

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81658	Check	Cintas Corporation No 2	116.91

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
5337973202	06/16/2026	7.53		
	10 E 2560 4100 00 140 000000		*CAFE SUPPLIES MACKEBEN*	*7.53*
5337973203	06/16/2026	7.53		
	10 E 2560 4100 00 150 000000		*CAFE SUPPLIES CONLEY*	*7.53*
5337973204	06/16/2026	24.23		
	10 E 2560 4100 00 210 000000		*CAFE SUPPLIES HEINEMAN*	*24.23*
5337973205	06/16/2026	7.53		
	10 E 2560 4100 00 220 000000		*CAFE SUPPLIES MARLOWE*	*7.53*
5337973206	06/16/2026	24.23		
	10 E 2560 4100 00 120 000000		*CAFE SUPPLIES MARTIN*	*24.23*
5337973207	06/16/2026	7.53		
	10 E 2560 4100 00 110 000000		*CAFE SUPPLIES CHESAK*	*7.53*
5337973208	06/16/2026	7.53		
	10 E 2560 4100 00 100 000000		*CAFE SUPPLIES LEGGEE*	*7.53*
5337973209	06/16/2026	30.80		
	10 E 2560 4100 00 300 000000		*CAFE SUPPLIES HS*	*30.80*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81659	Check	Clarity Assessments LLC	12,800.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
26-15804	06/16/2026	12,800.00		
	10 E 1101 1210 00 509 000000		*DISTRICT HOMEBOUND TUTORING*	*12,800.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81660	Check	Correct Digital Displays Inc	348.75

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
517568	06/16/2026	348.75		
	10 E 1500 4100 00 305 000000		*TRAINING/ATHLETIC SUPPLIES HS*	*348.75*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81661	Check	CT Veach Inc	27,447.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
88236	06/16/2026	950.00		
	20 E 2543 3230 00 500 000000		*REPAIRS-GROUNDS*	*950.00*
88237	06/16/2026	4,750.00		
	20 E 2543 3230 00 500 000000		*REPAIRS-GROUNDS*	*4,750.00*

AP Check Register

AP Run: 061926-DG619-BOE AP — Post Date: 2026-06-19 — AP Run Type: R **HUNTLEY CONS SCHOOL DIST 158**

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81661	Check	CT Veach Inc	27,447.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
88319	06/18/2026	21,747.00		
	20 E 2543 3200 00 500 000000		*GROUNDS CONTRACT*	*21,747.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81662	Check	Curriculum Associates LLC	49,992.80

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
10015684	06/12/2026	49,992.80		
	10 E 1800 3900 82 505 000000		*TBE/TPI INSTR PUR SVC*	*41,534.70*
	10 E 2210 3100 84 500 490000		*TITLE III LIPLEPS PUR SVCS*	*8,458.10*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81663	Check	DeltaMath Solutions Inc	31,752.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
29593	06/15/2026	31,752.00		
	10 E 2212 3100 00 505 000000		*CURRICLUM GEN PUR SVC 6-12*	*31,752.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81664	Check	Demco Inc	437.86

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
300260005	06/18/2026	306.86		
	10 E 2220 4300 00 300 000000		*MEDIA CENTER HS*	*306.86*
7792601	06/18/2026	131.00		
	10 E 2220 4900 00 220 000000		*MEDIA CENTER TECH MARLOWE*	*131.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81665	Check	DuPage Federation on Human Services	225.70

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
13227	06/16/2026	83.25		
	10 E 1800 3900 82 505 000000		*TBE/TPI INSTR PUR SVC*	*83.25*
13227	06/16/2026	142.45		
	10 E 1200 3100 92 509 460000		*IDEA GENERAL PURCHASED SERVICE*	*142.45*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81666	Check	Engler Callaway Baasten & Sraga LLC	6,127.50

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
36872	06/16/2026	6,127.50		
	10 E 2310 3180 00 510 000000		*LEGAL BOARD*	*6,127.50*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81667	Check	Everway LLC	9,058.36

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
00280252N	06/17/2026	9,058.36		
	10 E 2212 3100 00 505 000000		*CURRICLUM GEN PUR SVC 6-12*	*9,058.36*

AP Check Register

AP Run: 061926-DG619-BOE AP — Post Date: 2026-06-19 — AP Run Type: R **HUNTLEY CONS SCHOOL DIST 158**

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81668	Check	Gordon Food Service	1,539.26

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
9035581239	05/29/2026	1,539.26		
	10 E 2560 4150 00 120 000000		*CAFE FOOD MARTIN*	*1,539.26*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81669	Check	GradeCam LLC	44,415.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
0626082	06/15/2026	44,415.00		
	10 E 2212 3100 00 505 000000		*CURRICLUM GEN PUR SVC 6-12*	*44,415.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81670	Check	Grainger	1,033.31

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
9909196900	06/17/2026	66.73		
	20 E 2542 4100 00 500 000000		*SUPPLIES B & G*	*66.73*
9909265150	06/17/2026	135.27		
	20 E 2542 4100 00 500 000000		*SUPPLIES B & G*	*135.27*
9916014880	06/17/2026	42.46		
	20 E 2542 4100 00 500 000000		*SUPPLIES B & G*	*42.46*
9922132353	06/17/2026	25.80		
	20 E 2542 4100 00 500 000000		*SUPPLIES B & G*	*25.80*
9927913864	06/17/2026	62.11		
	20 E 2542 4100 00 500 000000		*SUPPLIES B & G*	*62.11*
9933046337	06/17/2026	123.37		
	20 E 2542 4100 00 500 000000		*SUPPLIES B & G*	*123.37*
9933216088	06/17/2026	65.88		
	20 E 2542 4100 00 500 000000		*SUPPLIES B & G*	*65.88*
9936815274	06/17/2026	416.71		
	20 E 2542 4100 00 500 000000		*SUPPLIES B & G*	*416.71*
9938399459	06/17/2026	94.98		
	20 E 2542 4100 00 500 000000		*SUPPLIES B & G*	*94.98*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81671	Check	GW Berkheimer Co Inc	31.66

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
8241366	06/17/2026	31.66		
	10 E 2560 3230 00 300 000000		*CAFE REPAIRS HS*	*31.66*

AP Check Register

AP Run: 061926-DG619-BOE AP — Post Date: 2026-06-19 — AP Run Type: R **HUNTLEY CONS SCHOOL DIST 158**

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81672	Check	Home Depot Credit Services	811.23

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
05/13/2026	06/18/2026	99.96		
	20 E 2542 4100 00 500 000000		*SUPPLIES B & G*	*99.96*
1062985	06/18/2026	49.98		
	20 E 2542 4100 00 500 000000		*SUPPLIES B & G*	*49.98*
2021366	06/18/2026	101.75		
	20 E 2542 4100 00 500 000000		*SUPPLIES B & G*	*101.75*
3022353	06/18/2026	83.16		
	20 E 2542 4100 00 500 000000		*SUPPLIES B & G*	*83.16*
3022375	06/18/2026	54.97		
	20 E 2542 4100 00 500 000000		*SUPPLIES B & G*	*54.97*
3521867	06/18/2026	84.33		
	20 E 2542 4100 00 500 000000		*SUPPLIES B & G*	*84.33*
3521868	06/18/2026	63.07		
	20 E 2542 4100 00 500 000000		*SUPPLIES B & G*	*63.07*
3523815	06/18/2026	48.11		
	20 E 2542 4100 00 500 000000		*SUPPLIES B & G*	*48.11*
4074140	06/18/2026	34.19		
	20 E 2542 4100 00 500 000000		*SUPPLIES B & G*	*34.19*
56.48	06/18/2026	56.48		
	20 E 2542 4100 00 500 000000		*SUPPLIES B & G*	*56.48*
73.32	06/18/2026	73.32		
	20 E 2542 4100 00 500 000000		*SUPPLIES B & G*	*73.32*
9520906	06/18/2026	41.94		
	20 E 2542 4100 00 500 000000		*SUPPLIES B & G*	*41.94*
9900362	06/18/2026	19.97		
	20 E 2542 4100 00 500 000000		*SUPPLIES B & G*	*19.97*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81673	Check	Hot Shots Sports LLC	320.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
Feb-May Tot Classes	06/17/2026	320.00		
	10 E 1125 3900 90 500 000000		*PURCHASED SERV PARENT-TOT*	*320.00*

AP Check Register

AP Run: 061926-DG619-BOE AP — Post Date: 2026-06-19 — AP Run Type: R **HUNTLEY CONS SCHOOL DIST 158**

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81674	Check	Huntley Park District	75.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
D158MAYSOFT26	06/17/2026	75.00		
	10 E 1500 6400 00 305 000000		*SPORTS DUES & FEES HS*	*75.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81675	Check	Illinois Office of the State Fire Marshal	2,450.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
10010129	06/17/2026	2,450.00		
	20 E 2542 3900 00 500 000000		*OTHER PURCHASED SERVICE*	*2,450.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81676	Check	Jostens	3,047.35

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
39548679	06/17/2026	13.05		
	10 E 1120 3600 00 220 000000		*PRINTING MARLOWE*	*13.05*
3965508	06/17/2026	3,034.30		
	10 E 1120 4100 00 220 000000		*INST SUPPLIES MARLOWE*	*3,034.30*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81677	Check	Kelso Burnett Co	8,718.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
1388084	06/18/2026	8,718.00		
	10 E 2660 3900 00 504 000000		*PURCHASED SERVICE TECHNOLOGY*	*8,718.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81678	Check	LRS LLC	935.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
PS693218	06/17/2026	345.00		
	10 E 1120 7100 00 220 000000		*MARLOWE NON-CAPITALIZED EQPT*	*345.00*
PS701526	06/17/2026	295.00		
	10 E 2410 4100 00 220 000000		*OFFICE SUPPLIES MARLOWE*	*295.00*
PS704893	06/17/2026	295.00		
	10 E 2410 4100 00 220 000000		*OFFICE SUPPLIES MARLOWE*	*295.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81679	Check	McMaster Carr Supply Co	26.65

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
66160532	06/17/2026	26.65		
	20 E 2542 4100 00 500 000000		*SUPPLIES B & G*	*26.65*

AP Check Register

AP Run: 061926-DG619-BOE AP — Post Date: 2026-06-19 — AP Run Type: R **HUNTLEY CONS SCHOOL DIST 158**

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81680	Check	Metlife	22,620.03

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
00040	06/11/2026	22,620.03		
	10 E 2310 2200 00 500 000000		*SUPPORT SERV-GEN ADM INSURANCE*	*22,620.03*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81681	Check	MPS Macmillan Holdings LLC	1,200.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
85895490	06/17/2026	1,200.00		
	10 E 1100 4230 00 505 000000		*NEW ADOPTION 6-12*	*1,200.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81682	Check	Neuco	29.33

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
9714113	06/17/2026	29.33		
	10 E 2560 3230 00 300 000000		*CAFE REPAIRS HS*	*29.33*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81683	Check	Neuro Educational Specialist	2,000.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
3121	06/17/2026	2,000.00		
	10 E 2210 3140 92 509 460000		*IDEA IMPR OF INSTR-STAFF DEV*	*2,000.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81684	Check	NeuroRestorative	27,836.64

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
0526-381675	06/17/2026	18,600.00		
	10 E 4120 6700 00 509 000000		*SP ED ROOM & BOARD*	*18,600.00*
0526-381675-2	06/17/2026	9,236.64		
	10 E 4220 6700 00 509 000000		*SP ED PRIVATE TUITION*	*9,236.64*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81685	Check	Niles Township Dist for Spec Ed 807	2,397.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
D158 ESY 2025	06/17/2026	2,397.00		
	10 E 4220 6700 00 509 000000		*SP ED PRIVATE TUITION*	*2,397.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81686	Check	Northern Illinois University	15,600.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
7026214	06/17/2026	15,600.00		
	10 E 2190 3900 00 300 000000		*GRADUATION EVENT*	*15,600.00*

AP Check Register

AP Run: 061926-DG619-BOE AP — Post Date: 2026-06-19 — AP Run Type: R **HUNTLEY CONS SCHOOL DIST 158**

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81687	Check	PAHCS II Northwestern Med Occ Health	1,472.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
572674	06/17/2026	170.00		
	40 E 2550 3100 00 500 000000		*PROF & TECH SERVICE TRANS*	*170.00*
572759	06/17/2026	1,267.00		
	40 E 2550 3100 00 500 000000		*PROF & TECH SERVICE TRANS*	*1,267.00*
573358	06/17/2026	35.00		
	40 E 2550 3100 00 500 000000		*PROF & TECH SERVICE TRANS*	*35.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81688	Check	Parkland Preparatory Academy Inc	5,289.60

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
7675	06/17/2026	5,289.60		
	10 E 4220 6700 00 509 000000		*SP ED PRIVATE TUITION*	*5,289.60*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81689	Check	Pioneer Center for Human Services	735.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
INV-018410	06/17/2026	735.00		
	10 E 1200 3100 66 509 000000		*STEP PURCHASED SERVICES*	*735.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81690	Check	Prairie Farms Rockford	186.30

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
56538	06/11/2026	186.30		
	10 E 2560 4150 00 120 000000		*CAFE FOOD MARTIN*	*186.30*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81691	Check	Regional Office of Education	855.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
158 FY26-3	06/17/2026	855.00		
	10 E 4210 6700 00 511 000000		*DIST HOSPITAL INSTRUCT./SAFE SCHOOL*	*855.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81692	Check	School Health Corporation	13,307.88

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
CINV000306651	06/16/2026	6.95		
	10 E 2130 4100 00 500 000000		*SUPPLIES HEALTH*	*6.95*
CINV000335477	06/18/2026	59.97		
	10 E 1110 4100 50 100 000000		*PE SUPPLIES LEGGEE*	*59.97*
CINV000347162	06/18/2026	5,800.00		
	10 E 2546 3900 00 500 000000		*SECURITY OFFICER GNL PURCH SVC*	*5,800.00*

AP Check Register

AP Run: 061926-DG619-BOE AP — Post Date: 2026-06-19 — AP Run Type: R **HUNTLEY CONS SCHOOL DIST 158**

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81692	Check	School Health Corporation	13,307.88

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
CINV000347525	06/18/2026	100.91		
	10 E 1110 4100 50 100 000000		*PE SUPPLIES LEGGEE*	*100.91*
CINV000350020	06/18/2026	69.41		
	10 E 2130 4100 00 500 000000		*SUPPLIES HEALTH*	*69.41*
CINV000353665	06/18/2026	148.99		
	10 E 2130 4100 00 500 000000		*SUPPLIES HEALTH*	*148.99*
CINV000404929	06/17/2026	7,121.65		
	10 E 2546 4900 00 500 000000		*SECURITY OFFICER SUPPLIES*	*7,121.65*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81693	Check	Schoolinks Inc	35,385.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
INV02560	06/17/2026	35,385.00		
	10 E 2212 3100 00 505 000000		*CURRICLUM GEN PUR SVC 6-12*	*35,385.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81694	Check	Service Printing Corporation	152.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
347474	06/12/2026	152.00		
	10 E 2210 4900 00 505 000000		*SUPPLIES CURR & INST 6-12*	*152.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81695	Check	Sherwin Williams Co	339.17

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
29991202200526	06/17/2026	165.65		
	20 E 2542 4100 00 500 000000		*SUPPLIES B & G*	*165.65*
48251203450626	06/17/2026	173.52		
	20 E 2542 4100 00 500 000000		*SUPPLIES B & G*	*173.52*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81696	Check	Special Education Services	20,376.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
SESINV-061104	06/17/2026	14,935.00		
	10 E 4220 6700 00 509 000000		*SP ED PRIVATE TUITION*	*14,935.00*
SESINV-061386	06/17/2026	5,441.00		
	10 E 4220 6700 00 509 000000		*SP ED PRIVATE TUITION*	*5,441.00*

AP Check Register

AP Run: 061926-DG619-BOE AP — Post Date: 2026-06-19 — AP Run Type: R **HUNTLEY CONS SCHOOL DIST 158**

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81697	Check	Special Education Systems Inc	1,557.20

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
SYSINV-021502	06/17/2026	1,557.20		
	10 E 4220 6700 00 509 000000		*SP ED PRIVATE TUITION*	*1,557.20*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81698	Check	Stepping Stones Group	10,752.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
M0287510	06/17/2026	5,376.00		
	10 E 1101 3100 00 506 000000		*SUBSTITUTE TEACHER-CONTRACTED*	*5,376.00*
M0291492	06/17/2026	5,376.00		
	10 E 1101 3100 00 506 000000		*SUBSTITUTE TEACHER-CONTRACTED*	*5,376.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81699	Check	Sunrise Southwest LLC	4,500.40

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
DG619	06/17/2026	4,500.40		
	40 E 2552 3310 00 500 000000		*CONTRACTED TRANSPORTATION*	*4,500.40*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81700	Check	Super Duper Publications	9.95

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
3056557A	06/17/2026	9.95		
	10 E 2150 4100 92 509 460000		*IDEA SP PATH & AUDIOL SUPPLIES*	*9.95*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81701	Check	Sweetwater Sound Inc	326.91

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
49876437	06/15/2026	196.92		
	10 E 1130 4100 12 300 000000		*MUSIC SUPPLIES HS*	*196.92*
49995342	06/15/2026	129.99		
	10 E 1130 4100 12 300 000000		*MUSIC SUPPLIES HS*	*129.99*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81702	Check	Tribe Country Farms Inc	60.75

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
7414	06/17/2026	60.75		
	10 E 2560 4150 00 210 000000		*CAFE FOOD HEINEMAN*	*60.75*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81703	Check	Uline	778.52

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
207936340	06/17/2026	384.89		
	20 E 2542 4100 00 500 000000		*SUPPLIES B & G*	*384.89*

AP Check Register

AP Run: 061926-DG619-BOE AP — Post Date: 2026-06-19 — AP Run Type: R **HUNTLEY CONS SCHOOL DIST 158**

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81703	Check	Uline	778.52

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
208007607	06/17/2026	210.64		
	20 E 2542 4100 00 500 000000		*SUPPLIES B & G*	*210.64*
208932028	06/17/2026	182.99		
	20 E 2542 4100 00 500 000000		*SUPPLIES B & G*	*182.99*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81704	Check	Visions LLC	2,874.20

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
99424	06/17/2026	2,874.20		
	10 E 2130 3100 92 509 460000		*IDEA HEALTH SERVICES*	*2,874.20*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81705	Check	Water Walkers LLC DBA Health-e Pro	17,340.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
INV-000157	06/17/2026	17,340.00		
	10 E 2560 6400 00 100 000000		*CAFE DUES & FEES LEGGEE*	*2,167.50*
	10 E 2560 6400 00 110 000000		*CAFE DUES & FEES CHESAK*	*2,167.50*
	10 E 2560 6400 00 120 000000		*CAFE DUES & FEES MARTIN*	*2,167.50*
	10 E 2560 6400 00 140 000000		*CAFE DUES & FEES MACKEBEN*	*2,167.50*
	10 E 2560 6400 00 150 000000		*CAFE DUES & FEES CONLEY*	*2,167.50*
	10 E 2560 6400 00 210 000000		*CAFE DUES & FEES HEINEMAN*	*2,167.50*
	10 E 2560 6400 00 220 000000		*CAFE DUES & FEES MARLOWE*	*2,167.50*
	10 E 2560 6400 00 300 000000		*CAFE DUES & FEES HS*	*2,167.50*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	81706	Check	Woodstock Community Unit School Dist 200	19,718.03

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
258	06/17/2026	19,718.03		
	10 E 4220 6700 00 509 000000		*SP ED PRIVATE TUITION*	*19,718.03*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	8000000044		Auto Tech Centers Inc	5,227.87

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
INV124654	06/16/2026	529.75		
	10 E 1700 3230 21 300 000000		*DRIVER ED REPAIR & MAINTENANCE*	*529.75*
INV124662	06/16/2026	87.21		
	10 E 1700 3230 21 300 000000		*DRIVER ED REPAIR & MAINTENANCE*	*87.21*
INV124664	06/16/2026	72.90		
	10 E 1700 3230 21 300 000000		*DRIVER ED REPAIR & MAINTENANCE*	*72.90*

AP Check Register

AP Run: 061926-DG619-BOE AP — Post Date: 2026-06-19 — AP Run Type: R **HUNTLEY CONS SCHOOL DIST 158**

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	8000000044		Auto Tech Centers Inc	5,227.87

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
INV124694	06/16/2026	1,583.30		
	40 E 2550 3230 00 500 000000		*REPAIRS AND MAINTENANCE*	*1,583.30*
INV124717	06/16/2026	1,407.71		
	20 E 2545 3230 00 500 000000		*VEHICLE REPAIRS & MAINTENANCE*	*1,407.71*
INV125047	06/16/2026	1,547.00		
	20 E 2545 3230 00 500 000000		*VEHICLE REPAIRS & MAINTENANCE*	*1,547.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	8000000045		Dreisilker Electric Motors Inc	1,238.11

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
I54761	06/16/2026	236.68		
	10 E 2560 3230 00 300 000000		*CAFE REPAIRS HS*	*236.68*
I56189	06/16/2026	320.62		
	20 E 2542 4100 00 500 000000		*SUPPLIES B & G*	*320.62*
I56405	06/16/2026	680.81		
	20 E 2542 4100 00 500 000000		*SUPPLIES B & G*	*680.81*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	8000000046		Gordon Flesch Co Inc	15,277.41

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
IN15615592	06/17/2026	15,277.41		
	10 E 2900 3900 00 504 000000		*COPIER MAINTENANCE*	*15,277.41*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	8000000047		McGraw Hill School Education	155,903.98

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
1400780845001	06/18/2026	53,303.98		
	10 E 1100 4230 00 505 000000		*NEW ADOPTION 6-12*	*53,303.98*
140791551001	06/18/2026	102,600.00		
	10 E 1100 4230 00 505 000000		*NEW ADOPTION 6-12*	*102,600.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	8000000048		Project Lead the Way	2,400.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
544595	06/04/2026	2,400.00		
	10 E 1130 3900 67 300 000000		*PLTW PUR SVC 6-12*	*2,400.00*

AP Check Register

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	8000000049		Thermosystems Building System	1,278.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
19780	06/17/2026	1,278.00		
	20 E 2542 3230 00 500 000000		*REPAIRS & MAINTENANCE BUILDINGS*	*1,278.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	8000000050		Trane	215.14

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
21667215	06/17/2026	215.14		
	20 E 2542 4100 00 500 000000		*SUPPLIES B & G*	*215.14*

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000230	ACH	Language Testing International	418.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
L111723-IN	06/17/2026	418.00		
	10 E 1800 3900 82 505 000000		*TBE/TPI INSTR PUR SVC*	*418.00*
			Total:	**714,749.65**

061926-DG619-BOE AP Summary 59

Type	Count	Amount
Regular Checks:	64	532,791.14
ACH Checks:	1	418.00
Wire Transfers:	0	0.00
Epayables:	7	181,540.51
Total:	**72**	**714,749.65**

AP Check Register

AP Run: Void Lindsay Sara June RB 6/25 — Post Date: 2026-06-19 — AP Run Type: V **HUNTLEY CONS SCHOOL DIST 158**

Check Date	Check Number	Payment Type	Name	Check Amount
06/19/2026	9000000211	ACH	Sara, Lindsay A	-411.21

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-LS-052226	05/22/2026	-411.21		
	10 E 1200 3320 00 509 000000		*TRAVEL SP ED*	*-411.21*
			Total:	**-411.21**

Void Lindsay Sara June RB 6/25 Summary

Type	Count	Amount
Regular Checks:	0	0.00
ACH Checks:	1	-411.21
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**1**	**-411.21**

60

AP Check Register

AP Run: 062526-DG625-BOE AP — Post Date: 2026-06-25 — AP Run Type: R **HUNTLEY CONS SCHOOL DIST 158**

Check Date	Check Number	Payment Type	Name	Check Amount
06/25/2026	81707	Check	CDW Government Inc	25,179.22

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
AI9VG5Z	06/25/2026	24,480.00		
	10 E 2660 4900 00 504 000000		*INVENTORIABLE EQUIPMENT TECH*	*24,480.00*
AJ26B6E	06/25/2026	32.00		
	10 E 2660 4900 00 504 000000		*INVENTORIABLE EQUIPMENT TECH*	*32.00*
AJ2YE5U	06/25/2026	268.22		
	10 E 2660 4900 00 504 000000		*INVENTORIABLE EQUIPMENT TECH*	*268.22*
AJ2YU7Q	06/25/2026	399.00		
	10 E 2660 3190 61 504 000000		*SOFTWARE MAINTENANCE*	*399.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/25/2026	81708	Check	Master Teacher Inc, The	215.90

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
116813243	06/24/2026	107.95		
	10 E 2642 4110 00 506 000000		*HR EMPLOYEE RECOGNITION*	*107.95*
116813244	06/24/2026	107.95		
	10 E 2642 4110 00 506 000000		*HR EMPLOYEE RECOGNITION*	*107.95*

Check Date	Check Number	Payment Type	Name	Check Amount
06/25/2026	81709	Check	Multi-Health Systems	137.50

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
SIP00636007	06/23/2026	137.50		
	10 E 2140 4100 92 509 460000		*IDEA PSYCHOLOGICAL SUPPLIES*	*137.50*

Check Date	Check Number	Payment Type	Name	Check Amount
06/25/2026	81710	Check	Northwestern Memorial HealthCare	17,110.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
8000002057	06/25/2026	17,110.00		
	10 E 1500 2200 00 500 000000		*Athletic Trainer Fees NW*	*17,110.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/25/2026	81711	Check	Rifton Equipment	5,088.75

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
H5S27-1	06/25/2026	5,088.75		
	10 E 2130 4100 92 509 460000		*IDEA HEALTH OTPT & NURSE SUP*	*5,088.75*

Check Date	Check Number	Payment Type	Name	Check Amount
06/25/2026	81712	Check	Rush Truck Center Huntley	2,247.33

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
3046378143	06/24/2026	143.00		
	40 E 2554 4100 00 500 000000		*FLEET SUPPLIES*	*143.00*

AP Check Register

AP Run: 062526-DG625-BOE AP — Post Date: 2026-06-25 — AP Run Type: R **HUNTLEY CONS SCHOOL DIST 158**

Check Date	Check Number	Payment Type	Name	Check Amount
06/25/2026	81712	Check	Rush Truck Center Huntley	2,247.33

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
3046418514	06/24/2026	1,144.22		
	40 E 2554 4100 00 500 000000		*FLEET SUPPLIES*	*1,144.22*
3046418515	06/24/2026	960.11		
	40 E 2554 4100 00 500 000000		*FLEET SUPPLIES*	*960.11*

Check Date	Check Number	Payment Type	Name	Check Amount
06/25/2026	81713	Check	WEX BANK	638.71

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
112745611	06/25/2026	638.71		
	10 E 1500 3320 00 305 000000		*ATHLETIC TRIPS HS*	*375.89*
	10 E 1700 4640 21 300 000000		*DRIVER EDUCATION GASOLINE*	*262.82*

Check Date	Check Number	Payment Type	Name	Check Amount
06/25/2026	9000000231	ACH	Gallien, Jennifer L	110.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
MAY/2026	06/25/2026	110.00		
	10 E 2310 2300 00 506 000000		*TUITION REIMBURSEMENT*	*110.00*

62

Check Date	Check Number	Payment Type	Name	Check Amount
06/25/2026	9000000232	ACH	Taylor, Nicki M	81.08

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-NT-050826	06/25/2026	81.08		
	10 E 1200 3320 00 509 000000		*TRAVEL SP ED*	*81.08*
			Total:	**50,808.49**

062526-DG625-BOE AP Summary

Type	Count	Amount
Regular Checks:	7	50,617.41
ACH Checks:	2	191.08
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**9**	**50,808.49**

AP Check Register

AP Run: 062526-DG7158-BOE AP — Post Date: 2026-06-25 — AP Run Type: R **HUNTLEY CONS SCHOOL DIST 158**

Check Date	Check Number	Payment Type	Name	Check Amount
06/25/2026	81714	Check	Neuco	495.43

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
9674837	06/25/2026	386.90		
	10 E 2560 3230 00 210 000000		*CAFE REPAIRS HEINEMAN*	*386.90*
9709510	06/25/2026	108.53		
	10 E 2560 3230 00 300 000000		*CAFE REPAIRS HS*	*108.53*

Check Date	Check Number	Payment Type	Name	Check Amount
06/25/2026	9000000233	ACH	Sara, Lindsay A	664.93

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-LS-040626	06/25/2026	220.04		
	10 E 1200 3320 00 509 000000		*TRAVEL SP ED*	*220.04*
ER-LS-042726	06/25/2026	33.68		
	10 E 2210 3140 92 509 460000		*IDEA IMPR OF INSTR-STAFF DEV*	*33.68*
ER-LS-052226	06/25/2026	411.21		
	10 E 1200 3320 00 509 000000		*TRAVEL SP ED*	*411.21*
			Total:	**1,160.36**

63

062526-DG7158-BOE AP Summary

Type	Count	Amount
Regular Checks:	1	495.43
ACH Checks:	1	664.93
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**2**	**1,160.36**

AP Check Register

AP Run: Pearson Void DG611 6/30/26 — Post Date: 2026-06-12 — AP Run Type: V **HUNTLEY CONS SCHOOL DIST 158**

Check Date	Check Number	Payment Type	Name	Check Amount
06/12/2026	8000000041		PEARSON Education	-12,090.91

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
31571462	06/10/2026	-12,090.91		
			10 E 1100 4230 00 505 000000 *NEW ADOPTION 6-12*	*-12,090.91*
			Total:	**-12,090.91**

Pearson Void DG611 6/30/26 Summary

Type	Count	Amount
Regular Checks:	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	1	-12,090.91
Total:	**1**	**-12,090.91**

64

AP Check Register

AP Run: 063026-DG629-BOE AP — Post Date: 2026-06-30 — AP Run Type: R **HUNTLEY CONS SCHOOL DIST 158**

Check Date	Check Number	Payment Type	Name	Check Amount
06/30/2026	81715	Check	ADP LLC	11,894.58

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
723584772	06/29/2026	2,180.90		
	10 E 1100 2200 00 500 000000		*REGULAR PROGRAMS INSURANCE*	*2,180.90*
723585081	06/29/2026	9,713.68		
	10 E 2520 3100 00 501 000000		*PROF & TECH FISCAL*	*9,713.68*

Check Date	Check Number	Payment Type	Name	Check Amount
06/30/2026	81716	Check	Advantage Mechanical Inc	1,748.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
53606	06/29/2026	1,292.00		
	20 E 2542 3230 00 500 000000		*REPAIRS & MAINTENANCE BUILDINGS*	*1,292.00*
53901	06/29/2026	456.00		
	20 E 2542 3230 00 500 000000		*REPAIRS & MAINTENANCE BUILDINGS*	*456.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/30/2026	81717	Check	Aequor Healthcare Services	9,733.60

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
1260000103	06/29/2026	5,593.60		
	10 E 1101 3100 00 506 000000		*SUBSTITUTE TEACHER-CONTRACTED*	*5,593.60*
1260000104	06/29/2026	4,140.00		
	10 E 1101 3100 00 506 000000		*SUBSTITUTE TEACHER-CONTRACTED*	*4,140.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/30/2026	81718	Check	AHW LLC - Hampshire	1,040.07

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
123746297	06/30/2026	1,040.07		
	20 E 2543 3230 00 500 000000		*REPAIRS-GROUNDS*	*1,040.07*

Check Date	Check Number	Payment Type	Name	Check Amount
06/30/2026	81719	Check	Airgas USA LLC	232.48

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
9172824024	06/29/2026	211.50		
	20 E 2542 4100 00 500 000000		*SUPPLIES B & G*	*211.50*
9172824024	06/29/2026	20.98		
	20 E 2542 4100 00 500 000000		*SUPPLIES B & G*	*20.98*

Check Date	Check Number	Payment Type	Name	Check Amount
06/30/2026	81720	Check	AmeriGas	2,140.20

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
3190826762	06/29/2026	869.20		
	40 E 2552 4610 00 500 000000		*PROPANE*	*869.20*

AP Check Register

AP Run: 063026-DG629-BOE AP — Post Date: 2026-06-30 — AP Run Type: R **HUNTLEY CONS SCHOOL DIST 158**

Check Date	Check Number	Payment Type	Name	Check Amount
06/30/2026	81720	Check	AmeriGas	2,140.20

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
3190826763	06/29/2026	1,271.00		
	40 E 2552 4610 00 500 000000		*PROPANE*	*1,271.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/30/2026	81721	Check	Apple Inc	329.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
MC68513199	06/29/2026	329.00		
	10 E 2560 4100 00 300 000000		*CAFE SUPPLIES HS*	*329.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/30/2026	81722	Check	Benefitfocus.com Inc	2,677.74

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
183154	06/29/2026	2,677.74		
	10 E 2310 2200 00 500 000000		*SUPPORT SERV-GEN ADM INSURANCE*	*2,677.74*

Check Date	Check Number	Payment Type	Name	Check Amount
06/30/2026	81723	Check	CENGAGE Learning Gale	9,186.91

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
999102859612	06/30/2026	9,186.91		
	10 E 2212 3100 00 505 000000		*CURRICLUM GEN PUR SVC 6-12*	*9,186.91*

Check Date	Check Number	Payment Type	Name	Check Amount
06/30/2026	81724	Check	Central States Bus Sales, Inc.	144.40

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
IN704257	06/29/2026	144.40		
	40 E 2554 4100 00 500 000000		*FLEET SUPPLIES*	*144.40*

Check Date	Check Number	Payment Type	Name	Check Amount
06/30/2026	81725	Check	Comcast Business	310.40

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
8771100130421082	06/29/2026	310.40		
	20 E 2540 3400 00 500 000000		*TELEPHONE - DISTRICTWIDE*	*310.40*

Check Date	Check Number	Payment Type	Name	Check Amount
06/30/2026	81726	Check	CT Veach Inc	6,850.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
88324	06/30/2026	6,850.00		
	20 E 2543 3230 00 500 000000		*REPAIRS-GROUNDS*	*6,850.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/30/2026	81727	Check	Easterseals	47,225.60

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
34187	06/29/2026	47,225.60		
	10 E 4220 6700 00 509 000000		*SP ED PRIVATE TUITION*	*47,225.60*

AP Check Register

AP Run: 063026-DG629-BOE AP — Post Date: 2026-06-30 — AP Run Type: R **HUNTLEY CONS SCHOOL DIST 158**

Check Date	Check Number	Payment Type	Name	Check Amount
06/30/2026	81728	Check	ECA Science Kit Services	24,132.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
1370-6001	06/30/2026	24,132.00		
	10 E 1100 4210 00 505 000000		*MATERIALS 6-12*	*24,132.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/30/2026	81729	Check	Enterprise FM Trust	1,045.53

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
651742-060326	06/30/2026	1,045.53		
	10 E 1700 5400 21 300 000000		*DRIVER EDUCATION VEHICLE*	*1,045.53*

Check Date	Check Number	Payment Type	Name	Check Amount
06/30/2026	81730	Check	Follett Content Solutions LLC	6,112.25

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
766760	06/30/2026	6,112.25		
	10 E 1100 4230 00 505 000000		*NEW ADOPTION 6-12*	*6,112.25*

Check Date	Check Number	Payment Type	Name	Check Amount
06/30/2026	81731	Check	Grainger	136.12

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
9945849587	06/30/2026	136.12		
	20 E 2542 4100 00 500 000000		*SUPPLIES B & G*	*136.12*

Check Date	Check Number	Payment Type	Name	Check Amount
06/30/2026	81732	Check	Jorgenson Companies	2,257.47

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
S101794.1	06/30/2026	2,257.47		
	20 E 2542 4100 00 500 000000		*SUPPLIES B & G*	*2,257.47*

Check Date	Check Number	Payment Type	Name	Check Amount
06/30/2026	81733	Check	Midwest Transit Equip Kankakee	2,076.80

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
X106055767:01	06/30/2026	2,076.80		
	40 E 2550 3230 00 500 000000		*REPAIRS AND MAINTENANCE*	*2,076.80*

Check Date	Check Number	Payment Type	Name	Check Amount
06/30/2026	81734	Check	Ottosen DiNolfo Hasenbalg & Castaldo Ltd	5,371.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
22454	06/29/2026	5,026.50		
	10 E 2310 3180 00 510 000000		*LEGAL BOARD*	*5,026.50*
22543	06/29/2026	344.50		
	10 E 2310 3180 00 510 000000		*LEGAL BOARD*	*344.50*

AP Check Register

AP Run: 063026-DG629-BOE AP — Post Date: 2026-06-30 — AP Run Type: R **HUNTLEY CONS SCHOOL DIST 158**

Check Date	Check Number	Payment Type	Name	Check Amount
06/30/2026	81735	Check	Rush Truck Center Huntley	2,072.80

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
3046477817	06/29/2026	2,072.80		
	40 E 2554 4100 00 500 000000		*FLEET SUPPLIES*	*2,072.80*

Check Date	Check Number	Payment Type	Name	Check Amount
06/30/2026	81736	Check	Safety Kleen Systems Inc	67.20

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
99869486	06/30/2026	67.20		
	40 E 2554 4100 00 500 000000		*FLEET SUPPLIES*	*67.20*

Check Date	Check Number	Payment Type	Name	Check Amount
06/30/2026	81737	Check	Schock's Towing	225.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
26-46370	06/30/2026	225.00		
	40 E 2550 3230 00 500 000000		*REPAIRS AND MAINTENANCE*	*225.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/30/2026	81738	Check	Verizon Wireless	555.74

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
6145628176	06/29/2026	555.74		
	20 E 2540 3400 00 500 000000		*TELEPHONE - DISTRICTWIDE*	*555.74*

Check Date	Check Number	Payment Type	Name	Check Amount
06/30/2026	81739	Check	Wallingford Sales Company	745.98

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
219684	06/30/2026	745.98		
	20 E 2542 4100 00 500 000000		*SUPPLIES B & G*	*745.98*

Check Date	Check Number	Payment Type	Name	Check Amount
06/30/2026	81740	Check	Zieglers Ace Hardware	21.17

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
098916/B	06/29/2026	21.17		
	20 E 2542 4100 00 500 000000		*SUPPLIES B & G*	*21.17*

Check Date	Check Number	Payment Type	Name	Check Amount
06/30/2026	7000000019	Wire Transfer	Blue Cross Blue Shield	695,687.90

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
240091279961	06/29/2026	675,429.20		
	10 E 1100 2200 00 500 000000		*REGULAR PROGRAMS INSURANCE*	*675,429.20*
579273186377	06/29/2026	20,258.70		
	10 E 1100 2200 00 500 000000		*REGULAR PROGRAMS INSURANCE*	*20,258.70*

AP Check Register

AP Run: 063026-DG629-BOE AP — Post Date: 2026-06-30 — AP Run Type: R **HUNTLEY CONS SCHOOL DIST 158**

Check Date	Check Number	Payment Type	Name	Check Amount
06/30/2026	8000000051		Anderson Lock Co Inc	791.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
791.00	06/29/2026	791.00		
	20 E 2542 4100 00 500 000000		*SUPPLIES B & G*	*791.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/30/2026	8000000052		CINTAS	274.03

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
4271313088	06/29/2026	274.03		
	40 E 2550 3250 00 500 000000		*RENTAL TRANS*	*274.03*

Check Date	Check Number	Payment Type	Name	Check Amount
06/30/2026	8000000053		Gordon Flesch Co Inc	529.86

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
I576698	06/30/2026	284.78		
	10 E 1130 3230 00 300 000000		*REPAIRS HS*	*284.78*
IN15658268	06/30/2026	245.08		
	10 E 1130 3230 00 300 000000		*REPAIRS HS*	*245.08*

Check Date	Check Number	Payment Type	Name	Check Amount
06/30/2026	8000000054		Leach Enterprises Inc	2,385.13

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
01P30242	06/29/2026	1,415.20		
	40 E 2554 4100 00 500 000000		*FLEET SUPPLIES*	*1,415.20*
01P30389	06/29/2026	707.60		
	40 E 2554 4100 00 500 000000		*FLEET SUPPLIES*	*707.60*
01P30444	06/29/2026	59.17		
	40 E 2554 4100 00 500 000000		*FLEET SUPPLIES*	*59.17*
01P30673	06/29/2026	203.16		
	40 E 2554 4100 00 500 000000		*FLEET SUPPLIES*	*203.16*

Check Date	Check Number	Payment Type	Name	Check Amount
06/30/2026	8000000055		PowerSchool Group LLC	46,527.41

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
INV499552	06/30/2026	46,527.41		
	10 E 2212 3100 00 505 000000		*CURRICLUM GEN PUR SVC 6-12*	*46,527.41*

Check Date	Check Number	Payment Type	Name	Check Amount
06/30/2026	8000000056		Thermosystems Building System	1,278.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
19780	06/30/2026	1,278.00		
	20 E 2542 3230 00 500 000000		*REPAIRS & MAINTENANCE BUILDINGS*	*1,278.00*

AP Check Register

Check Date	Check Number	Payment Type	Name	Check Amount
06/30/2026	8000000057		Trane	1,770.98

Invoice Number	Invoice Date	Invoice Amount	Account		Amount
21755937	06/30/2026	625.76			
	20 E 2542 4100 00 500 000000			*SUPPLIES B & G*	*625.76*
21759485	06/30/2026	82.76			
	20 E 2542 4100 00 500 000000			*SUPPLIES B & G*	*82.76*
21803137	06/30/2026	22.18			
	20 E 2542 4100 00 500 000000			*SUPPLIES B & G*	*22.18*
21823067	06/30/2026	39.12			
	20 E 2542 4100 00 500 000000			*SUPPLIES B & G*	*39.12*
21824187	06/30/2026	527.14			
	20 E 2542 4100 00 500 000000			*SUPPLIES B & G*	*527.14*
21825475	06/30/2026	474.02			
	20 E 2542 4100 00 500 000000			*SUPPLIES B & G*	*474.02*
				Total:	**887,576.35**

70

063026-DG629-BOE AP Summary

Type	Count	Amount
Regular Checks:	26	138,332.04
ACH Checks:	0	0.00
Wire Transfers:	1	695,687.90
Epayables:	7	53,556.41
Total:	**34**	**887,576.35**

AP Check Register

AP Run: 063029-DG7158-BOE AP — Post Date: 2026-06-30 — AP Run Type: R **HUNTLEY CONS SCHOOL DIST 158**

Check Date	Check Number	Payment Type	Name	Check Amount
06/30/2026	81741	Check	ComEd	25,006.76

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
2040365565	06/30/2026	416.52		
	20 E 2540 4660 00 500 000000		*ELECTRIC*	*416.52*
4032931222	06/30/2026	10,464.61		
	20 E 2540 4660 00 500 000000		*ELECTRIC*	*10,464.61*
5758216000	06/30/2026	7,145.77		
	20 E 2540 4660 00 500 000000		*ELECTRIC*	*7,145.77*
5929942222	06/30/2026	273.48		
	20 E 2540 4660 00 500 000000		*ELECTRIC*	*273.48*
6769632222	06/30/2026	6,706.38		
	20 E 2540 4660 00 500 000000		*ELECTRIC*	*6,706.38*

Check Date	Check Number	Payment Type	Name	Check Amount
06/30/2026	81742	Check	Nicor Gas	6,813.70

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
03348177878	06/30/2026	442.02		
	20 E 2540 4650 00 500 000000		*NATURAL GAS*	*442.02*
08593450169	06/30/2026	730.85		
	20 E 2540 4650 00 500 000000		*NATURAL GAS*	*730.85*
26119410004	06/30/2026	826.07		
	20 E 2540 4650 00 500 000000		*NATURAL GAS*	*826.07*
36140957196	06/30/2026	846.14		
	20 E 2540 4650 00 500 000000		*NATURAL GAS*	*846.14*
45174410006	06/30/2026	1,551.54		
	20 E 2540 4650 00 500 000000		*NATURAL GAS*	*1,551.54*
55598410003	06/30/2026	832.93		
	20 E 2540 4650 00 500 000000		*NATURAL GAS*	*832.93*
64781510009	06/30/2026	763.26		
	20 E 2540 4650 00 500 000000		*NATURAL GAS*	*763.26*
64975248440	06/30/2026	680.55		
	20 E 2540 4650 00 500 000000		*NATURAL GAS*	*680.55*
74735604345	06/30/2026	74.95		
	20 E 2540 4650 00 500 000000		*NATURAL GAS*	*74.95*

AP Check Register

AP Run: 063029-DG7158-BOE AP — Post Date: 2026-06-30 — AP Run Type: R **HUNTLEY CONS SCHOOL DIST 158**

Check Date	Check Number	Payment Type	Name	Check Amount
06/30/2026	81742	Check	Nicor Gas	6,813.70

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
74735604345	06/30/2026	65.39		
	20 E 2540 4650 00 500 000000		*NATURAL GAS*	*65.39*
06/30/2026	81743	Check	Symmetry Energy Solutions	10,445.76
Invoice Number	**Invoice Date**	**Invoice Amount**	**Account**	**Amount**
21929384	06/30/2026	10,445.76		
	20 E 2540 4650 00 500 000000		*NATURAL GAS*	*10,445.76*
06/30/2026	81744	Check	Village of Huntley	50.78
Invoice Number	**Invoice Date**	**Invoice Amount**	**Account**	**Amount**
0301000153-007	06/30/2026	50.78		
	20 E 2540 3700 00 500 000000		*WATER/SEWER*	*50.78*
06/30/2026	9000000234	ACH	Hilliard, Kristen A	48.85
Invoice Number	**Invoice Date**	**Invoice Amount**	**Account**	**Amount**
FY26 GRAD	06/30/2026	48.85		72
	10 R 1611 0000 00 300 000000		*STUDENT FOOD SVC - HS*	*48.85*
			Total:	**42,365.85**

063029-DG7158-BOE AP Summary

Type	Count	Amount
Regular Checks:	4	42,317.00
ACH Checks:	1	48.85
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**5**	**42,365.85**

AP Check Register

Check Date	Check Number	Payment Type	Name	Check Amount
06/30/2026	81741	Check	ComEd	-25,006.76

Invoice Number	Invoice Date	Invoice Amount	Account		Amount
2040365565	06/30/2026	-416.52			
	20 E 2540 4660 00 500 000000			*ELECTRIC*	*-416.52*
4032931222	06/30/2026	-10,464.61			
	20 E 2540 4660 00 500 000000			*ELECTRIC*	*-10,464.61*
5758216000	06/30/2026	-7,145.77			
	20 E 2540 4660 00 500 000000			*ELECTRIC*	*-7,145.77*
5929942222	06/30/2026	-273.48			
	20 E 2540 4660 00 500 000000			*ELECTRIC*	*-273.48*
6769632222	06/30/2026	-6,706.38			
	20 E 2540 4660 00 500 000000			*ELECTRIC*	*-6,706.38*
				Total:	**-25,006.76**

Void ComEd 629/FY26 Summary 73

Type	Count	Amount
Regular Checks:	1	-25,006.76
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**1**	**-25,006.76**

AP Check Register

AP Run: 063029-DG630-BOE AP — Post Date: 2026-06-30 — AP Run Type: R **HUNTLEY CONS SCHOOL DIST 158**

Check Date	Check Number	Payment Type	Name	Check Amount
06/30/2026	81745	Check	Alexander Leigh Center for Autism	5,798.21

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
5653	06/30/2026	5,798.21		
	10 E 4220 6700 00 509 000000		*SP ED PRIVATE TUITION*	*5,798.21*

Check Date	Check Number	Payment Type	Name	Check Amount
06/30/2026	81746	Check	CDW Government Inc	13,500.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ZR01254603	06/30/2026	13,500.00		
	10 E 2660 3190 61 504 000000		*SOFTWARE MAINTENANCE*	*13,500.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/30/2026	81747	Check	Follett Content Solutions LLC	44,539.65

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
766757	06/30/2026	38,453.40		
	10 E 1100 4230 00 505 000000		*NEW ADOPTION 6-12*	*38,453.40*
766759	06/30/2026	6,086.25		
	10 E 1100 4230 00 505 000000		*NEW ADOPTION 6-12*	*6,086.25*

Check Date	Check Number	Payment Type	Name	Check Amount
06/30/2026	81748	Check	Little City Foundation	9,046.65

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
1019834	06/30/2026	9,046.65		
	10 E 4220 6700 00 509 000000		*SP ED PRIVATE TUITION*	*9,046.65*

Check Date	Check Number	Payment Type	Name	Check Amount
06/30/2026	81749	Check	Math Stackers	774.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
4332	06/30/2026	774.00		
	10 E 1200 4100 92 509 460000		*IDEA INSTRUCTIONAL SUPPLIES*	*774.00*

Check Date	Check Number	Payment Type	Name	Check Amount
06/30/2026	81750	Check	Menards Inc	45.51

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
55983	06/30/2026	45.51		
	20 E 2542 4100 00 500 000000		*SUPPLIES B & G*	*45.51*

Check Date	Check Number	Payment Type	Name	Check Amount
06/30/2026	81751	Check	NCPERS Group Life Ins	16.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
1685062026	06/30/2026	16.00		
	50 L 4810 0000 00 000 000000		*IMRF & SS (BOARD)*	*16.00*

AP Check Register

AP Run: 063029-DG630-BOE AP — Post Date: 2026-06-30 — AP Run Type: R **HUNTLEY CONS SCHOOL DIST 158**

Check Date	Check Number	Payment Type	Name	Check Amount
06/30/2026	81752	Check	Neuco	108.65

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
9709956	06/30/2026	108.65		
	20 E 2542 4100 00 500 000000		*SUPPLIES B & G*	*108.65*

06/30/2026	81753	Check	Verizon Wireless	3,194.49

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
6143112763	06/30/2026	555.74		
	20 E 2540 3400 00 500 000000		*TELEPHONE - DISTRICTWIDE*	*555.74*
6144137136	06/30/2026	2,638.75		
	20 E 2540 3400 00 500 000000		*TELEPHONE - DISTRICTWIDE*	*2,638.75*

06/30/2026	81754	Check	West Music Company	59.99

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
S12618661	06/30/2026	59.99		
	10 E 1110 4100 12 120 000000		*MUSIC SUPPLIESMARTIN*	*59.99*

06/30/2026	81755	Check	Zieglers Ace Hardware	21.97

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
098918/B	06/30/2026	21.97		
	20 E 2542 4100 00 500 000000		*SUPPLIES B & G*	*21.97*

06/30/2026	8000000058		Fox Valley Fire Safety	630.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
IN00867522	06/30/2026	630.00		
	20 E 2542 3230 00 500 000000		*REPAIRS & MAINTENANCE BUILDINGS*	*630.00*

06/30/2026	8000000059		LionHeart Critical Power Specialists	4,648.00

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
82851	06/30/2026	4,648.00		
	20 E 2542 3900 00 500 000000		*OTHER PURCHASED SERVICE*	*4,648.00*

06/30/2026	8000000060		McGraw Hill School Education	108,633.05

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
140780803001	06/30/2026	26,646.50		
	10 E 1100 4230 00 505 000000		*NEW ADOPTION 6-12*	*26,646.50*
140790941001	06/30/2026	30,326.55		
	10 E 1100 4230 00 505 000000		*NEW ADOPTION 6-12*	*30,326.55*

AP Check Register

AP Run: 063029-DG630-BOE AP — Post Date: 2026-06-30 — AP Run Type: R **HUNTLEY CONS SCHOOL DIST 158**

Check Date	Check Number	Payment Type	Name	Check Amount
06/30/2026	8000000060		McGraw Hill School Education	108,633.05

Invoice Number	Invoice Date	Invoice Amount	Account		Amount
140880394001	06/30/2026	26,507.25			
	10 E 1100 4230 00 505 000000		*NEW ADOPTION 6-12*		*26,507.25*
140893232001	06/30/2026	25,152.75			
	10 E 1100 4230 00 505 000000		*NEW ADOPTION 6-12*		*25,152.75*
				Total:	**191,016.17**

063029-DG630-BOE AP Summary

Type	Count	Amount
Regular Checks:	11	77,105.12
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	3	113,911.05
Total:	**14**	**191,016.17**

AP Check Register

AP Run: 063026-DG7158-BOE AP — Post Date: 2026-06-30 — AP Run Type: R **HUNTLEY CONS SCHOOL DIST 158**

Check Date	Check Number	Payment Type	Name	Check Amount
06/30/2026	81756	Check	ComEd	24,798.50

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
2040365565	06/30/2026	208.26		
	20 E 2540 4660 00 500 000000		*ELECTRIC*	*208.26*
4032931222	06/30/2026	10,464.61		
	20 E 2540 4660 00 500 000000		*ELECTRIC*	*10,464.61*
5758216000	06/30/2026	7,145.77		
	20 E 2540 4660 00 500 000000		*ELECTRIC*	*7,145.77*
5929942222	06/30/2026	273.48		
	20 E 2540 4660 00 500 000000		*ELECTRIC*	*273.48*
6769632222	06/30/2026	6,706.38		
	20 E 2540 4660 00 500 000000		*ELECTRIC*	*6,706.38*

06/30/2026	81757	Check	LRS | Garbage Collection	4,534.97

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
WA13256981	06/30/2026	4,534.97		
	20 E 2542 3210 00 500 000000		*SANITATION/EXTERMINATING*	77 *4,534.97*

06/30/2026	81758	Check	Nicor Gas	1,093.48

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
81568597116	06/30/2026	1,093.48		
	20 E 2540 4650 00 500 000000		*NATURAL GAS*	*1,093.48*

06/30/2026	81759	Check	PEARSON Education	12,090.91

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
31571462	06/30/2026	12,090.91		
	10 E 1100 4230 00 505 000000		*NEW ADOPTION 6-12*	*12,090.91*

06/30/2026	81760	Check	Sparks, Alyse R	128.54

Invoice Number	Invoice Date	Invoice Amount	Account	Amount
ER-AS-050426	06/30/2026	92.26		
	10 E 1200 3320 00 509 000000		*TRAVEL SP ED*	*92.26*
ER-AS-40626	06/30/2026	36.28		
	10 E 1200 3320 00 509 000000		*TRAVEL SP ED*	*36.28*
			Total:	**42,646.40**

AP Check Register

Check Date	Check Number	Payment Type	Name	Check Amount

063026-DG7158-BOE AP Summary

Type	Count	Amount
Regular Checks:	5	42,646.40
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**5**	**42,646.40**

78

AP Check Register

AP Run: 070626-DG25-26-778 BOE AP — Post Date: 2026-07-06 — AP Run Type: R **HUNTLEY CONS SCHOOL DIST 158**

Check Date	Check Number	Payment Type	Name	Check Amount
07/06/2026	81761	Check	McHenry County Collector	5,706.22

Invoice Number	Invoice Date	Invoice Amount	Account		Amount
18-22-300-013	07/06/2026	3,282.82			
	10 E 2310 3180 00 510 000000			*LEGAL BOARD*	*3,282.82*
18-31-100-020	07/06/2026	797.07			
	10 E 2310 3180 00 510 000000			*LEGAL BOARD*	*797.07*
18-35-200-008	07/06/2026	1,626.33			
	10 E 2310 3180 00 510 000000			*LEGAL BOARD*	*1,626.33*
				Total:	**5,706.22**

070626-DG25-26-778 BOE AP Summary

Type	Count	Amount
Regular Checks:	1	5,706.22
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**1**	**5,706.22**

Fund	Total
10 - EDUCATIONAL FUND	1,959,166.44
20 - OPERATIONS & MAINTENANCE FUND	162,008.71
40 - TRANSPORTATION FUND	81,599.26
50 - MUNICIPAL RETIREMENT AND SOCIAL SECURITY FUND	16.00
	2,202,790.41

80

Huntley Community School District 158

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

To: Board of Education and Administration

From: Mark Altmayer, Chief Financial Officer

Date: July 16, 2026

Subject: **Activity Fund Balance Report**
Board of Education Meeting – July 16, 2026
Chief Financial Officer/Treasurer

Presented for the Committee's review is the Activity Fund Balance Report as of May, 2026.

HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

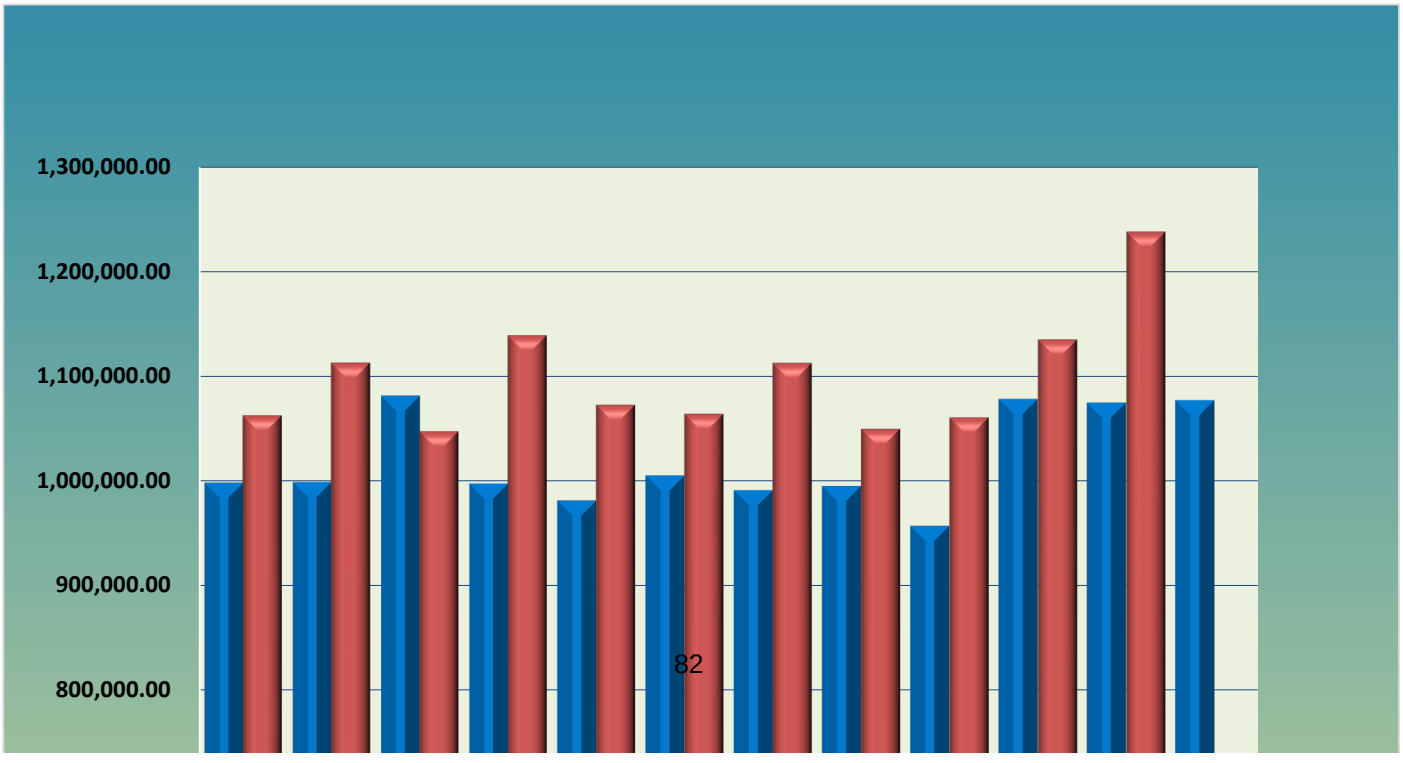
Huntley Community School District 158

650 Dr. John Burkey Drive (formerly Academic Drive)
Algonquin, Illinois 60102
(847) 659-6158 • Huntley158.org

May 31, 2026 Financial Executive Summary - Activity Accounts

Major transactions for the Month include:

Major Cash Expenditures		Description	Major Revenues Received	
BMO Mastercard	42,325.70	P-Card charges (3/21/26 - 4/20/26)	HS Assessments	99,942.78
Scholastic Book Fairs	25,506.03	Leggee/Chesak/Martin book fairs	HS Football	30,105.60
Universal Dance Association	22,075.00	HS Poms dance camps	HS Cheerleading	25,219.80
Signature Transportation Group	15,937.50	HS Prom buses	HS Pom Pons	13,608.00
Six Flags Great America	15,362.87	Marlowe 8th Grade trip	HS Boys Basketball	11,913.60
National Cheerleaders Association	14,560.00	HS Cheerleading camp	Heineman Engineering Club	10,577.00
Edge Sports Apparel, The	12,158.00	HS Football/Boys BB/Boys Track apparel	HS Athletic Varsity	9,638.62
Federal Supply USA	5,801.87	HS Athletics training room ice machine	HS Marching Band	9,590.40
Dave and Busters	4,073.73	HMS 7&8th Grade Music trip deposits	Martin Library	9,551.61
Gilman Gear Inc	4,009.80	HS Girls Lacrosse nets	HS Soccer	8,320.80
Pro-Tuff Decals	3,832.04	HS Cheerleading camp shirts	HS Girls Basketball	8,140.20
BSN Sports LLC	3,376.86	Various HS athletic teams apparel	HS Boys Bowling	5,000.00
Service Printing Corp	3,162.85	HS Newspaper printing costs	Marlowe Boys Basketball	4,786.00
Kanapka Inc	3,035.00	Marlowe end of year picnic	Marlowe Chorus/Band	4,331.00
Top Golf USA	2,688.00	Heineman 7th Grade trip	HS Girls Volleyball	4,329.60
Xperience Cheer LLC	2,500.00	HS Cheerleading camp	Marlowe Cheerleading	3,755.00
Literati Inc	2,484.92	Mackeben Library book fair	District In & Out	3,403.00
Phillip Barone	2,300.00	HS/MS Football spring camp	HS Wellness	2,984.95
Marriott Theatre	1,400.00	Heineman Chorus/Band trip deposits	HS Baseball	2,764.80
St. Charles East Boys Basketball	1,200.00	HS Boys Basketball summer league	Chesak In & Out	2,409.00
Walsworth Publishing Co Inc	1,085.10	Heineman Yearbooks balance	Marlowe Girls Basketball	2,400.00



HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

Huntley Community School District 158
650 Dr. John Burkey Drive (formerly Academic Drive)
Algonquin, Illinois 60102
(847) 659-6158 • Huntley158.org

May 31, 2026 Financial Executive Summary - Activity Accounts

		Month To Date		Prior Month Year to Date		Current Month Year to Date				
Fund	Description	Expense	Income	Expense	Income	Expense	Income	YTD Change	Start of Year	Current
100	District In & Out		**3,403.00**	4,456.92	1,092.95	4,456.92	4,495.95	39.03	762.00	801.03
101	Interest/Service Charge		**711.20**	0.00	6,920.60	0.00	7,631.80	7,631.80	98,732.91	106,364.71
102	District Pepsi Account	**59.94**		260.52	140.25	320.46	140.25	(180.21)	5,043.11	4,862.90
104	Activity Food Service			0.00	0.00	0.00	0.00	0.00	131.04	131.04
105	District Recycling			0.00	0.00	0.00	0.00	0.00	5,069.22	5,069.22
111	Huntley Hootenanny			778.61	3,157.56	778.61	3,157.56	2,378.95	121.05	2,500.00
112	Foundation Grants			0.00	0.00	0.00	0.00	0.00	0.00	0.00
113	Schaffenegger Memorial	**1,000.00**		1,000.00	0.00	2,000.00	0.00	(2,000.00)	13,580.89	11,580.89
1202	Mackeben Pop			0.00	101.46	0.00	101.46	101.46	0.00	101.46
1203	Mackeben Recycling			0.00	0.00	0.00	0.00	0.00	0.00	0.00
1204	Mackeben Art	**214.17**		2,132.78	2,359.34	2,346.95	2,359.34	12.39	1,112.25	1,124.64
1205	Mackeben Read-A-Thon	**1,878.74**		7,424.48	13,746.80	9,303.22	13,746.80	4,443.58	0.00	4,443.58
1209	Mackeben Field Trips			1,742.00	795.00	1,742.00	795.00	(947.00)	2,161.46	1,214.46
1210	Mackeben Library	**4,022.82**	**144.86**	2,907.53	10,296.76	6,930.35	10,441.62	3,511.27	1,408.91	4,920.18
1240	Mackeben In & Out		**230.90**	3,503.39	120.00	3,503.39	350.90	(3,152.49)	4,669.45	1,516.96
1400	Heineman LRC		**87.00**	0.00	286.00	0.00	373.00	373.00	580.02	953.02
1401	Heineman Snow Hawks			16,223.26	15,142.75	16,223.26	15,142.75	(1,080.51)	5,287.80	4,207.29
1402	Heineman Chess Club	**65.93**		0.00	844.80	65.93	844.80	778.87	80.00	858.87
1403	Heineman Yearbook	**1,085.10**	**1,441.00**	0.00	0.00	1,085.10	1,441.00	355.90	881.18	1,237.08
1404	Heineman PBIS			318.26	290.00	318.26	290.00	(28.26)	28.32	0.06
1405	Heineman Service Club			0.00	0.00	0.00	0.00	0.00	37.10	37.10
1406	Heineman Chorus/Band	**6,871.73**		33,863.50	35,952.20	40,735.23	35,952.20	(4,783.03)	9,638.79	4,855.76
1407	Heineman Wrestling			121.00	53.42	121.00	53.42	(67.58)	67.86	0.28
1408	Heineman Cheerleading			3,529.87	3,300.00	3,529.87	3,300.00	(229.87)	842.79	612.92
1409	Heineman Track	**135.57**	**647.00**	385.54	0.00	521.11	647.00	125.89	1,739.83	1,865.72
1410	Heineman Charitable Contributions			3,126.00	3,259.75	3,126.00	3,259.75	133.75	241.03	374.78
1411	Heineman Cross Country			143.82	343.00	143.82	343.00	199.18	238.40	437.58
1412	Heineman Volleyball		**1,920.00**	1,473.93	3,380.00	1,473.93	5,300.00	3,826.07	110.93	3,937.00
1413	Heineman PE			6,402.00	7,680.00	6,402.00	7,680.00	1,278.00	5,882.45	7,160.45
1414	Heineman Student Council		**500.00**	5,314.35	5,882.90	5,314.35	6,382.90	1,068.55	1,915.46	2,984.01
1415	Heineman Disc Golf Club			197.53	198.00	197.53	198.00	0.47	0.00	0.47
1416	Heineman Poms			2,439.28	2,683.00	2,439.28	2,683.00	243.72	839.08	1,082.80
1417	Heineman Girls Basketball			856.95	857.00	856.95	857.00	0.05	25.66	25.71
1418	Heineman Outdoor Activity			22,936.00	21,530.00	22,936.00	21,530.00	(1,406.00)	6,212.65	4,806.65
1419	Heineman Athletics			0.00	0.00	0.00	0.00	0.00	50.09	50.09
1420	Heineman Boys Basketball			3,297.85	804.00	3,297.85	804.00	(2,493.85)	2,696.36	202.51
1421	Heineman Ecology Club	**15.99**		40.00	121.06	55.99	121.06	65.07	69.39	134.46
1422	Heineman Computer Lab			0.00	0.00	0.00	0.00	0.00	97.27	97.27
1423	Heineman Art Club			0.00	0.00	0.00	0.00	0.00	823.20	823.20
1424	Heineman NJHS	**112.80**		301.00	301.00	413.80	301.00	(112.80)	0.00	(112.80)
1425	Heineman Engineering Club		**10,577.00**	0.00	0.00	0.00	10,577.00	10,577.00	23.34	10,600.34
1440	Heineman In & Out			845.53	778.30	845.53	778.30	(67.23)	174.28	107.05
1441	Heineman Foods Club	**61.47**		361.44	545.00	422.91	545.00	122.09	1,283.41	1,405.50
1461	Heineman 6th Grade Team 1			0.00	0.00	0.00	0.00	0.00	368.50	368.50
1462	Heineman 6th Grade Team 2			0.00	0.00	0.00	0.00	0.00	224.80	224.80
1471	Heineman 7th Grade Team 1	**20.00**	**460.00**	525.45	1,660.00	545.45	2,120.00	1,574.55	682.10	2,256.65

1472	Heineman 7th Grade Team 2	**324.36**	**1,920.00**	360.00	0.00	684.36	1,920.00	1,235.64	0.00	1,235.64
1480	Heineman 8th Grade Trips	**52.00**	**42.00**	9,030.00	8,586.00	9,082.00	8,628.00	(454.00)	4,358.27	3,904.27
1481	Heineman 8th Grade Team 1			239.41	0.00	239.41	0.00	(239.41)	103.46	(135.95)
1482	Heineman 8th Grade Team 2			238.94	0.00	238.94	0.00	(238.94)	1,406.80	1,167.86
1701	Conley PE			2,218.60	2,034.99	2,218.60	2,034.99	(183.61)	2,164.90	1,981.29
1702	Conley Pop	**85.34**	**86.00**	569.21	928.60	654.55	1,014.60	360.05	512.53	872.58
1703	Conley Recycling			0.00	0.00	0.00	0.00	0.00	0.00	0.00
1704	Conley PBIS			0.00	0.00	0.00	0.00	0.00	0.00	0.00
1706	Conley Band			1,912.77	2,590.00	1,912.77	2,590.00	677.23	2,452.31	3,129.54
1707	Conley Jean Fund			0.00	0.00	0.00	0.00	0.00	0.00	0.00
1708	Conley Disc Golf Club	**200.00**		1,117.08	1,240.00	1,317.08	1,240.00	(77.08)	549.14	472.06
1709	Conley Field Trips			4,687.98	4,906.00	4,687.98	4,906.00	218.02	1,325.28	1,543.30
1710	Conley Library	**5,364.81**	**44.00**	12,891.74	16,560.80	18,256.55	16,604.80	(1,651.75)	11,372.08	9,720.33
1712	Conley Art	**28.68**		1,016.64	1,613.66	1,045.32	1,613.66	568.34	4,150.62	4,718.96
1713	Conley Yearbook	**486.65**	**704.00**	510.05	0.00	996.70	704.00	(292.70)	2,956.12	2,663.42
1740	Conley In & Out		**267.00**	576.98	322.00	576.98	589.00	12.02	1,942.33	1,954.35
194	Special Olympics Pgm			0.00	0.00	0.00	0.00	0.00	275.00	275.00
195	LIGHT Program	**0.00**	**792.43**	408.83	2,630.57	408.83	3,423.00	3,014.17	974.17	3,988.34
198	MS Orchestra District-wide			0.00	0.00	0.00	0.00	0.00	551.57	551.57
199	Preschool	**43.26**		339.67	0.00	382.93	0.00	(382.93)	1,805.55	1,422.62
202	Chesak Pop			0.00	0.00	0.00	0.00	0.00	46.00	46.00
203	Chesak Recycling			0.00	0.00	0.00	0.00	0.00	9.49	9.49
204	Chesak Art			0.00	2,639.88	0.00	2,639.88	2,639.88	5,135.31	7,775.19
205	Chesak Yearbook			0.00	0.00	0.00	0.00	0.00	0.00	0.00
206	Chesak Music			63.49	255.00	63.49	255.00	191.51	149.62	341.13
209	Chesak Field Trips			4,687.00	4,905.00	4,687.00	4,905.00	218.00	322.50	540.50
210	Chesak Library	**4,249.00**	**303.07**	7,136.47	13,220.80	11,385.47	13,523.87	2,138.40	19,229.41	21,367.81
212	Chesak Dine & Share			0.00	0.00	0.00	0.00	0.00	28.26	28.26
240	Chesak In & Out	**1,575.98**	**2,409.00**	866.19	800.00	2,442.17	3,209.00	766.83	2,563.59	3,330.42
301	Leggee School Store			668.86	0.00	668.86	0.00	(668.86)	1,346.99	678.13
302	Leggee Pop			400.00	0.00	400.00	0.00	(400.00)	451.96	51.96
303	Leggee Recycling			0.00	0.00	0.00	0.00	0.00	15.92	15.92
304	Leggee Art	**370.98**		5,103.54	2,022.85	5,474.52	2,022.85	(3,451.67)	6,330.08	2,878.41
305	Leggee Chorus/Band			2,666.66	2,789.64	2,666.66	2,789.64	122.98	1,404.61	1,527.59
306	Leggee Fundraisers			0.00	0.00	0.00	0.00	0.00	551.10	551.10
307	Leggee Donations & Grants		**500.00**	0.00	500.00	0.00	1,000.00	1,000.00	3,183.64	4,183.64
308	Leggee Music			0.00	160.50	0.00	160.50	160.50	134.00	294.50
309	Leggee Field Trips		**380.00**	1,035.00	1,666.00	1,035.00	2,046.00	1,011.00	1,228.11	2,239.11
310	Leggee Library	**7,053.30**	**85.00**	11,196.57	19,287.50	18,249.87	19,372.50	1,122.63	14,172.96	15,295.59
311	Leggee Recreation	**89.91**		142.34	1,378.00	232.25	1,378.00	1,145.75	846.92	1,992.67
313	Leggee Yearbook		**388.50**	0.00	0.00	0.00	388.50	388.50	1,316.65	1,705.15
340	Leggee In & Out	**90.24**		0.00	100.00	90.24	100.00	9.76	707.01	716.77
400	Marlowe LRC		**40.87**	668.65	826.41	668.65	867.28	198.63	185.09	383.72
401	Marlowe Pop	**498.09**		1,510.82	995.00	2,008.91	995.00	(1,013.91)	720.92	(292.99)
402	Marlowe Jr Buddies Club			135.37	0.00	135.37	0.00	(135.37)	650.21	514.84
403	Marlowe Yearbook		**680.00**	0.00	0.00	0.00	680.00	680.00	227.27	907.27
404	Marlowe School Store			0.00	0.00	0.00	0.00	0.00	0.00	0.00
405	Marlowe Student Council			157.21	700.00	157.21	700.00	542.79	239.70	782.49
406	Marlowe Chorus/Band	**54.49**	**4,331.00**	67,382.52	72,378.66	67,437.01	76,709.66	9,272.65	33,307.16	42,579.81
407	Marlowe Wrestling			650.00	270.94	650.00	270.94	(379.06)	29.06	(350.00)
408	Marlowe Cheerleading	**76.78**	**3,755.00**	8,684.25	4,430.00	8,761.03	8,185.00	(576.03)	4,826.34	4,250.31
409	Marlowe Track	**276.80**	**2,232.00**	13,102.46	12,567.50	13,379.26	14,799.50	1,420.24	2,067.43	3,487.67
410	Marlowe Spanish Club			1,500.12	1,166.00	1,500.12	1,166.00	(334.12)	1,114.86	780.74
411	Marlowe Cross Country		**460.80**	570.70	668.40	570.70	1,129.20	558.50	738.95	1,297.45
412	Marlowe Volleyball		**1,944.00**	1,374.20	256.00	1,374.20	2,200.00	825.80	1,921.82	2,747.62
413	Marlowe Philanthropy			0.00	0.00	0.00	0.00	0.00	2,952.45	2,952.45
414	Marlowe Academic Club	**135.99**	**182.00**	308.58	348.00	444.57	530.00	85.43	131.68	217.11
415	Marlowe Play	**571.00**		2,883.92	2,018.88	3,454.92	2,018.88	(1,436.04)	93.40	(1,342.64)

416	Marlowe Service Club	**487.50**		46.96	0.00	534.46	0.00	(534.46)	360.66	(173.80)
417	Marlowe Girls Basketball		**2,400.00**	3,724.08	1,056.00	3,724.08	3,456.00	(268.08)	4,345.42	4,077.34
418	Marlowe Outdoor Activity	**3,035.00**		43,129.34	41,533.25	46,164.34	41,533.25	(4,631.09)	3,993.54	(637.55)
419	Marlowe Athletics			0.00	0.00	0.00	0.00	0.00	0.00	0.00
420	Marlowe Boys Basketball	**75.46**	**4,786.00**	6,543.69	2,793.00	6,619.15	7,579.00	959.85	3,870.23	4,830.08
421	Marlowe Snow Stangs			18,035.00	18,405.51	18,035.00	18,405.51	370.51	608.53	979.04
422	Marlowe Tech			116.22	25.00	116.22	25.00	(91.22)	124.00	32.78
423	Marlowe Art Class			115.70	480.00	115.70	480.00	364.30	2,130.78	2,495.08
424	Marlowe PE		**2,015.00**	8,771.16	11,060.00	8,771.16	13,075.00	4,303.84	10,298.57	14,602.41
425	Marlowe Ecology		**152.00**	1,066.87	142.60	1,066.87	294.60	(772.27)	711.80	(60.47)
426	Marlowe Dance		**2,129.00**	3,232.28	1,185.00	3,232.28	3,314.00	81.72	3,806.98	3,888.70
427	Marlowe Musical			1,460.83	156.00	1,460.83	156.00	(1,304.83)	851.38	(453.45)
428	Marlowe Chess Club			225.00	430.00	225.00	430.00	205.00	560.00	765.00
429	Marlowe Golf			0.00	0.00	0.00	0.00	0.00	1.00	1.00
430	Marlowe Boys Volleyball			0.00	320.00	0.00	320.00	320.00	0.00	320.00
431	Marlowe Robotics Team		**1,008.00**	9,245.35	10,528.00	9,245.35	11,536.00	2,290.65	1,638.00	3,928.65
440	Marlowe In & Out	**422.60**	**510.99**	1,121.18	1,331.52	1,543.78	1,842.51	298.73	1,449.07	1,747.80
441	Marlowe Foods Club		**20.00**	504.50	256.00	504.50	276.00	(228.50)	384.36	155.86
461	Marlowe 6th Grade			1,764.00	1,764.00	1,764.00	1,764.00	0.00	14.97	14.97
471	Marlowe 7th Grade	**834.94**	**60.00**	654.49	8,265.00	1,489.43	8,325.00	6,835.57	3,856.13	10,691.70
481	Marlowe 8th Grade	**15,362.87**	**1,407.20**	3,302.26	21,323.00	18,665.13	22,730.20	4,065.07	9,659.46	13,724.53
500	HS Leos Club			1,708.20	2,741.32	1,708.20	2,741.32	1,033.12	1,080.90	2,114.02
501	HS Raider Nation			7,820.00	8,348.56	7,820.00	8,348.56	528.56	298.98	827.54
502	HS Art			0.00	0.00	0.00	0.00	0.00	0.00	0.00
503	HS Yearbook	**76.89**	**550.00**	2,027.94	2,200.34	2,104.83	2,750.34	645.51	2,461.38	3,106.89
504	HS Girls Cross Country			0.00	0.00	0.00	0.00	0.00	0.00	0.00
505	HS Student Council	**19,589.33**	**2,242.87**	136,130.18	180,420.46	155,719.51	182,663.33	26,943.82	15,856.29	42,800.11
506	HS Chorus	**41.00**		531.60	0.00	572.60	0.00	(572.60)	1,225.60	653.00
507	HS Girls Flag Football		**1,296.00**	6,006.94	9,853.00	6,006.94	11,149.00	5,142.06	2,952.00	8,094.06
508	HS Pop	**33.68**	**113.00**	1,024.45	1,052.25	1,058.13	1,165.25	107.12	305.17	412.29
509	HS Math Club	**553.40**		910.13	400.00	1,463.53	400.00	(1,063.53)	1,771.40	707.87
510	HS Girls Golf	**449.85**	**500.00**	4,383.96	4,951.20	4,833.81	5,451.20	617.39	7,266.82	7,884.21
511	HS Drama Club	**2,127.36**	**70.00**	13,058.31	17,411.18	15,185.67	17,481.18	2,295.51	2,650.14	4,945.65
512	HS Pom Pons	**22,283.58**	**13,608.00**	60,979.46	54,648.65	83,263.04	68,256.65	(15,006.39)	22,320.98	7,314.59
513	HS SnowRaiders Club			53,046.96	51,624.19	53,046.96	51,624.19	(1,422.77)	12,470.83	11,048.06
514	HS Spanish Honor Society		**70.00**	2,115.26	1,990.00	2,115.26	2,060.00	(55.26)	1,260.88	1,205.62
515	HS Boys Track	**5,211.06**	**325.00**	8,586.72	12,509.00	13,797.78	12,834.00	(963.78)	3,928.03	2,964.25
516	HS Activities Director	**378.57**		1,805.63	2,182.00	2,184.20	2,182.00	(2.20)	5,610.94	5,608.74
517	HS HOSA Medical Club	**64.86**	**379.46**	6,183.30	6,942.85	6,248.16	7,322.31	1,074.15	1,699.74	2,773.89
518	HS NHS	**1,840.25**	**30.00**	3,222.93	4,120.55	5,063.18	4,150.55	(912.63)	4,527.03	3,614.40
519	HS Co-Op (VICA)			0.00	0.00	0.00	0.00	0.00	3,325.45	3,325.45
520	HS Musical			0.00	(479.17)	0.00	(479.17)	(479.17)	479.17	0.00
521	HS Athletic Varsity	**7,206.13**	**9,638.62**	37,546.20	23,553.04	44,752.33	33,191.66	(11,560.67)	34,287.30	22,726.63
522	HS Girls Volleyball	**493.75**	**4,329.60**	38,350.78	41,324.80	38,844.53	45,654.40	6,809.87	10,303.97	17,113.84
523	HS Boys Golf			10,191.34	9,802.90	10,191.34	9,802.90	(388.44)	8,403.37	8,014.93
524	HS Softball	**2,625.10**		11,894.54	12,873.00	14,519.64	12,873.00	(1,646.64)	15,453.38	13,806.74
525	HS Baseball	**3,363.05**	**2,764.80**	16,027.31	11,362.00	19,390.36	14,126.80	(5,263.56)	10,908.86	5,645.30
526	HS Girls Basketball	**2,685.45**	**8,140.20**	31,782.91	32,209.80	34,468.36	40,350.00	5,881.64	13,702.86	19,584.50
527	HS Boys Basketball	**4,024.40**	**11,913.60**	43,063.11	29,935.76	47,087.51	41,849.36	(5,238.15)	36,019.89	30,781.74
528	HS Cheerleading	**29,442.41**	**25,219.80**	67,105.67	88,410.65	96,548.08	113,630.45	17,082.37	40,104.84	57,187.21
529	HS Wrestling	**214.00**	**1,771.20**	14,287.04	12,298.44	14,501.04	14,069.64	(431.40)	20,969.61	20,538.21
530	HS Cross Country		**2,246.40**	6,661.01	2,765.00	6,661.01	5,011.40	(1,649.61)	10,520.85	8,871.24
531	HS FBLA			0.00	0.00	0.00	0.00	0.00	2,084.41	2,084.41
532	Heuck Memorial Scholarship			3,458.96	10,652.03	3,458.96	10,652.03	7,193.07	1,924.83	9,117.90
533	HS Speech			125.00	0.00	125.00	0.00	(125.00)	1,896.47	1,771.47
534	HS Academic Team			272.00	255.00	272.00	255.00	(17.00)	58.31	41.31
535	HS Journalism	**4,669.34**	**152.00**	10,796.25	14,946.08	15,465.59	15,098.08	(367.51)	1,125.35	757.84
536	HS Soccer	**3,252.00**	**8,320.80**	36,905.57	27,391.96	40,157.57	35,712.76	(4,444.81)	88,905.28	84,460.47

537	HS Field Trips	**915.00**		520.00	1,413.00	1,435.00	1,413.00	(22.00)	1,482.75	1,460.75
538	HS Football	**8,945.29**	**30,105.60**	151,152.14	142,735.58	160,097.43	172,841.18	12,743.75	55,680.20	68,423.95
539	HS Special Olympics			0.00	0.00	0.00	0.00	0.00	445.09	445.09
540	HS In & Out	**736.68**	**1,345.00**	2,184.50	(1,808.77)	2,921.18	(463.77)	(3,384.95)	6,270.37	2,885.42
541	HS Industrial Arts	**196.69**		16,774.46	19,298.53	16,971.15	19,298.53	2,327.38	4,701.30	7,028.68
542	HS Wellness	**1,207.21**	**2,984.95**	67,197.40	51,192.79	68,404.61	54,177.74	(14,226.87)	29,603.85	15,376.98
543	HS Girls Track	**6,923.12**	**1,900.00**	19,905.32	21,468.00	26,828.44	23,368.00	(3,460.44)	8,918.04	5,457.60
544	HS Blooms Courtyard			0.00	0.00	0.00	0.00	0.00	540.90	540.90
545	HS Girls Tennis			4,734.38	7,122.00	4,734.38	7,122.00	2,387.62	3,951.70	6,339.32
546	HS Media Center		**18.50**	125.00	141.86	125.00	160.36	35.36	1,781.25	1,816.61
547	HS Buddies Club			71.63	1,411.00	71.63	1,411.00	1,339.37	487.99	1,827.36
548	HS Robotics Club	**82.58**		5,235.14	12,569.00	5,317.72	12,569.00	7,251.28	6,980.42	14,231.70
549	HS Assessments	**1,308.47**	**99,942.78**	10,524.32	4,680.00	11,832.79	104,622.78	92,789.99	16,292.73	109,082.72
550	HS Community Service Club			0.00	924.48	0.00	924.48	924.48	3,048.69	3,973.17
551	HS Custom Designs			164.65	864.40	164.65	864.40	699.75	2,237.74	2,937.49
552	HS Orchesis Club	**3,445.07**	**405.60**	181.14	2,169.80	3,626.21	2,575.40	(1,050.81)	3,308.16	2,257.35
553	HS Environmental Club		**28.71**	0.00	210.60	0.00	239.31	239.31	415.36	654.67
554	HS Art Club	**101.10**		783.85	771.88	884.95	771.88	(113.07)	787.25	674.18
555	HS Boys Lacrosse	**2,974.22**		11,966.67	1,500.00	14,940.89	1,500.00	(13,440.89)	15,301.85	1,860.96
556	HS Marching Band	**74.12**	**9,590.40**	28,257.38	24,276.64	28,331.50	33,867.04	5,535.54	26,362.88	31,898.42
557	HS Culinary Club			0.00	0.00	0.00	0.00	0.00	67.50	67.50
558	HS Fashion Club	**44.29**		324.74	352.80	369.03	352.80	(16.23)	183.47	167.24
559	HS Social Studies Trips			1,001.33	870.00	1,001.33	870.00	(131.33)	131.59	0.26
560	HS PBIS Raider Way			647.74	225.00	647.74	225.00	(422.74)	1,321.71	898.97
561	HS Girls Bowling			1,168.61	2,178.70	1,168.61	2,178.70	1,010.09	3,578.70	4,588.79
562	HS Girls Swimming			6,603.59	6,483.50	6,603.59	6,483.50	(120.09)	3,489.04	3,368.95
563	HS Fishing Club			0.00	0.00	0.00	0.00	0.00	505.53	505.53
564	HS Science Club			0.00	0.00	0.00	0.00	0.00	3,181.12	3,181.12
565	HS Hope Squad			388.31	0.00	388.31	0.00	(388.31)	2,583.89	2,195.58
566	HS Horticulture Club		**335.00**	659.85	0.00	659.85	335.00	(324.85)	3,620.28	3,295.43
567	HS Orchestra			5,507.69	5,279.05	5,507.69	5,279.05	(228.64)	734.95	506.31
568	HS Medical Academy	**551.98**	**405.00**	2,879.97	12,030.00	3,431.95	12,435.00	9,003.05	2,627.99	11,631.04
569	HS Athletic Trainers			0.00	0.00	0.00	0.00	0.00	13.17	13.17
570	HS SES Program			0.00	0.00	0.00	0.00	0.00	175.66	175.66
571	HS Girls Lacrosse	**3,204.20**	**432.00**	5,452.92	12,526.00	8,657.12	12,958.00	4,300.88	13,720.06	18,020.94
572	HS Autos Club	**209.19**		1,310.57	1,985.80	1,519.76	1,985.80	466.04	1,930.55	2,396.59
573	HS Boys Volleyball	**983.10**	**235.00**	458.70	1,095.00	1,441.80	1,330.00	(111.80)	2,309.88	2,198.08
574	HS SkillsUSA Club			48.41	3,157.05	48.41	3,157.05	3,108.64	1.43	3,110.07
575	HS Job Skills			919.08	1,097.43	919.08	1,097.43	178.35	4,898.75	5,077.10
576	HS Chess Team			1,744.23	3,343.20	1,744.23	3,343.20	1,598.97	2,718.10	4,317.07
577	HS Boys Bowling		**5,000.00**	2,892.00	1,870.00	2,892.00	6,870.00	3,978.00	3,369.08	7,347.08
578	HS Boys Tennis	**360.00**	**500.00**	3,269.76	6,051.30	3,629.76	6,551.30	2,921.54	3,108.90	6,030.44
579	HS Boys Swimming			1,366.00	1,627.22	1,366.00	1,627.22	261.22	840.44	1,101.66
580	HS DECA Club			5,766.72	5,729.05	5,766.72	5,729.05	(37.67)	0.00	(37.67)
581	HS Mock Trial Team			0.00	0.00	0.00	0.00	0.00	0.00	0.00
598	HS Incubator Pgm	**109.21**		47,533.27	5,925.00	47,642.48	5,925.00	(41,717.48)	42,021.40	303.92
599	HS Senior Class Gift			2,298.00	7,211.13	2,298.00	7,211.13	4,913.13	1,168.14	6,081.27
701	Martin School Store	**648.22**	**389.30**	4,587.72	5,613.00	5,235.94	6,002.30	766.36	2,581.68	3,348.04
702	Martin Pop			0.00	0.00	0.00	0.00	0.00	0.00	0.00
704	Martin Art			1,439.34	3,002.09	1,439.34	3,002.09	1,562.75	7,536.22	9,098.97
706	Martin Band	**11.97**		2,789.90	3,740.00	2,801.87	3,740.00	938.13	5,007.45	5,945.58
709	Martin Fieldtrips		**636.00**	8,287.54	7,170.20	8,287.54	7,806.20	(481.34)	2,329.25	1,847.91
710	Martin Library	**9,072.93**	**9,551.61**	8,639.99	11,117.26	17,712.92	20,668.87	2,955.95	10,520.82	13,476.77
712	Martin Fundraising		**313.00**	73.00	343.79	73.00	656.79	583.79	219.90	803.69
713	Martin Yearbook			0.00	0.00	0.00	0.00	0.00	4,588.73	4,588.73
714	Martin Wellness	**569.67**		521.67	1,412.00	1,091.34	1,412.00	320.66	0.00	320.66
740	Martin In & Out	**484.41**	**318.48**	3,128.93	2,993.68	3,613.34	3,312.16	(301.18)	476.86	175.68
		$ 211,174.47	**$ 314,275.10**	**$ 1,478,477.74**	**$ 1,537,507.24**	**$ 1,689,652.21**	**$ 1,851,782.34**	**$ 162,130.13**	**$ 1,076,201.93**	**$ 1,238,332.06**

HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

Huntley Community School District 158

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

May 2026 Financial Executive Summary

The May 2026 month and YTD results are as follows:

Operating Funds: 10, 20, 40, 50, and 70	FY26 May	FY26 YTD	FY26 Budget	
Total Local	$ 8,069,574	$ 84,330,480	$ 96,645,991	**87%**
Total State	3,043,582	36,724,162	$ 38,730,062	**95%**
Total Federal	102,103	2,628,161	$ 3,922,013	**67%**
Operating Revenues	**$ 11,215,258**	**$ 123,682,803**	**$ 139,298,066**	**89%**
Salaries	$ 7,237,044	$ 76,733,081	$ 84,654,308	**91%**
Employee Benefits	$ 1,904,606	$ 26,701,355	$ 26,966,994	**99%**
Purchased Services	$ 919,408	$ 10,646,523	$ 11,967,930	**89%**
Supplies & Materials	$ 982,901	$ 6,540,631	$ 8,345,367	**78%**
Capital Outlay	$ -	$ 3,004,196	$ 2,943,164	**102%**
Other Objects	$ 147,870	$ 2,189,260	$ 3,830,030	**57%**
Operating Expenses	**11,191,828**	**125,815,045**	**138,707,793**	**91%**
Net Operating Surplus (Deficit)	**$ 23,430**	**$ (2,132,242)**	**$ 590,273**	

All Funds:	FY26 May	FY26 YTD	FY26 Budget	
Total Revenues	$ 12,128,461	$ 133,976,077	$ 150,886,105	**89%**
Total Expenses	12,313,062	139,599,431	149,028,458	**94%**
Net All Funds Surplus (Deficit)	**$ (184,601)**	**$ (5,623,354)**	**$ 1,857,647**	

Primarily driven by timing differences with federal revenue short of budget as well as health care costs , through the 11 months ended May 31, the District closed May 2026 with a YTD net operating deficit of ($2.132M).

May operating revenues of $11.2M are mainly due to the recognition of $7.8M levy 2025 property taxes, $3M Evidence Based Funding (EBF), $198k for Food Service, $102k for National School Lunch, and $50k for Other State Revenue.

Approximately 82% of May operating expenditures cover Salaries and Benefits. Major expenditures making up the $919k in operating Purchased Services for the month was for contracted custodial ($200k), contracted substitutes ($122k), curriculum ($109k), Title II ($51k), and resource officers ($46k). The $982k in monthly Supplies and Materials includes cafeteria supplies ($253k), curriculum adoption ($170k),tech equipment ($83k)natural gas ($12k), buildings & grounds supplies ($65k), and diesel/gasoline ($63k). The majority of the Other Objects for the month is for special ed tution.

The District began FY26 with $57.9 million in cash and as of the end of May 2026 balances per bank statements were: BMO $3.62M, PMA $8.76M and Fifth Third $8.67M

HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

Huntley Community School District 158

650 Dr. John Burkey Drive
Algonquin, Illinois 60102
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May 2026 Financial Executive Summary

Major transactions for May include:

Non-Salary Major Cash Expenditures			Major Revenues Received/Recognized	
Blue Cross (Insurance)	$	2,952,465	Monthly Levy 2025 Recognition	$7,748,899
UMB Bank (Int on Bonds)	$	211,937	Evidence Based Funding	$3,043,106
GSF USA (Cont. Custodial)	$	305,738	Student Food Service	$198,686
Gordon Food Service (Food Serv)	$	208,212	National School Lunch	$102,103
Amplify Educaton (Curriculum)	$	170,280	Other State Revenue	$50,000
Easterseals (SpEd Tuition)	$	151,890		
BMO (P-Card)	$	149,540		
Marklund Childrens (SpEd Tuition)	$	71,198		
Blu Petroleum (Diesel/Gas)	$	63,093	May 2026 ISBE (State) Receivable	
Side Effects (HS Athletic Supp)	$	59,000		
CDWG (Tech)	$	58,470		
Camelot Therapeutic (SpEd Tuition)	$	56,026		
NeuroRestorative (SpEd Tuition)	$	53,737		
CT Veach (O&M)	$	41,547		
Alexander Leigh Ctr (SpEd Tuition)	$	41,115	Total	$0
ECRA Group (Curriculum)	$	40,607		
Northwestern IL (SpEd Tuition)	$	39,290		

Monthly Insurance Update:

Claims Paid	**Mar 2026**	**Apr 2026**	**May 2026**	**FY26 YTD**
	$ 1,418,430	$ 2,484,523	$ 1,199,005	$ 15,711,308
Total	$ 1,418,430	$ 2,484,523	$ 1,199,005	$ 15,711,308
Settlement Costs - BC/BS	413,082	450,427	100,963	3,557,195
Average Monthly Claims Based upon the last 12 months of claims	$ 1,319,222	$ 1,429,823	$ 1,420,264	
Total Insurance Costs	$ 1,546,092	$ 2,828,195	$ 949,294	$ 16,818,233
Includes employee contributions				
FY26 Budget				$ 16,215,811

May 2026 claims totaled $1.2M, a very similar expense from May 2025. Average monthly claims for FY26 are $1.4M, compared with $1.1M for the same period in FY25. Year-to-date claims stand at $15.7M, which is $2.3M higher than the prior year-to-date total of $13.4M.

Huntley Community School District 158

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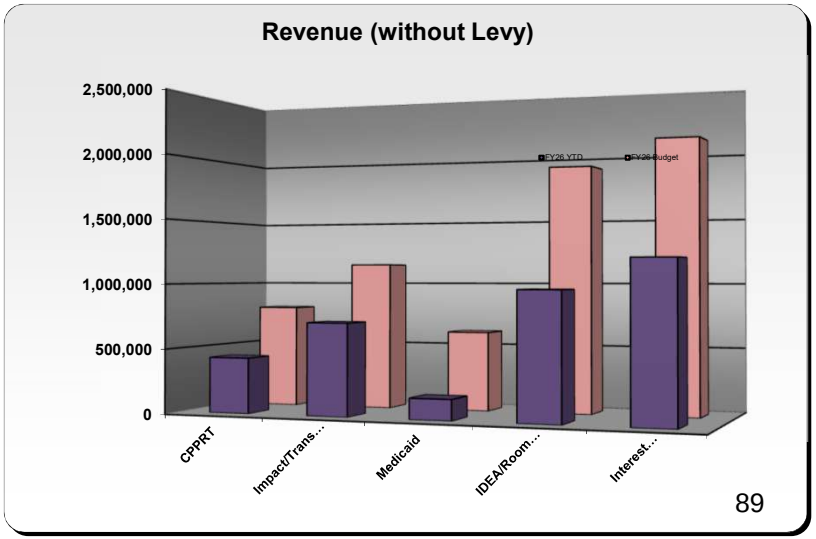
May 2026 Dashboard

Revenue					
	Prior YTD	FY26 YTD	FY26 Budget	%	Variance
Operating Levies	74,118,918	78,537,284	91,097,681	86%	12,560,397
MCATs	3,079,829	2,880,905	4,631,694	62%	1,750,789
CPPRT	533,609	428,333	800,000	54%	371,667
Impact/Transition Fees	1,730,097	706,642	1,150,000	61%	443,358
Medicaid	77,720	159,111	617,000	26%	457,889
IDEA/Room & Board	1,269,094	964,213	1,900,527	51%	936,314
Interest Earnings-Total	2,014,565	1,194,724	2,099,999	57%	905,275

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

Monthly Notes - Revenue

►State revenue trending as expected due to timing or anticipated recognition.
►Medicaid revenues - waiting on final cost settlement.
►Interest earnings lagging versus budget due to decline in investment rates during the year.
►Impact fees expected to increase in the 4th quarter due to spring residential housing construction.

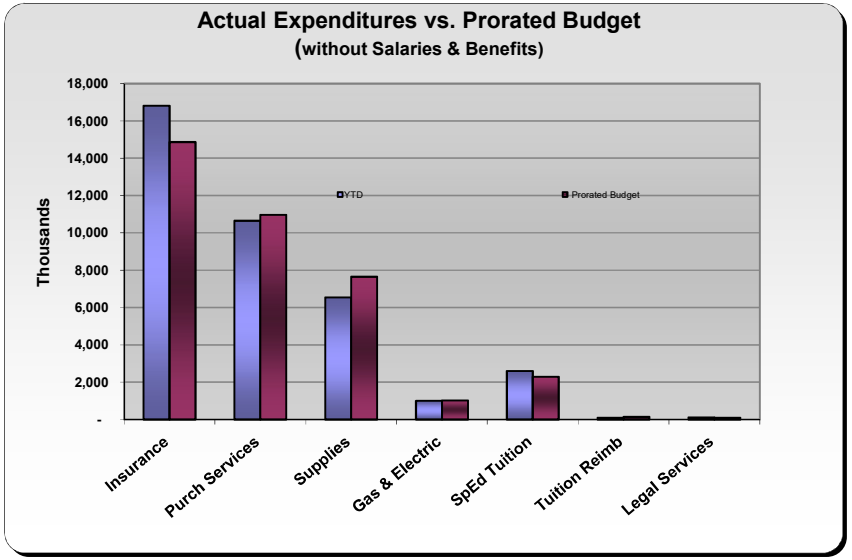


Key Operating Expenditures					
	Prior YTD	FY26 YTD	FY26 Budget	%	Budget Bal.
Salaries & Benefits	97,997,438	88,180,919	95,405,490	92%	7,224,571
Insurance	16,818,233	16,818,233	16,215,811	104%	(602,422)
Purchased Services	10,167,804	10,646,523	11,967,930	89%	1,321,407
Supplies	7,823,980	6,540,621	8,345,367	78%	1,804,746
Legal Fees	104,525	114,375	100,000	114%	(14,375)
Gas & Electric	1,092,232	997,122	1,108,000	90%	110,878
SpEd Tuition	114,099	2,599,979	2,496,396	104%	(103,583)
Tuition Reimb	104,525	93,071	150,000	62%	56,929

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

Monthly Notes - Expenditures

►Expenditures are on track for this time of year.



Huntley Community School District 158

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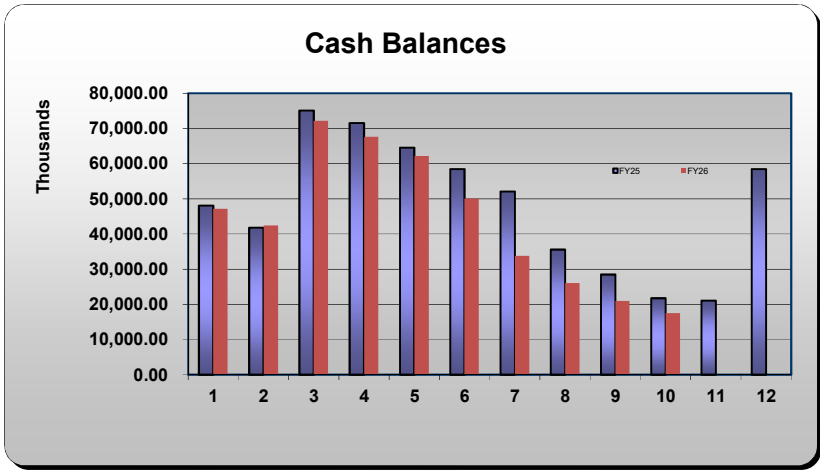
Algonquin, Illinois 60102
(847) 659-6158 • www.district158.org

May 2026 Dashboard

Balance Sheet - Cash Flow				
	Prior YTD	FY26 YTD	%	Variance
Cash and Investments	21,744,697	17,539,853	81%	(4,204,844)
A/R Total	494,389	685,979	139%	191,590
A/R State	119,484	377,558	316%	258,074
Deferred Revenue	62,013,154	45,374,361	73%	(16,638,793)
Contracts Payable	10,125,962	8,624,058	85%	(1,501,904)
Self Insurance Res.	3,340,050	3,076,186	92%	(263,864)

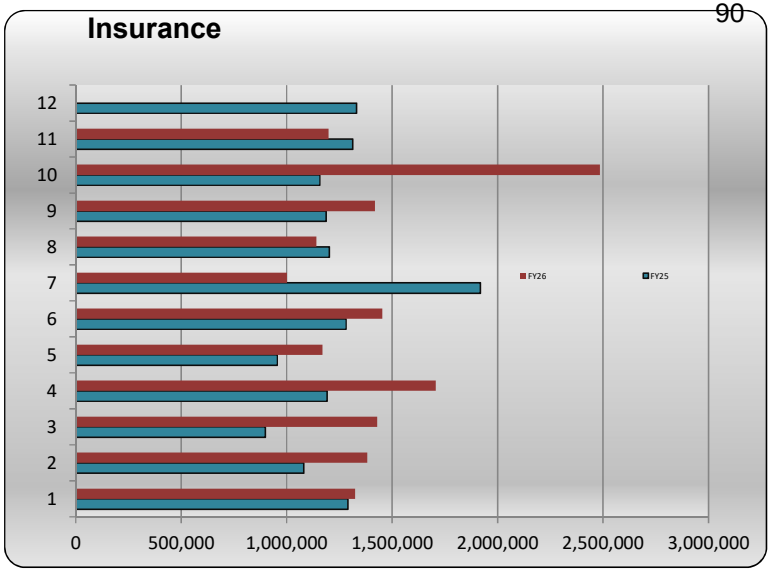
Monthly Notes - Balance Sheet

►Contracts Payable has been adjusted for summer payrolls.



FY25 AFR Data				
	FY25	FY24	%	Variance
Fund Balance to Revenue Ratio	0.28	0.29	100%	(0.00)
Expenditure to Revenue Ratio	1.00	1.00	100%	0.00
Days Cash on Hand	129.44	136.90	95%	(7.46)
Percent Short-Term Borrowing Max Rem	100.00	100.00	100%	0.00
Percent Long-Term Debt Margin Remain	67.02	58.77	114%	8.25
ISBE Rating	**3.80**	**3.80**	100%	0.00
Operating Expense per Pupil	16,338.00	15,537.00	105%	801.00
	RECOGNITION	RECOGNITION		

► The District ISBE rating remains at Financial Recognition in FY25.



HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

Huntley Community School District 158

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

To: Board of Education and Administration

From: Richard Reed, Director of Food Services
Mark Altmayer, Chief Financial Officer

Date: July 16, 2026

Subject: **Food Services Menu Software with Healthe-Pro**
Board of Education Meeting, July 16, 2026
Finance Committee

As mentioned at the June Board Meeting as part of the Operational Efficiency KPI update, the District is implementing a new Food Services menu planning and nutrient analysis software, called Healthe-Pro that will bring additional National School Lunch Revenue to the District as well as improved reporting for our families and to our District. See below.

Background & Rational

Our current system is LINQ which lacks nutritional analysis whereby menu item ingredients are included. This system has not been keeping up with recommended and mandated changes at the Federal level. Furthermore, this system relied on the menu creator, the District, to manually meet all USDA NSL & NSB nutritional requirements by self-check methods.

The Healthe-Pro system is a USDA-Approved meal pattern assessment software. This is an audit ready system and approves all menu items per the USDA standards as menus are created. Once a menu is approved to post, the menu meets all standards. This system creates and stores digitally all daily production logs. The system also has many reports that can be used to track menu items with the highest and lowest sales volumes, providing data to the District to drive participation in the program.

Cost Differences

The LINQ system annual cost was $3,519 for SY 2025-2026.

The Healthe-Pro system cost is as follows:

Startup total and First annual payment: $17,340. Startup includes training and setup costs associated with inputting the data from our vendors and the USDA with our currently used recipes.
Annual fee for the next two years: $6,270.00

Increase in National School Lunch Revenue

As a result of using this system and menu certification, the District will qualify for an increase of $0.09 per lunch reimbursable meal served. **Based on our reimbursable lunch meals served during SY 2025-2026 (454,063 lunch meals) this would generate an increase of $40,865.67 annually.**
Thus, the net savings, year 1 for this new program, approximates $27,044.

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Other Benefits

As you can read from the accompanying attachment, this new system is designed to support our parents and staff in many ways that are not supported by the old LINQ system such as:

- Complete list of all food choices available to students
- Nutrient data for menu items
- Ability for the District to Build-A-Meal and create customized meals (means using the menu items of the day but removing what wasn't selected by the student and calculating that meal nutritionals and ingredients.)
- Ingredient information for certain menu items
- Allergen identification within menu items
- Dietary preference identification showing symbols identifying dietary preferences
- Translation to 180 languages using Google Translate
- Ability to link to Child Nutrition sites like prepayments, applications and policies
- Flexible printing, including print-to-one-page functionality

Thus, based on the improved reporting that will be shared with our families, safety of students' making meal selections based on dietary restrictions or meal preferences, utilizing a USDA approved audit ready menu analysis system and the increase in reimbursement funding, the District opted for this new menu planning and nutrient analysis software.

For informational purposes only.

HOW WE SERVE YOU

Health-e Pro

Health-e Pro is the premier menu planning and nutrient analysis software for organizations working within USDA food programs. Cloud-based, intuitive, and easy to use, Health-e Pro gives foodservice directors the tools they need to run their program more efficiently and profitably–giving you time back in your day to get out from behind a desk and back into the field.

COMPLIANCE

With NSLP, CACFP, SFSP, and other standards built in to the software, Health-e Pro is USDA-approved* for nutrient analysis in the school meal programs. Compliance is easy with drag-and-drop functionality and everything you need to see on one screen–fewer clicks means saved time. Prepare for an Administrative Review in seconds by compiling all necessary documentation, including Child Nutrition labels and Product Formulation Statements with the EZ Review report.

PRODUCTION

Online Production Records sync with all menus. Scaled recipes ensure accurate production and automatic shopping lists so organizations only purchase what is needed. Built to be fast and easy for the non-technical user, Production flows naturally within the processes of a busy kitchen. Production empowers organizations to process numbers for forecasting and ordering while tracking quantities for bids, and providing KPIs like MPLH and Menu Popularity.

KEY PERFORMANCE INDICATORS

Our Business Insights Dashboard gives you the most important data at a glance, so you can make the best decisions for your unique organization. Whether you want to review MPLH, or evaluate the popularity and profitability of items on the menu, that information is at your fingertips. You can drill down for even more details on the bottom line.

*Health-e Meal Planner is USDA-approved for nutrient analyses required in school meal programs and for use in certification of compliance with school meal requirements.

Health-e Pro

ONLINE MENUS

Publish beautiful menus online in a matter of seconds–including real-time changes. No exporting, no waiting. Students and parents can access menus instantly. Cloud-based publishing allows easy translation into a variety of languages, and menus can be printed weekly or monthly. Menu transparency lets parents and students see exactly what's being served while offering nutrient calculations and allergen filtering capabilities.

MOBILE APP

Effortlessly publish your menus–with complete nutrient information–to our Mobile App so students and parents can access menus instantly. Health-e Pro Online Menus and Mobile App work together seamlessly, providing the same helpful features as Online Menus, but through the convenience of our Mobile App.

DIGITAL SIGNAGE

Display menus in your schools with the same intuitive, seamless interface you've come to love with Health-e Pro. Quickly and easily display your menu items at Point of Sale for students to see all the items being offered that day. You can pick and choose which menu items you want to display on your Digital Signage, from snacks, to meals, and everything in between.

WHY HEALTH-E PRO

Health-e Pro is designed and built by foodservice professionals who've been in your shoes. With 5,000+ products and 3,000+ recipes in our database, building a compliant menu is fast and simple–just drag and drop and you're ready in minutes. Feedback on menu compliance is immediate, and the software offers complete transparency for nutrients, allergens, and attributes for your students. The Support team is filled with Registered Dietitians, who are responsive and helpful in answering your questions and helping you build your program.

www.healthepro.com 800-838-4856 sales@healthepro.com

My School MENUS

MOBILE APP

Download on the App Store

GET IT ON Google Play

HELPFUL FEATURES

- Complete list of all food choices available to students
- Nutrient data for menu items
- Ability to Build-A-Meal and create customized meals
- Ingredient information for certain menu items
- Allergen identification within menu items
- Dietary preference identification showing symbols identifying dietary preferences
- Translation to 180 languages using Google Translate
- Ability to link to Child Nutrition sites like prepayments, applications and policies
- Flexible printing, including print-to-one-page functionality

TO DOWNLOAD

Scan here or search "My School Menus" in the App Store or Google Play

This institution is an equal opportunity provider.

My School MENUS

Powered by Health-e Pro

07/01/2026

Dear Nurses, School Administrative Staff, Kitchen Staff and Parents

The Food Service Department is pleased to introduce ***My School Menus™*** by Health-e Pro--a mobile app with interactive menus. ***My School Menus™*** allows easy access to complete nutrition information for the school meal--anytime, anywhere.

Features of *My School Menus™* + Mobile App

- Complete list of all food choices available to students
- Nutrient data for menu items
- Ability to Build-A-Meal and create customized meals
- Ingredient information for certain menu items
- Allergen identification within menu items
- Dietary preference identification showing symbols identifying dietary preferences
- Translation to 180 languages using Google Translate
- Ability to link to Child Nutrition sites like prepayments, applications and policies
- Flexible printing, including print-to-one-page functionality

You can download ***My School Menus™*** Mobile App in the iTunes Store or the Google Play store. The Food Service Department is excited to offer ***My School Menus™*** Mobile App as a valuable nutrition resource. If you had the previous version, please download the new version to access these updated features. You can access the web version by visiting the district website at https://huntleycsd158schoolmenus.com/index.php? Please let us know if you need any additional information on how to use this information to support your students' specific nutrition needs.

Regards
Richard Reed, Food Service Director

Download: IOS: https://apps.apple.com/us/app/my-school-menus/id965396894
Google Play: https://play.google.com/store/apps/details?id=com.hmpnew.myschoolmenus

This institution is an equal opportunity provide

HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

Huntley Community School District 158

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

Date: 7/9/2026
To: Board of Education
From: Denise Barr, Director of Communications and Public Engagement
Subject: Communications Update

Executive Summary: This memo provides a summary of the current functions and priorities of the communications department.

Summer Projects & Priority Areas

The communications director met with principals at the end of this year and in early summer to discuss fall parent communications survey results, glean feedback from principals about communication, and brainstorm ways to enhance and streamline communication for the 2026-27 school year. One significant change this year will be new school newsletter templates to enhance branding, navigation and accessibility. In addition, a new home/school connection content area will be added to all newsletters to strengthen the partnership between the school district and families.

The communications team also supported and promoted the district's Raiders Read Together summer reading program about "The Mouse and the Motorcycle," which had record attendance this year (30+ students on average), guest readers from the community, and 10 local businesses participating in a scavenger hunt type activity. If you're on Facebook, be sure to check out our photos!

Speaking of community engagement, the communications team is excited to soon launch a Huntley 158 alumni campaign! The goal is to connect with our alumni to learn about what they are doing and how we can partner with them for mutual benefit. We will be asking them to join our alumni database, volunteer or get involved in our "future ready" initiatives for students, share their stories with us in a social media campaign called "Where Are They Now," and submit nominations for an inaugural alumni Alumni Hall of Fame. We will be forming an alumni committee to review nominations and plan to announce our first "Hall of Famers" at the HHS homecoming game in the fall of 2027. We've carved out a spot for all of this on our district website and look forward to kicking off the campaign in the next couple of weeks.

Other more projects still in progress include website updates, communications planning for 2026-27, creating accessibility guidelines and training materials, and collaborating with district departments on important back-to-school messaging for families.

See below for some upcoming events and important back-to-school information!

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

Back-to-School Dates

July Community Events

Saturday, July 11
Grafton Food Pantry Fundraiser / Huntley Fire Community Showcase*
10am to 1pm
Jewel Osco, 1300 Village Green Drive, Huntley
**Touch-a-Truck event; Huntley 158 school bus will be there along with comms team*

Saturday, July 25
Village of Huntley Farmers Market*
8am to 1pm
Downtown Huntley (on the square)
**Touch-a-truck event; Huntley 158 school bus will be there along with comms team*

Monday, July 20
Huntley Chamber of Commerce “Mobile Monday” event**
11am to 1pm
Huntley 158 District Office

***Huntley 158 is the host site for this casual networking lunch event, which is open to the public. Food trucks will be on-site.*

DISTRICT COMMUNICATION DASHBOARD

JULY 2026

(based on 6/1-6/30 data)

Website

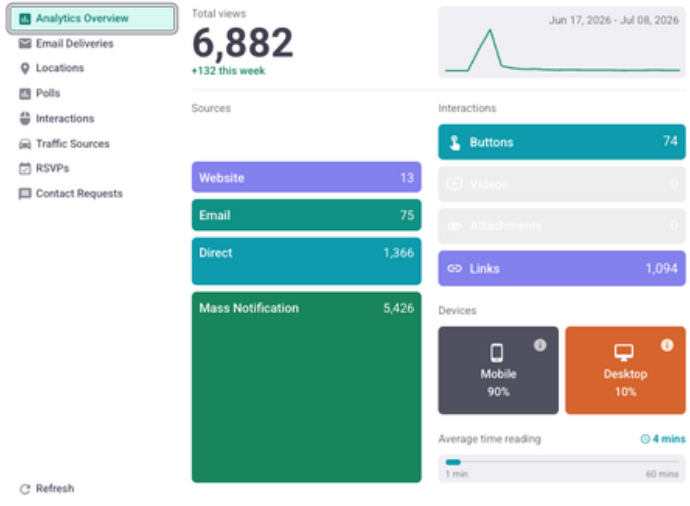
Analytics | All accounts > Huntley 158 Website | Huntley 158 Website

June Most Viewed Web Pages

		Page title and screen class	Views	Active users	Views per active user	Average engagement time per active user
		Total	46,743 100% of total	14,515 100% of total	3.22 Avg 0%	52s Avg 0%
	1	Home - Huntley Community School District 158	7,454 (15.95%)	3,856 (26.57%)	1.93	22s
	2	Calendars - Huntley Community School District 158	4,844 (10.36%)	2,390 (16.47%)	2.03	27s
	3	PowerSchool - Huntley Community School District 158	2,294 (4.91%)	1,276 (8.79%)	1.80	23s
	4	Staff Directory - Huntley Community School District 158	2,083 (4.46%)	722 (4.97%)	2.89	1m 05s
	5	Home - Huntley High School	1,871 (4%)	1,236 (8.52%)	1.51	24s
	6	Human Resources - Huntley Community School District 158	1,241 (2.65%)	693 (4.77%)	1.79	18s
	7	Registration - Huntley Community School District 158	1,093 (2.34%)	728 (5.02%)	1.50	21s
	8	Huntley High School Senior Abigail McKoy Commits to Harvard University | Posts Details/DBPP	1,013 (2.17%)	879 (6.06%)	1.15	9s
	9	HHS Calendar - Huntley High School	946 (2.02%)	322 (2.22%)	2.94	30s
	10	Login - Huntley Community School District 158	908 (1.94%)	369 (2.54%)	2.46	34s

Newslettter

June Family Newsletter

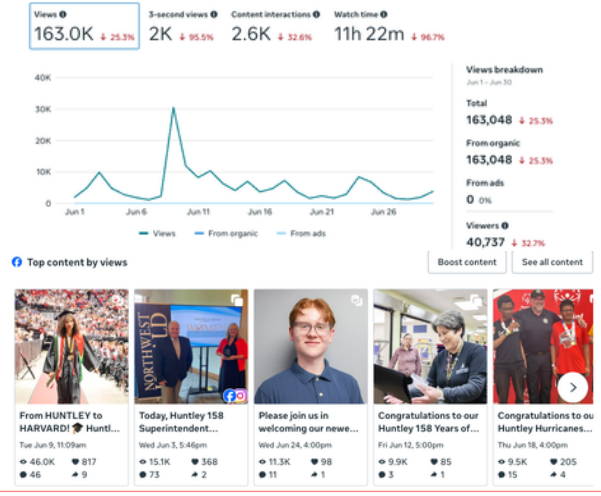


DISTRICT COMMUNICATION DASHBOARD

JULY 2026

(based on 6/1-6/30 data)

Facebook



YouTube

Subscribers: 2,940

LinkedIn

Followers: 1,154

Instagram

Events / Community Engagement

Silver Passes

783

Other Media

DISTRICT COMMUNICATION DASHBOARD

TERMINOLOGY DEFINED

Website

Clicks = The number of times users actively interact with a clickable element on a website, such as a link, button, or ad. Measures engagement rather than visibility.

Impressions = The total number of times a web page is displayed on a user's screen.

Newsletters

Total views = The number of visitors newsletter received from the date it was published. *Note: Every visitor is counted as a unique view.*

Sources = The channels/platforms through which people have found/accessed the newsletter. *See below.*

- Google/Bing = Search engines
- Smore = Emailed directly from Smore (superintendent only)
- Website = Newsletter link (posted under News & Events on district website)
- Direct = Web browser URL
- Mass notification = Emailed from School Messenger

Interactions = How recipients are interacting with the newsletter by clicking on different links, buttons, etc. *Note: Videos category pertains to monthly views of Raider Roundtable video.*

Social Media

Views = When a post appears on someone's screen, whether their News Feed, a friend's timeline, group, or a page

Reach = The number of people who saw posts at least once.

Engagement = The number of reactions, comments, shares and clicks on posts.

Interactions = Likes, comments, shares, saves

Huntley 158 July FOIA Report (as of 7/9/26)								
Request	**Date Received**	**Type**	**Requestor**	**Request**	**Due**	**Date Completed**	**Time Spent Preparing**	**Approximate Cost**
2026-1	6/1	Email	Upgraid RE	Pursuant to the Illinois Freedom of Information Act, 5 ILCS 140, I respectfully request electronic copies of the following existing records held by Huntley Community School District 158: 1. Utility statements or invoices for district-owned or district-operated facilities for the most recent consecutive 12-month period readily available, including electricity, natural gas, fuel oil/propane, water, and sewer, where applicable. Please provide records as maintained by the District; account numbers or other protected information may be redacted where appropriate. 2. The most recent final copy of each of the following, if maintained by the District and completed, received, or adopted on or after January 1, 2020: • Facility condition assessment, building condition assessment, deferred maintenance report, facility master plan, long-range facility plan, or capital improvement/investment plan relating to district facilities; and • Energy audit, energy assessment, ASHRAE audit, energy-conservation-measure study, performance-contracting feasibility assessment, or similar facility-energy report. This request seeks existing records only and does not ask the District to create a new record, compile data, or answer questions. Electronic copies by email or a download link are preferred. If responsive records are already publicly available online, a direct link is sufficient. If the District does not maintain a requested category of records, a short statement to that effect would be appreciated. Commercial-purpose disclosure: Upgraid RE is conducting research regarding energy efficiency and capital-investment needs of public facilities. Records or information derived from records may be used in commercial research and business-development activities. Please treat this request as a request for records to be used for a commercial purpose under 5 ILCS 140/3.1.	7/1	7/1	4	$240
2026-2	6/16	Email	Mackinac Center	Via your state's public records laws, I request the following information: The number of people (union members) who are having dues withdrawn from their paycheck. The total number of people covered by collective bargaining agreements (union contracts). Please provide this information for the first pay period in June of 2025.	6/24	6/23	1	$60

2026-3	6/17	Email	Judiciocracy	I am a news reporter from Judiciocracy, a media organization committed to providing comprehensive and accurate news coverage on local governmental affairs. As part of a multi-year, multi-state investigation, we are requesting the following records under the Illinois Freedom of Information Act, 5 ILCS 140, preferably in electronic format: We are not only writing on behalf of Judiciocracy LLC but also our affiliate organizations the Coalition Opposing Governmental Secrecy, the Association of Principled Press, and ClearFront Alliance. We are requesting the following records under the Illinois Freedom of Information Act, 5 ILCS 140, preferably in electronic format: 1) Please share the documents posted physically to comply with 5 ILCS 140/4(b). 2) Please share the documents posted digitally to comply with 5 ILCS 140/4(b). 3) Documents showing the public entity's e-mail service provider or internal email servers and services. 4) Documentation showing the public entity's Junk Mail, E-Mail Spam, and/or filters related to handling unsolicited emails and/or messages from unknown senders, including but not limited to documentation showing retention periods, filtering, safe senders, junk/spam senders, blocked senders, and any reporting mechanism for the same. 5) Documents showing at least one official email address of the public entity. 6) Documents showing any email address used for official business if there is no official email address in response to number 5.	6/25	6/24	3	$180

Date: July 17, 2026

To: Policy and Legislative Committee

From: Jessica Lombard, Superintendent

Subject: Legislative updates

Executive Summary

Legislative updates of Bills with impact on school districts

- HB3772 Restricts suspension/expulsion practices for PreK–2 students; For any suspensions of a K-2 student longer than 3 school days, the superintendent of the school district must provide oral or written approval. In addition, any suspension issued that is longer than 3 days cannot exceed the number of days it takes for the school district to review, amend, develop, or implement a behavior intervention plan or safety plan. Governor approved July 10, 2026 Some provisions go into effect for 2026-27 school year, some for the 2027-28 school year.
- HB4535 An e-learning day may be utilized by a school district due to the school being selected as a polling place and does not count toward the school district's minimum number of emergency days in the approved school calendar. Governor approved July 10, 2026 Effective July 1, 2027
- SB2427 Restricts cellphone use during instructional time beginning with the 2028-29 school year through a policy adopted by school districts. If a district already has a cell phone policy in place, the policy does not require the policy to meet the parameters of this legislation until the 2031-32 school year. Sent to the governor.
- HB2564 Will provide certain exemptions (overload courses, summer school, etc) to the retirement 6% TRS penalty. Governor approved July 10, 2026

Recommendation: Information only

Huntley Community School District 158

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

DATE: July 16, 2026

TO: Building and Ground Committee and Administration

FROM: Kevin Lindquist, Director of Operations and Maintenance

RE: O & M Updates (R)
Building and Grounds Committee
Board of Education, July 16, 2026

Below is a recap of O&M Department activities since the June 18, 2026, Committee of the Whole meeting and highlights of upcoming events.

1. **Heineman DX Cooling Replacement Project** — Start-up for AHU 1, 2, & 3 has begun this week. The project is still on track for the substantial completion of August 7th.

2. **GSF Summer Cleaning** — Mackeben, Leggee, Conley, Admin, and Martin have all been cleaned. GSF is currently working on Marlowe and Huntley HS.

3. **New Lawn Mower for Huntley HS Athletic Fields** — In the process of trading in our 13-year-old lawn mower from Huntley HS for a new one.

4. **Crack Fill, Seal Coating, and Striping July 24 & 25** — Huntley HS and Admin/Trans

5. **Chesak Playground Mulch** — Replacement of Chesak's playground mulch is scheduled to take place before the start of school.

KL

Huntley Community School District 158
Regular Meeting with Closed Session Minutes
Thursday, June 18, 2026 6:00 PM Central

District Office
650 Dr. John Burkey Drive
Door 2
Algonquin, IL 60102

Rich Bobby:	Present
Sean Cratty:	Absent
Andy Fekete:	Present
Melissa Maiorino:	Absent
Laura Murray:	Absent
Chuck Ruth:	Present
Paul Troy:	Present

Present: 4, Absent: 3.

Mrs. Maiorino arrived before the start of closed session.

Melissa Maiorino:	Present

Present: 5, Absent: 2.

1. **Call to Order / Roll Call (A)** (Mr. Troy)
Call to order the Regular Meeting at 6:00 p.m. A quorum was met.
Roll Call: Ayes 4 / Absent 3 / Motion Carried
Members: Mr. Bobby, ~~Mr. Cratty~~, Mr. Fekete, ~~Mrs. Maiorino~~, ~~Mrs. Murray~~, Mr. Ruth, Mr. Troy
Mr. Troy called to order the June 18, 2026 Board of Education meeting at 6:00 p.m.

2. **Closed Session / Roll Call (A)** (Mr. Troy)
Move to enter into closed session at 6:02 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; **(6)** Purchase or lease of real property; **(10)** Student Disciplinary; **(11)** Matters relating to individual students;**(15)** Discussion of minutes of meetings lawfully closed under this Act.
Members: Mr. Bobby, ~~Mr. Cratty~~, Mr. Fekete, ~~Mrs. Maiorino~~, ~~Mrs. Murray~~, Mr. Ruth, Mr. Troy
Roll Call: Ayes 4 / Nays 0 / Absent 3 / Motion Carried
Mr. Troy moved and Mr. Fekete seconded to enter into closed session at 6:02 p.m.

2.1. **Exit or Suspend Closed Session / Voice Call (A)**
Move to exit or suspend closed session at 6:58 p.m. and return to open session.
Voice Call: Ayes 5 / Nays 0 / Motion Carried
Mr. Troy moved and Mr. Ruth seconded to suspend closed session at 6:58 p.m.

3. **Resume in Public Session / Roll Call (A)** (Mr. Troy) *approx. 7:00 p.m*.
Resume the Regular meeting at 7:04 p.m.
Members: Mr. Bobby, ~~Mr. Cratty~~, Mr. Fekete, Mrs. Maiorino, ~~Mrs. Murray~~, Mr. Ruth, Mr. Troy
Roll Call: Ayes 5 / Absent 2 / Motion Carried
Mr. Troy resumed open session at 7:04 p.m.

3.1. **Action as Required / Roll Call** (Mr. Troy)
Will come from the Board.
Action: Recommendation will come from the Board.
Members: Mr. Bobby, ~~Mr. Cratty~~, Mr. Fekete, Mrs. Maiorino, ~~Mrs. Murray~~, Mr. Ruth, Mr. Troy
No action was taken at this time.

4. **Pledge of Allegiance** (Mr. Troy)
The Track and Field State Medalists led us in the pledge.

5. **Student Recognition** (Mr. Troy)

5.1. **Illinois High School Association State Track Meet**
Emma Garofalo — 7th place medalist in the pole vault
Presenter: Tim Essig
Assistant coach Tim Essig presented Emma Garofalo, a 7th place medalist in the pole vault at the Illinois High School Association State Track Meet and highlighted her many accomplishments in track and field.

5.2. **2026 4A Illinois Elementary School Association Track and Field - State Medalists (R)** (Mr. Troy)
The following students will be recognized:
Sophia Nowak — 7th Grade Girl's 400M — 3rd Place
AnnaBelle Catania, Kinsley Elder, Raegan McLaughlin, Charlotte Fiebig, Kasyn Yurs, Lena Owczarek — 8th Grade Girl's 4X400M Relay — 5th Place
Adam Chalas, Lincoln Freundt, Jaden Beltran, Patrick Brennan, Landon Walsh, Tyree Dickson - 8th Grade Boy's 4X100M Relay — 8th Place
Presenters: Katy McCrystal and Mike Ginczycki
Coaches Katy McCrystal, Nick Margiotta and Jason Labar presented the girls' 2026 4A Illinois Elementary School Association track and field state medalists and highlighted their many accomplishments.
Coach Mike Ginczycki presented the eighth-grade boys' 2026 4A Illinois Elementary School Association track and field team state medalist and highlighted their accomplishments.

6. **Public Comment** (Mr. Troy)
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.
Rebekah Daugherty made public comments about additional impact fees.
Audrey Alvarez made public comments about the Cultural Clubs funding at Huntley High School.
Isabel Ruelo made public comments advocating for additional summer school offerings for advancement.
John Kucharczyk made public comments about student bus safety.

7. **Revision and Adoption of the Agenda / Voice Call (A)** (Mr. Troy)
Move to adopt the agenda as presented (or with changes).
Action: Adoption of the Agenda.
Voice Call: Ayes 5 / Nays 0 / Motion Carried
Mr. Troy moved and Mr. Fekete seconded to adopt the agenda as presented.

8. **Superintendent's Report** (R) (Ms. Lombard)
Updates will be provided at this time.
Recommendation: For informational purposes only

8.1. **Donations (R)** (Ms. Lombard)
Restricted Article Specialists, Inc. — $500 Boys Lacrosse Equipment
Ms. Lombard presented the donation and thanked the contributor for the generous contribution.

8.2. **25-26 Strategic Plan (R)** (Ms. Lombard)
Ms. Lombard will present the Strategic Plan end of the year update.
Recommendation: For informational purposes only
Ms. Lombard presented the district's Strategic Plan update and highlighted the Key Performance Indicators.

Ms. Lombard recognized Dr. MacCrindle for her service to the district over the last eight years and extended congratulations and well wishes for her new role as Superintendent of Central District 301.

9. **Student Board Representatives (R)** (Ms. Lombard)
Introduction of new Student Board Representative, Olaf Rozner.
Recommendation: For informational purposes only
Ms. Lombard welcomed Olaf Rozner to his new position as Junior Student Representative to the Board of Education and highlighted his many accomplishments.

10. **Curriculum & Instruction Committee** (Mr. Fekete - Chair, Mr. Bobby, Mr. Ruth)

10.1. **Assistant Superintendent Learning and Innovation (R)** (Dr. MacCrindle)
Updates will be provided at this time.
Recommendation: For informational purposes only.
Dr. MacCrindle presented the curriculum updates. Included was information on the Curriculum Workshop that took place on June 4th, the district's recent ACT scores, Educational Consulting Research and Analytics (ECRA) data sharing and the Consolidated District Plan which was recently submitted to the Illinois State Board of Education.

11. **Finance Committee** (Mr. Cratty - Chair, Mr. Ruth, Mr. Troy)

11.1. **Monthly Fiscal Updates (R)** (Mr. Altmayer)
Mr. Altmayer will provide the monthly fiscal updates, Disbursement Report and the Activity Fund Balance Report.
Recommendation: For informational purposes only.
Mr. Altmayer presented the monthly fiscal updates. The board asked questions and administration responded.

11.2. **Revenue and Expenditures (R)** (Mr. Altmayer)
Mr. Altmayer will present the monthly report for review and comment.
Recommendation: For informational purposes only.
Mr. Altmayer presented the revenue and expenditure report. The board asked questions and administration responded.

11.3. **AP 7:325 - Student Fundraising Administrative Procedure (R)** (Mr. Altmayer)
Mr. Altmayer will present the updated procedures associated with student fundraisers.
Recommendation: For informational purposes only.
Mr. Altmayer presented the updated student fundraising procedures. Questions were posed by the board, and were answered by administration.

12. **Human Resources Committee** (Mr. Ruth - Chair, Mr. Fekete, Mr. Cratty)
Human Resources had nothing to share at this time.

13. **Special Education Committee** (R) (Mr. Bobby - Chair, Mrs. Maiorino, Mrs. Murray)

13.1. **Assistant Superintendent of Special Services (R)** (Dr. Gill)
Updates will be provided at this time.
Recommendation: For informational purposes only.
Dr. Gill updated the board on the Huntley Hurricanes' recent participation at the Special Olympics Illinois Summer Games held at Illinois State University. She also shared her appreciation of the dedicated Huntley Hurricane Special Olympics coaches.

14. **Community Relations and Student Outreach Committee** (Mrs. Murray - Chair, Mr. Fekete, Mrs. Maiorino)

14.1. **Director of Communications and Public Engagement (R)** (Ms. Barr)
Updates will be provided at this time.
Recommendation: For informational purposes only.
Ms. Barr presented the Communication Dashboard.
A board member shared information about their attendance at the Regional Office of Education workshop.

14.2. **FOIA Requests (R)** (Ms. Barr)
A monthly report on the FOIA requests is provided in the packet.
Ms. Barr presented the monthly FOIA report. The board asked questions, and Ms. Barr responded.

15. **Building and Grounds Committee** (Mr. Troy - Chair, Mr. Bobby, Mr. Cratty)

15.1. **Operations and Maintenance Updates (R)** (Mr. Lindquist)
Mr. Lindquist will report on Operations and Maintenance project updates.
Recommendation: For informational purposes only.
Mr. Altmayer presented the Operation and Maintenance updates. The board asked questions and Mr. Altmayer responded.

16. **Legislation/Policy Committee** (Mrs. Maiorino - Chair, Mrs. Murray, Mr. Troy)

16.1. **Student Handbooks (D)** (Dr. Zehr)
Administration is recommending approval of the 2026-27 Student Handbooks for all elementary schools, both middle schools, and the high school, as presented, including the Athletic Handbook.
Recommendation: Seeking approval of the Board at the July 16, 2026, Regular Meeting.
Dr. Zehr presented the changes to the student handbooks for the upcoming school year. Questions were raised and administration replied to the queries.

17. **President's Report** (Mr. Troy)

17.1. **Board Discussion (D)** (Mr. Troy)
The Board will discuss new business items.
Mr. Troy updated the board on his recent attendance at the Illinois Association of School Board Kishwaukee division meeting. The district will be hosting the IASB Kishwaukee Division meeting on February 25, 2027.
The board requested we have a public finance meeting, which was discussed in depth. The possibility of a referendum was also discussed.
Mr. Ruth shared that he had been asked to be on the Fire Department Board but had turned it down, as he felt it could be a conflict of interest. He was then asked to be on a Fire Department Committee and feels that there would not be a conflict, but wanted to share this possibility for transparency.
The board asked for additional IASB board training. The Board Recording Secretary will coordinate some dates and set up the training with IASB.

17.1.1. **Minutes (D)** (Mr. Troy)
The following minutes are presented for review:
May 12, 2026, Parent Teacher Advisory Committee Meeting
May 21, 2026, Board of Education Meeting Minutes
June 4, 2026, Curriculum Workshop Meeting Minutes
Recommendation: Seeking to move the minutes forward for approval at the next regular Board of Education meeting.
The minutes presented for review were moved forward for approval at the next Board of Education meeting.

18. **Consent Agenda (A)** (Mr. Troy)
The following Consent Agenda items have gone through the Committee of the Whole. Prior to adoption, revisions are presented here.

Roll Call: Ayes 5 / Nays 0 / Motion Carried
Recommendation: Seeking approval and adoption of the Consent Agenda as follows:
Approval of the consent agenda as presented. This motion, made by Paul Troy and seconded by Andy Fekete, Passed.
Sean Cratty: Absent, Laura Murray: Absent, Rich Bobby: Yea, Andy Fekete: Yea, Melissa Maiorino: Yea, Chuck Ruth: Yea, Paul Troy: Yea
Yea: 5, Nay: 0, Absent: 2

18.1. **PRESS Policy Revision: Second Reading (A)** (Ms. Lombard)
The policies were revised as recommended and reviewed at the May 21, 2026, Board of Education meeting.
Recommendation: Administration recommends that the Board approve the policies as a second reading.

18.2. **Minutes (A)** (Mr. Troy)
The following minutes are presented for approval.
May 4, 2026, Special Board of Education Meeting Minutes
May 7, 2026, Committee of the Whole Meeting Minutes
May 7, 2026, Executive Closed Session Meeting Minutes
Recommendation: Seeking approval of the Board as presented.

19. **Action Items / Roll/ Voice Call** (Mr. Troy)
Action items require a motion and a second; discussion if needed; and roll.

19.1. **HR Personnel (A)** (Dr. Zehr)
Seeking approval of the personnel reports provided and reviewed by the Board, which include explanation for resignations, retirements, terminations, employment, contract revisions, and leave requests, as presented.
Recommendation: Seeking approval by the Board as presented.
Approval of the personnel reports as presented. This motion, made by Paul Troy and seconded by Chuck Ruth, Passed.
Sean Cratty: Absent, Laura Murray: Absent, Rich Bobby: Yea, Andy Fekete: Yea, Melissa Maiorino: Yea, Chuck Ruth: Yea, Paul Troy: Yea
Yea: 5, Nay: 0, Absent: 2

19.2. **2026-2027 School Calendar Amendment (A)** (Dr. Zehr)
Dr. Zehr presented the updated 2026-27 school calendar. There was an adjustment for the Juneteenth holiday, which will land on a weekend in the 2026-2027 school year.
Recommendation: Administration recommends that the board approve the amendments to the 2026–2027 calendar and the corresponding Schedule of Events as presented.
Approval of the School Calendar Amendment as presented. This motion, made by Paul Troy and seconded by Andy Fekete, passed.
Sean Cratty: Absent, Laura Murray: Absent, Rich Bobby: Yea, Andy Fekete: Yea, Melissa Maiorino: Yea, Chuck Ruth: Yea, Paul Troy: Yea
Yea: 5, Nay: 0, Absent: 2

19.3. **Tentative Draft of the FY27 Budget (A)** Mr. Altmayer
Mr. Altmayer presented the tentative draft of the FY27 budget.
Recommendation: Seeking approval by the Board as presented.
Approval of the tentative draft of the FY27 budget as presented. This motion, made by Paul Troy and seconded by Rich Bobby, Passed.
Sean Cratty: Absent, Laura Murray: Absent, Rich Bobby: Yea, Andy Fekete: Yea, Melissa Maiorino: Yea, Chuck Ruth: Yea, Paul Troy: Yea
Yea: 5, Nay: 0, Absent: 2

19.4. **Revenue Contracts (A)** (Mr. Altmayer)
Mr. Altmayer sought approval of the revenue contracts for various fundraising activities.
Recommendation: Seeking approval by the Board as presented.
Approval of the revenue contracts as presented. This motion, made by Paul Troy and seconded by Chuck Ruth, Passed.
Sean Cratty: Absent, Laura Murray: Absent, Rich Bobby: Yea, Andy Fekete: Yea, Melissa Maiorino: Yea, Chuck Ruth: Yea, Paul Troy: Yea
Yea: 5, Nay: 0, Absent: 2

19.5. **Payables (A)** (Mr. Altmayer)
Mr. Altmayer will seek approval of the Purchase Orders issued at $5,850,695.25; Accounts Payable issued at $31,188.14; and Imprest issued at $121,352.66, as presented.
Recommendation: Seeking approval by the Board as presented.
Approval of the payables as presented. This motion, made by Paul Troy and seconded by Rich Bobby, Passed.
Sean Cratty: Absent, Laura Murray: Absent, Rich Bobby: Yea, Andy Fekete: Yea, Melissa Maiorino: Yea, Chuck Ruth: Yea, Paul Troy: Yea
Yea: 5, Nay: 0, Absent: 2

19.6. **Signatories for Bank / Financial Accounts (A)** (Mr. Altmayer)
As per Policy 4.72, two signatories, the Treasurer and Superintendent, are required on Bank / Financial Accounts as indicated. The administration is recommending that Mark Altmayer - CFO/Treasurer and Ms. Jessica Lombard - Superintendent, be approved as signatories for all bank / financial accounts.
Recommendation: Seeking approval of the Board as presented.
Approval of the signatories for bank and financial accounts as presented. This motion, made by Paul Troy and seconded by Andy Fekete, Passed.
Sean Cratty: Absent, Laura Murray: Absent, Rich Bobby: Yea, Andy Fekete: Yea, Melissa Maiorino: n/a Chuck Ruth: Yea, Paul Troy: Yea
Yea: 4, Nay: 0, Absent: 2
Mrs. Maiorino stepped out during this vote.

19.7. **Designation of Depositories (A)** (Mr. Altmayer)
In accordance with Illinois School Code 105ILCS 5/8-7, Administration provides a listing of official depositories for funds of the School District.
Recommendation: Seeking approval of the Board as presented.
Approval of the designation of depositories as presented. This motion, made by Paul Troy and seconded by Andy Fekete, Passed.
Sean Cratty: Absent, Laura Murray: Absent, Rich Bobby: Yea, Andy Fekete: Yea, Melissa Maiorino: N/A, Chuck Ruth: Yea, Paul Troy: Yea
Yea: 4, Nay: 0, Absent: 2
Mrs. Maiorino stepped out during this vote.

19.8. **Notice of Appointment of Treasurer / Treasurer's Bond (A)** (Mr. Altmayer)
Administration is seeking renewal of Mr. Altmayer for appointment of Treasurer / Surety Bond for the 2026-2027 school year.
Recommendation: Seeking approval of the Board as presented.
Approval of the renewal of Mr. Altmayer for appointment of Treasurer / Surety Bond for the 2026-2027 school year. This motion, made by Paul Troy and seconded by Chuck Ruth, Passed.
Sean Cratty: Absent, Laura Murray: Absent, Rich Bobby: Yea, Andy Fekete: Yea, Melissa Maiorino: Yea, Chuck Ruth: Yea, Paul Troy: Yea
Yea: 5, Nay: 0, Absent: 2

19.9. **LRS Contract Amendment (A)** (Mr. Lindquist)
Mr. Lindquist will present the amendment to the LRS contract.
Recommendation: Seeking approval by the Board as presented.
Amendment to the LRS contract as presented. This motion, made by Paul Troy and seconded by Rich Bobby, Passed.
Sean Cratty: Absent, Laura Murray: Absent, Rich Bobby: Yea, Andy Fekete: Yea, Melissa Maiorino: Yea, Chuck Ruth: Yea, Paul Troy: Yea
Yea: 5, Nay: 0, Absent: 2

20. **Public Comment** (Mr. Troy)
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.
No public comments were made at this time.

21. **Closed Session / Roll Call (A)** (Mr. Troy)
Mr. Troy moved and Mr. Bobby seconded to resume closed session at 10:45 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; (6) Purchase or lease of real property; (10) Student Disciplinary; (11) Matters relating to individual students;(15) Discussion of minutes of meetings lawfully closed under this Act.
Members: Mr. Bobby, ~~Mr. Cratty~~, Mr. Fekete, Mrs. Maiorino, ~~Mrs. Murray~~, Mr. Ruth, Mr. Troy
Roll Call: Ayes 5 / Nays 0 / Absent 2 / Motion Carried

21.1. **Exit or Suspend Closed Session / Voice Call (A)**
Mr. Troy moved and Mr. Fekete seconded to exit closed session at 12:26 a.m. on Friday, June 19, 2026, and return to open session.
Voice Call: Ayes 5 / Nays 0 / Motion Carried

22. Resume in Public Session / Roll Call (A) (Mr. Troy)
Resume the regular meeting at 12:30 a.m. on Friday, June 19, 2026.
Members: Mr. Bobby, ~~Mr. Cratty~~, Mr. Fekete, Mrs. Maiorino, ~~Mrs. Murray~~, Mr. Ruth, Mr. Troy
Roll Call: Ayes 5 / Nays 0 / Absent 2 / Motion Carried
Action as Required / Roll Call (Mr. Troy)
Action coming from the Board out of closed session:

22.1. **Expulsion of Student 2026-03 (A) (Mr. Troy)**
Members: Mr. Bobby, ~~Mr. Cratty~~, Mr. Fekete, Mrs. Maiorino, ~~Mrs. Murray~~, Mr. Ruth, Mr. Troy
Roll Call: Ayes 1 / Nays 4 / Absent 2 / Motion Failed
Student 2026-03 be expelled, held in abeyance, conditional of acceptance and successful completion at the Regional Safe School, Evergreen Academy, or another district approved placement for the entirety of the 2026-2027 school year.
This motion, made by Paul Troy and seconded by Melissa Maiorino, Failed.
Sean Cratty: Absent, Laura Murray: Absent, Rich Bobby: Nay, Andy Fekete: Nay, Melissa Maiorino: Nay, Chuck Ruth: Nay, Paul Troy: Yea
Yea: 1, Nay: 4, Absent: 2
Paul Troy: Yea

22.2. **Expulsion of Student 2026-04 (A) (Mr. Troy)**
Members: Mr. Bobby, ~~Mr. Cratty~~, Mr. Fekete, Mrs. Maiorino, ~~Mrs. Murray~~, Mr. Ruth, Mr. Troy
Roll Call: Ayes 5 / Nays 0 / Absent 2 / Motion Passed
Student 2026-04 be expelled, held in abeyance, conditional of acceptance and successful completion at the Regional Safe School, Evergreen Academy, or another district approved placement for the entirety of the 2026-2027 and through May 20, 2028, of the 2027-2028 school year.

This motion, made by Paul Troy and seconded by Chuck Ruth, Passed.
Sean Cratty: Absent, Laura Murray: Absent, Rich Bobby: Yea, Andy Fekete: Yea, Melissa Maiorino: Yea, Chuck Ruth: Yea, Paul Troy: Yea
Yea: 5, Nay: 0, Absent: 2

22.3. **Expulsion of Student 2026-05 (A) (Mr. Troy)**
Members: Mr. Bobby, Mr. Cratty, Mr. Fekete, Mrs. Maiorino, Mrs. Murray, Mr. Ruth, Mr. Troy
Roll Call: Ayes 5 / Nays 0 / Absent 2 / Motion Passed
Student 2026-05 be expelled, held in abeyance, conditional of acceptance and successful completion at the Regional Safe School, Evergreen Academy, or another district approved placement for the entirety of the 2026-2027 and through May 20, 2028, of the 2027-2028 school year.
This motion, made by Paul Troy and seconded by Melissa Maiorino, Passed.
Sean Cratty: Absent, Laura Murray: Absent, Rich Bobby: Yea, Andy Fekete: Yea, Melissa Maiorino: Yea, Chuck Ruth: Yea, Paul Troy: Yea
Yea: 5, Nay: 0, Absent: 2

23. **Adjournment (A)** (Mr. Troy)
Members: Mr. Bobby, Mr. Cratty, Mr. Fekete, Mrs. Maiorino, Mrs. Murray, Mr. Ruth, Mr. Troy
Motion to adjourn the meeting on Friday, June 19, 2026 12:34 a.m.
Voice Call: Ayes 5 / Nays 0 / Motion Carried
Mr. Troy moved and Mr. Fekete seconded to adjourn the June 18, 2026, Board of Education meeting on June 19, 2026, at 12:34 a.m.

Submitted by,

Sharon Piemonte, Board Operations
Melissa Maiorino, Board Secretary

_____ _____
President Date Secretary Date

Huntley Community School District 158 – Board of Education

PTAC Meeting Minutes

Date: Tuesday, May 12, 2026

Meeting: Parent Teacher Advisory Committee (PTAC)

Time: 6:00 PM

Location: District 158 Administration Office – Room 180
650 Dr. John Burkey Drive ▪ Algonquin, IL 60102

Policy connection for meeting:

7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*

Agenda

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

1. **Call to Order** (Ms. Lombard)
   Ms. Lombard called the Parent Teacher Advisory Committee meeting to order at 6:06 p.m.
   Board members present: Mr. Fekete, Mrs. Murray, Mr. Ruth, Mr. Troy

2. **Public Comment** (Ms. Lombard)
   No comments were made at this time.

3. **Welcome and Introductions** (Ms. Lombard)
   Ms. Lombard introduced Mrs. Baughman and Dr. Hoyou, administrators who will be presenting.

4. **Review of Agenda, Activities, Expectations, and Goals for the Evening** (Ms. Lombard)
   Ms. Lombard briefly reviewed the activities for the meeting.
   - Policy 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*

5. **Activities Related to Policy 7:180 and Behavior Interventions** (Mrs. Baughman, Dr. Hoyou) Mrs. Baughman reviewed key points regarding Peer Conflict vs. Bullying from the March meeting. • Infographic of a guide for parents, "Is It Conflict or Bullying?"
   - The committee reviewed two possible infographics and decided on a "less is more" version
   - Infographic to be added to the website, back-to-school letter, handout provided at schools, and a link added to the Student Handbooks

   Dr. Hoyou presented information on Social Emotional Behavior (SEB):
   - Future Ready, Empowered Learner, Critical Thinker, Engaged Citizen, Skilled Communicator • All students are included in Social Emotional/Behavioral Supports (includes IEP, 504 students, etc.)
   - Tier 1 – Schoolwide structures; classroom management structures; classroom-based interventions ▪ Environment/Structure and Teaching is guided by grade levels (Pre-K, Elementary, Middle School, High School); Discipline follows policies and processes guided by Student Handbooks; Discipline is Teacher Managed or Office Managed
   - Tier 2 – Targeted Interventions
     - Includes progress monitoring guidance
   - Tier 3 – Intensive Intervention
     - Intensification of SEL supports, Brief FBA/BI process

- SEB Interventions: Next Steps
  - Early Stage Interventions – continue professional development of each intervention
  - Tier 2 to Tier 3 Processes – clarify processes with the use of Early Stage Interventions
  - Executive Functioning – explicitly teach skills in Tier 1, highlight lessons for Tier 2 groups, and build resources into Tier 3
  - Tier 3 Development Completion – develop Tier 3 processes (brief FBA/BIP) with target date of early Summer 2026
  - System Rollout – school-based SEB Teams & Administrators, Social Work/Psychologist Teams, and OT/PT Teams with target date of Fall 2026

6. **Adjournment** (Ms. Lombard)
   The meeting adjourned at 8:22 p.m.

Submitted by,

Lorie Woods, Director of Administrative Services
Melissa Maiorino, Board Secretary

President Date

Secretary Date

Regular Meeting with Closed Session
Thursday, May 21, 2026 6:00 PM Central

District Office
650 Dr. John Burkey Drive
Door 2
Algonquin, IL 60102

Rich Bobby:	Present
Sean Cratty:	Present
Andy Fekete:	Present
Melissa Maiorino:	Present
Laura Murray:	Present
Chuck Ruth:	Present
Paul Troy:	Present

Present: 7.
Mrs. Maiorino arrived at the start of closed session.

1. **Call to Order / Roll Call (A)** (Mr. Troy)
Mr. Troy called to order the Regular Meeting at 6:00 p.m. A quorum was met.
Roll Call: Ayes 7 / Absent 0 / Motion Carried
Members: Mr. Bobby, Mr. Cratty, Mr. Fekete, Mrs. Maiorino, Mrs. Murray, Mr. Ruth, Mr. Troy

2. **Closed Session / Roll Call (A)** (Mr. Troy)
Mr. Troy moved to enter into closed session at 6:01 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; **(6)** Property **(9)** Student Disciplinary; **(11)** Litigation; **(21)** Discussion of minutes of meetings lawfully closed under this Act.
Members: Mr. Bobby, Mr. Cratty, Mr. Fekete, Mrs. Maiorino, Mrs. Murray, Mr. Ruth, Mr. Troy
Roll Call: Ayes 7 / Nays 0 / Absent 0 / Motion Carried

2.1. **Exit or Suspend Closed Session / Voice Call (A)**
Mr. Troy moved and Mr. Fekete seconded to suspend closed session at 6:59 p.m. and return to open session.
Voice Call: Ayes 7 / Nays 0 / Motion Carried

3. **Resume in Public Session / Roll Call (A)** (Mr. Troy) *approx. 7:00 p.m.*
Mr. Troy resumed the Regular meeting at 7:07 p.m.
Members: Mr. Bobby, Mr. Cratty, Mr. Fekete, Mrs. Maiorino, Mrs. Murray, Mr. Ruth, Mr. Troy
Roll Call: Ayes 7 / Absent 0 / Motion Carried

3.1. **Action as Required / Roll Call** (Mr. Troy)
No action at this time.

Mr. Troy called for a moment of silence and remembrance of Caden Palka, a 2022 Huntley High School graduate who recently passed away.

4. **Pledge of Allegiance** (Mr. Troy)
The journalism team led us in the pledge.

5. **Student Recognition** (Mr. Troy)

5.1. **Journalism Students (R)** (Mr. Troy)
The following journalism students will be recognized for their various achievements in journalism this school year:
Addyson Zay, Lucas Palermo, Crystal Pillar, Kaylee Coleman, Addison Stone, Dylan Fekete, Jocelyn Jones, Ashton Friggieri, Parker DeSimone, Lauren Foster, Tyler Barrus, Kacey Laput, Mia Ascencio, Sophia Hoeflicker, Mia Guarino, Sofia Bondi, Sophia Mitchell, Ava Bromann, Anna Krejci, Christian Glusek, Nav Khaira, Addi Guarino, Bay Kennedy, Halie Pfaff, Addi Stone, Hailey Van Alstine and Violet Heider
Mason Sargent and Lauren Teeter presented the Journalism students and their *many* awards.

5.2. **Student Advisory Representative to the Board of Education** (R) (Ms. Lombard)
The Board recognized Niko Knanishu, a recent District 158 graduate and the first senior Student Representative to the Board of Education. Administration and board members acknowledged and thanked him for his contributions to the district, and wished him continued success for his future.

6. **Public Comment** (Mr. Troy)
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.
Ms. Woods thanked the district and community for their support of the 2026 St Baldrick's Battle of the Bald which raised nearly $35,000.

7. **Revision and Adoption of the Agenda / Voice Call (A)** (Mr. Troy)
Mr. Troy moved and Mrs. Maiorino seconded to adopt the agenda as presented.
Voice Call: Ayes 7 / Nays 0 / Motion Carried

8. **Superintendent's Report** (R) (Ms. Lombard)
Ms. Lombard presented the Superintendent's updates. She highlighted the many accomplishments of District 158 over the past school year.
Leslie from the Lion's Club outlined the club's collaborative partnership with the district.
The Board commended the District on their many accomplishments.

8.1. **Donations (R)** (Ms. Lombard)
Jennifer and Tomas Panzloff — $5,000 donation to Huntley High School Boys Bowling
Deanna Reeves — $3,000 from the sale of a trumpet to Huntley High School Band
Thomas Woo — $1,000 Huntley High School Girls Track and Field Fundraised
Kelly Williamson Company — $500 Educational Alliance Program STEM at Leggee Elementary
Lori Woods — $247.36 for two podiums for 8th grade promotions at Marlowe Middle School and Heineman Middle School
Mary Ann Kinney — $500 to the Medical Academy Scholarship Fund
Huntley Area Lions Club — $419 Bench installed outside door one at the district office
Ms. Lombard presented the District 158 donations and thanked everyone for their generous contributions.

8.2. **2025-2026 School Calendar (R)** (Ms. Lombard)
Ms. Lombard presented the final school calendar for the 2025–2026 school year. The board

asked about attendance and report cards which administration will look into.
Recommendation: For informational purposes only.

9. **Student Board Representatives (R)** (Niko Knanishu and Emma Jorgensen)
Emma Jorgensen and Niko Knanishu presented the What's Great in 158 — Student Edition. The board commented and asked questions, to which the student representatives responded.
Recommendation: For informational purposes only

10. **Chief Financial Officer/Treasurer (R)** (Mr. Altmayer)
Mr. Altmayer presented the financial updates.
Recommendation: For informational purposes only.

10.1. **FY27 Budget Draft III (R)** (Mr. Altmayer)
Mr. Altmayer presented the FY27 Budget draft. Many adjustments were made to reduce the deficit we were anticipating. The board asked questions and administration responded.
Recommendation: For informational purposes only.

11. **Director of Communications and Public Engagement (R)** (Ms. Barr)
Ms. Barr presented the Communication and Public Engagement updates. Administration congratulated the Communications team on the outstanding work on the the Empowered Learner video.
Recommendation: For informational purposes only.

11.1. **FOIA Requests (R)** (Ms. Barr)
Ms. Barr presented the monthly report on the FOIA requests.
Recommendation: For informational purposes only.

12. **President's Report** (Mr. Troy)
The Board announced the candidate they chose for the junior Student Advisory Representative, Olaf Rozner.
IASB will be replacing Laura Martinez the Kishwaukee Division representative.

12.1. **Board Discussion (D)** (Mr. Troy)
The board and administration discussed the attendance data reporting to the state.
The board requested that when the new IASB representative is appointed we could schedule a meeting to get guidance on making our meetings more effective and efficient. The board discussed the request.

12.2. **Minutes (D)** (Mr. Troy)
The following minutes have been prepared for review:
May 4, 2026, Special Meeting Minutes
May 7, 2026, Committee of the Whole Meeting Minutes
Minutes were moved forward for approval at the next Board of Education meeting.

13. **Consent Agenda (A)** (Mr. Troy)
The following Consent Agenda items have gone through the Committee of the Whole. Prior to adoption, revisions are presented here. The board pulled consent agenda item 13.4 and made it action item 14.6.
Recommendation: Seeking approval and adoption of the Consent Agenda removing 13.4 from consent.
Approval of the consent agenda, removing 13.4 and making it an action item. This motion, made by Paul Troy and seconded by Chuck Ruth, Passed.
Rich Bobby: Yea, Sean Cratty: Yea, Andy Fekete: Yea, Melissa Maiorino: Yea, Laura Murray:

Yea, Chuck Ruth: Yea, Paul Troy: Yea
Yea: 7, Nay: 0

13.1. **Minutes (A)** (Mr. Troy)
The following minutes are presented for approval.
March 10, 2026, Parent Teacher Advisory Committee Meeting Minutes
April 2, 2026, Committee of the Whole Meeting Minutes
April 2, 2026, Executive Closed Session Meeting Minutes
April 9, 2026, Finance Committee Meeting Minutes
April 16, 2026, Executive Closed Session Meeting Minutes
May 4, 2026, Executive Closed Session Meeting Minutes
Recommendation: Seeking approval of the Board as presented.
Minutes were approved as presented.

13.2. **Policy Revision: First Reading (A)** (Ms. Lombard)
Upon review by the Board at the May 7, 2026, meeting, the policies were revised as recommended by the Policy Committee.
Recommendation: Seeking approval to move the policies forward for a second reading at the next Regular BOE meeting.
Policies were moved forward for a second reading at the next Board of Education meeting.

13.3. **Policy Revision: Second Reading (A)** (Ms. Lombard, Dr. Zehr)
The Resolution on Health Insurance for Substitute Employees and Board policies 5:30, *General Personnel* and 5:220, *Professional Personnel* were revised as recommended by the Board at the April 16, 2026, meeting.
Recommendation: Seeking approval of the Resolution on Health Insurance for Substitute Employees and policies as presented.
The resolution was approved as presented.

13.4. **Contracts and Agreements for the 26–27 School Year (A)** (Dr. Gill and Dr. MacCrindle)
Administration recommends the following multi-year agreements and contracts to support the ongoing work within the Learning and Innovation department for approval.
Recommendation: Seeking approval as presented.
Moved to action item 14.6.

13.5. **MS Social Studies Materials through National Geographic and McGraw-Hill (A)** (Dr. MacCrindle)
Dr. MacCrindle requests that National Geographic and McGraw-Hill Social Studies materials placed on 30-day review at the April 3, 2026, Committee of the Whole for final approval.
Recommendation: Seeking approval as presented.
MS Social Studies materials through National Geographic and McGraw Hill were approved as presented.

13.6. **HS Honors Science Materials through McGraw-Hill (A)** (Dr. MacCrindle)
Dr. MacCrindle requests that National Geographic and McGraw-Hill Science materials placed on 30-day review at the April 3, 2026, committee of the whole for final approval.
Recommendation: Seeking approval as presented.
HS Science materials through McGraw Hill were approved as presented

13.7. **Consolidated District Plan (A)** (Dr. MacCrindle)
Dr. MacCrindle requests approval of the Consolidated District Plan, a state-mandated plan to guide the use of federal grants, for approval, presented at the May 7, 2026, Committee of the

Whole Meeting.
Recommendation: Seeking approval as presented.
The consolidated District Plan was approved as presented.

13.8. **Payables (A)** (Mr. Altmayer)
Mr. Altmayer will seek approval of the Purchase Orders issued at $611,939.28; Accounts Payable issued at $6,685.00; and Imprest issued at $88,510.99, as presented.
Recommendation: Seeking approval by the Board as presented.
The payables were approved as presented.

13.9. **Revenue Contracts (A)** (Mr. Altmayer)
Mr. Altmayer will seek approval of the revenue contracts for various fundraising activities.
Recommendation: Seeking approval by the Board as presented.
The revenue contracts were approved as presented.

13.10. **GSF USA, Inc. Three Year Contract Extension (A)** (Mr. Lindquist)
Mr. Lindquist is seeking approval of the GSF USA, Inc. three-year contract extension.
Recommendation: Seeking approval of the board as presented.
The GSF USA, Inc. three-year contract was approved as presented.

14. **Action Items / Roll/ Voice Call** (Mr. Troy)
Action items require a motion and a second; discussion if needed; and roll.

14.1. **HR Personnel (A)** (Dr. Zehr)
Seeking approval of the personnel reports provided and reviewed by the Board, which include explanation for resignations, retirements, terminations, employment, contract revisions, and leave requests, as presented.
Recommendation: Seeking approval by the Board as presented.
Approval of the Human Resources Personnel report. This motion, made by Paul Troy and seconded by Andy Fekete, Passed.
Rich Bobby: Yea, Sean Cratty: Yea, Andy Fekete: Yea, Melissa Maiorino: Yea, Laura Murray: Yea, Chuck Ruth: Yea, Paul Troy: Yea
Yea: 7, Nay: 0

14.2. **Non-Union and Administrator Pay Rates for FY27 (A)** (Dr. Zehr)
Dr. Zehr will present the recommendations for non-union and administrator pay rates for FY27.
Recommendation: Seeking approval of the Board as presented.
Approval of the Non-Union and Administrator pay rates for the 2026-27 school year. This motion, made by Paul Troy and seconded by Sean Cratty, Passed.
Rich Bobby: Yea, Sean Cratty: Yea, Andy Fekete: Yea, Melissa Maiorino: Yea, Laura Murray: Yea, Chuck Ruth: Yea, Paul Troy: Yea
Yea: 7, Nay: 0

14.3. **Supplemental Purchase Orders and Accounts Payable** (A) (Mr. Altmayer)
Administration recommends approval of the Supplemental Purchase Orders Report at $284,600.78 and Supplemental Accounts Payable at $22,732.32 as presented.
Recommendation: Seeking approval by the Board as presented.
Approval of the supplemental purchase orders and accounts payables as presented. This motion, made by Paul Troy and seconded by Chuck Ruth, Passed.
Rich Bobby: Yea, Sean Cratty: Yea, Andy Fekete: Yea, Melissa Maiorino: Yea, Laura

Murray: Yea, Chuck Ruth: Yea, Paul Troy: Yea
Yea: 7, Nay: 0
Mr. Altmayer is working with Skyward to get our reports more in line with the boards requests.

14.4. **Establish Regular Meetings 2026-2027 (A)** (Mr. Troy)
All school boards are required to hold regular meetings, establish a schedule for them and provide a public notice as required by the OMA. Administration is requesting the Board to continue with the 3rd Thursday of each month, except for November. Establish the meeting location in the Administrative Building in the Board Room, beginning at 6:00 p.m. (Policy 2:210)
Approval of the regular meetings for the 2026-27 school year. This motion, made by Paul Troy and seconded by Andy Fekete, Passed.
Rich Bobby: Yea, Sean Cratty: Yea, Andy Fekete: Yea, Melissa Maiorino: Yea, Laura Murray: Yea, Chuck Ruth: Yea, Paul Troy: Yea
Yea: 7, Nay: 0

14.5. **Minutes (A)** (Mr. Troy)
The following minutes were amended.
April 16, 2026, Regular Board of Education meeting minutes
Recommendation: Seeking approval as presented
Approval of the amended April 16, 2026 regular Board of Education meeting minutes. This motion, made by Paul Troy and seconded by Sean Cratty, Passed.
Rich Bobby: Yea, Sean Cratty: Yea, Andy Fekete: Yea, Melissa Maiorino: Yea, Laura Murray: Yea, Chuck Ruth: Yea, Paul Troy: Yea
Yea: 7, Nay: 0

14.6. **Contracts and Agreements for the 26–27 School Year (A)** (Dr. Gill and Dr. MacCrindle)
Administration recommends the following multi-year agreements and contracts to support the ongoing work within the Learning and Innovation department for approval.
Recommendation: Seeking approval as presented.
Approval of the Contracts and Agreements for the 26-27 School Year. This motion, made by Paul Troy and seconded by Melissa Maiorino, Passed.
Rich Bobby: Yea, Sean Cratty: Yea, Andy Fekete: Yea, Melissa Maiorino: Yea, Laura Murray: Yea, Chuck Ruth: Yea, Paul Troy: Yea
Yea: 7, Nay: 0

15. **Public Comment** (Mr. Troy)
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.
No public comments at this time.

16. Closed Session / Roll Call (A) (Mr. Troy)
Mr. Troy moved and Mrs. Maiorino seconded to resume closed session at 9:09 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; **(6)** Property **(9)** Student Disciplinary; **(11)** Litigation; **(21)** Discussion of minutes of meetings lawfully closed under this Act.

Rich Bobby: Yea, Sean Cratty: Yea, Andy Fekete: Yea, Melissa Maiorino: Yea, Laura Murray: Yea, Chuck Ruth: Yea, Paul Troy: Yea
Yea: 7, Nay: 0

17. <u>Resume in Public Session / Roll Call</u> (A) (Mr. Troy) *approx. 7:00 p.m*.
Mr. Troy resumed the Regular meeting at 10:09 p.m.
Members: Mr. Bobby, Mr. Cratty, Mr. Fekete, Mrs. Maiorino, Mrs. Murray, Mr. Ruth, Mr. Troy
Roll Call: Ayes 7 / Absent 0 / Motion Carried

17. <u>Action as Required</u> / Roll Call (Mr. Troy)
The suspension of student 2026-02 will be upheld.
This motion, made by Paul Troy and seconded by Sean Cratty, Passed.
Rich Bobby: Yea, Sean Cratty: Yea, Andy Fekete: Yea, Melissa Maiorino: Yea, Laura Murray: Yea, Chuck Ruth: Yea, Paul Troy: Yea
Yea: 7, Nay: 0

17. **<u>Adjournment</u> (A)** (Mr. Troy)
Members: Mr. Bobby, Mr. Cratty, Mr. Fekete, Mrs. Maiorino, Mrs. Murray, Mr. Ruth, Mr. Troy
Mr. Troy moved and Mr. Fekete seconded to adjourn the meeting at 10:10 p.m.
Voice Call: Ayes 7 / Nays 0 / Motion Carried

Submitted by,

Sharon Piemonte, Board Operations
Melissa Maiorino, Board Secretary

_____ _____

President Date Secretary Date

Curriculum Workshop
Thursday, June 4, 2026 6:00pm

District Office
650 Dr. John Burkey Drive
Door 2
Algonquin, IL 60102

Rich Bobby:	Absent
Sean Cratty:	Present
Andy Fekete:	Present
Melissa Maiorino:	Absent
Laura Murray:	Absent
Chuck Ruth:	Present
Paul Troy:	Present

Present: 4, Absent: 3.

1. **Call to Order / Roll Call (A)** (Mr. Fekete)
Members: Mr. Fekete, Mr. Bobby, Mr. Ruth
Mr. Fekete called to order the June 4, 2026, Curriculum Workshop at 6:02 p.m.

2. **Public Comment** (Mr. Fekete)
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.
No public comments were made at this time.

3. **Welcome / Introductions / Workshop** (Mr. Fekete - Dr. MacCrindle)
Review of the literacy, math, social emotional learning, and school improvement plan goals stations.
Key Performance Indicators updates were presented.

4. **Adjournment** (Mr. Fekete)
Mr. Fekete moved and Mr. Cratty seconded to adjourn the Curriculum Workshop at 8:02 p.m.

Submitted by,

Sharon Piemonte, Board Operations
Melissa Maiorino, Board Secretary

_____ _____
President Date Secretary Date

HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

Huntley Community School District 158

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

Date: July 16, 2026

To: Board of Education
Ms. Jessica Lombard, Superintendent

From: Dr. Adam Zehr, Associate Superintendent

Subject: Student Handbook Revisions for 2026-27

At the June 18, 2026 Regular Meeting, the Board reviewed and discussed the recommended changes to the 2026-27 Student Handbooks, and moved forward for approval at the July 16, 2027 meeting.

Summary of Handbook Changes/Updates:

General Information	
Elementary Page 9 Middle Page 9 High School Page 8	Huntley District 158 remains dedicated to ensuring a secure and supportive atmosphere for all stakeholders. Our goal is to provide a setting where students achieve high academic standards and staff are fully supported in their professional roles. A collaborative spirit among our students, faculty, families, and school leadership is fundamental to maintaining a high-quality educational environment. By prioritizing mutual respect and clear communication, we foster a culture that promotes and celebrates scholarly excellence. Every member of this academic community possesses significant rights and obligations that contribute to our shared district objectives. **Student and Staff Rights** • Access to a professional and educational setting that enhances the learning process • Participation in significant and immersive instructional activities • Inclusion in a safe school environment free from disruptive or violent behavior
Attendance, Absences, and Tardies	
High School Page 20-21	***Responses ~~to~~ for ~~Unverified~~ Unexcused Absences (per Semester)*** ~~The school provides a range of responses to unexcused absences, these include but are not limited to:~~ ~~• Teacher-based intervention that could include a phone call home and/or conversation with the student~~ ~~• Increased monitoring of attendance patterns~~ ~~• Administrative communication home via letters and/or phone calls home~~ ~~• Problem-solving meetings~~ ~~• Interventions to support attendance~~ ~~• Attendance Intervention Plan~~ ~~• Resources provided to families to support attendance~~ ~~• Potential referral to truancy officer~~ 1st: Warning 2nd-5th: Lunch Detention 6th: Step 1 - Attendance Intervention Plan 7th-10th: After School Detention 11th: Step 2- Attendance Intervention Plan 12th-14th: Saturday Detention 15th+: In-School Intervention

	*Continued non-compliance with administratively established Attendance Intervention Plans may result in a range of consequences including, but not limited to, detentions, removal of privileges, social probation, social action hours, etc.
High School Page 21	***Responses for Being Tardy (per Semester)*** ~~*Responses to Unexcused Absences apply as well (see above).~~ ~~1st: Warning~~ ~~2nd-6th: Lunch Detention~~ ~~7th-11th: After School Detention~~ ~~12th-15th: Saturday Detention~~ ~~16th+: In-School Intervention~~ 1st-3rd: Warning 4th-10th: Lunch Detention 11th-17th: After School Detention 18th-20th: Saturday Detention 21st+: In-School Intervention
High School Page 23	***Release Time for Voting*** A student may be excused for up to two hours to vote in a local, State, or federal election, provided the student presents their voter registration to their Dean and discusses the absence with their Dean in advance. ***Registering to Vote in Illinois (pamphlet)*.**
Behavior and Discipline	
Elementary Page 20	***Personal Electronic Devices ~~Items - Toys, Games, Cell Phones~~*** Below is a list of items that may not be visible or accessed during the school day. Students choosing to bring these items to school must store them in backpacks in the "off" position. ~~Please be aware the school District is not responsible for lost, damaged, or stolen items.~~ • Toys (electronic or other) • Games (electronic or other) • Cell phones, Smart Watches Smartphones, smart watches, e-readers and other educational electronic devices may be used for instructional purposes when the teacher deems appropriate. Any item that may be considered a disruption to the learning environment or a potential safety concern is prohibited. The District is not responsible for lost, damaged, or stolen items.
Middle School Page 18-19	***Personal Electronic Devices*** Electronic devices are prohibited from being seen, heard, or used during school hours unless the Building Principal has expressly authorized the use of a particular device. Cell phones and other electronic devices are not to create a disturbance to the educational environment. Students choosing to bring these items to school must store them in backpacks in the "off" position. Smartphones, smart watches, e-readers, and other educational electronic devices may be used for instructional purposes when deemed appropriate by the classroom teacher, but may not be used during assessments unless such use is specifically authorized in the student's Individualized Education Program (IEP) or Session 504 Plan. Consequences for inappropriate cell phone, smart watch or device usage may result in confiscation of the device, loss of privileges to have such device on school grounds, and/or parent pick-up of the device. ~~Please be aware t~~The District ~~school~~ is not responsible for personal items that are lost, damaged, or stolen.~~liable for the loss, damage, or theft of personal property.~~
High School Page 17	***~~Electronics~~ Personal Electronic Devices*** Cell Phones and Other Electronic Devices: Students are permitted to have cell phones at school. They are to be *off and out of sight* during class periods, which includes classrooms, locker rooms, restrooms, and study halls, during school hours from 7:30 am to 2:30 pm. Cell phones may be used during passing periods in hallways and during the student's scheduled lunch period. Any use of cell phones during the school day in inappropriate areas will result in a detention being assigned.

	Students are prohibited from wearing or using smart watches, smart glasses, or similar electronic devices during assessments unless such use is specifically authorized in the student's Individualized Education Program (IEP) or Section 504 Plan. ~~Listening and/or Entertainment Devices: Students are permitted to use electronic listening and entertainment devices such as, handheld game systems, iPods, PDAs, etc., only in the cafeteria, hallways, or in the classroom at the teacher's discretion. Electronic devices used inappropriately must be surrendered upon request of administration or staff. Students shall be personally responsible for the security of their electronic devices. The District is not liable for the loss, damage, or theft of personal property.~~
Middle School Page 19 High School Page 19	***Prohibited Personal Items*** Personal items that students may not bring to school include, but are not limited to, ~~),~~ electronic games, matches, lighters, laser pointers, mace/pepper spray, fireworks, and over-the-counter or ~~and~~ prescription medications. Any item that may be considered a disruption to the learning environment or a potential safety concern is prohibited. The District is not responsible for personal items that are lost, damaged, or stolen.
Middle School Page 19	***Student Appearance, Clothing, and Hygiene*** ~~Outerwear (jackets) must be kept in the student's locker and not carried around or worn during school hours.~~
Food Services/Cafeteria Expectations	
Middle School Page 45	***Delivery of Foods*** Lunches and food not provided by the school should be limited to just your child. Large quantities of lunches/food brought in during the school day cause an unnecessary disturbance in the building. No deliveries of outside food will be allowed unless approved by a school administrator.
Graduation Requirements and Recognition Programs	
High School Page 53	***Graduation Requirements and Recognition Programs*** ~~To earn a high school diploma, a student must earn 23 credits. Students who transfer from another school district with less than 23 credits required for graduation may have their credit minimums adjusted to an appropriate level, but not less than the number of credits required at the previous school.~~ To graduate from high school, unless otherwise exempted, each student is responsible for: 1. Completing all District graduation requirements* that are in addition to the State requirements. 2. Completing all courses as provided in the *School Code*, 105 ILCS 5/27-605. 3. Completing all minimum requirements for graduation as specified in State law. 4. Passing an examination on patriotism, principles or representative government, and proper use and display of the American flag. 5. Participating in State assessments that are required for graduation by State law. 6. Filing one of the following: (1) a Free Application for Federal Student Aid (FAFSA) with the U.S. Dept. of Education, (2) an application for State financial aid, or (3) an Ill. State Board of Education (ISBE) waiver form indicating that the student understands what these aid opportunities are and has chosen not to file an application. If the student is not at least 18 years of age or legally emancipated, the student's parent/guardian must file one of these documents on the student's behalf. A student is exempt from this requirement if: (1) the student is unable to file a financial aid application or an ISBE waiver due to extenuating circumstances, (2) the Building Principal attests the District made a good faith effort to assist the student or the student's parent/guardian with filing a financial aid application or an ISBE waiver form, and (3) the student has met all other graduation requirements. For questions regarding FAFSA, please contact Mrs. Laura Martens, HHS College and Career Counselor, at (847) 659-6618. * To earn a high school diploma, a student must earn 23 credits. Students who transfer from another school district with less than 23 credits required for graduation may have their credit minimums adjusted to an appropriate level, but not less than the number of credits required at the previous school. Additional information is available in Board policy 6:310, *High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students*.

Notification of Nondiscrimination	
ECC Page 7 Elementary Page 11 Middle School Page 11 High School Page 10	***Equal Educational Opportunities*** Equal educational opportunities shall be available for all students without regard to color, race, ~~nationality,~~ national origin, religion, sex, sexual orientation, ancestry, age, physical or mental disability, gender identity, status of being homeless, immigration status, order of protection status, military status, unfavorable military discharge, reproductive health decisions, or actual or potential marital or parental status, including pregnancy.
Safety and Security	
Elementary Page 58-59 Middle School Page 56 High School Page 64	***Walking or Riding Bicycles To and From School*** For student safety, walking or riding bicycles to and from school is discouraged whenever possible. Students who do walk or ride a bicycle must follow all traffic laws, use designated crossings and sidewalks when available, and exercise safe practices at all times. E-bikes, motorized bicycles, and motorized scooters are prohibited on school property. Students utilizing bicycles or non-motorized scooters must properly park and secure them in the designated bicycle rack area while on school grounds. The school district is not responsible or liable for lost, stolen, damaged, or mislaid property. In addition, all other applicable Board policies, student handbook guidelines and school expectations shall be followed. ~~For safety purposes, it is not recommended that students walk or ride bicycles to or from school. E-bikes and other motorized bikes/scooters are prohibited.~~ (Deleted from Middle School)
School Guidelines	
High School Page 17	***Dances*** Only enrolled Huntley High School students and their guests are welcome at school dances. 1. All students must present their high school ID to enter a HHS dance. 2. Allowed guests must ~~have attended high school and~~ be under the age of 20 ~~21~~. Students bringing guests shall ensure that their guests are informed of all rules applicable to the event, and are responsible for their guest's behavior. 3. ~~All HHS alumni interested in attending a dance must be a registered guest with a valid ID.~~ 4. Guests must be signed up by ~~3:00 pm on the day of the dance~~ the deadline established by administration. 5. All requests are subject to the approval of the Administration and the Advisor of the sponsoring club. 6. Any organization or group desiring to have a dance MUST have prior approval of the Building Principal before any solicitation is made. In addition, contracts for bands or DJs MUST be signed by the Building Principal.
High School Page 18	***Off Campus Privileges*** HHS has a closed campus for Freshman and Sophomores. In order to leave campus, Juniors and Seniors must have an Off Campus Authorization form signed and submitted by a parent. In addition, students may only leave with a current school ID; *temporary IDs will not be accepted for off campus privileges*. Off campus privileges may be restricted due to any infractions. Students who choose to leave must leave the campus. Sitting in vehicles in the parking lot is prohibited. Juniors and Seniors will be permitted to leave campus during blended classes when not required to be in the classroom. Students who are permitted to leave must leave through Door #10 and must return to the building through Door #1. Students are required to show their student ID card upon re-entry. Students choosing to leave during this time must leave the campus. Sitting in vehicles in the parking lot is prohibited. Any abuse of this privilege, related truancies, or tardies, community disruptions, overdue detentions, etc., may result in having privileges revoked. Any Freshman or Sophomore who leaves the campus during a lunch period will be considered absent without authorization and will receive disciplinary consequences.

	~~Freshmen and Sophomores are not permitted to leave campus for lunch or blended classes and must remain on campus during the lunch period and blended classes when not required to be in the classroom.~~
High School Page 19-20	***Student Demonstrations and Protests During the School Day*** Huntley High School supports students' rights to express their opinions in respectful and lawful ways. At the same time, the safety, supervision, and educational environment of all students and staff must remain a priority during the school day. Students are expected to remain in class, attend all scheduled learning activities, and follow all school attendance expectations and campus procedures. Students interested in organizing or participating in a demonstration are encouraged to communicate with school administration in advance so location, expectations, safety procedures and potential consequences can be discussed proactively. The following expectations apply during the school day: ● Students may not leave campus without authorization. ● Participation in an active protest or demonstration during the school day , during instructional time, will be considered an unexcused absence and handled in accordance with the attendance policies outlined in the student handbook. ● Participation in a protest or demonstration during the school day must follow all handbook rules and all district policies. ● Students who violate expectations listed in the handbooks may be subject to school consequences. ● Any action that disrupts the learning environment, creates safety concerns, blocks access to school operations, or interferes with the rights of others may result in disciplinary consequences.
Special Education	
ECC Page 22-23 Elementary Page 60-61 Middle School Page 57-58 High School Page 66	***Prioritization of Urgency of Need for Services (PUNS)*** The Illinois Department of Human Services (IDHS) maintains a statewide database known as the PUNS database (Prioritization of Urgency of Need for Services) that records information about individuals with intellectual disabilities or developmental disabilities who are potentially in need of services. IDHS uses the data on PUNS to select individuals for services as funding becomes available, to develop proposals and materials for budgeting, and to plan for future needs. The PUNS database is available for children with intellectual disabilities or developmental disabilities with unmet service needs. Registration to be included on the PUNS database is the first step toward receiving developmental disabilities services in this State. A child who is not on the PUNS database will not be in the queue for State developmental disabilities services. For more information and to sign up for PUNS, see the Illinois Department of Human Services PUNS information page at https://www.dhs.state.il.us/page.aspx?item=41131. You may also contact the Special Services Coordinator at your child's school.
Student Services	
Middle School Page 61-62 High School Page 70-71	***Counseling and Guidance*** The guidance counseling staff are a resource to students in educational, social/emotional development, and career awareness activities. Academic counseling is available when students appear to have organizational or motivational problems in school. The counseling staff will help coordinate home-school communication as necessary and also act as a liaison between students and teachers.
Required, pursuant to 405 ILCS 5/3-550	Individual counseling may be provided upon request of the student, parent, or teacher. Such confidential discussions may be on any topic of concern including school adjustment problems and personal problems. Counselors do not provide therapy for students, but can and will provide referrals as needed. All students 12 years of age or older may request individual counseling without parent/guardian consent pursuant to 405 ILCS 5/3-550. In addition to the above services, it is the goal of the counseling staff to provide for the personal growth and development of all students regarding such issues as self-esteem, decision making, social skills, life safety, etc.

Elementary Page 12 Middle Schools Page 62 High School Page 71 Required by 105 ILCS 5/26A, Ensuring Student Success Act	***Students Who are Parents, Expectant Parents, or Victims of Domestic or Sexual Violence*** Domestic and sexual violence affect a student's ability to learn. Students who are parents or expectant parents have unique needs. Providing support services that enable students who are parents, expectant parents, or victims of domestic or sexual violence (Article 26A Students) to succeed in school are important District goals and required by 105 ILCS 5/26A (Article 26A). Students and/or their parent/guardian may access Board Policy 7:255, *Students Who are Parents, Expectant Parents, or Victims of Domestic or Sexual Violence,* for more detailed information. Requesting Support Services An Article 26A Student and/or their parent/guardian may request support services under this policy by contacting the building-level Article 26A Resource Person, whose name and contact information will be annually distributed to employees, students, and parents/guardians by each Building Principal. Filing a Complaint An Article 26A Student and/or their parent/guardian may file a complaint under this policy with the Nondiscrimination Coordinator, Title IX Coordinator, Building Principal, Assistant Principal, Dean of Students, a Complaint Manager, or any employee with whom the person is comfortable speaking. (See Uniform Grievance Procedure). Retaliation Prohibited Retaliation against an Article 26A Student or their parent/guardian for exercising or attempting to exercise their rights under Article 26A is prohibited. Individuals should report allegations of retaliation to the Building Principal, an administrator, the Nondiscrimination Coordinator, and/or a Complaint Manager.
Extracurricular Activities and Athletics	
Middle School Page 67 (red underline for middle school only) High School Page 77	***Athletic Clearance/Concussion Screening*** In addition to the requirement of a sports physical, student athletes must comply with Illinois' Youth Sports Concussion Safety Act and all protocols, policies and bylaws of the Illinois High School Association (IHSA) Illinois Elementary School Association (IESA) and have a concussion baseline test completed before being allowed to tryout, participate in any athletic activity, including practice or competition. Concussion screening for students 12 and older is valid for 2 years, and concussion screening for students under the age of 12 is valid for 1 year. Initial concussion screenings are conducted online. A student who was removed from practice or competition because of a suspected concussion shall be allowed to return only after all statutory prerequisites are completed, including without limitation, the District's return-to-play and return-to-learn protocols.
High School Page 80	***Notification of CPR and AED Video*** State law requires the Illinois High School Association (IHSA) to post a hands-only cardiopulmonary resuscitation (CPR) and automated external defibrillators (AED) training video on its website. The law requires the District to notify parents/guardians about the video. The brief video is available at: www.ihsa.org/health-safety/cpr-training.

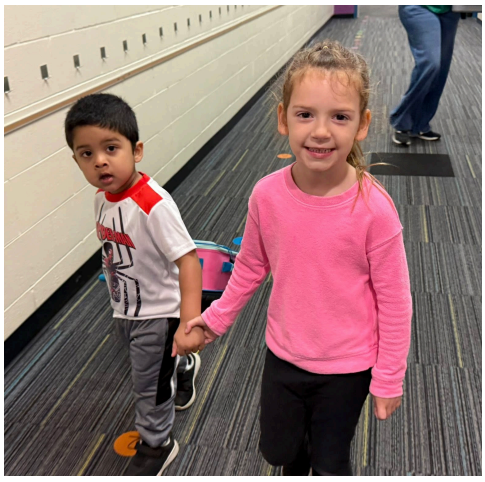
Recommendation

Seeking approval of the 2026-27 Student Handbooks as presented.

LRW
Attachments

2026-2027

Early Childhood Center Handbook



Mission Statement

The purpose of the District 158 Early Childhood Center is to create an educational experience that will provide the foundation for learning by addressing the unique needs of children through experiences and interactions with materials, peers, and adults.

Approved: 07.17.25

District 158 Early Childhood Center

10910 Reed Road - Door #4
Lake In The Hills, IL 60156

(847) 659-5400 - Office
(847) 659-5411 - Attendance Line
(847) 659-6156 - Screening Hotline

Office Hours: 7:15 am to 3:30 pm
Session I: 7:45 am to 10:15 am
Session II: 11:00 am to 1:30 pm

Dr. Sheryl Pauwels, Principal

HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

Early Childhood Center
Schedule of Events 2026-2027

Institute Days - No School for Students
August 17, 2026
August 18, 2026
January 4, 2027
April 23, 2027

Non Attendance Days - No School
November 25, 2026 (Offices Closed)
February 12, 2027 (Offices Closed)
March 26, 2027 (Offices Closed)

Waived Holidays - School in Session
Veterans Day - November 11, 2026
Casimir Pulaski Day - March 1, 2027

Holidays - No School/Offices Closed
Independence Day - July 3, 2026
Labor Day - September 7, 2026
Columbus Day - October 12, 2026
Thanksgiving Break - November 26-27, 2026
Christmas Holiday - December 24-25, 2026
New Year Holiday - December 31, 2026 & Jan. 1, 2027
Dr. Martin Luther King's Birthday - January 18, 2027
Presidents Day - February 15, 2027
Memorial Day - May 31, 2027

★ 2026-2027 Yearly Calendar

★ District 158 Interactive Calendar

School Begins
August 21, 2026 (ECC)

Parent Education Days - No ECC Classes
September 22, 2026
October 23, 2026
December 18, 2026
February 11, 2027
April 22, 2027
May 27, 2027

ECC Parent Teacher Conferences - No ECC Classes
November 23, 2026
November 24, 2026
March 1, 2027
March 2, 2027

Winter Break - No School
December 21, 2026 - January 4, 2027

Spring Break - No School
March 29, 2027 - April 2, 2027

Miscellaneous
December 18, 2026 - Last day before Winter Break
January 5, 2027 - First day after Winter Break
March 25, 2027 - Last day before Spring Break
April 5, 2027 - First day after Spring Break

Last Day of School for ECC
May 27, 2027

Table of Contents

Welcome
- About the Early Childhood Center
- Home and School Communications
- Parent Education Days
- Parent Notifications and Permissions

General Information
- Accommodating Individuals with Disabilities
- Animals on School Property
- Equal Educational Opportunities
- Video and Audio Monitoring System
- Weapons Policy

Emergency Communication
- Emergency Notifications
- School Day Cancellations

Enrollment Information
- Birth Certificate Requirement
- Custody Arrangements
- Waiver of Fees
- Student Placement

School & Community Relations
- Care Solace
- Faith's Law Notifications - Employee Conduct Standards
- Gun-Free, Tobacco, Alcohol, and Drug-Free Zones
- Mandated Reporter
- Parent-Teacher Association (PTA)
- Pesticide Application Notice
- Sex Offender Notification Law
- Visitor Guidelines
- Visits to Classrooms and Conferences
- Volunteers

Parents' Rights Notifications
- School Visitation Rights for Parents

School Guidelines
- Bathroom Procedures / Toilet Training
- Clothing and Hygiene
- Party Invitations and Birthday Acknowledgements
- Respect for Property
- Snacks and Foods from Home
- Treats for Classroom Celebrations

Attendance, Absences, and Tardies
- Absences
  - Excused Absences (EA)

Unexcused Absences (UA)
Procedure for Communicating Absences
Illnesses
Family Emergencies
Release Time for Religious Instruction & Observation
After School Activities Attendance Requirements
Diagnostic Procedures for Identifying Student Absences and Support Services to Truant or Chronically Truant Students
Extended Absences

Behavior and Discipline
Aggressive Behavior
Discipline of Special Education Students

Educational Programs
Assessments
Curriculum
Daily Schedule
Multi-Tiered Systems of Support Framework
Section 504
Social/Emotional Development

Health Services
Accident, Illness, or Injury Procedure
Administering Medication to Students
Prescription Medications
Non-Prescription Medications
Undesignated Asthma Medication
Undesignated Epinephrine Auto Injectors (Epi-Pens)
Undesignated Opioid Antagonists
Anaphylaxis Prevention
Communicable Diseases
Concussions
Emergency Contact Information
Epilepsy or Seizure Disorder
Life-Threatening Food Allergies or Life-Threatening Chronic Illnesses
Physical Examination and Immunization Requirements
Vision and Hearing Screenings
When to Keep Your Child at Home

Rights and Responsibilities
Uniform Grievance Procedure

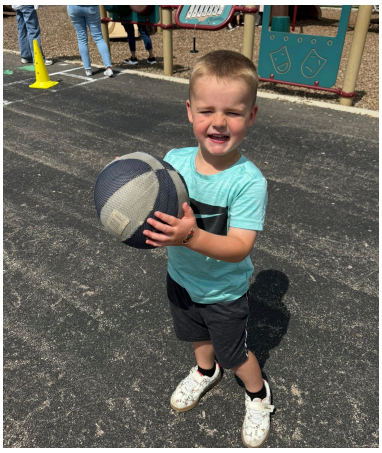
Safety and Security
Campus Resource Officers
Emergency Procedure Terms
Safety in the Building
School Safety Drill Plan
School Bus Safety
Student Drop-Off and Pick-Up

Special Education

Education of Children with Disabilities
Services and Programs
Discipline of Special Education Students
Behavioral Interventions
Physical Restraint, Time Out, and Isolated Time Out (RTO)

Transportation

Bus Conduct, Expectations, and Discipline
Bus Expectations
Bus Discipline
Bus Routes
Bus Stops
Parent or Guardian at Bus Stop
Danger Zones Surrounding School Buses
Electronic Recordings on School Buses
Transportation of Students with Disabilities



Handbook Disclaimer

The Early Childhood Center defaults to the District 158 elementary school handbook for items not specifically addressed in the ECC Handbook including, but not limited to, discipline policies, harassment and bullying, internet/technology, and student records. View the elementary handbook at Student Handbooks.

To ensure continued compliance with federal, state or local regulations, the rules, guidelines, and Board Policies published in this handbook are subject to review and may be amended during the year without notice as necessary for the routine operation of the school or District. Any amendment(s) made during the year will be posted to the school website.

Nothing in this handbook shall be construed in a manner contrary to Board of Education Policies, State, or federal law.

WELCOME

About The Early Childhood Center

The District 158 Early Childhood Center (ECC) serves preschool students ages 3-5 who qualify for services based on developmental screenings and at-risk criteria set by the *Preschool for All Children* Illinois State Grant Program. The program also meets the needs of students who have qualified for an Individualized Education Program (IEP) under the Individuals with Disabilities Education Act (IDEA).

ECC has classrooms for students who have qualified as at-risk under *Preschool for All Children*, Early Childhood Special Education classes, and classes that blend students identified as at-risk and students with an IEP.

Related services such as social work, speech and language, occupational therapy, physical therapy, hearing and vision support, and orientation and mobility are available for students who qualify. These services are integrated into the classroom setting whenever possible or through outpatient services when appropriate. All program placements are determined by the school team with the parent and follow the Illinois State Board of Education (ISBE) procedures and requirements.

ECC classroom programs operate 5 days per week for 2.5 hours per day. Two sessions are provided each day. The District 158 Early Childhood Center currently serves more than 280 students.

Home and School Communications

What you can expect:

- Parent/Teacher Conferences are conducted two times (2) a year - once in the Fall and once in the Spring. See *ECC Schedule of Events* on Page 3 for dates.
- Report cards are distributed two (2) times per year (fall and spring)
- Classroom newsletters and calendars
- Notification of upcoming Early Childhood Center events
- Parents may communicate with staff through email, phone calls, or notes. Please allow time for the staff to respond, as all communication will be done during work hours and non-student attendance times, as to not interfere with direct instruction.
- Parent Education Days are held on seven (7) days throughout the school year. There is no student attendance on these days. See *ECC Schedule of Events* on Page 3 for dates.
- Please visit our website and find us on Facebook at District 158 Early Childhood Center.

Parent Education Days

A school and family partnership is integral to the success of our students. Each school year, seven days are utilized for our Parent Education Days per the *Preschool for All Children* Illinois State Grant Program we receive from the Illinois State Board of Education (ISBE).

On Parent Education Days, there is no school attendance for ECC students; instead we offer educational workshops for families to explore topics with the ECC staff to enhance the development of our students. Child care is provided. We also provide an activity to encourage families to engage with other families and ECC staff in a variety of locations throughout the community. Parent Education Days are voluntary.

Parent Notifications and Permissions

There will be times throughout the school year when parents will be asked to give permission for activities or indicate attendance at activities such as field trips, family activities, and Parent Education Days. Parents are asked to indicate participation at the time responses are due. We do not want to disappoint parents and children when late responses are received and arrangements have been made and cannot be changed.

GENERAL INFORMATION

Accommodating Individuals with Disabilities

Individuals with disabilities will be provided an opportunity to participate in all school-sponsored services, programs, or activities. Individuals with disabilities should notify the Superintendent or Principal if they have a disability that will require special assistance or services and, if so, what services are required. This notification should occur as far in advance as possible of the school-sponsored function, program, or meeting.

Animals on School Property

In order to ensure student health and safety, animals are not allowed on school property except in the case of a service animal accompanying a student or other individual with a documented disability. This rule may be temporarily waived by the Principal in the case of an educational opportunity for students, provided that: (a) the animal is appropriately housed, humanely cared for, and properly handled, and (b) students will not be exposed to a dangerous animal or an unhealthy environment.

Equal Educational Opportunities

Equal educational opportunities shall be available for all students without regard to color, race,, national origin, religion, sex, sexual orientation, ancestry, age, physical or mental disability, gender identity, status of being homeless, immigration status, order of protection status, military status, unfavorable military discharge, reproductive health decisions, or actual or potential marital or parental status, including pregnancy. Any parent may file a discrimination grievance by using Board Policy 2:260, *Uniform Grievance Procedure* or by completing and submitting a Formal Public Complaint form.

Video and Audio Monitoring System

A video and audio monitoring system is in use on school buses and a video monitoring system is in use in public areas of the school building. These systems have been put in place to protect students, staff, visitors and school property. If a discipline problem is captured on audiotape or videotape, these recordings may be used as the basis for imposing student discipline. If criminal actions are recorded, a copy of the tape may be provided to law enforcement personnel.

Weapons Policy

It is the policy of District 158 to prohibit the possession or the assistance of possession of weapons on school grounds, at any school activity, on school transportation vehicles, or in any designated school transportation waiting area.

EMERGENCY COMMUNICATIONS

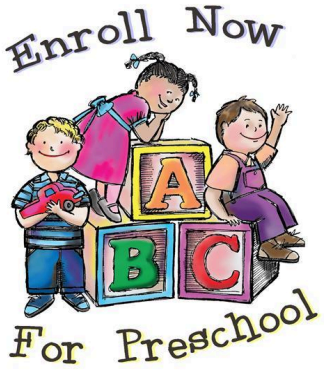
Emergency Notifications

District 158 will send out notification alerts in critical situations, such as emergency weather closures, crisis incidents, and other incidents affecting school operations through the School Messenger/Communicate program. This system integrates with PowerSchool, and parents can manage their contact information and preferences through the PowerSchool Parent Portal. For more information, visit the Safety and Security webpage and select “Alerts” from the dropdown menu.

School Day Cancellations

The Superintendent is authorized to close school(s) in the event of hazardous weather or other emergency that threatens the safety of students, staff members, or school property. Should the need to close occur, parents will be notified via School Messenger/Communicate, the District’s automated messaging system. Information will also be posted to the District 158 website at www.huntley158.org. In the event school is closed, all after-school activities are also cancelled.

ENROLLMENT INFORMATION



All students who attend and/or receive services through the District 158 Early Childhood Center have been screened or evaluated and have qualified to attend.

Once a child qualifies to attend, they must be registered with a birth certificate, proof of residency, and provide a current physical with an immunization record completed within the last 12 months before they will be permitted to attend.

Birth Certificate Requirement

Illinois law requires at registration, or within 30 days of registration, a certified copy of the student's birth certificate to be on file with the District. If a certified copy is not available at the time of registration, the District must be furnished at a minimum: the student's full legal name and date of birth. If a person enrolling a student fails to provide a certified copy of the student's birth certificate within 30 days of registration, the Superintendent or designee shall immediately notify the local law enforcement agency, and shall also notify the person enrolling the student in writing that, unless the person complies within 10 days, the case will be referred to the local law enforcement authority for investigation. If compliance is not obtained within that 10-day period, the Superintendent or designee shall refer the case.

Custody Arrangements

In order for school personnel to be aware of any custody arrangements, please provide legal custody/divorce settlement documents to the school prior to the beginning of the school year or as situations change.

Waiver of Fees

Waiver of student fees will be granted to those students who qualify. Parents may apply for waiver of school fees by completing and submitting the Application for Fee Waiver form and proof of current income.

> **Please note**: In order to be eligible for a waiver of student registration fees, applications must be received *within thirty (30) days of the date your child enters school for the current school year*. Fees will not be waived until the Application for Fee Waiver form is received, reviewed and approved. If approved, other fees incurred after the date the application is received will be eligible for a fee waiver.

Board Policy 4:140, *Waiver of Student Fees*, is available on the District website and a copy may be obtained by calling the District 158 Administrative Office at (847) 659-6158.

Student Placement

Student placement is a function of building administration. Teachers work together with building administrators to place students in classrooms. Parents may provide written comments or information pertaining to their child's learning needs and session preference by May 1 for the following school year.

SCHOOL AND COMMUNITY RELATIONS

Care Solace

We are committed to the well-being of our students, staff and families to create a safe and healthy learning environment. In support of this ongoing commitment, Huntley 158 has partnered with Care Solace to provide an additional layer of care for our community.

If students, staff or their family members are looking for help with mental health or substance use, Care Solace can help you quickly find treatment options matched to your needs regardless of the circumstance. Care Solace is a complimentary and confidential service provided to students, staff, and their families by District 158. Care Solace's team is available 24 hours a day, 7 days per week, 365 days a year, and can support you in any language.

If you would like to use Care Solace to help find a provider:

- Call 888-515-0595
- Visit www.caresolace.com/huntley and either search on your own OR click "Book Appointment" for assistance by video chat, email, or phone.

Care Solace is not an emergency response service or mental health services provider. In the event of a life threatening emergency, please call 911. For awareness, prevention, and/or mental health support, call or text 988.

Faith's Law Notifications - Employee Conduct Standards

School districts are required to include in their student handbook notification of the District's Employee Code of Professional Conduct. These standards, in part, define appropriate conduct between school employees and students.

Board Policy 5:120, *Employee Ethics; Code of Professional Conduct; and Conflict of Interest*, is available on the District website and a copy may be obtained by calling the District 158 Administrative Office at (847) 659-6158.

Gun-Free, Tobacco, Alcohol, and Drug-Free Zones

All District 158 buildings and grounds are gun-free, tobacco, alcohol, and drug-free zones. Cigarettes and alternative nicotine products are not permitted. This includes all after school activities and school-related events.

Mandated Reporter

All school personnel, including teachers, administrators, and support staff members, are required by law to immediately report any and all suspected cases of child abuse or neglect to the Illinois Department of Children and Family Services.

Parent Teacher Association

The Parent Teacher Association (PTA) is a partnership that brings people together to share thoughts and ideas about programs and activities that benefit students and their families. The PTA works with staff to help promote school goals and bring a sense of community to our schools. For further information, please visit the Chesak-Martin PTA's website.

Pesticide Application Notice

District 158 maintains a registry of employees and parents of students who have registered to receive written or telephone notification prior to the application of pesticides to school grounds. To be added to the list, please contact the Director of Communications and Public Engagement at (847) 659-6158.

Notification will be given before application of the pesticide. Prior notice is not required if there is imminent threat to health or property.

Sex Offender Notification Law

State law prohibits a convicted child sex offender from being present on school property when children under the age of 18 are present, except in the following circumstances as they relate to the individual's child:

1. To attend a conference at the school with school personnel to discuss the progress of their child.
2. To participate in a conference in which evaluation and placement decisions may be made with respect to their child's special education services.
3. To attend conferences to discuss issues concerning their child, such as retention or promotion.

In all other cases, convicted child sex offenders are prohibited from being present on school property unless they obtain written permission from the Superintendent or Board.

Any time a convicted child sex offender is present on school property for any reason – including the three reasons above – the individual is responsible for notifying the Building Principal upon arrival and upon

departure. The convicted child sex offender must remain under the direct supervision of a school official at all times while in the presence or vicinity of children. A violation of this law is a Class 4 felony.

In addition, State law requires schools to notify parents that information about sex offenders and violent offenders against youth is available to the public on the Illinois Department of State Police (ISP) website. The ISP website contains the following:

- Illinois Sex Offender Registry, https://isp.illinois.gov/Sor/Disclaimer
- Illinois Murderer and Violent Offender Against Youth Registry, https://isp.illinois.gov/MVOAY/Disclaimer
- Frequently Asked Questions Concerning Sex Offenders, https://isp.illinois.gov/Sor/FAQs

Visitor Guidelines

The safety and security of your children is our number one concern. In an effort to maintain a safe, disruption free educational environment for all students, we ask all visitors to use the same procedures when entering the building. The District expects mutual respect, civility, and orderly conduct among all individuals on school property or at a school event.

- All schools are accessible only via the secured main entrance (Door #4).
- All visitors must press the call button outside the main entrance door (Door #4), state their purpose for visiting, and wait to be buzzed into the building.
- All visitors must provide valid ID and be scanned into the Raptor Visitor Management System which will run an instant background check. You will be issued a visitor pass that should be worn visibly. At the conclusion of your visit, you will need to stop in at the office, sign-out and turn in your visitor's pass.
- Visitors with histories that appear on the Raptor check will be either denied access to the building, limited to conducting business in the front office, or will be provided escorted access to other parts of the building as is necessitated by circumstances and/or applicable law.
- Any person who engages in prohibited conduct may be ejected from or denied admission to school property in accordance with State law. The person may also be subject to being denied admission to school athletic or extracurricular events for up to one calendar year.

Visits to Classrooms and Conferences

- All visits to classrooms must be pre-arranged with the teacher.
- Conferences will be held outside school hours or during the teacher's conference/preparation period.
- All visitors must follow the Visitor Guidelines as outlined above.

Volunteers

District 158 is fortunate to have extensive community and parental involvement. Throughout the school year, there are many opportunities to volunteer in the schools. In keeping with District guidelines, siblings are not permitted to accompany volunteers during volunteer activities. We appreciate everyone's understanding.

PARENTS' RIGHTS NOTIFICATIONS

School Visitation Rights for Parents

The School Visitation Rights Act permits employed parents, who are unable to meet with educators because of a work conflict, the right to time off from work under certain conditions to attend necessary school functions such as parent-teacher conferences, academic meetings and behavioral meetings. Letters verifying participation in this program are available from the school office upon request.

SCHOOL GUIDELINES

Bathroom Procedures / Toilet Training

Students attending the ECC program are in various stages of toilet training. If toilet training is being worked on at home, we will try to accommodate your child by using the same strategies at school while also encouraging independence.

If needed, we will assist your child with a change when pull-ups or diapers are soiled or the child indicates a need to be changed. Your child's teacher may provide toilet training suggestions and/or information upon request.

All pull-ups, diapers, and wipes will be provided by the parent. Please be sure that your child attempts to go to the bathroom and has a clean, dry pull-up or diaper before getting on the bus or coming to school.

Clothing and Hygiene

Since we do many activities that can be messy or that require the students to participate while seated on the floor, we suggest all students wear washable "play" clothing. *It is best that students wear gym shoes so they can participate in gross motor time each day, indoors or outside, weather permitting*.

As the weather changes and children are wearing more clothing, we encourage them to dress and undress themselves. Parents can help by teaching them to put on and remove outer clothing such as coats, hats, mittens, etc. The more practice they have, the better they can accomplish these tasks independently.

A student's clothing and hygiene must not disrupt the educational process or compromise standards of health and safety. Parents will be contacted in situations where student dress or hygiene presents a problem.

Party Invitations and Birthday Acknowledgements

Invitations to private parties (birthdays, holidays, etc.) should be distributed outside of school. These types of invitations will only be distributed at school if the entire class is invited to the private party. Birthday acknowledgements (balloons, flowers, etc.) will not be sent to classrooms and cannot be sent home on the bus.

Respect for Property

Students are to respect the property of others including that of students, staff and school. School issued materials such as textbooks, tablets, lab materials, etc., are on loan to students. Any damage or replacement costs are the parent's responsibility. Student storage areas are school property and are to be used only for the purpose of storing books, coats, boots, etc. These areas are subject to search by school authorities.

Snacks and Foods from Home

Snacks are provided for all ECC students through the Preschool For All Children grant. All snacks from home should be nutritious.

Treats for Classroom Celebrations

Healthy food and beverage options should be made available for classroom celebrations. Candy and pop are discouraged, and gum is not allowed. When bringing treats for classroom celebrations, please remember that District 158 requires all treats be commercially prepared and packaged. The distribution of edible birthday treats is not permitted in schools.

A list of healthy food and beverage options for school functions along with ideas for classroom rewards can be found in the District's School Wellness Plan.

ATTENDANCE, ABSENCES, AND TARDIES

School attendance is one of the most important tasks of a student. Accordingly, all students are expected to be present in all scheduled classes every school day unless absent for a valid reason. Students who stay home for trivial illnesses or

because they do not feel like attending school are, in effect, only hurting themselves. They are missing vital information in their education and placing their future in jeopardy. We will closely monitor all absences and hope for the cooperation of parents in improving school attendance.

Absences

For students who are required to attend school there are two types of absences: excused and unexcused. The school may require documentation explaining the reason for the student's absence. The school administrator is the final decision maker as to whether an absence is Excused or Unexcused.

Excused Absences (EA)

1. Illness of the student
2. Mental or Behavioral Health Days – Students may utilize up to five mental or behavioral health days. After use of the second mental or behavioral health day, the student may be referred to the appropriate school support personnel.
3. Death in the immediate family
4. Family emergency
5. Religious holiday observance
6. Attending a military honors funeral to sound TAPS
7. A student will be excused for up to 5 days in cases where the student's parent is an active duty member of the uniformed services and has been called to duty for, is on leave from, or has immediately returned from deployment to a combat zone or combat-support postings.
8. Court appearance
9. Work or school sponsored activity approved by the school
10. Voting in a local, State, or federal election
11. College Visitation Days - Must be taken before May 1. A College Visit Verification form signed by the college or institution must be provided to excuse the absence as a college visit and be coded as College Visit (CV). Failure to follow the correct procedure will result in the absence being coded as an Unexcused Absence (UA). Only the day of the college visit can be excused under the College Visit (CV) attendance code. Days required to travel for a college visit do not count as excused absences and will be coded as an Unexcused Absence (UA).

Unexcused Absences (UA)

The Illinois School Code (Section 26.2A) does NOT grant parents the authority to excuse their child from attending a class or the entire school day. The school is responsible for determining whether or not an absence is excused or unexcused.

- All other absences are Unexcused.
- Tardies (late to school/class), vacations, and cultural trips are Unexcused Absences.

Procedure for Communicating Absences

In the event of any absence, the student's parent is required to call the school before school begins to explain the reason for the absence. If a call has not been made to the school to report the student's absence by the start of the day, a school official will call the home or your place of employment to verify the absence. The purpose of this procedure is to determine if your child has arrived safely. If the parent cannot be contacted, the student will be required to submit a signed note from the parent explaining the reason for the absence. Failure to do so shall result in an unexcused absence. Upon request of the parent, the reason for the absence will be kept confidential.

When your child arrives after the official start time, parents are required to sign their child in at the school office. Students who leave school early for reasons of illness, appointments, or notes from home will be released only to the parent unless prior arrangements have been made through the school office. Parents are required to sign their child out in the office.

Illnesses

If your child will be absent because of illness, you are required to call the school by the beginning of the school day and report the absence *each* day. If your child is absent and we do not receive a call, we will call you at home

or your place of employment to verify the absence. The purpose of this procedure is to determine if your child has arrived safely to school.

During a long-term illness, a parent may call on the first day and notify the office of the anticipated length of the absence. After three consecutive days of illness, a written excuse from a doctor is required for an absence to be considered excused. A doctor's note and/or school health office verification will change the absence code to "Medical Verification" for attendance purposes. If a pattern of non-attendance has been established by the building administrator, a written excuse from a doctor and/or school health office verification of illness may be required as part of a student's individualized attendance plan.

Family Emergencies

A student may be excused for extenuating circumstances such as a family emergency. The following examples do not constitute a family emergency and would therefore be recognized as an Unexcused Absence:

- Errands, which could be scheduled when a student is not required to be in school
- Oversleeping
- Car trouble
- Leaving school without receiving proper authorization
- Missing the bus
- Being tardy to school without a valid excuse (as defined by the State of Illinois)

Release Time for Religious Instruction & Observation

A student will be released from school, as an excused absence, to observe a religious holiday or for religious instruction. The student's parent must give written notice to the Building Principal at least five (5) calendar days before the student's anticipated absence(s).

Students excused for religious reasons will be given an opportunity to make up any missed work, including homework and tests, for equivalent academic credit.

After School Activities Attendance Requirements

A student must be present at school a minimum of one and one half hours (1.5) to be eligible to participate in after school activities such as concerts, presentations, trips, Parent-Tot events, etc. If a student goes home ill during the day, that student becomes ineligible for participation in any after school activities that day.

Diagnostic Procedures for Identifying Student Absences and Support Services to Truant or Chronically Truant Students

State law requires every school district to collect and review its chronic absence data and determine what systems of support and resources are needed to engage chronically absent students and their families to encourage the habit of daily attendance and promote success. This review must include an analysis of chronic absence data from each attendance center. Any student who has 10% or more absences of the school days each month will receive a letter or phone call home to discuss attendance and determine if there is a need to develop a plan of support. A meeting may be set with the family and school to determine if further absences would be marked unexcused without documentation for the remainder of that trimester.

Furthermore, State law provides that school districts are encouraged to provide a system of support strategies to students who are at risk of reaching or exceeding chronic absence levels. School districts are also encouraged to make resources available to families such as those available through the State Board of Education's Family Engagement Framework to support and engage students and their families to encourage heightened school engagement and improved daily school attendance.

"Chronic absence" means absences that total 10% or more of school days of the most recent academic school year, including absences with and without valid cause, and out-of-school suspensions.

The school and District use the following diagnostic procedures for identifying the causes of unexcused student absences: Interviews with the student, the student's parent(s) and any school officials who may have information about the reasons for the student's attendance problems.

Supportive services to truant or chronically truant students include: parent conferences, student counseling, family counseling, and information about existing community services.

Extended Absences

For planned absences, parents should notify the academic team and office in writing in advance. This can be done through the Extended Student Absence Form.

While such absences are discouraged, alternative assignments may be provided, when possible, as long as teachers have sufficient notice. Please review the District calendar to view days of non-attendance and if possible, schedule appointments and vacations on these dates.

BEHAVIOR AND DISCIPLINE

Aggressive Behavior

Illinois law requires school districts to notify the parent of a child who demonstrates behaviors that put the student at risk for aggressive behavior. Board Policy 7:190, *Student Behavior*, prohibits a student while at school or a school-related activity from: (1) engaging in any kind of behavior that causes physical or psychological harm to someone else, and/or (2) urging other students to engage in such conduct.

Discipline of Special Education Students

The District will comply with the Individuals With Disabilities Education Improvement Act of 2004 and the Illinois State Board of Education's Special Education rules when disciplining special education students. No special education student shall be expelled if the student's particular act of gross disobedience or misconduct is a manifestation of the student's disability.

EDUCATIONAL PROGRAMS

Assessments

ECC has adopted the Teaching Strategies Gold Assessment system. All children are monitored for progress in social/emotional, physical, language, cognitive, literacy, and mathematical skills. Progress is reported to parents at least two times per year. Additional assessments may be used to monitor progress.

Curriculum

The Creative Curriculum model is implemented and aligns with the Illinois Early Learning and Development Standards. Four developmental areas are addressed: social/emotional, physical, cognitive, and language. These areas of development are most effectively taught when students are engaged in activities with their peers, adults, and in natural environments.

Daily Schedule

A daily schedule and routine provide a basic consistent structure for each day to meet children's individual needs and enhance the development of each child. A good schedule for children of preschool age offers balance between active and quiet times; large group, small group and individual activities, indoor and outdoor play times; and times for children to choose their own activities as well as times for teacher-directed tasks.

A daily schedule works best when it is also developmentally appropriate, flexible and, at times, spontaneous to meet individual and group interests. The ECC schedule includes the following components, not necessarily in this sequence, in every classroom.

Typical Daily Schedule

- Arrival routine
- Whole group or circle time
- Snack as a whole group or during choice time
- Choice time includes free play in interest areas, small groups and/or individual assessments, and snacks may be included

- Gross motor activities outside on the playground or inside in the multipurpose room, classroom, or Motor Room
- Story time, music, finger plays
- Arts and crafts activities
- Bathroom times are included as needed for toileting and hand washing
- Departure routine

Multi-Tiered Systems of Support Framework

Huntley 158 utilizes a Multi-Tiered System of Support (MTSS) framework to foster a positive learning environment and focuses on supporting the whole child.

MTSS is a term used to describe an evidence-based model of schooling that uses data-based problem-solving to integrate academic and behavioral instruction and intervention. All students are part of MTSS, including students with disabilities, as part of their education. In MTSS, integrated instruction and intervention is delivered in varying intensities (multiple tiers) based on student need. “Need-driven” decision-making seeks to ensure that district resources reach the appropriate levels to accelerate the performance of ALL students to achieve and/or exceed proficiency levels.

Tier 1 - Universal Interventions are what all students receive. This Tier focuses on the implementation of the district’s core curriculum and is aligned with the Illinois Social Emotional Learning Standards.

Tier 2 - Secondary Interventions are what some students receive in addition to Tier 1 instruction. These services are more concentrated and are targeted interventions for small groups.

Tier 3 - Tertiary Interventions are what a few students receive. This is the most intense level of intervention a school can provide a student through the MTSS model. These services are typically provided to a very small group and/or one on one.

Section 504

Students with disabilities who do not qualify for an Individualized Education Plan (IEP) under the Individuals with Disabilities Education Act and Illinois School Code may qualify for services under Section 504 of the Rehabilitation Act of 1973 if the child: (1) has a physical or mental impairment that substantially limits one or more major life activities, (2) has a record of a physical or mental impairment, or (3) is regarded as having a physical or mental impairment. Any parent who is deaf or does not typically communicate using spoken English and who participates in a Section 504 meeting with a District representative shall be entitled to the services of an interpreter. Parents seeking information about Section 504 rights and services should contact the Principal.

Social/Emotional Development

Socialization is an essential part in learning. All young children need to develop a sense of security and safety in the classroom environment as well as respect for themselves and others.

The Early Childhood Center uses the Pyramid Model. The Pyramid Model is a social and emotional learning framework that–when implemented with fidelity–promotes young children’s healthy development, and prevents challenging behaviors. The Model focuses on building adults’ skills so that they can support children’s social and emotional health, through strengthening relationships and directly teaching emotional literacy, self-regulation, listening, friendship skills, and basic problem solving.

Through positive interactions in a caring atmosphere, the following strategies will be utilized:

- Demonstrate and model positive interactions
- State classroom rules frequently, often using pictures to illustrate
- Set limits and consequences
- Give choices whenever possible
- Redirect children to appropriate and positive activities
- Use consistent strategies

If a situation arises in which interaction by an adult is necessary to maintain an ongoing safe and secure environment, some examples of consequences that may occur include but are not limited to:

- Reminder of appropriate behavior
- Use consistent strategies
- Redirection to another activity
- Time away from an activity and/or peers within the classroom
- Removal of a child or children from the classroom for safety reasons (with adult supervision and support)

All strategies are based on individual needs of the child and the learning situation. For students with a Behavioral Intervention Plan, behaviors will be addressed as outlined in their plan.

While the District has suspension and expulsion procedures as outlined in Board Policy 7:190, *Student Behavior*, Board Policy 7:200, *Suspension Procedure*, and Board Policy 7:210, *Expulsion Procedure* per Public Act 100-105, the Early Childhood Center does not utilize suspension or expulsion measures as behavioral consequences.

HEALTH SERVICES

Health Office Staff

The health program is designed to maintain health and prevent serious injury or illness. A Registered Nurse is employed by the District in each school to be on duty when children are present during school hours.

Accident, Illness, or Injury Procedure

When a student becomes ill at school, the student will be taken to the Health Office. The nurse will assess the seriousness of the illness or injury and administer first aid. If warranted, parents will be notified. Possible outcomes after being assessed by the nurse, the student: (1) may return to class, (2) may be picked up by the parent, or (3) may be sent to the hospital via EMS.

If the student has a fever of 100.4° F or greater, the student MUST be picked up from school. Other situations where a student must be picked up from school include, but are not limited to: vomiting, diarrhea, open lesions that cannot be covered, lethargy, serious head injuries, undiagnosed persistent or disruptive cough, eye drainage or redness, undiagnosed or new rashes, and serious limb injuries. These situations will be given a "nurse home" attendance code. Parents are required to sign their child out in the office before leaving the building.

If an accident or illness merits being excused from school and/or physical activity/gross motor time, a doctor's note is required that specifies when the student may return to normal activity. The nurse will not be able to write a note to excuse the student from gross motor time. A physician's release to return to gross motor time is required whenever a doctor's note has been issued for a concussion or other reason.

Administering Medication to Students

Every attempt should be made to schedule medication administration outside of school hours. However, if under exceptional circumstances a child is required to take prescribed medication during school hours, all medication shall be transported to and from school by a parent. Students are not to transport or have medications in their possession except for the self-administration of diabetes medication, asthma medication, pancreatic enzymes, or epinephrine auto-injectors, as outlined below.

The School Nurse, principal, or designee will administer the medication in compliance with the following regulations:

Prescription Medication

- A Request for Administration of Medication Form signed by the parent AND *signed by the medical doctor*, renewed annually at the beginning of the school year.
- The original prescription bottle must be brought to school by the parent (children may NOT carry the medication to school).

- The prescription bottle label must contain the student's name, name of medication, time to be administered, dosage, possible side effects and termination date of administering the medication.
- All student prescription medication must be stored in an appropriate locked cabinet in the Health Office, accessible to authorized personnel only.

Non-Prescription Medication

- A Request for Administration of Medication Form signed by the parent AND *signed by the medical doctor*, renewed annually at the beginning of the school year. Some non-prescription medications may be supplied by the school – please check your school for specifics.
- The medication needs to be labeled with the student's name and brought to school by a parent.
- All student non-prescription medication must be stored in an appropriate locked cabinet in the Health Office, accessible to authorized personnel only.

Undesignated Asthma Medication

Public Act 100-0726 (the Act) amends the school code 105 ILCS 5/22-30 and 27A-5, to include undesignated asthma medication to the other undesignated emergency medications in Illinois schools. The Act permits schools to stock a supply of asthma medication and spacers; authorizes physicians to provide school districts and non-public schools with a standing order; and gives nurses or other trained personnel the authority to provide/administer Albuterol to any person (including parents, visitors and guests) that the nurse believes in good faith is experiencing respiratory distress. Undesignated Albuterol multi-dose inhalers and spacers are available in all school health offices during school hours.

Undesignated Epinephrine Auto Injectors (Epi-Pens)

The Emergency Epinephrine Act, P.A. 97-0361 (the Act) became law in Illinois in 2011. The Act permits schools to stock a supply of Epinephrine Auto-Injectors, authorizes physicians to provide school districts and non-public schools with a prescription to obtain the emergency auto-injectors from local pharmacists, and gives nurses or other trained personnel the authority to provide/administer the epinephrine to any person (including parents, visitors, and guests) the nurse believes in good faith is having an anaphylactic reaction. Undesignated Epi-Pens are available in all schools during school hours. The standing order and emergency auto-injectors are kept in the Health Office.

Undesignated Opioid Antagonists

Illinois School Code (105 ILCS 5/23-30(f)) and District Policy 7:270, *Administering Medicines to Students*, permits schools to maintain a supply of undesignated opioid antagonists in the name of the District and provide or administer them as necessary according to State law. Opioid antagonist means a drug that binds to opioid receptors, including, but not limited to, naloxone hydrochloride (Narcan) or any other similarly acting drug approved by the U.S. Food and Drug Administration. A nurse or trained personnel, as defined in State law, may administer an undesignated opioid antagonist to a person when they, in good faith, believe that person is having an opioid overdose.

A copy of Policy 7:270, *Administering Medicines to Students*, is available on the District's website.

Huntley District 158 and its employees and agents, including the physician, physician assistant, or advance practice nurse providing the standing protocol or prescription for School District Supply of Undesignated Medications, shall incur no liability or professional discipline, except for willful and wanton conduct, as a result of any injury arising from the administration of undesignated medication, including, but not limited to, asthma medication (inhaler), epinephrine auto injectors (Epi-Pen), diabetes medication (glucagon), or opioid antagonists, regardless of whether authorization was given by a student's parent/guardian, the student's physician, physician assistant, or advance practice nurse.

Anaphylaxis Prevention

While it is not possible for the school or District to completely eliminate the risks of an anaphylactic emergency, the District maintains a comprehensive policy on anaphylaxis prevention, response, and management in order to

reduce these risks and provide accommodations and proper treatment for anaphylactic reactions. Parents and students who desire more information may contact the nurse.

Board Policy 7:285, *Anaphylaxis Prevention, Response, and Management Program,* is available on the District's website or a copy can be obtained by calling the District 158 Administrative Office at (847) 659-6158.

Communicable Diseases

Please notify the Health Office as soon as possible if your child contracts any contagious disease. If such a disease is contracted, the child must be excluded from school. Communicable diseases such as chicken pox, German measles, impetigo, influenza, measles, mumps, scarlet fever, infectious mononucleosis, norovirus, coronavirus, and strep throat are contagious before they reach a stage where they can be recognized and diagnosed. Certain communicable diseases will require a doctor's release for the student to re-enter school or may require documentation from the County Department of Health to re-enter school or school related activities. Please check with the school Health Office for specifics.

Concussions

If a student sustains a concussion, please notify the Health Office. The school will support a student with a concussion working with the student's physician and by providing a Return-to-Learn protocol. The student will check in with the nurse daily to evaluate symptom severity.

The Illinois Department of Public Health (IDPH) has adopted the U.S. Centers for Disease Control and Prevention's (CDC) *Heads Up* campaign brochures which include concussion fact sheets for parents available on the IDPH website.

A physician's release to return to gross motor time is required whenever a doctor's note has been issued for a concussion or other reason.

Emergency Contact Information

There are times when a student's illness or injury may require transportation to the hospital. The local rescue squad will transport the student to the appropriate medical facility. Every attempt will be made to notify the parent before transport. In order to contact parents quickly, it is required that we have complete and current information in PowerSchool on the following items:

- Your home address and telephone number
- Working status of parent(s), including the name of the company, the address and phone number where you can be reached
- The name and phone number of a neighbor, friend, or relative who is willing to attend to your child in an emergency.

It is the responsibility of the parent to notify the Registration Department at studentupdate@district158.org of any changes in the aforementioned items.

Epilepsy or Seizure Disorder

Parents of students who are diagnosed with epilepsy or a seizure disorder must submit a Seizure Action Plan at the beginning of each school year.

Life-Threatening Food Allergies or Life-Threatening Chronic Illnesses

State law requires District 158 to annually inform parents of students with life-threatening allergies or life-threatening chronic illnesses of the applicable provisions of Section 504 of the Rehabilitation Act of 1973 and other applicable federal statutes, state statutes, federal regulations and State rules.

Parents of students with food allergies should provide a Food Allergy Emergency Action Plan and Treatment Authorization form completed by the student's physician and submitted every year at the beginning of the school year.

Federal law protects students from discrimination due to a disability that substantially limits a major life activity. If your child has a qualifying disability, an individualized Section 504 Plan will be developed and implemented to provide the support needed for your child to access their education effectively. While not all students with life-threatening allergies and life-threatening chronic illnesses may be eligible under Section 504, we may be able to appropriately meet a student's needs through other means.

Physical Examination and Immunization Requirements

In accordance with the Illinois Department of Public Health (IDPH) and the Illinois School Code, physical examinations are required for all students entering Early Childhood/Preschool, Kindergarten, sixth grade and ninth grade, and students transferring from out-of-state. The Illinois Certificate of Child Health Examination form must include a record of all immunizations the child has received**.**

Every child who enters Early Childhood/Preschool, Kindergarten, sixth or ninth grade and every child who enters an Illinois school for the first time, irrespective of grade, must present evidence of immunization as prescribed by the rules and regulations of the Illinois Department of Public Health (IDPH) and the Illinois State Board of Education (ISBE).

Students failing to meet the required immunizations against measles, tetanus, diphtheria, poliomyelitis, varicella, pertussis (whooping cough), meningitis, rubella, mumps, and Hepatitis B, will be excluded from all District schools. There are two exceptions to this State law:

- Children whose parents object to immunizations on religious grounds must present the IDPH's Religious Exemption to Required Immunizations/Examinations form to the Superintendent or designee. Upon receipt of the form, the Superintendent or designee shall immediately inform the parent of exclusion procedures if there is an outbreak of one or more diseases from which the student is not protected.
- Per Illinois School Code, if the physical condition of the child is such that any one or more of the immunization agents should not be administered on medical grounds, the examining physician responsible for the performance of the health examination shall endorse such fact upon the health examination form.

All physical and immunizations must be submitted prior to the first day of school or students will not be allowed to attend.

Vision and Hearing Screenings

Vision and hearing screenings are done as mandated for preschool children. Parents will be notified of the screening days. Children are not required to undergo a vision screening if an optometrist or ophthalmologist has completed and signed a report form indicating an eye exam has been administered within the previous 12 months and that evaluation is on file at the school. A vision screening is not a substitute for a complete eye and vision evaluation by an eye doctor.

Please Note: Vision and hearing screenings are not an option. If a vision and a hearing examination report are not on file at the school for your child, we are required to conduct the screening(s).

When To Keep Your Child at Home

Please keep your child at home during an illness to decrease the number of students who are exposed to the illness. Students who have been running a fever (100.4° F or greater) should be kept home fever-free for 24 hours before they return to school unless guidelines from the CDC or IDPH increase this timeframe. Students should also remain at home for 24 hours after vomiting has stopped and the student can tolerate a solid diet, and/or until diarrhea-free for 24 hours.

RIGHTS AND RESPONSIBILITIES

Uniform Grievance Procedure

Any individual may file a sex equity, sexual harassment, Section 504 disability, or other discrimination complaint by using the procedure described in Board Policy 2:260, *Uniform Grievance Procedure*, a copy is available in the District Administrative Office, on the District website, or by contacting any of the individuals named below.

Concerns or complaints related to potential violations should be directed to:

Nondiscrimination Coordinators/Title IX Coordinators:

Dr. Adam Zehr	Mrs. Karrie Baughman
650 Dr. John Burkey Drive	650 Dr. John Burkey Drive
Algonquin, IL 60102	Algonquin, IL 60102
(847) 659-6158	(847) 659-6158

Complaint Managers:

Dr. Anna Hoyou	Mrs. Karrie Baughman	Dr. Dede Gill	Mr. Mark Altmayer
650 Dr. John Burkey Drive	650 Dr. John Burkey Drive	650 Dr. John Burkey Drive	650 Dr. John Burkey Drive
Algonquin, IL 60102	Algonquin, IL 60102	Algonquin, IL 60102	Algonquin, IL 60102
(847) 659-6158	(847) 659-6158	(847) 659-6158	(847) 659-6158

A student may appeal the Board's resolution of a complaint filed to the Regional Superintendent of Schools, and thereafter, to the State Superintendent of Education.

For concerns or complaints against District 158 or its employees other than a discrimination complaint, the parent is encouraged to first contact the appropriate staff member directly. If the problem is not resolved, the parent should then contact the Building Principal. If the problem remains unresolved, the parent should then contact the District Administrative Office.

SAFETY AND SECURITY

All District operations, including the education program, shall be conducted in a manner that will promote the safety and security of everyone on District property or at a District event. As such, District 158 has developed and maintains a comprehensive safety and security plan that includes, without limitation:

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

Campus Resource Officers

District 158 has established a Campus Resource Officer (CRO) program in partnership with the Algonquin, Huntley, and Lake in the Hills Police Departments. As part of an intergovernmental agreement, this partnership helps create "effective and positive school student discipline that: (1) is part of District 158's larger effort to address school safety and climate, (2) includes proactive and restorative methods rather than only punitive, and (3) is clear, consistent and equitable."

Each CRO is equipped with a body worn camera as provided by law in accordance with Police Department policies. The CRO's body worn camera will not record during the school day unless and until the CRO has reason to believe that a crime has been or is in the process of being committed. Further, in the event a CRO is in a hostile situation or perceives that a complaint will be raised, at the CRO's discretion, the body worn camera can begin recording.

Emergency Procedure Terms

- **Lockdown:** A lockdown is declared when, in the opinion of an administrator, Campus Resource Officer, or staff member, a situation exists that threatens the safety of students and staff and requires them to take appropriate protective action – locking down in a classroom, hiding from the danger or safely getting out of the building.
- **Hold in Place and Teach:** This protocol is enacted when there is a situation *inside the building* that requires immediate action for all persons to remain in place. It is non-life threatening to the general population and to the school.
- **Secure the Building and Teach:** This protocol is enacted when there is a situation *outside the building* that requires all persons to remain inside the school building.
- **Severe Weather/Shelter in Place:** This protocol is enacted when there is a severe weather/tornado warning indicated in the area of the school(s). All staff and students, inside or outside of the school, will be advised to move to their designated safe areas within the school.

  Should a severe weather/tornado warning occur at dismissal time, students will be kept in the building until conditions improve or an all-clear signal is issued.

  In the event buses are in transit and a severe weather/tornado warning is announced, buses will go to the closest school building or predetermined location based on movement of the potential weather.
  - **Tornado Watch:** A tornado watch is used when conditions are favorable for tornadoes to form.
  - **Tornado Warning:** A tornado warning is used when a tornado funnel is signed or indicated by weather radar. Shelter should be taken immediately.

Safety in the Building

Student safety is our top priority and special precautions are taken in the Early Childhood Center to ensure the health and safety of all children.

In the classroom:

- Unsafe objects and supplies are kept in cabinets and out of reach.
- Toys and materials are inspected frequently for broken pieces.
- An adult is always present when children are in the hallway, going to the bathroom, and walking to and from the bus or car rider lines.
- All District 158 staff members are required to wear ID badges. Substitutes are required to display a badge or lanyard identifying them as a substitute.
- ALL visitors are required to sign in and out of the building in the Main Office and are required to wear a visitor's tag.

Gross motor time:

- The ECC playground is fenced in for the safety of students.
- At least one teacher and one assistant will be with the children on the playground or in the Motor Room at all times. Frequently, two classes will use the playground or Motor Room at the same time and additional staff will be supervising the children.
- The staff will review the expectations for the playground and Motor Room with students prior to use and will utilize a variety of strategies to assist the children in remaining safe at all times.

School Safety Drill Plan

In accordance with the School Safety Drill Act (105 ILCS 128/) and Board Policy 4:170, *Safety*, the following drills will be conducted:

1. Three school evacuation drills;
2. Two bus evacuation drills;
3. One severe weather/shelter in place drill;
4. One law enforcement lockdown drill.

Emergency drill procedures will be discussed with all students by their classroom teachers prior to each drill. If a parent would like to opt their child out of participating in the law enforcement lockdown drill, they must request this in writing to the Building Principal each school year.

School Bus Safety

All students shall be provided with instruction in safe bus riding practices at least twice during each school year. The instruction shall include two emergency bus evacuation drills, as well as the operation and use of the emergency door, windows (as a means of escape), and fire extinguisher.

Student Drop-Off and Pick-Up

Parents must have a car rider number tag to use the drop-off and pick-up car rider lane. Number tags are provided for those who will be regular car riders. On the occasion when a student who normally rides the bus needs to be a car rider, parents MUST PARK in the parking lot and sign the child in or out via the Main Office.

Drop-Off and Pick-Up Times

- **Session 1** – Drop-Off: 7:40 am to 7:50 am | Pick-Up: 10:10 am to 10:20 am
- **Session 2** – Drop-Off: 10:55 am to 11:05 am | Pick-Up: 1:25 pm to 1:35 pm

Drop-Off and Pick-Up Procedures

1. Register as a car rider by filling out the Drop-Off/Pick-Up Information form and obtain a family number. You will receive a number tag for your car and the same number will be placed on your child's backpack.
2. When picking up your child, hang the number tag from the rearview mirror so that it can be seen by the supervisors. In most cases, only one number tag per family will be issued. If an authorized person on your list would like to pick up your child curbside, you will need to make sure they have the issued number tag.
3. Students will not be released curbside if a number card/tag is not present in the vehicle. Either, the driver will be asked to verify pick up with an ID or will need to park in the parking lot and come into the building to sign out the student.

Rules for a Safe and Efficient Student Drop-Off and Pick-Up

- Drop-off takes place in front of the entrance to the building. Please watch the supervisors and pull forward until you are motioned to stop.
- All cars should be flowing in a single file line along the curb, no double parking.
- For safety and courtesy to other parents and students, parents cannot stop their car in the drop-off line and let their child out or get out of their vehicle and walk the child to the supervisors.
- Please unbuckle children from their car seat only after your vehicle has come to a complete stop and a supervisor is approaching your vehicle.
- You MUST be in the drop-off area and wait in your car until a supervisor comes to your car to escort your child into the building.

Vehicles MAY NOT be parked or located in the bus lanes or fire lanes at ANY TIME.
Vehicles located in these locations may be ticketed and/or towed by the police.

SPECIAL EDUCATION

Education of Children with Disabilities

The District shall provide a free appropriate public education in the least restrictive environment and any necessary related services to all students with disabilities enrolled in District 158, as required by the Individuals with Disabilities Education Act (IDEA). The term "children with disabilities" means children between ages 3 and the day before their 22nd birthday for whom it is determined that special education services are needed, except those children with disabilities who turn 22 years of age during the school year are eligible for special education services through the end of the school year. It is the intent of the school to ensure that students with disabilities are identified, evaluated and provided with appropriate educational services. Once a student is determined to

have a disability under IDEA, an Individualized Education Program (IEP) will be developed by a team of educators along with parents.

For additional information, please contact the Special Services Department at (847) 659-6158.

Prioritization of Urgency of Need for Services (PUNS)

The Illinois Department of Human Services (IDHS) maintains a statewide database known as the PUNS database (Prioritization of Urgency of Need for Services) that records information about individuals with intellectual disabilities or developmental disabilities who are potentially in need of services.

IDHS uses the data on PUNS to select individuals for services as funding becomes available, to develop proposals and materials for budgeting, and to plan for future needs. The PUNS database is available for children with intellectual disabilities or developmental disabilities with unmet service needs.

Registration to be included on the PUNS database is the first step toward receiving developmental disabilities services in this State. A child who is not on the PUNS database will not be in the queue for State developmental disabilities services.

For more information and to sign up for PUNS, see the Illinois Department of Human Services PUNS information page at https://www.dhs.state.il.us/page.aspx?item=41131. You may also contact the Special Services Coordinator at your child's school.

Services and Programs

District 158 provides a continuum of services to students with IEPs. Every effort is made to educate the student within their home school and classroom environment. The Individualized Education Program team, including the student's parent(s) and educators, meets annually to determine the needs of the student and the least restrictive environment. Students who move into District 158 with an IEP will be provided with the services listed in the Individualized Education Program plan.

Students with IEPs are afforded safeguards and rights described in the parent guide, *Educational Rights and Responsibilities: Understanding Special Education in Illinois*, available on the Illinois State Board of Education (ISBE) website.

Students with disabilities who do not qualify for an Individualized Education Program, as required by the federal Individuals with Disabilities Education Act and implementing provisions of this Illinois law, may qualify for services under Section 504 of the federal Rehabilitation Act of 1973 if the student: (1) has a physical or mental impairment that substantially limits one or more major life activities, (2) has a record of a physical or mental impairment, or (3) is regarded as having a physical or mental impairment.

Discipline of Special Education Students

The District will comply with the Individuals With Disabilities Education Improvement Act of 2004 and the Illinois State Board of Education's Special Education rules when disciplining special education students. However, all students must conform to the Student Behavior policies as outlined in this Handbook.

Additional information, including laws, regulations, and guidance, is available at the Illinois State Board of Education (ISBE) website.

Behavioral Interventions

Behavioral interventions shall be used with students with disabilities to promote and strengthen desirable behaviors and reduce identified inappropriate behaviors. The Board will establish and maintain a committee to develop, implement, and monitor procedures on the use of behavioral interventions for children with disabilities.

Physical Restraint, Time Out, and Isolated Time Out (RTO)

Isolated time out, time out, and physical restraint shall only be used if the student's behavior presents an imminent danger of serious physical harm to the student or others, and other less restrictive and intrusive measures were tried and proven ineffective in stopping it. The school may not use isolated time out, time out, or physical restraint as discipline or punishment, convenience for staff, retaliation, as a substitute for appropriate

educational or behavioral support, a routine safety matter, or to prevent property damage in the absence of imminent danger of serious physical harm to the student or others. The use of prone restraint is prohibited.

Additional information for parents, including *The Physical Restraint, Time Out, and Isolated Time Out Bill of Rights*, is available on the Illinois State Board of Education (ISBE) website.

TRANSPORTATION

School bus transportation is an important part of each student's education experience and the Transportation Department will assist in making this experience as pleasant as possible.

It is the responsibility of the Transportation Department to design and implement routes and stops according to guidelines set forth by the Illinois State Board of Education and Illinois State Law. Decisions regarding special education students will take into account related disabilities and the student's IEP pertaining to transportation.

Transportation Department Staff

The District 158 Transportation Department staff are dedicated to the service, safety and well-being of all students that it transports. Bus drivers are responsible for the students riding their buses just as teachers are responsible for the students in their classrooms. The bus driver is required to report students who violate the bus rules of proper behavior and conduct while riding the bus.

Bus Conduct, Expectations, and Discipline

Every student has a right to a safe and enjoyable ride to and from school free from intimidation, threat or harassment. Bus drivers are responsible for the lives of all students on their bus and will not be required to transport any student who is a disciplinary problem. The school discipline system applies to students at the bus stop, bus loading and unloading locations, on the ride, and throughout the school day. If a student's behavior is not acceptable, the right of riding the bus may be suspended and the student may face further consequences.

Bus Expectations

- Be on time
- Walk to and away from the bus
- Find a seat immediately and remain seated
- Maintain an appropriate noise level and use appropriate language
- Keep your hands, arms, feet, and all objects inside the bus and to yourself
- Follow directions from the bus driver and other adults
- Help keep the bus clean

Bus Discipline

The bus is an extension of the school and classroom in which all school rules, regulations and discipline policies and procedures apply.

- Transportation is a right that can be suspended.
- Each student is responsible for their behavior while on the bus and in the school bus loading and unloading areas.
- Unacceptable conduct on the school bus or at a school stop may result in a warning, detention, suspension or expulsion from school.

Should a student's bus riding privilege be suspended, it then becomes the responsibility of the parent to transport the student. It is the responsibility of the parent to notify the school that the student does not have alternate transportation.

Bus Routes

Students are required to ride their designated routes and get on and off at their designated stops. Students must be picked-up and dropped-off at the same location Monday thru Friday. Transportation needs to keep track of

students riding their designated routes in the event of an emergency (i.e. bus collision, lost or missing students, etc.). Due to the number of students being transported, it is not feasible to let students ride home on routes other than their designated routes.

In the event of an emergency, the parent must call the Transportation Department at (847) 659-3000 to request a change in their child's designated route. Requests for changes will be accepted or denied based on the number of students assigned to a particular bus route. If the request is approved, the Transportation Department will notify the school of the change.

Bus Stops

The Transportation Department requires that students be at the bus stop five (5) minutes before the regular pick-up times. The five minutes compensates for any variance in the bus run and allows the bus to stay on schedule. When the bus comes to a stop, the students can board the bus, and it can be on its way to the remaining stops. It is important for students to be present at their designated bus stop at least five minutes before the scheduled arrival time to ensure timely pick-ups. Due to multiple circumstances, the bus may arrive three to five minutes earlier or later than the posted time.

In areas where sidewalks are provided, students need to stand a safe distance on the sidewalk away from the curb and street. In areas where sidewalks are not provided, students need to stay off the road and out of harm's way of motorists using the roadway. The private property of those living near the bus stop is to be respected.

Students waiting for the bus are not to approach the bus until the bus has come to a complete stop and the driver has opened the door. Students are to get on the bus in single file in an orderly fashion without pushing and shoving, and find a seat immediately.

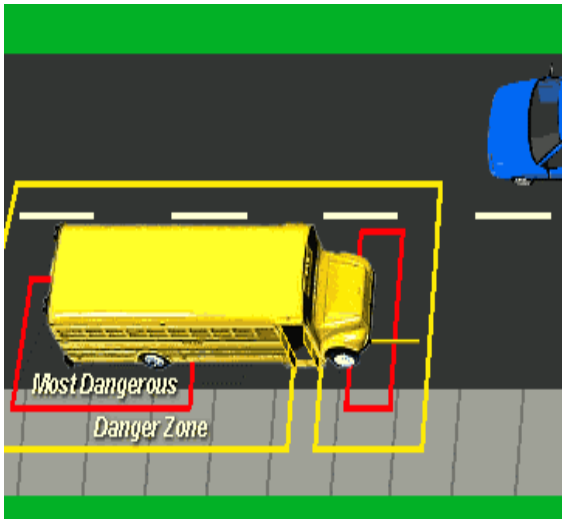
When students need to cross a road before boarding or after exiting the bus, they must wait on the curb or edge of the roadway until the driver signals the student giving them permission to cross the road. Students should cross the road far enough in front of the bus (approximately 10 feet) so the driver can see the student and the student can see the driver.

Not following these guidelines is a serious safety offense and drivers have been directed to submit bus conduct reports of students who do not follow these guidelines.

Parent or Guardian at Bus Stop

ECC students must be accompanied by a parent or guardian at the bus stop both before and after school. A parent/guardian must be present with the student while waiting for pickup and must also be present at drop-off in order for the driver to release the student.

If a parent or guardian is not at the stop during drop-off, every effort will be made to contact them. If contact cannot be made, the student will be returned to ECC, and the parent/guardian will be required to pick them up from the school.



Danger Zones Surrounding School Buses

Statistically school bus transportation is the safest means of transportation that a student can take to and from school. A student has a 150 times greater risk of being in an accident to and from school via another vehicle other than a school bus.

The area within 10 feet in the front, sides, and rear of the bus are known as the DANGER ZONE. As such, precautionary guidelines must be adhered to when students are loading and unloading.

At no time should a student walk directly alongside the bus nor should a student cross the road behind the bus. Students need to remain at least 10 feet away from the bus before loading. When unloading, students must exit and immediately step at

least 10 feet away from the bus and proceed immediately to their destination.

If a student drops an item in front of, alongside of, or at the rear of the bus, the student should not retrieve the item until notifying the driver. The driver will then decide if it is safe for the student to retrieve the dropped item.

Not following these guidelines is a serious safety offense and drivers have been directed to submit bus conduct reports for students not following these guidelines.

Electronic Recordings on School Buses

The Board of Education has adopted a policy authorizing the use of electronic recordings on school buses when transportation is provided for a school activity.

Electronic video and audio recordings are viewed to investigate incidents reported by a bus driver, administrator, CRO, supervisor, student, or other person. They are also viewed at random.

Viewing and/or listening to electronic video and/or audio recordings is limited to CROs and District personnel. These individuals must have (1) a law enforcement, security, or safety reason, or (2) a need to investigate and/or monitor student or driver conduct. A written log will be kept of those individuals viewing the recording stating the time, name of individual viewing, and date the recording was viewed.

The content of the recordings are student records and are subject to District policies and procedures concerning school student records. If the content of a recording becomes the subject of a student disciplinary hearing, it will be treated like other evidence in the proceeding.

Transportation of Students with Disabilities

All students with an IEP are provided transportation entirely at District expense. The mode of transportation will be determined via the IEP conference. A parent wishing to waive the right to District approved transportation and desiring reimbursement for such services must seek reimbursement through the State of Illinois. District 158 will not provide reimbursement for expenses incurred by the parent.

HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

2026-2027
Elementary School
Student Handbook

Harmony Road Campus
Leggee Elementary School

Square Barn Road Campus
Conley Elementary School
Mackeben Elementary School

Reed Road Campus
Chesak Elementary School
Martin Elementary School

Our learning community will educate and empower all students always

Approved: 07.17.25

Elementary Schools

Chesak Elementary School

10910 Reed Road
Lake in the Hills, IL 60156
(847) 659-5700 - Office
(847) 659-5711 - Attendance Line

Office Hours: 7:30 am to 4:00 pm
School Day: 8:30 am to 3:25 pm

Ms. Roshaunda Henson, Principal
_____, Assistant Principal

Conley Elementary School

750 Dr. John Burkey Drive
Algonquin, IL 60102
(847) 659-3700 - Office
(847) 659-3711 - Attendance Line

Office Hours: 7:30 am to 4:00 pm
School Day: 8:30 am to 3:25 pm

Mrs. Katherine Surjan, Principal
Ms. Casey Veitch, Assistant Principal

Leggee Elementary School

13723 Harmony Road
Huntley, IL 60142
(847) 659-6200 - Office
(847) 659-6211 - Attendance Line

Office Hours: 7:30 am to 4:00 pm
School Day: 8:30 am to 3:25 pm

Mrs. Michelle Weirich, Principal
Mrs. Stephanie Mitchell, Assistant Principal

Mackeben Elementary School

800 Dr. John Burkey Drive
Algonquin, IL 60102
(847) 659-3400 - Office
(847) 659-3411 - Attendance Line

Office Hours: 7:30 am to 4:00 pm
School Day: 8:30 am to 3:25 pm

Mrs. Marcie Marzullo, Principal
Ms. Katherine Harris, Assistant Principal

Martin Elementary School

10920 Reed Road
Lake in the Hills, IL 60156
(847) 659-5300 - Office
(847) 659-5311 - Attendance Line

Office Hours: 7:10 am to 3:40 pm
School Day: 8:00 am to 2:55 pm

Mrs. Michele Happold, Principal
Ms. Jordan Dahlke, , Assistant Principal

Schedule of Events 2026-2027

Institute Days - No School for Students
August 17, 2026
August 18, 2026
January 4, 2027
April 23, 2027

Non-Attendance Days - No School
November 25, 2026 (Offices Closed)
February 12, 2027 (Offices Closed)
March 26, 2027 (Offices Closed)

Waived Holidays - School in Session
Veterans Day - November 11, 2026
Casimir Pulaski Day - March 1, 2027

Holidays - No School/Offices Closed
Independence Day - July 3, 2026
Labor Day - September 7, 2026
Columbus Day - October 12, 2026
Thanksgiving Holiday - November 26-27, 2026
Christmas Holiday - December 24-25, 2026
New Year Holiday - December 31, 2026 and January 1, 2027
Dr. Martin Luther King's Birthday - January 18, 2027
Presidents Day - February 15, 2027
Memorial Day - May 31, 2027

SIP Early Release Days
September 22, 2026
October 23, 2026
December 18, 2026
February 11, 2027
March 2, 2027
May 27, 2027

Martin Elementary Dismissal at 12:55 pm on SIP Early Release Days
Elementary Dismissal at 1:30 pm on SIP Early Release Days

School Begins
August 19, 2026 (Grades 1-12)
August 20, 2026 (Kindergarten)

Open House
August 17, 2026

K-5 Grading Periods
November 13, 2026 - End of 1st Trimester (61 days)
February 26, 2027 - End of 2nd Trimester (56 days)
May 28, 2027 - End of 3rd Trimester (57 days)

Parent Teacher Conferences - No School
November 23, 2026 – 9:00 am to 8:00 pm
November 24, 2026 – 7:00 am to 12:00 pm

Winter Break - No School
December 21, 2026 – January 4, 2027

Spring Break - No School
March 29, 2027 – April 5, 2027

Miscellaneous
December 18, 2026 – Last day before Winter Break
January 5, 2027 – First day after Winter Break
March 25, 2027 – Last day before Spring Break
April 5, 2027 – First day after Spring Break

Last Day of School
May 27, 2027

* Thursday, May 27, 2027 will be the earliest last day of school if NO emergency days are used.

* Friday, June 4, 2027 will be the last day of school if ALL 5 emergency days are used.

★ 2026-2027 Yearly Calendar

★ District 158 Interactive Calendar

Table of Contents

General Information

- Accommodating Individuals with Disabilities
- Animals on School Property
- Awareness and Prevention of Child Sexual Abuse, Grooming Behaviors, and Boundary Violations
- Video and Audio Monitoring System
- Weapons Policy

Notification of Nondiscrimination

- Education of Homeless Children
- Equal Educational Opportunities
- Sex Discrimination Policy
- Sex Equity Policy
- Uniform Grievance Procedure

Emergency Communications

- Emergency Notifications
- School Day Cancellations

Enrollment Information

- Age Requirement
- Birth Certificate Requirement
- Custody Arrangements
- Fees and Waivers
- Homeless Child's Rights
- Student Placement
- Student Transfers to and from Non-District Schools

School and Community Relations

- Care Solace
- Faith's Law Notifications - Employee Conduct Standards
- Gun-Free, Tobacco, Alcohol, and Drug-Free Zones
- Mandated Reporter
- Parent-Teacher Association
- Pesticide Application Notice
- PowerSchool
- Sex Offender Notification Law
- Student Voice
- Suicide and Depression Awareness and Prevention
- Visitor Guidelines
- Visits to Classrooms and Conferences
- Volunteers

Parents' Rights Notifications

- Annual Report Card
- Assessments/Standardized Testing
- School Visitation Rights for Parents
- Student Data Privacy; Notice to Parents About Educational Technology Vendors
- Teacher Qualifications

School Guidelines

- Access to Student Social Networking Passwords and Websites
- Appearance, Clothing, and Hygiene
- Homework
- Lost and Found Area
- Party Invitations and Birthday Acknowledgements
- Personal Electronic Items - Toys, Games, Cell Phones
- Report Cards, Grading and Promotion
- Respect for Property
- Telecommunication Device Possession and Use
- Treats for Classroom Celebrations

Attendance, Absences, and Tardies

- Absences
  - Excused Absences (EA)
  - Unexcused Absences (UA)
- Procedure for Communicating Absences
- Make-Up Work
- Illnesses
- Family Emergencies
- Release Time for Religious Instruction & Observance
- After School, Co-Curricular, or Extra-Curricular Activities Attendance Requirements
- Truancy
  - Diagnostic Procedures for Identifying Student Absences and Support Services to Truant or Chronically Truant Students
- Extended Absences

Behavior and Discipline

- School Code of Conduct
- Parent-Teacher Advisory Committee (PTAC)
- Problem-Solving Suggestions for Students
- Problem-Solving Suggestions for Parents
- Multi-Tiered Systems of Support Framework
- Restorative Practices
- Discipline of Special Education Students
- Aggressive Behavior
- Bullying, Harassment, and Hazing
- Conduct Motivated by Prohibited Discrimination
- Dangerous Weapons
- Gang and Gang-Related Activity
- Student Code of Conduct Matrices
- Explanation of Disciplinary Consequences
  - Warning
  - Lunch Restrictions/Isolated Lunch Detentions
  - Before or After School Detentions
  - Behavior Contracts
  - Restorative Practices and Interventions

In-School Suspension
Out-of-School Suspension
Right to Review Suspension
Expulsion

Educational Programs

English Learners
Transitional Bilingual Education (TBE)
Transitional Program of Instruction (TPI)
Two-Way Dual Language
Parent Advisory Committee for English Learners
Field Trips
Gifted and Talented Program
Home and Hospital Instruction
Library Resource Center
Multi-Tiered Systems of Support
Physical Education
School Wellness
Section 504

Food Services, Lunch and Recess

Free and Reduced-Price Food Services Eligibility Criteria and Selection
Breakfast and Lunch Menus
MySchoolbucks
Purchasing Food
Snacks and Lunches from Home
Cafeteria Expectations
Outdoor Recess
Peaceful Playground
Recess Behavior Expectations

Health Services

Accident, Illness or Injury Procedure
Administering Medication to Students
Prescription Medication
Non-Prescription Medication
Administration of Medical Cannabis by Parent
Undesignated Asthma Medication
Undesignated Epinephrine Auto Injectors (Epi-Pens)
Undesignated Opioid Antagonists
Self-Administration of Medication
Asthma Medication
Diabetes Medication
Epinephrine Auto Injectors (Epi-Pens)
Anaphylaxis Prevention
Communicable Diseases
Concussions
Emergency Contact Information

Epilepsy or Seizure Disorder
Life-Threatening Food Allergies or Life-Threatening Chronic Illnesses
Physical Examination and Immunization Requirements
Dental and Vision Exam Requirements
Restrictions for Activity, Physical Education, or Recess
When to Keep Your Child at Home

Internet

Access and Use
Privileges
Terms and Conditions for Internet Access
Indemnification
Internet Safety
Internet and Network Security
Network Etiquette
No Warranties
Telephone Charges
Use of Email
Vandalism
Web Publishing Copyright Rules

Technology and Artificial Intelligence

Definition
Purpose Statement
Guiding Principles and Values
AI Guidelines for Students

Safety and Security

Campus Resource Officers
Emergency Procedure Terms
School Safety Drill Plan
School Bus Safety
Student Drop-Off and Pick-Up
Walking or Riding Bicycles To and From School

Search and Seizure

School Property and Equipment As Well as Personal Effects Left by Students
Search of Student Accounts or Profiles on Social Networking Websites
Searches of Students and/or Student's Personal Effects
Seizure of Property

Special Education

Education of Children with Disabilities
Services and Programs
Access to Classroom for Special Education Observation or Evaluation
Discipline of Special Education Students
    Behavioral Interventions
    Physical Restraint, Time Out, and Isolated Time Out (RTO)
Exemption From PE Requirement for Special Education Students
Related Service Logs

Student Privacy Protections

- Surveys
- Instructional Material
- Prohibition on Selling or Marketing Students' Personal Information

Student Records

- Permanent Records
- Temporary Records
- Rights and Privacy Regarding Student Records

Transportation

- Bus Conduct, Expectations, and Discipline
- Bus Expectations
- Bus Discipline
- Bus Routes
- Bus Stops
- Bus Drop-Off for Kindergarteners
- Danger Zones Surrounding School Buses
- Electronic Recordings on School Buses
- Transportation of Students with Disabilities

Handbook Disclaimer

To ensure continued compliance with federal, state or local regulations, the rules, guidelines, and Board Policies published in this handbook are subject to review and may be amended during the year without notice as necessary for the routine operation of the school or District. Any amendment(s) made during the year will be posted at Student Handbooks.

Nothing in this handbook shall be construed in a manner contrary to Board of Education Policies, State, or federal law.

GENERAL INFORMATION

Huntley 158 is committed to fostering a safe, welcoming, and conducive environment for all. We strive to create a space where every student is provided with an optimal learning experience and every staff member is empowered to perform at their very best.

We believe that a spirit of cooperation among students, teachers, staff, parents, and administrators is essential to cultivating a positive school climate. Through mutual respect, shared responsibility, and open communication, we create an environment that both enables and encourages excellence in education.

Within this learning community, all individuals have important rights and responsibilities that support our collective success.

Student and Staff Rights

- To learn and work in an atmosphere that promotes the educational process
- To experience meaningful and engaging learning opportunities
- To be part of a school climate that is safe and free from violence and disruption

Accommodating Individuals with Disabilities

Individuals with disabilities will be provided an opportunity to participate in all school-sponsored services, programs, or activities. Individuals with disabilities should notify the Superintendent or Building Principal if they have a disability that will require special assistance or services and, if so, what services are required. This notification should occur as far in advance as possible of the school-sponsored function, program, or meeting.

Animals on School Property

In order to ensure student health and safety, animals are not allowed on school property except in the case of a service animal accompanying a student or other individual with a documented disability. This rule may be temporarily waived by the Building Principal in the case of an educational opportunity for students, provided that: (a) the animal is appropriately housed, humanely cared for, and properly handled, and (b) students will not be exposed to a dangerous animal or an unhealthy environment.

Awareness and Prevention of Child Sexual Abuse, Grooming Behaviors, and Boundary Violations

Child sexual abuse, grooming behaviors, and boundary violations harm students, their parent, the District's environment, its school communities, and the community at large, while diminishing a student's ability to learn.

<u>Warning Signs of Child Sexual Abuse</u>

Physical signs:

- Sexually transmitted infections (STIs) or other genital infections
- Signs of trauma to the genital area, such as unexplained bleeding, bruising, or blood on the sheets, underwear, or other clothing
- Unusual weight gain or loss

Behavioral signs:

- Excessive talk about or knowledge of sexual topics
- Keeping secrets
- Not talking as much as usual
- Not wanting to be left alone with certain people or being afraid to be away from primary caregivers
- Regressive behaviors or resuming behaviors that the child had grown out of, such as thumb sucking or bedwetting
- Overly compliant behavior
- Sexual behavior that is inappropriate for the child's age
- Spending an unusual amount of time alone
- Trying to avoid removing clothing to change or bathe

Emotional signs:

- Change in eating habits or unhealthy eating patterns, like loss of appetite or excessive eating
- Signs of depression, such as persistent sadness, lack of energy, changes in sleep or appetite, withdrawing from normal activities, or feeling "down"
- Change in mood or personality, such as increased aggression
- Decrease in confidence or self-image
- Anxiety, excessive worry, or fearfulness
- Increase in unexplained health problems such as stomach aches and headaches
- Loss or decrease in interest in school, activities, and friends
- Nightmares or fear of being alone at night
- Self-harming behaviors or expressing thoughts of suicide or suicidal behavior
- Failing grades
- Drug or alcohol use

Warning Signs of Grooming Behaviors

School and District employees are expected to maintain professional and appropriate relationships with students based upon students' ages, grade levels, and developmental levels.

Prohibited grooming is defined as (i) any act, including but not limited to, any verbal, nonverbal, written or electronic communication or physical activity, (ii) by an employee with direct contact with a student, (iii) that is directed toward or with a student to establish a romantic or sexual relationship with the student. Examples of grooming behaviors include, but are not limited to, the following:

- Sexual or romantic invitations to a student
- Dating or soliciting a date from a student
- Engaging in sexualized or romantic dialog with a student
- Making sexually suggestive comments that are directed toward or with a student
- Self-disclosure or physical exposure of a sexual, romantic, or erotic nature
- Sexual, indecent, romantic, or erotic contact with a student
- Failing to respect boundaries or listening when a student says "no"
- Engaging in touching that a student or student's parents have indicated as unwanted
- Trying to be a student's friend rather than filling an adult role in the student's life
- Failing to maintain age-appropriate relationships with students
- Talking with students about personal problems or relationships
- Spending time alone with a student outside of their role in the student's life or making up excuses to be alone with a student
- Expressing unusual interest in a student's sexual development, such as commenting on sexual characteristics or sexualizing normal behaviors
- Giving a student gifts without occasion or reason
- Spending a lot of time with a student
- Restricting a student's access to other adults

Warning Signs of Boundary Violations

School and District employees breach employee-student boundaries when they misuse their position of power over a student in a way that compromises the student's health, safety, or general welfare. Examples of boundary violations include:

- Favoring a certain student by inviting the student to "hang out" or by granting special privileges
- Engaging in peer-like behavior with a student
- Discussing personal issues with a student
- Meeting with a student off-campus without parent knowledge and/or permission
- Dating, requesting, or participating in a private meeting with a student (in person or virtually) outside of a professional role
- Transporting a student in a school or private vehicle without administrative authorization
- Giving gifts, money, or treats to an individual student
- Sending a student on personal errands
- Intervening in a serious student problem instead of referring the student to an appropriately trained professional
- Sexual or romantic invitations toward or from a student

- Taking and using photos/videos of students for non-educational purposes
- Initiating or extending contact with a student beyond the school day in a one-on-one or non-group setting
- Inviting a student to an employee's home
- Adding a student on personal social networking sites as contacts when unrelated to a legitimate educational purpose
- Privately messaging a student
- Maintaining intense eye contact with a student
- Making comments about a student's physical attributes, including excessively flattering comments
- Engaging in sexualized or romantic dialog
- Making sexually suggestive comments directed toward or with a student
- Disclosing confidential information
- Self-disclosure of a sexual, romantic, or erotic nature
- Full frontal hugs
- Invading personal space

If you believe your child is a victim of child sexual abuse, grooming behaviors, or boundary violations, you should immediately contact the Building Principal, a school counselor, or another trusted adult employee of the school.

Board Policy 4:165, *Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors*, is available on the District website and a copy may be obtained by calling the District 158 Administrative Office at (847) 659-6158.

Video and Audio Monitoring System

A video and audio monitoring system is in use on school buses and a video monitoring system is in use in public areas of the school building. These systems have been put in place to protect students, staff, visitors and school property. If a discipline problem is captured on audiotape or videotape, these recordings may be used as the basis for imposing student discipline. If criminal actions are recorded, a copy of the tape may be provided to law enforcement personnel.

Weapons Policy

It is the policy of District 158 to prohibit the possession or the assistance of possession of weapons on school grounds, at any school activity, on school transportation vehicles, or in any designated school transportation waiting area.

Notification of Nondiscrimination

Education of Homeless Children

Each child of a homeless individual and each homeless youth has equal access to the same free, appropriate public education as provided to other children and youths, including a public pre-school education. Any homeless child shall be immediately admitted, even if the child or child's parent is unable to produce records normally required for enrollment. Board Policy 6:140, *Education of Homeless Children*, and its implementing administrative procedures govern the enrollment of homeless children.

Equal Educational Opportunities

Equal educational, co-curricular, and extracurricular opportunities shall be available for all students without regard to color, race, national origin, religion, sex, sexual orientation, ancestry, age, physical or mental disability, gender identity, status of being homelessness, immigration status, order of protection status, military status, unfavorable military discharge, reproductive health decisions, or actual or potential marital or parental status, including pregnancy. Any student may file a discrimination grievance by using Board Policy 2:260, *Uniform Grievance Procedure,* or by completing and submitting a Formal Public Complaint form.

Sex Discrimination Policy

District 158 does not discriminate on the basis of sex and prohibits sex discrimination in any education program or activity that it operates, as required by Title IX and its regulations, including in employment. Inquiries about Title IX may be referred to Dr. Adam Zehr, Chief Title IX Coordinator, the U.S. Department of Education's Office for Civil Rights, or both.

Title IX Coordinators:

Dr. Adam Zehr
650 Dr. John Burkey Drive
Algonquin, IL 60102
(847) 659-6158
azehr@district158.org

Mrs. Karrie Baughman
650 Dr. John Burkey Drive
Algonquin, IL 60102
(847) 659-6158
kbaughman@district158.org

Contact information for Office of Civil Rights (OCR) is available here: https://ocrcas.ed.gov/contact-ocr.

District 158's sex nondiscrimination policy and grievance procedures are contained in Board Policy 2:265, *Title IX Grievance Procedure*, a copy of which is available in the District Administrative Office, on the District website, or by contacting one of the individuals listed above. To report information about conduct that may constitute sex discrimination or make a complaint of sex discrimination under Title IX, please contact one of the Title IX Coordinators listed above.

Sex Equity Policy

No student shall, on the basis of sex, sexual orientation, or gender-related identity or expression 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, co-curricular, and extracurricular programs and activities. Any student may file a sex equity complaint by using Board Policy 2:260, *Uniform Grievance Procedure,* or by completing and submitting a Title IX Complaint form. A student may appeal the Board's resolution of the complaint to the Regional Superintendent of Schools (pursuant to 105 ILCS 5/3-10) and, thereafter, to the State Superintendent of Education (pursuant to 105 ILCS 5/2-3.8).

Students Who are Parents, Expectant Parents, or Victims of Domestic or Sexual Violence

Domestic and sexual violence affect a student's ability to learn. Students who are parents or expectant parents have unique needs. Providing support services that enable students who are parents, expectant parents, or victims of domestic or sexual violence (Article 26A Students) to succeed in school are important District goals and required by 105 ILCS 5/26A (Article 26A). Students and/or their parent/guardian may access Board Policy 7:255, *Students Who are Parents, Expectant Parents, or Victims of Domestic or Sexual Violence,* for more information.

Requesting Support Services

An Article 26A Student and/or their parent/guardian may request support services under this policy by contacting the building-level Article 26A Resource Person, whose name and contact information will be annually distributed to employees, students, and parents/guardians by each Building Principal.

Filing a Complaint

An Article 26A Student and/or their parent/guardian may file a complaint under this policy with the Nondiscrimination Coordinator, Title IX Coordinator, Building Principal, Assistant Principal, a Complaint Manager, or any employee with whom the person is comfortable speaking. (See Uniform Grievance Procedure).

Retaliation Prohibited

Retaliation against an Article 26A Student or their parent/guardian for exercising or attempting to exercise their rights under Article 26A is prohibited. Individuals should report allegations of retaliation to the Building Principal, an administrator, the Nondiscrimination Coordinator, and/or a Complaint Manager.

Uniform Grievance Procedure

Any individual may file a sex equity, sexual harassment, Section 504 disability, or other discrimination complaint by using the procedure described in Board Policy 2:260, *Uniform Grievance Procedure*, a copy of which is available in the District Administrative Office, on the District website, or by contacting any of the individuals named below.

Concerns or complaints related to potential violations should be directed to:

Nondiscrimination Coordinators/Title IX Coordinators:

Dr. Adam Zehr
650 Dr. John Burkey Drive
Algonquin, IL 60102
(847) 659-6158

Mrs. Karrie Baughman
650 Dr. John Burkey Drive
Algonquin, IL 60102
(847) 659-6158

Complaint Managers:

Dr. Anna Hoyou
650 Dr. John Burkey Drive
Algonquin, IL 60102
(847) 659-6158

Mrs. Karrie Baughman
650 Dr. John Burkey Drive
Algonquin, IL 60102
(847) 659-6158

Dr. Deanna Gill
650 Dr. John Burkey Drive
Algonquin, IL 60102
(847) 659-6158

Mr. Mark Altmayer
650 Dr. John Burkey Drive
Algonquin, IL 60102
(847) 659-6158

A student may appeal the Board's resolution of a complaint filed to the Regional Superintendent of Schools, and thereafter, to the State Superintendent of Education.

For concerns or complaints against District 158 or its employees other than a discrimination complaint, the parent is encouraged to first contact the appropriate staff member directly. If the problem is not resolved, the parent should then contact the Building Principal. If the problem remains unresolved, the parent should then contact the District Administrative Office.

EMERGENCY COMMUNICATIONS

Emergency Notifications

District 158 will send out notification alerts in critical situations, such as emergency weather closures, crisis incidents, and other incidents affecting school operations through the School Messenger/Communicate program. This system integrates with PowerSchool, and parents can manage their contact information and preferences through the PowerSchool Parent Portal. For more information, visit the Safety and Security webpage and select "Alerts" from the dropdown menu.

School Day Cancellations

The Superintendent is authorized to close school(s) in the event of hazardous weather or other emergency that threatens the safety of students, staff members, or school property. Should the need to close occur, parents will be notified via School Messenger/Communicate, the District's automated messaging system. Information will also be posted to the District 158 website at www.huntley158.org. In the event school is closed, all after-school, co-curricular, and extracurricular activities are also cancelled.

ENROLLMENT INFORMATION

Age Requirement

To be eligible for enrollment to District 158, a child must be five years old on or before September 1 of that school term. A child entering first grade must be six years of age on or before September 1 of that school term. A child with exceptional needs who qualifies for special education services is eligible for admission at three years of age. Early entrance to Kindergarten or first grade may be available through Board Policy 6:135, *Accelerated Placement Program.* The Superintendent or designee shall assess the child's readiness to attend school and make the decision accordingly.

Birth Certificate Requirement

Illinois law requires at registration, or within 30 days of registration, a certified copy of the student's birth certificate to be on file with the District. If a certified copy is not available at the time of registration, the District must be furnished at a minimum: the student's full legal name and date of birth. If a person enrolling a student

fails to provide a certified copy of the student's birth certificate within 30 days of registration, the Superintendent or designee shall immediately notify the local law enforcement agency, and shall also notify the person enrolling the student in writing that, unless the person complies within 10 days, the case will be referred to the local law enforcement authority for investigation. If compliance is not obtained within that 10-day period, the Superintendent or designee shall refer the case.

Custody Arrangements

In order for school personnel to be aware of any custody arrangements, please provide legal custody/divorce settlement documents to the school prior to the beginning of the school year or as situations change.

Fees and Waivers

Waiver of student fees will be granted to those students who qualify. Parents may apply for waiver of school fees by completing and submitting the Application for Fee Waiver form and proof of current income.

> **Please note**: In order to be eligible for a waiver of student registration fees, applications must be received *within thirty (30) days of the date your child enters school for the current school year*. Fees will not be waived until the Application for Fee Waiver form is received, reviewed and approved. If approved, other fees incurred after the date the application is received will be eligible for a fee waiver.

Board Policy 4:140, *Waiver of Student Fees*, is available on the District website and a copy may be obtained by calling the District 158 Administrative Office at (847) 659-6158.

Homeless Child's Rights

When a child loses permanent housing and becomes a homeless person as defined by law, or when a homeless child changes their temporary living arrangements, the parent of the homeless child has the option of either:

1. continuing the child's education in the school of origin for as long as the child remains homeless or, if the child becomes permanently housed, until the end of the academic year during which the housing is acquired; or
2. enrolling the child in any school that non-homeless students who live in the attendance area in which the child or youth is actually living are eligible to attend.

For additional information, please contact:

Karrie Baughman, D158 Homeless Liaison
kbaughman@district158.org or (847) 659-6178

Student Placement

Student placement is a function of building administration. Teachers work together with building administrators to place students in classrooms. Parents may provide written comments or information pertaining to their child's learning needs by May 1.

Student Transfers to and from Non-District Schools

A student may transfer into or out of the District according to State law and procedures developed by the Superintendent. A student seeking to transfer into the District must serve the entire term of any suspension or expulsion, imposed for any reason by any public or private school, in this or any other state, before being admitted into the District.

SCHOOL AND COMMUNITY RELATIONS

Care Solace

We are committed to the well-being of our students, staff and families to create a safe and healthy learning environment. In support of this ongoing commitment, Huntley 158 has partnered with **Care Solace** to provide an additional layer of care for our community.

If students, staff or their family members are looking for help with mental health or substance use, Care Solace can help you quickly find treatment options matched to your needs regardless of the circumstance. Care Solace is

a complimentary and confidential service provided to students, staff, and their families by District 158. Care Solace's team is available 24 hours a day, 7 days per week, 365 days a year, and can support you in any language.

If you would like to use Care Solace to help find a provider:

- Call 888-515-0595
- Visit www.caresolace.com/huntley and either search on your own OR click "Book Appointment" for assistance by video chat, email, or phone.

Care Solace is not an emergency response service or mental health services provider. In the event of a life threatening emergency, please call 911. For awareness, prevention, and/or mental health support, call or text 988.

Faith's Law Notifications - Employee Conduct Standards

School districts are required to include in their student handbook notification of the District's Employee Code of Professional Conduct. These standards, in part, define appropriate conduct between school employees and students.

Board Policy 5:120, *Employee Ethics; Code of Professional Conduct; and Conflict of Interest*, Board Policy 4:165, *Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors*, and a link to the Sexual Abuse Response and Prevention Resource Guide is available on the District website. Copies may be obtained by calling the District 158 Administrative Office at (847) 659-6158.

Gun-Free, Tobacco, Alcohol, and Drug-Free Zones

All District 158 buildings and grounds are gun-free, tobacco, alcohol, and drug-free zones. Cigarettes and alternative nicotine products are not permitted. This includes all after school activities and school- related events.

Mandated Reporter

All school personnel, including teachers, administrators, and support staff members, are required by law to immediately report any and all suspected cases of child abuse or neglect to the Illinois Department of Children and Family Services.

Parent Teacher Association

The Parent Teacher Association (PTA) is a partnership that brings people together to share thoughts and ideas about programs and activities that benefit students and their families. The PTA works with staff to help promote school goals and bring a sense of community to our schools. For further information, please check the school's webpage for the PTA link.

Pesticide Application Notice

District 158 maintains a registry of employees and parents of students who have registered to receive written or telephone notification prior to the application of pesticides to school grounds. To be added to the list, please contact the Director of Communications and Public Engagement at (847) 659-6158.

Notification will be given before application of the pesticide. Prior notice is not required if there is imminent threat to health or property.

PowerSchool

Huntley 158 uses an internet-based student information system called PowerSchool. The PowerSchool parent portal gives parents access to real-time information including their child's schedule, attendance, assignments, and grades. Students also have their own accounts to access school information from home or at school.

Instructions to create a PowerSchool account, to add/link a student, along with information on the PowerSchool app and a login link is available at PowerSchool. Password information for students and parents is available from the District Registration Office at (847) 659-6147.

Sex Offender Notification Law

State law prohibits a convicted child sex offender from being present on school property when children under the age of 18 are present, except in the following circumstances as they relate to the individual's child:

1. To attend a conference at the school with school personnel to discuss the progress of their child.
2. To participate in a conference in which evaluation and placement decisions may be made with respect to their child's special education services.
3. To attend conferences to discuss issues concerning their child, such as retention or promotion.

In all other cases, convicted child sex offenders are prohibited from being present on school property unless they obtain written permission from the Superintendent or Board.

Any time a convicted child sex offender is present on school property for any reason – including the three reasons above – the individual is responsible for notifying the Building Principal upon arrival and upon departure. The convicted child sex offender must remain under the direct supervision of a school official at all times while in the presence or vicinity of children. A violation of this law is a Class 4 felony.

In addition, State law requires schools to notify parents that information about sex offenders and violent offenders against youth is available to the public on the Illinois Department of State Police (ISP) website. The ISP website contains the following:

- Illinois Sex Offender Registry, https://isp.illinois.gov/Sor/Disclaimer
- Illinois Murderer and Violent Offender Against Youth Registry, https://isp.illinois.gov/MVOAY/Disclaimer
- Frequently Asked Questions Concerning Sex Offenders, https://isp.illinois.gov/Sor/FAQs

Student Voice

At Huntley 158, we believe that student voice matters. Students offer valuable insights that help shape the learning environment. Your ideas, experiences, and perspectives will help guide decisions that impact your education.

We are committed to listening and will provide opportunities through surveys, focus groups, the Principal's Student Leadership Council (PSLC), the 5th grade ambassador program, the Student Athlete Leadership Team (SALT), one-on-one conversations with staff, the Superintendent Student Advisory Committee, the 5 Essentials or through other means throughout the year. Your voice can help drive real change, from improving daily experiences to shaping long-term goals. Your voice is not only heard in Huntley 158–it is VALUED!

Suicide and Depression Awareness and Prevention

Youth suicide impacts the safety of the school environment. It also affects the school community, diminishing the ability of surviving students to learn and the school's ability to educate. Suicide and depression awareness and prevention are important goals of the District.

The District maintains resources on suicide and depression awareness and prevention. Much of this information, including a copy of Board Policy 7:290, *Suicide and Depression Awareness and Prevention*, is posted on the District website and can also be obtained from the school office.

In the event of a life threatening emergency, please call **911**.
For awareness, prevention, and/or mental health support, call or text **988**.

Visitor Guidelines

The safety and security of your children is our number one concern. In an effort to maintain a safe, disruption free educational environment for all students, we ask all visitors to use the same procedures when entering the building. The District expects mutual respect, civility, and orderly conduct among all individuals on school property or at a school event.

- All schools are accessible only via the secured main entrance (Door #1).

- All visitors to elementary and middle school buildings must press the call button outside the front door, state their purpose for visiting, and wait to be buzzed into the building.
- All visitors must provide valid ID and be scanned into the Raptor Visitor Management System which will run an instant background check. You will be issued a visitor pass that should be worn visibly. At the conclusion of your visit, you will need to stop in at the office, sign-out and turn in your visitor's pass.
- Visitors with histories that appear on the Raptor check will be either denied access to the building, limited to conducting business in the front office, or will be provided escorted access to other parts of the building as is necessitated by circumstances and/or applicable law.
- Any person who engages in prohibited conduct may be ejected from or denied admission to school property in accordance with State law. The person may also be subject to being denied admission to school athletic or extracurricular events for up to one calendar year.
- Student Visitors - Students are not permitted to bring guests to school during the school day.

Visits to Classrooms and Conferences

- All visits to classrooms must be pre-arranged with the teacher.
- Conferences will be held outside school hours or during the teacher's conference/preparation period.
- All visitors must follow the Visitor Guidelines as outlined above.

Volunteers

District 158 is fortunate to have extensive community and parental involvement. Throughout the school year, there are many opportunities to volunteer in the schools: school picture day, vision and hearing screenings, strengthening reading skills, medical and engineering academies, and much more!

Those interested in volunteering must complete a Volunteer Registration form each school year before volunteering. In keeping with District guidelines, younger siblings are not permitted to accompany volunteers during volunteer activities. We appreciate everyone's understanding.

Additional information is available on the Volunteer webpage. If you are interested in volunteering, please contact the District's Volunteer Coordinator at (847) 659-6152.

PARENTS' RIGHTS NOTIFICATIONS

Annual Report Card

Each year, the District is required to disseminate an annual report card that includes information on the District as a whole and each school served by the District, with aggregate and disaggregated information for each required subgroup of students including: student achievement on academic assessments (designated by category), graduation rates, district performance, teacher qualifications, and other information required by federal law. We encourage you to explore illinoisreportcard.com to view the Illinois School Report Card for District 158 or your child's school.

Assessments/Standardized Testing

Assessments are essential to a student's learning experience as they assist in providing information for determining individual student achievement and instructional needs, curriculum and instruction effectiveness, and school performance measured against District student learning objectives and statewide norms.

Testing includes local assessments and State assessments as required by federal law. Below is a list of local and State assessments administered to students each school year:

Local Assessments

Assessment	Purpose	Dates
AimsWeb Literacy & Math	Administered to all grade K-5 students in order to better identify specific strengths and areas of support for math and literacy skills.	Fall, Winter, Spring
STAR Reading and Math	Administered to all grade K-11 students in order to better identify specific strengths and areas of support in reading and math standards.	Fall, Winter, Spring
Social Emotional Screener	Administered to all grade PreK-12 students to provide insight into social-emotional and behavioral needs and identify those who may be at risk of future difficulty in school.	Fall, Winter, Spring
CogAT	Administered to all grade 2 and select grade 3-5 students in order to measure verbal, quantitative, and nonverbal reasoning and problem-solving skills. This assessment is also utilized to help determine a student's gifted identification.	Winter

State Assessments

Assessment	Purpose	Dates
ACCESS	Administered to grade K-12 English Learners. Scores are used to assess progress and proficiency in English as well as determine placement in the EL program the following school year.	Winter
DLM	Administered to grade 3-12 students eligible for alternative assessment in the areas of reading/language arts, mathematics, and science.	Spring
IAR	Achievement assessment for grade 3-8 students for reading/language arts and mathematics.	Spring
ISA	Achievement assessment for grade 5, 8 students for science.	Spring
KIDS	Administered to all Kindergarten students to better understand students' abilities when they begin their first year of school.	Fall

Additional information regarding student assessments and information regarding interpreting scores is available under Assessments on the Learning & Innovation webpage.

School Visitation Rights for Parents

The School Visitation Rights Act permits employed parents, who are unable to meet with educators because of a work conflict, the right to time off from work under certain conditions to attend necessary school functions such as parent-teacher conferences, academic meetings and behavioral meetings. Letters verifying participation in this program are available from the school office upon request.

Student Data Privacy; Notice to Parents About Educational Technology Vendors

School districts throughout the State of Illinois contract with different educational technology vendors for beneficial K-12 purposes such as providing personalized learning and innovative educational technologies, and increasing efficiency in school operations.

Under Illinois' Student Online Personal Protection Act, or SOPPA (105 ILCS 85/), educational technology vendors and other entities that operate Internet websites, online services, online applications, or mobile applications that are designed, marketed, and primarily used for K-12 school purposes are referred to in SOPPA as operators.

SOPPA is intended to ensure that student data collected by operators is protected, and it requires those vendors, as well as school districts and the Illinois State Board of Education, to take a number of actions to protect online student data.

Depending upon the particular educational technology being used, our District may need to collect different types of student data, which is then shared with educational technology vendors through their online sites, services, and/or applications. Under SOPPA, educational technology vendors are prohibited from selling or renting a student's information or from engaging in targeted advertising using a student's information. Such vendors may only disclose student data for K-12 school purposes and other limited purposes permitted under the law.

In general terms, the types of student data that may be collected and shared include personally identifiable information (PII) about students or information that can be linked to PII about students, such as:

- Basic identifying information, including student or parent name and student or parent contact information, username/password and student ID number
- Demographic information
- Enrollment information
- Assessment data, grades, and transcripts
- Attendance and class schedule
- Academic/extracurricular activities
- Special indicators (e.g., disability information, English Learner, free/reduced meals or homeless/foster care status)
- Conduct/behavioral data
- Health information
- Food purchases
- Transportation information
- In-application performance data
- Student-generated work
- Online communications
- Application metadata and application use statistics
- Permanent and temporary school student record information

Operators may collect and use K-12 student data for purposes that aid in the administration of school activities, such as:

- Instruction in the classroom or at home (including remote learning)
- Administrative activities
- Collaboration between students, school personnel, and/or parents
- Other activities that are for the use and benefit of the school district

Board Policy 7:345, *Student Data Privacy*, is available on the District website and a copy may be obtained by calling the District 158 Administrative Office at (847) 659-6158.

Teacher Qualifications

Under Title I of the Elementary and Secondary Education Act, parents may request the professional qualifications of their child's classroom teachers and the paraprofessionals, if any, who assist them, including:

1. Whether the teacher has met the State qualifications and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;
2. Whether the teacher is teaching under an emergency or other provisional status through which State qualification or licensing criteria have been waived;
3. Whether the teacher is teaching in the field of discipline of the teacher's licensure; and
4. Whether any instructional aides or paraprofessionals provide services, and, if so, their qualifications.

This notice is required by federal law (20 U.S.C. §6312(e)(1)(A)). If you would like to receive any of this information, please contact the District 158 Administrative Office at (847)659-6158.

SCHOOL GUIDELINES

Access to Student Social Networking Passwords and Websites

Social networking websites and platforms means an Internet-based service that allows students to: (1) construct a public or semi-public profile within a bounded system created by the service, (2) create a list of other users with whom they share a connection within the system, and (3) view and navigate their list of connections and

those made by others within the system. Social networking websites include, but are not limited to, Facebook, Instagram, Twitter, TikTok, Snapchat, and ASKfm.

If a student has an account on a social networking website, school officials may conduct an investigation or require a student to cooperate in an investigation if there is specific information about activity on the student's account on a social networking website that violates a school behavior rule or policy. In the course of an investigation, the student may be required to share the content that is reported in order to allow school officials to make a factual determination. School officials may not request or require a student or the student's parent to provide a password or other related account information to gain access to the student's account or profile.

Appearance, Clothing, and Hygiene

Students are expected to keep themselves well-groomed and neatly dressed at all times. A student's appearance, including dress and hygiene, must not disrupt the educational process or compromise standards of health and safety. Students who disrupt the educational process or compromise standards of health and safety must modify their appearance.

Experience has shown that student conduct, identification with the school purposes and activities, personal pride and self-respect, and even the level of learning responses of students are all related to personal appearance and mode of dress. Students should dress neatly but simply for school, rejecting extreme fads concerning hairstyles, make-up or clothing.

We ask parents and students to become involved in supporting a "level of dress" that helps to promote a good atmosphere for learning. Articles of clothing that are considered inappropriate include, but are not limited to, headwear/hats, shoes with wheels, overly revealing clothing, dangerous or disruptive accessories, and clothing making reference to drugs, marijuana, or alcoholic beverages.

Clothing that disrupts the educational process and/or is demeaning to oneself is also considered inappropriate. During the school day students may be asked to remove or turn inside out any inappropriate items of clothing. Parents will be contacted in situations where student dress or hygiene presents a problem.

Homework

Homework is an extension of learning in the classroom and is assigned to challenge, reinforce and motivate, and is not given for disciplinary reasons.

The quantity of homework will increase throughout the grade school years as students are able to assume greater responsibilities and independence. Whenever possible, supervised study time will be given in the classroom to help students get off to a good start on their assignments. Homework is a good way of involving parents in the learning process and keeping them informed about their child's progress. It is important, however, that assignments be completed by the student in order for the teacher to make an accurate assessment of the student's learning. Both long-term and short-term homework assignments will help students establish regular study habits, learn to budget time, develop an interest in the work assigned and learn the importance of accomplishing and turning in the work on time.

Lost and Found Area

Lost clothing, book bags, etc. will be kept in the lost and found area. Small articles and valuables such as wallets, purses, jewelry and watches are kept in the office. Students may claim their possessions by identifying them. Please label all items with your child's name to facilitate return.

Party Invitations and Birthday Acknowledgements

Invitations to private parties (birthdays, holidays, etc.) should be distributed outside of school. These types of invitations will only be distributed at school if the entire class is invited to the private party. Birthday acknowledgements (balloons, flowers, etc.) will not be sent to classrooms and cannot be sent home on the bus.

Personal Electronic Devices

Below is a list of items that may not be visible or accessed during the school day. Students choosing to bring these items to school must store them in backpacks in the "off" position.

- Toys (electronic or other)
- Games (electronic or other)
- Cell phones, Smart Watches

Smartphones, smart watches, e-readers and other educational electronic devices may be used for instructional purposes when the teacher deems appropriate.

Any item that may be considered a disruption to the learning environment or a potential safety concern is prohibited. The District is not responsible for lost, damaged, or stolen items.

Report Cards, Grading and Promotion

Report cards for students in grades K-5 are completed on a trimester basis. Students will be assessed on end of the year grade-level standards in order to show what a student knows, or is able to do, in relation to the standards. The report cards show student progress towards mastery of specific learning targets.

At times questions of retention do arise. A decision to promote or retain a student shall be based on successful completion of the curriculum, attendance, and mastery of content. The administration shall determine remedial assistance for a student who is not promoted.

Respect for Property

Students are to respect the property of others including that of students, staff and school. School issued materials such as textbooks, tablets, lab materials, etc., are on loan to students. Any damage or replacement costs are the student's responsibility. Student storage areas such as lockers, cubbies, and desks are school property and are to be used only for the purpose of storing books, notebooks, lunches, coats, etc. These areas are subject to search by school authorities.

Telecommunication Device Possession and Use

Students are allowed to possess cellular, radio, or other telecommunication devices, such as cell phones and smart watches, etc., at school, on school property, or at school-sponsored activities, but the use of these devices is restricted to areas designated by the Building Principal before and after school hours only. During the school day and while participating in school-sponsored activities, students will be expected to leave these devices in their lockers or cubbies in the "off" position. Cellular, radio, or other telecommunication devices found in a student's possession during the school day, while participating in school-sponsored activities, or outside designated areas may be confiscated, and the student may be subject to additional discipline. Parents are required to pick up confiscated items.

Students will not be allowed to make phone calls during the school day except as permitted by a staff member. Students generally are not called to the telephone from classes except for emergencies.

The District also restricts parents' and/or visitors' use of cellular, radio, and other telecommunication devices to appropriate areas to be used only in such instances in which either an emergency exists or the use of the device is not disruptive to the ongoing activity. Violators of this policy may be asked to leave the school building.

Treats for Classroom Celebrations

Healthy food and beverage options should be made available for classroom celebrations. Candy and pop are discouraged, and gum is not allowed. When bringing treats for classroom celebrations, please remember that District 158 requires all treats be commercially prepared and packaged. The distribution of edible birthday treats is not permitted in schools.

A list of healthful food and beverage options for school functions along with ideas for classroom rewards can be found in the District's School Wellness Plan.

ATTENDANCE, ABSENCES, AND TARDIES

School attendance is one of the most important tasks of a student. Accordingly, all students are expected to be present in all scheduled classes every school day unless absent for a valid reason. Students who stay home for trivial illnesses or because they do not feel like attending school are, in effect, only hurting themselves. They are missing vital information in their education and placing their future in jeopardy. We will closely monitor all absences and hope for the cooperation of parents in improving school attendance.

Absences

For students who are required to attend school there are two types of absences: excused and unexcused. The school may require documentation explaining the reason for the student's absence. The school administrator is the final decision maker as to whether an absence is Excused or Unexcused.

Excused Absences (EA)

1. Illness of the student
2. Mental or Behavioral Health Days – Students may utilize up to five mental or behavioral health days per school year. After use of the second mental or behavioral health day, the student may be referred to the appropriate school support personnel.
3. Death in the immediate family
4. Family emergency
5. Religious holiday observance
6. Attending a military honors funeral to sound TAPS
7. A student will be excused for up to 5 days in cases where the student's parent is an active duty member of the uniformed services and has been called to duty for, is on leave from, or has immediately returned from deployment to a combat zone or combat-support postings.
8. Court appearance.
9. Work or school sponsored activity approved by the school.
10. Voting in a local, State, or federal election.
11. College Visitation Days - Must be taken before May 1. A College Visit Verification form signed by the college or institution must be provided to excuse the absence as a college visit and be coded as College Visit (CV). Failure to follow the correct procedure will result in the absence being coded as an Unexcused Absence (UA). Only the day of the college visit can be excused under the College Visit (CV) attendance code. Days required to travel for a college visit do not count as excused absences and will be coded as an Unexcused Absence (UA).

Unexcused Absences (UA)

- All other absences are Unexcused.
- Tardies (late to school or class), vacations, and cultural trips are Unexcused Absences.

Procedure for Communicating Absences

In the event of any absence, the student's parent is required to call the school before school begins to explain the reason for the absence. If a call has not been made to the school to report the student's absence by the start of the day, a school official will attempt to contact you to verify the absence. The purpose of this procedure is to determine if your child has arrived safely. If the parent cannot be contacted, the student will be required to submit a signed note from the parent explaining the reason for the absence. Failure to do so shall result in an unexcused absence. Upon request of the parent, the reason for the absence will be kept confidential.

Elementary Schools: When your child arrives after the official start time, parents are required to sign their child in at the school office. Students who leave school early for reasons of illness, appointments, or notes from home will be released only to the parent unless prior arrangements have been made through the school office. Parents are required to sign their child out in the office.

Make-Up Work

If a student's absence is excused or if a student is suspended from school, he/she will be permitted to make up all missed work, including homework and tests, for equivalent academic credit. Generally speaking, students will have one day per day absent to make-up work. Parents are asked to work with the classroom teacher to receive make-up work.

Illnesses

If your child will be absent because of illness, you are required to call the school by the beginning of the school day and report the absence *each* day. If your child is absent and we do not receive a call, we will call you at home or your place of employment to verify the absence. The purpose of this procedure is to determine if your child has arrived safely to school.

During a long-term illness, a parent may call on the first day and notify the office of the anticipated length of the absence. After three consecutive days of illness, a written excuse from a doctor may be required for an absence to be considered excused. A doctor's note will change the absence code to "Medical Verification" for attendance purposes. If a pattern of non-attendance has been identified by the building administrator, a written excuse from a doctor may be required as part of the student's individualized attendance plan. In cases where a student visits the health office, the school nurse may assess the student and determine if the student should be sent home; however, this does not constitute medical verification.

Family Emergencies

A student may be excused for extenuating circumstances such as a family emergency. The following examples do not constitute a family emergency and would therefore be recognized as an Unexcused Absence:

- Errands, which could be scheduled when a student is not required to be in school
- Oversleeping
- Car trouble
- Leaving school without receiving proper authorization
- Missing the bus
- Being tardy to school without a valid excuse (as defined by the State of Illinois)

Release Time for Religious Instruction & Observation

A student will be released from school, as an excused absence, to observe a religious holiday or for religious instruction. The student's parent must give written notice to the Building Principal at least five (5) calendar days before the student's anticipated absence(s).

Students excused for religious reasons will be given an opportunity to make up any missed work, including homework and tests, for equivalent academic credit.

After School, Co-Curricular, or Extra-Curricular Activities Attendance Requirements

Attendance is a factor in a student's eligibility to participate in extra-curricular activities. A student must be present at least the second-half of the school day. A student must be present at school a minimum of five (5) hours to be eligible for participation in after school, co-curricular, or extra-curricular activities such as athletics, concerts, presentations, plays, musicals, trips, etc. If a student goes home ill during the day, that student becomes ineligible for participation in any after school, co-curricular, or extra-curricular activities that day.

A student may not be on campus for any reason on a day they have been reported absent unless they have made arrangements with administration to do so. If there is a medical reason for missing school (and Physical Education), due to an extended illness/condition, a doctor's note will be required based on the nurse's recommendation. All notes should be turned into the Health Office.

Medical Appointments: A student who has a medical appointment that may cause absence from school for more than one-half of the school day may still be eligible to participate that day. This would be recorded in PowerSchool as MV (Medically Verified). To assure eligibility, arrangements should be made ahead of time with the school administrator (Activities Director, Athletic Director as applicable).

Absence Due to Participation in School-Sponsored Activity: A student's absence from school due to participation in school-sponsored activities or trips will be recorded in PowerSchool as SA (school activity), and the student remains eligible to participate in after school, co-curricular, and/or extracurricular activities.

In-School Intervention/Suspended Students: A student who is serving an in-school suspension (ISS) or an out-of-school suspension (OSS) is ineligible to participate in any school-related activities on the days of the intervention or suspension.

Truancy

A parent who knowingly and willfully permits a child to be truant is in violation of State law. Student attendance is critical to the learning process. Truancy is therefore a serious issue and will be dealt with in a serious manner by the school and District.

Students who miss more than 1% but less than 5% of the prior 180 regular school days without valid cause (a recognized excuse) are truant. Students who miss 5% or more of the prior 180 regular school days without valid cause are chronic truants. Students who are chronic truants will be offered support services and resources aimed at correcting the truancy issue. If chronic truancy persists after support services and other resources are made available, the school and District will take further action, including:

- Referral to the truancy officer
- Reporting to officials under the Juvenile Court Act
- Referral to the State's Attorney
- Appropriate school discipline

A student who misses 15 consecutive days of school without valid cause and who cannot be located OR, after exhausting all available support services, cannot be compelled to return to school is subject to withdrawal from school.

Diagnostic Procedures for Identifying Student Absences and Support Services to Truant or Chronically Truant Students

State law requires every school district to collect and review its chronic absence data and determine what systems of support and resources are needed to engage chronically absent students and their families to encourage the habit of daily attendance and promote success. This review must include an analysis of chronic absence data from each attendance center. Any student who has 10% or more absences of the school days each month will receive a letter or phone call home to discuss attendance and determine if there is a need to develop a plan of support. A meeting may be set with the family and school to determine if further absences would be marked unexcused without documentation for the remainder of that trimester.

Furthermore, State law provides that school districts are encouraged to provide a system of support strategies to students who are at risk of reaching or exceeding chronic absence levels. School districts are also encouraged to make resources available to families such as those available through the State Board of Education's Family Engagement Framework to support and engage students and their families to encourage heightened school engagement and improved daily school attendance.

"Chronic absence" means absences that total 10% or more of school days of the most recent academic school year, including absences with and without valid cause, and out-of-school suspensions.

The school and District use the following diagnostic procedures for identifying the causes of unexcused student absences: Interviews with the student, the student's parent(s) and any school officials who may have information about the reasons for the student's attendance problems.

Supportive services to truant or chronically truant students include: parent conferences, student counseling, family counseling, and information about existing community services.

Extended Absences

For planned absences, parents should notify the academic team and office in writing in advance. This can be done through the Extended Student Absence form.

While such absences are discouraged, alternative assignments may be provided, when possible, as long as teachers have sufficient notice. Please note that many extended absence reasons fall under unexcused absences. This form does not grant approval for the absence to be excused; it is used as a means of notification. Please review the District calendar to view days of non-attendance and if possible, schedule appointments and vacations on these dates.

BEHAVIOR AND DISCIPLINE

Effective discipline is necessary if a school is to function in the most constructive manner for students. Through good discipline and self-control, students can work with the school to form a productive partnership. Good discipline requires teamwork and is the combined responsibility of students, parents, and staff. **Students are responsible for following all school rules and regulations, as well as all District policies, while attending any school-sponsored activity.**

School Code of Conduct

In order to support our students, parents, staff members, and school community, we want to take this opportunity to review our practices and expectations related to student conduct, including behavioral and social-emotional supports, behavioral interventions and discipline. The Code of Conduct is a multi-layered system that will require work by all stakeholders across all school and home settings to help our students with their social and emotional as well as academic needs. We want to create an environment where all stakeholders are aware of and actively engage in their roles and responsibilities.

Parent-Teacher Advisory Committee (PTAC)

Per Board Policy 2:150, *Committees*, the Parent-Teacher Advisory Committee shall assist in the development of student behavior policy and procedures, and provide information and recommendations to the Board. Its members may consist of parents/guardians, teachers, administrators and board members. Additional participants, whose expertise or experiences are needed, may be invited to participate in various meetings that are geared to specific topics (for example, when discussing school bus safety policies, transportation staff may be included.) The committee reviews such issues as administering medication in schools, reciprocal reporting between the School District and local law enforcement agencies, student discipline/handbooks, disruptive classroom behavior, school bus safety procedures and the dissemination of student conduct information.

Per Policy 7:190, *Student Behavior,* the Superintendent, with input from the parent-teacher advisory committee, shall prepare disciplinary rules implementing the District's disciplinary policies. These disciplinary rules shall be presented annually to the Board for its review and approval.

We Believe:

To support our learners' Social, Emotional, and Academic and Behavior skills, we believe and understand the following:

1. Our school community will learn and behave at their best when they feel connected, cared for, and valued.
2. The purpose of discipline is to teach skills that empower learners to change their behaviors over time. If you expect it, you must teach it. Discipline is a meaningful response.
3. Learners will be empowered to be actively involved in identifying what went wrong and how they can help fix it.
4. Kids do well if they can. Challenging behaviors communicate unmet needs and/or areas where skills may be lacking which results in a need to determine the cause.
5. Dysregulated learners (learners who are having difficulty managing or regulating emotions and behaviors) need the supportive presence of a regulated adult to return to a regulated state.
6. A strong foundation in every school environment maximizes learners' access to instructional time and fosters a sense of belonging for all.

7. Proactively teaching social, emotional, and behavioral skills should be intentionally integrated across all environments and all aspects of learning.
8. Exclusionary forms of discipline (suspension, expulsion, and removal from the learning environment) can produce negative outcomes in students, schools, districts, and communities and therefore must be carefully used when intended to keep all learners safe.
9. It's important for us to work towards a shared understanding by using clear and specific language when discussing our thoughts and beliefs about social, emotional, and behavioral skills. This approach helps create a fair and inclusive system that supports all learners.
10. High expectations can be met for all learners when we appreciate, respect, and respond to the diverse needs within our schools and district. This ensures that each child receives the necessary support to reach their full academic and social potential.

We expect:

- Students to attend school each day, be conscientious in classroom work and take full advantage of the educational opportunities available
- Students, staff and families to build and sustain authentic, positive and meaningful relationships
- Student, staff and families to demonstrate civility and respect for one another and hold each other to high expectations
- Students, staff and families to all contribute to the safety of the learning environment for all
- Students to respect other people's property and exercise proper care when using public facilities and equipment
- Students to establish personal and educational goals with teachers, counselors, and family, and work consistently toward the achievement of your goals
- Students to be aware of the expectations for student behavior and accept personal responsibility for functioning successfully within these guidelines

We will:

- Implement strategies and supports that all students, staff and families to feel safe
- Promote a positive school comm
- Provide staff with the resources necessary to help with the implementation of this plan
- Partner with families to provide information for outside resources

Problem-Solving Suggestions for Students

- Talk with your parent about possible solutions
- Calmly discuss any issues with the teacher when other students are not present. This removes the pressure on both of you.
- If the matter is not resolved, talk with a trusted faculty member, Counselor, Dean, Associate Principal, or the Building Principal

Problem-Solving Suggestions for Parents

- Be sure of the facts. Although it may be difficult for you not to take sides, try to see the whole picture
- Contact the person with whom your child is having the problem
- If possible, include your child in conferences with teachers, Counselors, the Dean, Associate Principal, Building Principal, and other school personnel to help find solutions together
- Before you leave a conference, **be sure you understand** what is expected of you and your child and what the school staff will try to do
- Set a specific time when communication by phone or letter will be made on your child's progress

All violations of the school disciplinary policy will be maintained in the student's temporary record file.

Multi-Tiered Systems of Support Framework

Huntley 158 utilizes a Multi-Tiered System of Support (MTSS) framework to foster a positive learning environment and focuses on supporting the whole child.

MTSS is a term used to describe an evidence-based model of schooling that uses data-based problem-solving to integrate academic and behavioral instruction and intervention. All students are part of MTSS, including students with disabilities, as part of their education. In MTSS, integrated instruction and intervention is delivered in varying intensities (multiple tiers) based on student need. "Need-driven" decision-making seeks to ensure that district resources reach the appropriate levels to accelerate the performance of ALL students to achieve and/or exceed proficiency levels.

Tier 1 - Universal Interventions are what all students receive. This Tier focuses on the implementation of the district's core curriculum and is aligned with the Illinois Social Emotional Learning Standards.

Tier 2 - Secondary Interventions are what some students receive in addition to Tier 1 instruction. These services are more concentrated and are targeted interventions for small groups.

Tier 3 - Tertiary Interventions are what a few students receive. This is the most intense level of intervention a school can provide a student through the MTSS model. These services are typically provided to a very small group and/or one on one.

Restorative Practices

Huntley 158 uses Restorative Practices in our schools, which helps to shift the focus to building relationships among school community members and helps move away from a punitive mindset when there is conflict. Restorative Practices are NOT a replacement for a system of consequences or a code of conduct. Restorative Practices are not intended to remove accountability for students. Students who have broken school rules or harmed other school community members are still held accountable for their actions and may receive traditional consequences **alongside** restorative solutions or in conjunction with restorative practices.

Discipline of Special Education Students

The District will comply with the Individuals With Disabilities Education Improvement Act of 2004 and the Illinois State Board of Education's Special Education rules when disciplining special education students. No special education student shall be expelled if the student's particular act of gross disobedience or misconduct is a manifestation of the student's disability. However, all students must conform to the Student Behavior policies as outlined in this Handbook.

Additional information regarding discipline of students with disabilities is located in the Special Education section of this handbook.

Aggressive Behavior

Illinois law requires school districts to notify the parent of a child who demonstrates behaviors that put the student at risk for aggressive behavior. Board Policy 7:190, *Student Behavior*, prohibits a student while at school or a school-related activity from: (1) engaging in any kind of behavior that causes physical or psychological harm to someone else, and/or (2) urging other students to engage in such conduct.

Bullying, Harassment, and Hazing

Bullying, intimidation, harassment, and hazing 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

Bullying is defined as: (1) an act that is repetitive in nature (similar behavior which occurs more than once); (2) creates a power imbalance (by size, age, numbers or emotionally); and/or (3) is intended to hurt or harm the victim (socially, emotionally, or physically).

Bullying on the basis of actual or perceived race, color, religion, sex, national origin, ancestry, physical appearance socioeconomic status, academic status, pregnancy, parenting status, homelessness, age, marital status, physical or mental disability, military status, sexual orientation, gender-related identity or expression, unfavorable discharge from military service, order of protection status, association with a person

or group with one or more of the aforementioned actual or perceived characteristics, or any other distinguishing characteristic **is prohibited** in 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 designated school bus stops, 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.

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 which can reasonably be expected to have one or more of the following effects:

1. Placing the student or students in reasonable fear of harm to their 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 ability to participate in or benefit from the services, activities, or privileges provided by the school.

Students who feel they have been bullied should report the incident by:

1. Contacting the Complaint Manager or other administrator, counselor, teacher, or social worker
2. Using the ***Student Helpline***: (815) 889-0584
3. Using the District Bullying Report form.
4. Following the process outlined in Board Policy 2:260, *Uniform Grievance Procedure*, and this Handbook.

At its discretion, the District may make referrals of students who have demonstrated bullying behaviors to counselors or mental health professionals. Students determined to have committed an act of bullying may face disciplinary consequences up to and including a recommendation of expulsion, as well as possible referral to the appropriate law enforcement agency for criminal charges.

Questions or concerns should first be discussed with the staff member closest to the situation. It is always best to follow the chain of command to ensure that all parties involved are properly informed of the situation. Parents should expect a response from the staff member or their designee within 24 hours to discuss the concern. If no contact has been made, please proceed to the next step in the chain.

Teacher → Assistant Principal → Building Principal → Assistant Superintendent → Superintendent

Board Policy 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment,* is available on the District website or a copy may be obtained by calling the District 158 Administrative Office at (847) 659-6158.

Harassment

It is the policy of District 158 to provide an educational environment free of verbal, physical, or other conduct or communications constituting harassment. No person, including an employee or student, shall harass, intimidate, or bully a student on the basis of actual or perceived race, color, sex, national origin, ancestry, physical appearance, socioeconomic status, academic status, pregnancy, parenting status, homelessness, age, marital status, sexual orientation, gender-related identity or expression, order of protection status, association with a person or group with one or more of the aforementioned actual or perceived characteristics, or any other distinguishing characteristic.

Sexual harassment of students is prohibited. Sexual harassment means sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual or sex-based nature, imposed on the basis of sex, that:

1. Denies or limits the provision of educational aid, benefits, services, or treatment, or that makes such conduct a condition of a student's academic status; or
2. Has the purpose or effect of:
   a. Substantially interfering with a student's educational environment;
   b. Creating an intimidating, hostile, or offensive educational environment;

c. Depriving a student of educational aid, benefits, services, or treatment; or
d. Making submission to or rejection of such conduct the basis for academic decisions affecting a student.

Students are encouraged to report claims or incidences of sexual harassment to the Non-Discrimination Coordinator or Complaint Manager. Any student who believes they are being harassed may file a complaint by using the process outlined in Board Policy 2:260, *Uniform Grievance Policy*, and this Handbook.

A student's good faith action in reporting harassment will not result in any adverse actions against the complainant. However, if a student or witness is found to have made an intentionally false report of harassment, the student or witness shall be subject to discipline.

Board Policy 7:20, *Harassment of Students Prohibited,* is available on the District website or a copy may be obtained by calling the District 158 Administrative Office at (847) 659-6158.

Hazing

Soliciting, encouraging, aiding, or engaging in hazing is prohibited. Hazing means any intentional, knowing, or reckless act directed to or required of a student for the purpose of being initiated into, affiliating with, holding office in, or maintaining membership in any group, organization, club, or athletic team whose members are or include other students.

Conduct Motivated by Prohibited Discrimination

Conduct motivated in whole or in part by prohibited discrimination may be subject to increased disciplinary measures where determined to be appropriate by the administration. The Board of Education may also consider whether conduct was motivated in whole or in part by prohibited discrimination when determining whether to expel a student based on such conduct.

Prohibited discrimination means conduct based upon 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, or order of protection status.

Board Policy 2:270, *Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited,* is available on the District website or a copy may be obtained by calling the District 158 Administrative Office at (847) 659-6158.

Dangerous Weapons

Board Policy 7:190, *Student Behavior*, prohibits the possession or the assistance of possession of weapons on school grounds, at any school activity, on school transportation vehicles, or in any designated school transportation waiting area.

A student who is determined to have brought one of the following objects to school, any school-sponsored activity or event, or any activity or event that bears a reasonable relationship to school shall be expelled for a period of at least one calendar year but not more than two calendar years:

1. A *firearm*, meaning any gun, rifle, shotgun, or weapon as defined by Section 921 of Title 19 of the United States Code (18 U.S.C. §921), firearm as defined in Section 1.1 of the Firearm Owners Identification Card Act (430 ILCS 65/), or firearm as defined in Section 24-1 of the Criminal Code of 1961 (720 ILCS 5/24-1).
2. A knife, brass knuckles, or other knuckle weapon regardless of its composition, a billy club, or any other object if used or attempted to be used to cause bodily harm, including *look-alikes* of any *firearm* as defined above.

The expulsion requirement under either paragraph one or two above may be modified by the Superintendent, and the Superintendent's determination may be modified by the Board on a case-by-case basis. Any item determined to have been possessed, used, transferred, or controlled in violation of this policy will be confiscated and retained by school officials, and either turned over to a parent at the end of the school year, or to the appropriate local law enforcement agency.

Board Policy 7:190, *Student Behavior*, is available on the District website and a copy may be obtained by calling the District 158 Administrative Office at (847) 659-6158.

Gang and Gang-Related Activity

The Board of Education affirms its position that schools in District 158 shall provide an orderly place for learning. Board Policy 7:190, *Student Behavior*, prohibits students from engaging in gang activity on school property or at any activity associated with or under the general guidance of school authorities.

Gangs are defined as any group of two or more persons who associate with each other primarily for criminal, disruptive and/or other activities prohibited by law and/or by the District's policies, rules, and regulations.

No student:

1. Shall wear, possess, use, distribute, display or sell any clothing, jewelry, emblem, badge, symbol, sign or other insignia which is evidence of membership or affiliation with any gang.
2. Shall draw gang graffiti or distribute gang related literature.
3. Shall use any speech, either verbal or non-verbal (such as gestures or hand-shakes), or act in furtherance of gang activity.
4. Shall solicit others for membership in any gang.
5. Shall request any person to pay protection or otherwise intimidate or threaten any person.
6. Shall commit any other illegal act or other violation of District policies in furtherance of gang related activities.
7. Shall incite other persons to inflict physical violence against any other person.
8. Shall participate in any activity that could be interpreted as relating to gangs or gang activity.

Penalties for Violations:

Any student found to have violated this policy shall be guilty of gross misconduct. All gang related paraphernalia or materials will be confiscated. Violation of this policy may result in disciplinary measures up to and including 10-days suspension with consideration for expulsion, and referral to appropriate law enforcement agency if a violation of the law is involved.

Student Code of Conduct Matrices

The matrix below outlines student behaviors and corresponding levels of interventions or consequences that may be implemented in response to those behaviors. The list of behaviors and interventions/consequences is meant to be illustrative and non-exhaustive, and will not necessarily be implemented in progressive order. All interventions and consequences will be determined on a case-by-case basis and will take into consideration the developmental level of the student(s) involved. The matrix serves as a tool for administrators to respond appropriately when students have committed serious violations, per the Student Code of Conduct. This tool is designed to offer consistency at all levels across the District so that the students receive interventions and consequences fairly from school to school when their behaviors require.

BEHAVIOR CODES	INCIDENT TYPE (SUB-CODES)	LEVEL	INCIDENT DEFINITIONS	POTENTIAL RESPONSES
Academic Misconduct	Academic Misconduct: Daily work	**1**	Providing or receiving unauthorized assistance, with or without technology, during homework or practice activities because it prevents the teacher and/or school administration in arriving at an honest evaluation of learning. The unauthorized use of technologies to support academic work is also considered a form of academic misconduct unless permitted by the teacher.	Teacher Managed

BEHAVIOR CODES	INCIDENT TYPE (SUB-CODES)	LEVEL	INCIDENT DEFINITIONS	POTENTIAL RESPONSES
	Academic Misconduct: Cheating-Distribution	**2**	Aiding other students in cheating, soliciting another person to take an exam or write a paper, as well as the theft, damage, sale, and/or distribution of course materials.	Apology Conference with student Detention - with Office Explicit instruction of appropriate replacement behavior Loss of Privilege/Social Probation Parent Contact - Phone Call Parent/Student Conference Referral to counselor/social worker Restorative Practices Technology Restrictions
	Academic Misconduct: Cheating-Plagiarism	**2**	A form of cheating that involves presenting graded/assessed work as one's own, the ideas or work of another person or technology. Plagiarism is not a question of intent. Any use of the content or style of another's intellectual product without proper recognition of the source constitutes plagiarism. The unauthorized use of technologies to support academic work is also considered a form of cheating unless permitted by the teacher.	Apology Conference with student Detention - with Office Explicit instruction of appropriate replacement behavior Loss of Privilege/Social Probation Parent Contact - Phone Call Parent/Student Conference Referral to counselor/social worker Technology Restrictions
Alcohol	Alcohol: In the presence of use and/or distribution	**2**	A student is knowingly in the presence of a peer who is using and/or distributing alcohol on school grounds and/or at school events and does not remove self when given the opportunity.	Conference with student In-school Suspension Parent Contact - Phone Call Search of student and/or locker
	Alcohol: Possession and/or use (ISBE)	**3**	Student is under the influence or in possession of alcohol on school grounds and/or at school events	Behavior contract Conference with student In-school Suspension Law Enforcement Agency Referral Loss of Privilege/Social Probation Out-of School Suspension Parent Contact - Phone Call Referral to drug/alcohol counseling Search of student and/or locker
	Alcohol: Distribution (ISBE)	**3**	Student is giving out/sharing/selling alcohol to students or others on school grounds and/or at school events.	Behavior contract Conference with student Expulsion In-school Suspension Law Enforcement Agency Referral Out-of School Suspension Parent Contact - Phone Call Referral to counselor/social worker Referral to drug/alcohol counseling Search of student and/or locker

BEHAVIOR CODES	INCIDENT TYPE (SUB-CODES)	LEVEL	INCIDENT DEFINITIONS	POTENTIAL RESPONSES
Arson	Arson	**3**	Destruction of school property resulting from student use of fire regardless of intent or level of property damage	Behavior Contract Change of schedule Contact and/or referral to any other applicable outside agencies Expulsion In-school and/or Out-of School Suspension Law Enforcement Agency Referral Loss of Privilege/Social Probation Referral to counselor/social worker Safety plan developed Search of student and/or locker
Bullying	Conflict	**1**	Pattern of offending behavior where the student(s) is engaging in peer conflict with another student but shares equal power (physical/social), there is an equal emotional reaction and ownership over the conflict	Teacher managed May become leadership managed based on context
	Bullying	**3**	Board Policy 7.180: 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	Behavior Contract Change of schedule Class Removal Safety plan Expulsion Explicit Instruction of appropriate replacement behavior In-school and/or out-of-school suspension Law Enforcement Agency Referral Loss of Privilege/Social Probation Parent Contact Conference with student Restorative Practices Support / counseling services

BEHAVIOR CODES	INCIDENT TYPE (SUB-CODES)	LEVEL	INCIDENT DEFINITIONS	POTENTIAL RESPONSES
			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. In order for an incident to be deemed "bullying" a trained investigator must complete a full investigation and deem the situation "founded".	
Dress Code	Dress Code: Minor	**1**	A student's appearance that disrupts the educational process but easily corrected at the classroom level	Classroom Managed
	Dress Code: Health/Safety	**2**	A student's appearance that disrupts the educational process or compromises standards of health, and safety. Clothing that draws attention or interferes with the ability to identify or communicate with students OR clothing that includes print and pictures of items that are illegal to minors.	Conference with student Explicit Instruction of appropriate replacement behavior Parent Contact
	Drug Offenses: In the presence of use and/or distribution	**2**	Student is knowingly in the presence of a peer who is using and/or distributing illegal drugs, controlled substances, drug-related paraphernalia, prescription drugs not prescribed, or inhalants on school grounds and/or at school events and does not remove self when given the opportunity.	Conference with student Loss of Privilege/Social Probation Parent Contact Search of student and/or locker

BEHAVIOR CODES	INCIDENT TYPE (SUB-CODES)	LEVEL	INCIDENT DEFINITIONS	POTENTIAL RESPONSES
	Drug Offenses (ISBE): Possession and/or use	**3**	Student is under the influence or in possession of illegal drugs, look-alike drugs, drug-related paraphernalia, controlled substances, prescription drugs not prescribed, or inhalants or other controlled substances on school grounds and/or at school events	Athletic Suspension Behavior contract Law Enforcement Agency Referral Conference with student Expulsion In-school and/or out-of-school suspension Referral to drug/alcohol counseling Referral to counselor/social worker Loss of Privilege/Social Probation Parent Contact Restorative Practices Search of student and/or locker
	Drug Offenses (ISBE): Distribution	**3**	Student is giving out/sharing/selling illegal drugs, look-alike drugs, drug-related paraphernalia, controlled substances, prescription drugs not prescribed, or inhalants or other controlled substances to students or others on school grounds and/or at school events.	Athletic Suspension Behavior contract Conference with student Expulsion In-school and/or out-of-school suspension Law Enforcement Agency Referral Loss of Privilege/Social Probation Parent Contact Referral to counselor/social worker Referral to drug/alcohol counseling Restorative Practices Search of student and/or locker
Falsification of Information	Falsification of Information	**2**	Delivering false or misleading information on a document and/or in the course of a school investigation or staff inquiry. Includes falsifying records or signatures, impersonation of another individual over electronic communication (phone, email)	Athletic Suspension Behavior contract Conference with student In-school and/or out-of-school suspension Law Enforcement Agency Referral Loss of Privilege/Social Probation Parent Contact Referral to counselor/social worker Restorative Practices Search of student and/or locker
Gang-Related	Gang-Related: Paraphernalia	**2**	Displaying gang symbols or paraphernalia	Behavior contract Change of schedule Class Removal Expulsion In-school and/or out-of-school suspension Loss of Privilege/Social Probation Parent Contact Conference with student Search of student and/or locker
	Gang-Related: Activity	**3**	Being involved in gangs or gang-related activities (Board Policy 7:190) where two or more individuals who use common symbols, identifiers or behavior, and/or who assemble to conduct illegal activity or violation of school policies and/or	Athletic Suspension Behavior contract Conference with student Expulsion In-school suspension Law Enforcement Agency Referral

BEHAVIOR CODES	INCIDENT TYPE (SUB-CODES)	LEVEL	INCIDENT DEFINITIONS	POTENTIAL RESPONSES
			intimidate individuals or groups.	Loss of Privilege/Social Probation Out-of-school suspension Parent Contact Referral to counselor/social worker Restorative Practices Search of student and/or locker
Harassment	Harassment	**3**	Board Policy 7:20: 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; 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. 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. In order for an incident to be deemed "harassment" a trained investigator must complete a full investigation and deem the situation "founded".	Investigation conducted Behavior Contract Change of schedule Class Removal Safety plan Expulsion Explicit Instruction of appropriate replacement behavior In-school and/or out-of-school suspension Law Enforcement Agency Referral Loss of Privilege/Social Probation Parent Contact Conference with student Restorative Practices Support / counseling services
	Insubordination/ Non-compliance: Low Intensity and/or Duration	**1**	Failure to act in accordance with given expectation or directive with increasing impact on learning environment (learning of the student and/or other students). Student engages in inappropriate verbal and/or non-verbal interruption to the environment that is low in duration and/or intensity.	Teacher Managed

BEHAVIOR CODES	INCIDENT TYPE (SUB-CODES)	LEVEL	INCIDENT DEFINITIONS	POTENTIAL RESPONSES
	Insubordination/ Non-compliance: High Intensity and/or Duration	**2**	Prolonged refusal, refuses redirects, loss of instructional time Student engages in inappropriate verbal and/or non-verbal interruption to the environment that is high in duration and/or intensity	Class Removal Conference with student Detention - with Office In-school and/or Out-of School Suspension Loss of Privilege/Social Probation Parent Contact Referral to counselor/social worker Restorative Practices
	Insubordination/ Non-compliance: Gross Misconduct	**3**	Interferes with the regular operation of the school building or event. Includes indecent exposure, behavior that requires crisis plan to be activated and/or refusal to follow directions in crisis response situations, as well as calling emergency without an emergency (pulling fire alarm, calling 911)	Athletic Suspension Behavior contract Class Removal Conference with student Detention - with Office Expulsion In-school and/or Out-of School Suspension Loss of Privilege/Social Probation Parent Contact Peer Mediation Referral to counselor/social worker Restorative Practices Safety Plan
Language	Language: Non-directional swearing	**1**	Incidental swearing / nonverbal gesturing not directed at another person.	Teacher Managed
	Language: Directional swearing	**2**	Swearing / nonverbal gesturing or other abusive language directed at another person.	Behavior Contract Class Removal Conference with student Explicit Instruction of appropriate replacement behavior Loss of Privilege/Social Probation Parent Contact Referral to counselor/social worker Restorative Practices
	Language: Non-directional inflammatory or sexual language	**2**	Incidental use of inflammatory language / nonverbal gesturing or sexual language / nonverbal gesturing not directed at another person	Behavior Contract Conference with student Detention - with Office Explicit Instruction of appropriate replacement behavior In-school and/or Out-of School Suspension Parent Contact Referral to counselor/social worker

BEHAVIOR CODES	INCIDENT TYPE (SUB-CODES)	LEVEL	INCIDENT DEFINITIONS	POTENTIAL RESPONSES
	Language: Directional inflammatory or sexual language	**3**	Language and nonverbal gesturing, including sexual language and nonverbal gesturing, that does or could cause to alienate an individual related to protected class status covered under Illinois code. Could include, but is not limited to hate speech OR descriptions, racial slurs, slang terminology and/or labels commonly understood to be offensive, demeaning or derogatory.	Conference with student Detention - with Office In-school and/or Out-of School Suspension Law Enforcement Agency Referral Loss of Privilege/Social Probation Parent Contact Referral to counselor/social worker Restorative Practices
Location	Location: Failure to report to designated area on time	**1**	Failure to report on time to designated area	Teacher Managed
	Location: Unassigned area	**2**	Hiding in unsupervised area, in unassigned location, leaving an assigned area without permission in the school building, misuse of pass, entering school property without authorization (trespassing) Elopement in school building.	Class Removal Conference with student Detention - with Office In-school and/or Out-of School Suspension Loss of Privilege/Social Probation Parent Contact
	Location: Off campus	**3**	Failing to report to school building or leaving school building without permission. Elopement off campus.	Behavior contract Change of schedule Conference with student In-school and/or Out-of School Suspension Loss of Privilege/Social Probation Parent Contact Safety Plan
Property	Property: Misuse	**1**	Wasting materials or resources or using property in a way not intended. Includes not cleaning up after self. Does not include property damage.	Teacher Managed
	Property: Vandalism/Damage	**3**	Damage or destruction that occurs as a result of ignoring expectations. May require professional cleaning, repair or replacement. May disrupt the normal operations of the building. May include behavior that requires emergency response plan to be activated.	Behavior contract Change of schedule Conference with student Detention - with Office Expulsion In-school and/or Out-of School Suspension Law Enforcement Agency Referral Loss of Privilege/Social Probation Parent Contact Referral to counselor/social worker Restitution Restorative Practices Safety Plan Support / counseling services
Public Display of Affection	Public Display of Affection: Minor	**1**	Any consensual physical contact that includes kissing of any kind or for any length of time, having a student's	Teacher Managed

BEHAVIOR CODES	INCIDENT TYPE (SUB-CODES)	LEVEL	INCIDENT DEFINITIONS	POTENTIAL RESPONSES
			arm/hands around another student's waist or any other body part, (head, neck, etc.), sitting between the legs of another student, rubbing up against another student	
	Public Display of Affection: Major	**2**	Consensual groping of body parts, sexual activity	Behavior contract Class Removal Conference with student Explicit Instruction of appropriate replacement behavior In-school and/or Out-of School Suspension Loss of Privilege/Social Probation Parent Contact Referral to counselor/social worker Restorative Practices
Technology	Technology: Off-task or inappropriate purpose	**1**	Use of technology for off-task or inappropriate purpose	Teacher Managed
	Technology: Disruptive-School Issued Device	**2**	Use of school-issued devices or access to accounts that disrupts access to the learning of self and/or others	Class Removal Conference with student Detention - with Office In-school and/or Out-of School Suspension Loss of Privilege/Social Probation Parent Contact Referral to counselor/social worker
	Technology: Disruptive - Personal Device	**2**	Use of personal devices (cell phone, watch, tablet, Airpod, other) or access to accounts that disrupts access to the learning of self and/or others	Class Removal Conference with student Detention - with Office In-school and/or Out-of School Suspension Loss of Privilege/Social Probation Parent Contact Referral to counselor/social worker
	Technology: Privacy or Acceptable Use Policy (AUP)	**3**	Any communication/media that includes sending, distributing, or viewing of unauthorized recording of videos and pictures with or without consent. This includes pornographic images (including sexting), violent images or materials that violate the rights of a protected class, and explicit language. This includes posting media of this nature on social media using school devices, personal devices, and/or infrastructure as well as to organize illegal activity, engage in illegal activity, or purchase illegal items.	Behavior Contract Conference with student Expulsion Law Enforcement Agency Referral Loss of Privilege/Social Probation In-school and/or Out-of School Suspension Referral to counselor/social worker Parent Contact Restorative Practices

BEHAVIOR CODES	INCIDENT TYPE (SUB-CODES)	LEVEL	INCIDENT DEFINITIONS	POTENTIAL RESPONSES
	Technology: Infrastructure	**3**	Hacking, modification, or damage of the technology infrastructure of the district such as the wireless network and servers. Attempts to breach secured electronic information or resources.	Behavior Contract Conference with student Expulsion In-school and/or Out-of School Suspension Law Enforcement Agency Referral Loss of Privilege/Social Probation Parent Contact Referral to counselor/social worker Restorative Practices
Theft	Theft: Personal Property	**2**	Entering an individual's personal space or property (desk, bag, purse, locker, car etc.) to take an item of value	Behavior Contract Conference with student Detention - with Office Explicit Instruction of appropriate replacement behavior Expulsion In-school and/or Out-of School Suspension Loss of Privilege/Social Probation Parent Contact Referral to counselor/social worker Restitution
	Theft: School Property	**3**	Stealing materials belonging to the school	Conference with student Detention - with Office Explicit Instruction of appropriate replacement behavior In-school and/or Out-of School Suspension Law Enforcement Agency Referral Loss of Privilege/Social Probation Parent Contact Referral to counselor/social worker Restitution
Threat Communicated	Threat: Communicated to Individual	**3**	Communication of a threat through any form (included but not limited to verbal, non-verbal, social media, written)	Apology Behavior Contract Class Removal Conference with student Expulsion Law Enforcement Agency Referral Loss of Privilege/Social Probation In-school and/or Out-of School Suspension Parent Contact Referral to counselor/social worker Restorative Practices Peer Mediation Safety Plan Developed Threat Assessment

BEHAVIOR CODES	INCIDENT TYPE (SUB-CODES)	LEVEL	INCIDENT DEFINITIONS	POTENTIAL RESPONSES
	Threat: Communicated to Group	**3**	Communication of a threat through any form (included but not limited to verbal, non-verbal, social media, written)	Apology Behavior Contract Class Removal Conference with student Expulsion Law Enforcement Agency Referral Loss of Privilege/Social Probation In-school and/or Out-of School Suspension Parent Contact Referral to counselor/social worker Restorative Practices Peer Mediation Safety Plan Developed Threat Assessment
	Threat: Communicated with Access to Weapon	**3**	Communication of a threat including mention of weapon through any form (included but not limited to verbal, non-verbal, social media, written)	Conference with student Expulsion In-school and/or Out-of School Suspension Safety Plan Developed Parent Contact Referral to counselor/social worker Threat Assessment
Tobacco	Tobacco: In the presence of use and/or distribution	**2**	Student is knowingly in the presence of a peer who is using and/or distributing tobacco, nicotine products, and/or vaping-related paraphernalia on school grounds and/or at school events and does not remove self when given the opportunity	Behavior Contract Conference with student Loss of Privilege/Social Probation Parent Contact Referral to counselor/social worker
	Tobacco: (ISBE) Possession and/or use	**3**	Student is under the influence of or in possession of tobacco, nicotine, look-alike product, and/or vaping-related paraphernalia on school grounds and/or at school events	Behavior Contract Conference with student Loss of Privilege/Social Probation In-school and/or Out-of School Suspension Parent Contact Referral to drug/alcohol counseling Referral to counselor/social worker
	Tobacco: (ISBE) Distribution	**3**	Student is giving out/sharing/selling tobacco products, nicotine products, look-alike product, and/or vaping-related paraphernalia to peers on school grounds and/or at school events	Behavior Contract Conference with student Loss of Privilege/Social Probation In-school and/or Out-of School Suspension Parent Contact Referral to drug/alcohol counseling Referral to counselor/social worker

BEHAVIOR CODES	INCIDENT TYPE (SUB-CODES)	LEVEL	INCIDENT DEFINITIONS	POTENTIAL RESPONSES
Violence <u>With</u> Serious Physical Injury	Violence With Serious Physical Injury: Physical Aggression (ISBE)	**3**	Serious one-sided physical contact (e.g., hitting, punching, hitting with an object, kicking, hair pulling, scratching, etc.) where either the offender(s) or victim(s) require off-site professional medical attention for extreme physical pain, protracted and obvious disfigurement, protracted loss or impairment of the function of a bodily member, organ, or faculty, or substantial risk of death. Sexual violence where either the offender(s) or victim(s) require off-site professional medical attention.	Apology Class Removal Conference with student Expulsion In-school and/or Out-of School Suspension Loss of Privilege/Social Probation Law Enforcement Agency Referral Parent Contact Referral to counselor/social worker Restorative Practices
	Violence With Serious Physical Injury: Physical Fighting	**3**	Mutual physical fight where either the offender(s) or target(s) require off-site professional medical attention for extreme physical pain, protracted and obvious disfigurement, protracted loss or impairment of the function of a bodily member, organ, or faculty, or substantial risk of death.	Apology Class Removal Conference with student Expulsion Loss of Privilege/Social Probation Law Enforcement Agency Referral In-school and/or Out-of School Suspension Parent Contact Referral to counselor/social worker Restorative Practices
Violence <u>Without</u> Serious Physical Injury/Physical Aggression	Inappropriate physical contact	**1**	Physical contact that is not serious but is inappropriate and unwelcomed.	Teacher Managed
	Violence without Serious Physical Injury (ISBE): Physical Aggression with or without minor injury	**2**	Student engages in one-sided actions involving physical contact that is aggressive in nature (e.g., hitting, punching, hitting with an object, kicking, hair pulling, scratching, etc.). It may include minor injury where either the offender(s) or victim(s) require school-based medical attention (not off-site professional medical attention)	Behavior Contract Class Removal Conference with student In-school and/or Out-of School Suspension Law Enforcement Agency Referral Loss of Privilege/Social Probation Parent Contact Referral to counselor/social worker Restorative Practices
	Violence without Serious Physical Injury (ISBE): Physical Fighting with or without minor injury	**3**	Mutual physical fight where the offender(s) or target(s) do not require off-site professional medical attention, regardless of intent. ("Professional medical attention" may include the school nurse but not for minor care that any staff member could provide.)	Conference with student In-school and/or Out-of School Suspension Law Enforcement Agency Referral Loss of Privilege/Social Probation Parent Contact Referral to counselor/social worker Restorative Practice

BEHAVIOR CODES	INCIDENT TYPE (SUB-CODES)	LEVEL	INCIDENT DEFINITIONS	POTENTIAL RESPONSES
	Violence without Serious Physical Injury (ISBE): Serious sexual contact	**3**	Serious, non-accidental, and non-consensual physical contact of a sexual nature (e.g., groping, intimating sexual acts, touching private areas, exposing other's private areas) where the offender(s) or target(s) do not require professional medical attention. ("Professional medical attention" may include the school nurse but not for minor care that any staff member could provide.). Includes any intentional contact with private areas of an individual, regardless of intent.	Behavior Contract Conference with student Explicit instruction of appropriate replacement behavior Expulsion In-school and/or Out-of School Suspension Loss of Privilege/Social Probation Parent Contact Referral to counselor/social worker
Weapon	Weapon: Possession of Minor Weapon	**2**	Possession of a tool is readily capable of causing harm as determined by school administration but does not meet the state definition of a dangerous weapon. This could include pocket knives with blades less than 2.5 inches	Behavior Contract Conference with student Expulsion In-school and/or Out-of School Suspension Loss of Privilege/Social Probation Parent Contact Safety Plan Developed Search of student and/or locker
	Weapon: (ISBE) Possession of Dangerous - Other	**3**	Student possesses dangerous weapon or realistic-looking fake dangerous weapon (does not include firearms) A device, instrument, material, or substance that is readily capable of causing death or serious bodily injury, except a firearm.	Conference with student Expulsion In-school and/or Out-of School Suspension Parent Contact Referral to counselor/social worker Safety Plan Developed Search of student and/or locker
	Weapon: (ISBE) Possession of Dangerous - Firearm	**3**	Possession of firearm on school grounds that is used for or readily capable of causing death (includes handgun, rifle, shotgun, multiple firearms)	Conference with student Expulsion In-school and/or Out-of School Suspension Parent Contact Safety Plan Developed Search of student and/or locker

Explanation of Disciplinary Consequences

Warning

A teacher/administrator/student conference may be held in hopes of eliminating further consequences.

Lunch Restrictions/Isolated Lunch Detentions

Lunch restrictions/isolated lunch detentions are served during the student's lunch period with staff supervision. Students will be permitted to get their lunch and then report to the office for the remaining lunch period. Lunch restrictions/isolated lunch detentions are assigned in cases of first time or infrequent misconduct of a lesser nature. The staff member will inform the student, and when appropriate, will call home.

Before or After School Detentions

Detentions are assigned in cases of serious misconduct and/or frequent misconduct of the same nature. A detention must be processed through the administration. A detention may occur before school or after the school day. Absence on the day of a detention will cause the detention to be served on the next school day. Students and parents will be notified in writing at least one day in advance of the day assigned. Parents are

responsible for providing transportation. Transportation inconveniences are not a valid excuse for missing a detention. Failure to appear for an assigned detention may result in additional detention and/or parent phone conference.

Behavior Contracts

An administrator may write a behavior contract to provide a more structured setting for a student in hopes of eliminating inappropriate and unacceptable behaviors.

Restorative Practices and Interventions

The purpose of restorative practices is to engage students in an educational process including reflection, restoring the environment, and repairing relationships. Such interventions may include checking in with a teacher, administrator, or other staff member, targeted intervention groups with the counselor or social worker, peer mediation, peer mentoring, adult mentoring, reflection, apology, restorative projects such as reading articles, cleaning, or community service.

In-School Suspension

Students will be in a supervised location working on classroom assignments. Any disruption will result in additional disciplinary action.

Out-of-School Suspension

A student who has been suspended from school will not be readmitted to school or to classes without a parent conference. Students may not participate in or attend after school, co-curricular, or extra-curricular activities while under suspension. At the time of a suspension the student will remain in the office until a parent or their designee comes to pick up the student from school.

A suspension may not exceed ten school days. Prior to a suspension, a student will be advised of the reason for the proposed suspension and afforded an opportunity to present information on their own behalf. It must be determined that the student is guilty of noncompliance with the school rule of the conduct charged, and that suspension is reasonably justified. Parents will be given prompt notice of the suspension and the reason thereof.

A suspended student shall have the opportunity to make up any assignments and tests missed during the suspension period. The school will provide work for the student so that future learning is not affected by the suspension. A student will receive credit for these assignments.

Parents have a right to request a review before the Board or an appointed hearing officer.

Right to Review Suspension

The Appeals process must follow these steps:

A. Review of suspension with Building Principal
B. Review of suspension with Board of Education or designee appointed by the Board

Board Policy 7:200, *Suspension Procedure,* is available on the District website and a copy may be obtained by calling the District 158 Administrative Office at (847) 659-6158.

Expulsion

Expulsion shall take place only after the parents have been requested by registered or certified mail to appear at a meeting of the Board, or to meet with a hearing officer appointed by the Board to discuss their child's behavior.

The request shall include:

1. Details regarding the specific act of gross disobedience or misconduct resulting in the recommendation for expulsion;
2. The time, date, and place of the hearing;
3. A brief description of what will happen during the hearing;
4. A list of the student's previous suspensions;
5. A statement indicating that the School Code allows the Board to expel a student for a definite period of time not to exceed two calendar years;
6. A statement regarding the interventions offered to the student;

7. A statement as to whether the student poses a continued risk of harm to other students, staff, or the community; and
8. A request that the student or parent inform the District if the student will be represented by counsel at the hearing.

During the hearing, the student and the student's parent(s) may be represented by counsel, offer evidence, present witnesses, cross-examine witnesses who testified on behalf of the administration, and otherwise present reasons why the student should not be expelled. After presentation of evidence, the Board shall decide the issue of guilt and take such action as it deems appropriate. If the Board decides to expel the student, the written expulsion decision will detail the specific reasons why removing the student from the learning environment is in the best interest of the school, as well as the rationale for the duration of the expulsion. If a hearing officer is appointed by the Board, the hearing officer shall provide a written summary of the evidence heard to the Board. A student may be readmitted to school after expulsion by official action of the Board. Such reinstatement should occur only after the Board, Building Principal, and Superintendent or Associate Superintendent are satisfied that the student intends to correct the situation which led to expulsion.

Board Policy 7:210, *Expulsion Procedure,* is available on the District website and a copy may be obtained by calling the District 158 Administrative Office at (847) 659-6158.

EDUCATIONAL PROGRAMS

English Learners

District 158 provides programs to meet the needs of students whose native language is a language other than English. Opportunities are offered to support the growth of English language skills and academic skills for students so they may achieve at high levels in academic subjects and meet the same challenging State standards expected of all students.

- ***Transitional Bilingual Education (TBE)***
  At attendance centers with more than 20 students who speak the same language and qualify for English Learner services, the District is required to establish a Transitional Bilingual Education Program (TBE) for those students. The TBE program is for English language learners who have not reached the language proficiency criteria required by the State. Students receive explicit language instruction in the four domains: listening, speaking, reading and writing. This program provides instruction in the student's native language to facilitate the transition into English, and helps students acquire the concepts in the core academic subjects and acquire English skills at the same time.

- ***Transitional Program of Instruction (TPI)***
  At attendance centers with less than 20 students who speak the same language and qualify for English Learner services, the District will implement a Transitional Program of Instruction (TPI). The TPI program is an English program that serves identified English learners by providing a full-time teacher certified to provide supplementary instruction for all content area instruction. The program integrates English-as-a-second-language instruction with subject-matter instruction that focuses not only in learning a second language, but also using that language as a medium to learn mathematics, science, social studies, or other academic subjects. The classes count toward graduation requirements.

- ***Two-Way Dual Language***
  For our Spanish speaking English Learners, we implement the dual language two-way model. The Spanish Dual Language program is made up of approximately half Spanish-speaking students and half English-speaking students. Students have access to a specially trained bilingual teacher. Students are integrated for instruction so that both groups of students serve in the role of language model and language learner at different times. The goal of the Dual Language program is to develop bilingualism, biliteracy, academic achievement, and cross-cultural competencies for students.

Parent Advisory Committee for English Learners

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

Field Trips

We encourage all students to participate in field trips. We believe the whole world is a classroom and many sound educational activities that support the curriculum are best appreciated by actually visiting specific sites. Any admission fee and a prorated cost for transportation are assessed and payable prior to the trip. Occasionally a lunch stop is scheduled at a fast food restaurant and may be part of the fee. Students always have the option to bring a sack lunch if they so desire. Permission slips will be required and parents will be given appropriate time to complete the form and pay the fee.

Gifted and Talented Program

Formal identification of eligibility for the Gifted and Talented Program starts at the end of grade 2. Students in grades 3-5 may be screened based on a request from the teacher or parent. Both objective and subjective measures are used for identification. Students are placed in the program based upon Standardized test scores in math, reading and language arts, teacher input and Student Ability Index (SAI) scores. These measures are placed on a matrix for final selection. Students selected for the Gifted and Talented Program are placed with a teacher who has formal gifted training or experience with gifted students whenever possible.

The program is based on the Consultation Model. Consultation is a collaborative problem solving process between the teacher(s) and coordinator(s) through a sharing of expertise with the ultimate goals of better serving students. This model is based upon best practice in the field of Gifted Education.

Home and Hospital Instruction

A student who is absent from school, or whose physician, physician assistant or licensed advanced practice registered nurse anticipates the student's absence from school, because of a medical condition may be eligible for instruction in the student's home or hospital.

Appropriate educational services from qualified staff will begin no later than five school days after receiving a written statement from a physician, physician assistant, or licensed advanced practice registered nurse. Instructional or related services for a student receiving special education services will be determined by the student's individualized education program.

Library Resource Center

The Library Resource Center (LRC) provides materials that support both the mission and the curriculum of the District. Students receive instruction on the use of the LRC, information on available books and resources, and opportunities to check out materials. LRC visits vary depending upon the building and grade level, but generally occur at least once per week.

Books are checked out for one week and may be renewed two to three times (if the book is not on hold). Fines are not charged for late books; however students are not allowed to check out additional materials until late books have been returned. Overdue notices, including the replacement cost of the book, will be sent home with students when a book is two or more weeks overdue. If the book is lost or damaged, the student will be asked to pay for the replacement cost of the book before additional materials may be checked out. Should the book be found later, a refund will be issued up to one year from payment, assuming the book is in good condition.

Parents, employees, students, and community members who believe that library media program resources violate rights guaranteed by any law or Board policy may file a complaint

using the procedure described in Board Policy 2:260, *Uniform Grievance Procedure*. Individuals who would like to submit feedback and/or complaints about the school's library media resources should complete and submit the Library Media Resource Objection form.

Board Policy 6:230, *Library Media Program,* is available on the District website or a copy may be obtained by calling the District 158 Administrative Office at (847)659-6158.

Multi-Tiered Systems of Support

Multi-Tiered Systems of Support (MTSS) is a multi-tier approach for early identification and support of students with learning and behavior needs. The MTSS process begins with high-quality instruction and universal screening of all students. Students with identified needs are provided with interventions at increasing levels of intensity to accelerate their rate of learning. These interventions may be provided by a variety of personnel, including general education teachers, special educators, paraprofessionals, and specialists. Progress is closely monitored to assess both the learning rate and level of performance of individual students. Educational decisions about the dynamics, intensity and duration of interventions are based on individual student response to instruction. MTSS is designed for use when making decisions in both general education and special education, creating a well-integrated system of instruction and intervention guided by student outcome data.

The State of Illinois provides districts and schools with a framework for using MTSS to determine a student's eligibility for and entitlement to special education services. Effective, research-based core instruction, interventions, and assessment plays a critical role in this process and data from the core curricula and instruction, as well as interventions, are used in the eligibility determination process. If the intervention plan shows the student demonstrates performance discrepancy as indicated by national, state and local assessments AND does not demonstrate educational progress through those established national, state or local norms, the team will then refer the student to the Individual Problem Solving Team to discuss the process of special education entitlement.

Physical Education

Physical education is taught in all grades and promotes the development of movement skills, enhances health-related fitness, increases students' knowledge, offers direct opportunities to learn how to work cooperatively in a group setting, and encourages healthy habits and attitudes for a healthy lifestyle.

All students will be expected to participate in PE except those who have a written doctor's excuse. Normally a student who provides a note from a parent can be excused from PE for up to three days. After three days, a doctor's note must be provided. An excuse from PE class applies to recess as well. A parent may request that a student be excused from physical activity in PE during a period of religious fasting by notifying the physical education teacher in writing.

We are asking all students in grades K-5 to purchase gym shoes exclusively for use during PE class.

School Wellness

District 158 promotes student wellness, including good nutrition and physical activity, throughout the educational program, school activities, and meal programs. Schools will foster the positive relationship between healthy nutrition, physical activity, and the capacity of students to develop and learn. In addition, schools will support and promote an active lifestyle.

Students will be offered and schools will promote nutritious food and beverage choices during the school day that are consistent with Board Policy 4:120, *Food Services,* (requiring compliance with the nutrition standards specified in the U.S. Dept. of Agriculture's (USDA) *Smart Snacks* rules).

Section 504

Students with disabilities who do not qualify for an Individualized Education Plan (IEP) under the Individuals with Disabilities Education Act and Illinois School Code may qualify for services under Section 504 of the Rehabilitation Act of 1973 if the child: (1) has a physical or mental impairment that substantially limits one or

more major life activities, (2) has a record of a physical or mental impairment, or (3) is regarded as having a physical or mental impairment. Any parent who is deaf or does not typically communicate using spoken English and who participates in a Section 504 meeting with a District representative shall be entitled to the services of an interpreter. Parents seeking information about Section 504 rights and services should contact the Assistant Principal at their child's school.

FOOD SERVICES, CAFETERIA EXPECTATIONS, AND RECESS

Food Services Staff

The Food Services Department is made up of a team of food and nutrition professionals dedicated to students' health, well-being and their ability to learn. We support learning by promoting healthy habits for lifelong nutrition and fitness practices.

Meals, foods and beverages sold or served at schools meet state and federal requirements which are based on the USDA Dietary Guidelines. We provide students with access to a variety of affordable and appealing foods that meet the health and nutrition needs of students. All items are prepared and served by qualified child nutrition professionals.

Free and Reduced-Price Food Services Eligibility Criteria and Selection

A student's eligibility for free and reduced-price food services shall be determined by the income eligibility guidelines and family-size income standards set annually by the U.S. Department of Agriculture. Those who feel they are in need are encouraged to complete the online Application for Free and Reduced Meals form. Eligibility requirements, the application process and other required information is made available through a secure, private, online form. Individuals who do not have access to a computer or are unable to apply online may pick up an application at the District Administrative Office. Once the application is processed, the parent(s) will receive a notification letter regarding eligibility status.

Breakfast and Lunch Menus

Monthly menus and meal prices are available on the Food Services webpage. Please visit the Food Services webpage to view menus, nutrition, fitness, and education information, the School Wellness Plan, or for information regarding prepayment options.

Breakfast: Students are offered a complete meal that includes milk, grains and/or meat alternatives, and fruits that meet federal guidelines.

Lunch: Students are offered a complete meal that includes milk, grains, meat and/or meat alternatives, fruits, and vegetables that meet federal guidelines. Additional items are offered at a la carte pricing based on grade level.

MySchoolbucks

District 158 schools offer MySchoolBucks as a convenient method to pay for student meals. This online payment service provides parents with a quick and easy way to add money to your child's meal account by using a credit/debit card or electronic check wherever you have Internet access.

By creating a secure online account, parents can experience the benefits of using MySchoolbucks by taking advantage of some of its popular features:

- Spending History – View a seven day history of your child's purchases.
- Low Balance Email Notification – Receive email notification when your child's account balance is low.
- SmartPay – Set accounts to automatically replenish.
- Expired Credit Card Notification – Receive email notification prior to credit card expiration.
- Multi Student Funding – Fund multiple children at the same time.
- Spending Limit Settings – Set daily and weekly spending limits for your child by calling the Director of Food Services at (847) 659-6154.

Purchasing Food

District 158 uses an electronic system for purchasing lunch which requires all students to use their ID card to make food purchases in the cafeteria. Parents may add funds to the student's lunch account by creating a secure online account at MySchoolbucks.com (funds may take 24 to 48 hours to be available in the students' account) or by sending cash or a check (made payable to Huntley Community School District 158) to the student's teacher in an envelope marked with their name and student ID number. The cafeteria staff will place these payments in the student's lunch account.

Snacks and Lunches from Home

Snacks and lunches from home should be nutritious. Candy and pop are discouraged.

Cafeteria Expectations

Students are expected to cooperate with the following procedures:

1. Deposit all lunch litter in the garbage cans provided.
2. Return all trays and utensils to the dishwashing area.
3. Leave the table and floor around the area in a clean condition for others.
4. Cafeteria lines will move with order and efficiency if all students have their lunch card with them and are patient and polite while waiting their turn.
5. Be considerate of others.

Outdoor Recess

When weather conditions permit, students will go outside to recess if the wind chill temperature is greater than 15° F. Please ensure your child is dressed appropriately.

Students recovering from a cold or illness related absence may stay inside during recess for up to three days, provided they bring a note from home. After three consecutive days, a doctor's note is required. If your child is to be excused from Physical Education for an injury or illness, your child's outside recess will be modified.

Peaceful Playground

District 158's elementary schools promote positive student interaction, bullying prevention, and enhance learning through the use of the Peaceful Playground program. Children learn cooperation through Peaceful Playground games and strategies at the start of the year.

Recess Behavior Expectations

- Respect others and play safely
- Follow Peaceful Playground guidelines for conflict resolution
- No chasing, wrestling or play fighting
- Only handball games allowed
- Respect playground equipment

HEALTH SERVICES

Health Office Staff

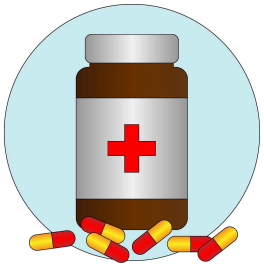
The health program is designed primarily to maintain health and prevent serious injury or illness. A Registered Nurse is employed by the District in each school to be on duty when children are present during school hours. Except in emergencies, students need a pass from their teacher to visit the Health Office. If the nurse is not there or the Health Office is closed, the student should report to the Main Office.

Accident, Illness or Injury Procedure

When a student becomes ill at school, the student may visit the Health Office. The nurse will assess the seriousness of the illness or injury and administer first aid. If warranted, parents will be notified. Possible outcomes after being assessed by the nurse, the student: (1) may return to class, (2) may be picked up by the parent, or (3) may be sent to the hospital via EMS.

If the student has a fever of 100.4° F or greater, the student MUST be picked up from school. Other situations where a student must be picked up from school include, but are not limited to: vomiting, diarrhea, open lesions that cannot be covered, lethargy, serious head injuries, undiagnosed persistent or disruptive cough, eye drainage or redness, undiagnosed or new rashes, and serious limb injuries. These situations will be given a "nurse home" attendance code. Parents are required to sign their child out in the office before leaving the building.

Parents will be called to school to assist if children are incontinent and need assistance in cleaning themselves.



Administering Medication to Students

Every attempt should be made to schedule medication administration outside of school hours. However, if under exceptional circumstances a child is required to take prescribed medication during school hours, all medication shall be transported to and from school by a parent. Students are not to transport or have medications in their possession except for the self-administration of diabetes medication, asthma medication, or epinephrine auto-injectors, as outlined below. The nurse, principal, or designee will administer the medication in compliance with the following regulations:

Prescription Medication

- A Request for Administration of Medication Form signed by the parent AND *signed by the medical doctor*, renewed annually at the beginning of the school year.
- The original prescription bottle must be brought to school by the parent. Students may NOT carry the medication to school.
- The prescription bottle label must contain the student's name, name of medication, time to be administered, dosage, possible side effects and termination date of administering the medication.
- Except for diabetes medication, asthma medication, and epinephrine auto-injectors maintained by students authorized to self-medicate, all student prescription medication must be stored in an appropriate locked cabinet in the Health Office, accessible to authorized personnel only.

Non-Prescription Medication

- A Request for Administration of Medication Form signed by the parent AND *signed by the medical doctor*, renewed annually at the beginning of the school year.
- Some non-prescription medications may be supplied by the school – please check your school for specifics.
- All medication needs to be labeled with the student's name and brought to school by a parent.
- Except for diabetes medication, asthma medication and epinephrine auto-injectors maintained by students authorized to self-medicate, all student non-prescription medication must be stored in an appropriate locked cabinet in the Health Office, accessible to authorized personnel only.

Administration of Medical Cannabis by Parent

The Compassionate Use of Medical Cannabis Program Act allows a medical cannabis infused product to be administered to a student on school property or on the school bus by a parent under the following guidelines:

1. The parent of a student who is a minor must be registered with the Ill. Dept. of Public Health (IDPH) as a *designated caregiver* to administer medical cannabis to their child.
2. Both the student and parent possess valid registry identification cards issued by the IDPH.
3. Copies of the registry identification cards are provided to the Health Office.
4. An Administration of Medical Cannabis by Parent on School Property form signed by the parent AND *signed by the medical doctor*, renewed annually at the beginning of the school year.
5. After administering the product to the student, the parent must immediately remove the product from school property.

Medical cannabis infused products include oils, ointments, foods, and other products that contain usable cannabis but are not smoked or vaped. Smoking and/or vaping medical cannabis on school property or on the school bus is prohibited.

The product may not be administered in a manner that, in the opinion of the District, would create a disruption to the educational environment or cause exposure of the product to other students. A school employee shall not be required to administer the product.

Discipline of a student for being administered a product by a designated caregiver pursuant to this policy is prohibited. The District may not deny a student attendance at school solely because they require administration of the product during school hours.

Undesignated Asthma Medication

Public Act 100-0726 (the Act) amends the school code 105 ILCS 5/22-30 and 27A-5, to include undesignated asthma medication to the other undesignated emergency medications in Illinois schools. The Act permits schools to stock a supply of asthma medication and spacers; authorizes physicians to provide school districts and non-public schools with a standing order; and gives nurses or other trained personnel the authority to provide/administer Albuterol to any person (including parents, visitors and guests) that the nurse believes in good faith is experiencing respiratory distress. Undesignated Albuterol multi-dose inhalers and spacers are available in all school health offices during school hours.

Undesignated Epinephrine Auto Injectors (Epi-Pens)

The Emergency Epinephrine Act, P.A. 97-0361 (the Act) became law in Illinois in 2011. The Act permits schools to stock a supply of Epinephrine Auto-Injectors, authorizes physicians to provide school districts and non-public schools with a prescription to obtain the emergency auto-injectors from local pharmacists, and gives nurses or other trained personnel the authority to provide/administer the epinephrine to any person (including parents, visitors, and guests) the nurse believes in good faith is having an anaphylactic reaction. Undesignated Epi-Pens are available in all schools during school hours. The standing order and emergency auto-injectors are kept in the Health Office.

Undesignated Opioid Antagonists

Illinois School Code (105 ILCS 5/23-30(f)) and Board Policy 7:270, *Administering Medicines to Students*, permits schools to maintain a supply of undesignated opioid antagonists in the name of the District and provide or administer them as necessary according to State law. Opioid antagonist means a drug that binds to opioid receptors, including, but not limited to, naloxone hydrochloride (Narcan) or any other similarly acting drug approved by the U.S. Food and Drug Administration. A nurse or trained personnel, as defined in State law, may administer an undesignated opioid antagonist to a person when they, in good faith, believe that person is having an opioid overdose.

A copy of Board Policy 7:270, *Administering Medicines to Students*, is available on the District's website.

Huntley District 158 and its employees and agents, including the physician, physician assistant, or advance practice nurse providing the standing protocol or prescription for School District Supply of Undesignated Medications, shall incur no liability or professional discipline, except for willful and wanton conduct, as a result of any injury arising from the administration of undesignated medication, including, but not limited to, asthma medication (inhaler), epinephrine auto injectors (Epi-Pen), diabetes medication (glucagon), or opioid antagonists, regardless of whether authorization was given by a student's parent/guardian, the student's physician, physician assistant, or advance practice nurse.

Self-Administration of Medication

Students are permitted by law to carry and self-administer diabetes medication, asthma inhalers, and epinephrine auto-injectors, where appropriate. The parent must sign a statement acknowledging that the District shall incur no liability as a result of any injury or claim arising from the self-administration of the medication or use of an epinephrine auto-injector regardless of whether authorization was given by the student's parent or by the appropriate medical official, and that the parent will indemnify and hold harmless the school district and its employees and agents against any such claims.

Asthma Medication

Students may carry and self-administer their own asthma inhaler. However, most parents of elementary aged students usually prefer the nurse monitor the student's use of the inhaler.

- If the parent would like their child to carry their own inhaler, the parent must provide:
  - Written authorization through the Request for Self Administration of Asthma Medication form signed by the parent, submitted annually at the beginning of the school year.
  - A prescription label with the name of the medication, the prescribed dosage and the time(s) or circumstances under which the medication is to be administered.
- Please also provide an Asthma Action Plan form completed by the student's physician and submitted every year at the beginning of the school year.

Diabetes Medication

Students may carry and self-administer their own diabetes medication. However, most parents of elementary aged students usually prefer the nurse monitor the student's diabetes.

- If the parent would like their child to administer the medication and glucose test independently, the parent must provide:
  - Written authorization through the Request for Self Administration of Diabetic Insulin and Glucose Testing form signed by the parent documenting that student has been instructed in the use and self-administration of the medication and glucose meter, AND *signed by the medical doctor*, renewed annually at the beginning of the school year.
  - A prescription label with the name of the medication, the prescribed dosage and the time(s) or circumstances under which the medication is to be administered.

Epinephrine Auto Injectors (Epi-Pens)

Students may carry and self-administer an Epi-Pen. However, most parents of elementary aged students usually prefer the Epi-Pen to be kept in the Health Office.

- If the parent would like their child to carry and self-administer their own Epi-Pen, the parent must provide:
  - Written authorization through the Request for Self Administration of Anaphylactic Medication form signed by the parent documenting that student has been instructed in the use and self-administration of the anaphylactic medication, AND *signed by the medical doctor*, renewed annually at the beginning of the school year.

If a student requires assistance with their Epi-Pen during a severe allergic reaction, a nurse or other trained staff member may administer the Epi-Pen.

Anaphylaxis Prevention

While it is not possible for the school or District to completely eliminate the risks of an anaphylactic emergency, the District maintains a comprehensive policy on anaphylaxis prevention, response, and management in order to reduce these risks and provide accommodations and proper treatment for anaphylactic reactions. Parents and students who desire more information may contact the School Nurse.

Board Policy 7:285, *Anaphylaxis Prevention, Response, and Management Program,* is available on the District's website or a copy can be obtained by calling the District 158 Administrative Office at (847) 659-6158.

Communicable Diseases

Please notify the Health Office as soon as possible if your child contracts any contagious disease. If such a disease is contracted, the child must be excluded from school. Communicable diseases such as chicken pox, German measles, impetigo, influenza, measles, mumps, scarlet fever, infectious mononucleosis, norovirus, coronavirus, and strep throat are contagious before they reach a stage where they can be recognized and diagnosed. Certain communicable diseases will require a doctor's release for the student to re-enter school or may require documentation from the

County Department of Health to re-enter school or school related activities. Please check with the school Health Office for specifics.

Concussions

If a student sustains a concussion, please notify the Health Office. The school will support a student with a concussion working with the student's physician and by providing a Return-to-Learn protocol. The student will check in with the nurse daily to evaluate symptom severity.

The Illinois Department of Public Health (IDPH) has adopted the U.S. Centers for Disease Control and Prevention's (CDC) *Heads Up* campaign brochures which include concussion fact sheets for parents available on the IDPH website.

If an accident or illness merits being excused from school and/or physical education or recess, a doctor's note is required that specifies when the student may return to normal activity. **The nurse will not be able to write a note to excuse the student from PE or recess.** A physician's release to return to PE and/or recess is required whenever a doctor's note has been issued for a concussion or other reason.

Emergency Contact Information

There are times when a student's illness or injury may require transportation to the hospital. The local rescue squad will transport the student to the appropriate medical facility. Every attempt will be made to notify the parent before transport. In order to contact parents quickly, it is required that we have complete and current information in PowerSchool on the following items:

- Your home address and telephone number
- Working status of parent(s), including the name of the company, the address and phone number where you can be reached
- The name and phone number of a neighbor, friend, or relative who is willing to attend to your child in an emergency.

It is the responsibility of the parent to notify the Registration Department at studentupdate@district158.org of any changes in the aforementioned items.

Epilepsy or Seizure Disorder

Parents of students who are diagnosed with epilepsy or a seizure disorder must submit a Seizure Action Plan at the beginning of each school year.

Life-Threatening Food Allergies or Life-Threatening Chronic Illnesses

State law requires District 158 to annually inform parents of students with life-threatening allergies or life-threatening chronic illnesses of the applicable provisions of Section 504 of the Rehabilitation Act of 1973 and other applicable federal statutes, state statutes, federal regulations and State rules.

Parents of students with food allergies should provide a Food Allergy Emergency Action Plan and Treatment Authorization form completed by the student's physician and submitted every year at the beginning of the school year.

Federal law protects students from discrimination due to a disability that substantially limits a major life activity. If your child has a qualifying disability, an individualized Section 504 Plan will be developed and implemented to provide the support needed for your child to access their education effectively.

While not all students with life-threatening allergies and life-threatening chronic illnesses may be eligible under Section 504, we may be able to appropriately meet a student's needs through other means.

Physical Examination and Immunization Requirements

In accordance with the Illinois Department of Public Health (IDPH) and the Illinois School Code, physical examinations are required for all students entering Kindergarten, sixth grade and ninth grade, and students transferring from out-of-state. Physicals are also required for students participating in interscholastic sports. The Illinois Certificate of Child Health Examination (school physical) form must include a record of all immunizations the child has received.

Every child who enters Preschool, Kindergarten, sixth or ninth grade and every child who enters an Illinois school for the first time, irrespective of grade, must present evidence of immunization as prescribed by the rules and regulations of the Illinois Department of Public Health (IDPH) and the Illinois State Board of Education (ISBE).

Students failing to meet the required immunizations against measles, tetanus, diphtheria, poliomyelitis, varicella, pertussis (whooping cough), meningitis, rubella, mumps, and Hepatitis B, will be excluded from all District schools. There are two exceptions to this State law:

- Children whose parents object to immunizations on religious grounds must present the IDPH's Religious Exemption to Required Immunizations/Examinations form to the Superintendent or designee. Upon receipt of the form, the Superintendent or designee shall immediately inform the parent of exclusion procedures if there is an outbreak of one or more diseases from which the student is not protected.
- Per Illinois School Code, if the physical condition of the child is such that any one or more of the immunization agents should not be administered on medical grounds, the examining physician responsible for the performance of the health examination shall endorse such fact upon the health examination form.

All physical and immunizations must be submitted on the Illinois Certificate of Child Health Examination (school physical) form prior to the first day of school or students will not be allowed to attend school.

Dental and Vision Exam Requirements

A Dental Exam form must be provided to the Health Office before May 15 of the current year for students in Kindergarten, second, sixth, and ninth grades. A Vision Exam form must be provided to the Health Office for students entering Kindergarten or transfer students entering Illinois schools for the first time. A student may be exempt from the dental or vision examination requirements if the student's parent shows an undue burden or lack of access to a dentist or qualified physician/optometrist.

Restrictions for Activity, Physical Education, or Recess

At times, individual students may require special restrictions to their activity level due to a medical condition. Restrictions for activity, physical education class, or recess need to be submitted by a medical physician and must specify the amount of time the student is restricted from participation. Please note any physician directives for activity restrictions need to be reviewed and resubmitted each school year.

When To Keep Your Child at Home

Please keep your child at home during an illness to decrease the number of students who are exposed to the illness. Students who have been running a fever (100.4° F or greater) should be kept home fever-free for 24 hours before they return to school unless guidelines from the CDC or IDPH increase this timeframe. Students should also remain at home for 24 hours after vomiting has stopped and the student can tolerate a solid diet, and/or until diarrhea-free for 24 hours.

INTERNET

Access and Use

All use of the District's electronic networks shall be consistent with the District's goal of promoting educational excellence by facilitating resource sharing, innovation, and communication. These procedures do not attempt to state all required or prohibited behaviors by users. However, some specific examples are provided. **Failure of any user to follow these procedures will result in the loss of privileges, disciplinary action, and/or legal action.**

Privileges

Use of the District's electronic network is a privilege, not a right, and inappropriate use will result in a cancellation of those privileges, disciplinary action, and/or appropriate legal action. The technology administrator will make all decisions regarding whether or not a user has violated these procedures and may deny, revoke, or suspend access at any time. The decision of the technology administrator is final. The

technology administrator will work with the building administrator and the building administrator will deal directly with the violator.

Terms and Conditions for Internet Access

The term electronic networks includes all of the District's technology resources, including, but not limited to:

1. The District's local-area and wide-area networks, including wireless networks (Wi-Fi), District-issued Wi-Fi hotspots, and any District servers or other networking infrastructure;
2. Access to the Internet or other online resources via the District's networks or to any District-issued online account from any computer or device, regardless of location;
3. District-owned or District-issued computers, laptops, tablets, phones, or similar devices.

Acceptable Use

Access to the District's electronic network must be: (a) for the purpose of education or research, and be consistent with the District's educational objectives, or (b) for legitimate business use. Use of the Internet, email, and other communication and collaboration tools to enhance productivity and enhance student learning is encouraged.

If students have been provided with a 1:1 technology device, the following are guidelines for the expectation of using technology responsibly:

a. Bringing a charged device to school every day;
b. Storing the device in the provided case when not in use;
c. Moving safely through the hallway while carrying the device;
d. Respecting the property and privacy of others by not using another student's device or account;
e. Using the device, app, and other information resources to support learning, complete school assignments, and gain understanding of how technology works; and
f. Using the Internet to gather information related to school, and to communicate with other students, teachers, and experts as it relates to school work.

Unacceptable Use

Staff and students are responsible for their own actions and activities involving the use of computers and the network. Some examples of unacceptable uses include, but are not limited to, the following:

a. Using the electronic networks for any illegal activity, including violation of copyright or other contracts, or transmitting any material in violation of any State or federal law;
b. Using the electronic networks to engage in conduct prohibited by Board Policy;
c. Unauthorized downloading of software or other files, regardless of whether it is copyrighted or scanned for malware;
d. Unauthorized use of personal removable media devices (such as flash or thumb drives);
e. Downloading of copyrighted material for other than personal use;
f. Using the electronic networks for private financial or commercial gain;
g. Wastefully using resources, such as file space;
h. Hacking or attempting to hack or gain unauthorized access to files, accounts, resources, or entities by any means;
i. Invading the privacy of individuals, including the unauthorized disclosure, dissemination, and use of information about anyone that is of a personal nature, such as a photograph or video;
j. Using another user's account or password;
k. Disclosing any network or account password (including your own) to any other person, unless requested by the system administrator;
l. Posting or sending material authored or created by another without their consent;
m. Posting or sending anonymous messages;
n. Creating or forwarding chain letters, spam, or other unsolicited messages;
o. Using the electronic networks for commercial or private advertising;
p. Accessing, sending, posting, publishing, or displaying any abusive, obscene, profane, sexual, threatening, harassing, illegal, or knowingly false material;
q. Misrepresenting the user's identity or the identity of others; and
r. Using the electronic networks while access privileges are suspended or revoked.

Indemnification
The user agrees to indemnify the District for any losses, costs, or damages, including reasonable attorney fees, incurred by the District relating to, or arising out of, any violation of these procedures.

Internet Safety
Internet access is limited to only those acceptable uses as detailed in these procedures. Staff members shall supervise students while students are using District Internet access to ensure students abide by the Terms and Conditions for Internet Access contained in these procedures.

Each District computer with Internet access has a filtering device that blocks entry to visual depictions that are: (1) obscene, (2) pornographic, or (3) harmful or inappropriate for students, as defined by the Children's Internet Protection Act and as determined by the Superintendent or designee.

The technology administrator and Building Principal shall monitor student and staff Internet use.

Internet and Network Security
Internet and network security is a high priority. If the user can identify a security problem on the network or Internet, the user must notify the Technology Department or Building Principal. If reported to the Building Principal, the Building Principal is responsible for notifying the Technology Department. Do not demonstrate the problem to other users. Attempts to log-on to the network or Internet as a system administrator will result in cancellation of user privileges. Any user identified as a security risk may be denied access to the network. **Keep your accounts and passwords confidential and do not use another individual's account.**

Network Etiquette
Staff and students are expected to abide by the generally accepted rules of network etiquette while using any means of electronic communication such as email, blogs, wikis, discussion boards, instant messaging, etc. These include, but are not limited to, the following:

a. Be polite. Do not become abusive in messages to others.
b. Use appropriate language. Do not swear, use vulgarities, or any other inappropriate language.
c. Do not reveal personal information, including the addresses or telephone numbers of students or colleagues.
d. Recognize that the District's electronic networks are not private. People who operate the District's technology have access to all email and other data. Messages or other evidence relating to or in support of illegal activities may be reported to the authorities.
e. Do not use the network in any way that would disrupt its use by other users.
f. Consider all communications and information accessible via the network to be private property.

No Warranties
The District makes no warranties of any kind, whether expressed or implied, for the service it is providing. The District will not be responsible for any damages the user suffers. This includes loss of data resulting from delays, non-deliveries, missed-deliveries, or service interruptions caused by its negligence or the user's errors or omissions. Use of any information obtained via the Internet is at the user's own risk. The District specifically denies any responsibility for the accuracy or quality of information obtained through its services.

Telephone Charges
The District assumes no responsibility for any unauthorized charges or fees, including telephone charges, texting or data use charges, long-distance charges, per-minute surcharges, and/or equipment or line costs.

Use of Email
The District's email system, and its constituent software, hardware, and data files, are owned and controlled by the District. The District provides email to aid students and staff members in fulfilling their duties and responsibilities, and as an education tool.

a. The District reserves the right to access and disclose the contents of any account on its system, without prior notice or permission from the account's user. Unauthorized access by any student or staff member to an email account is strictly prohibited.

b. Each person should use the same degree of care in drafting an email message as would be put into a written memorandum or document. Nothing should be transmitted in an email message that would be inappropriate in a letter or memorandum.
c. Electronic messages transmitted via the District's Internet gateway carry with them an identification of the user's Internet domain. This domain is a registered name and identifies the author as being with the District. Great care should be taken, therefore, in the composition of such messages and how such messages might reflect on the name and reputation of the District. Users will be held personally responsible for the content of any and all email messages transmitted to external recipients.
d. Any message received from an unknown sender via the Internet, such as spam or potential phishing emails, should either be immediately deleted or forwarded to the Technology Department. Downloading any file attached to any Internet-based message is prohibited unless the user is certain of that message's authenticity and the nature of the file so transmitted.
e. Use of the District's email system constitutes consent to these regulations.

Vandalism

Vandalism will result in cancellation of privileges and other disciplinary action. Vandalism is defined as any malicious attempt to harm or destroy data of another user, the Internet, or any other network. This includes, but is not limited to, the uploading or creation of malware, such as viruses and spyware.

Web Publishing Copyright Rules

Copyright law and Board Policy prohibit the re-publishing of text or graphics found on the Internet or on District websites or file servers/cloud storage without explicit written permission.

a. For each re-publication (on a website or file server) of a graphic or a text file that was produced externally, there must be a notice at the bottom of the page crediting the original producer and noting how and when permission was granted. If possible, the notice should also include the web address of the original source.
b. Students and staff engaged in producing web content must have written permission from the original producer before adding the material to their web page.
c. The absence of a copyright notice may not be interpreted as permission to copy the materials. Only the copyright owner may provide the permission. The manager of the website displaying the material may not be considered a source of permission.
d. The fair use rules governing student reports in classrooms are less stringent and permit limited use of graphics and text.
e. Student work may only be published if there is written permission from both the parent and student.

TECHNOLOGY AND ARTIFICIAL INTELLIGENCE

Definition

Artificial Intelligence is technology that enables machines to simulate human intelligence and capabilities by processing and analyzing existing information using predefined actions or recommendations.

Purpose Statement

In Huntley District 158, students and educators will use relevant new technologies, such as Artificial Intelligence (AI), in structured learning experiences to support their education and prepare them for the future. The use of AI begins with human-driven questions and ends with human insight. AI will support inquiry, discovery, and reflection. We will ensure that AI tools are used responsibly and ethically to enhance learning. AI will support, rather than replace, thinking and learning and complement effective teaching methods. We will foster critical thinking, academic integrity, and access to learning while empowering students and educators.

Guiding Principles and Values

Whenever students and staff use new technologies to support education, we will ensure they align with our purpose, principles, and values. In Huntley District 158, we value:

1. AI as an Educational Tool
    - AI will complement, not replace, human learning and effort, aligning with educational goals.
    - AI will support critical thinking, creativity, and problem-solving.

- Educators and students will use AI to personalize learning experiences, adapting to diverse student needs and learning styles to maximize individual growth.
- AI will streamline tasks and optimize workflows, allowing educators to dedicate more time to instruction and student engagement.
- AI will serve as an accessibility tool to support student engagement and access to curricular materials and services.

2. Ethical Use and AI Literacy
    - Human judgment will remain central in AI-assisted decision-making.
    - AI literacy will be fostered among students and educators, ensuring they understand AI's capabilities, limitations, ethical considerations, and societal impacts to enable informed and responsible use.
    - AI use will uphold academic integrity, ensuring students engage ethically and authentically in their learning.
    - Students will ensure that their work reflects their thinking and learning process, avoiding misrepresentation through AI-generated content.
    - Students and educators will disclose AI usage when appropriate and provide proper attribution.
3. Data Privacy, Safety, and Equitable Access
    - Student data privacy and online safety will be prioritized and adhere to relevant laws, including SOPPA, FERPA, COPPA, and CIPA.
    - All students will have equitable access to AI tools and resources.
    - AI tools will be developmentally appropriate for students.
    - Students and educators will understand how AI interacts with their data/information and comply with school and district policies and guidelines.
4. Oversight and Continuous Improvement
    - AI tools will be carefully evaluated and implemented to align with educational goals.
    - The district will develop and regularly refine clear guidelines and protocols for AI use.
    - The district will establish processes for ongoing monitoring and auditing of AI usage to ensure adherence to these principles and address potential misuse.
    - The district will foster collaboration among educators, students, families, and the community in selecting, implementing, and evaluating AI tools and strategies.
    - Students and educators will engage in training on AI tools, including their benefits, risks, and best practices.

AI Guidelines for Students

Artificial Intelligence (AI) can be a powerful tool to support student learning, but it's important to understand when and how it's appropriate to use. Huntley 158 has established clear AI Usage Guidelines to help students and teachers navigate expectations for assignments, assessments, and projects.

All assignments will fall under one of three categories in which teachers will provide guidance on the appropriate level of student use:

- **No Use (Default):** AI tools are not allowed. All work must be original and created without assistance.
- **Limited Use:** AI can be used only for specific purposes such as brainstorming, editing, or tasks defined by your teacher. All AI use must be clearly cited.
- **Integrated Use:** You may use AI tools freely with teacher approval, as long as you follow academic integrity practices and provide a rationale for your use.

Click here to view the full Huntley 158 AI Guidelines for Students Document.

SAFETY AND SECURITY

All District operations, including the education program, shall be conducted in a manner that will promote the safety and security of everyone on District property or at a District event. As such, District 158 has developed and maintains a comprehensive safety and security plan that includes, without limitation:

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

Campus Resource Officers

District 158 has established a Campus Resource Officer (CRO) program in partnership with the Algonquin, Huntley, and Lake in the Hills Police Departments. As part of an intergovernmental agreement, this partnership helps create "effective and positive school student discipline that: (1) is part of District 158's larger effort to address school safety and climate, (2) includes proactive and restorative methods rather than only punitive, and (3) is clear, consistent and equitable."

Each CRO is equipped with a body worn camera as provided by law in accordance with Police Department policies. The CRO's body worn camera will not record during the school day unless and until the CRO has reason to believe that a crime has been or is in the process of being committed. Further, in the event a CRO is in a hostile situation or perceives that a complaint will be raised, at the CRO's discretion, the body worn camera can begin recording.

Emergency Procedure Terms

- **Lockdown:** A lockdown is declared when, in the opinion of an administrator, Campus Resource Officer, or staff member, a situation exists that threatens the safety of students and staff and requires them to take appropriate protective action – locking down in a classroom, hiding from the danger or safely getting out of the building.
- **Hold in Place and Teach:** This protocol is enacted when there is a situation *inside the building* that requires immediate action for all persons to remain in place. It is non-life threatening to the general population and to the school.
- **Secure the Building and Teach:** This protocol is enacted when there is a situation *outside the building* that requires all persons to remain inside the school building.
- **Severe Weather/Shelter in Place:** This protocol is enacted when there is a severe weather/tornado warning indicated in the area of the school(s). All staff and students, inside or outside of the school, will be advised to move to their designated safe areas within the school.

  Should a severe weather/tornado warning occur at dismissal time, students will be kept in the building until conditions improve or an all-clear signal is issued.

  In the event buses are in transit and a severe weather/tornado warning is announced, buses will go to the closest school building or predetermined location based on movement of the potential weather.

  - **Tornado Watch:** A tornado watch is used when conditions are favorable for tornadoes to form.
  - **Tornado Warning:** A tornado warning is used when a tornado funnel is signed or indicated by weather radar. Shelter should be taken immediately.

School Safety Drill Plan

In accordance with the School Safety Drill Act (105 ILCS 128/) and Board Policy 4:170, *Safety*, the following drills will be conducted:

1. Three school evacuation drills;
2. Two bus evacuation drills;
3. One severe weather/shelter in place drill;
4. One law enforcement lockdown drill.

Emergency drill procedures will be discussed with all students by their classroom teachers prior to each drill. If a parent would like to opt their child out of participating in the law enforcement lockdown drill, they must request this in writing to the Building Principal each school year.

School Bus Safety

All students shall be provided with instruction in safe bus riding practices at least twice during each school year. The instruction shall include two emergency bus evacuation drills, as well as the operation and use of the emergency door, windows (as a means of escape), and fire extinguisher.

Student Drop-Off and Pick-Up

In the interest of safety and security of all students and staff, please follow the pick-up/drop-off procedures specific to your school.

> Vehicles MAY NOT be parked or located in the bus lanes or fire lanes at ANY TIME.
> Vehicles located in these locations may be ticketed and/or towed by the police.

Walking or Riding Bicycles To and From School

For student safety, walking or riding bicycles to and from school is discouraged whenever possible. Students who do walk or ride a bicycle must follow all traffic laws, use designated crossings and sidewalks when available, and exercise safe practices at all times. E-bikes, motorized bicycles, and motorized scooters are prohibited on school property.

Students utilizing bicycles or non-motorized scooters must properly park and secure them in the designated bicycle rack area while on school grounds. The school district is not responsible or liable for lost, stolen, damaged, or mislaid property.

In addition, all other applicable district policies, student handbook guidelines and school expectations shall be followed.

SEARCH AND SEIZURE

In an effort to maintain order and security in the schools, school authorities are authorized to conduct reasonable searches of school property and equipment, as well as of students and their personal effects. School authorities include school liaison police officers (Campus Resource Officers).

School Property and Equipment
As Well as Personal Effects Left by Students

School authorities may inspect and search school property and equipment owned or controlled by the school (such as lockers, desks, and parking lots), as well as personal effects left there by a student, without notice to or consent of the student. Students have no reasonable expectation of privacy in these places or areas or in their personal effects left there.

The Superintendent may request the assistance of law enforcement officials to conduct inspections and searches of lockers, desks, parking lots, and other school property and equipment for illegal drugs, weapons, or other dangerous substances or materials, including searches conducted through the use of specially trained dogs.

Search of Student Accounts or Profiles on Social Networking Websites

In accordance with the Right to Privacy in the School Setting Act, 105 ILCS 75/:

1. School officials may not request or require a student or the student's parent to provide a password or other related account information to gain access to the student's account or profile on a social networking site.
2. School officials may conduct an investigation or require a student to cooperate in an investigation if there is specific information about activity on the student's account on a social networking website that violates the school's disciplinary rule or policy. In the course of the investigation, the student may be required to share the content that is reported in order for the school to make a factual determination.

Searches of Students and/or Student's Personal Effects

School authorities may search a student and/or the student's personal effects in the student's possession (purses, wallets, knapsacks, book bags, lunch boxes, etc.), when there is reasonable grounds for suspecting that the search will produce evidence the particular student has violated or is violating either the law or the school or District's rules and policies.

The search will be conducted in a manner that is reasonably related to its objective of the search and not excessively intrusive in light of the student's age and sex, and the nature of the infraction. When feasible, the search will be conducted as follows:

- Outside the view of others, including students;
- In the presence of a school administrator or adult witness; and
- By a certificated employee or school liaison police officer (Campus Resource Officer) of the same sex as the student.

Seizure of Property

If a search produces evidence that a student has violated or is violating either the law or the school or District's rules or policies, such evidence may be seized and impounded by school authorities, and disciplinary action may be taken. When appropriate, such evidence may be transferred to law enforcement authorities. The student's parent(s) shall be notified of the search as soon as possible.

A copy of Board Policy 7:140, *Search and Seizure*, can be found on the District's website or may be obtained by calling the District 158 Administrative Office at (847) 659-6158.

SPECIAL EDUCATION

Education of Children with Disabilities

The District shall provide a free appropriate public education in the least restrictive environment and any necessary related services to all students with disabilities enrolled in District 158, as required by the Individuals with Disabilities Education Act (IDEA). The term "children with disabilities" means children between ages 3 and the day before their 22nd birthday for whom it is determined that special education services are needed, except those children with disabilities who turn 22 years of age during the school year are eligible for special education services through the end of the school year. It is the intent of the school to ensure that students with disabilities are identified, evaluated and provided with appropriate educational services. Once a student is determined to have a disability under IDEA, an Individualized Education Program (IEP) will be developed by a team of educators along with parents.

For additional information, please contact the Special Services Department at (847) 659-6158.

Prioritization of Urgency of Need for Services (PUNS)

The Illinois Department of Human Services (IDHS) maintains a statewide database known as the PUNS database (Prioritization of Urgency of Need for Services) that records information about individuals with intellectual disabilities or developmental disabilities who are potentially in need of services.

IDHS uses the data on PUNS to select individuals for services as funding becomes available, to develop proposals and materials for budgeting, and to plan for future needs. The PUNS database is available for children with intellectual disabilities or developmental disabilities with unmet service needs.

Registration to be included on the PUNS database is the first step toward receiving developmental disabilities services in this State. A child who is not on the PUNS database will not be in the queue for State developmental disabilities services.

For more information and to sign up for PUNS, see the Illinois Department of Human Services PUNS information page at https://www.dhs.state.il.us/page.aspx?item=41131. You may also contact the Special Services Coordinator at your child's school.

Services and Programs

District 158 provides a continuum of services to students with IEPs. Every effort is made to educate the student within their home school and classroom environment. The Individualized Education Program team, including the student's parent(s) and educators, meets annually to determine the needs of the student and the least restrictive environment. Students who move into District 158 with an IEP will be provided with the services listed in the Individualized Education Program plan.

Students with IEPs are afforded safeguards and rights described in the parent guide, *Educational Rights and Responsibilities: Understanding Special Education in Illinois*, available on the Illinois State Board of Education (ISBE) website.

Students with disabilities who do not qualify for an Individualized Education Program, as required by the federal Individuals with Disabilities Education Act and implementing provisions of this Illinois law, may qualify for services under Section 504 of the federal Rehabilitation Act of 1973 if the student: (1) has a physical or mental impairment that substantially limits one or more major life activities, (2) has a record of a physical or mental impairment, or (3) is regarded as having a physical or mental impairment.

Access to Classroom for Special Education Observation or Evaluation

The parent of a student receiving special education services, or being evaluated for eligibility, is afforded reasonable access to educational facilities, personnel, classrooms, and buildings. This same right of access is afforded to an independent educational evaluator or a qualified professional retained by or on behalf of a parent or child. For further information, please contact the Building Principal.

Discipline of Special Education Students

The District will comply with the Individuals With Disabilities Education Improvement Act of 2004 and the Illinois State Board of Education's Special Education rules when disciplining special education students. No special education student shall be expelled if the student's particular act of gross disobedience or misconduct is a manifestation of the student's disability.

Additional information, including laws, regulations, and guidance, is available at the Illinois State Board of Education (ISBE) website.

Behavioral Interventions

Behavioral interventions shall be used with students with disabilities to promote and strengthen desirable behaviors and reduce identified inappropriate behaviors. The Board will establish and maintain a committee to develop, implement, and monitor procedures on the use of behavioral interventions for children with disabilities.

Physical Restraint, Time Out, and Isolated Time Out (RTO)

Isolated time out, time out, and physical restraint shall only be used if the student's behavior presents an imminent danger of serious physical harm to the student or others, and other less restrictive and intrusive measures were tried and proven ineffective in stopping it. The school may not use isolated time out, time out, or

physical restraint as discipline or punishment, convenience for staff, retaliation, as a substitute for appropriate educational or behavioral support, a routine safety matter, or to prevent property damage in the absence of imminent danger of serious physical harm to the student or others. The use of prone restraint is prohibited.

Additional information for parents, including *The Physical Restraint, Time Out, and Isolated Time Out Bill of Rights*, is available on the Illinois State Board of Education (ISBE) website.

Exemption From PE Requirement for Special Education Students

A student who is eligible for special education may be excused from physical education courses in either of the following situations:

1. The student (a) is in grades 3-12, (b) has an Individualized Education Program (IEP) that requires that special education support and services be provided during physical education time, and (c) the parent agrees or the IEP team makes the determination; or
2. The student (a) has an IEP, (b) is participating in an adaptive athletic program outside of the school setting, and (c) the parent documents the student's participation as required by the Superintendent or designee.

A student requiring adapted physical education will receive that service in accordance with the student's IEP.

Related Service Logs

For a student with an IEP, the District must create related service logs that record the type of related services administered under the student's IEP and the minutes of each type of related service that has been administered.

STUDENT PRIVACY PROTECTIONS

Surveys

All surveys requesting personal information from students, as well as any other instrument used to collect personal information from students, must advance or relate to the District's educational objectives, or assist students' career choices. This applies to all surveys, regardless of whether the student answering the questions can be identified or who created the survey.

Surveys by Third Parties

Before a school official or staff member administers or distributes a survey or evaluation created by a third party to a student, the student's parent may inspect the survey or evaluation, upon their request and within a reasonable time of their request. This applies to every survey: (1) that is created by a person or entity other than a district official, staff member, or student, (2) regardless of whether the student answering the questions can be identified, and (3) regardless of the subject matter of the questions.

Parents who object to disclosure of information concerning their child to a third party may do so in writing to the Building Principal.

Surveys Requesting Personal Information

School officials and staff members will not request, nor disclose, the identity of any student who completes any survey or evaluation (created by any person or entity, including the school or District) containing one or more of the following items:

1. Political affiliations or beliefs of the student or the student's parents.
2. Mental or psychological problems of the student or the student's family.
3. Behavior or attitudes about sex.
4. Illegal, anti-social, self-incriminating, or demeaning behavior.
5. Critical appraisals of other individuals with whom students have close family relationships.
6. Legally recognized privileged or analogous relationships, such as those with lawyers, physicians, and ministers.
7. Religious practices, affiliations, or beliefs of the student or the student's parent.
8. Income other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such programs.

The student's parent may: (1) inspect the survey or evaluation upon, and within a reasonable time of, their request, and/or (2) refuse to allow their child to participate in the survey. The school will not penalize any student whose parent exercised this option.

Instructional Material

A student's parent may inspect, upon their request, any instructional material used as part of their child's educational curriculum within a reasonable time of their request.

The term "instructional material" means instructional content that is provided to a student, regardless of its format, printed or representational materials, audio-visual materials, and materials in electronic or digital formats (such as materials accessible through the Internet). The term does not include academic tests or academic assessments.

Prohibition on Selling or Marketing Students' Personal Information

No school official or staff member may market or sell personal information concerning students (or otherwise provide that information to others for that purpose). The term personal information means individually identifiable information including: (1) a student or parent's first and last name, (2) a home or other physical address (including street name and the name of the city or town), (3) a telephone number, (4) a Social Security identification number or (5) driver's license number or State identification card.

Unless otherwise prohibited by law, the above paragraph does not apply: (1) if the student's parent have consented; or (2) to the collection, disclosure or, use of personal information collected from students for the exclusive purpose of developing, evaluating or providing educational products or services for, or to, students or educational institutions, such as the following:

1. College or other postsecondary education recruitment, or military recruitment.
2. Book clubs, magazines, and programs providing access to low-cost literary products.
3. Curriculum and instructional materials used by elementary schools and secondary schools.
4. Tests and assessments to provide cognitive, evaluative, diagnostic, clinical, aptitude, or achievement information about students (or to generate other statistically useful data for the purpose of securing such tests and assessments) and the subsequent analysis and public release of the aggregate data from such tests and assessments.
5. The sale by students of products or services to raise funds for school-related or education-related activities.
6. Student recognition programs.

Under no circumstances may a school official or staff member provide a student's personal information to a business organization or financial institution that issues credit or debit cards.

A parent who desires to opt their child out of participation in activities provided herein or who desires a copy or access to a survey or any other material described herein may contact the Building Principal.

Here is a link to the District's Student Data Privacy processes and procedures.

STUDENT RECORDS

The District will maintain two sets of records for each student: a permanent record and a temporary record.

Permanent Records

All student permanent records are maintained for at least 60 years after the student transfers, graduates, or permanently withdraws.

A student's permanent record may include:

- basic identifying information
- academic transcripts
- attendance records
- accident and health reports
- honors and awards
- school-sponsored activities and athletics
- information pertaining to the release of this record

Temporary Records

Student temporary records are maintained for at least five years after the student transfers, graduates, or permanently withdraws. Temporary records that may be of assistance to a student with a disability who graduates or permanently withdraws, may, after five years, be transferred to the parent or to the student when the student reaches 18 years of age, graduates from high school, marries, or enters military service, whichever comes first. Such students are called *eligible students*.

A student's temporary record may include:

- family background information
- intelligence and aptitude test scores
- psychological reports
- achievement test results
- participation in extracurricular activities, including any offices held in school-sponsored clubs or organizations
- honors and awards received
- teacher anecdotal records
- disciplinary information
- special education files
- records associated with plans developed under Section 504 of the Rehabilitation Act of 1973
- verified reports of information from non-educational persons, agencies or organizations of clear relevance to the student's education
- information pertaining to the release of this record

Rights and Privacy Regarding Student Records

The Family Educational Rights and Privacy Act (FERPA) and the Illinois School Student Records Act (ISSRA) afford parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. They are:

1. **The right to inspect and copy the student's education records within 10 business days after the date the District receives a request for access.**
   A parent or student 18 years of age has the right to inspect and copy their permanent record. The parent or student should submit to the Building Principal or the Official Records Custodian a written request that identifies the record(s) they wish to inspect. The Building Principal will make arrangements for access and notify the parent or student of the time and place where the records may be inspected.

   These rights are denied to any person against whom an order of protection has been entered concerning a student (105 ILCS 5/10-22.3c, 105 ILCS 10/5a, and 750 ILCS 60/214(b) (15).

2. **The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate, misleading, irrelevant, or improper.**
   A parent or eligible student may ask the District to amend a record that they believe is inaccurate, misleading, irrelevant, or improper. They should write to the Building Principal or the Official Records Custodian, clearly identify the part of the record they want changed, and specify the reason.

   If the District decides not to amend the record as requested by the parent or eligible student, the District will notify the parent or eligible student of the decision and advise the individual of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

3. **The right to permit disclosure of personally identifiable information contained in the student's education records, except to the extent that the FERPA or ISSRA authorizes disclosure without consent.**
   Disclosure without consent is permitted to school officials with legitimate educational or administrative interests. A school official is a person employed by the District as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the Board. A school official may also include a volunteer, contractor, or consultant who, while not employed by the school, performs an institutional service or function for which the school would

otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of personally identifiable information from education records (such as an attorney, auditor, medical consultant, therapist, or educational technology vendor); or any parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill professional responsibility or contractual obligations with the District.

Upon request, the District discloses education records without consent to officials of another school district in which a student has enrolled or intends to enroll, as well as to any person as specifically required by State or Federal law. Before information is released to individuals, the parent or eligible student will receive prior written notice of the nature and substance of the information, and an opportunity to inspect, copy, and challenge such records.

Academic grades and references to expulsions or out-of-state suspensions cannot be challenged at the time a student's records are being forwarded to another school to which the student is transferring.

Disclosure is also permitted without consent to: any person for research, statistical reporting or planning, provided that no student or parent(s) can be identified; any person named in a court order; appropriate persons if the knowledge of such information is necessary to protect the health or safety of the student or other persons; and juvenile authorities when necessary for the discharge of their official duties who request information before adjudication of the student.

4. **The right to a copy of any school student record proposed to be destroyed or deleted.**
   Student temporary records are reviewed every four years or upon a student's change in attendance centers, whichever occurs first.

5. **The right to prohibit the release of directory information.**
   Throughout the school year, the District may release directory information regarding students, limited to: name, address, grade level, birth date and place, parent names and addresses, academic awards, degrees, and honors, information in relation to school-sponsored activities, organizations, and athletics, major field of study, or period of attendance in school.

   Any parent or eligible student may prohibit the release of any or all of the above information by delivering a written objection to the Building Principal within 30 days of the date of this notice. No directory information will be released within this time period unless the parent or eligible student is specifically informed otherwise.

6. **The right contained in this statement: No person may condition the granting or withholding of any right, privilege or benefits or make as a condition of employment, credit, or insurance the securing by any individual of any information from a student's temporary record which such individual may obtain through the exercise of any right secured under State law.**

7. **The right to file a complaint with the U.S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA.**

   The name and address of the Office that administers FERPA is:

   U.S. Department of Education
   Student Privacy Policy Office
   400 Maryland Avenue, SW
   Washington, DC 20202

TRANSPORTATION

School bus transportation is an important part of each student's education experience and the Transportation Department will assist in making this experience as pleasant as possible.

It is the responsibility of the Transportation Department to design and implement routes and stops according to guidelines set forth by the Illinois State Board of Education and Illinois State Law. Decisions regarding special education students will take into account related disabilities and the student's IEP pertaining to transportation.

Transportation Department Staff

The District 158 Transportation Department staff are dedicated to the service, safety and well-being of all students that it transports. Bus drivers are responsible for the students riding their buses just as teachers are responsible for the students in their classrooms. The bus driver is required to report students who violate the bus rules of proper behavior and conduct while riding the bus.

Bus Conduct, Expectations, and Discipline

Every student has a right to a safe and enjoyable ride to and from school free from intimidation, threat or harassment. Bus drivers are responsible for the lives of all students on their bus and will not be required to transport any student who is a disciplinary problem. The school discipline system applies to students at the bus stop, bus loading and unloading locations, on the ride, and throughout the school day. If a student's behavior is not acceptable, the right of riding the bus may be suspended and the student may face further consequences.

Bus Expectations

- Be on time
- Walk to and away from the bus
- Find a seat immediately and remain seated
- Maintain an appropriate noise level and use appropriate language
- Keep your hands, arms, feet, and all objects inside the bus and to yourself
- Follow directions from the bus driver and other adults
- Help keep the bus clean
- Report unsafe behavior to the bus driver
- Use only approved items on the bus

Bus Discipline

The bus is an extension of the school and classroom in which all school rules, regulations and discipline policies and procedures apply.

- Transportation is a right that can be suspended.
- Each student is responsible for their behavior while on the bus and in the school bus loading and unloading areas.
- Unacceptable conduct on the school bus or at a school stop may result in a warning, detention, suspension or expulsion from school.

Should a student's bus riding privilege be suspended, it then becomes the responsibility of the parent to transport the student. Revocation of a student's bus riding privilege is not considered an exclusion, expulsion or suspension from school. Students suspended from the school bus who do not have alternate transportation to school will have the opportunity to make up missed school work for equivalent academic credit. It is the responsibility of the parent to notify the school that the student does not have alternate transportation.

Bus Routes

Students are required to ride their designated routes and get on and off at their designated stops. Students must be picked-up and dropped-off at the same location Monday thru Friday. Transportation needs to keep track of

students riding their designated routes in the event of an emergency (i.e. bus collision, lost or missing students, etc.). Due to the number of students being transported, it is not feasible to let students ride home on routes other than their designated routes.

In the event of an emergency, the parent must call the Transportation Department at (847) 659-3000 to request a change in their child's designated route. Requests for changes will be accepted or denied based on the number of students assigned to a particular bus route. If the request is approved, the Transportation Department will notify the school of the change.

Bus Stops

The Transportation Department requires that students be at the bus stop five (5) minutes before the regular pick-up times. The five minutes compensates for any variance in the bus run and allows the bus to stay on schedule. When the bus comes to a stop, the students can board the bus, and it can be on its way to the remaining stops. It is important for students to be present at their designated bus stop at least five minutes before the scheduled arrival time to ensure timely pick-ups. Due to multiple circumstances, the bus may arrive three to five minutes earlier or later than the posted time.

In areas where sidewalks are provided, students need to stand a safe distance on the sidewalk away from the curb and street. In areas where sidewalks are not provided, students need to stay off the road and out of harm's way of motorists using the roadway. The private property of those living near the bus stop is to be respected.

Students waiting for the bus are not to approach the bus until the bus has come to a complete stop and the driver has opened the door. Students are to get on the bus in single file in an orderly fashion without pushing and shoving, and find a seat immediately.

When students need to cross a road before boarding or after exiting the bus, they must wait on the curb or edge of the roadway until the driver signals the student giving them permission to cross the road. Students should cross the road far enough in front of the bus (approximately 10 feet) so the driver can see the student and the student can see the driver.

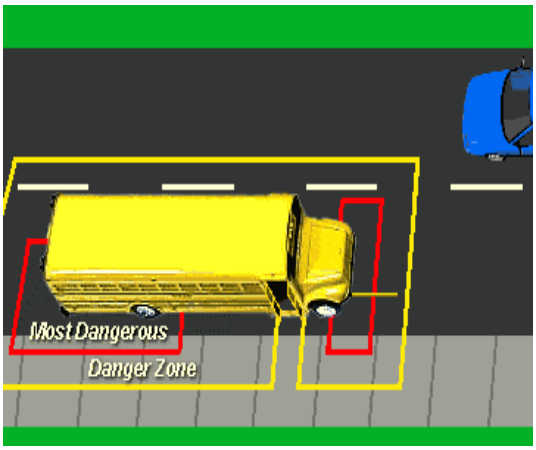
Not following these guidelines is a serious safety offense and drivers have been directed to submit bus conduct reports of students who do not follow these guidelines.

Bus Drop-Off for Kindergarteners

A parent/guardian must be present at the bus stop in order for the driver to release a Kindergarten student.

If a parent/guardian wishes to authorize the release of their child to an older sibling or other designated adult, they must submit a written request to the Transportation Department at Transportation@District158.org.

If no authorized individual is present at the bus stop during drop-off, every effort will be made to contact the parent/guardian. If contact cannot be made, the student will be returned to the school, and the parent/guardian will be required to pick them up.



Danger Zones Surrounding School Buses

Statistically school bus transportation is the safest means of transportation that a student can take to and from school. A student has a 150 times greater risk of being in an accident to and from school via another vehicle other than a school bus.

The area within 10 feet in the front, sides, and rear of the bus are known as the DANGER ZONE. As such, precautionary guidelines must be adhered to when students are loading and unloading.

At no time should a student walk directly alongside the bus nor should a student cross the road behind the bus. Students need to remain at least 10 feet away from the bus before loading. When unloading, students must exit and immediately step at least 10 feet away from the bus and proceed immediately to their destination.

If a student drops an item in front of, alongside of, or at the rear of the bus, the student should not retrieve the item until notifying the driver. The driver will then decide if it is safe for the student to retrieve the dropped item.

Not following these guidelines is a serious safety offense and drivers have been directed to submit bus conduct reports for students not following these guidelines.

Electronic Recordings on School Buses

The Board of Education has adopted a policy authorizing the use of electronic recordings on school buses when transportation is provided for a school activity.

Electronic video and audio recordings are viewed to investigate incidents reported by a bus driver, administrator, CRO, supervisor, student, or other person. They are also viewed at random.

Viewing and/or listening to electronic video and/or audio recordings is limited to CROs and District personnel. These individuals must have (1) a law enforcement, security, or safety reason, or (2) a need to investigate and/or monitor student or driver conduct. A written log will be kept of those individuals viewing the recording stating the time, name of individual viewing, and date the recording was viewed.

The content of the recordings are student records and are subject to District policies and procedures concerning school student records. If the content of a recording becomes the subject of a student disciplinary hearing, it will be treated like other evidence in the proceeding.

Transportation of Students with Disabilities

All students with an IEP are provided transportation entirely at District expense. The mode of transportation will be determined via the IEP conference. A parent wishing to waive the right to District approved transportation and desiring reimbursement for such services must seek reimbursement through the State of Illinois. District 158 will not provide reimbursement for expenses incurred by the parent.

HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

2026-2027

Middle School Student Academic, Activities, and Athletics Handbook

Square Barn Road Campus
Heineman Middle School

Reed Road Campus
Marlowe Middle School

Our learning community will educate and empower all students always

Approved: 07.17.25

Huntley School District 158 Middle Schools

Heineman Middle School

725 Dr. John Burkey Drive
Algonquin, IL 60102
(847) 659-4300 - Office
(847) 659-4311 - Attendance Line

Office Hours: 7:00 am to 3:00 pm
School Day: 7:30 am to 2:25 pm

Mr. Stephen Mogni, Principal
_____, Assistant Principal

Marlowe Middle School

9625 Haligus Road
Lake In The Hills, IL 60156
(847) 659-4700 - Office
(847) 659-4711 - Attendance Line

Office Hours: 7:00 am to 4:00 pm
School Day: 7:30 am to 2:25 pm

Mrs. Jillian Pearce, Principal
Ms. Gabrielle Clark, Assistant Principal
Mrs. Hailey Gordon, Assistant Principal

HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

Schedule of Events 2026-2027

Institute Days
August 17, 2026
August 18, 2026
January 4, 2027
April 23, 2027

Non Attendance Days - No School
November 25, 2026 (Offices Closed)
February 12, 2027 (Offices Closed)
March 26, 2027 (Offices Closed)

Waived Holidays - School in Session
Veterans Day - November 11, 2026
Casimir Pulaski Day - March 1, 2027

Holidays - No School/Offices Closed
Independence Day - July 3, 2026
Labor Day - September 7, 2026
Columbus Day - October 12, 2026
Thanksgiving Holiday - November 26-27, 2026
Christmas Holiday - December 24-25, 2026
New Year Holiday - December 31, 2026 and January 1, 2027
Dr. Martin Luther King's Birthday - January 18, 2027
Presidents Day - February 15, 2027
Memorial Day - May 31, 2027

SIP Early Release Days
September 22, 2026
October 23, 2026
December 18, 2026
February 11, 2027
March 2, 2027
May 27, 2027

Middle School Dismissal at 12:30 pm on SIP Early Release Days

School Begins
August 13, 2025

Middle School Grading Periods
October 16, 2026 - End of 1st Quarter (41 days)
December 18, 2026 - End of 2nd Quarter (40 days)
March 12, 2027 - End of 3rd Quarter (46 days)
May 28, 2027 - End of 4th Quarter (47 days)

Parent Teacher Conferences - No School
November 23, 2026 – 9:00 am to 8:00 pm
November 24, 2026 – 7:00 am to 12:00 pm

Winter Break - No School
December 21, 2026 – January 4, 2027

Spring Break - No School
March 29, 2027 – April 5, 2027

Miscellaneous
December 18, 2026 – Last day before Winter Break
January 5, 2027 – First day after Winter Break
March 25, 2027 – Last day before Spring Break
April 5, 2027 – First day after Spring Break

8th Grade Promotions
May 26, 2026 - Marlowe Middle School
May 27, 2026 - Heineman Middle School

Last Day of School
May 27, 2027

* Thursday, May 27, 2027 will be the earliest last day of school if NO emergency days are used.
* Friday, June 4, 2027 will be the last day of school if ALL 5 emergency days are used.

★ 2026-2027 Yearly Calendar
★ District 158 Interactive Calendar

TABLE OF CONTENTS

General Information
- Accommodating Individuals with Disabilities
- Animals on School Property
- Awareness and Prevention of Child Sexual Abuse, Grooming Behaviors, and Boundary Violations
- Video and Audio Monitoring Systems
- Weapons Policy

Notification of Nondiscrimination
- Education of Homeless Children
- Equal Educational Opportunities
- Sex Discrimination Policy
- Sex Equity Policy
- Uniform Grievance Procedure

Emergency Communication
- Emergency Notifications
- School Day Cancellations

Enrollment Information
- Birth Certificate Requirement
- Custody Arrangements
- Fees and Waivers
- Homeless Child's Rights
- Student Transfers to and from Non-District Schools

School and Community Relations
- Care Solace
- Faith's Law Notifications - Employee Conduct Standards
- Gun-Free, Tobacco, Alcohol, and Drug-Free Zones
- Mandated Reporter
- Pesticide Application Notice
- PowerSchool
- Sex Offender Notification Law
- Student Voice
- Suicide and Depression Awareness and Prevention
- Visitor Guidelines
- Visits to Classrooms and Conferences
- Volunteers

Parents' Rights Notifications
- Annual Report Card
- Assessments/Standardized Testing
- School Visitation Rights for Parents
- Student Data Privacy; Notice to Parents About Educational Technology Vendors
- Teacher Qualifications

School Guidelines
- School Hours
- Access to Student Social Networking Passwords and Websites
- After School Hours

Closed Campus
Hall Passes
Homework
Academic Limitations on Homework
Academic Dishonesty
Consequences for Academic Dishonesty
Identification Cards
Lockers
Messages and Dropping Off Items for Students
Peer Relationships
Personal Electronic Devices
Prohibited Personal Items
Respect for Property
School Dance Guidelines
Student Appearance, Clothing, and Hygiene
Appearance/Dress Code
Telecommunication Device Possession and Use
Trespassing
Uniforms for Physical Education Class

Absences, Attendance, and Tardies
Absences
Excused Absences (EA)
Unexcused Absences (UA)
Procedures for Communicating Absences
Make-Up Work
Illnesses
Family Emergencies
Release Time for Religious Instruction & Observance
After School, Co-Curricular, or Extracurricular Activities Attendance Requirements
Truancy
Diagnostic Procedures for Identifying Student Absences and Support Services to Truant or Chronically Truant Students
Extended Absences

Behavior and Discipline
School Code of Conduct
Parent-Teacher Advisory Committee (PTAC)
Problem-Solving Suggestions for Students
Problem-Solving Suggestions for Parents
Multi-Tiered Systems of Support Framework
Restorative Practices
Discipline of Special Education Students
Aggressive Behavior
Bullying, Harassment, Hazing, and Sexting
Conduct Motivated by Prohibited Discrimination
Dangerous Weapons
Gang and Gang-Related Activity
Teen Dating Violence Prohibited
Student Code of Conduct Matrices

Explanation of Disciplinary Consequences
Warning
Lunch Restrictions/Isolated Lunch Detentions
Teacher Assigned Detentions
Office Assigned Detentions
Behavior Contracts
Restorative Practices and Interventions
In-School or Out-of-School Suspension
Right to Review Suspension
Expulsion

Educational Programs
English Learners
Transitional Bilingual Education (TBE)
Transitional Program of Instruction (TPI)
Two-Way Dual Language
Parent Advisory Committee for English Learners
Family Life and Sex Education Classes
Field Trips
Gifted and Talented Program
Home and Hospital Instruction
Library Resource Center
Multi-Tiered Systems of Support
Physical Education
School Wellness
Section 504

Food Services and Cafeteria Expectations
Free and Reduced-Price Food Services Eligibility Criteria and Selection
Breakfast and Lunch Menus
MySchoolBucks
Providing Lunch/Food for Your Child
Purchasing Food
Cafeteria Expectations

Health Services
Accident, Illness or Injury Procedure
Administering Medication to Students
Prescription Medication
Non-Prescription Medication
Administration of Medical Cannabis
Undesignated Asthma Medication
Undesignated Epinephrine Auto Injectors (Epi-Pens)
Undesignated Opioid Antagonists
Self-Administration of Medication
Asthma Medication
Diabetes Medication
Epinephrine Auto Injectors (Epi-Pens)
Anaphylaxis Prevention

Communicable Diseases
Concussions
Emergency Contact Information
Epilepsy or Seizure Disorder
Life-Threatening Food Allergies or Life-Threatening Chronic Illnesses
Physical Examination and Immunization Requirements
Dental and Vision Exam Requirements
Reporting to the Health Office
Restrictions for Activity or Physical Education
When to Keep Your Child at Home

Internet and Technology
Access and Use
Privileges
Terms and Conditions for Internet Access
Internet Safety
Internet and Network Security
Use of Email
Vandalism
Web Publishing Copyright Rules

Progress Reports, Report Cards, Grading, Retention, and Promotion
Progress Reports
Report Cards
Grade Point Average (GPA) Calculation
Grade Point Average (GPA) Calculation with Honors Courses
Remediation, Retention, and Promotion

Safety and Security
Campus Resource Officers
Emergency Procedure Terms
School Safety Drill Plan
School Bus Safety
Student Drop-Off and Pick-Up
Walking or Riding Bicycles To and From School

Search and Seizure
School Property and Equipment As Well as Personal Effects Left by Students
Search of Student Accounts or Profiles on Social Networking Websites
Searches of Students and/or Student's Personal Effects
Seizure of Property

Special Education
Education of Children with Disabilities
Services and Programs
Access to Classroom for Special Education Observation or Evaluation
Discipline of Special Education Students
Behavioral Interventions
Physical Restraint, Time Out, and Isolated Time Out (RTO)
Exemption From PE Requirement for Special Education Students
Related Service Logs

Student Privacy Protections

- Surveys
- Instructional Material
- Prohibition on Selling or Marketing Students' Personal Information

Student Records

- Permanent Records
- Temporary Records
- Rights and Privacy Regarding Student Records

Student Services

- Counseling and Guidance
- Erin's Law Counseling Options, Assistance, and Intervention
- Problem Solving Team

Transportation

- Transportation Department Staff
- Bus Conduct, Expectations, and Discipline
- Bus Routes
- Bus Stops
- Danger Zones Surrounding School Buses
- Electronic Recordings on School Buses
- Transportation of Students with Disabilities

★ *Extracurricular Handbook for Activities, Clubs, and Athletics*

Handbook Disclaimer

To ensure continued compliance with federal, state or local regulations, the rules, guidelines, and Board Policies published in this handbook are subject to review and may be amended during the year without notice as necessary for the routine operation of the school or District. Any amendment(s) made during the year will be posted at Student Handbooks.

Nothing in this handbook shall be construed in a manner contrary to Board of Education Policies, State, or federal law.

General Information

Huntley 158 is committed to fostering a safe, welcoming, and conducive environment for all. We strive to create a space where every student is provided with an optimal learning experience and every staff member is empowered to perform at their very best.

We believe that a spirit of cooperation among students, teachers, staff, parents, and administrators is essential to cultivating a positive school climate. Through mutual respect, shared responsibility, and open communication, we create an environment that both enables and encourages excellence in education.

Within this learning community, all individuals have important rights and responsibilities that support our collective success.

Student and Staff Rights

- To learn and work in an atmosphere that promotes the educational process
- To experience meaningful and engaging learning opportunities
- To be part of a school climate that is safe and free from violence and disruption

Accommodating Individuals with Disabilities

Individuals with disabilities will be provided an opportunity to participate in all school-sponsored services, programs, or activities. Individuals with disabilities should notify the Superintendent or Building Principal if they have a disability that will require special assistance or services and, if so, what services are required. This notification should occur as far in advance as possible of the school-sponsored function, program, or meeting.

Animals on School Property

In order to ensure student health and safety, animals are not allowed on school property except in the case of a service animal accompanying a student or other individual with a documented disability. This rule may be temporarily waived by the Building Principal in the case of an educational opportunity for students, provided that: (a) the animal is appropriately housed, humanely cared for, and properly handled, and (b) students will not be exposed to a dangerous animal or an unhealthy environment.

Awareness and Prevention of Child Sexual Abuse, Grooming Behaviors, and Boundary Violations

Child sexual abuse, grooming behaviors, and boundary violations harm students, their parent, the District's environment, its school communities, and the community at large, while diminishing a student's ability to learn.

Warning Signs of Child Sexual Abuse

Physical signs:

- Sexually transmitted infections (STIs) or other genital infections
- Signs of trauma to the genital area, such as unexplained bleeding, bruising, or blood on the sheets, underwear, or other clothing
- Unusual weight gain or loss

Behavioral signs:

- Excessive talk about or knowledge of sexual topics
- Keeping secrets
- Not talking as much as usual
- Not wanting to be left alone with certain people or being afraid to be away from primary caregivers
- Regressive behaviors or resuming behaviors that the child had grown out of, such as thumb sucking or bedwetting
- Overly compliant behavior
- Sexual behavior that is inappropriate for the child's age
- Spending an unusual amount of time alone
- Trying to avoid removing clothing to change or bathe

Emotional signs:

- Change in eating habits or unhealthy eating patterns, like loss of appetite or excessive eating
- Signs of depression, such as persistent sadness, lack of energy, changes in sleep or appetite, withdrawing from normal activities, or feeling "down"
- Change in mood or personality, such as increased aggression
- Decrease in confidence or self-image
- Anxiety, excessive worry, or fearfulness
- Increase in unexplained health problems such as stomach aches and headaches
- Loss or decrease in interest in school, activities, and friends

- Nightmares or fear of being alone at night
- Self-harming behaviors or expressing thoughts of suicide or suicidal behavior
- Failing grades
- Drug or alcohol use

Warning Signs of Grooming Behaviors

School and District employees are expected to maintain professional and appropriate relationships with students based upon students' ages, grade levels, and developmental levels.

Prohibited grooming is defined as (i) any act, including but not limited to, any verbal, nonverbal, written or electronic communication or physical activity, (ii) by an employee with direct contact with a student, (iii) that is directed toward or with a student to establish a romantic or sexual relationship with the student. Examples of grooming behaviors include, but are not limited to, the following:

- Sexual or romantic invitations to a student
- Dating or soliciting a date from a student
- Engaging in sexualized or romantic dialog with a student
- Making sexually suggestive comments that are directed toward or with a student
- Self-disclosure or physical exposure of a sexual, romantic, or erotic nature
- Sexual, indecent, romantic, or erotic contact with a student
- Failing to respect boundaries or listening when a student says "no"
- Engaging in touching that a student or student's parents have indicated as unwanted
- Trying to be a student's friend rather than filling an adult role in the student's life
- Failing to maintain age-appropriate relationships with students
- Talking with students about personal problems or relationships
- Spending time alone with a student outside of their role in the student's life or making excuses to be alone with a student
- Expressing unusual interest in a student's sexual development, such as commenting on sexual characteristics or sexualizing normal behaviors
- Giving a student gifts without occasion or reason
- Spending a lot of time with a student
- Restricting a student's access to other adults

Warning Signs of Boundary Violations

School and District employees breach employee-student boundaries when they misuse their position of power over a student in a way that compromises the student's health, safety, or general welfare. Examples of boundary violations include:

- Favoring a certain student by inviting the student to "hang out" or by granting special privileges
- Engaging in peer-like behavior with a student
- Discussing personal issues with a student
- Meeting with a student off-campus without parent knowledge and/or permission
- Dating, requesting, or participating in a private meeting with a student (in person or virtually) outside of a professional role
- Transporting a student in a school or private vehicle without administrative authorization
- Giving gifts, money, or treats to an individual student
- Sending a student on personal errands
- Intervening in a serious student problem instead of referring the student to an appropriately trained professional
- Sexual or romantic invitations toward or from a student
- Taking and using photos/videos of students for non-educational purposes
- Initiating or extending contact with a student beyond the school day in a one-on-one or non-group setting
- Inviting a student to an employee's home
- Adding a student on personal social networking sites as contacts when unrelated to a legitimate educational purpose
- Privately messaging a student
- Maintaining intense eye contact with a student
- Making comments about a student's physical attributes, including excessively flattering comments
- Engaging in sexualized or romantic dialog
- Making sexually suggestive comments directed toward or with a student

- Disclosing confidential information
- Self-disclosure of a sexual, romantic, or erotic nature
- Full frontal hugs
- Invading personal space

If you believe you are a victim of child sexual abuse, grooming behaviors, or boundary violations, or you believe that your child is a victim, you should immediately contact the Building Principal, a school counselor, or another trusted adult employee of the school.

Board Policy 4:165, *Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors*, is available on the District website and a copy may be obtained by calling the District 158 Administrative Office at (847) 659-6158.

Video and Audio Monitoring System

A video and audio monitoring system is in use on school buses and a video monitoring system is in use in public areas of the school building. These systems have been put in place to protect students, staff, visitors and school property. If a discipline problem is captured on audiotape or videotape, these recordings may be used as the basis for imposing student discipline. If criminal actions are recorded, a copy of the tape may be provided to law enforcement personnel.

Weapons Policy

It is the policy of District 158 to prohibit the possession or the assistance of possession of weapons on school grounds, at any school activity, on school transportation vehicles, or in any designated school transportation waiting area.

Notification of Nondiscrimination

Education of Homeless Children

Each child of a homeless individual and each homeless youth has equal access to the same free, appropriate public education as provided to other children and youths, including a public pre-school education. Any homeless child shall be immediately admitted, even if the child or child's parent is unable to produce records normally required for enrollment. Board Policy 6:140, *Education of Homeless Children*, and its implementing administrative procedures govern the enrollment of homeless children.

Equal Educational Opportunities

Equal educational, co-curricular, and extracurricular opportunities shall be available for all students without regard to color, race,, national origin, religion, sex, sexual orientation, ancestry, age, physical or mental disability, gender identity, status of being homeless, immigration status, order of protection status, military status, unfavorable military discharge, reproductive health decisions, or actual or potential marital or parental status, including pregnancy. Any student may file a discrimination grievance by using Board Policy 2:260, *Uniform Grievance Procedure,* or by completing and submitting a Formal Public Complaint form.

Sex Discrimination Policy

District 158 does not discriminate on the basis of sex and prohibits sex discrimination in any education program or activity that it operates, as required by Title IX and its regulations, including in employment. Inquiries about Title IX may be referred to Dr. Adam Zehr, Chief Title IX Coordinator, the U.S. Department of Education's Office for Civil Rights, or both.

Title IX Coordinators:

Dr. Adam Zehr
650 Dr. John Burkey Drive
Algonquin, IL 60102
(847) 659-6158
azehr@district158.org

Mrs. Karrie Baughman
650 Dr. John Burkey Drive
Algonquin, IL 60102
(847) 659-6158
kbaughman@district158.org

Contact information for Office of Civil Rights (OCR) is available here: https://ocrcas.ed.gov/contact-ocr.

District 158's sex nondiscrimination policy and grievance procedures are contained in Board Policy 2:265, *Title IX Grievance Procedure*, a copy of which is available in the District Administrative Office, on the District website, or by contacting one of the individuals listed above. To report information about conduct that may constitute sex discrimination or make a complaint of sex discrimination under Title IX, please contact one of the Title IX Coordinators listed above.

Sex Equity Policy

No student shall, on the basis of sex, sexual orientation, or gender-related identity or expression 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, co-curricular, and extracurricular programs and activities. Any student may file a sex equity complaint by using Board Policy 2:260, *Uniform Grievance Procedure,* or by completing and submitting a Title IX Complaint form. A

student may appeal the Board's resolution of the complaint to the Regional Superintendent of Schools (pursuant to 105 ILCS 5/3-10) and, thereafter, to the State Superintendent of Education (pursuant to 105 ILCS 5/2-3.8).

Uniform Grievance Procedure

Any individual may file a sex equity, sexual harassment, Section 504 disability, or other discrimination complaint by using the procedure described in Board Policy 2:260, *Uniform Grievance Procedure*, a copy of which is available in the District Administrative Office, on the District website, or by contacting any of the individuals named below.

Concerns or complaints related to potential violations should be directed to:

Nondiscrimination Coordinators/Title IX Coordinators:

Dr. Adam Zehr	Mrs. Karrie Baughman
650 Dr. John Burkey Drive	650 Dr. John Burkey Drive
Algonquin, IL 60102	Algonquin, IL 60102
(847) 659-6158	(847) 659-6158

Complaint Managers:

Dr. Anna Hoyou	Mrs. Karrie Baughman	Dr. Deanna Gill	Mr. Mark Altmayer
650 Dr. John Burkey Drive	650 Dr. John Burkey Drive	650 Dr. John Burkey Drive	650 Dr. John Burkey Drive
Algonquin, IL 60102	Algonquin, IL 60102	Algonquin, IL 60102	Algonquin, IL 60102
(847) 659-6158	(847) 659-6158	(847) 659-6158	(847) 659-6158

A student may appeal the Board's resolution of a complaint filed to the Regional Superintendent of Schools, and thereafter, to the State Superintendent of Education.

For concerns or complaints against District 158 or its employees other than a discrimination complaint, parents are encouraged to first contact the appropriate staff member directly. If the problem is not resolved, parents should contact the Building Principal. If the problem remains unresolved, the parent should then contact the District Administrative Office.

Emergency Communications

Emergency Notifications

District 158 will send out notification alerts in critical situations, such as emergency weather closures, crisis incidents, and other incidents affecting school operations through the School Messenger/Communicate program. This system integrates with PowerSchool, and parents can manage their contact information and preferences through the PowerSchool Parent Portal. For more information, please visit the Safety and Security webpage and select "Alerts" from the dropdown menu.

School Day Cancellations

The Superintendent is authorized to close school(s) in the event of hazardous weather or other emergency that threatens the safety of students, staff members, or school property. Should the need to close occur, parents will be notified via School Messenger/Communicate, the District's automated messaging system. Information will also be posted to the District 158 website at www.huntley158.org. In the event school is closed, all after-school, co-curricular, and extracurricular activities are also cancelled.

Enrollment Information

Birth Certificate Requirement

Illinois law requires at registration, or within 30 days of registration, a certified copy of the student's birth certificate to be on file with the District. If a certified copy is not available at the time of registration, the District must be furnished at a minimum: the student's full legal name and date of birth. If a person enrolling a student fails to provide a certified copy of the student's birth certificate within 30 days of registration, the Superintendent or designee shall immediately notify the local law enforcement agency, and shall also notify the person enrolling the student in writing that, unless the person complies within 10 days, the case will be referred to the local law enforcement authority for investigation. If compliance is not obtained within that 10-day period, the Superintendent or designee shall refer the case.

Custody Arrangements

In order for school personnel to be aware of any custody arrangements, please provide legal custody/divorce settlement documents to the school prior to the beginning of the school year or as situations change.

Fees and Waivers

Waiver of student fees will be granted to those students who qualify. Parents may apply for waiver of school fees by completing and submitting the Application for Fee Waiver form and proof of current income.

Please note: In order to be eligible for a waiver of student registration fees, applications must be received *within thirty (30) days of the date your child enters school for the current school year*. Fees will not be waived until the Application for Fee Waiver form is received, reviewed and approved. If approved, other fees incurred after the date the application is received will be eligible for a fee waiver.

Board Policy 4:140, *Waiver of Student Fees*, is available on the District website and a copy may be obtained by calling the District 158 Administrative Office at (847) 659-6158.

Homeless Child's Rights

When a child loses permanent housing and becomes a homeless person as defined by law, or when a homeless child changes his or her temporary living arrangements, the parent of the homeless child has the option of either:

1. continuing the child's education in the school of origin for as long as the child remains homeless or, if the child becomes permanently housed, until the end of the academic year during which the housing is acquired; or
2. enrolling the child in any school that non-homeless students who live in the attendance area in which the child or youth is actually living are eligible to attend.

For additional information, please contact:

Karrie Baughman, D158 Homeless Liaison
kbaughman@district158.org or (847) 659-6178

Student Transfers to and from Non-District Schools

A student may transfer into or out of the District according to State law and procedures developed by the Superintendent. A student seeking to transfer into the District must serve the entire term of any suspension or expulsion, imposed for any reason by any public or private school, in this or any other state, before being admitted into the District.

School and Community Relations

Care Solace

We are committed to the well-being of our students, staff and families to create a safe and healthy learning environment. In support of this ongoing commitment, Huntley 158 has partnered with Care Solace to provide an additional layer of care for our community.

If students, staff or their family members are looking for help with mental health or substance use, Care Solace can help you quickly find treatment options matched to your needs regardless of the circumstance. Care Solace is a complimentary and confidential service provided to students, staff, and their families by District 158. Care Solace's team is available 24 hours a day, 7 days per week, 365 days a year and can support you in any language.

If you would like to use Care Solace to help find a provider:

- Call 888-515-0595
- Visit www.caresolace.com/huntley and either search on your own OR click "Book Appointment" for assistance by video chat, email, or phone.

Care Solace is not an emergency response service or mental health services provider. In the event of a life threatening emergency, please call 911. For awareness, prevention, and/or mental health support, call or text 988.

Faith's Law Notifications – Employee Conduct Standards

School districts are required to include in their student handbook notification of the District's Employee Code of Professional Conduct. These standards, in part, define appropriate conduct between school employees and students.

Board Policy 5:120, *Employee Ethics; Code of Professional Conduct; and Conflict of Interest*, Board Policy 4:165, *Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors,* and a link to the Sexual Abuse Response and Prevention Resource Guide is available on the District website. Copies may be obtained by calling the District 158 Administrative Office at (847) 659-6158.

Gun-Free, Tobacco, Alcohol, and Drug-Free Zones

All District 158 buildings and grounds are gun-free, tobacco, alcohol, and drug-free zones. Cigarettes and alternative nicotine products are not permitted. This includes all after school activities and school-related events.

Mandated Reporter

All school personnel, including teachers, administrators, and support staff members, are required by law to immediately report any and all suspected cases of child abuse or neglect to the Illinois Department of Children and Family Services.

Pesticide Application Notice

District 158 maintains a registry of employees and parents of students who have registered to receive written or telephone notification prior to the application of pesticides to school grounds. To be added to the list, please contact the Director of Communications and Public Engagement at (847) 659-6158.

Notification will be given before application of the pesticide. Prior notice is not required if there is imminent threat to health or property.

PowerSchool

Huntley 158 uses an internet-based student information system called PowerSchool. The PowerSchool Parent Portal gives parents access to real-time information including their child's schedule, attendance, assignments, and grades. Students also have their own accounts to access school information from home or at school.

Instructions to create a PowerSchool account, to add/link a student, along with information on the PowerSchool app and a login link is available at PowerSchool. Password information for students and parents is available from the District Registration Office at (847) 659-6147.

Student Voice

At Huntley 158, we believe that student voice matters. Students offer valuable insights that help shape the learning environment. Your ideas, experiences, and perspectives will help guide decisions that impact your education.

We are committed to listening and will provide opportunities through surveys, focus groups, the Principal's Student Leadership Council (PSLC), the 5th grade ambassador program, the Student Athlete Leadership Team (SALT), one-on-one conversations with staff, the Superintendent Student Advisory Committee, the 5 Essentials or through other means throughout the year. Your voice can help drive real change, from improving daily experiences to shaping long-term goals. Your voice is not only heard in Huntley 158–it is VALUED!

Sex Offender Notification Law

State law prohibits a convicted child sex offender from being present on school property when children under the age of 18 are present, except in the following circumstances as they relate to the individual's child:

1. To attend a conference at the school with school personnel to discuss the progress of their child.
2. To participate in a conference in which evaluation and placement decisions may be made with respect to their child's special education services.
3. To attend conferences to discuss issues concerning their child, such as retention or promotion.

In all other cases, convicted child sex offenders are prohibited from being present on school property unless they obtain written permission from the Superintendent or Board.

Any time a convicted child sex offender is present on school property for any reason – including the three reasons above – the individual is responsible for notifying the Building Principal upon arrival and upon departure. The convicted child sex offender must remain under the direct supervision of a school official at all times while in the presence or vicinity of children. A violation of this law is a Class 4 felony.

In addition, State law requires schools to notify parents that information about sex offenders and violent offenders against youth is available to the public on the Illinois Department of State Police (ISP) website. The ISP website contains the following:

- Illinois Sex Offender Registry, https://isp.illinois.gov/Sor/Disclaimer
- Illinois Murderer and Violent Offender Against Youth Registry, https://isp.illinois.gov/MVOAY/Disclaimer
- Frequently Asked Questions Concerning Sex Offenders, https://isp.illinois.gov/Sor/FAQs

Suicide and Depression Awareness and Prevention

Youth suicide impacts the safety of the school environment. It also affects the school community, diminishing the ability of surviving students to learn and the school's ability to educate. Suicide and depression awareness and prevention are important goals of the District.

The District maintains resources on suicide and depression awareness and prevention. Much of this information, including Board Policy 7:290, *Suicide and Depression Awareness and Prevention*, is available on the District website and a copy may be obtained by calling the school office.

In the event of a life threatening emergency, please call **911.**
For awareness, prevention, and/or mental health support, call or text **988**.

Visitor Guidelines

The safety and security of your children is our number one concern. In an effort to maintain a safe, disruption free educational environment for all students, we ask all visitors to use the same procedures when entering the building. The District expects mutual respect, civility, and orderly conduct among all individuals on school property or at a school event.

- All schools are accessible only via the secured main entrance (Door #1).
- All visitors to elementary and middle school buildings must press the call button outside the front door, state their purpose for visiting, and wait to be buzzed into the building.
- All visitors must provide valid ID and be scanned into the Raptor Visitor Management System which will run an instant background check. You will be issued a visitor pass that should be worn visibly. At the conclusion of your visit, you will need to stop in at the office, sign-out and turn in your visitor's pass.
- Visitors with histories that appear on the Raptor check will be either denied access to the building, limited to conducting business in the front office, or will be provided escorted access to other parts of the building as is necessitated by circumstances and/or applicable law.
- Any person who engages in prohibited conduct may be ejected from or denied admission to school property in accordance with State law. The person may also be subject to being denied admission to school athletic or extracurricular events for up to one calendar year.
- Student Visitors - Students are not permitted to bring guests to school during the school day.

Visits to Classrooms and Conferences

- All visits to classrooms must be pre-arranged with the teacher.
- Conferences will be held outside school hours or during the teacher's conference/preparation period.
- All visitors must follow the Visitor Guidelines as outlined above.

Volunteers

Those interested in volunteering must complete a Volunteer Registration form each school year before volunteering. In keeping with District guidelines, younger siblings are not permitted to accompany volunteers during volunteer activities. We appreciate everyone's understanding.

Additional information is available on the Volunteer webpage. If you are interested in volunteering, please contact the District's Volunteer Coordinator at (847) 659-6152.

Parents' Rights Notifications

Annual Report Card

Each year, the District is required to disseminate an annual report card that includes information on the District as a whole and each school served by the District, with aggregate and disaggregated information for each required subgroup of students including: student achievement on academic assessments (designated by category), graduation rates, district performance, teacher qualifications, and other information required by federal law. We encourage you to explore illinoisreportcard.com to view the Illinois School Report Card for District 158 or your child's school.

Assessments/Standardized Testing

Assessments are essential to a student's learning experience as they assist in providing information for determining individual student achievement and instructional needs, curriculum and instruction effectiveness, and school performance measured against District student learning objectives and statewide norms. Testing includes local assessments and State assessments as required by federal law.

Local Assessments

Assessment	Purpose	Dates
AimsWeb Literacy & Math	Administered to select grade 6-12 students in order to better identify specific strengths and areas of support for math and literacy skills.	Fall, Winter, Spring
STAR Reading and Math	Administered to all grade K-11 students in order to better identify specific strengths and areas of support in reading and math standards.	Fall, Winter, Spring

State Assessments

Assessment	Purpose	Dates
ACCESS	Administered to grade K-12 English Learners. Scores are used to assess progress and proficiency in English as well as determine placement in the EL program the following school year.	Winter
DLM	Administered to grade 3-12 students eligible for alternative assessment in the areas of reading/language arts, mathematics, and science.	Spring
IAR	Achievement assessment for grade 3-8 students for reading/language arts and mathematics.	Spring
ISA	Achievement assessment for grade 5, 8 students for science.	Spring

Additional information regarding student assessments and information regarding interpreting scores is available under Assessments on the Learning & Innovation webpage.

School Visitation Rights for Parents

The School Visitation Rights Act permits employed parents, who are unable to meet with educators because of a work conflict, the right to time off from work under certain conditions to attend necessary school functions such as parent-teacher conferences, academic meetings and behavioral meetings. Letters verifying participation in this program are available from the school office upon request.

Student Data Privacy; Notice to Parents About Educational Technology Vendors

School districts throughout the State of Illinois contract with different educational technology vendors for beneficial K-12 purposes such as providing personalized learning and innovative educational technologies, and increasing efficiency in school operations.

Under Illinois' Student Online Personal Protection Act, or SOPPA (105 ILCS 85/), educational technology vendors and other entities that operate Internet websites, online services, online applications, or mobile applications that are designed, marketed, and primarily used for K-12 school purposes are referred to in SOPPA as operators.

SOPPA is intended to ensure that student data collected by operators is protected, and it requires those vendors, as well as school districts and the Illinois State Board of Education, to take a number of actions to protect online student data.

Depending upon the particular educational technology being used, our District may need to collect different types of student data, which is then shared with educational technology vendors through their online sites, services, and/or applications. Under SOPPA, educational technology vendors are prohibited from selling or renting a student's information or from engaging in targeted advertising using a student's information. Such vendors may only disclose student data for K-12 school purposes and other limited purposes permitted under the law.

In general terms, the types of student data that may be collected and shared include personally identifiable information (PII) about students or information that can be linked to PII about students, such as:

- Basic identifying information, including student or parent name and student or parent contact information, username/password and student ID number
- Demographic information
- Enrollment information
- Assessment data, grades, and transcripts
- Attendance and class schedule
- Academic/extracurricular activities
- Special indicators (e.g., disability information, English Language Learner, free/reduced meals or homeless/foster care status)
- Conduct/behavioral data
- Health information
- Food purchases
- Transportation information
- In-application performance data
- Student-generated work
- Online communications
- Application metadata and application use statistics
- Permanent and temporary school student record information

Operators may collect and use student data only for K-12 purposes, which are purposes that aid in the administration of school activities, such as:

- Instruction in the classroom or at home (including remote learning)
- Administrative activities
- Collaboration between students, school personnel, and/or parents
- Other activities that are for the use and benefit of the school district

Board Policy 7:345, *Student Data Privacy; Notice to Parents About Educational Technology Vendors*, is available on the District website and a copy may be obtained by calling the District 158 Administrative Office at (847) 659-6158.

Teacher Qualifications

Under Title I of the Elementary and Secondary Education Act, parents may request the professional qualifications of their child's classroom teachers and the paraprofessionals, if any, who assist them, including:

1. Whether the teacher has met the State qualifications and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;
2. Whether the teacher is teaching under an emergency or other provisional status through which State qualification or licensing criteria have been waived;
3. Whether the teacher is teaching in the field of discipline of the teacher's licensure; and
4. Whether any instructional aides or paraprofessionals provide services to your child, and, if so, their qualifications.

This notice is required by federal law (20 U.S.C. §6312(e)(1)(A)). If you would like to receive any of this information, please contact the District 158 Administrative Office at (847)659-6158.

School Guidelines

School Hours

School hours for students in grades 6-8 are 7:30 am to 2:25 pm, and 7:30 am to 12:30 pm on early release days. Students remaining in the building after school hours are to report to a club, sport, or activity directly supervised by a staff member.

Access to Student Social Networking Passwords and Websites

Social networking websites and platforms means an Internet-based service that allows students to: (1) construct a public or semi-public profile within a bounded system created by the service, (2) create a list of other users with whom they share a connection within the system, and (3) view and navigate their list of connections and those made by others within the system. Social networking websites include, but are not limited to, Facebook, Instagram, Twitter, TikTok, Snapchat, and ASKfm.

If a student has an account on a social networking website, school officials may conduct an investigation or require a student to cooperate in an investigation if there is specific information about activity on the student's account on a social networking website that violates a school behavior rule or policy. In the course of an investigation, the student may be required to share the content that is reported in order to allow school officials to make a factual determination. School officials may not request or require a student or the student's parent to provide a password or other related account information to gain access to the student's account or profile.

After School Hours

Students who are in the building after school is dismissed must be there for a specific activity or reason, including, but not limited to, participating in an extracurricular activity, meeting with a teacher for academic reasons, an assigned detention, or staying as a spectator for an athletic or other special event. All students staying after school are subject to the student behavior expectations and discipline consequences.

➔ *Students must make arrangements in advance for a ride home from school. If an activity concludes early, students must report to the supervised area until their ride arrives.*

Closed Campus

The middle schools maintain a closed campus policy. This means all students eat lunch at school. Students may only leave school with a written excuse for a doctor or dental appointment and must be signed out at the office by a parent.

Hall Passes

With the exception of passing periods, students in the halls must have a pass issued by a staff member.

Homework

Homework is an extension of learning in the classroom and is assigned to challenge, reinforce and motivate, and is not given for disciplinary reasons. The quantity of homework will increase throughout the grade school years as students are able to

assume greater responsibilities and independence. Whenever possible, supervised study time will be given in the classroom to help students get off to a good start on their assignments. Homework is a good way of involving parents in the learning process and keeping them informed about their child's progress. It is important, however, that assignments be completed by the student in order for the teacher to make an accurate assessment of the student's learning. Both long-term and short-term homework assignments will help students establish regular study habits, learn to budget time, develop an interest in the work assigned and learn the importance of accomplishing and turning in the work on time.

Academic Limitations on Homework

- Homework will not account for more than 40% of a student's overall grade.
- Late assignments are defined as assignments not turned in to the teacher when they are requested.
- Late assignments may be accepted for partial credit during a particular unit of study. Assignments may not be accepted for credit when that unit of study has been completed.
- Extra credit may or may not be available in any given class at the discretion of the classroom teacher or team. Extra credit assignments shall not exceed 2% of a student's overall grade.

Academic Misconduct

I. Definitions of Academic Misconduct

A. **Academic Misconduct - Daily Work**:
Providing or receiving unauthorized assistance, with or without technology, during homework or practice activities because it prevents the teacher and/or school administration in arriving at an honest evaluation of learning. The unauthorized use of technologies to support academic work is also considered a form of academic misconduct unless permitted by the teacher.

B. **Cheating - Distribution**
Aiding other students in cheating, soliciting another person to take an exam or write a paper, as well as the theft, damage, sale, and/or distribution of course materials.

C. **Cheating - Plagiarism**
A form of cheating that involves presenting graded/assessed work as one's own, the ideas or work of another person or technology. Plagiarism is not a question of intent. Any use of the content or style of another's intellectual product without proper recognition of the source constitutes plagiarism. The unauthorized use of technologies to support academic work is also considered a form of cheating unless permitted by the teacher.

Consequences for Academic Misconduct

Students who are academically dishonest will be subject to one or more of the following consequences:

- phone call to parent(s)
- notification of and consequence assigned by a school administrator
- parent conference with parent(s), student, teachers, and administrator(s)

Identification Cards

Students will be given an identification card and a breakaway lanyard at the beginning of the school year. Students are required to wear and properly display the ID for the current school year. The ID card must be attached to a breakaway lanyard, worn around the neck, and visible at all times during the school day except when specifically exempted on a temporary basis by a staff member. Students may not embellish their ID card with any drawing or writing. Students without an ID card or lanyard must obtain a replacement card or lanyard immediately upon entering the school building. Lost ID cards must be replaced at the student's expense by reporting to the Main Office.

Lockers

Lockers are school property and are to be used only for the purpose of storing books, notebooks, lunches, coats, and other school related items. Students have no reasonable expectation of privacy in the locker assigned to them. Students may not display or store inappropriate or illegal materials in their lockers. Sharing of lockers is not permitted. Opening another student's locker or locker tampering of any kind may result in disciplinary action. Backpacks should be kept in lockers at all times unless authorized by an administrator due to a specific intervention or other special need.

School lockers are subject to random search, without notice or consent. Individual lockers may be searched where there is reasonable suspicion to do so. Additional information regarding locker searches is available under the "Search and Seizure" section of this Handbook and Board Policy 7:140, *Search and Seizure*, is available on the District website and a copy may be obtained by calling the District 158 Administrative Office at (847) 659-6158.

Messages and Dropping Off Items for Students

Delivering messages to students during class time is disruptive to the teaching and learning process. With this in mind, parents are urged to reserve such requests only for serious emergency situations. Arranging for medical appointments,

transportation requests, or family activities is best done before school. If an urgent and necessary message must be sent to your child, please call the school's main office.

Occasionally, students may forget homework or other school related items and may ask that you drop these items off. Please note that we will not interrupt classroom instruction to call the student down. The school has two general call-down times during the day in which students will be asked to pick up items.

Peer Relationships

In order that peer relationships remain at the highest level, the middle schools have established a "Hands Off Policy." Public displays of affection and inappropriate or unwanted touching are unacceptable behaviors and subject to disciplinary consequences. This policy is strictly adhered to in the building, on the campus, and at school related events.

Personal Electronic Devices

Electronic devices are prohibited from being seen, heard, or used during school hours unless the Building Principal has expressly authorized the use of a particular device. Cell phones and other electronic devices are not to create a disturbance to the educational environment. Students choosing to bring these items to school must store them in backpacks in the "off" position. Smartphones, smart watches, e-readers, and other educational electronic devices may be used for instructional purposes when deemed appropriate by the classroom teacher, but may not be used during assessments unless such use is specifically authorized in the student's Individualized Education Program (IEP) or Session 504 Plan.

Consequences for inappropriate cell phone, smart watch or device usage may result in confiscation of the device, loss of privileges to have such device on school grounds, and/or parent pick-up of the device. The District is not responsible for personal items that are lost, damaged, or stolen.

Prohibited Personal Items

Personal items that students may not bring to school include, but are not limited to, electronic games, matches, lighters, laser pointers, mace/pepper spray, fireworks, and over-the-counter or prescription medications.

Any item that may be considered a disruption to the learning environment or a potential safety concern is prohibited. The District is not responsible for personal items that are lost, damaged, or stolen.

Respect for Property

Students are to respect the property of others including that of students, staff and school. School issued materials such as textbooks, lab materials, etc. are on loan to students. Any damage or replacement costs are the student's responsibility. Student storage areas are school property and are to be used only for the purpose of storing books, notebooks, lunches, coats, etc. These areas are subject to search by school authorities.

School Dance Guidelines

Student Council, the staff for grades 6-8, and the school's parent organization sponsor a variety of school dances each year. It is expected that parent transportation will arrive and depart within 15 minutes of starting and ending times of the dance.

Student Appearance, Clothing, and Hygiene

Students are expected to keep themselves well-groomed and neatly dressed at all times. A student's appearance, including dress and hygiene, must not disrupt the educational process or compromise standards of health and safety. The District does not prohibit hairstyles historically associated with race, ethnicity, or hair texture, including, but not limited to, protective hairstyles such as braids, locks, and twists. Students who disrupt the educational process or compromise standards of health and safety must modify their appearance.

Both research and experience have shown that a student's personal appearance and mode of dress impact student conduct, identification with the school's purposes and activities, personal pride and self-respect, and even the student's level of learning responses. Students should dress neatly but simply for school, rejecting extreme fads concerning hairstyles, make-up or clothing.

We ask parents and students to become involved in supporting a "level of dress" that helps to promote a good atmosphere for learning. Through our health curriculum and in cooperation with community programs, we share in the effort of prevention and education regarding drug, marijuana and alcohol use and abuse among school age children. In view of this effort, the school does not view as appropriate dress clothing that advertises drugs, marijuana or alcoholic beverages. Articles of clothing that are considered inappropriate include, but are not limited to, shoes with wheels, overly revealing clothing, dangerous or disruptive accessories, and clothing making reference to drugs, marijuana, or alcoholic beverages.

In addition to dress, cleanliness is of utmost importance. Since the physical well-being of all individuals in the school setting is at stake, building administration may at any time take disciplinary action against any student if the administrator reasonably believes the student's clothing or physical cleanliness is unsafe or interferes with the educational process.

Appearance/Dress Code

District 158 middle schools recognize there is a direct correlation between a student's appearance and the student's academic achievement. Our dress code is designed to eliminate distractions to students, staff, or other visitors that make up our school community while allowing for student comfort by promoting an environment conducive to academic success.

Acceptable clothing for students to wear:

- T-shirts that are free from inappropriate language, symbols, or graphics that make reference to drugs, marijuana, alcohol, tobacco, gangs, or innuendos that are suggestive in nature
- Shorts, slacks, skirts, or dresses that are worn and kept at the waist, that are free from writing across the seat and preferably extend to the knees
- Shoes that do not pose potential safety problems
    - State law requires that shoes be worn at all times in public buildings
- Coats and jackets are to be worn only when entering and departing from the building

Unacceptable clothing for students to wear:

- Clothing, jewelry, or other garments that threaten the educational process and compromise the safety of the school's occupants including, but not limited to, hanging chains, protruding objects, or revealing attire
- Clothing that allows boxer shorts or undergarments to be seen
- Face painting or face drawings
- Halter tops, swim suit tops, tank tops with straps less than 1" in width, off the shoulder or one shoulder tops, open back tops, bare midriff blouses and shirts, or any other clothing that bares the chest or midriff are not to be worn in school or at school sponsored events.

The administration reserves the right to make the final interpretation of the dress code guidelines. In addition, exceptions to this appearance code may be made for special school functions. Students will not be allowed to attend class until dressed properly. Parents should recognize that fad and fashion are not always appropriate for school and advise their children that appearance that is likely to be disruptive or dangerous will be prohibited.

Telecommunication Device Possession and Use

Students are allowed to possess cellular, radio, and/or other telecommunication devices at school, on school property, or at school-sponsored activities, but use of these devices is restricted to areas designated by the Building Principal before and after school hours only. During the school day, students will be expected to leave these devices in their backpacks or lockers in the "off" position. Cellular, radio, and other telecommunication devices found in a student's possession during the school day or outside designated areas may be confiscated, and the student may be subject to additional discipline. Parents are required to pick up confiscated items.

Students will not be allowed to make phone calls during the school day except as permitted by a staff member. Students generally are not called to the telephone from classes except for emergencies.

The District also restricts parents' and/or visitors' use of cellular, radio, and other telecommunication devices to appropriate areas to be used only in such instances in which either an emergency exists or the use of the device is not disruptive to the ongoing activity. Parents or visitors who violate this policy may be asked to leave the school building.

Trespassing

Suspended students are not permitted to be on campus or at school sponsored activities, either on or off campus, without specific permission from the Building Principal's office. Failure to obtain permission may result in arrest for trespassing and/or appropriate school consequences.

Students in the building during non-school times must receive prior permission or be subject to a charge of trespass. Students should not be in the school building after school is dismissed unless participating in an extracurricular activity, meeting with a teacher for academic reasons, or for an assigned detention. Loitering can result in disciplinary action or possible arrest for trespassing.

Uniforms for Physical Education Class

All students in grades 6-8 are required to wear a PE uniform while participating in Physical Education classes. In addition, we ask that all students purchase gym shoes to be worn exclusively for use during PE class.

Absences, Attendance, and Tardies

Students who stay home for trivial illnesses or because they do not feel like attending school are, in effect, hurting no one but themselves. They are missing vital instruction in their education and, therefore, placing their future in jeopardy. We will closely monitor all absences and hope for the cooperation of parents in improving school attendance.

Absences

For students who are required to attend school there are two types of absences: excused and unexcused. The school may require documentation explaining the reason for the student's absence. The school administrator is the final decision maker as to whether an absence is Excused or Unexcused.

Excused Absences (EA)

1. Illness of the student
2. Mental or Behavioral Health Days – Students may utilize up to five mental or behavioral health days. After use of the second mental or behavioral health day, the student may be referred to the appropriate school support personnel.
3. Death in the immediate family
4. Family emergency
5. Religious holiday observance
6. Attending a military honors funeral to sound TAPS
7. A student will be excused for up to 5 days in cases where the student's parent is an active duty member of the uniformed services and has been called to duty for, is on leave from, or has immediately returned from deployment to a combat zone or combat-support postings.
8. Court appearance
9. Work or school sponsored activity approved by the school
10. Voting in a local, State, or federal election
11. College Visitation Days - Must be taken before May 1. A College Visit Verification form signed by the college or institution must be provided to excuse the absence as a college visit and be coded as College Visit (CV). Failure to follow the correct procedure will result in the absence being coded as an Unexcused Absence (UA). Only the day of the college visit can be excused under the College Visit (CV) attendance code. Days required to travel for a college visit do not count as excused absences and will be coded as an Unexcused Absence (UA).

Unexcused Absences (UA)

- All other absences are Unexcused.
- Tardies (late to school/class), vacations, and cultural trips are Unexcused Absences.

Procedures for Communicating Absences

In the event of any absence, the student's parent/guardian is required to call the school before school begins to explain the reason for the absence. If a call has not been made to the school by the start of the day of a student's absence, a school official will attempt to contact you to verify the absence. The purpose of this procedure is to determine if your child has arrived safely. If the parent/guardian cannot be contacted, the student will be required to submit a signed note from the parent/guardian explaining the reason for the absence. Failure to do so shall result in an unexcused absence. Upon request of the parent/guardian, the reason for an absence will be kept confidential.

Middle Schools: When your child arrives after the official start time, parents are required to sign their child in at the school office. Students who leave school early for reasons of illness, appointments, or notes from home will be released only to the parent unless prior arrangements have been made through the school office. Parents are required to sign their child out in the office.

Make-Up Work

Parents are urged to request missed school work if their child is absent two or more consecutive days. Homework must be requested by 9:00 AM and may be picked up in the office between 2:30 and 3:30 PM. Please be aware that requests made after 9:00 AM may not be ready for pick up the same day.

Illnesses

If your child will be absent because of illness, you are required to call the school by the beginning of the school day and report the absence *each* day. If your child is absent and we do not receive a call, we will call you at home or your place of employment to verify the absence. The purpose of this procedure is to determine if your child has arrived safely to school.

During a long-term illness, a parent may call on the first day and notify the office of the anticipated length of the absence. After three consecutive days of illness, a written excuse from a doctor may be required for an absence to be considered excused. A doctor's note and/or school health office verification will change the absence code to "Medical Verification" for attendance purposes. If a pattern of non-attendance has been established by the building administrator, a written excuse from a doctor and/or school health office verification of illness may be required as part of a student's individualized attendance plan. In cases where a student visits the health office, the school nurse may assess the student and determine if the student should be sent home; however, this does not constitute medical verification.

Family Emergencies

A student may be excused for extenuating circumstances such as a family emergency. The following examples do not constitute a family emergency and would therefore be recognized as an Unexcused Absence:

- Errands, which could be scheduled when a student is not required to be in school
- Oversleeping
- Car trouble
- Leaving school without receiving proper authorization
- Missing the bus
- Being tardy to school without a valid excuse (as defined by the State of Illinois)

Release Time for Religious Instruction & Observation

A student will be released from school, as an excused absence, to observe a religious holiday or for religious instruction. The student's parent must give written notice to the Building Principal at least five (5) calendar days before the student's anticipated absence(s).

Students excused for religious reasons will be given an opportunity to make up any missed work, including homework and tests, for equivalent academic credit.

After School, Co-Curricular, or Extra-Curricular Activities Attendance Requirements

Attendance is a factor in a student's eligibility to participate in extra-curricular activities. A student must be present at least the second-half of the school day. A student must be present at school a minimum of five (5) hours to be eligible for participation in after school, co-curricular, or extra-curricular activities such as athletics, concerts, presentations, plays, musicals, trips, etc. If a student goes home ill during the day, that student becomes ineligible for participation in any after school, co-curricular, or extra-curricular activities that day.

A student may not be on campus for any reason on a day they have been reported absent unless they have made arrangements with administration to do so. If there is a medical reason for missing school (and Physical Education), due to an extended illness/condition, a doctor's note will be required based on the nurse's recommendation. All notes should be turned into the Health Office.

Medical Appointments: A student who has a medical appointment that may cause absence from school for more than one-half of the school day may still be eligible to participate that day. This would be recorded in PowerSchool as MV (Medically Verified). To assure eligibility, arrangements should be made ahead of time with the school administrator (Activities Director, Athletic Director as applicable).

Absence Due to Participation in School-Sponsored Activity: A student's absence from school due to participation in school-sponsored activities or trips will be recorded in PowerSchool as SA (school activity), and the student remains eligible to participate in after school, co-curricular, and/or extracurricular activities.

In-School/Out-of-School Suspension: A student who is serving an in-school suspension (ISS) or an out-of-school suspension (OSS) is ineligible to participate in any school-related activities on the days of the intervention or suspension.

Truancy

A parent who knowingly and willfully permits a child to be truant is in violation of State law. Student attendance is critical to the learning process. Truancy is therefore a serious issue and will be dealt with in a serious manner by the school and District.

Students who miss more than 1% but less than 5% of the prior 180 regular school days without valid cause (a recognized excuse) are truant. Students who miss 5% or more of the prior 180 regular school days without valid cause are chronic truants. Students who are chronic truants will be offered support services and resources aimed at correcting the truancy issue. If chronic truancy persists after support services and other resources are made available, the school and District will take further action, including:

- Referral to the truancy officer
- Reporting to officials under the Juvenile Court Act
- Referral to the State's Attorney
- Appropriate school discipline

A student who misses 15 consecutive days of school without valid cause and who cannot be located OR, after exhausting all available support services, cannot be compelled to return to school is subject to withdrawal from school.

Diagnostic Procedures for Identifying Student Absences and Support Services to Truant or Chronically Truant Students

State law requires every school district to collect and review its chronic absence data and determine what systems of support and resources are needed to engage chronically absent students and their families to encourage the habit of daily attendance and promote success. This review must include an analysis of chronic absence data from each attendance center. Any student who has 10% or more absences of the school days each month will receive a letter or phone call home to discuss attendance and determine if there is a need to develop a plan of support. A meeting may be set with the family and school to determine if further absences would be marked unexcused without documentation for the remainder of that trimester.

Furthermore, State law provides that school districts are encouraged to provide a system of support strategies to students who are at risk of reaching or exceeding chronic absence levels. School districts are also encouraged to make resources available to families such as those available through the State Board of Education's Family Engagement Framework to support and engage students and their families to encourage heightened school engagement and improved daily school attendance.

"Chronic absence" means absences that total 10% or more of school days of the most recent academic school year, including absences with and without valid cause, and out-of-school suspensions.

The school and District use the following diagnostic procedures for identifying the causes of unexcused student absences: Interviews with the student, the student's parent(s) and any school officials who may have information about the reasons for the student's attendance problems.

Supportive services to truant or chronically truant students include: parent conferences, student counseling, family counseling, and information about existing community services.

Extended Absences

For planned absences, parents should notify the academic team and office in writing in advance. This can be done through the Extended Student Absence Form.

While such absences are discouraged, alternative assignments may be provided, when possible, as long as teachers have sufficient notice. Please note that many extended absence reasons fall under unexcused absences. This form does not grant approval for the absence to be excused; it is used as a means of notification. Please review the District calendar to view days of non-attendance and if possible, schedule appointments and vacations on these dates.

Behavior and Discipline

Effective discipline is necessary if a school is to function in the most constructive manner for students. Through good discipline and self-control, students can work with the school to form a productive partnership. Good discipline requires teamwork and is the combined responsibility of students, parents, and staff. **Students are responsible for following all school rules and regulations, as well as all District policies, while attending any school-sponsored activity**.

School Code of Conduct

In order to support our students, parents, staff members, and school community, we want to take this opportunity to review our practices and expectations related to student conduct, including behavioral and social-emotional supports, behavioral interventions and discipline. The Code of Conduct is a multi-layered system that will require work by all stakeholders across all school and home settings to help our students with their social and emotional as well as academic needs. We want to create an environment where all stakeholders are aware of and actively engage in their roles and responsibilities.

Parent-Teacher Advisory Committee

Per Policy 2:150, *Committees*, the Parent-Teacher Advisory Committee shall assist in the development of student behavior policy and procedures, and provide information and recommendations to the Board. Its members may consist of parents/guardians, teachers, administrators and board members. Additional participants, whose expertise or experiences are needed, may be invited to participate in various meetings that are geared to specific topics (for example, when discussing school bus safety policies, transportation staff may be included.) The committee reviews such issues as administering medication in schools, reciprocal reporting between the School District and local law enforcement agencies, student discipline/handbooks, disruptive classroom behavior, school bus safety procedures and the dissemination of student conduct information.

Per Policy 7:190, *Student Behavior,* the Superintendent, with input from the parent-teacher advisory committee, shall prepare disciplinary rules implementing the District's disciplinary policies. These disciplinary rules shall be presented annually to the Board for its review and approval.

We Believe:

To support our learners' Social, Emotional, and Academic and Behavior skills, we believe and understand the following:

1) Our school community will learn and behave at their best when they feel connected, cared for, and valued.
2) The purpose of discipline is to teach skills that empower learners to change their behaviors over time. If you expect it, you must teach it. Discipline is a meaningful response.
3) Learners will be empowered to be actively involved in identifying what went wrong and how they can help fix it.
4) Kids do well if they can. Challenging behaviors communicate unmet needs and/or areas where skills may be lacking which results in a need to determine the cause.
5) Dysregulated learners (learners who are having difficulty managing or regulating emotions and behaviors) need the supportive presence of a regulated adult to return to a regulated state.
6) A strong foundation in every school environment maximizes learners' access to instructional time and fosters a sense of belonging for all.
7) Proactively teaching social, emotional, and behavioral skills should be intentionally integrated across all environments and all aspects of learning.
8) Exclusionary forms of discipline (suspension, expulsion, and removal from the learning environment) can produce negative outcomes in students, schools, districts, and communities and therefore must be carefully used when intended to keep all learners safe.
9) It's important for us to work towards a shared understanding by using clear and specific language when discussing our thoughts and beliefs about social, emotional, and behavioral skills. This approach helps create a fair and inclusive system that supports all learners.
10) High expectations can be met for all learners when we appreciate, respect, and respond to the diverse needs within our schools and district. This ensures that each child receives the necessary support to reach their full academic and social potential.

We expect:

- Students to attend school each day, be conscientious in classroom work and take full advantage of the educational opportunities available
- Students, staff and families to build and sustain authentic, positive and meaningful relationships
- Student, staff and families to demonstrate civility and respect for one another and hold each other to high expectations
- Students, staff and families to all contribute to the safety of the learning environment for all
- Students to respect other people's property and exercise proper care when using public facilities and equipment
- Students to establish personal and educational goals with teachers, counselors, and family, and work consistently toward the achievement of your goals
- Students to be aware of the expectations for student behavior and accept personal responsibility for functioning successfully within these guidelines

We will:

- Implement strategies and supports that all students, staff and families to feel safe
- Promote a positive school comm
- Provide staff with the resources necessary to help with the implementation of this plan
- Partner with families to provide information for outside resources

Problem-Solving Suggestions for Students

- Talk with your parent about possible solutions
- Calmly discuss any issues with the teacher when other students are not present. This removes the pressure on both of you.
- If the matter is not resolved, talk with a trusted faculty member, Counselor, Dean, Associate Principal, or the Building Principal

Problem-Solving Suggestions for Parents

- Be sure of the facts. Although it may be difficult for you not to take sides, try to see the whole picture
- Contact the person with whom your child is having the problem
- If possible, include your child in conferences with teachers, Counselors, the Dean, Associate Principal, Building Principal, and other school personnel to help find solutions together

- Before you leave a conference, **be sure you understand** what is expected of you and your child and what the school staff will try to do
- Set a specific time when communication by phone or letter will be made on your child's progress

All violations of the school disciplinary policy will be maintained in the student's temporary record file.

Multi-Tiered Systems of Support Framework

Huntley 158 utilizes a Multi-Tiered System of Support (MTSS) framework to foster a positive learning environment and focuses on supporting the whole child.

MTSS is a term used to describe an evidence-based model of schooling that uses data-based problem-solving to integrate academic and behavioral instruction and intervention. All students are part of MTSS, including students with disabilities, as part of their education. In MTSS, integrated instruction and intervention is delivered in varying intensities (multiple tiers) based on student need. "Need-driven" decision-making seeks to ensure that district resources reach the appropriate levels to accelerate the performance of ALL students to achieve and/or exceed proficiency levels.

Tier 1 - Universal Interventions are what all students receive. This Tier focuses on the implementation of the district's core curriculum and is aligned with the Illinois Social Emotional Learning Standards.

Tier 2 - Secondary Interventions are what some students receive in addition to Tier 1 instruction. These services are more concentrated and are targeted interventions for small groups.

Tier 3 - Tertiary Interventions are what a few students receive. This is the most intense level of intervention a school can provide a student through the MTSS model. These services are typically provided to a very small group and/or one on one.

Restorative Practices

Huntley 158 uses Restorative Practices in our schools, which helps to shift the focus to building relationships among school community members and helps move away from a punitive mindset when there is conflict. Restorative Practices are NOT a replacement for a system of consequences or a code of conduct. Restorative Practices are not intended to remove accountability for students. Students who have broken school rules or harmed other school community members are still held accountable for their actions and may receive traditional consequences **alongside** restorative solutions or in conjunction with restorative practices.

Discipline of Special Education Students

The District will comply with the Individuals With Disabilities Education Improvement Act of 2004 and the Illinois State Board of Education's Special Education rules when disciplining special education students. No special education student shall be expelled if the student's particular act of gross disobedience or misconduct is a manifestation of the student's disability. However, all students must conform to the Student Behavior policies as outlined in this Handbook.

Additional information regarding discipline of students with disabilities is located in the Special Education section of this handbook.

Aggressive Behavior

Illinois law requires school districts to notify the parent of a child who demonstrates behaviors that put the student at risk for aggressive behavior. Board Policy 7:190, *Student Behavior*, prohibits a student while at school or a school-related activity from: (1) engaging in any kind of behavior that causes physical or psychological harm to someone else, and/or (2) urging other students to engage in such conduct.

Bullying, Intimidation, Harassment, Hazing, and Sexting

Bullying, intimidation, harassment, hazing, and sexting 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

Bullying is defined as: (1) an act that is repetitive in nature (similar behavior which occurs more than once); (2) creates a power imbalance (by size, age, numbers or emotionally); and/or (3) is intended to hurt or harm the victim (socially, emotionally, or physically).

Bullying on the basis of actual or perceived race, color, religion, sex, national origin, ancestry, physical appearance, socioeconomic status, academic status, pregnancy, parenting status, homelessness, age, marital status, physical or mental disability, military status, sexual orientation, gender-related identity or expression, unfavorable discharge from military service, order of protection status, association with a person or group with one or more of the aforementioned actual or perceived characteristics, or any other distinguishing characteristic **is prohibited** in 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 designated school bus stops, 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.

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 which can reasonably be expected to have one or more of the following effects:

1. Placing the student or students in reasonable fear of harm to their 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 ability to participate in or benefit from the services, activities, or privileges provided by the school.

Students who feel they have been bullied should report the incident by:

1. Contacting the Complaint Manager or other administrator, counselor, teacher, or social worker
2. Using the ***Student Helpline***: Heineman students (815) 889-0583; Marlowe students (815) 889-0576
3. Using the District Bullying Report form.
4. Following the process outlined in Board Policy 2:260, *Uniform Grievance Procedure*, and this Handbook.

At its discretion, the District may make referrals of students who have demonstrated bullying behaviors to counselors or mental health professionals. Students determined to have committed an act of bullying may face disciplinary consequences up to and including a recommendation of expulsion, as well as possible referral to the appropriate law enforcement agency for criminal charges.

Questions or concerns should first be discussed with the staff member closest to the situation. It is always best to follow the chain of command to ensure that all parties involved are properly informed of the situation. Parents should expect a response from the staff member or their designee within 24 hours to discuss the concern. If no contact has been made, please proceed to the next step in the chain.

Teacher or Trusted Adult → Counselor or Social Worker → Assistant Principal →
Building Principal → Assistant Superintendent → Superintendent

Information Hotlines:

District Tip Line: (815) 889-0584
Suicide and Crisis Lifeline: Dial 988
Heineman Student Helpline: (815) 889-0583
Marlowe Student Helpline: (815) 889-0576

Board Policy 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*, is available on the District website and a copy may be obtained by calling the District 158 Administrative Office at (847) 659-6158.

Harassment

It is the policy of District 158 to provide an educational environment free of verbal, physical, or other conduct or communications constituting harassment. No person, including an employee or student, shall harass, intimidate, or bully a student on the basis of actual or perceived race, color, sex, national origin, ancestry, physical appearance, socioeconomic status, academic status, pregnancy, parenting status, homelessness, age, marital status, sexual orientation, gender-related identity or expression, order of protection status, association with a person or group with one or more of the aforementioned actual or perceived characteristics, or any other distinguishing characteristic.

Sexual harassment of students is prohibited. Sexual harassment means sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual or sex-based nature, imposed on the basis of sex, that:

1. Denies or limits the provision of educational aid, benefits, services, or treatment, or that makes such conduct a condition of a student's academic status; or
2. Has the purpose or effect of:
   a. Substantially interfering with a student's educational environment;
   b. Creating an intimidating, hostile, or offensive educational environment;

c. Depriving a student of educational aid, benefits, services, or treatment; or
d. Making submission to or rejection of such conduct the basis for academic decisions affecting a student.

The terms intimidating, hostile, and offensive include conduct that has the effect of humiliation, embarrassment, or discomfort. Examples of sexual harassment include touching, crude jokes or pictures, discussions of sexual experiences, teasing related to sexual characteristics, and spreading rumors related to a person's alleged sexual activities. The term sexual violence includes a number of different acts. Examples of sexual violence include, but are not limited to, rape, sexual assault, sexual battery, sexual abuse, and sexual coercion.

Students are encouraged to report claims or incidences of sexual harassment to the Non-Discrimination Coordinator or Complaint Manager. Any student who believes they are being harassed may file a complaint by using the process outlined in Board Policy 2:265, *Uniform Grievance Policy*, and this Handbook.

A student's good faith action in reporting harassment will not result in any adverse actions against the complainant. However, if a student or witness is found to have made an intentionally false report of harassment, the student or witness shall be subject to discipline.

Board Policy 7:20, *Harassment of Students Prohibited,* is available on the District website and a copy may be obtained by calling the District 158 Administrative Office at (847) 659-6158.

Hazing

Soliciting, encouraging, aiding, or engaging in hazing is prohibited. Hazing means any intentional, knowing, or reckless act directed to or required of a student for the purpose of being initiated into, affiliating with, holding office in, or maintaining membership in any group, organization, club, or athletic team whose members are or include other students.

Sexting

Sexting is defined as an electronic transfer of any material that depicts an individual or multiple individuals fully or partially nude or engaged in any sexual or lewd conduct. Electronic transfers include any transfers made via computer or any other electronic communications device including cellular telephones and other handheld devices. It is a violation of Illinois law for anyone to possess or electronically transfer any material that depicts a minor fully or partially nude or engaged in any sexual or lewd conduct. Further, it is against District policy for any student—minor or above the legal age of consent—to partake in sexting or be in possession of any image procured through sexting. The District prohibits students from engaging in sexting, including possessing sexually explicit photographs, videos, or images on any electronic device regardless of whether the depiction violates State law. Any electronic device may be searched upon reasonable suspicion of sexting. All students involved in sexting may be disciplined. In all cases where sexting is suspected, school administrators may contact the police.

Conduct Motivated by Prohibited Discrimination

Conduct motivated in whole or in part by prohibited discrimination may be subject to increased disciplinary measures where determined to be appropriate by the administration. The Board of Education may also consider whether conduct was motivated in whole or in part by prohibited discrimination when determining whether to expel a student based on such conduct.

Prohibited discrimination means conduct based upon 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, or order of protection status.

Board Policy 2:270, *Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited,* is available on the District website or a copy may be obtained by calling the District 158 Administrative Office at (847) 659-6158.

Dangerous Weapons

Board Policy 7:190, *Student Behavior*, prohibits the possession or the assistance of possession of weapons on school grounds, at any school activity, on school transportation vehicles, or in any designated school transportation waiting area. A student who is determined to have brought one of the following objects to school, any school-sponsored activity or event, any activity or event that bears a reasonable relationship to school, onto school transportation or to a designated school bus stop, shall be expelled for a period of at least one calendar year but not more than two calendar years:

1. A *firearm*, meaning any gun, rifle, shotgun, or weapon as defined by Section 921 of Title 19 of the United States Code (18 U.S.C. §921), firearm as defined in Section 1.1 of the Firearm Owners Identification Card Act (430 ILCS 65/), or firearm as defined in Section 24-1 of the Criminal Code of 1961 (720 ILCS 5/24-1).

2. A knife, brass knuckles, or other knuckle weapon regardless of its composition, a billy club, or any other object if used or attempted to be used to cause bodily harm, including *look-alikes* of any *firearm* as defined above.

Nothing in this section shall prevent the administration from determining that an object not listed in paragraphs one or two is or is not intended to be used as a weapon, and assigning an appropriate penalty in accordance with the Behavior and Discipline section of this Handbook.

The expulsion requirement under either paragraph one or two above may be modified by the Superintendent, and the Superintendent's determination may be modified by the Board on a case-by-case basis. Any item determined to have been possessed, used, transferred, or controlled in violation of this policy will be confiscated and retained by school officials, and either turned over to a parent at the end of the school year, or to the appropriate local law enforcement agency.

Board Policy 7:190, *Student Behavior*, is available on the District website and a copy may be obtained by calling the District 158 Administrative Office at (847) 659-6158.

Gang and Gang-Related Activity

The Board of Education affirms its position that schools in District 158 shall provide an orderly place for learning. Board Policy 7:190, *Student Behavior*, prohibits students from engaging in gang activity on school property or at any activity associated with or under the general guidance of school authorities. Gangs are defined as any group of two or more persons who associate with each other primarily for criminal, disruptive and/or other activities prohibited by law and/or by the District's policies, rules, and regulations.

No student:

1. Shall wear, possess, use, distribute, display or sell any clothing, jewelry, emblem, badge, symbol, sign or other insignia which is evidence of membership or affiliation with any gang.
2. Shall draw gang graffiti or distribute gang related literature.
3. Shall use any speech, either verbal or non-verbal (such as gestures or hand-shakes), or act in furtherance of gang activity.
4. Shall solicit others for membership in any gang.
5. Shall request any person to pay protection or otherwise intimidate or threaten any person.
6. Shall commit any other illegal act or other violation of District policies in furtherance of gang related activities.
7. Shall incite other persons to inflict physical violence against any other person.
8. Shall participate in any activity that could be interpreted as relating to gangs or gang activity.

Penalties for Violations:

Any student found to have violated this policy shall be guilty of gross misconduct. All gang related paraphernalia or materials will be confiscated. Violation of this policy may result in disciplinary measures up to and including 10-days suspension with consideration for expulsion, and referral to appropriate law enforcement agency if a violation of the law is involved.

Board Policy 7:190, *Student Behavior*, is available on the District website and a copy may be obtained by calling the District 158 Administrative Office at (847) 659-6158.

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, *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.

For more information about this issue, please see the Centers for Disease Control and Prevention's educational materials at: www.cdc.gov/intimate-partner-violence/about/about-teen-dating-violence.html.

Board Policy 7:185, *Teen Dating Violence Prohibited,* is available on the District website and a copy may be obtained by calling the District 158 Administrative Office at (847) 659-6158.

Student Code of Conduct Matrices

The matrix below outlines student behaviors and corresponding levels of interventions or consequences that may be implemented in response to those behaviors. The list of behaviors and interventions/consequences is meant to be illustrative and non-exhaustive, and will not necessarily be implemented in progressive order. All interventions and consequences will be determined on a case-by-case basis and will take into consideration the developmental level of the student(s) involved. The matrix serves as a tool for administrators to respond appropriately when students have committed serious violations, per the Student Code of Conduct. This tool is designed to offer consistency at all levels across the District so that the students receive interventions and consequences fairly from school to school when their behaviors require.

BEHAVIOR CODES	INCIDENT TYPE (SUB-CODES)	LEVEL	INCIDENT DEFINITIONS	POTENTIAL RESPONSES
Academic Misconduct	Academic Misconduct: Daily work	**1**	Providing or receiving unauthorized assistance, with or without technology, during homework or practice activities because it prevents the teacher and/or school administration in arriving at an honest evaluation of learning. The unauthorized use of technologies to support academic work is also considered a form of academic misconduct unless permitted by the teacher.	Teacher Managed
	Academic Misconduct: Cheating-Distribution	**2**	Aiding other students in cheating, soliciting another person to take an exam or write a paper, as well as the theft, damage, sale, and/or distribution of course materials.	Apology Conference with student Detention - with Office Explicit instruction of appropriate replacement behavior Loss of Privilege/Social Probation Parent Contact - Phone Call Parent/Student Conference Referral to counselor/social worker Restorative Practices Technology Restrictions
	Academic Misconduct: Cheating-Plagiarism	**2**	A form of cheating that involves presenting graded/assessed work as one's own, the ideas or work of another person or technology. Plagiarism is not a question of intent. Any use of the content or style of another's intellectual product without proper recognition of the source constitutes plagiarism. The unauthorized use of technologies to support academic work is also considered a form of cheating unless permitted by the teacher.	Apology Conference with student Detention - with Office Explicit instruction of appropriate replacement behavior Loss of Privilege/Social Probation Parent Contact - Phone Call Parent/Student Conference Referral to counselor/social worker Technology Restrictions
Alcohol	Alcohol: In the presence of use and/or distribution	**2**	A student is knowingly in the presence of a peer who is using and/or distributing alcohol on school grounds and/or at school events and does not remove himself when given the opportunity.	Conference with student In-school Suspension Parent Contact - Phone Call Search of student and/or locker
	Alcohol: Possession and/or use (ISBE)	**3**	Student is under the influence or in possession of alcohol on school grounds and/or at school events	Behavior contract Conference with student In-school Suspension Law Enforcement Agency Referral Loss of Privilege/Social Probation Out-of School Suspension Parent Contact - Phone Call Referral to drug/alcohol counseling Search of student and/or locker

BEHAVIOR CODES	INCIDENT TYPE (SUB-CODES)	LEVEL	INCIDENT DEFINITIONS	POTENTIAL RESPONSES
	Alcohol: Distribution (ISBE)	**3**	Student is giving out/sharing/selling alcohol to students or others on school grounds and/or at school events.	Behavior contract Conference with student Expulsion In-school Suspension Law Enforcement Agency Referral Out-of School Suspension Parent Contact - Phone Call Referral to counselor/social worker Referral to drug/alcohol counseling Search of student and/or locker
Arson	Arson	**3**	Destruction of school property resulting from student use of fire regardless of intent or level of property damage	Behavior Contract Change of schedule Contact and/or referral to any other applicable outside agencies Expulsion In-school and/or Out-of School Suspension Law Enforcement Agency Referral Loss of Privilege/Social Probation Referral to counselor/social worker Safety plan developed Search of student and/or locker
Bullying	Conflict	**1**	Pattern of offending behavior where the student(s) is engaging in peer conflict with another student but shares equal power (physical/social), there is an equal emotional reaction and ownership over the conflict	Teacher managed May become leadership managed based on context Restorative Practices No Contact Contract
	Bullying	**3**	Board Policy 7.180: 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	Behavior Contract Change of schedule No Contact Contract Class Removal Safety plan Expulsion Explicit Instruction of appropriate replacement behavior In-school and/or out-of-school suspension Law Enforcement Agency Referral Loss of Privilege/Social Probation Parent Contact Conference with student Restorative Practices Support / counseling services

BEHAVIOR CODES	INCIDENT TYPE (SUB-CODES)	LEVEL	INCIDENT DEFINITIONS	POTENTIAL RESPONSES
			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. In order for an incident to be deemed "bullying" a trained investigator must complete a full investigation and deem the situation "founded".	
Dress Code	Dress Code: Minor	**1**	A student's appearance that disrupts the educational process but easily corrected at the classroom level	Classroom Managed
	Dress Code: Health/Safety	**2**	A student's appearance that disrupts the educational process or compromises standards of health, and safety. Clothing that draws attention or interferes with the ability to identify or communicate with students OR clothing that includes print and pictures of items that are illegal to minors.	Conference with student Explicit Instruction of appropriate replacement behavior Parent Contact

BEHAVIOR CODES	INCIDENT TYPE (SUB-CODES)	LEVEL	INCIDENT DEFINITIONS	POTENTIAL RESPONSES
Drug Offenses	Drug Offenses: In the presence of use and/or distribution	**2**	Student is knowingly in the presence of a peer who is using and/or distributing illegal drugs, controlled substances, drug-related paraphernalia, prescription drugs not prescribed, or inhalants on school grounds, off school grounds during the school day (i.e. during off campus privileges), and/or at school events and does not remove self when given the opportunity	Conference with student Loss of Privilege/Social Probation Parent Contact Search of student and/or locker Detention - with Office In-school and/or out-of-school suspension
	Drug Offenses (ISBE): Possession and/or use	**3**	Student is under the influence or in possession of illegal drugs, look-alike drugs, drug-related paraphernalia, controlled substances, prescription drugs not prescribed, or inhalants or other controlled substances on school grounds and/or at school events	Athletic Suspension Behavior contract Law Enforcement Agency Referral Conference with student Expulsion In-school and/or out-of-school suspension Referral to drug/alcohol counseling Referral to counselor/social worker Loss of Privilege/Social Probation Parent Contact Restorative Practices Search of student and/or locker
	Drug Offenses (ISBE): Distribution	**3**	Student is giving out/sharing/selling illegal drugs, look-alike drugs, drug-related paraphernalia, controlled substances, prescription drugs not prescribed, or inhalants or other controlled substances to students or others on school grounds and/or at school events.	Athletic Suspension Behavior contract Conference with student Expulsion In-school and/or out-of-school suspension Law Enforcement Agency Referral Loss of Privilege/Social Probation Parent Contact Referral to counselor/social worker Referral to drug/alcohol counseling Restorative Practices Search of student and/or locker
Falsification of Information	Falsification of Information	**2**	Delivering false or misleading information on a document and/or in the course of a school investigation or staff inquiry. Includes falsifying records or signatures, impersonation of another individual over electronic communication (phone, email)	Athletic Suspension Behavior contract Conference with student In-school and/or out-of-school suspension Law Enforcement Agency Referral Loss of Privilege/Social Probation Parent Contact Referral to counselor/social worker Restorative Practices Search of student and/or locker

BEHAVIOR CODES	INCIDENT TYPE (SUB-CODES)	LEVEL	INCIDENT DEFINITIONS	POTENTIAL RESPONSES
Gang-Related	Gang-Related: Paraphernalia	**2**	Displaying gang symbols or paraphernalia	Behavior contract Change of schedule Class Removal Expulsion In-school and/or out-of-school suspension Loss of Privilege/Social Probation Parent Contact Conference with student Search of student and/or locker
	Gang-Related: Activity	**3**	Being involved in gangs or gang-related activities (Board Policy 7:190) where two or more individuals who use common symbols, identifiers or behavior, and/or who assemble to conduct illegal activity or violation of school policies and/or intimidate individuals or groups.	Athletic Suspension Behavior contract Conference with student Expulsion In-school suspension Law Enforcement Agency Referral Loss of Privilege/Social Probation Out-of-school suspension Parent Contact Referral to counselor/social worker Restorative Practices Search of student and/or locker
Harassment	Harassment	**3**	Board Policy 7:20: 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; 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. 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	Investigation conducted Behavior Contract Change of schedule Class Removal Safety plan Expulsion Explicit Instruction of appropriate replacement behavior In-school and/or out-of-school suspension Law Enforcement Agency Referral Loss of Privilege/Social Probation Parent Contact Conference with student Restorative Practices Support / counseling services

BEHAVIOR CODES	INCIDENT TYPE (SUB-CODES)	LEVEL	INCIDENT DEFINITIONS	POTENTIAL RESPONSES
			property, or wearing or possessing items depicting or implying hatred or prejudice of one of the characteristics stated above. In order for an incident to be deemed "harassment" a trained investigator must complete a full investigation and deem the situation "founded".	
Insubordination/ Non-compliance	Insubordination/ Non-compliance: Low Intensity and/or Duration	**1**	Failure to act in accordance with given expectation or directive with increasing impact on learning environment (learning of the student and/or other students). Student engages in inappropriate verbal and/or non-verbal interruption to the environment that is low in duration and/or intensity.	Teacher Managed
	Insubordination/ Non-compliance: High Intensity and/or Duration	**2**	Prolonged refusal, refuses redirects, loss of instructional time Student engages in inappropriate verbal and/or non-verbal interruption to the environment that is high in duration and/or intensity	Class Removal Conference with student Detention - with Office In-school and/or Out-of School Suspension Loss of Privilege/Social Probation Parent Contact Referral to counselor/social worker Restorative Practices
	Insubordination/ Non-compliance: Gross Misconduct	**3**	Interferes with the regular operation of the school building or event. Includes indecent exposure, behavior that requires crisis plan to be activated and/or refusal to follow directions in crisis response situations, as well as calling emergency without an emergency (pulling fire alarm, calling 911)	Athletic Suspension Behavior contract Class Removal Conference with student Detention - with Office Expulsion In-school and/or Out-of School Suspension Loss of Privilege/Social Probation Parent Contact Peer Mediation Referral to counselor/social worker Restorative Practices Safety Plan
Language	Language: Non-directional swearing	**1**	Incidental swearing / nonverbal gesturing not directed at another person.	Teacher Managed

BEHAVIOR CODES	INCIDENT TYPE (SUB-CODES)	LEVEL	INCIDENT DEFINITIONS	POTENTIAL RESPONSES
	Language: Directional swearing	**2**	Swearing / nonverbal gesturing or other abusive language directed at another person.	Behavior Contract Class Removal Conference with student Explicit Instruction of appropriate replacement behavior Loss of Privilege/Social Probation Parent Contact Referral to counselor/social worker Restorative Practices
	Language: Non-directional inflammatory or sexual language	**2**	Incidental use of inflammatory language / nonverbal gesturing or sexual language / nonverbal gesturing not directed at another person	Behavior Contract Conference with student Detention - with Office Explicit Instruction of appropriate replacement behavior In-school and/or Out-of School Suspension Parent Contact Referral to counselor/social worker
	Language: Directional inflammatory or sexual language	**3**	Language and nonverbal gesturing, including sexual language and nonverbal gesturing, that does or could cause to alienate an individual related to protected class status covered under Illinois code. Could include, but is not limited to hate speech OR descriptions, racial slurs, slang terminology and/or labels commonly understood to be offensive, demeaning or derogatory.	Conference with student Detention - with Office In-school and/or Out-of School Suspension Law Enforcement Agency Referral Loss of Privilege/Social Probation Parent Contact Referral to counselor/social worker Restorative Practices
Location	Location: Failure to report to designated area on time	**1**	Failure to report on time to designated area	Teacher Managed
	Location: Unassigned area	**2**	Hiding in unsupervised area, in unassigned location, leaving an assigned area without permission in the school building, misuse of pass, entering school property without authorization (trespassing) Elopement in school building.	Class Removal Conference with student Detention - with Office In-school and/or Out-of School Suspension Loss of Privilege/Social Probation Parent Contact
	Location: Off campus	**3**	Failing to report to school building or leaving school building without permission. Elopement off campus.	Behavior contract Change of schedule Conference with student In-school and/or Out-of School Suspension Loss of Privilege/Social Probation Parent Contact Safety Plan
Property	Property: Misuse	**1**	Wasting materials or resources or using property in a way not intended. Includes not cleaning up after self. Does not	Teacher Managed

BEHAVIOR CODES	INCIDENT TYPE (SUB-CODES)	LEVEL	INCIDENT DEFINITIONS	POTENTIAL RESPONSES
			include property damage.	
	Property: Vandalism/Damage	**3**	Damage or destruction that occurs as a result of ignoring expectations. May require professional cleaning, repair or replacement. May disrupt the normal operations of the building. May include behavior that requires emergency response plan to be activated.	Behavior contract Change of schedule Conference with student Detention - with Office Expulsion In-school and/or Out-of School Suspension Law Enforcement Agency Referral Loss of Privilege/Social Probation Parent Contact Referral to counselor/social worker Restitution Restorative Practices Safety Plan Support / counseling services
Public Display of Affection	Public Display of Affection: Minor	**1**	Any consensual physical contact that includes kissing of any kind or for any length of time, having a student's arm/hands around another student's waist or any other body part, (head, neck, etc.), sitting between the legs of another student, rubbing up against another student	Teacher Managed
	Public Display of Affection: Major	**2**	Consensual groping of body parts, sexual activity	Behavior contract Class Removal Conference with student Explicit Instruction of appropriate replacement behavior In-school and/or Out-of School Suspension Loss of Privilege/Social Probation Parent Contact Referral to counselor/social worker Restorative Practices
Technology	Technology: Off-task or inappropriate purpose	**1**	Use of technology for off-task or inappropriate purpose	Teacher Managed
	Technology: Disruptive-School Issued Device	**2**	Use of school-issued devices or access to accounts that disrupts access to the learning of self and/or others	Class Removal Conference with student Detention - with Office In-school and/or Out-of School Suspension Loss of Privilege/Social Probation Parent Contact Referral to counselor/social worker

BEHAVIOR CODES	INCIDENT TYPE (SUB-CODES)	LEVEL	INCIDENT DEFINITIONS	POTENTIAL RESPONSES
	Technology: Disruptive - Personal Device	**2**	Use of personal devices (cell phone, watch, tablet, Airpod, other) or access to accounts that disrupts access to the learning of self and/or others	Class Removal Conference with student Detention - with Office In-school and/or Out-of School Suspension Loss of Privilege/Social Probation Parent Contact Referral to counselor/social worker
	Technology: Privacy or Acceptable Use Policy (AUP)	**3**	Any communication/media that includes sending, distributing, or viewing of unauthorized recording of videos and pictures with or without consent. This includes pornographic images (including sexting), violent images or materials that violate the rights of a protected class, and explicit language. This includes posting media of this nature on social media using school devices, personal devices, and/or infrastructure as well as to organize illegal activity, engage in illegal activity, or purchase illegal items.	Behavior Contract Conference with student Expulsion Law Enforcement Agency Referral Loss of Privilege/Social Probation In-school and/or Out-of School Suspension Referral to counselor/social worker Parent Contact Restorative Practices
	Technology: Infrastructure	**3**	Hacking, modification, or damage of the technology infrastructure of the district such as the wireless network and servers. Attempts to breach secured electronic information or resources.	Behavior Contract Conference with student Expulsion In-school and/or Out-of School Suspension Law Enforcement Agency Referral Loss of Privilege/Social Probation Parent Contact Referral to counselor/social worker Restorative Practices
Theft	Theft: Personal Property	**2**	Entering an individual's personal space or property (desk, bag, purse, locker, car etc.) to take an item of value	Behavior Contract Conference with student Detention - with Office Explicit Instruction of appropriate replacement behavior Expulsion In-school and/or Out-of School Suspension Loss of Privilege/Social Probation Parent Contact Referral to counselor/social worker Restitution

BEHAVIOR CODES	INCIDENT TYPE (SUB-CODES)	LEVEL	INCIDENT DEFINITIONS	POTENTIAL RESPONSES
	Theft: School Property	**3**	Stealing materials belonging to the school	Conference with student Detention - with Office Explicit Instruction of appropriate replacement behavior In-school and/or Out-of School Suspension Law Enforcement Agency Referral Loss of Privilege/Social Probation Parent Contact Referral to counselor/social worker Restitution
Threat Communicated	Threat: Communicated to Individual	**3**	Communication of a threat through any form (included but not limited to verbal, non-verbal, social media, written)	Apology Behavior Contract Class Removal Conference with student Expulsion Law Enforcement Agency Referral Loss of Privilege/Social Probation In-school and/or Out-of School Suspension Parent Contact Referral to counselor/social worker Restorative Practices Peer Mediation Safety Plan Developed Threat Assessment
	Threat: Communicated to Group	**3**	Communication of a threat through any form (included but not limited to verbal, non-verbal, social media, written)	Apology Behavior Contract Class Removal Conference with student Expulsion Law Enforcement Agency Referral Loss of Privilege/Social Probation In-school and/or Out-of School Suspension Parent Contact Referral to counselor/social worker Restorative Practices Peer Mediation Safety Plan Developed Threat Assessment
	Threat: Communicated with Access to Weapon	**3**	Communication of a threat including mention of weapon through any form (included but not limited to verbal, non-verbal, social media, written)	Conference with student Expulsion In-school and/or Out-of School Suspension Safety Plan Developed Parent Contact Referral to counselor/social worker Threat Assessment

BEHAVIOR CODES	INCIDENT TYPE (SUB-CODES)	LEVEL	INCIDENT DEFINITIONS	POTENTIAL RESPONSES
Tobacco	Tobacco: In the presence of use and/or distribution	**2**	Student is knowingly in the presence of a peer who is using and/or distributing tobacco, nicotine products, and/or vaping-related paraphernalia on school grounds and/or at school events and does not remove self when given the opportunity	Behavior Contract Conference with student Loss of Privilege/Social Probation Parent Contact Referral to counselor/social worker
	Tobacco: (ISBE) Possession and/or use	**3**	Student is under the influence of or in possession of tobacco, nicotine, look-alike product, and/or vaping-related paraphernalia on school grounds and/or at school events	Behavior Contract Conference with student Loss of Privilege/Social Probation In-school and/or Out-of School Suspension Parent Contact Referral to drug/alcohol counseling Referral to counselor/social worker
	Tobacco: (ISBE) Distribution	**3**	Student is giving out/sharing/selling tobacco products, nicotine products, look-alike product, and/or vaping-related paraphernalia to peers on school grounds and/or at school events	Behavior Contract Conference with student Loss of Privilege/Social Probation In-school and/or Out-of School Suspension Parent Contact Referral to drug/alcohol counseling Referral to counselor/social worker
Violence With Serious Physical Injury	Violence With Serious Physical Injury: Physical Aggression (ISBE)	**3**	Serious one-sided physical contact (e.g., hitting, punching, hitting with an object, kicking, hair pulling, scratching, etc.) where either the offender(s) or victim(s) require off-site professional medical attention for extreme physical pain, protracted and obvious disfigurement, protracted loss or impairment of the function of a bodily member, organ, or faculty, or substantial risk of death. Sexual violence where either the offender(s) or victim(s) require off-site professional medical attention.	Apology Class Removal Conference with student Expulsion In-school and/or Out-of School Suspension Loss of Privilege/Social Probation Law Enforcement Agency Referral Parent Contact Referral to counselor/social worker Restorative Practices
	Violence With Serious Physical Injury: Physical Fighting	**3**	Mutual physical fight where either the offender(s) or target(s) require off-site professional medical attention for extreme physical pain, protracted and obvious disfigurement, protracted loss or impairment of the function of a bodily member, organ, or faculty, or substantial risk of death.	Apology Class Removal Conference with student Expulsion Loss of Privilege/Social Probation Law Enforcement Agency Referral In-school and/or Out-of School Suspension Parent Contact Referral to counselor/social worker Restorative Practices

BEHAVIOR CODES	INCIDENT TYPE (SUB-CODES)	LEVEL	INCIDENT DEFINITIONS	POTENTIAL RESPONSES
Violence Without Serious Physical Injury/Physical Aggression	Inappropriate physical contact	**1**	Physical contact that is not serious but is inappropriate and unwelcomed.	Teacher Managed
	Violence without Serious Physical Injury (ISBE): Physical Aggression with or without minor injury	**2**	Student engages in one-sided actions involving physical contact that is aggressive in nature (e.g., hitting, punching, hitting with an object, kicking, hair pulling, scratching, etc.). It may include minor injury where either the offender(s) or victim(s) require school-based medical attention (not off-site professional medical attention)	Behavior Contract Class Removal Conference with student In-school and/or Out-of School Suspension Law Enforcement Agency Referral Loss of Privilege/Social Probation Parent Contact Referral to counselor/social worker Restorative Practices
	Violence without Serious Physical Injury (ISBE): Physical Fighting with or without minor injury	**3**	Mutual physical fight where the offender(s) or target(s) do not require off-site professional medical attention, regardless of intent. ("Professional medical attention" may include the school nurse but not for minor care that any staff member could provide.)	Conference with student In-school and/or Out-of School Suspension Law Enforcement Agency Referral Loss of Privilege/Social Probation Parent Contact Referral to counselor/social worker Restorative Practice
	Violence without Serious Physical Injury (ISBE): Serious sexual contact	**3**	Serious, non-accidental, and non-consensual physical contact of a sexual nature (e.g., groping, intimating sexual acts, touching private areas, exposing other's private areas) where the offender(s) or target(s) do not require professional medical attention. ("Professional medical attention" may include the school nurse but not for minor care that any staff member could provide.). Includes any intentional contact with private areas of an individual, regardless of intent.	Behavior Contract Conference with student Explicit instruction of appropriate replacement behavior Expulsion In-school and/or Out-of School Suspension Loss of Privilege/Social Probation Parent Contact Referral to counselor/social worker
Weapon	Weapon: Possession of Minor Weapon	**2**	Possession of a tool is readily capable of causing harm as determined by school administration but does not meet the state definition of a dangerous weapon. This could include pocket knives with blades less than 2.5 inches	Behavior Contract Conference with student Expulsion In-school and/or Out-of School Suspension Loss of Privilege/Social Probation Parent Contact Safety Plan Developed Search of student and/or locker

BEHAVIOR CODES	INCIDENT TYPE (SUB-CODES)	LEVEL	INCIDENT DEFINITIONS	POTENTIAL RESPONSES
	Weapon: (ISBE) Possession of Dangerous - Other	3	Student possesses dangerous weapon or realistic-looking fake dangerous weapon (does not include firearms) A device, instrument, material, or substance that is readily capable of causing death or serious bodily injury, except a firearm.	Conference with student Expulsion In-school and/or Out-of School Suspension Parent Contact Referral to counselor/social worker Safety Plan Developed Search of student and/or locker
	Weapon: (ISBE) Possession of Dangerous - Firearm	3	Possession of firearm on school grounds that is used for or readily capable of causing death (includes handgun, rifle, shotgun, multiple firearms)	Conference with student Expulsion In-school and/or Out-of School Suspension Parent Contact Safety Plan Developed Search of student and/or locker

Explanation of Disciplinary Consequences

Warning

A teacher/administrator/student conference may be held in hopes of eliminating further discipline consequences.

Lunch Restrictions/Isolated Lunch Detentions

Lunch restrictions/isolated lunch detentions assigned by classroom teachers are served during the student's lunch period with staff supervision. Students will be permitted to get their lunch and then should report to the supervising teacher for the remaining lunch period. Lunch restrictions/isolated lunch detentions are assigned in cases of first time or infrequent misconduct of a lesser nature. The staff member will inform the student and will call home.

Teacher Assigned Detentions

Teacher assigned detentions are detentions assigned by classroom teachers. They are served with the designated detention supervisor and are 75 minutes in length (1 hour and 15 minutes). Teacher assigned detentions are assigned in cases of first time or infrequent misconduct. The staff member will inform the student and parent. Parents are responsible for providing transportation home. Transportation inconveniences are not a valid excuse for missing a detention. Failure to appear for an assigned detention may result in further disciplinary consequences.

Office Assigned Detentions

Detentions can be issued by any staff member. However, office assigned detentions are assigned in cases of serious misconduct and/or frequent misconduct of the same nature. An office assigned detention will be 75 minutes in length (1 hour, 15 minutes) and commence immediately after classes are dismissed for the day. Students and parents will be notified of the assigned date(s) of the consequence. Parents are responsible for providing transportation. Transportation inconveniences are not a valid excuse for missing a detention. Failure to appear for an assigned detention may result in additional disciplinary consequences.

Absence on the day of a detention will cause the detention to be served on the next detention day. Detentions will typically be assigned Tuesday through Thursday.

Behavior Contracts

An administrator may write a behavior contract to provide a more structured setting for a student in hopes of eliminating inappropriate and unacceptable behaviors.

No Contact Contracts: A No Contact Contract may be implemented to limit or eliminate contact between specific students when deemed necessary. Each contract is developed on an individual basis, with the knowledge of the student involved and notification to their parent or guardian. These agreements are reviewed regularly, and timelines for review and duration are clearly outlined within the contract.

Restorative Practices and Interventions

The purpose of restorative practices is to engage students in an educational process including reflection, restoring the environment, and repairing relationships. Such interventions may include checking in with a teacher, administrator, or other

staff member, targeted intervention groups with the counselor or social worker, peer mediation, peer mentoring, adult mentoring, reflection, apology, restorative projects such as reading articles, cleaning, or community service.

In-School or Out-of-School Suspension

Administration may assign a student an in-school suspension or out-of-school suspension for, but not limited to, chronic acts of misconduct, single acts of gross misconduct, gross insubordination, truancy, or dangerous and threatening actions to self and/or others. Parents will be notified of any in or out-of-school suspensions directly by an administrator, both in writing and by phone.

- ***In-School Suspension***
  Administration may assign a student an in-school suspension for serious misconduct or frequent misconduct of the same nature. Students will be in a supervised location working on classroom assignments. Any disruption may result in further disciplinary consequences.
- ***Out-of-School Suspension***
  A student who has been suspended from school will not be readmitted to school or to classes without a parent conference. Students may not participate in or attend after school, co-curricular, or extra-curricular activities while under suspension. At the time of a suspension the student will remain in the office until a parent or their designee comes to pick up the student from school.

A suspension may not exceed ten school days. Prior to a suspension, a student will be advised of the reason for the proposed suspension and afforded an opportunity to present information on their own behalf. It must be determined that the student is guilty of noncompliance with the school rule of the conduct charged, and that suspension is reasonably justified. Parents will be given prompt notice of the suspension and the reason thereof.

A suspended student shall have the opportunity to make up any assignments and tests missed during the suspension period. The school will provide work for the student so that future learning is not affected by the suspension. A student will receive credit for these assignments.

Parents have a right to request a review before the Board or an appointed hearing officer.

Right to Review Suspension

The Appeals process must follow these steps:

A. Review of suspension with Building Principal
B. Review of suspension with Board of Education or designee appointed by the Board

Board Policy 7:200, *Suspension Procedure,* is available on the District website and a copy may be obtained by calling the District 158 Administrative Office at (847) 659-6158.

Expulsion

A student may be expelled for gross disobedience or misconduct. Expulsion shall take place only after the parents have been requested by registered or certified mail to appear at a meeting of the Board, or to meet with a hearing officer appointed by the Board to discuss their child's behavior.

The request shall include:

a. Details regarding the specific act of gross disobedience or misconduct resulting in the recommendation for expulsion;
b. The time, date, and place of the hearing;
c. A brief description of what will happen during the hearing;
d. A list of the student's previous suspensions;
e. A statement indicating that the School Code allows the Board to expel a student for a definite period of time not to exceed two calendar years; and
f. A request that the student or parent inform the District if the student will be represented by counsel at the hearing.

During the hearing, the student and the student's parent(s) may be represented by counsel, offer evidence, present witnesses, cross-examine witnesses who testified on behalf of the administration, and otherwise present reasons why the student should not be expelled. After presentation of evidence, the Board shall decide the issue of guilt and take such action as it deems appropriate. If the Board decides to expel the student, the written expulsion decision will detail the specific reasons why removing the student from the learning environment is in the best interest of the school, as well as the rationale for the duration of the expulsion. If a hearing officer is appointed by the Board, the hearing officer shall provide a written summary of the evidence heard to the Board. A student may be readmitted to school after expulsion by official action of the Board.

Board Policy 7:210, *Expulsion Procedure,* is available on the District website and a copy may be obtained by calling the District 158 Administrative Office at (847) 659-6158.

Educational Programs

English Learners

District 158 provides programs to meet the needs of students whose native language is a language other than English. Opportunities are offered to support the growth of English language skills and academic skills for students so they may achieve at high levels in academic subjects and meet the same challenging State standards expected of all students.

- ***Transitional Bilingual Education (TBE)***
  At attendance centers with more than 20 students who speak the same language and qualify for English Learner services, the District is required to establish a Transitional Bilingual Education Program (TBE) for those students. The TBE program is for English language learners who have not reached the language proficiency criteria required by the State. Students receive explicit language instruction in the four domains: listening, speaking, reading and writing. This program provides instruction in the student's native language to facilitate the transition into English, and helps students acquire the concepts in the core academic subjects and acquire English skills at the same time.
- ***Transitional Program of Instruction (TPI)***
  At attendance centers with less than 20 students who speak the same language and qualify for English Learner services, the District will implement a Transitional Program of Instruction (TPI). The TPI program is an English program that serves identified English learners by providing a full-time teacher certified to provide supplementary instruction for all content area instruction. The program integrates English-as-a-second-language instruction with subject-matter instruction that focuses not only in learning a second language, but also using that language as a medium to learn mathematics, science, social studies, or other academic subjects.
- ***Two-Way Dual Language***
  For our Spanish speaking English Learners, we implement the dual language two-way model. The Spanish Dual Language program is made up of approximately half Spanish-speaking students and half English-speaking students. Students have access to a specially trained bilingual teacher. Students are integrated for instruction so that both groups of students serve in the role of language model and language learner at different times. The goal of the Dual Language program is to develop bilingualism, biliteracy, academic achievement, and cross-cultural competencies for students.

Parent Advisory Committee for English Learners

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

Family Life and Sex Education Classes

Students will not be required to take or participate in any class or courses in comprehensive sex education, including in grades 6-12, instruction on both abstinence and contraception for the prevention of pregnancy and sexually transmitted diseases, including HIV/AIDS; family life instruction, including in grades 6-12, instruction on the prevention, transmission, and spread of AIDS; instruction on diseases; recognizing and avoiding sexual abuse; or instruction on donor programs for organ/tissue, blood donor, and transplantation, if the student's parent submits a written objection. The parent's decision will not be the reason for any student discipline, including suspension or expulsion. Nothing in this Section prohibits instruction in sanitation, hygiene or traditional courses in biology.

Parents may examine the instructional materials to be used in any District sex education class or course by contacting the Building Principal.

Field Trips

We encourage all students to participate in field trips. We believe the whole world is a classroom and many sound educational activities that support the curriculum are best appreciated by actually visiting specific sites. Any admission fee and a prorated cost for transportation are assessed and payable prior to the trip. Occasionally a lunch stop is scheduled at a fast food restaurant and may be part of the fee. Students always have the option to bring a sack lunch if they so desire. Permission slips will be required and parents will be given appropriate time to complete the form and pay the fee.

Gifted and Talented Program

District 158 is committed to the belief that each student is a unique and valuable human being who possesses individual educational needs and abilities. It is the responsibility of the school to not only acknowledge this, but to identify those needs and abilities and then to provide appropriate educational experiences to optimize each child's individual development.

Although formal identification of eligibility for the Gifted and Talented Program starts at the end of grade 2, identification of students for the Gifted Program is an ongoing process that uses both formal and informal data, and requires the collection of a body of evidence over time to substantiate a student's talent in specific areas.

Students identified are placed in the program based upon Standardized test scores in math, reading and language arts, teacher input and Student Ability Index (SAI) scores. These measures are placed on a matrix for final selection. Students selected for the Gifted and Talented Program are placed with a teacher who has formal gifted training or experience with gifted students whenever possible.

The program is based on the Consultation Model. Consultation is a collaborative problem solving process between the teacher(s) and coordinator(s) through a sharing of expertise with the ultimate goals of better serving students. This model is based upon best practice in the field of Gifted Education.

Home and Hospital Instruction

A student who is absent from school, or whose physician, physician assistant or licensed advanced practice registered nurse anticipates the student's absence from school, because of a medical condition may be eligible for instruction in the student's home or hospital.

Appropriate educational services from qualified staff will begin no later than five school days after receiving a written statement from a physician, physician assistant, or licensed advanced practice registered nurse. Instructional or related services for a student receiving special education services will be determined by the student's individualized education program.

Library Resource Center

The Library Resource Center (LRC) provides materials that support the mission and curriculum of the District as well as the mission, philosophy, and goals of the middle school. Materials circulate for a period of two weeks. A student ID is required for library check out. All materials will be due two weeks before the end of the school year for inventory. Periodicals, reference materials and media materials are available for students to use in the LRC but do not circulate.

Students are charged a fine of .10¢ per day for overdue books. Students having overdue materials or fines will not be allowed to check out additional materials until their account is clear. In addition, students will be required to pay for books that are lost or damaged before any more materials can be checked out.

The LRC is a classroom. Student conduct as mentioned in other sections of this handbook will apply to the LRC. The LRC staff work with both students and staff to provide reference/research assistance and bibliographic instruction to meet the needs of the curriculum.

Parents, employees, students, and community members who believe that library media program resources violate rights guaranteed by any law or Board Policy may file a complaint using the procedure described in Board Policy 2:260, *Uniform Grievance Procedure*. Individuals who would like to submit feedback and/or complaints about the school's library media resources should complete and submit the Library Media Resource Objection form.

Multi-Tiered Systems of Support

Multi-Tiered Systems of Support (MTSS) is a multi-tier approach for early identification and support of students with learning and behavior needs. The MTSS process begins with high-quality instruction and universal screening of all students. Students with identified needs are provided with interventions at increasing levels of intensity to accelerate their rate of learning. These interventions may be provided by a variety of personnel, including general education teachers, special educators, paraprofessionals, and specialists. Progress is closely monitored to assess both the learning rate and level of performance of individual students. Educational decisions about the dynamics, intensity and duration of interventions are based on individual student response to instruction. MTSS is designed for use when making decisions in both general education and special education, creating a well-integrated system of instruction and intervention guided by student outcome data.

The State of Illinois provides districts and schools with a framework for using MTSS to determine a student's eligibility for and entitlement to special education services. Effective, research-based core instruction, interventions, and assessment plays a critical role in this process and data from the core curricula and instruction, as well as interventions, are used in the eligibility determination process. If the intervention plan shows the student demonstrates performance discrepancy as indicated by national, state and local assessments AND does not demonstrate educational progress through those established national, state or local norms, the team will then refer the student to the Individual Problem Solving Team to discuss the process of special education entitlement.

Physical Education

Physical education is taught in all grades and promotes the development of movement skills, enhances health-related fitness, increases students' knowledge, offers direct opportunities for students to learn how to work cooperatively in a group setting, and encourages healthy habits and attitudes for a healthy lifestyle.

All students will be expected to participate in PE except those who have a written doctor's excuse. Normally a student who provides a note from a parent can be excused from PE for up to three days. After three days, a doctor's note must be provided. Parent notes will only be honored twice per semester. **An excuse from PE class applies to extracurricular sports as well.** A parent may request that a student be excused from physical activity in PE during a period of religious fasting by notifying the physical education teacher in writing.

School Wellness

District 158 promotes student wellness, including good nutrition and physical activity, throughout the educational program, school activities, and meal programs. Schools will foster the positive relationship between healthy nutrition, physical activity, and the capacity of students to develop and learn. In addition, schools will support and promote an active lifestyle.

Physical education is taught in all grades and promotes the development of movement skills, enhances health-related fitness, increases students' knowledge, offers direct opportunities to learn how to work cooperatively in a group setting, and encourages healthy habits and attitudes for a healthy lifestyle.

Students will be offered and schools will promote nutritious food and beverage choices during the school day that are consistent with Board Policy 4:120, *Food Services,* (requiring compliance with the nutrition standards specified in the U.S. Dept. of Agriculture's (USDA) *Smart Snacks* rules).

Section 504

Students with disabilities who do not qualify for an Individualized Education Plan (IEP) under the Individuals with Disabilities Education Act and Illinois School Code may qualify for services under Section 504 of the Rehabilitation Act of 1973 if the child: (1) has a physical or mental impairment that substantially limits one or more major life activities, (2) has a record of a physical or mental impairment, or (3) is regarded as having a physical or mental impairment. Any parent who is deaf or does not typically communicate using spoken English and who participates in a Section 504 meeting with a District representative shall be entitled to the services of an interpreter. Parents seeking information about Section 504 rights and services should contact the Assistant Principal at their child's school.

Food Services and Cafeteria Expectations

Food Services Staff

The Food Services Department is made up of a team of food and nutrition professionals dedicated to students' health, well-being and their ability to learn. We support learning by promoting healthy habits for lifelong nutrition and fitness practices.

Meals, foods and beverages sold or served at schools meet state and federal requirements which are based on the USDA Dietary Guidelines. We provide students with access to a variety of affordable and appealing foods that meet the health and nutrition needs of students. All items are prepared and served by qualified child nutrition professionals.

Free and Reduced-Price Food Services Eligibility Criteria and Selection

A student's eligibility for free and reduced-price food services shall be determined by the income eligibility guidelines and family-size income standards set annually by the U.S. Department of Agriculture. Those who feel they are in need are encouraged to complete the online Application for Free and Reduced Meals form. Eligibility requirements, the application process and other required information is made available through a secure, private, online form. Individuals who do not have access to a computer or are unable to apply online may pick up an application at the District Administrative Office. Once the application is processed, the parent(s) will receive a notification letter regarding eligibility status.

Breakfast and Lunch Menus

Monthly menus and meal prices, in addition to nutrition, fitness, and education information, the District's School Wellness Plan, and prepayment options are available on the Food Services webpage. All students are offered a complete meal that includes milk, grains, meat and meat alternatives, fruits, and vegetables that meet federal guidelines.

Delivery of Foods

Lunches and food not provided by the school should be limited to just your child. Large quantities of lunches/food brought in during the school day cause an unnecessary disturbance in the building. No deliveries of outside food will be allowed unless approved by a school administrator.

MySchoolBucks

District 158 schools offer MySchoolBucks as a convenient method to pay for student meals. This online payment service provides parents with a quick and easy way to add money to your child's meal account by using a credit/debit card or electronic check wherever you have Internet access.

By creating a secure online account, parents can manage their child's account easily and conveniently by taking advantage of some of its popular features:

- Spending History – View a seven day history of your child's purchases.
- Low Balance Email Notification – Receive email notification when your child's account balance is low.
- Smart Pay – Set accounts to automatically replenish.
- Expired Credit Card Notification – Receive email notification prior to credit card expiration.
- Multi Student Funding – Fund multiple children at the same time.
- Spending Limit Settings – Set daily and weekly spending limits for your child by calling the District's Food Service Office at (847) 659-6158.

Nutritious Food

All students are offered a complete meal that includes milk, grains, meat and meat alternatives, fruits, and vegetables that meet federal guidelines. Additional food items are also offered at a la carte pricing.

Providing Lunch/Food for Your Child

Lunches or food not purchased at school should be limited to just your child. Large quantities of lunches or food brought in during the school day causes an unnecessary disturbance in the building. If you choose to drop off food for your child, please note that we will not interrupt classroom instruction to call the student down. The school has two general call-down times during the day in which students will be asked to pick up items.

Purchasing Food

District 158 uses an electronic system for purchasing lunch which requires all students to use their ID card to make food purchases in the cafeteria. Parents may add funds to the student's lunch account by creating a secure online account at MySchoolbucks.com (funds may take 24 to 48 hours to be available in the students' account) or by bringing cash or a check (made payable to Huntley Community School District 158) to the designated area in an envelope marked with their name and student ID number. The cafeteria staff will place these payments in the student's lunch account.

Students should only be purchasing food and drink that they can consume during their regular lunch period. Open food and beverage items (excluding water bottles with a cap) are not to be taken to lockers for future consumption.

Cafeteria Expectations

Students are expected to cooperate with the following procedures:

1. Place all lunch account checks/cash in the designated area upon arrival to school.
2. Deposit litter in the garbage cans provided.
3. Return all trays and utensils to the dishwashing area.
4. Leave the table and floor around the area in a clean condition for others.
5. Cafeteria lines will move with order and efficiency if all students have their ID card ready at the cash register and are patient and polite while waiting their turn.
6. Be considerate of others.

Health Services

Health Office Staff

The health program is designed primarily to maintain health and prevent serious injury or illness. A Registered Nurse is employed by the District in each school to be on duty when children are present during school hours.

Accident, Illness or Injury Procedure

When a student becomes ill at school, the student may visit the Health Office. The nurse will assess the seriousness of the illness or injury and administer first aid. If warranted, parents will be notified. Possible outcomes after being assessed by the nurse: (1) the student may return to class, (2) the student may be picked up by the parent, or (3) the student may be sent to the hospital via EMS.

If the student has a fever of 100.4° F or greater, the student MUST be picked up from school. Other situations where a student must be picked up from school include, but are not limited to: vomiting, diarrhea, open lesions that cannot be covered, lethargy, serious head injuries, undiagnosed persistent or disruptive cough, eye drainage or redness, undiagnosed or new rashes, and serious limb injuries. These situations will be given a "nurse home" attendance code. Parents are required to sign their child out in the office before leaving the building.

NOTE: Students must call their parents from the Health Office. Per school rules regarding cell phone use, students should not text or call their parents during the school day even if it pertains to illness.

Administering Medication to Students

Every attempt should be made to schedule medication administration outside of school hours. However, if under exceptional circumstances a child is required to take prescribed medication during school hours, all medication shall be transported to and from school by a parent. Students are not to transport or have medications in their possession except for the self-administration of diabetes medication, asthma medication, or epinephrine auto-injectors, as outlined below. The nurse, principal, or designee will administer the medication in compliance with the following regulations:

Prescription Medication

- A Request for Administration of Medication Form signed by the parent AND *signed by the medical doctor*, renewed annually at the beginning of the school year.
- The original prescription bottle must be brought to school by the parent. Students may NOT carry the medication to school.
- The prescription bottle label must contain the student's name, name of medication, time to be administered, dosage, possible side effects and termination date of administering the medication.
- Except for diabetes medication, asthma medication and epinephrine auto-injectors maintained by students authorized to self-medicate, all student prescription medication must be stored in an appropriate locked cabinet in the Health Office, accessible to authorized personnel only.

Non-Prescription Medication

- A Request for Administration of Medication Form signed by the parent AND *signed by the medical doctor*, renewed annually at the beginning of the school year. Some non-prescription medications may be supplied by the school – please check your school for specifics.
- All medication needs to be labeled with the student's name and brought to school by a parent.
- Except for diabetes medication, asthma medication and epinephrine auto-injectors maintained by students authorized to self-medicate, all student non-prescription medication must be stored in an appropriate locked cabinet in the Health Office, accessible to authorized personnel only.

Administration of Medical Cannabis by Parent

The Compassionate Use of Medical Cannabis Program Act allows a medical cannabis infused product to be administered to a student on school property or on the school bus by a parent under the following guidelines:

1. The parent of a student who is a minor must be registered with the Ill. Dept. of Public Health (IDPH) as a *designated caregiver* to administer medical cannabis to their child.
2. Both the student and parent possess valid registry identification cards issued by the IDPH.
3. Copies of the registry identification cards are provided to the Health Office.
4. An Administration of Medical Cannabis by Parent on School Property form signed by the parent AND *signed by the medical doctor*, renewed annually at the beginning of the school year.
5. After administering the product to the student, the parent must immediately remove the product from school property.

Medical cannabis infused products include oils, ointments, foods, and other products that contain usable cannabis but are not smoked or vaped. Smoking and/or vaping medical cannabis on school property or on the school bus is prohibited.

The product may not be administered in a manner that, in the opinion of the District, would create a disruption to the educational environment or cause exposure of the product to other students. A school employee shall not be required to administer the product.

Discipline of a student for being administered a product by a designated caregiver pursuant to this policy is prohibited. The District may not deny a student attendance at school solely because they require administration of the product during school hours.

Undesignated Asthma Medication

Public Act 100-0726 (the Act) amends the school code 105 ILCS 5/22-30 and 27A-5, to include undesignated asthma medication to the other undesignated emergency medications in Illinois schools. The Act permits schools to stock a supply of asthma medication and spacers; authorizes physicians to provide school districts and non-public schools with a standing order; and gives nurses or other trained personnel the authority to provide/administer Albuterol to any person (including parents, visitors and guests) that the nurse believes in good faith is experiencing respiratory distress. Undesignated Albuterol multi-dose inhalers and spacers are available in all school health offices during school hours.

Undesignated Epinephrine Auto Injectors (Epi-Pens)

The Emergency Epinephrine Act, P.A. 97-0361 (the Act) became law in Illinois in 2011. The Act permits schools to stock a supply of Epinephrine Auto-Injectors, authorizes physicians to provide school districts and non-public schools with a prescription to obtain the emergency auto-injectors from local pharmacists, and gives nurses or other trained personnel the authority to provide/administer the epinephrine to any person (including parents, visitors, and guests) the nurse believes in good faith is having an anaphylactic reaction. Undesignated Epi-Pens are available in all schools during school hours. The standing order and emergency auto-injectors are kept in the Health Office.

Undesignated Opioid Antagonists

Illinois School Code (105 ILCS 5/22-30(f)) and Board Policy 7:270, *Administering Medicines to Students*, permits schools to maintain a supply of undesignated opioid antagonists in the name of the District and provide or administer them as necessary according to State law. Opioid antagonist means a drug that binds to opioid receptors, including, but not limited to, naloxone hydrochloride (Narcan) or any other similarly acting drug approved by the U.S. Food and Drug Administration. A School Nurse or trained personnel, as defined in State law, may administer an undesignated opioid antagonist to a person when they, in good faith, believe that person is having an opioid overdose.

A copy of Board Policy 7:270, *Administering Medicines to Students*, is available on the District's website.

Huntley District 158 and its employees and agents, including the physician, physician assistant, or advance practice nurse providing the standing protocol or prescription for School District Supply of Undesignated medications, shall incur no liability or professional discipline, except for willful and wanton conduct, as a result of any injury arising from the administration of an undesignated medication, including, but not limited to, asthma medication (inhaler), epinephrine auto injectors (Epi-Pen), diabetes medication (glucagon), or opioid antagonists, regardless of whether authorization was given by a student's parent/guardian, the student's physician, physician assistant, or advance practice nurse.

Self-Administration of Medication

Students are permitted by law to carry and self-administer diabetes medication, asthma inhalers, pancreatic enzymes, and epinephrine auto-injectors, where appropriate. The parent must sign a statement acknowledging that the District shall incur no liability as a result of any injury or claim arising from the self-administration of the medication or use of an epinephrine auto-injector regardless of whether authorization was given by the student's parent or by the appropriate medical official, and that the parent will indemnify and hold harmless the school district and its employees and agents against such claims.

Asthma Medication

Students may carry and self-administer their own asthma inhaler. Occasionally parents will provide an additional inhaler to be kept as a back up in the Health Office.

- If the parent would like their child to carry their own inhaler, the parent must provide:
  - Written authorization through the Request for Self Administration of Asthma Medication form signed by the parent, submitted annually at the beginning of the school year.
  - A prescription label with the name of the medication, the prescribed dosage and the time(s) or circumstances under which the medication is to be administered.
- Please also provide an Asthma Action Plan form completed by the student's physician and submitted every year at the beginning of the school year.

Diabetes Medication

Students may carry and self-administer their own diabetes medication. However, parents may prefer the nurse monitor the student's diabetes.

- If the parent would like their child to administer the medication and glucose test independently, the parent must provide:
  - Written authorization through the Request for Self Administration of Diabetic Insulin and Glucose Testing form signed by the parent documenting the student has been instructed in the use and self-administration of the medication and glucose meter, AND *signed by the medical doctor*, renewed annually at the beginning of the school year.
  - A prescription label with the name of the medication, the prescribed dosage and the time(s) or circumstances under which the medication is to be administered.

Epinephrine Auto Injectors (Epi-Pens)

Students may carry and self-administer an Epi-Pen. However, parents may prefer the Epi-Pen be kept in the Health Office.

- If the parent would like their child to administer their own Epi-Pen, the parent must provide:
  - Written authorization through the Request for Self Administration of Anaphylactic Medication form signed by the parent documenting the student has been instructed in the use and self-administration of the anaphylactic medication, AND *signed by the medical doctor*, renewed annually at the beginning of the school year.

If a student requires assistance with their Epi-Pen during a severe allergic reaction, a nurse or other trained staff member may administer the Epi-Pen.

Anaphylaxis Prevention

While it is not possible for the school or District to completely eliminate the risks of an anaphylactic emergency, the District maintains a comprehensive policy on anaphylaxis prevention, response, and management in order to reduce these risks and provide accommodations and proper treatment for anaphylactic reactions. Parents and students who desire more information may contact the nurse.

Board Policy 7:285, *Anaphylaxis Prevention, Response, and Management Program,* is available on the District website and a copy may be obtained by calling the District 158 Administrative Office at (847) 659-6158.

Communicable Diseases

Please notify the Health Office as soon as possible if your child contracts any contagious disease. If such a disease is contracted, the child must be excluded from school. Communicable diseases such as chicken pox, German measles, impetigo, influenza, measles, mumps, scarlet fever, infectious mononucleosis, norovirus, coronavirus, and strep throat are contagious before they reach a stage where they can be recognized and diagnosed. Certain communicable diseases will require a doctor's release for the student to re-enter school or may require documentation from the County Department of Health to re-enter school or school related activities. Please check with the school Health Office for specifics.

Concussions

If a student sustains a concussion, please notify the Health Office. The school will support a student with a concussion working with the student's physician and by providing a Return-to-Learn protocol. The student will check in with the nurse daily to evaluate symptom severity.

The Illinois Department of Public Health (IDPH) has adopted the U.S. Centers for Disease Control and Prevention's (CDC) *Heads Up* campaign brochures which include concussion fact sheets for parents available on the IDPH website.

If an accident or illness merits being excused from school and/or physical education or recess, a doctor's note is required that specifies when the student may return to normal activity. **The nurse will not be able to write a note to excuse the student from PE.** A physician's release to return to PE and/or extracurricular athletic activities is required whenever a doctor's note for no PE has been issued for a concussion or other reason.

Emergency Contact Information

There are times when a student's illness or injury requires transportation to the hospital. The local rescue squad will transport the student to the appropriate medical facility. Every attempt will be made to notify the parent before transport. In order to contact parents quickly, it is required that we have complete and current information in PowerSchool on the following items:

- Your home address and telephone number
- Working status of parent(s), including company name, address and phone number where you can be reached
- The name and phone number of a neighbor, friend, or relative who is willing to attend to your child in an emergency.

It is the responsibility of the parent to notify the Registration Department at studentupdate@district158.org of any changes in the aforementioned items.

Epilepsy or Seizure Disorder

Parents of students who are diagnosed with epilepsy or a seizure disorder must submit a Seizure Action Plan at the beginning of each school year.

Life-Threatening Food Allergies or Life-Threatening Chronic Illnesses

State law requires District 158 to annually inform parents of students with life-threatening allergies or life-threatening chronic illnesses of the applicable provisions of Section 504 of the Rehabilitation Act of 1973 and other applicable federal statutes, state statutes, federal regulations and State rules.

Parents of students with food allergies should provide a Food Allergy Emergency Action Plan and Treatment Authorization form completed by the student's physician and submitted every year at the beginning of the school year.

Federal law protects students from discrimination due to a disability that substantially limits a major life activity. If your student has a qualifying disability, an individualized Section 504 Plan will be developed and implemented to provide the support needed for your student to access their education effectively.

While not all students with life-threatening allergies and life-threatening chronic illnesses may be eligible under Section 504, we may be able to appropriately meet a student's needs through other means.

Physical Examination and Immunization Requirements

In accordance with the Illinois Department of Public Health (IDPH) and the Illinois School Code, physical examinations are required for all students entering Kindergarten, sixth grade and ninth grade, and students transferring from out-of-state. Physicals are also required for students trying out for or participating in extracurricular athletics. The Illinois Certificate of Child Health Examination (school physical) form must include a record of all immunizations the child has received**.**

Every child who enters Preschool, Kindergarten, sixth or ninth grade and every child who enters an Illinois school for the first time, irrespective of grade, must present evidence of immunization as prescribed by the rules and regulations of the Illinois Department of Public Health (IDPH) and the Illinois State Board of Education (ISBE).

Students failing to meet the required immunizations against measles, tetanus, diphtheria, poliomyelitis, varicella, pertussis (whooping cough), meningitis, rubella, mumps, and Hepatitis B, will be excluded from all District schools. There are two exceptions to this State law:

- Children whose parents object to immunizations on religious grounds must present the IDPH's Religious Exemption to Required Immunizations/Examinations form to the Superintendent or designee. Upon receipt of the form, the Superintendent or designee shall immediately inform the parent of exclusion procedures if there is an outbreak of one or more diseases from which the student is not protected.
- Per Illinois School Code, if the physical condition of the child is such that any one or more of the immunization agents should not be administered on medical grounds, the examining physician responsible for the performance of the health examination shall endorse such fact upon the health examination form.

All physical and immunizations must be submitted on the Illinois Certificate of Child Health Examination (school physical) form prior to the first day of school or students will not be allowed to attend school.

Dental and Vision Exam Requirements

A Dental Exam form must be provided to the Health Office before May 15 of the current year for students in Kindergarten, second, sixth, and ninth grades. A Vision Exam form must be provided to the Health Office for students entering Kindergarten or transfer students entering Illinois schools for the first time. A student may be exempt from the dental or vision examination requirements if the student's parent shows an undue burden or lack of access to a dentist or qualified physician/optometrist.

Reporting to the Health Office

Except in emergencies, students need a hall pass from their teacher to visit the Health Office. If a student decides they need to see the nurse during a passing period, the student should report to class and receive a hall pass from the teacher. If the nurse is not there or the Health Office is closed, the student should report to the office.

> The Health Office is to be used for acute illness or injury, emergencies, or medication administration.
> It is **NOT** to be used by students to sleep, congregate with others, or eat due to missed meals.
> Our goal is to ensure the best possible education for our students by keeping students in class.

Restrictions for Activity or Physical Education

At times, individual students may require special restrictions to their activity level due to a medical condition. Restrictions for activity or physical education class need to be submitted by a medical physician and must specify the amount of time the student is restricted from participation. Please note any physician directives for activity restrictions need to be reviewed and resubmitted each school year.

When To Keep Your Child at Home

Please keep your child at home during an illness to decrease the number of students who are exposed to the illness. Students who have been running a fever (100.4° F or greater) should be kept home fever-free for 24 hours before they return to school unless guidelines from the CDC or IDPH increase this timeframe. Students should also remain at home for 24 hours after vomiting has stopped and the student can tolerate a solid diet, and/or until diarrhea-free for 24 hours.

Internet

Access and Use

All use of the District's electronic networks shall be consistent with the District's goal of promoting educational excellence by facilitating resource sharing, innovation, and communication. These procedures do not attempt to state all required or prohibited behaviors by users. However, some specific examples are provided. **Failure of any user to follow these procedures will result in the loss of privileges, disciplinary action, and/or legal action.**

Privileges

Use of the District's electronic network is a privilege, not a right, and inappropriate use will result in a cancellation of those privileges, disciplinary action, and/or appropriate legal action. The technology administrator will make all decisions regarding whether or not a user has violated these procedures and may deny, revoke, or suspend access at any time. The decision of the technology administrator is final. The technology administrator will work with the building administrator and the building administrator will deal directly with the violator.

Terms and Conditions for Internet Access

The term electronic networks includes all of the District's technology resources, including, but not limited to:

1. The District's local-area and wide-area networks, including wireless networks (Wi-Fi), District-issued Wi-Fi hotspots, and any District servers or other networking infrastructure;
2. Access to the Internet or other online resources via the District's networks or to any District-issued online account from any computer or device, regardless of location;
3. District-owned or District-issued computers, laptops, tablets, phones, or similar devices.

Acceptable Use

Access to the District's electronic network must be: (a) for the purpose of education or research, and be consistent with the District's educational objectives, or (b) for legitimate business use. Use of the Internet, email, and other communication and collaboration tools to enhance productivity and enhance student learning is encouraged.

If students have been provided with a 1:1 technology device, the following are guidelines for the expectation of using technology responsibly:

a. Bringing a charged device to school every day;
b. Storing the device in the provided case when not in use;
c. Moving safely through the hallway while carrying the device;
d. Respecting the property and privacy of others by not using another student's device or account;
e. Using the device, app, and other information resources to support learning, complete school assignments, and gain understanding of how technology works; and
f. Using the Internet to gather information related to school, and to communicate with other students, teachers, and experts as it relates to school work.

Unacceptable Use

Staff and students are responsible for their own actions and activities involving the use of computers and the network. Some examples of unacceptable uses include, but are not limited to, the following:

a. Using the electronic networks for any illegal activity, including violation of copyright or other contracts, or transmitting any material in violation of any State or federal law;
b. Using the electronic networks to engage in conduct prohibited by Board Policy;
c. Unauthorized downloading of software or other files, regardless of whether it is copyrighted or scanned for malware;
d. Unauthorized use of personal removable media devices (such as flash or thumb drives);
e. Downloading of copyrighted material for other than personal use;
f. Using the electronic networks for private financial or commercial gain;
g. Wastefully using resources, such as file space;
h. Hacking or attempting to hack or gain unauthorized access to files, accounts, resources, or entities by any means;
i. Invading the privacy of individuals, including the unauthorized disclosure, dissemination, and use of information about anyone that is of a personal nature, such as a photograph or video;
j. Using another user's account or password;
k. Disclosing any network or account password (including your own) to any other person, unless requested by the system administrator;
l. Posting or sending material authored or created by another without their consent;
m. Posting or sending anonymous messages;

n. Creating or forwarding chain letters, spam, or other unsolicited messages;
o. Using the electronic networks for commercial or private advertising;
p. Accessing, sending, posting, publishing, or displaying any abusive, obscene, profane, sexual, threatening, harassing, illegal, or knowingly false material;
q. Misrepresenting the user's identity or the identity of others; and
r. Using the electronic networks while access privileges are suspended or revoked.

Indemnification

The user agrees to indemnify the District for any losses, costs, or damages, including reasonable attorney fees, incurred by the District relating to, or arising out of, any violation of these procedures.

Internet Safety

Internet access is limited to only those acceptable uses as detailed in these procedures. Staff members shall supervise students while students are using District Internet access to ensure students abide by the Terms and Conditions for Internet access contained in these procedures.

Each District computer with Internet access has a filtering device that blocks entry to visual depictions that are: (1) obscene, (2) pornographic, or (3) harmful or inappropriate for students, as defined by the Children's Internet Protection Act and as determined by the Superintendent or designee.

The technology administrator and Building Principal shall monitor student and staff Internet use.

Internet and Network Security

Internet and network security is a high priority. If the user can identify a security problem on the network or Internet, the user must notify the Technology Department or Building Principal. If reported to the Building Principal, the Building Principal is responsible for notifying the Technology Department. Do not demonstrate the problem to other users. Attempts to log-on to the network or Internet as a system administrator will result in cancellation of user privileges. Any user identified as a security risk may be denied access to the network. **Keep your accounts and passwords confidential and do not use another individual's account.**

Network Etiquette

Staff and students are expected to abide by the generally accepted rules of network etiquette while using any means of electronic communication such as email, blogs, wikis, discussion boards, instant messaging, etc. These include, but are not limited to, the following:

a. Be polite. Do not become abusive in messages to others.
b. Use appropriate language. Do not swear, use vulgarities, or any other inappropriate language.
c. Do not reveal personal information, including the addresses or telephone numbers of students or staff.
d. Recognize that the District's electronic networks are not private. People who operate the District's technology have access to all email and other data. Messages or other evidence relating to or in support of illegal activities may be reported to the authorities.
e. Do not use the network in any way that would disrupt its use by other users.
f. Consider all communications and information accessible via the network to be private property.

No Warranties

The District makes no warranties of any kind, whether expressed or implied, for the service it is providing. The District will not be responsible for any damages the user suffers. This includes loss of data resulting from delays, non-deliveries, missed-deliveries, or service interruptions caused by its negligence or the user's errors or omissions. Use of any information obtained via the Internet is at the user's own risk. The District specifically denies any responsibility for the accuracy or quality of information obtained through its services.

Telephone Charges

The District assumes no responsibility for any unauthorized charges or fees, including telephone charges, texting or data use charges, long-distance charges, per-minute surcharges, and/or equipment or line costs.

Use of Email

The District's email system, and its constituent software, hardware, and data files, are owned and controlled by the District. The District provides email to aid students and staff members in fulfilling their duties and responsibilities, and as an education tool.

a. The District reserves the right to access and disclose the contents of any account on its system, without prior notice or permission from the account's user. Unauthorized access by any student or staff member to an email account is strictly prohibited.
b. Each person should use the same degree of care in drafting an email message as would be put into a written memorandum or document. Nothing should be transmitted in an email message that would be inappropriate in a letter or memorandum.
c. Electronic messages transmitted via the District's Internet gateway carry with them an identification of the user's Internet domain. This domain is a registered name and identifies the author as being with the District. Great care should be taken, therefore, in the composition of such messages and how such messages might reflect on the name and reputation of the District. Users will be held personally responsible for the content of any and all email messages transmitted to external recipients.
d. Any message received from an unknown sender via the Internet, such as spam or potential phishing emails, should either be immediately deleted or forwarded to the technology administrator. Downloading any file attached to any Internet-based message is prohibited unless the user is certain of that message's authenticity and the nature of the file so transmitted.
e. Use of the District's email system constitutes consent to these regulations.

Vandalism

Vandalism will result in cancellation of privileges and other disciplinary action. Vandalism is defined as any malicious attempt to harm or destroy data of another user, the Internet, or any other network. This includes, but is not limited to, the uploading or creation of malware, such as viruses and spyware.

Web Publishing Copyright Rules

Copyright law and Board Policy prohibit the re-publishing of text or graphics found on the Internet or on District websites or file servers/cloud storage without explicit written permission.

a. For each re-publication (on a website or file server) of a graphic or a text file that was produced externally, there must be a notice at the bottom of the page crediting the original producer and noting how and when permission was granted. If possible, the notice should also include the web address of the original source.
b. Students and staff engaged in producing web content must have written permission from the original producer before adding the material to their web page.
c. The absence of a copyright notice may not be interpreted as permission to copy the materials. Only the copyright owner may provide the permission. The manager of the website displaying the material may not be considered a source of permission.
d. The fair use rules governing student reports in classrooms are less stringent and permit limited use of graphics and text.
e. Student work may only be published if there is written permission from both the parent and student.

Technology and Artificial Intelligence

Definition: Artificial Intelligence is technology that enables machines to simulate human intelligence and capabilities by processing and analyzing existing information using predefined actions or recommendations.

Purpose Statement: In Huntley District 158, students and educators will use relevant new technologies, such as Artificial Intelligence (AI), in structured learning experiences to support their education and prepare them for the future. The use of AI begins with human-driven questions and ends with human insight. AI will support inquiry, discovery, and reflection. We will ensure that AI tools are used responsibly and ethically to enhance learning. AI will support, rather than replace, thinking and learning and complement effective teaching methods. We will foster critical thinking, academic integrity, and access to learning while empowering students and educators.

Guiding Principles and Values: Whenever students and staff use new technologies to support education, we will ensure they align with our purpose, principles, and values. In Huntley District 158, we value:

1. AI as an Educational Tool
    - AI will complement, not replace, human learning and effort, aligning with educational goals.
    - AI will support critical thinking, creativity, and problem-solving.
    - Educators and students will use AI to personalize learning experiences, adapting to diverse student needs and learning styles to maximize individual growth.

- AI will streamline tasks and optimize workflows, allowing educators to dedicate more time to instruction and student engagement.
- AI will serve as an accessibility tool to support student engagement and access to curricular materials and services.

2. Ethical Use and AI Literacy
   - Human judgment will remain central in AI-assisted decision-making.
   - AI literacy will be fostered among students and educators, ensuring they understand AI's capabilities, limitations, ethical considerations, and societal impacts to enable informed and responsible use.
   - AI use will uphold academic integrity, ensuring students engage ethically and authentically in their learning.
   - Students will ensure that their work reflects their thinking and learning process, avoiding misrepresentation through AI-generated content.
   - Students and educators will disclose AI usage when appropriate and provide proper attribution.
3. Data Privacy, Safety, and Equitable Access
   - Student data privacy and online safety will be prioritized and adhere to relevant laws, including SOPPA, FERPA, COPPA, and CIPA.
   - All students will have equitable access to AI tools and resources.
   - AI tools will be developmentally appropriate for students.
   - Students and educators will understand how AI interacts with their data/information and comply with school and district policies and guidelines.
4. Oversight and Continuous Improvement
   - AI tools will be carefully evaluated and implemented to align with educational goals.
   - The district will develop and regularly refine clear guidelines and protocols for AI use.
   - The district will establish processes for ongoing monitoring and auditing of AI usage to ensure adherence to these principles and address potential misuse.
   - The district will foster collaboration among educators, students, families, and the community in selecting, implementing, and evaluating AI tools and strategies.
   - Students and educators will engage in training on AI tools, including their benefits, risks, and best practices.

***AI Guidelines for Students*:** Artificial Intelligence (AI) can be a powerful tool to support student learning, but it's important to understand when and how it's appropriate to use. Huntley 158 has established clear AI Usage Guidelines to help students and teachers navigate expectations for assignments, assessments, and projects.

All assignments will fall under one of three categories in which teachers will provide guidance on the appropriate level of student use:

- **No Use (Default):** AI tools are not allowed. All work must be original and created without assistance.
- **Limited Use:** AI can be used only for specific purposes such as brainstorming, editing, or tasks defined by your teacher. All AI use must be clearly cited.
- **Integrated Use:** You may use AI tools freely with teacher approval, as long as you follow academic integrity practices and provide a rationale for your use.

Click here to view the full Huntley 158 AI Guidelines for Students Document.

Progress Reports, Report Cards, Grading, Retention, and Promotion

Progress Reports

Mid quarter progress report grades will be available on PowerSchool. A notification will be sent to parents via the School Messenger/Communicate program on the day that mid quarter progress report grades are updated. Parents may also access current grades at any time by using their parent account on PowerSchool.

Report Cards

Report cards for students in grades 6-8 are completed on a quarterly basis. Students will be assessed on end of the year grade-level standards in order to show what the student knows, or is able to do, in relation to the standard. The report cards

show student progress towards mastery of specific learning targets. A notification will be sent to parents via the School Messenger/Communicate program on the day that report cards are distributed.

Grade Point Average (GPA) Calculation

In figuring grade point average, points are earned for each quarter grade. The points are then totaled and divided by the number of classes attempted.

A+ = 4.3	B+ = 3.3	C+ = 2.3	D+ = 1.3	F = 0
A = 4.0	B = 3.0	C = 2.0	D = 1.0	
A- = 3.7	B- = 2.7	C- = 1.7	D- = 0.7	

All classes are 1 credit. If a student is enrolled in ½ band or orchestra and ½ chorus, they will receive 0.5 credit for each class. Below is an example of how to calculate a GPA for a student who received the following grades in each class.

Example for calculation:

Class	**Credit**	**Grade**	**Points**	
Art	1	A-	3.7	
PE	1	A-	3.7	
½ Band	.5	A+	2.15	
½ Chorus	.5	A+	2.15	
Science	1	A	4	
Math	1	A-	3.7	
Literacy	1	B+	3.3	
History	1	A	4	
TOTAL	7		26.7	**26.7/7= GPA 3.814**

Grade Point Average (GPA) Calculation with Honors Courses

Algebra 1 (H), Geometry (H), and English 1 (H) are courses that have been determined to be taught at the rigor of an honors high school course and are therefore given extra consideration in determining grade point average.

Honor's weighted courses will use the following point system.

A+ = 4.8	B+ = 3.8	C+ = 2.8	D+ = 1.3	F = 0
A = 4.5	B = 3.5	C = 2.5	D = 1.0	
A- = 4.2	B- = 3.2	C- = 2.2	D- = 0.7	

Again, all classes are 1 credit. If a student is enrolled in ½ band or orchestra and ½ chorus, they will receive 0.5 credit for each class. Below is an example of how to calculate a GPA for a student enrolled in honors classes who received the following grades.

Example for calculation (with Honors classes):

Class	**Credit**	**Grade**	**Points**	
Art	1	A-	3.7	
PE	1	A-	3.7	
½ Band	.5	A+	2.15	
½ Chorus	.5	A+	2.15	
Science	1	A	4	
Algebra 1 (H)	1	A-	*4.2*	
English 1 (H)	1	B+	*3.8*	
History	1	A	4	
TOTAL	7		27.7	**27.7/7= GPA 3.957**

Remediation, Retention, and Promotion

The decision to retain or promote a student to the next grade level shall be based on successful completion of the curriculum, attendance, and performance on the standardized tests required by the Illinois State Board of Education (ISBE) and/or other assessments. A student shall not be promoted based upon age or any other social reason not related to academic performance.

Research indicates a negative outcome regarding retention, and as such, effective decision-making regarding retention will include a remediation plan developed throughout the school year in which administration will track student core class grades.

The remediation/retention process is a continuous process that may include communication home, team supports, MTSS supports, meeting with administration, and/or social-emotional supports. The plan becomes more intensive and restrictive as a student progresses through the remediation process.

Students who have failed two or more quarters of a core class at the end of the school year will be considered for summer school and/or retention. Retention will only occur if the remediation process is not successful. The Building Principal will have the final decision-making authority over retention decisions.

Safety and Security

All District operations, including the education program, shall be conducted in a manner that will promote the safety and security of everyone on District property or at a District event. As such, District 158 has developed and maintains a comprehensive safety and security plan that includes, without limitation:

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

Campus Resource Officers

District 158 has established a Campus Resource Officer (CRO) program in partnership with the Algonquin, Huntley, and Lake in the Hills Police Departments. As part of an intergovernmental agreement, this partnership helps create "effective and positive school student discipline that: (1) is part of District 158's larger effort to address school safety and climate, (2) includes proactive and restorative methods rather than only punitive, and (3) is clear, consistent and equitable."

Each CRO is equipped with a body worn camera as provided by law in accordance with Police Department policies. The CRO's body worn camera will not record during the school day unless and until the CRO has reason to believe that a crime has been or is in the process of being committed. Further, in the event a CRO is in a hostile situation or perceives that a complaint will be raised, at the CRO's discretion, the body worn camera can begin recording.

Emergency Procedure Terms

- **Lockdown:** A lockdown is declared when, in the opinion of an administrator, Campus Resource Officer, or staff member, a situation exists that threatens the safety of students and staff and requires them to take appropriate protective action – locking down in a classroom, hiding from the danger or safely getting out of the building.
- **Hold in Place and Teach:** This protocol is enacted when there is a situation *inside the building* that requires immediate action for all persons to remain in place. It is non-life threatening to the general population and to the school.
- **Secure the Building and Teach:** This protocol is enacted when there is a situation *outside the building* that requires all persons to remain inside the school building.
- **Severe Weather/Shelter in Place:** This protocol is enacted when there is a severe weather/tornado warning indicated in the area of the school(s). All staff and students, inside or outside of the school, will be advised to move to their designated safe areas within the school.

  Should a severe weather/tornado warning occur at dismissal time, students will be kept in the building until conditions improve or an all-clear signal is issued.

  In the event buses are in transit and a severe weather/tornado warning is announced, buses will go to the closest school building or predetermined location based on movement of the potential weather.
  - **Tornado Watch:** A tornado watch is used when conditions are favorable for tornadoes to form.
  - **Tornado Warning:** A tornado warning is used when a tornado funnel is signed or indicated by weather radar. Shelter should be taken immediately.

School Safety Drill Plan

In accordance with the School Safety Drill Act (105 ILCS 128/) and Board Policy 4:170, *Safety*, the following drills will be conducted:

1. Three school evacuation drills;
2. Two bus evacuation drills;
3. One severe weather and shelter-in-place drill;
4. One law enforcement lockdown drill.

Emergency drill procedures will be discussed with all students by their classroom teachers prior to each drill. If a parent would like to opt their child out of participating in the law enforcement lockdown drill, they must request this in writing to the Building Principal each school year.

School Bus Safety

All students shall be provided with instruction in safe bus riding practices at least twice during each school year. The instruction shall include two emergency bus evacuation drills, as well as the operation and use of the emergency door, windows (as a means of escape), and fire extinguisher.

Student Drop-Off and Pick-Up

In the interest of safety and security of all students and staff, parents are asked to please review the following drop-off and pick-up procedures:

Morning Drop-Off

All students should be dropped off in the single lane drop off area as designated curbside in the front of the school. Please use the entire front of the building to drop off, helping to efficiently drop off as many students in the quickest time possible.

Only buses are allowed in the back of the school. **No student should be dropped off in the parking lot**. Students at HMS will be allowed to enter the building at 7:00 a.m. Students at MMS will be allowed to enter the building at 6:45am.

Afternoon Pick-Up

All students being picked up must be picked up in the single lane pick up area as designated curbside in the front of the school. Please use the entire front of the building to pick up, helping to efficiently pick up as many students in the quickest time possible.

Only buses are allowed in the back of the school. **No student should be picked up in the parking lot**. Adult supervision of car riders ends at 2:35 p.m. Students not involved in a school-sponsored activity may not remain on campus. If you cannot pick up your child by this time, please arrange for them to ride the bus home.

Vehicles MAY NOT be parked or located in the bus lanes or fire lanes at ANY TIME.
Vehicles located in these locations may be ticketed and/or towed by the police.

Walking or Riding Bicycles To and From School

For student safety, walking or riding bicycles to and from school is discouraged whenever possible. Students who do walk or ride a bicycle must follow all traffic laws, use designated crossings and sidewalks when available, and exercise safe practices at all times. E-bikes, motorized bicycles, and motorized scooters are prohibited on school property.

Students utilizing bicycles or non-motorized scooters must properly park and secure them in the designated bicycle rack area while on school grounds. The school district is not responsible or liable for lost, stolen, damaged, or mislaid property.

In addition, all other applicable district policies, student handbook guidelines and school expectations shall be followed.

Search and Seizure

In an effort to maintain order and security in the schools, school authorities are authorized to conduct reasonable searches of school property and equipment, as well as of students and their personal effects. School authorities include school liaison police officers (Campus Resource Officers).

School Property and Equipment
As Well as Personal Effects Left by Students

School authorities may inspect and search school property and equipment owned or controlled by the school (such as lockers, desks, and parking lots), as well as personal effects left there by a student, without notice to or consent of the student. Students have no reasonable expectation of privacy in these places or areas or in their personal effects left there.

The Superintendent may request the assistance of law enforcement officials to conduct inspections and searches of lockers, desks, parking lots, and other school property and equipment for illegal drugs, weapons, or other dangerous substances or materials, including searches conducted through the use of specially trained dogs.

Search of Student Accounts or Profiles on Social Networking Websites

In accordance with the Right to Privacy in the School Setting Act, 105 ILCS 75/:

1. School officials may not request or require a student or the student's parent to provide a password or other related account information to gain access to the student's account or profile on a social networking site.

2. School officials may conduct an investigation or require a student to cooperate in an investigation if there is specific information about activity on the student's account on a social networking website that violates the school's disciplinary rule or policy. In the course of the investigation, the student may be required to share the content that is reported in order for the school to make a factual determination.

Searches of Students and/or Student's Personal Effects

School authorities may search a student and/or the student's personal effects in the student's possession (purses, wallets, knapsacks, book bags, lunch boxes, etc.), when there is reasonable grounds for suspecting that the search will produce evidence the particular student has violated or is violating either the law or the school or District's rules and policies.

The search will be conducted in a manner that is reasonably related to its objective of the search and not excessively intrusive in light of the student's age and sex, and the nature of the infraction. When feasible, the search will be conducted as follows:

- Outside the view of others, including students;
- In the presence of a school administrator or adult witness; and
- By a certificated employee or school liaison police officer (Campus Resource Officer) of the same sex as the student.

Seizure of Property

If a search produces evidence that a student has violated or is violating either the law or the school or District's rules or policies, such evidence may be seized and impounded by school authorities, and disciplinary action may be taken. When appropriate, such evidence may be transferred to law enforcement authorities. The student's parent(s) shall be notified of the search as soon as possible.

Board Policy 7:140, *Search and Seizure*, is available on the District website and a copy may be obtained by calling the District 158 Administrative Office at (847) 659-6158.

Special Education

Education of Children with Disabilities

The District shall provide a free appropriate public education in the least restrictive environment and any necessary related services to all students with disabilities enrolled in District 158, as required by the Individuals with Disabilities Education Act (IDEA). The term "children with disabilities" means children between ages 3 and the day before their 22nd birthday for whom it is determined that special education services are needed, except those children with disabilities who turn 22 years of age during the school year are eligible for special education services through the end of the school year. It is the intent of the school to ensure that students with disabilities are identified, evaluated and provided with appropriate educational services. Once a student is determined to have a disability under IDEA, an Individualized Education Program (IEP) will be developed by a team of educators along with parents.

For additional information, please contact the Special Services Department at (847) 659-6158.

Prioritization of Urgency of Need for Services (PUNS)

The Illinois Department of Human Services (IDHS) maintains a statewide database known as the PUNS database (Prioritization of Urgency of Need for Services) that records information about individuals with intellectual disabilities or developmental disabilities who are potentially in need of services.

IDHS uses the data on PUNS to select individuals for services as funding becomes available, to develop proposals and materials for budgeting, and to plan for future needs. The PUNS database is available for children with intellectual disabilities or developmental disabilities with unmet service needs.

Registration to be included on the PUNS database is the first step toward receiving developmental disabilities services in this State. A child who is not on the PUNS database will not be in the queue for State developmental disabilities services.

For more information and to sign up for PUNS, see the Illinois Department of Human Services PUNS information page at https://www.dhs.state.il.us/page.aspx?item=41131. You may also contact the Special Services Coordinator at your child's school.

Services and Programs

District 158 provides a continuum of services to students with IEPs. Every effort is made to educate the student within their home school and classroom environment. The Individualized Education Program team, including the student's parent(s) and educators, meets annually to determine the needs of the student and the least restrictive environment. Students who move into District 158 with an IEP will be provided with the services listed in the Individualized Education Program plan.

Students with IEPs are afforded safeguards and rights described in the parent guide, *Educational Rights and Responsibilities: Understanding Special Education in Illinois*, available on the Illinois State Board of Education (ISBE) website.

Students with disabilities who do not qualify for an Individualized Education Program, as required by the federal Individuals with Disabilities Education Act and implementing provisions of this Illinois law, may qualify for services under Section 504 of the federal Rehabilitation Act of 1973 if the student: (1) has a physical or mental impairment that substantially limits one or more major life activities, (2) has a record of a physical or mental impairment, or (3) is regarded as having a physical or mental impairment.

Access to Classroom for Special Education Observation or Evaluation

The parent of a student receiving special education services, or being evaluated for eligibility, is afforded reasonable access to educational facilities, personnel, classrooms, and buildings. This same right of access is afforded to an independent educational evaluator or a qualified professional retained by or on behalf of a parent or child.

For further information, please contact the Building Principal.

Discipline of Special Education Students

The District will comply with the Individuals With Disabilities Education Improvement Act of 2004 and the Illinois State Board of Education's Special Education rules when disciplining special education students. No special education student shall be expelled if the student's particular act of gross disobedience or misconduct is a manifestation of the student's disability.

Additional information, including laws, regulations, and guidance, is available at the Illinois State Board of Education (ISBE) website.

- ***Behavioral Interventions***
  Behavioral interventions shall be used with students with disabilities to promote and strengthen desirable behaviors and reduce identified inappropriate behaviors. The Board will establish and maintain a committee to develop, implement, and monitor procedures on the use of behavioral interventions for children with disabilities.
- ***Physical Restraint, Time Out, and Isolated Time Out (RTO)***
  Isolated time out, time out, and physical restraint shall only be used if the student's behavior presents an imminent danger of serious physical harm to the student or others, and other less restrictive and intrusive measures were tried and proven ineffective in stopping it. The school may not use isolated time out, time out, or physical restraint as discipline or punishment, convenience for staff, retaliation, as a substitute for appropriate educational or behavioral support, a routine safety matter, or to prevent property damage in absence of imminent danger of serious physical harm to the student or others. The use of prone restraint is prohibited.

  Additional information for parents, including *The Physical Restraint, Time Out, and Isolated Time Out Bill of Rights*, is available on the Illinois State Board of Education (ISBE) website.

Exemption From PE Requirement for Special Education Students

A student who is eligible for special education may be excused from physical education courses in either of the following situations:

1. The student (a) is in grades 3-12, (b) has an Individualized Education Program (IEP) that requires that special education support and services be provided during physical education time, and (c) the parent agrees or the IEP team makes the determination; or
2. The student (a) has an IEP, (b) is participating in an adaptive athletic program outside of the school setting, and (c) the parent documents the student's participation as required by the Superintendent or designee.

A student requiring adapted physical education will receive that service in accordance with the student's IEP.

Related Service Logs

For a student with an IEP, the District must create related service logs that record the type of related services administered under the student's IEP and the minutes of each type of related service that has been administered.

Student Privacy Protections

Surveys

All surveys requesting personal information from students, as well as any other instrument used to collect personal information from students, must advance or relate to the District's educational objectives, or assist students' career choices. This applies to all surveys, regardless of whether the student answering the questions can be identified or who created the survey.

Surveys by Third Parties

Before a school official or staff member administers or distributes a survey or evaluation created by a third party to a student, the student's parent may inspect the survey or evaluation, upon their request and within a reasonable time of their request. This applies to every survey: (1) that is created by a person or entity other than a district official, staff member, or student, (2) regardless of whether the student answering the questions can be identified, and (3) regardless of the subject matter of the questions.

Parents who object to disclosure of information concerning their child to a third party may do so in writing to the Building Principal.

Surveys Requesting Personal Information

School officials and staff members will not request, nor disclose, the identity of any student who completes any survey or evaluation (created by any person or entity, including the school or District) containing one or more of the following items:

1. Political affiliations or beliefs of the student or the student's parents.
2. Mental or psychological problems of the student or the student's family.
3. Behavior or attitudes about sex.
4. Illegal, anti-social, self-incriminating, or demeaning behavior.
5. Critical appraisals of other individuals with whom students have close family relationships.
6. Legally recognized privileged or analogous relationships, such as those with lawyers, physicians, and ministers.
7. Religious practices, affiliations, or beliefs of the student or the student's parent.
8. Income other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such programs.

The student's parent may: (1) inspect the survey or evaluation upon, and within a reasonable time of, their request, and/or (2) refuse to allow their child to participate in the survey. The school will not penalize any student whose parent exercised this option.

Instructional Material

A student's parent may inspect, upon their request, any instructional material used as part of their child's educational curriculum within a reasonable time of their request.

The term "instructional material" means instructional content that is provided to a student, regardless of its format, printed or representational materials, audio-visual materials, and materials in electronic or digital formats (such as materials accessible through the Internet). The term does not include academic tests or academic assessments.

Prohibition on Selling or Marketing Students' Personal Information

No school official or staff member may market or sell personal information concerning students (or otherwise provide that information to others for that purpose). The term personal information means individually identifiable information including: (1) a student or parent's first and last name, (2) a home or other physical address (including street name and the name of the city or town), (3) a telephone number, (4) a Social Security identification number or (5) driver's license number or State identification card.

Unless otherwise prohibited by law, the above paragraph does not apply: (1) if the student's parent have consented; or (2) to the collection, disclosure or, use of personal information collected from students for the exclusive purpose of developing, evaluating or providing educational products or services for, or to, students or educational institutions, such as the following:

1. College or other postsecondary education recruitment, or military recruitment.
2. Book clubs, magazines, and programs providing access to low-cost literary products.
3. Curriculum and instructional materials used by elementary schools and secondary schools.
4. Tests and assessments to provide cognitive, evaluative, diagnostic, clinical, aptitude, or achievement information about students (or to generate other statistically useful data for the purpose of securing such tests and assessments) and the subsequent analysis and public release of the aggregate data from such tests and assessments.
5. The sale by students of products or services to raise funds for school-related or education-related activities.
6. Student recognition programs.

Under no circumstances may a school official or staff member provide a student's personal information to a business organization or financial institution that issues credit or debit cards.

A parent who desires to opt their child out of participation in activities provided herein or who desires a copy or access to a survey or any other material described herein may contact the Building Principal.

Here is a link to the District's Student Data Privacy processes and procedures.

Student Records

The District will maintain two sets of records for each student: a permanent record and a temporary record.

Permanent Records

All student permanent records are maintained for at least 60 years after the student transfers, graduates, or permanently withdraws.

A student's permanent record may include:

- basic identifying information
- academic transcripts
- attendance records
- accident and health reports
- honors and awards
- school-sponsored activities and athletics
- information pertaining to the release of this record

Temporary Records

Student temporary records are maintained for at least five years after the student transfers, graduates, or permanently withdraws. Temporary records that may be of assistance to a student with a disability who graduates or permanently withdraws, may, after five years, be transferred to the parent or to the student when the student reaches 18 years of age, graduates from high school, marries, or enters military service, whichever comes first. Such students are called *eligible students*.

A student's temporary record may include:

- family background information
- intelligence and aptitude test scores
- psychological reports
- achievement test results
- participation in extracurricular activities, including any offices held in school-sponsored clubs or organizations
- honors and awards received
- teacher anecdotal records
- disciplinary information
- special education files
- records associated with plans developed under Section 504 of the Rehabilitation Act of 1973
- verified reports of information from non-educational persons, agencies or organizations of clear relevance to the student's education
- information pertaining to the release of this record

Rights and Privacy Regarding Student Records

The Family Educational Rights and Privacy Act (FERPA) and the Illinois School Student Records Act (ISSRA) afford parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. They are:

1. **The right to inspect and copy the student's education records within 10 business days after the date the District receives a request for access.**
   A parent or student 18 years of age has the right to inspect and copy their permanent record. The parent or student should submit to the Building Principal or the Official Records Custodian a written request that identifies the record(s) they wish to inspect. The Building Principal will make arrangements for access and notify the parent or student of the time and place where the records may be inspected.

   These rights are denied to any person against whom an order of protection has been entered concerning a student (105 ILCS 5/10-22.3c, 105 ILCS 10/5a, and 750 ILCS 60/214(b) (15).

2. **The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate, misleading, irrelevant, or improper.**
   A parent or eligible student may ask the District to amend a record that they believe is inaccurate, misleading, irrelevant, or improper. They should write to the Building Principal or the Official Records Custodian, clearly identify the part of the record they want changed, and specify the reason.

   If the District decides not to amend the record as requested by the parent or eligible student, the District will notify the parent or eligible student of the decision and advise the individual of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

3. **The right to permit disclosure of personally identifiable information contained in the student's education records, except to the extent that the FERPA or ISSRA authorizes disclosure without consent.**
   Disclosure without consent is permitted to school officials with legitimate educational or administrative interests. A school official is a person employed by the District as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the Board. A school official may also include a volunteer, contractor, or consultant who, while not employed by the school, performs an institutional service or function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of personally identifiable information from education records (such as an attorney, auditor, medical consultant, therapist, or educational technology vendor); or any parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill professional responsibility or contractual obligations with the District.

   Upon request, the District discloses education records without consent to officials of another school district in which a student has enrolled or intends to enroll, as well as to any person as specifically required by State or Federal law. Before information is released to individuals, the parent or eligible student will receive prior written notice of the nature and substance of the information, and an opportunity to inspect, copy, and challenge such records.

   Academic grades and references to expulsions or out-of-state suspensions cannot be challenged at the time a student's records are being forwarded to another school to which the student is transferring.

   Disclosure is also permitted without consent to: any person for research, statistical reporting or planning, provided that no student or parent(s) can be identified; any person named in a court order; appropriate persons if the knowledge of such information is necessary to protect the health or safety of the student or other persons; and juvenile authorities when necessary for the discharge of their official duties who request information before adjudication of the student.

4. **The right to a copy of any school student record proposed to be destroyed or deleted.**
   Student temporary records are reviewed every four years or upon a student's change in attendance centers, whichever occurs first.

5. **The right to prohibit the release of directory information.**
   Throughout the school year, the District may release directory information regarding students, limited to: name, address, grade level, birth date and place, parent names and addresses, academic awards, degrees, and honors, information in relation to school-sponsored activities, organizations, and athletics, major field of study, or period of attendance in school.

   Any parent or eligible student may prohibit the release of any or all of the above information by delivering a written objection to the Building Principal within 30 days of the date of this notice. No directory information will be released within this time period unless the parent or eligible student is specifically informed otherwise.

6. **The right contained in this statement: No person may condition the granting or withholding of any right, privilege or benefits or make as a condition of employment, credit, or insurance the securing by any individual of any information from a student's temporary record which such individual may obtain through the exercise of any right secured under State law.**

7. **The right to file a complaint with the U.S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA.**

   The name and address of the Office that administers FERPA is:

   U.S. Department of Education
   Student Privacy Policy Office
   400 Maryland Avenue, SW
   Washington, DC 20202

Student Services

Counseling and Guidance

The guidance counseling staff are a resource to students in educational, social/emotional development, and career awareness activities. Academic counseling is available when students appear to have organizational or motivational problems in school. The counseling staff will help coordinate home-school communication as necessary and also act as a liaison between students and teachers.

Individual counseling may be provided upon request of the student, parent, or teacher. Such confidential discussions may be on any topic of concern including school adjustment problems and personal problems. Counselors do not provide therapy

for students, but can and will provide referrals as needed. All students 12 years of age or older may request individual counseling without parent/guardian consent pursuant to 405 ILCS 5/3-550.

In addition to the above services, it is the goal of the counseling staff to provide for the personal growth and development of all students regarding such issues as self-esteem, decision making, social skills, life safety, etc.

Erin's Law Counseling Options, Assistance, and Intervention

Each middle school's counseling staff has identified counseling options for students who are affected by sexual abuse and grooming behaviors, along with District and community-based options for victims of sexual abuse and grooming behaviors to obtain assistance and intervention.

Problem Solving Team

Students who are experiencing academic, behavioral or social/emotional concerns, which affect academic performance, may be referred to our Problem Solving Team (P.S.T.) This program is designed to assist and support students at-risk of academic failure. Staff and/or parents may refer students for this program to the student's guidance counselor. Based on the student's needs, an action plan will be developed and monitored to assist the student in achieving academic success.

Students Who are Parents, Expectant Parents, or Victims of Domestic or Sexual Violence

Domestic and sexual violence affect a student's ability to learn. Students who are parents or expectant parents have unique needs. Providing support services that enable students who are parents, expectant parents, or victims of domestic or sexual violence (Article 26A Students) to succeed in school are important District goals and required by 105 ILCS 5/26A (Article 26A). Students and/or their parent/guardian may access Board Policy 7:255, *Students Who are Parents, Expectant Parents, or Victims of Domestic or Sexual Violence,* for more information.

Requesting Support Services

An Article 26A Student and/or their parent/guardian may request support services under this policy by contacting the building-level Article 26A Resource Person, whose name and contact information will be annually distributed to employees, students, and parents/guardians by each Building Principal.

Filing a Complaint

An Article 26A Student and/or their parent/guardian may file a complaint under this policy with the Nondiscrimination Coordinator, Title IX Coordinator, Building Principal, Assistant Principal, a Complaint Manager, or any employee with whom the person is comfortable speaking. (See Uniform Grievance Procedure).

Retaliation Prohibited

Retaliation against an Article 26A Student or their parent/guardian for exercising or attempting to exercise their rights under Article 26A is prohibited. Individuals should report allegations of retaliation to the Building Principal, an administrator, the Nondiscrimination Coordinator, and/or a Complaint Manager.

Transportation

School bus transportation is an important part of each student's education experience and the Transportation Department will assist in making this experience as pleasant as possible. It is the responsibility of the Transportation Department to design and implement routes and stops according to guidelines set forth by the Illinois State Board of Education and Illinois State Law. Decisions regarding special education students will take into account related disabilities and the student's IEP pertaining to transportation.

Transportation Department Staff

The District 158 Transportation Department and its staff are dedicated to the service, safety and well-being of all students that it transports. Bus drivers are responsible for the students riding their buses just as teachers are responsible for the students in their classrooms. The bus driver is required to report students who violate the bus rules of proper behavior and conduct while riding the bus. Bus drivers are not authorized to change routes or make unauthorized stops unless approved through the Transportation Department.

Bus Conduct, Expectations, and Discipline

Every student has a right to a safe and enjoyable ride to and from school free from intimidation, threat or harassment. Bus drivers are responsible for the lives of all students on their bus and will not be required to transport any student who is a disciplinary problem. The school discipline system applies to students at the bus stop, bus loading and unloading locations, on the ride, and throughout the school day. If a student's behavior is not acceptable, the right of riding the bus may be suspended and the student may face further consequences.

Bus Expectations

- Be on time
- Walk to and away from the bus

- Find a seat immediately and remain seated
- Maintain an appropriate noise level and use appropriate language
- Keep your hands, arms, feet, and all objects inside the bus and to yourself
- Follow directions from the bus driver and other adults
- Help keep the bus clean
- Report unsafe behavior to the bus driver
- Use only approved items on the bus

Bus Discipline

The bus is an extension of the school and classroom in which all school rules, regulations and discipline policies and procedures apply.

- Transportation is a right that can be suspended.
- Each student is responsible for their behavior while on the bus and in the school bus loading and unloading areas.
- Unacceptable conduct on the school bus or at a school stop may result in a warning, detention, suspension or expulsion from school.

Should a student's bus riding privilege be suspended, it then becomes the responsibility of the parent to transport the student. Revocation of a student's bus riding privilege is not considered an exclusion, expulsion or suspension from school. Students suspended from the school bus who do not have alternate transportation to school will have the opportunity to make up missed school work for equivalent academic credit. It is the responsibility of the parent to notify the school that the student does not have alternate transportation.

Bus Routes

Students are required to ride their designated routes and get on and off at their designated stops. Students must be picked-up and dropped-off at the same location Monday thru Friday. Transportation needs to keep track of students riding their designated routes in the event of an emergency (i.e. bus collision, lost or missing students, etc.). Due to the number of students being transported, it is not feasible to let students ride home on routes other than their designated route.

In the event of an emergency, the parent must call the Transportation Department at (847) 659-3000 to request a change in their child's designated route. Requests for changes will be accepted or denied based on the number of students assigned to a particular bus route. If the request is approved, the Transportation Department will notify the school of the change.

Bus Stops

The Transportation Department requires that students be at the bus stop five (5) minutes before the regular pick-up times. The five minutes compensates for any variance in the bus run and allows the bus to stay on schedule. When the bus comes to a stop, the students can board the bus, and it can be on its way to the remaining stops. It is important for students to be present at their designated bus stop at least five minutes before the scheduled arrival time to ensure timely pick-ups. Due to multiple circumstances, the bus may arrive three to five minutes earlier or later than the posted time.

In areas where sidewalks are provided, students need to stand a safe distance on the sidewalk away from the curb and street. In areas where sidewalks are not provided, students need to stay off the road and out of harm's way of motorists using the roadway. The private property of those living near the bus stop is to be respected.

Students waiting for the bus are not to approach the bus until the bus has come to a complete stop and the driver has opened the door. Students are to get on the bus in single file in an orderly fashion without pushing and shoving, and find a seat immediately.

When students need to cross a road before boarding or after exiting the bus, they must wait on the curb or edge of the roadway until the driver signals the student giving them permission to cross the road. Students should cross the road far enough in front of the bus (approximately 10 feet) so the driver can see the student and the student can see the driver.

Not following these guidelines is a serious safety offense and drivers have been directed to submit bus conduct reports of students who do not follow these guidelines.

Danger Zones Surrounding School Buses

Statistically school bus transportation is the safest means of transportation that a student can take to and from school. A student has a 150 times greater risk of being in an accident to and from school via another vehicle other than a school bus.

The area within 10 feet in the front, sides, and rear of the bus are known as the DANGER ZONE. As such, precautionary guidelines must be adhered to when students are loading and unloading.

At no time should a student walk directly alongside the bus nor should a student cross the road behind the bus. Students need to remain at least 10 feet away from the bus before loading. When unloading, students must exit and immediately step at least 10 feet away from the bus and proceed immediately to their destination. If a student drops an item in front of,

alongside of, or at the rear of the bus, the student should not retrieve the item until notifying the driver. The driver will then decide if it is safe for the student to retrieve the dropped item.

Not following these guidelines is a serious safety offense and drivers have been directed to submit bus conduct reports for students not following these guidelines.

Electronic Recordings on School Buses

The Board of Education has adopted a policy authorizing the use of electronic recordings on school buses when transportation is provided for a school activity.

Electronic video and audio recordings are viewed to investigate incidents reported by a bus driver, administrator, CRO, supervisor, student, or other person. They are also viewed at random.

Viewing and/or listening to electronic video and/or audio recordings is limited to CROs and District personnel. These individuals must have (1) a law enforcement, security, or safety reason, or (2) a need to investigate and/or monitor student or driver conduct. A written log will be kept of those individuals viewing the recording stating the time, name of individual viewing, and date the recording was viewed.

The content of the recordings are student records and are subject to District policies and procedures concerning school student records. If the content of a recording becomes the subject of a student disciplinary hearing, it will be treated like other evidence in the proceeding.

Transportation of Students with Disabilities

All students with an IEP are provided transportation entirely at District expense. The mode of transportation will be determined via the IEP conference. A parent wishing to waive the right to District approved transportation and desiring reimbursement for such services must seek reimbursement through the State of Illinois. District 158 will not provide reimbursement for expenses incurred by the parent.

Middle School Extracurricular Handbook for Activities, Clubs and Athletics

Heineman Middle School
~~Ms. Jeanne Salazar~~, Activities & Athletics Director
~~jsalazar@district158.org~~
(847) 659-4314

Marlowe Middle School
Ms. Hailey Gordon, Activities & Athletics Director
hgordon@district158.org
(847) 659-4718

TABLE OF CONTENTS

Activities and Clubs
Athletic Teams
Philosophy and Objectives
Eligibility for Participation
  Sports Physical Requirement for Extracurricular Athletics
  Athletic Clearance/Concussion Screening
Code of Conduct for Extracurricular Activity, Club, and Athletic Participants
Code of Conduct Violations
Consequences for Code of Conduct Violations
  Clarifications/Definitions
  Ultimate Authority
  Suspension Appeal Process

Additional Information for Extracurricular Athletics
  Athletic Dual Participation
  Organization of Teams

Athletic Uniforms
General Practice Schedule
Schedule Conflicts
Parent/Coach Relationship
Coach Communications to the Parent
Parent Communications to the Coach
Supporting All Athletes

Get Involved

Middle school students are encouraged to become involved in activities outside the classroom. A variety of experiences, including clubs, sports, theater, music, and more, are offered in an effort to provide an enjoyable and healthful experience for students to develop present and future physical, social, mental, and moral maturity. Students who are involved in extracurricular activities learn time management skills, how to work with others, and develop social skills. In addition, students seem to enjoy their middle school years more and are less apprehensive about entering the high school environment.

Activities and Clubs

A wide variety of fun, enriching, hands-on, collaborative activities and clubs designed to extend student learning are available to all students in grades 6th, 7th, and 8th. Below is a list of those offered at both Heineman Middle School and Marlowe Middle School:

- Academic Team
- Art Club
- Chamber Orchestra
- Chess Club
- Chinese Language & Culture Club
- Ecology Club
- Foods Club
- GSA
- Honors Choir
- Jazz Band
- Musical Performance
- National Junior Honor Society
- Performance Readings
- Play Performance
- Service Club
- Ski & Snowboarding Club
- Spanish Club
- Student Council
- Yearbook Club

In addition, the following activities and clubs are also available:

Heineman Middle School
- Disc Golf Club
- Science Club

Marlowe Middle School
- Coding Club
- Junior Buddies Club
- Lego Club
- Police Explorer's Club
- Robotics Club

Activities and clubs may be added based on student interest. For a complete list, please visit the Activities & Clubs page on your school's website at Heineman Middle School or at Marlowe Middle School.

Athletic Teams

District 158 middle schools are participating members of the Illinois Elementary School Association (IESA) for all athletics including the following:

Boys Sports	Girls Sports	Coed Sports	
Basketball	Basketball	Bowling	Golf
Volleyball	Volleyball	Cheerleading	Track
		Cross Country	Wrestling
		Dance/Poms	

Philosophy and Objectives

Extracurricular activities in District 158 are considered an important supplement to the educational program. As such, coaches and sponsors in the various activities are considered teachers in their respective areas and will conduct themselves in a professional and ethical manner at all times. Participation in extracurricular activities is a privilege. As representatives of District 158, students will conduct themselves in a positive manner at all times.

The general objectives of the extracurricular programs in District 158 are:

1. Provide a highly competitive experience grounded in sound educational practice.
2. Assist in the development of the mind and body of the student and help promote healthy living and lifelong fitness.

3. Create an enjoyable experience for the players, student body, fans, and community by promoting sportsmanship, morale, and school spirit.
4. Instill qualities such as teamwork, pride, personal responsibility, self-sacrifice and discipline in its participants.

Eligibility for Participation

Participation in extracurricular activities is dependent upon school attendance, behavior, and academic performance.

***Attendance*:** Students must be in school a minimum of 5 hours of attendance. Students who go home sick are ineligible to participate in those days' activities.

***Behavior*:** All students are expected to follow school, classroom, and team rules. They are expected to project an image of positive leadership in the school and to show respect to students, teachers, administrators, and staff alike. If a participant must serve a detention because of a discipline consequence, the coach or activity/club sponsor will be notified by the Athletic/Activities Directory. Students who have a detention which prevents them from reporting to the bus on time for away activity or athletic events may not participate. Additionally, students assigned to an in-school or out-of-school suspension are ineligible to participate during the consequence.

***Academic Performance/Grades*:** Students must maintain a high academic standard to be eligible to participate in extracurricular activities. A coach or activity/club sponsor may deny a student who is academically ineligible at the time of tryouts, auditions, etc., the ability to tryout, audition, or participate.

In addition, students participating in the following activities or athletics will be checked for academic eligibility on a weekly basis:

Academic Team	Cross Country	Musical Performance
Bowling	Dance/Poms	Play Performance
Boys Basketball	Girls Basketball	Track
Boys Volleyball	Girls Volleyball	Wrestling
Cheerleading	Golf	

The Athletic/Activity Director or secretary will run a grade report on Monday for all students participating in any of the above activities or athletics. The Athletic/Activity Director will check eligibility and school staff will have the opportunity to address any necessary changes. The student and parent will receive written or verbal confirmation on Monday that indicates the period of ineligibility. It is our expectation that the student will take on the responsibility of letting the parent(s) know when they are ineligible.

The period of ineligibility runs from Monday to Sunday. The first eligibility check shall be made following the first full week of attendance in any new quarter. Students must be passing each subject each week in order to be eligible. Any student receiving an F in any class will be ineligible to participate for the following week beginning on Monday. Ineligible means the student may not participate in practices, games, events, or any team/club activity for the week.

Attendance at games or events during a period of ineligibility is at the discretion of the coach or activity/club sponsor. During the period of ineligibility, the student will be required to attend Homework Club after school. In addition, it is highly recommended that any ineligible student go to the content area teacher of the class involved during all available flex/study hall periods or make arrangements for before or after school.

Any participant who is ineligible for a total of three weekly periods due to unsatisfactory school work may be removed from the team or activity. ***Activity fees are non-refundable for any student who is removed from an extracurricular activity.***

If you have any questions regarding your child's grades or academic eligibility, please contact the teacher(s) or team leader. If you have any questions regarding the eligibility procedures, please contact the Athletic/Activities Director.
Please do not contact the coach or activity/club sponsor.

Sports Physical Requirement for Extracurricular Athletics

All students are required to have a current sports physical on file at school before they can tryout or participate in any extracurricular athletics. The physical must remain current during the entire duration of the athletic season for the particular sport (i.e. volleyball season, basketball season, cheerleading season, etc.). If a student's physical lapses prior to the end of that sports season, the student will be excluded from future participation until a new sports physical form is submitted.

A "current" sports physical is defined as a physical for participation in extracurricular athletics that has been completed within the previous 395 days of the tryout or participation date. An IESA/IHSA Pre-participation Examination form or an Illinois Certificate of Child Health Examination (school physical) form must be completed by the physician and parent. If your child is in 8th grade, it is advisable to have the form filled out by the physician, as it will meet the physical form requirement needed for entry into 9th grade. Both forms are available on the District website.

Athletic Clearance/Concussion Screening

In addition to the requirement of a sports physical, student athletes must comply with Illinois' Youth Sports Concussion Safety Act and all protocols, policies and bylaws of the Illinois Elementary School Association (IESA) and have a concussion baseline test completed before being allowed to tryout, participate in any athletic activity, including practice or competition. Concussion screening for students 12 and older is valid for 2 years, and concussion screening for students under the age of 12 is valid for 1 year. Initial concussion screenings are conducted online.

A student who was removed from practice or competition because of a suspected concussion shall be allowed to return only after all statutory prerequisites are completed, including without limitation, the District's return-to-play and return-to-learn protocols.

Code of Conduct for Extracurricular Activity, Club, and Athletic Participants

The Code of Conduct applies to all students and places an emphasis on the values and commitments necessary to create a safe and healthy environment. The Code of Conduct will: (1) take effect the first time a student becomes a member of an activity, and (2) is in effect year round, in and out of season, on and off school grounds, until the student is promoted from 8th grade.

Participants are considered representatives of District 158 and their school, and as such, are expected to conduct themselves in a manner that will give honor to self, the team, school, and community. Students should:

1. follow and demonstrate good rules of conduct and sportsmanship;
2. be good students working up to their capability in all school work and maintain satisfactory grades;
3. avoid detentions or misbehavior;
4. attend practices, games, meetings, etc. as scheduled by the coach or activity/club sponsor;
5. abstain from the use of alcohol, tobacco, drugs, marijuana, and other substances which are injurious to health, and minimize the effectiveness of the student's mind and body.

Students who do not adhere to the above guidelines are subject to penalty or ineligibility as deemed appropriate by the coach, activity or club sponsor, and/or school administrators. Students and their parents are encouraged to talk to the coaches, activity/club sponsors, or administrators regarding situations not indicated above.

Code of Conduct Violations

1. Use, possession, or distribution of illegal substances, including, but not limited to, alcohol, marijuana, anabolic steroids, non-prescription drugs, and the abuse of prescription drugs.
2. Use or possession of tobacco, electronic smoking devices, similar look-a-like devices, or nicotine based products.
3. Theft or vandalism of any school, personal, or public property.
4. Inappropriate conduct in which the student is directly or indirectly involved, such as fighting, harassment, or verbal/physical abuse of others.
5. Academic dishonesty or misconduct in which the student is involved, such as obtaining or attempting to obtain credit by dishonest, deceptive, fraudulent, or unauthorized means.
6. An Internet posting on a social network that disrupts the educational or athletic/activity environment and may be threatening to or abusive of others.
7. Association with or attendance at activities involving a violation of the Code of Conduct in which the student does not leave immediately upon learning of said activities.

Consequences for Code of Conduct Violations

The following is a list of steps that may be used as disciplinary action for Code of Conduct violations. These steps are subject to change depending on the severity of the violation.

- **First Offense:** Suspension from 20% of the total scheduled games, meets, or contests.The suspension will include continued participation in practice, attending any events/meets.matches and supporting the team during the length of the suspension. The suspension carries over to the next activity if it is not completed during the current activity.
- **Second Offense:** Suspension from 50% of the total scheduled games, meets, or contests.The suspension will include continued participation in practice, attending any events/meets.matches and supporting the team during the length of the suspension. The suspension carries over to the next activity if it is not completed during the current activity.
- **Third Offense:** Suspension from all extracurricular activities, clubs, or athletics for one academic year.
- **Fourth Offense:** Student forgoes the opportunity to participate in any extracurricular activities, clubs, or athletics for the remainder of the student's middle school career.

- Self-Reporting: If a student self-reports a first offense to an administrator, the student will be suspended from 10% of the regularly scheduled contests. The students must make their report immediately. The student will not be eligible for the terms of self-reporting after school authorities have been notified of the violation.

All violations will carry over to the next extracurricular activity, club, or athletic sport in which the student is involved if not completed in the current extracurricular activity, club, or athletic sport.

Clarifications/Definitions

- For suspensions that carry over to the next activity, club, or athletic sport, the student must complete the "next" season in good standing.
- A violation will be considered a second or third offense if it is committed within the same academic year of the previous violation. After the academic school year is completed, the violation will be dropped.
- A first violation in a season will not automatically result in forfeiting eligibility for school awards. A second violation in a season will result in forfeiture of all school awards.

Ultimate Authority

If any cases arise that are not covered by these policies or in some way requires special interpretation, the Building Principal will provide the decision. Appeals concerning the Code of Conduct may be made in accordance with provisions of the Code of Conduct. Appeals relating to other matters may be made to the Associate Superintendent and Board of Education within three school days of the Building Principal's decision.

Suspension Appeal Process

1. If the student and parent(s) wish to appeal a decision, they may do so by contacting the Activity/Athletic Director within three school days of being notified of the suspension.
2. The appeal process must follow:
    a. Appeal to the Athletic Director/Assistant Principal
    b. Appeal to the Building Principal
    c. Appeal to the Associate Superintendent or Designee
    d. Appeal to the Board of Education
3. If, during any step of the appeal process, the original suspension is reversed, the suspension will be declared void and all records of the suspension will be purged. The student shall return to the activity in good standing and without further consequence.

Additional Information for Extracurricular Athletics

Athletic Dual Participation

As member participants of the IESA for all athletics, IESA by-laws permit middle school athletes to participate on more than one school-sponsored athletic team at a time. Any athlete may participate in camps, clinics, or club teams as long as the middle school team takes first priority. Missed practices or games due to attendance at an out of school activity will result in disciplinary action at the coaches' discretion.

Organization of Teams

Teams will be composed of 7th and 8th graders for basketball, cheerleading, dance/poms, and girls volleyball. Students in grades 6th - 8th may participate in bowling, boys volleyball, cross country, golf, track, and wrestling. Coaches will stress the importance of good sportsmanship while instilling a competitive and winning attitude. Playing time of participants is at the discretion of the coach.

Athletic Uniforms

Each student athlete will be issued a uniform. It is the responsibility of the participant to return the uniform in a good condition at the end of the season to the coach or Athletic/Activities Director if the coach is not a staff member. If the uniform is not returned within two weeks after the completion of the season, it is the responsibility of the parent to pay the replacement cost of the uniform.

General Practice Schedule

Coaches will make their practice schedules conform to the following regulations:

1. No practice will extend beyond two hours from the designated starting time for that practice. For example, if the starting time for basketball practice is set for 2:45 pm, it must end by 4:45 pm.
2. The total number of practices and athletic contests in a given week will not exceed six days.

a. A practice or athletic contest may be rescheduled if an emergency school closing forces the cancellation of practice or contest.
b. Coaches are urged to be reasonable in scheduling practices on holidays and during scheduled school breaks (Winter Break or Spring Break) by respecting a family's right to want their children with them on or near acknowledged family holidays. During scheduled school breaks, daytime practices should be scheduled while parents are normally at work.
c. Coaches will finish practices on time and parents are asked to pick up their child on time or have other arrangements made in advance. On game days, participants are to be picked up immediately after the home contest is over. For away games, participants will know approximately what time to be picked up.

Schedule Conflicts

Occasionally students may have schedule conflicts with games and/or practices and to avoid confusion, the following policy will apply.

➢ ***School Sponsored Activity as Part of the Educational Program***

Educational field trips generally do not conflict with practices or games. However, there are rare occasions when conflicts arise. The school will do everything possible to ensure conflicts are not scheduled. As a general policy, student athletes will not be penalized for missing or arriving late due to a school sponsored activity conflict.

➢ ***School Sponsored Social Activity***

Students participate in athletics with the understanding that attendance at all practices and games is required. Attendance at school sponsored social activities (dances, dance preparations, clubs, etc.) does not exempt the athlete from their team responsibilities. An athlete must attend all practices except for the following reasons:

- Illness
- Emergency
- Doctor's appointment that cannot be rescheduled
- Family vacation
- Death in the family, or
- Conflicts with other scheduled school activities (arrangements must be made with the respective coach, activity or club sponsor)

Athletes who miss games or practices without the coach's permission do so with the understanding they suffer the penalty that would be imposed for anyone who earned an unexcused absence. The second unexcused absence will result in the athlete missing one game. A third unexcused absence will result in the athlete missing two consecutive games for a total of three. A fourth unexcused absence will result in removal from the team.

➢ ***Participation in Extracurricular Activities Outside of Regular Season***

It is not stated or implied that student athletes will suffer any penalty for participation in other school related activities during school hours. However, coaches will use their professional discretion when making decisions in regard to student participation in an event or practice based on the individual coach, sport, activity attendance and participation policy.

Parent/Coach Relationship

Being a parent or a coach are very difficult vocations and each offers unique perspectives of a child's involvement in athletics. While there are times when perceptions of parents and coaches will be aligned, it is unrealistic to expect that this will always be the case. We believe it is important to clearly define what you can expect of our coaches. It is also important that parents have an understanding of the procedures for communications with the coach. Finally, providing support for all students participating in athletic competition is an important role played by both the parent and coach.

Coach Communications to the Parent

No later than the first practice, the following information will be provided in writing from the coach to all parents:

- A brief statement of the coach's philosophy
- Expectations the coach has for all team members
- Location and times of scheduled practices and games
- Procedures that will be followed in the event of an injury
- Discipline procedures the coach may implement
- Anticipated costs associated with participation and possible fundraising activities

Parent Communications to the Coach

Communication between a parent and coach is important and can play a vital role in resolving concerns. Parents are asked to communicate directly with the coach about concerns at an appropriate time and in a manner that is suited to both parties. Before, during, or immediately following a practice or game is not the appropriate time for addressing concerns, as it is not conducive to the successful resolution of a problem.

➢ ***Appropriate Concerns to Discuss with the Coach***

As a student becomes involved in athletic activities, the inevitable highs and lows that are a part of athletic competition are bound to occur. These experiences will provide participants with an opportunity to grow and learn skills and lessons the student can apply in life beyond the gym or playing field. If the lows, however, begin to get a student down, the parent is encouraged to speak with the coach. Other concerns to discuss with the coach include:

- Treatment of your child mentally, emotionally, and physically
- Ways to help your child improve
- Your child's behavior, attitude, and performance

➢ ***Inappropriate Concerns to Discuss with the Coach***

One of the most potentially problematic issues between coaches, players, and parents is playing time. Coaches make decisions based on what they believe to be best for the team and all students involved. Obviously, there may be times when parents do not agree with a coach's decision, but it is important to recognize some decisions are non negotiable and inappropriate for discussion between the parent and coach including the following:

- Playing time
- Team strategy
- Play calling
- Other student athletes

➢ ***Setting Up a Conference***

There may be situations that arise in which a conference between the parent, student athlete, and coach may require a conference. Such a meeting can lead to increased understanding between the parent, student athlete, and coach. When a conference is needed, please follow these steps:

- Call or email the coach to schedule an appointment
- If the coach cannot be reached, contact the Athletic/Activities Director and the Athletic/Activities Director will arrange a meeting time for the parent, student athlete, and coach

While, ideally, it is hoped that a conference with the coach will alleviate concerns, it should be recognized there may be times when the coach and parent do not achieve a shared understanding as a result of the conference. Should this occur, please call the school to schedule a meeting with the Athletic/Activities Director.

Supporting All Athletes

Your child's participation in athletics can be extremely rewarding, and we invite all parents, families, and community members to support all students by attending games and cheering in a positive and encouraging manner. A positive comment from any adult following a great victory or a tough loss means a great deal to a child. We would also encourage everyone to support all students through displaying good sportsmanship at all games. Each student athlete, regardless of individual skill and talent, normally tries to do their best. No one intentionally makes mistakes, but mistakes happen. By treating our opponents and the officials respectfully, we acknowledge their efforts and can express our appreciation through our applause and positive comments. By supporting everyone involved in the competition and displaying good sportsmanship, spectators provide an important and wonderful example for all students.

HUNTLEY HIGH SCHOOL

Student Academic, Activities, and Athletic Handbook 2026-2027

Our learning community will inspire, challenge and empower all students always.

<u>Harmony Road Campus</u>
Huntley High School
13719 Harmony Road
Huntley, IL 60142

Approved: 07.17.25

CONTACT INFORMATION

Huntley High School Administrators

Danyce Letkewicz, Interim Principal	(847) 659-6505
Shaina Pocztowski, Associate Principal	(847) 659-6602
Justin Stroh, Associate Principal	(847) 659-6696

Dean of Students

Kelsey Hillard, Grades 9-10, A-H	(847) 659-6506
_____, Grades 9-10, I-Z	(847) 659-6683
Shawn Murphy, Grades 11-12, A-H	(847) 659-6762
Chris Klein, Grades 11-12, I-Z	(847) 659-6668

Department Chairs

Nick Wedoff, CTE	(847) 659-6655
Melinda Chamberlain, English	(847) 659-6536
Lauren Walter, Fine Arts/World Languages	(847) 659-6562
Danielle Parker, Math	(847) 659-6767
Elliot Velez, PE	(847) 659-6748
Cindy Fuhrer, Science	(847) 659-6663
Sumayya Staab, Social Studies	(847) 659-6693
Lita Kasper, Special Services Coord.	(847) 659-6585

HHS Athletics

Rita Castens, Athletic Director	(847) 659-6516
_____, Asst. Athletic Director	(847) 659-6517

HHS Offices

Attendance Line (24 hours)	(847) 659-6611
Student Services Office, 9-10, A-H	(847) 659-6606
Student Services Office, 9-10-, I-Z	(847) 659-6630
Student Services Office, 11-12, A-H	(847) 659-6632
Student Services Office, 11-12, I-Z	(847) 659-6540

District 158 Offices

Administration Office	(847) 659-6158
Transportation Department	(847) 659-3000

Important Phone Numbers

HHS Student Helpline	(815) 889-0575
National Crisis Text Line	Dial 988
National Suicide Prevention LifeLine	Dial 988

Huntley High School Website

BELL SCHEDULES

Daily Schedule		Late Start Schedule		Pep Assembly Schedule		Raider Way Schedule	
Period	**Times**	**Period**	**Times**	**Period**	**Times**	**Period**	**Times**
1	7:30 - 8:17	1	8:00 - 8:43	1	7:30 - 8:06	1	7:30 - 8:12
2	8:22 - 9:09	2	8:48 - 9:31	2	8:11 - 8:47	2	8:17 - 8:59
3	9:14 - 10:06	3	9:36 - 10:24	3	8:52 - 9:32	3	9:04 - 10:16 (Lesson 9:04 - 9:34)
4	10:11 - 10:58	4	10:29 - 11:12	7	9:37 - 10:13	4	10:21 - 11:08
5	11:03 - 11:50	5	11:17 - 12:00	8	10:18 - 10:54	5	11:13 - 12:00
6	11:55 - 12:42	6	12:05 - 12:48	4	10:59 - 11:36	6	12:05 - 12:52
7	12:47 - 1:34	7	12:53 - 1:36	5	11:41 - 12:18	7	12:57 - 1:39
8	1:39 - 2:26	8	1:41 - 2:26	6	12:23 - 1:00	8	1:44 - 2:26
				Pep	1:00 - 2:26		

HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

Schedule of Events 2026-2027

Institute Days
August 17, 2026
August 18, 2026
January 4, 2027
April 23, 2027

Non-Attendance Days - No School
November 25, 2026 (Offices Closed)
February 12, 2027 (Offices Closed)
March 26, 2027 (Offices Closed)

Waived Holidays - School in Session
Veterans Day - November 11, 2026
Casimir Pulaski Day - March 1, 2027

Holidays - No School/Offices Closed
Independence Day - July 3, 2026
Labor Day - September 7, 2026
Columbus Day - October 12, 2026
Thanksgiving Holiday - November 26-27, 2026
Christmas Holiday - December 24-25, 2026
New Year Holiday - December 31, 2026 and January 1, 2027
Dr. Martin Luther King's Birthday - January 18, 2027
Presidents Day - February 15, 2027
Memorial Day - May 31, 2027

SIP Early Release Days
September 22, 2026
October 23, 2026
December 18, 2026
February 11, 2027
March 2, 2027
May 27, 2027

High School Dismissal at 12:30 pm on SIP Early Release Days

School Begins
August 19, 2026

Back-to-School Night/Open House
August 20, 2026

High School Grading Periods
December 18, 2026 - End of 1st Semester (80 days)
May 28, 2027 - End of 2nd Semester (94 days)

Parent Teacher Conferences - No School
November 23, 2026 – 9:00 am to 8:00 pm
November 24, 2026 – 7:00 am to 12:00 pm

Winter Break - No School
December 21, 2026 – January 4, 2027

Spring Break - No School
March 29, 2027 – April 5, 2027

Miscellaneous
December 18, 2026 – Last day before Winter Break
January 5, 2027 – First day after Winter Break
March 25, 2027 – Last day before Spring Break
April 5, 2027 – First day after Spring Break

Huntley High School Graduation
May 22, 2027

Last Day of School
May 27, 2027

* Thursday, May 27, 2027 will be the earliest last day of school if NO emergency days are used.
* Friday, June 4, 2027 will be the last day of school if ALL 5 emergency days are used.

★ 2026-2027 Yearly Calendar
★ District 158 Interactive Calendar

Table of Contents

General Information
- Accommodating Individuals with Disabilities
- Animals on School Property
- Awareness and Prevention of Child Sexual Abuse, Grooming Behaviors, and Boundary Violations
- Video and Audio Monitoring System
- Weapons Policy

Notification of Nondiscrimination
- Education of Homeless Children
- Equal Educational Opportunities
- Sex Discrimination Policy
- Sex Equity Policy
- Uniform Grievance Procedure

Emergency Communications
- Emergency Notifications
- School Day Cancellations

Enrollment Information
- Fees and Waivers
- Homeless Child's Rights
- Student Transfers To and From Non-District Schools
- Student Transfer or Withdrawal From Huntley High School

School & Community Relations
- Care Solace
- Faith's Law Notifications - Employee Conduct Standards
- Gun-Free, Tobacco, Alcohol, and Drug-Free Zones
- Mandated Reporter
- Pesticide Application Notice
- PowerSchool
- Sex Offender Notification Law
- Student Voice
- Suicide and Depression Awareness and Prevention
- Visitor Guidelines
- Visits to Classrooms and Conferences

Parents' Rights Notifications
- Annual Report Card
- Assessments/Standardized Testing
- School Visitation Rights for Parents
- Student Data Privacy; Notice to Parents About Educational Technology Vendors
- Teacher Qualifications

School Guidelines
- Access to Student Social Networking Passwords and Websites
- After School Hours
- Appearance, Clothing, and Hygiene
  - Appearance/Dress Code
  - Consequences for Inappropriate Clothing or Accessories
- Dances
- Early Dismissal
- Electronics

Fundraising
Hall Passes
Identification Cards
Locker Assignments
Lost and Found
Messages and Dropping Off Items for Students
Off Campus Privileges
Prohibited Personal Items
Public Display of Affection
Respect for Property
Signs, Posters, Handbills, and Publications
Student Demonstrations and Protests During the School Day
Smoking
Teacher Availability
Trespassing

Attendance, Absences, and Tardies
Absences
Excused Absences (EA)
Unexcused Absences (UA)
Responses to Unexcused Absences
Tardy to School or Class
Responses for Being Tardy (per Semester)
Procedure for Communicating Absences
Make-Up Work
Illnesses
Family Emergencies
Release Time for Religious Instruction & Observance
Release Time for Voting
After School, Co-Curricular, or Extra-Curricular Activities Attendance Requirements
Truancy
Diagnostic Procedures for Identifying Student Absences and Support Services to Truant or Chronically Truant Students
Extended Absences
Absence Due to Participation in School Sponsored Activities
Single Period Class Callouts

Academic Misconduct
Definitions of Academic Misconduct
Academic Misconduct Procedure
Consequences for Academic Misconduct

Behavior and Discipline
School Code of Conduct
Parent-Teacher Advisory Committee (PTAC)
Multi-Tiered Systems of Support Framework
Restorative Practices
Discipline of Special Education Students
Aggressive Behavior
Bullying, Intimidation, Harassment, Hazing, and Sexting
Conduct Motivated by Prohibited Discrimination
Dangerous Weapons
Gang and Gang-Related Activity
Teen Dating Violence Prohibited
Student Code of Conduct Matrices
Explanation of Disciplinary Consequences 299

Student Rights in Disciplinary Actions
Suspension
Expulsion

Course Credits and Schedules
Course Guide
Course Adds and Changes
Pass/Fail Option
Schedule Changes

Driving/Parking Privileges
Application Process
Parking Regulations

Educational Programs
Blended Learning Classes
English Learners
Family Life and Sex Education Classes
Home and Hospital Instruction
The Hub - Library and Technology Learning Space
Multi-Tiered Systems of Support & Positive Behavior Interventions
Physical Education Exemption Policy
Section 504
Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives

Grades, Report Cards, Semester Final Exams, and Remediation
Grades and Report Cards
Semester Final Exams
Grading Scale
Grade Point Average (GPA) Calculation
Latin Honor System
Remediation

Graduation Requirements and Recognition Programs
Early Graduation
Illinois State Seal of Biliteracy
Silver Cord

Food Services and Cafeteria Expectations
Free and Reduced-Price Food Services Eligibility Criteria and Selection
Delivery of Foods
Cafeteria Expectations

Health Services
Accident, Illness or Injury Procedure
Administering Medication to Students
Prescription Medication
Non-Prescription Medication
Administration of Medical Cannabis by Parent
Undesignated Asthma Medication
Undesignated Epinephrine Auto Injectors (Epi-Pens)
Undesignated Opioid Antagonists
Self-Administration of Medication
Anaphylaxis Prevention
Communicable Diseases
Concussions
Emergency Contact Information

Epilepsy or Seizure Disorder
Life-Threatening Food Allergies or Life-Threatening Chronic Illnesses
Physical Examination and Immunization Requirements
Dental and Vision Exam Requirements
Reporting to the Health Office
Restrictions for Activity or Physical Education
When To Keep Your Child at Home

Internet
Access and Use
Terms and Conditions for Internet Access
Internet and Network Security

Technology and Artificial Intelligence (AI)
Definition
Purpose Statement
Guiding Principles and Values
AI Guidelines for Students

Safety and Security
Campus Resource Officers
Emergency Procedure Terms
School Safety Dog
Student Drop-Off and Pick-Up
Walking or Riding Bicycles To and From School

Search and Seizure
School Property and Equipment As Well as Personal Effects Left by Students
Search of Student Accounts or Profiles on Social Networking Websites
Searches of Students and/or Student's Personal Effects
Seizure of Property

Special Education
Education of Children with Disabilities
Services and Programs
Access to Classroom for Special Education Observation or Evaluation
Discipline of Special Education Students
Related Service Logs

Student Privacy Protections
Surveys
Instructional Material
Prohibition on Selling or Marketing Students' Personal Information

Student Records
Permanent Records
Temporary Records
Rights and Privacy Regarding Student Records

Student Services
Academic Advisement
College Representatives
Counseling and Guidance
Erin's Law Counseling Options, Assistance, and Intervention
Naviance
Problem Solving Team

Transportation

Bus Conduct, Expectations, and Discipline
Electronic Recordings on School Buses
Transportation of Students with Disabilities

★ **HHS Extracurricular Activities and Athletics Handbook**

Handbook Disclaimer

To ensure continued compliance with federal, state or local regulations, the rules, guidelines, and Board Policies published in this handbook are subject to review and may be amended during the year without notice as necessary for the routine operation of the school or District. Any amendment(s) made during the year will be posted at Student Handbooks.

Nothing in this handbook shall be construed in a manner contrary to Board of Education Policies, State, or federal law.

Welcome to Huntley High School

This handbook is designed to acquaint you with the rules, regulations, and procedures used at Huntley High School. It will be your guide to available services, your key to responsibility, and your outline of acceptable conduct. Information in this handbook extends to all students during school hours, on District property and at all District sponsored and related activities, as well as, field trips and extra-curricular activities, whether held before or after school, evenings or weekends. Rules, expectations, and guidelines are also enforceable at the bus stop and on the bus. Read this handbook, familiarize yourself with it, and use it to make your time at HHS both rewarding and enjoyable.

General Information

Huntley 158 is committed to fostering a safe, welcoming, and conducive environment for all. We strive to create a space where every student is provided with an optimal learning experience and every staff member is empowered to perform at their very best.

We believe that a spirit of cooperation among students, teachers, staff, parents, and administrators is essential to cultivating a positive school climate. Through mutual respect, shared responsibility, and open communication, we create an environment that both enables and encourages excellence in education.

Within this learning community, all individuals have important rights and responsibilities that support our collective success.

Student and Staff Rights

- To learn and work in an atmosphere that promotes the educational process
- To experience meaningful and engaging learning opportunities
- To be part of a school climate that is safe and free from violence and disruption

Accommodating Individuals with Disabilities

Individuals with disabilities will be provided an opportunity to participate in all school-sponsored services, programs, or activities. Individuals with disabilities should notify the Superintendent or Building Principal if they have a disability that will require special assistance or services and, if so, what services are required. This notification should occur as far in advance as possible of the school-sponsored function, program, or meeting.

Animals on School Property

In order to ensure student health and safety, animals are not allowed on school property except in the case of a service animal accompanying a student or other individual with a documented disability. This rule may be temporarily waived by the Building Principal in the case of an educational opportunity for students, provided that (a) the animal is appropriately housed, humanely cared for, and properly handled, and (b) students will not be exposed to a dangerous animal or an unhealthy environment.

Awareness and Prevention of Child Sexual Abuse, Grooming Behaviors, and Boundary Violations

Child sexual abuse, grooming behaviors, and boundary violations harm students, their parent, the District's environment, its school communities, and the community at large, while diminishing a student's ability to learn.

Warning Signs of Child Sexual Abuse

Physical signs:

- Sexually transmitted infections (STIs) or other genital infections
- Signs of trauma to the genital area, such as unexplained bleeding, bruising, or blood on the sheets, underwear, or other clothing
- Unusual weight gain or loss

Behavioral signs:

- Excessive talk about or knowledge of sexual topics
- Keeping secrets
- Not talking as much as usual
- Not wanting to be left alone with certain people or being afraid to be away from primary caregivers
- Regressive behaviors or resuming behaviors that the child had grown out of, such as thumb sucking or bedwetting
- Overly compliant behavior
- Sexual behavior that is inappropriate for the child's age
- Spending an unusual amount of time alone
- Trying to avoid removing clothing to change or bathe

Emotional signs:

- Change in eating habits or unhealthy eating patterns, like loss of appetite or excessive eating
- Signs of depression, such as persistent sadness, lack of energy, changes in sleep or appetite, withdrawing from normal activities, or feeling "down"
- Change in mood or personality, such as increased aggression
- Decrease in confidence or self-image
- Anxiety, excessive worry, or fearfulness
- Increase in unexplained health problems such as stomach aches and headaches
- Loss or decrease in interest in school, activities, and friends
- Nightmares or fear of being alone at night
- Self-harming behaviors or expressing thoughts of suicide or suicidal behavior
- Failing grades
- Drug or alcohol use

Warning Signs of Grooming Behaviors

School and District employees are expected to maintain professional and appropriate relationships with students based upon students' ages, grade levels, and developmental levels.

Prohibited grooming is defined as (i) any act, including but not limited to, any verbal, nonverbal, written or electronic communication or physical activity, (ii) by an employee with direct contact with a student, (iii) that is directed toward or with a student to establish a romantic or sexual relationship with the student. Examples of grooming behaviors include, but are not limited to, the following:

- Sexual or romantic invitations to a student
- Dating or soliciting a date from a student
- Engaging in sexualized or romantic dialog with a student
- Making sexually suggestive comments that are directed toward or with a student
- Self-disclosure or physical exposure of a sexual, romantic, or erotic nature
- Sexual, indecent, romantic, or erotic contact with a student
- Failing to respect boundaries or listening when a student says "no"
- Engaging in touching that a student or student's parents have indicated as unwanted
- Trying to be a student's friend rather than filling an adult role in the student's life
- Failing to maintain age-appropriate relationships with students
- Talking with students about personal problems or relationships
- Spending time alone with a student outside of their role or making excuses to be alone with a student
- Expressing unusual interest in a student's sexual development, such as commenting on sexual characteristics or sexualizing normal behaviors
- Giving a student gifts without occasion or reason
- Spending a lot of time with a student
- Restricting a student's access to other adults

Warning Signs of Boundary Violations

School and District employees breach employee-student boundaries when they misuse their position of power over a student in a way that compromises the student's health, safety, or general welfare. Examples of boundary violations include:

- Favoring a certain student by inviting the student to "hang out" or by granting special privileges
- Engaging in peer-like behavior with a student
- Discussing personal issues with a student
- Meeting with a student off-campus without parent knowledge and/or permission
- Dating, requesting, or participating in a private meeting with a student (in person or virtually) outside of a professional role
- Transporting a student in a school or private vehicle without administrative authorization
- Giving gifts, money, or treats to an individual student

- Sending a student on personal errands
- Intervening in a serious student problem instead of referring the student to an appropriately trained professional
- Sexual or romantic invitations toward or from a student
- Taking and using photos/videos of students for non-educational purposes
- Initiating or extending contact with a student beyond the school day in a one-on-one or non-group setting
- Inviting a student to an employee's home
- Adding a student on personal social networking sites as contacts when unrelated to a legitimate educational purpose
- Privately messaging a student
- Maintaining intense eye contact with a student
- Making comments about a student's physical attributes, including excessively flattering comments
- Engaging in sexualized or romantic dialog
- Making sexually suggestive comments directed toward or with a student
- Disclosing confidential information
- Self-disclosure of a sexual, romantic, or erotic nature
- Full frontal hugs
- Invading personal space

If you believe you are a victim of child sexual abuse, grooming behaviors, or boundary violations, or you believe that your child is a victim, you should immediately contact the Building Principal, a school counselor, or another trusted adult employee of the school.

Board Policy 4:165, *Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors*, is available on the District website and a copy may be obtained by calling the District 158 Administrative Office at (847) 659-6158.

Video and Audio Monitoring System

A video and audio monitoring system is in use on school buses and a video monitoring system is in use in public areas of the school building. These systems have been put in place to protect students, staff, visitors and school property. If a discipline problem is captured on audiotape or videotape, these recordings may be used as the basis for imposing student discipline. If criminal actions are recorded, a copy of the tape may be provided to law enforcement personnel.

Weapons Policy

It is the policy of District 158 to prohibit the possession or the assistance of possession of weapons on school grounds, at any school activity, on school transportation vehicles, or in any designated school transportation waiting area.

Notification of Nondiscrimination

Education of Homeless Children

Each child of a homeless individual and each homeless youth has equal access to the same free, appropriate public education as provided to other children and youths, including a public pre-school education. Any homeless child shall be immediately admitted, even if the child or child's parent is unable to produce records normally required for enrollment. Board Policy 6:140, *Education of Homeless Children*, and its implementing administrative procedures govern the enrollment of homeless children.

Equal Educational Opportunities

Equal educational, co-curricular, and extracurricular opportunities shall be available for all students without regard to color, race, national origin, religion, sex, sexual orientation, ancestry, age, physical or mental disability, gender identity, status of being homeless, immigration status, order of protection status, military status, unfavorable military discharge, reproductive health decisions, or actual or potential marital or parental status, including pregnancy. Any student may file a discrimination grievance by using Board Policy 2:260, *Uniform Grievance Procedure,* or by completing and submitting a Formal Public Complaint form.

Sex Discrimination Policy

District 158 does not discriminate on the basis of sex and prohibits sex discrimination in any education program or activity that it operates, as required by Title IX and its regulations, including in employment. Inquiries about Title IX may be referred to Dr. Adam Zehr, Chief Title IX Coordinator, the U.S. Department of Education's Office for Civil Rights, or both.

Title IX Coordinators:

Dr. Adam Zehr
650 Dr. John Burkey Drive
Algonquin, IL 60102
(847) 659-6158
azehr@district158.org

Mrs. Karrie Baughman
650 Dr. John Burkey Drive
Algonquin, IL 60102
(847) 659-6158
kbaughman@district158.org

Contact information for Office of Civil Rights (OCR) is available here: https://ocrcas.ed.gov/contact-ocr.

District 158's sex nondiscrimination policy and grievance procedures are contained in Board Policy 2:265, *Title IX Grievance Procedure*, a copy of which is available in the District Administrative Office, on the District website, or by contacting one of the individuals listed above. To report information about conduct that may constitute sex discrimination or make a complaint of sex discrimination under Title IX, please contact one of the Title IX Coordinators listed above.

Sex Equity Policy

No student shall, on the basis of sex, sexual orientation, or gender-related identity or expression 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, co-curricular, and extracurricular programs and activities. Any student may file a sex equity complaint by using Board Policy 2:260, *Uniform Grievance Procedure* or by completing and submitting a Title IX Complaint form. A student may appeal the Board's resolution of the complaint to the Regional Superintendent of Schools (pursuant to 105 ILCS 5/3-10) and, thereafter, to the State Superintendent of Education (pursuant to 105 ILCS 5/2-3.8).

Uniform Grievance Procedure

Any individual may file a sex equity, sexual harassment, Section 504 disability, or other discrimination complaint by using the procedure described in Board Policy 2:260, *Uniform Grievance Procedure*, a copy of which is available in the District Administrative Office, on the District website, or by contacting any of the individuals named below.

Concerns or complaints related to potential violations should be directed to:

Nondiscrimination Coordinators/Title IX Coordinators:

Dr. Adam Zehr	Mrs. Karrie Baughman
650 Dr. John Burkey Drive	650 Dr. John Burkey Drive
Algonquin, IL 60102	Algonquin, IL 60102
(847) 659-6158	(847) 659-6158

Complaint Managers:

Dr. Anna Hoyou	Mrs. Karrie Baughman	Dr. Deanna Gill	Mr. Mark Altmayer
650 Dr. John Burkey Drive	650 Dr. John Burkey Drive	650 Dr. John Burkey Drive	650 Dr. John Burkey Drive
Algonquin, IL 60102	Algonquin, IL 60102	Algonquin, IL 60102	Algonquin, IL 60102
(847) 659-6158	(847) 659-6158	(847) 659-6158	(847) 659-6158

A student may appeal the Board's resolution of a complaint filed to the Regional Superintendent of Schools, and thereafter, to the State Superintendent of Education.

For concerns or complaints against District 158 or its employees other than a discrimination complaint, parents are encouraged to first contact the appropriate staff member directly. If the problem is not resolved, parents should then contact the Building Principal. If the problem remains unresolved, the parent should then contact the District Administrative Office.

Emergency Communications

Emergency Notifications

District 158 will send out notification alerts in critical situations, such as emergency weather closures, crisis incidents, and other incidents affecting school operations through the School Messenger/Communicate program. This system integrates with PowerSchool, and parents can manage their contact information and preferences through the PowerSchool Parent Portal. For more information, please visit the Safety and Security webpage and select "Alerts" from the dropdown menu.

School Day Cancellations

The Superintendent is authorized to close school(s) in the event of hazardous weather or other emergency that threatens the safety of students, staff, or school property. Should the need to close occur, parents will be notified via School Messenger/Communicate, the District's automated messaging system. Information will also be posted to the District 158 website at www.huntley158.org. In the event school is closed, all after-school, co-curricular, and extracurricular activities are also cancelled.

Enrollment Information

Birth Certificate Requirement

Illinois law requires at registration, or within 30 days of registration, a certified copy of the student's birth certificate to be on file with the District. If a certified copy is not available at the time of registration, the District must be furnished at a minimum: the student's full legal name and date of birth. If a person enrolling a student fails to provide a certified copy of the student's birth certificate within 30 days of registration, the Superintendent or designee shall immediately notify the local law enforcement agency, and shall also notify the person enrolling the student in writing that, unless the person complies within 10 days, the case will be referred to the local law enforcement authority for investigation. If compliance is not obtained within that 10-day period, the Superintendent or designee shall refer the case.

Fees and Waivers

Waiver of student fees will be granted to those students who qualify. Parents may apply for waiver of school fees by completing and submitting the Application for Fee Waiver form and proof of current income.

> **Please note**: In order to be eligible for a waiver of student registration fees, applications must be received *within thirty (30) days of the date your child enters school for the current school year*. Fees will not be waived until the Application for Fee Waiver form is received, reviewed and approved. If approved, other fees incurred after the date the application is received will be eligible for a fee waiver.

Board Policy 4:140, *Waiver of Student Fees*, is available on the District website and a copy may be obtained by calling the District 158 Administrative Office at (847) 659-6158.

Homeless Child's Rights

When a child loses permanent housing and becomes a homeless person as defined by law, or when a homeless child changes his or her temporary living arrangements, the parent of the homeless child has the option of either:

1. Continuing the child's education in the school of origin for as long as the child remains homeless or, if the child becomes permanently housed, until the end of the academic year during which the housing is acquired; or
2. Enrolling the child in any school that non-homeless students who live in the attendance area in which the child or youth is actually living are eligible to attend.

For additional information, please contact:

Karrie Baughman, D158 Homeless Liaison
kbaughman@district158.org or (847) 659-6178

Student Transfers To and From Non-District Schools

A student may transfer into or out of the District according to State law and procedures developed by the Superintendent. A student seeking to transfer into the District must serve the entire term of any suspension or expulsion, imposed for any reason by any public or private school, in this or any other state, before being admitted into the District.

Student Transfer or Withdrawal From Huntley High School

If a student is going to transfer or withdraw from Huntley High School, please follow these procedures:

1. The student must present a written notice of withdrawal and request a Student Withdrawal form from the Student Services Office.
2. Turn in all textbooks to the office.
3. Pay all library fines and meet all other obligations.
4. Have the Building Principal or designee sign the Student Withdrawal form.
5. Return the Student Withdrawal form to the Student Services Office.

School and Community Relations

Care Solace

We are committed to the well-being of our students, staff and families to create a safe and healthy learning environment. In support of this ongoing commitment, Huntley 158 has partnered with Care Solace to provide an additional layer of care for our community.

If students, staff or their family members are looking for help with mental health or substance use, Care Solace can help you quickly find treatment options matched to your needs regardless of the circumstance. Care Solace is a complimentary and confidential service provided to students, staff, and their families by District 158. Care Solace's team is available 24 hours a day, 7 days per week, 365 days a year and can support you in any language.

If you would like to use Care Solace to help find a provider:

- Call 888-515-0595
- Visit www.caresolace.com/huntley and either search on your own OR click "Book Appointment" for assistance by video chat, email, or phone.

Care Solace is not an emergency response service or mental health services provider. In the event of a life threatening emergency, please call 911. For awareness, prevention, and/or mental health support, call or text 988.

Faith's Law Notifications – Employee Conduct Standards

School districts are required to include in their student handbook notification of the District's Employee Code of Professional Conduct. These standards, in part, define appropriate conduct between school employees and students.

Board Policy 5:120, *Employee Ethics; Code of Professional Conduct; and Conflict of Interest*, Board Policy 4:165, *Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors*, and a link to the Sexual Abuse Response and Prevention Resource Guide is available on the District website. Copies may be obtained by calling the District 158 Administrative Office at (847) 659-6158.

Gun-Free, Tobacco, Alcohol, and Drug-Free Zones

All District 158 buildings and grounds are gun-free, tobacco, alcohol, and drug-free zones. Cigarettes and alternative nicotine products, including, but not limited to, e-cigarettes, vapes, or any other smoking devices are not permitted. This includes attendance at after school activities or school-related events.

Mandated Reporter

All school personnel, including teachers, administrators, and support staff, are required by law to immediately report any and all suspected cases of child abuse or neglect to the Illinois Department of Children and Family Services.

Pesticide Application Notice

District 158 maintains a registry of employees and parents of students who have registered to receive written or telephone notification prior to the application of pesticides to school grounds. To be added to the list, please contact the Director of Communications and Public Engagement at (847) 659-6158. Notification will be given before application of the pesticide. Prior notice is not required if there is imminent threat to health or property.

PowerSchool

Huntley 158 uses an internet-based student information system called PowerSchool. The PowerSchool Parent Portal gives parents access to real-time information including their child's schedule, attendance, assignments, and grades. Students also have their own accounts to access school information from home or at school.

Instructions to create a PowerSchool account, to add/link a student, along with information on the PowerSchool app and a login link is available on the PowerSchool page of the District website. Password information for students and parents is available from the District Registration Office at (847) 659-6147.

Sex Offender Notification Law

State law prohibits a convicted child sex offender from being present on school property when children under the age of 18 are present, except in the following circumstances as they relate to the individual's child:

1. To attend a conference at the school with school personnel to discuss the progress of their child.
2. To participate in a conference in which evaluation and placement decisions may be made with respect to their child's special education services.
3. To attend conferences to discuss issues concerning their child, such as retention or promotion.

In all other cases, convicted child sex offenders are prohibited from being present on school property unless they obtain written permission from the Superintendent or Board.

Any time a convicted child sex offender is present on school property for any reason – including the three reasons above – the individual is responsible for notifying the Building Principal upon arrival and upon departure. The convicted child sex offender must remain under the direct supervision of a school official at all times while in the presence or vicinity of children. A violation of this law is a Class 4 felony.

In addition, State law requires schools to notify parents that information about sex offenders and violent offenders against youth is available to the public on the Illinois Department of State Police (ISP) website. The ISP website contains the following:

- Illinois Sex Offender Registry, https://isp.illinois.gov/Sor/Disclaimer
- Illinois Murderer and Violent Offender Against Youth Registry, https://isp.illinois.gov/MVOAY/Disclaimer
- Frequently Asked Questions Concerning Sex Offenders, https://isp.illinois.gov/Sor/FAQs

Student Voice

At Huntley 158, we believe that student voice matters. Students offer valuable insights that help shape the learning environment. Your ideas, experiences, and perspectives will help guide decisions that impact your education.

We are committed to listening and will provide opportunities through surveys, focus groups, the Principal's Student Leadership Council (PSLC), the 5th grade ambassador program, the Student Athlete Leadership Team (SALT), one-on-one conversations with staff, the Superintendent Student Advisory Committee, the 5 Essentials or through other means throughout the year. Your voice can help drive real change, from improving daily experiences to shaping long-term goals. Your voice is not only heard in Huntley 158–it is VALUED!

Suicide and Depression Awareness and Prevention

Youth suicide impacts the safety of the school environment. It also affects the school community, diminishing the ability of surviving students to learn and the school's ability to educate. Suicide and depression awareness and prevention are important goals of the District.

The District maintains resources on suicide and depression awareness and prevention. Much of this information, including a copy of Board Policy 7:290, *Suicide and Depression Awareness and Prevention*, is posted on the District website and can also be obtained from the school office.

In the event of a life threatening emergency, please call **911.**
For awareness, prevention, or mental health support, call or text **988**.

Visitor Guidelines

The safety and security of your children is our number one concern. In an effort to maintain a safe, disruption free educational environment for all students, we ask all visitors to use the same procedures when entering the building. The District expects mutual respect, civility, and orderly conduct among all individuals on school property or at a school event.

- All schools are accessible only via the secured main entrance (Door #1).
- All visitors must provide valid ID and be scanned into the Raptor Visitor Management System which will run an instant background check. You will be issued a visitor pass that should be worn visibly. At the conclusion of your visit, you will need to stop in at the office, sign-out and turn in your visitor's pass.
- Visitors with histories that appear on the Raptor check will be either denied access to the building, limited to conducting business in the front office, or will be provided escorted access to other parts of the building as is necessitated by circumstances and/or applicable law.
- Student Visitors - Students are **not** permitted to bring guests to school during the school day.
- Any person who engages in prohibited conduct may be ejected from or denied admission to school property in accordance with State law. The person may also be subject to being denied admission to school athletic or extracurricular events for up to one calendar year.

Visits to Classrooms and Conferences

- All visits to classrooms must be pre-arranged with the teacher.
- Conferences will be held outside school hours or during the teacher's conference/preparation period.
- All visitors must follow the Visitor Guidelines as outlined above.

Parents' Rights Notifications

Annual Report Card

Each year, the District is required to disseminate an annual report card that includes information on the District as a whole and each school served by the District, with aggregate and disaggregated information for each required subgroup of students including: student achievement on academic assessments (designated by category), graduation rates, district performance, teacher qualifications, and other information required by federal law. We encourage you to explore illinoisreportcard.com to view the Illinois School Report Card for District 158 or your child's school.

Assessments/Standardized Testing

Assessments are essential to a student's learning experience as they assist in providing information for determining individual student achievement and instructional needs, curriculum and instruction effectiveness, and school performance measured against District student learning objectives and statewide norms. Testing includes local and State assessments as required by federal law. Additional information is available under Assessments on the Learning & Innovation webpage.

Local Assessments

Assessment	Purpose	Dates
AimsWeb Literacy & Math	Administered to select grade 6-12 students in order to better identify specific strengths and areas of support for math and literacy skills.	Fall, Winter, Spring
STAR Reading and Math	Administered to all grade K-11 students in order to better identify specific strengths and areas of support in reading and math standards.	Fall, Winter, Spring

State Assessments

Assessment	Purpose	Dates
ACCESS	Administered to English Learners. Scores are used to assess progress and proficiency in English as well as determine placement in the EL program the following school year.	Winter
ACT with Writing	Administered to grade 11 students for assessment in reading/language arts, mathematics, science, and writing.	Spring
DLM	Administered to grade 3-12 students eligible for alternative assessment in the areas of reading/language arts, mathematics, and science.	Spring
ISA	Achievement assessment for grade 5, 8 students for science.	Spring
PreACT 9 Secure and PreACT Secure	Grade 9 students will participate in the PreACT 9 Secure exam and grade 10 students will participate in the PreACT Secure exam in reading/language arts, mathematics, and science.	Spring

School Visitation Rights for Parents

The School Visitation Rights Act permits employed parents, who are unable to meet with educators because of a work conflict, the right to time off from work under certain conditions to attend necessary school functions such as parent-teacher conferences, academic meetings and behavioral meetings. Letters verifying participation in this program are available from the school office upon request.

Student Data Privacy; Notice to Parents About Educational Technology Vendors

School districts throughout the State of Illinois contract with different educational technology vendors for beneficial K-12 purposes such as providing personalized learning and innovative educational technologies, and increasing efficiency in school operations.

Under Illinois' Student Online Personal Protection Act, or SOPPA (105 ILCS 85/), educational technology vendors and other entities that operate Internet websites, online services, online applications, or mobile applications that are designed, marketed, and primarily used for K-12 school purposes are referred to in SOPPA as operators.

SOPPA is intended to ensure that student data collected by operators is protected, and it requires those vendors, as well as school districts and the Illinois State Board of Education, to take a number of actions to protect online student data.

Depending upon the particular educational technology being used, our District may need to collect different types of student data, which is then shared with educational technology vendors through their online sites, services, and/or applications. Under SOPPA, educational technology vendors are prohibited from selling or renting a student's information or from engaging in targeted advertising using a student's information. Such vendors may only disclose student data for K-12 school purposes and other limited purposes permitted under the law.

In general terms, the types of student data that may be collected and shared include personally identifiable information (PII) about students or information that can be linked to PII about students, such as:

- Basic identifying information, including student or parent name and student or parent contact information, username/password and student ID number
- Demographic information
- Enrollment information
- Assessment data, grades, and transcripts
- Attendance and class schedule
- Academic/extracurricular activities
- Special indicators (e.g., disability information, English Language Learner, free/reduced meals or homeless/foster care status)
- Conduct/behavioral data
- Health information
- Food purchases
- Transportation information
- In-application performance data
- Student-generated work
- Online communications
- Application metadata and application use statistics
- Permanent and temporary school student record information

Operators may collect and use student data only for K-12 purposes, which are purposes that aid in the administration of school activities, such as:

- Instruction in the classroom or at home (including remote learning)
- Administrative activities
- Collaboration between students, school personnel, and/or parents
- Other activities that are for the use and benefit of the school district

Board Policy 7:345, *Student Data Privacy; Notice to Parents About Educational Technology Vendors*, is available on the District website and a copy may be obtained by calling the District 158 Administrative Office at (847) 659-6158.

Teacher Qualifications

Under Title I of the Elementary and Secondary Education Act, parents may request the professional qualifications of their child's classroom teachers and the paraprofessionals, if any, who assist them, including:

1. Whether the teacher has met the State qualifications and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;
2. Whether the teacher is teaching under an emergency or other provisional status through which State qualification or licensing criteria have been waived;
3. Whether the teacher is teaching in the field of discipline of the teacher's licensure; and
4. Whether any instructional aides or paraprofessionals provide services to your child, and, if so, their qualifications.

This notice is required by federal law (20 U.S.C. §6312(e)(1)(A)). If you would like to receive any of this information, please contact the District 158 Administrative Office at (847)659-6158.

School Guidelines

Access to Student Social Networking Passwords and Websites

Social networking websites and platforms means an Internet-based service that allows students to: (1) construct a public or semi-public profile within a bounded system created by the service, (2) create a list of other users with whom they share a connection within the system, and (3) view and navigate their list of connections and those made by others within the system. Social networking sites include, but are not limited to, Facebook, Instagram, Twitter, TikTok, Snapchat, and ASKfm.

If a student has an account on a social networking website, school officials may conduct an investigation or require a student to cooperate in an investigation if there is specific information about activity on the student's account on a social networking website that violates a school behavior rule or policy. In the course of an investigation, the student may be required to share the content that is reported in order to allow school officials to make a factual determination. School officials may not request or require a student or the student's parent to provide a password or other related account information to gain access to the student's account or profile.

After School Hours

Students who are in the building after school is dismissed must be there for a specific activity or reason, including, but not limited to, participating in an extracurricular activity, meeting with a teacher for academic reasons, an assigned detention, or staying as a spectator for an athletic or other special event. Students staying after school are subject to the student behavior expectations and discipline consequences. Loitering can result in disciplinary action or possible arrest for trespassing.

Appearance, Clothing, and Hygiene

Students are expected to wear clothing in a neat, clean, and well-fitting manner at all times while on school property and/or in attendance at school sponsored activities. A student's appearance, including dress and hygiene, must not disrupt or compromise standards of health and safety. The District does not prohibit hairstyles historically associated with race, ethnicity, or hair texture, including, but not limited to, protective hairstyles such as braids, locks, and twists.

Appearance/Dress Code

Students are to use discretion in their dress and are not permitted to wear apparel that causes or may cause a substantial disruption in the school environment. ***School administrators reserve the right to determine whether or not clothing is appropriate for the educational environment.***

- Clothing and accessories may not advertise, promote, picture, or contain graphics that make reference to drugs, marijuana, drug paraphernalia, alcohol, tobacco, gangs, or violent behavior
- Clothing and accessories may not contain lewd, vulgar, obscene, or offensive language, symbols, or innuendos that are suggestive in nature
- Clothing and accessories that pose a safety hazard are not permitted in the woodshop, laboratories, or during physical education class
- Long hair that may pose a safety hazard in the woodshop, laboratories, or during physical education class should be tied back or pulled up when possible

- The length of shorts, skirts, or dresses must be appropriate for the school environment.
  - The inseam of shorts must be at least the width of a school-issued ID card (approximately 3 ¼")
  - The hem of a skirt or dress may reach no higher than the student's fingertips when the student is standing with arms straight down at the sides
- Pants, slacks, or jeans must be kept at the waist so as not to allow exposure of undergarments or skin that would otherwise be covered
- State law requires that appropriate footwear be worn at all times in public buildings

A student whose clothing, accessories, appearance, or hygiene cause a substantial disruption or endangers the health, safety, or well-being of individuals in the school setting, may be asked to remove or change any inappropriate items of clothing or accessories or be subject to discipline. The Building Principal or designee reserves the right to make the final interpretation of these guidelines.

Consequences for Inappropriate Clothing or Accessories

- **First Incident**: Warning and removal or change of clothing when appropriate. Students may pick up the clothing item at the end of the school day in the Main Office.
- **Second Incident**: Removal or change of clothing when appropriate. The student's parent will be notified and the item will be returned to the parent.
- **Third Incident**: Removal or change of clothing when appropriate. The student's parent will be notified and the item will be returned to the parent. A one day In-School Intervention (ISI) will be issued to the student.
- **Fourth Incident**: Removal or change of clothing when appropriate. The student's parent will be notified and the item will be returned to the parent. An Out-of-School Suspension (OSS) may be issued to the student.

Dances

Only enrolled Huntley High School students and their guests are welcome at school dances.

1. All students must present their high school ID to enter a HHS dance.
2. Allowed guests must be under the age of 20 . Students bringing guests shall ensure that their guests are informed of all rules applicable to the event, and are responsible for their guest's behavior.
3.
4. Guests must be signed up by the deadline established by administration.
5. All requests are subject to the approval of the Administration and the Advisor of the sponsoring club.
6. Any organization or group desiring to have a dance MUST have prior approval of the Building Principal before any solicitation is made. In addition, contracts for bands or DJs MUST be signed by the Building Principal.

Early Dismissal

The high school is considered a closed campus for all Freshmen and Sophomores. Students must remain in the building for lunch and assemblies unless special permission is given by a school administrator and with parent consent. Permission to leave the school building must be obtained **in advance** by a note or phone call from the student's parent. All students must sign out in the Attendance Office if leaving early during the school day. **Leaving campus without authorization will result in unexcused absences for those class periods missed and may result in consequences according to the attendance policy.**

Personal Electronic Devices

- **Cell Phones and Other Electronic Devices:** Students are permitted to have cell phones at school. They are to be ***off and out of sight*** during class periods, which includes classrooms, locker rooms, restrooms, and study halls, during school hours from 7:30 am to 2:30 pm.

  Cell phones may be used during passing periods in hallways and during the student's scheduled lunch period. Any use of cell phones during the school day in inappropriate areas will result in a detention being assigned.

  Students are prohibited from wearing or using smart watches, smart glasses, or similar electronic devices during assessments unless such use is specifically authorized in the student's Individualized Education Program (IEP) or Section 504 Plan.

Because of the sophisticated nature of electronic devices, any student with an electronic device, not specifically authorized by the classroom teacher, being used or visible during a test or quiz may be considered academic misconduct.

Using a cell phone, video recording device, personal digital assistant (PDA), or other electronic device in any manner that disrupts the educational environment or violates the rights of others, including using the device to take photographs in locker rooms or bathrooms, to cheat, etc., violate student conduct rules. Prohibited conduct specifically includes, without limitation, creating, sending, sharing, viewing, receiving, or possessing an indecent visual depiction of oneself or another person through the use of a computer, electronic communication device, or cell phone. Violation of this policy may result in confiscation of the property in question, detention, suspension, expulsion or other school-imposed penalty.

Fundraising

During the school year, including the summer months, any organization or group desiring to raise funds must have prior approval at least 60 days by the HHS Activities Director before any campaign is started, orders are written, or any type of solicitation is made. Solicitation in classrooms is not permitted.

Hall Passes

Students may not leave a classroom without permission of the teacher, and then only with a hall pass issued from the teacher in charge using Minga. If a student is found outside the classroom without a hall pass or somewhere other than the destination indicated on the pass, the student will be referred immediately to the Dean.

Identification Cards

Students will be given an identification card and a breakaway lanyard at the beginning of the school year and are required to wear and properly display the ID. The ID card must be attached to a breakaway lanyard, worn around the neck, and visible at all times during the school day except when specifically exempted on a temporary basis by a staff member.

Students may not embellish their ID card with any drawing or writing. Students must have their ID card in their possession when participating in, or attending, any school-related extracurricular activity. ID cards must be surrendered upon request of any staff member, including bus drivers and supervisors. The ID card must be shown when entering buses, checking out media materials, making up tests, gaining entrance to school activities and athletic events, and when entering or leaving the school for any purpose including non-attendance days of blended learning classes. Students without an ID card must obtain a replacement ID card or lanyard immediately upon entering the building. Lost ID cards must be replaced at the student's expense. Below are the procedures for obtaining a new and/or temporary ID card:

New ID: New IDs can be purchased in the East or West Pod for $5.

Temporary ID: If a student does not have their ID, they must obtain a temporary ID upon entering the building.

PLEASE NOTE: Students with temporary ID cards **WILL NOT** be allowed to leave campus during the school day.

Further disciplinary consequences will apply for failure to properly wear and display the current ID card.

Locker Assignments

Lockers are owned and maintained by the school and students are granted use of lockers solely in accordance with these regulations.

1. If a student's locker is not working properly, it is the student's responsibility to report the problem to a school secretary immediately.
2. The only items that may be placed in lockers are articles of clothing, school books or supplies relating to school use, lunches and personal items which the student is legally entitled to have in their possession.
3. The school is not responsible for lost or stolen property.
4. No lock other than a school-supplied lock may be used. Any other locking device is subject to removal and destruction without notice.
5. Students should make sure gym lockers are locked at all times.
6. Students have no reasonable expectation of privacy in the lockers assigned to them.
7. Students may not display or store inappropriate or illegal materials in their lockers.
8. Opening another student's locker or locker tampering of any kind may result in disciplinary action.

School lockers are subject to random search, without notice or consent. Individual lockers may be searched where there is reasonable suspicion to do so. Additional information regarding locker searches is available under the "Search and Seizure" section of this Handbook and a copy of Board Policy 7:140, *Search and Seizure*, can be found on the District's website or obtained by calling the District 158 Administrative Office at (847) 659-6158.

Lost and Found

Students who find lost articles are asked to take them to the Lost and Found area located in the UNV Office where the owner can claim them. Cell phones or other valuables should be turned into the Main Office.

Messages and Dropping Off Items for Students

Delivering messages to students during class time is disruptive to the teaching and learning process. With this in mind, parents are urged to reserve such requests only for serious emergency situations. Arranging for medical appointments, transportation requests, or family activities is best done before school. If an urgent and necessary message must be sent to your child, please call (847) 659-6600.

Occasionally, students may forget homework or other school related items and may ask that you drop these items off. Please note that we will not interrupt classroom instruction to call the student down. The item should be left on the table inside the Main Entrance for your child to pick up.

Off Campus Privileges

HHS has a closed campus for Freshman and Sophomores. In order to leave campus, Juniors and Seniors must have an Off Campus Authorization form signed and submitted by a parent. In addition, students may only leave with a current school ID; *temporary IDs will not be accepted for off campus privileges*. Off campus privileges may be restricted due to any infractions. Students who choose to leave must leave the campus. Sitting in vehicles in the parking lot is prohibited.

Juniors and Seniors will be permitted to leave campus during blended classes when not required to be in the classroom. Students who are permitted to leave must leave through Door #10 and must return to the building through Door #1. Students are required to show their student ID card upon re-entry. Students choosing to leave during this time must leave the campus. Sitting in vehicles in the parking lot is prohibited. Any abuse of this privilege, related truancies, or tardies, community disruptions, overdue detentions, etc., may result in having privileges revoked.

Any Freshman or Sophomore who leaves the campus during school hours will be considered absent without authorization and will receive disciplinary consequences.

Prohibited Personal Items

Personal items that students may not bring to school include, but are not limited to, electronic games, matches, lighters, laser pointers, mace/pepper spray, fireworks, and over-the-counter or prescription medications.

Any item that may be considered a disruption to the learning environment or a potential safety concern is prohibited. The District is not responsible for lost, damaged, or stolen items.

Public Display of Affection

Students should demonstrate respect for themselves and others by governing themselves in a manner appropriate for a public place. A public display of affection is defined as displays of affection that are embarrassing or offensive to a reasonable student and/or adult. Excessive public displays of affection may be considered harassment or aggressive behavior and refusal to comply with staff enforcement of the policy is considered insubordination.

Respect for Property

Students are to respect the property of others including that of students, staff and school. School issued materials such as textbooks, lab materials, etc. are on loan to students. Any damage or replacement costs are the student's responsibility. Student storage areas are school property and are to be used only for the purpose of storing books, notebooks, lunches, coats, etc. These areas are subject to search by school authorities.

Signs, Posters, Handbills, and Publications

Posting signs and posters or distributing handbills, leaflets, and publications is prohibited without administrator approval. This may be completed in the Dean's office. All publications, posters, signs, etc. should be school appropriate. Appeals and questions regarding denial of the distribution or posting of material may be first heard by the Building Principal or designee and then by the District Administration.

Student Demonstrations and Protests During the School Day

Huntley High School supports students' rights to express their opinions in respectful and lawful ways. At the same time, the safety, supervision, and educational environment of all students and staff must remain a priority during the school day.

Students are expected to remain in class, attend all scheduled learning activities, and follow all school attendance expectations and campus procedures.

Students interested in organizing or participating in a demonstration are encouraged to communicate with school administration in advance so location, expectations, safety procedures and potential consequences can be discussed proactively.

The following expectations apply during the school day:

- Students may not leave campus without authorization.
- Participation in an active protest or demonstration during the school day, during instructional time, will be considered an unexcused absence and handled in accordance with the attendance policies outlined in the student handbook.
- Students who violate expectations listed in the handbooks may be subject to school consequences.
- Any action that disrupts the learning environment, creates safety concerns, blocks access to school operations, or interferes with the rights of others may result in disciplinary consequences.

Smoking

All District 158 buildings and grounds are smoke-free environments, which includes, but is not limited to, e-cigarettes, vapes, or any other smoking devices. This includes all after school activities and school-related events. Students found in the possession of or act of using tobacco/smoking products are subject to school discipline and police action.

Teacher Availability

Teachers are available before and after school for student or parent consultation and assistance. In addition, teachers have daily preparation periods which may be used for this purpose. Students or parents who wish to speak with a staff member should contact the teacher by using the Staff Directory, or by calling the school office at (847) 659-6600.

Trespassing

Suspended students are not permitted to be on campus or at school sponsored activities, either on or off campus, without specific permission from the Building Principal's office. Failure to obtain permission may result in arrest for trespassing and/or appropriate school consequences.

Students in the building during non-school times must receive prior permission or be subject to a charge of trespass. Students should not be in the school building after school is dismissed unless participating in an extracurricular activity, meeting with a teacher for academic reasons, or for an assigned detention. Loitering can result in disciplinary action or possible arrest for trespassing.

Absences, Attendance, and Tardies

School attendance is one of the most important tasks of a student. Accordingly, all students are expected to be present in all scheduled classes every school day unless absent for a valid reason.

Absences

For students who are required to attend school there are two types of absences: excused and unexcused. The school may require documentation explaining the reason for the student's absence. The school administrator is the final decision maker as to whether an absence is Excused or Unexcused.

Excused Absences (EA)

1. Illness of the student
2. Mental or Behavioral Health Days – Students may utilize up to five mental or behavioral health days *per school year*. After use of the second mental or behavioral health day, the student may be referred to the appropriate school support personnel.
3. Death in the immediate family
4. Family emergency
5. Religious holiday observance
6. Attending a military honors funeral to sound TAPSA student will be excused for up to 5 days in cases where the student's parent is an active duty member of the uniformed services and has been called to duty for, is on leave from, or has immediately returned from deployment to a combat zone or combat-support postings.
7. Court appearance
8. Work or school sponsored activity approved by the school
9. Voting in a local, State, or federal election
10. College Visitation Days - Must be taken before May 1. A College Visit Verification form signed by the college or institution must be provided to excuse the absence as a college visit and be coded as College Visit (CV). Failure to follow the correct procedure will result in the absence being coded as an Unexcused Absence (UA). Only the day of the college visit can be excused under the College Visit (CV) attendance code. Days required to travel for a college visit do not count as excused absences and will be coded as an Unexcused Absence (UA).

Unexcused Absences (UA)

- All other absences are Unexcused.
- Tardies (late to school/class), vacations, DMV appointments, and cultural trips are Unexcused.

Responses for Unexcused Absences (per Semester)

1st:	Warning
2nd-5th:	Lunch Detention
6th:	Step 1 - Attendance Intervention Plan
7th-10th:	After School Detention
11th:	Step 2- Attendance Intervention Plan
12th-14th:	Saturday Detention
15th+:	In-School Intervention

*Continued non-compliance with administratively established Attendance Intervention Plans may result in a range of consequences including, but not limited to, detentions, removal of privileges, social probation, social action hours, etc.

Tardy to School or Class

A student is tardy when they are not in their classroom when the bell rings. Excessive tardiness may result in additional consequences.

Responses for Being Tardy (per Semester)

1st-3rd:	Warning
4th-10th:	Lunch Detention
11th-17th:	After School Detention
18th-20th:	Saturday Detention
21st+:	In-School Intervention

Procedure for Communicating Absences

In the event of any absence, the student's parent is required to call the school before school begins to explain the reason for the absence. If a call has not been made to the school to report the student's absence by the start of the day, a school official will attempt to contact you to verify the absence. The purpose of this procedure is to determine if your child has arrived safely. If the parent cannot be contacted, the student will be required to submit a signed note from the parent explaining the reason for the absence. Failure to do so shall result in an unexcused absence. Upon request of the parent, the reason for the absence will be kept confidential.

Parents are required to notify the school by calling the Attendance Office at (847) 659-6611 on days when your child will be absent. The attendance phone number is available 24-hours per day, 7 days per week. **If a phone call or note is not received by the Attendance Office within 24 hours of the absence, the student will be marked as an unexcused absence.** Students and parents are reminded that class participation grades may be adversely affected by a student's absence. Participation grades may weigh heavily in the determination of final grades.

Students who are excessively absent from school or who skip classes may face the loss of their privilege to participate in athletics and extracurricular activities. In addition, students who are excessively absent, skip classes, and/or arrive late to school will also be subject to the loss of parking privileges and other disciplinary consequences. The school seeks the cooperation of parents in the matter of school attendance and punctuality.

A student may not be on campus for any reason on a day they have been reported absent unless they have made arrangements with administration to do so. If there is a medical reason for missing school (and PE) due to an extended illness/condition, a doctor's note will be required based on the nurse's recommendation (typically every six weeks). All notes should be turned into the Health Office.

Make-Up Work

If a student's absence is excused or if a student is suspended from school, he/she will be permitted to make up all missed work, including homework and tests, for equivalent academic credit. Generally speaking, students will have one day per day absent to make-up work. Students are urged to request missed school work in a timely manner when absent from school.

Make-Up Work Following Excused Absences

- Students and teachers will collaborate to take the necessary steps to complete any missed assignments. In certain instances, arrangements for make-up work are made before the absence occurs. Students are allotted one class period beyond the number of days missed to submit make-up work for full credit, with the exception of longstanding assignments. **Longstanding assignments, such as projects or essays with a duration of at least two weekends, are exempt from this policy.** For instance, if a student misses the due date for a research paper, the make-up policy does not apply, and the assignment remains due upon the student's return. In such cases, the continuity of long-term teacher instruction and planning takes precedence.
- When a student is suspended from school, they are responsible for contacting their teachers to obtain assignments. Full credit is granted for work completed during in-school intervention. To receive credit for missed work during either in-school intervention or out-of-school suspension, all completed homework must be submitted on the first day back to class. Additionally, any missed tests or quizzes must be made up promptly upon the student's return. The aim of make-up work is to maintain a continuous learning experience for the student. However, teachers are not obliged to arrange special labs or activities for make-up purposes.

Make-Up Work Following Unexcused Absences

- Students who are unexcused from any class are expected to make arrangements with the teacher to make-up any missed work within 48 hours of the absence. Failure to make these arrangements may result in the student receiving NO CREDIT for all homework, tests, quizzes, or projects that were completed or collected the day of the unexcused absence. The decision whether an absence is excused or unexcused is at the discretion of the Building Principal or designee. Unless otherwise specified in the student's individualized attendance plan, as approved by a building administrator, students with unexcused absences may forfeit the opportunity for remediation following completion of the assignment missed.

Illnesses

If your child will be absent because of illness, you are required to call the school by the beginning of the school day and report the absence *each* day. If your child is absent and we do not receive a call, we will call you at home or your place of employment to verify the absence. The purpose of this procedure is to determine if your child has arrived safely to school.

During a long-term illness, a parent may call on the first day and notify the office of the anticipated length of the absence. After three consecutive days of illness, a written excuse from a doctor may be required for an absence to be considered excused. A doctor's note and/or school health office verification will change the absence code to "Medical Verification" for attendance purposes. If a pattern of non-attendance has been established by the building administrator, a written excuse from a doctor and/or school health office verification of illness may be required as part of a student's individualized attendance plan.

Family Emergencies

A student may be excused for extenuating circumstances such as a family emergency. The following examples do not constitute a family emergency and would therefore be recognized as an Unexcused Absence:

- Errands, which could be scheduled when a student is not required to be in school
- Oversleeping
- Car trouble
- Leaving school without receiving proper authorization
- Missing the bus
- Being tardy to school without a valid excuse (as defined by the State of Illinois)

Release Time for Religious Instruction & Observation

A student will be released from school, as an excused absence, to observe a religious holiday or for religious instruction. The student's parent must give written notice to the Building Principal at least five (5) calendar days before the student's anticipated absence(s).

Students excused for religious reasons will be given an opportunity to make up all missed work, including homework and tests, for equivalent academic credit.

Release Time for Voting

A student may be excused for up to two hours to vote in a local, State, or federal election, provided the student presents their voter registration to their Dean and discusses the absence with their Dean in advance. *Registering to Vote in Illinois (pamphlet).*

After School, Co-Curricular, or Extra-Curricular Activities Attendance Requirements

Attendance is a factor in a student's eligibility to participate in extra-curricular activities. A student must be present at least the second-half of the school day. A student must be present at school a minimum of five (5) hours to be eligible for participation in after school, co-curricular, or extra-curricular activities such as athletics, concerts, presentations, plays, musicals, trips, etc. If a student goes home ill during the day, that student becomes ineligible for participation in any after school, co-curricular, or extra-curricular activities that day.

A student may not be on campus for any reason on a day they have been reported absent unless they have made arrangements with administration to do so. If there is a medical reason for missing school (and Physical Education), due to an extended illness/condition, a doctor's note will be required based on the nurse's recommendation. All notes should be turned into the Health Office.

Medical Appointments: A student who has a medical appointment that may cause absence from school for more than one-half of the school day may still be eligible to participate that day. This would be recorded in PowerSchool as MV (Medically Verified). To assure eligibility, arrangements should be made ahead of time with the school administrator (Activities Director, Athletic Director as applicable).

Absence Due to Participation in School-Sponsored Activity: A student's absence from school due to participation in school-sponsored activities or trips will be recorded in PowerSchool as SA (school activity), and the student remains eligible to participate in after school, co-curricular, and/or extracurricular activities.

In-School Intervention/Suspended Students: A student who is serving an in-school suspension (ISS) or an out-of-school suspension (OSS) is ineligible to participate in any school-related activities on the days of the intervention or suspension.

Truancy

A parent who knowingly and willfully permits a child to be truant is in violation of State law. Student attendance is critical to the learning process. Truancy is therefore a serious issue and will be dealt with in a serious manner by the school and District.

Students who miss more than 1% but less than 5% of the prior 180 regular school days without valid cause (a recognized excuse) are truant. Students who miss 5% or more of the prior 180 regular school days without valid cause are chronic truants. Students who are chronic truants will be offered support services and resources aimed at correcting the truancy

issue. If chronic truancy persists after support services and other resources are made available, the school and District will take further action, including:

- Referral to the truancy officer
- Reporting to officials under the Juvenile Court Act
- Referral to the State's Attorney
- Appropriate school discipline

A student who misses 15 consecutive days of school without valid cause and who cannot be located OR, after exhausting all available support services, cannot be compelled to return to school is subject to withdrawal from school.

Diagnostic Procedures for Identifying Student Absences and Support Services to Truant or Chronically Truant Students

State law requires every school district to collect and review its chronic absence data and determine what systems of support and resources are needed to engage chronically absent students and their families to encourage the habit of daily attendance and promote success. This review must include an analysis of chronic absence data from each attendance center. Any student who has 10% or more absences of the school days each month will receive a letter or phone call home to discuss attendance and determine if there is a need to develop a plan of support. A meeting may be set with the family and school to determine if further absences would be marked unexcused without documentation for the remainder of that trimester.

Furthermore, State law provides that school districts are encouraged to provide a system of support strategies to students who are at risk of reaching or exceeding chronic absence levels. Districts are also encouraged to make resources available to families such as those available through the State Board of Education's Family Engagement Framework to support and engage students and their families to encourage heightened school engagement and improved daily school attendance.

"Chronic absence" means absences that total 10% or more of school days of the most recent academic school year, including absences with and without valid cause, and out-of-school suspensions.

The school and District use the following diagnostic procedures for identifying the causes of unexcused student absences: Interviews with the student, the student's parent(s) and any school officials who may have information about the reasons for the student's attendance problems. Supportive services to truant or chronically truant students include: parent conferences, student counseling, family counseling, and information about existing community services.

Extended Absences

For planned absences, parents should notify the academic team and office in writing in advance. This can be done through the Extended Student Absence Form.

While such absences are discouraged, alternative assignments may be provided, when possible, as long as teachers have sufficient notice. Please note that many extended absence reasons fall under unexcused absences. This form does not grant approval for the absence to be excused; it is used as a means of notification. Please review the District calendar to view days of non-attendance and if possible, schedule appointments and vacations on these dates.

Absence Due to Participation in School Sponsored Activities

A student's absence from school due to participation in school-sponsored activities or trips will be recorded in PowerSchool as ***SA*** (school activity). Students will be allowed to make up all missed work if they have contacted their teacher prior to the school activity absence. Students will also be permitted to participate in after school, co-curricular, and/or extracurricular activities.

Single Period Class Callouts

In order to have an absence be excused, other than Juniors and Seniors leaving during their lunch period, students must have permission from administration and their parent prior to leaving. When students do leave, they must sign out in the Attendance Office and leave the campus. Parent excusals for a single class period while remaining on campus are not permitted. Failure to follow these procedures will result in the absence being recorded as unexcused. Students returning to school before the end of the day must sign in at the Attendance Office.

Students may also lose privileges, such as parking privileges, blended privileges, study hall exemption, late arrival or early release privileges, and participation in Homecoming activities, other dances, and Prom. No parent callouts will be accepted for students who have lost off campus privileges (either temporarily or permanently) without administration approval.

Academic Misconduct

I. Definitions of Academic Misconduct

A. **Academic Misconduct - Daily Work:**
Providing or receiving unauthorized assistance, with or without technology, during homework or practice activities because it prevents the teacher and/or school administration in arriving at an honest evaluation of

learning. The unauthorized use of technologies to support academic work is also considered a form of academic misconduct unless permitted by the teacher.

B. **Cheating - Distribution**
Aiding other students in cheating, soliciting another person to take an exam or write a paper, as well as the theft, damage, sale, and/or distribution of course materials.

C. **Cheating - Plagiarism**
A form of cheating that involves presenting graded/assessed work as one's own, the ideas or work of another person or technology. Plagiarism is not a question of intent. Any use of the content or style of another's intellectual product without proper recognition of the source constitutes plagiarism. The unauthorized use of technologies to support academic work is also considered a form of cheating unless permitted by the teacher.

II. Academic Misconduct Procedure

When an incident of academic misconduct is suspected, the teacher will take reasonable action to establish whether it actually occurred and then contact the student and parent. After giving the student notice of the allegation(s) and an opportunity to explain their actions, the teacher will send a discipline referral to the Dean who will investigate the incident with the Department Chair. If it is determined that academic misconduct has occurred, the Dean will assign disciplinary actions, including, but not limited to, referral to the student's Problem Solving Team, restorative practices, and academic consequences.

III. Consequences for Academic Misconduct

First Occurrence

The student is given the following credit for work that is submitted and assessed accordingly:

- 50% credit for formative work
- 70% credit for summative work
- Dean's consequence (detention through in-school intervention)
- The Dean will refer the student to the Problem Solving Team and add restorative practices, as appropriate.

Subsequent Occurrences

1. The student is given 0% credit for formative or summative work.
2. If there are no further incidents of academic misconduct by the end of the grading term, the student can appeal to the teacher to resubmit/retake the assessment. The student will receive a 60% passing grade on the assessment. If they score below 60%, they will receive a replacement grade
3. Dean's consequence (detention through in-school intervention). The Dean will refer the student to the Problem Solving Team and add restorative practices, as appropriate.

Consequences for academic misconduct may be cumulative throughout the student's educational career. The consequences for violating this policy are separate from, and in addition to, those assigned for violating school rules, other District policies, and the law. Furthermore, this policy in no way limits the authority of the administration or Board of Education to impose other or additional consequences in accordance with school rules and District policies.

Behavior and Discipline

Effective discipline is necessary if a school is to function in the most constructive manner for students. Through good discipline and self-control, students can work with the school to form a productive partnership. Good discipline requires teamwork and is the combined responsibility of students, parents, and staff. **Students are responsible for following all school rules and regulations, as well as all District policies, while attending any school-sponsored activity**.

School Code of Conduct

In order to support our students, parents, staff members, and school community, we want to take this opportunity to review our practices and expectations related to student conduct, including behavioral and social-emotional supports, behavioral interventions and discipline. The Code of Conduct is a multi-layered system that will require work by all stakeholders across all school and home settings to help our students with their social and emotional as well as academic needs. We want to create an environment where all stakeholders are aware of and actively engage in their roles and responsibilities.

Parent-Teacher Advisory Committee

Per Board Policy 2:150, *Committees*, the Parent-Teacher Advisory Committee (PTAC) shall assist in the development of student behavior policy and procedures, and provide information and recommendations to the Board. Its members may consist of parents/guardians, teachers, administrators and board members. Additional participants, whose expertise or experiences are needed, may be invited to participate in various meetings that are geared to specific topics. (For example when discussing school bus safety policies, transportation staff may be included.) The committee reviews such issues as administering medication in schools, reciprocal reporting between the School District and local law enforcement agencies,

student discipline/handbooks, disruptive classroom behavior, school bus safety procedures and the dissemination of student conduct information.

Per Policy 7:190, *Student Behavior*, the Superintendent, with input from the parent-teacher advisory committee, shall prepare disciplinary rules implementing the District's disciplinary policies. These disciplinary rules shall be presented annually to the Board for its review and approval.

We Believe:

To support our learners' Social, Emotional, and Academic and Behavior skills, we believe and understand the following:

1) Our school community will learn and behave at their best when they feel connected, cared for, and valued.
2) The purpose of discipline is to teach skills that empower learners to change their behaviors over time. If you expect it, you must teach it. Discipline is a meaningful response.
3) Learners will be empowered to be actively involved in identifying what went wrong and how they can help fix it.
4) Kids do well if they can. Challenging behaviors communicate unmet needs and/or areas where skills may be lacking which results in a need to determine the cause.
5) Dysregulated learners (learners who are having difficulty managing or regulating emotions and behaviors) need the supportive presence of a regulated adult to return to a regulated state.
6) A strong foundation in every school environment maximizes learners' access to instructional time and fosters a sense of belonging for all.
7) Proactively teaching social, emotional, and behavioral skills should be intentionally integrated across all environments and all aspects of learning.
8) Exclusionary forms of discipline (suspension, expulsion, and removal from the learning environment) can produce negative outcomes in students, schools, districts, and communities and therefore must be carefully used when intended to keep all learners safe.
9) It's important for us to work towards a shared understanding by using clear and specific language when discussing our thoughts and beliefs about social, emotional, and behavioral skills. This approach helps create a fair and inclusive system that supports all learners.
10) High expectations can be met for all learners when we appreciate, respect, and respond to the diverse needs within our schools and district. This ensures that each child receives the necessary support to reach their full academic and social potential.

We expect:

- Students to attend school each day, be conscientious in classroom work and take full advantage of the educational opportunities available
- Students, staff and families to build and sustain authentic, positive and meaningful relationships
- Student, staff and families to demonstrate civility and respect for one another and hold each other to high expectations
- Students, staff and families to all contribute to the safety of the learning environment for all
- Students to respect other people's property and exercise proper care when using public facilities and equipment
- Students to establish personal and educational goals with teachers, counselors, and family, and work consistently toward the achievement of your goals
- Students to be aware of the expectations for student behavior and accept personal responsibility for functioning successfully within these guidelines

We will:

- Implement strategies and supports that all students, staff and families to feel safe
- Promote a positive school comm
- Provide staff with the resources necessary to help with the implementation of this plan
- Partner with families to provide information for outside resources

Problem-Solving Suggestions for Students

- Talk with your parent about possible solutions
- Calmly discuss any issues with the teacher when other students are not present. This removes the pressure on both of you.
- If the matter is not resolved, talk with a trusted faculty member, Counselor, Dean, Associate Principal, or the Building Principal

Problem-Solving Suggestions for Parents

- Be sure of the facts. Although it may be difficult for you not to take sides, try to see the whole picture
- Contact the person with whom your child is having the problem

- If possible, include your child in conferences with teachers, Counselors, the Dean, Associate Principal, Building Principal, and other school personnel to help find solutions together
- Before you leave a conference, **be sure you understand** what is expected of you and your child and what the school staff will try to do
- Set a specific time when communication by phone or letter will be made on your child's progress

All violations of the school disciplinary policy will be maintained in the student's temporary record file.

Multi-Tiered Systems of Support Framework

Huntley 158 utilizes a Multi-Tiered System of Support (MTSS) framework to foster a positive learning environment and focuses on supporting the whole child.

MTSS is a term used to describe an evidence-based model of schooling that uses data-based problem-solving to integrate academic and behavioral instruction and intervention. All students are part of MTSS, including students with disabilities, as part of their education. In MTSS, integrated instruction and intervention is delivered in varying intensities (multiple tiers) based on student need. "Need-driven" decision-making seeks to ensure that district resources reach the appropriate levels to accelerate the performance of ALL students to achieve and/or exceed proficiency levels.

Tier 1 - Universal Interventions are what all students receive. This Tier focuses on the implementation of the district's core curriculum and is aligned with the Illinois Social Emotional Learning Standards.

Tier 2 - Secondary Interventions are what some students receive in addition to TIer 1 instruction. These services are more concentrated and are targeted interventions for small groups.

Tier 3 - Tertiary Interventions are what a few students receive. This is the most intense level of intervention a school can provide a student through the MTSS model. These services are typically provided to a very small group and/or one on one.

Restorative Practices

Huntley 158 uses Restorative Practices in our schools, which helps to shift the focus to building relationships among school community members and helps move away from a punitive mindset when there is conflict. Restorative Practices are NOT a replacement for a system of consequences or a code of conduct. Restorative Practices are not intended to remove accountability for students. Students who have broken school rules or harmed other school community members are still held accountable for their actions and may receive traditional consequences **alongside** restorative solutions or in conjunction with restorative practices.

Discipline of Special Education Students

The District will comply with the Individuals With Disabilities Education Improvement Act of 2004 and the Illinois State Board of Education's Special Education rules when disciplining special education students. No special education student shall be expelled if the student's particular act of gross disobedience or misconduct is a manifestation of the student's disability. However, all students must conform to the Student Behavior policies as outlined in this Handbook.

Additional information regarding discipline of students with disabilities is located in the Special Education section of this handbook.

Aggressive Behavior

Illinois law requires school districts to notify the parent of a child who demonstrates behaviors that put the student at risk for aggressive behavior. Board Policy 7:190, *Student Behavior*, prohibits a student while at school or a school-related activity from: (1) engaging in any kind of behavior that causes physical or psychological harm to someone else, and/or (2) urging other students to engage in such conduct.

Bullying, Intimidation, Harassment, Hazing, and Sexting

Bullying, intimidation, harassment, hazing, and sexting 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

Bullying is defined as: (1) an act that is repetitive in nature (similar behavior occurring more than once); (2) creates a power imbalance (by size, age, numbers or emotionally); or (3) is intended to hurt the victim (socially, emotionally, or physically).

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, order of protection status, association with a person or group with one or more of the aforementioned actual or perceived characteristics, or any other distinguishing characteristic **is prohibited** in 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 designated school bus stops, 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.

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 which can reasonably be expected to have one or more of the following effects:

1. Placing the student or students in reasonable fear of harm to their 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 ability to participate in or benefit from the services, activities, or privileges provided by the school.

Students who feel they have been bullied should report the incident by:

1. Contacting the Complaint Manager or other administrator, counselor, teacher, or social worker
2. Using the ***Huntley High School Student Helpline***: (815) 889-0575
3. Using the District Bullying Report form.
4. Following the process outlined in Board Policy 2:260, *Uniform Grievance Procedure*, and this Handbook.

At its discretion, the District may make referrals of students who have demonstrated bullying behaviors to counselors or mental health professionals. Students determined to have committed an act of bullying may face disciplinary consequences up to and including a recommendation of expulsion, as well as possible referral to the appropriate law enforcement agency for criminal charges.

Questions or concerns should first be discussed with the staff member closest to the situation. It is always best to follow the chain of command to ensure that all parties involved are properly informed of the situation. Parents should expect a response from the staff member or their designee within 24 hours to discuss the concern. If no contact has been made, please proceed to the next step in the chain.

Teacher or Trusted Adult → Counselor or Social Worker → Assistant Principal →
Building Principal → Assistant Superintendent → Superintendent

Information Hotlines:

District Tip Line: (815) 889-0584
Suicide and Crisis Lifeline: Dial 988
Huntley High School Student Helpline: (815) 889-0575

Board Policy 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment,* is available on the District website or a copy may be obtained by calling the District 158 Administrative Office at (847) 659-6158.

Harassment

It is the policy of District 158 to provide an educational environment free of verbal, physical, or other conduct or communications constituting harassment. No person, including an employee or student, shall harass, intimidate, or bully a student on the basis of actual or perceived race, color, sex, national origin, ancestry, physical appearance, socioeconomic status, academic status, pregnancy, parenting status, homelessness, age, marital status, sexual orientation, gender-related identity or expression, order of protection status, association with a person or group with one or more of the aforementioned actual or perceived characteristics, or any other distinguishing characteristic.

Sexual harassment of students is prohibited. Sexual harassment means sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual or sex-based nature, imposed on the basis of sex, that:

1. Denies or limits the provision of educational aid, benefits, services, or treatment, or that makes such conduct a condition of a student's academic status; or
2. Has the purpose or effect of:
    a. Substantially interfering with a student's educational environment;
    b. Creating an intimidating, hostile, or offensive educational environment;
    c. Depriving a student of educational aid, benefits, services, or treatment; or
    d. Making submission to or rejection of such conduct the basis for academic decisions affecting a student.

The terms intimidating, hostile, and offensive include conduct that has the effect of humiliation, embarrassment, or discomfort. Examples of sexual harassment include touching, crude jokes or pictures, discussions of sexual experiences, teasing related to sexual characteristics, and spreading rumors related to a person's alleged sexual activities. The term

sexual violence includes a number of different acts. Examples of sexual violence include, but are not limited to, rape, sexual assault, sexual battery, sexual abuse, and sexual coercion.

Students are encouraged to report claims or incidences of sexual harassment to the Non-Discrimination Coordinator or Complaint Manager. Any student who believes they are being harassed may file a complaint by using the process outlined in Board Policy 2:265, *Uniform Grievance Policy*, and this Handbook, or can **report harassment anonymously by utilizing the Huntley High School Student Helpline at (815) 889-0575.**

A student's good faith action in reporting harassment will not result in any adverse actions against the complainant. However, if a student or witness is found to have made an intentionally false report of harassment, the student or witness shall be subject to discipline.

Board Policy 7:20, *Harassment of Students Prohibited,* is available on the District website and a copy may be obtained by calling the District 158 Administrative Office at (847) 659-6158.

Hazing

Soliciting, encouraging, aiding, or engaging in hazing is prohibited. Hazing means any intentional, knowing, or reckless act directed to or required of a student for the purpose of being initiated into, affiliating with, holding office in, or maintaining membership in any group, organization, club, or athletic team whose members are or include other students.

Sexting

Sexting is defined as an electronic transfer of any material that depicts an individual or multiple individuals fully or partially nude or engaged in any sexual or lewd conduct. Electronic transfers include those made via computer or any other electronic communications device including cell phones and other handheld devices. It is a violation of Illinois law for anyone to possess or electronically transfer material that depicts a minor fully or partially nude or engaged in any sexual or lewd conduct. Further, it is against District policy for any student—minor or above the legal age of consent—to partake in sexting or be in possession of any image procured through sexting. The District prohibits students from engaging in sexting, including possessing sexually explicit photographs, videos, or images on any electronic device regardless of whether the depiction violates State law. Any electronic device may be searched upon reasonable suspicion of sexting. All students involved in sexting may be disciplined. In all cases where sexting is suspected, school administrators may contact the police.

Conduct Motivated by Prohibited Discrimination

Conduct motivated in whole or in part by prohibited discrimination may be subject to increased disciplinary measures where determined to be appropriate by the administration. The Board of Education may also consider whether the conduct was motivated in whole or in part by prohibited discrimination when determining whether to expel a student based on such conduct.

Prohibited discrimination means conduct based upon 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, or order of protection status.

Board Policy 2:270, *Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited,* is available on the District website or a copy may be obtained by calling the District 158 Administrative Office at (847) 659-6158.

Dangerous Weapons

Board Policy 7:190, *Student Behavior*, prohibits the possession or the assistance of possession of weapons on school grounds, at any school activity, on school transportation vehicles, or in any designated school transportation waiting area. A student who is determined to have brought one of the following objects to school, any school-sponsored activity or event, any activity or event that bears a reasonable relationship to school, onto school transportation or to a designated school bus stop, shall be expelled for a period of at least one calendar year but not more than two calendar years:

1. A *firearm*, meaning any gun, rifle, shotgun, or weapon as defined by Section 921 of Title 19 of the United States Code (18 U.S.C. §921), firearm as defined in Section 1.1 of the Firearm Owners Identification Card Act (430 ILCS 65/), or firearm as defined in Section 24-1 of the Criminal Code of 1961 (720 ILCS 5/24-1).
2. A knife, brass knuckles, or other knuckle weapon regardless of its composition, a billy club, or any other object if used or attempted to be used to cause bodily harm, including *look-alikes* of any *firearm* as defined above.

Nothing in this section shall prevent the administration or the Deans from determining that an object not listed in paragraphs one or two is or is not intended to be used as a weapon, and assigning an appropriate penalty in accordance with the Behavior and Discipline section of this Handbook.

The expulsion requirement under either paragraph one or two above may be modified by the Superintendent, and the Superintendent's determination may be modified by the Board on a case-by-case basis. Any item determined to have been possessed, used, transferred, or controlled in violation of this policy will be confiscated and retained by school officials, and either turned over to a parent at the end of the school year, or to the appropriate local law enforcement agency.

Board Policy 7:190, *Student Behavior*, is available on the District website and a copy may be obtained by calling the District 158 Administrative Office at (847) 659-6158.

Gang and Gang-Related Activity

The Board of Education affirms its position that schools in District 158 shall provide an orderly place for learning. Board Policy 7:190, *Student Behavior*, prohibits students from engaging in gang activity on school property or at any activity associated with or under the general guidance of school authorities. Gangs are defined as any group of two or more persons who associate with each other primarily for criminal, disruptive and/or other activities prohibited by law and/or by the District's policies, rules, and regulations.

No student:

1. Shall wear, possess, use, distribute, display or sell any clothing, jewelry, emblem, badge, symbol, sign or other insignia which is evidence of membership or affiliation with any gang.
2. Shall draw gang graffiti or distribute gang related literature.
3. Shall use any speech, either verbal or non-verbal (such as gestures or hand-shakes), or act in furtherance of gang activity.
4. Shall solicit others for membership in any gang.
5. Shall request any person to pay protection or otherwise intimidate or threaten any person.
6. Shall commit any other illegal act or other violation of District policies in furtherance of gang related activities.
7. Shall incite other persons to inflict physical violence against any other person.
8. Shall participate in any activity that could be interpreted as relating to gangs or gang activity.

Penalties for Violations:

Any student found to have violated this policy shall be guilty of gross misconduct. All gang related paraphernalia or materials will be confiscated. Violation of this policy may result in disciplinary measures up to and including 10-days suspension with consideration for expulsion, and referral to appropriate law enforcement agency if a violation of the law is involved.

Board Policy 7:190, *Student Behavior*, is available on the District website and a copy may be obtained by calling the District 158 Administrative Office at (847) 659-6158.

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, *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.

For more information about this issue, please see the Centers for Disease Control and Prevention's educational materials at: www.cdc.gov/intimate-partner-violence/about/about-teen-dating-violence.html.

Board Policy 7:185, *Teen Dating Violence Prohibited,* is available on the District website and a copy may be obtained by calling the District 158 Administrative Office at (847) 659-6158.

Student Code of Conduct Matrices

The matrix below outlines student behaviors and corresponding levels of interventions or consequences that may be implemented in response to those behaviors. The list of behaviors and interventions/consequences is meant to be illustrative and non-exhaustive, and will not necessarily be implemented in progressive order. All interventions and consequences will be determined on a case-by-case basis and will take into consideration the developmental level of the student(s) involved. The matrix serves as a tool for administrators to respond appropriately when students have committed serious violations, per the Student Code of Conduct. This tool is designed to offer consistency at all levels across the District so that the students receive interventions and consequences fairly from school to school when their behaviors require.

BEHAVIOR CODES	INCIDENT TYPE (SUB-CODES)	LEVEL	INCIDENT DEFINITIONS	POTENTIAL RESPONSES
Academic Misconduct	Academic Misconduct: Daily work	**1**	Providing or receiving unauthorized assistance, with or without technology, during homework or practice activities because it prevents the teacher and/or school administration in arriving at an honest evaluation of learning. The unauthorized use of technologies to	Teacher Managed

BEHAVIOR CODES	INCIDENT TYPE (SUB-CODES)	LEVEL	INCIDENT DEFINITIONS	POTENTIAL RESPONSES
			support academic work is also considered a form of academic misconduct unless permitted by the teacher.	
	Academic Misconduct: Cheating-Distribution	**2**	Aiding other students in cheating, soliciting another person to take an exam or write a paper, as well as the theft, damage, sale, and/or distribution of course materials.	Apology Conference with student Detention - with Office Explicit instruction of appropriate replacement behavior Loss of Privilege/Social Probation Parent Contact - Phone Call Parent/Student Conference Referral to counselor/social worker Restorative Practices Technology Restrictions
	Academic Misconduct: Cheating-Plagiarism	**2**	A form of cheating that involves presenting graded/assessed work as one's own, the ideas or work of another person or technology. Plagiarism is not a question of intent. Any use of the content or style of another's intellectual product without proper recognition of the source constitutes plagiarism. The unauthorized use of technologies to support academic work is also considered a form of cheating unless permitted by the teacher.	Apology Conference with student Detention - with Office Explicit instruction of appropriate replacement behavior Loss of Privilege/Social Probation Parent Contact - Phone Call Parent/Student Conference Referral to counselor/social worker Technology Restrictions
Alcohol	Alcohol: In the presence of use and/or distribution	**2**	Student is knowingly in the presence of a peer who is using and/or distributing alcohol on school grounds and/or at school events and does not remove himself when given the opportunity.	Conference with student In-school Suspension Parent Contact - Phone Call Search of student and/or locker
	Alcohol: Possession and/or use (ISBE)	**3**	Student is under the influence or in possession of alcohol on school grounds and/or at school events	Behavior contract Conference with student In-school Suspension Law Enforcement Agency Referral Loss of Privilege/Social Probation Out-of School Suspension Parent Contact - Phone Call Referral to drug/alcohol counseling Search of student and/or locker
	Alcohol: Distribution (ISBE)	**3**	Student is giving out/sharing/selling alcohol to students or others on school grounds and/or at school events.	Behavior contract Conference with student Expulsion In-school Suspension Law Enforcement Agency Referral Out-of School Suspension Parent Contact - Phone Call Referral to counselor/social worker Referral to drug/alcohol counseling Search of student and/or locker

BEHAVIOR CODES	INCIDENT TYPE (SUB-CODES)	LEVEL	INCIDENT DEFINITIONS	POTENTIAL RESPONSES
Arson	Arson	**3**	Destruction of school property resulting from student use of fire regardless of intent or level of property damage	Behavior Contract Change of schedule Contact and/or referral to any other applicable outside agencies Expulsion In-school and/or Out-of School Suspension Law Enforcement Agency Referral Loss of Privilege/Social Probation Referral to counselor/social worker Safety plan developed Search of student and/or locker
Bullying	Conflict	**1**	Pattern of offending behavior where the student(s) is engaging in peer conflict with another student but shares equal power (physical/social), there is an equal emotional reaction and ownership over the conflict	Teacher managed May become leadership managed based on context Restorative Practices No Contact Contract
	Bullying	**3**	Board Policy 7.180: 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	Behavior Contract Change of schedule No Contact Contract Class Removal Safety plan Expulsion Explicit Instruction of appropriate replacement behavior In-school and/or out-of-school suspension Law Enforcement Agency Referral Loss of Privilege/Social Probation Parent Contact Conference with student Restorative Practices Support / counseling services

BEHAVIOR CODES	INCIDENT TYPE (SUB-CODES)	LEVEL	INCIDENT DEFINITIONS	POTENTIAL RESPONSES
			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. In order for an incident to be deemed "bullying" a trained investigator must complete a full investigation and deem the situation "founded".	
Dress Code	Dress Code: Minor	**1**	A student's appearance that disrupts the educational process but easily corrected at the classroom level	Classroom Managed
	Dress Code: Health/Safety	**2**	A student's appearance that disrupts the educational process or compromises standards of health, and safety. Clothing that draws attention or interferes with the ability to identify or communicate with students OR clothing that includes print and pictures of items that are illegal to minors.	Conference with student Explicit Instruction of appropriate replacement behavior Parent Contact
Drug Offenses	Drug Offenses: In the presence of use and/or distribution	**2**	Student is knowingly in the presence of a peer who is using and/or distributing illegal drugs, controlled substances, drug-related paraphernalia, prescription drugs not prescribed, or inhalants on school grounds, off school grounds during the school day (i.e. during off campus privileges), and/or at school events and does not remove self when given the opportunity	Conference with student Loss of Privilege/Social Probation Parent Contact Search of student and/or locker Detention - with Office In-school and/or out-of-school suspension

BEHAVIOR CODES	INCIDENT TYPE (SUB-CODES)	LEVEL	INCIDENT DEFINITIONS	POTENTIAL RESPONSES
	Drug Offenses (ISBE): Possession and/or use	**3**	Student is under the influence or in possession of illegal drugs, look-alike drugs, drug-related paraphernalia, controlled substances, prescription drugs not prescribed, or inhalants or other controlled substances on school grounds and/or at school events	Athletic Suspension Behavior contract Law Enforcement Agency Referral Conference with student Expulsion In-school and/or out-of-school suspension Referral to drug/alcohol counseling Referral to counselor/social worker Loss of Privilege/Social Probation Parent Contact Restorative Practices Search of student and/or locker
	Drug Offenses (ISBE): Distribution	**3**	Student is giving out/sharing/selling illegal drugs, look-alike drugs, drug-related paraphernalia, controlled substances, prescription drugs not prescribed, or inhalants or other controlled substances to students or others on school grounds and/or at school events.	Athletic Suspension Behavior contract Conference with student Expulsion In-school and/or out-of-school suspension Law Enforcement Agency Referral Loss of Privilege/Social Probation Parent Contact Referral to counselor/social worker Referral to drug/alcohol counseling Restorative Practices Search of student and/or locker
Falsification of Information	Falsification of Information	**2**	Delivering false or misleading information on a document and/or in the course of a school investigation or staff inquiry. Includes falsifying records or signatures, impersonation of another individual over electronic communication (phone, email)	Athletic Suspension Behavior contract Conference with student In-school and/or out-of-school suspension Law Enforcement Agency Referral Loss of Privilege/Social Probation Parent Contact Referral to counselor/social worker Restorative Practices Search of student and/or locker
Gang-Related	Gang-Related: Paraphernalia	**2**	Displaying gang symbols or paraphernalia	Behavior contract Change of schedule Class Removal Expulsion In-school and/or out-of-school suspension Loss of Privilege/Social Probation Parent Contact Conference with student Search of student and/or locker
	Gang-Related: Activity	**3**	Being involved in gangs or gang-related activities (Board Policy 7:190) where two or more individuals who use common symbols, identifiers or behavior, and/or	Athletic Suspension Behavior contract Conference with student Expulsion

BEHAVIOR CODES	INCIDENT TYPE (SUB-CODES)	LEVEL	INCIDENT DEFINITIONS	POTENTIAL RESPONSES
			who assemble to conduct illegal activity or violation of school policies and/or intimidate individuals or groups.	In-school suspension Law Enforcement Agency Referral Loss of Privilege/Social Probation Out-of-school suspension Parent Contact Referral to counselor/social worker Restorative Practices Search of student and/or locker
Harassment	Harassment	**3**	Board Policy 7:20: 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; 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. 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. In order for an incident to be deemed "harassment" a trained investigator must complete a full investigation and deem the situation "founded".	Investigation conducted Behavior Contract Change of schedule Class Removal Safety plan Expulsion Explicit Instruction of appropriate replacement behavior In-school and/or out-of-school suspension Law Enforcement Agency Referral Loss of Privilege/Social Probation Parent Contact Conference with student Restorative Practices Support / counseling services
Insubordination/ Non-compliance	Insubordination/ Non-compliance: Low Intensity and/or Duration	**1**	Failure to act in accordance with given expectation or directive with increasing impact on learning environment (learning of the student and/or other students). Student engages in inappropriate verbal and/or non-verbal interruption to the environment that is low in duration and/or	Teacher Managed

BEHAVIOR CODES	INCIDENT TYPE (SUB-CODES)	LEVEL	INCIDENT DEFINITIONS	POTENTIAL RESPONSES
			intensity.	
	Insubordination/ Non-compliance: High Intensity and/or Duration	**2**	Prolonged refusal, refuses redirects, loss of instructional time Student engages in inappropriate verbal and/or non-verbal interruption to the environment that is high in duration and/or intensity	Class Removal Conference with student Detention - with Office In-school and/or Out-of School Suspension Loss of Privilege/Social Probation Parent Contact Referral to counselor/social worker Restorative Practices
	Insubordination/ Non-compliance: Gross Misconduct	**3**	Interferes with the regular operation of the school building or event. Includes indecent exposure, behavior that requires crisis plan to be activated and/or refusal to follow directions in crisis response situations, as well as calling emergency without an emergency (pulling fire alarm, calling 911)	Athletic Suspension Behavior contract Class Removal Conference with student Detention - with Office Expulsion In-school and/or Out-of School Suspension Loss of Privilege/Social Probation Parent Contact Peer Mediation Referral to counselor/social worker Restorative Practices Safety Plan
Language	Language: Non-directional swearing	**1**	Incidental swearing / nonverbal gesturing not directed at another person.	Teacher Managed
	Language: Directional swearing	**2**	Swearing / nonverbal gesturing or other abusive language directed at another person.	Behavior Contract Class Removal Conference with student Explicit Instruction of appropriate replacement behavior Loss of Privilege/Social Probation Parent Contact Referral to counselor/social worker Restorative Practices
	Language: Non-directional inflammatory or sexual language	**2**	Incidental use of inflammatory language / nonverbal gesturing or sexual language / nonverbal gesturing not directed at another person	Behavior Contract Conference with student Detention - with Office Explicit Instruction of appropriate replacement behavior In-school and/or Out-of School Suspension Parent Contact Referral to counselor/social worker

BEHAVIOR CODES	INCIDENT TYPE (SUB-CODES)	LEVEL	INCIDENT DEFINITIONS	POTENTIAL RESPONSES
	Language: Directional inflammatory or sexual language	3	Language and nonverbal gesturing, including sexual language and nonverbal gesturing, that does or could cause to alienate an individual related to protected class status covered under Illinois code. Could include, but is not limited to hate speech OR descriptions, racial slurs, slang terminology and/or labels commonly understood to be offensive, demeaning or derogatory.	Conference with student Detention - with Office In-school and/or Out-of School Suspension Law Enforcement Agency Referral Loss of Privilege/Social Probation Parent Contact Referral to counselor/social worker Restorative Practices
Location	Location: Failure to report to designated area on time	1	Failure to report on time to designated area	Teacher Managed
	Location: Unassigned area	2	Hiding in unsupervised area, in unassigned location, leaving an assigned area without permission in the school building, misuse of pass, entering school property without authorization (trespassing) Elopement in school building.	Class Removal Conference with student Detention - with Office In-school and/or Out-of School Suspension Loss of Privilege/Social Probation Parent Contact
	Location: Off campus	3	Failing to report to school building or leaving school building without permission. Elopement off campus.	Behavior contract Change of schedule Conference with student In-school and/or Out-of School Suspension Loss of Privilege/Social Probation Parent Contact Safety Plan
Property	Property: Misuse	1	Wasting materials or resources or using property in a way not intended. Includes not cleaning up after self. Does not include property damage.	Teacher Managed
	Property: Vandalism/Damage	3	Damage or destruction that occurs as a result of ignoring expectations. May require professional cleaning, repair or replacement. May disrupt the normal operations of the building. May include behavior that requires emergency response plan to be activated.	Behavior contract Change of schedule Conference with student Detention - with Office Expulsion In-school and/or Out-of School Suspension Law Enforcement Agency Referral Loss of Privilege/Social Probation Parent Contact Referral to counselor/social worker Restitution Restorative Practices Safety Plan Support / counseling services
Public Display of Affection	Public Display of Affection: Minor	1	Any consensual physical contact that includes kissing of any kind or for any length of time, having a student's	Teacher Managed

BEHAVIOR CODES	INCIDENT TYPE (SUB-CODES)	LEVEL	INCIDENT DEFINITIONS	POTENTIAL RESPONSES
			arm/hands around another student's waist or any other body part, (head, neck, etc.), sitting between the legs of another student, rubbing up against another student	
	Public Display of Affection: Major	**2**	Consensual groping of body parts, sexual activity	Behavior contract Class Removal Conference with student Explicit Instruction of appropriate replacement behavior In-school and/or Out-of School Suspension Loss of Privilege/Social Probation Parent Contact Referral to counselor/social worker Restorative Practices
Technology	Technology: Off-task or inappropriate purpose	**1**	Use of technology for off-task or inappropriate purpose	Teacher Managed
	Technology: Disruptive-School Issued Device	**2**	Use of school-issued devices or access to accounts that disrupts access to the learning of self and/or others	Class Removal Conference with student Detention - with Office In-school and/or Out-of School Suspension Loss of Privilege/Social Probation Parent Contact Referral to counselor/social worker
	Technology: Disruptive - Personal Device	**2**	Use of personal devices (cell phone, watch, tablet, Airpod, other) or access to accounts that disrupts access to the learning of self and/or others	Class Removal Conference with student Detention - with Office In-school and/or Out-of School Suspension Loss of Privilege/Social Probation Parent Contact Referral to counselor/social worker
	Technology: Privacy or Acceptable Use Policy (AUP)	**3**	Any communication/media that includes sending, distributing, or viewing of unauthorized recording of videos and pictures with or without consent. This includes pornographic images (including sexting), violent images or materials that violate the rights of a protected class, and explicit language. This includes posting media of this nature on social media using school devices, personal devices, and/or infrastructure as well as to organize illegal activity, engage in illegal activity, or purchase illegal items.	Behavior Contract Conference with student Expulsion Law Enforcement Agency Referral Loss of Privilege/Social Probation In-school and/or Out-of School Suspension Referral to counselor/social worker Parent Contact Restorative Practices

BEHAVIOR CODES	INCIDENT TYPE (SUB-CODES)	LEVEL	INCIDENT DEFINITIONS	POTENTIAL RESPONSES
	Technology: Infrastructure	**3**	Hacking, modification, or damage of the technology infrastructure of the district such as the wireless network and servers. Attempts to breach secured electronic information or resources.	Behavior Contract Conference with student Expulsion In-school and/or Out-of School Suspension Law Enforcement Agency Referral Loss of Privilege/Social Probation Parent Contact Referral to counselor/social worker Restorative Practices
Theft	Theft: Personal Property	**2**	Entering an individual's personal space or property (desk, bag, purse, locker, car etc.) to take an item of value.	Behavior Contract Conference with student Detention - with Office Explicit Instruction of appropriate replacement behavior Expulsion In-school and/or Out-of School Suspension Loss of Privilege/Social Probation Parent Contact Referral to counselor/social worker Restitution
	Theft: School Property	**3**	Stealing materials belonging to the school	Conference with student Detention - with Office Explicit Instruction of appropriate replacement behavior In-school and/or Out-of School Suspension Law Enforcement Agency Referral Loss of Privilege/Social Probation
Threat Communicated	Threat: Communicated to Individual	**3**	Communication of a threat through any form (included but not limited to verbal, non-verbal, social media, written)	Apology Behavior Contract Class Removal Conference with student Expulsion Law Enforcement Agency Referral Loss of Privilege/Social Probation In-school and/or Out-of School Suspension Parent Contact Referral to counselor/social worker Restorative Practices Peer Mediation Safety Plan Developed Threat Assessment

BEHAVIOR CODES	INCIDENT TYPE (SUB-CODES)	LEVEL	INCIDENT DEFINITIONS	POTENTIAL RESPONSES
				Parent Contact Referral to counselor/social worker Restitution
	Threat: Communicated to Group	**3**	Communication of a threat through any form (included but not limited to verbal, non-verbal, social media, written)	Apology Behavior Contract Class Removal Conference with student Expulsion Law Enforcement Agency Referral Loss of Privilege/Social Probation In-school and/or Out-of School Suspension Parent Contact Referral to counselor/social worker Restorative Practices Peer Mediation Safety Plan Developed Threat Assessment
	Threat: Communicated with Access to Weapon	**3**	Communication of a threat including mention of weapon through any form (included but not limited to verbal, non-verbal, social media, written)	Conference with student Expulsion In-school and/or Out-of School Suspension Safety Plan Developed Parent Contact Referral to counselor/social worker Threat Assessment
Tobacco	Tobacco: In the presence of use and/or distribution	**2**	Student is knowingly in the presence of a peer who is using and/or distributing tobacco, nicotine products, and/or vaping-related paraphernalia on school grounds and/or at school events and does not remove self when given the opportunity	Behavior Contract Conference with student Loss of Privilege/Social Probation Parent Contact Referral to counselor/social worker
	Tobacco: (ISBE) Possession and/or use	**3**	Student is under the influence of or in possession of tobacco, nicotine, look-alike product, and/or vaping-related paraphernalia on school grounds and/or at school events	Behavior Contract Conference with student Loss of Privilege/Social Probation In-school and/or Out-of School Suspension Parent Contact Referral to drug/alcohol counseling Referral to counselor/social worker
	Tobacco: (ISBE) Distribution	**3**	Student is giving out/sharing/selling tobacco products, nicotine products, look-alike product, and/or vaping-related paraphernalia to peers on school grounds and/or at school events	Behavior Contract Conference with student Loss of Privilege/Social Probation In-school and/or Out-of School Suspension Parent Contact Referral to drug/alcohol counseling Referral to counselor/social worker

BEHAVIOR CODES	INCIDENT TYPE (SUB-CODES)	LEVEL	INCIDENT DEFINITIONS	POTENTIAL RESPONSES
Violence <u>With</u> Serious Physical Injury	Violence With Serious Physical Injury: Physical Aggression (ISBE)	**3**	Serious one-sided physical contact (e.g., hitting, punching, hitting with an object, kicking, hair pulling, scratching, etc.) where either the offender(s) or victim(s) require off-site professional medical attention for extreme physical pain, protracted and obvious disfigurement, protracted loss or impairment of the function of a bodily member, organ, or faculty, or substantial risk of death. Sexual violence where either the offender(s) or victim(s) require off-site professional medical attention.	Apology Class Removal Conference with student Expulsion In-school and/or Out-of School Suspension Loss of Privilege/Social Probation Law Enforcement Agency Referral Parent Contact Referral to counselor/social worker Restorative Practices
	Violence With Serious Physical Injury: Physical Fighting	**3**	Mutual physical fight where either the offender(s) or target(s) require off-site professional medical attention for extreme physical pain, protracted and obvious disfigurement, protracted loss or impairment of the function of a bodily member, organ, or faculty, or substantial risk of death.	Apology Class Removal Conference with student Expulsion Loss of Privilege/Social Probation Law Enforcement Agency Referral In-school and/or Out-of School Suspension Parent Contact Referral to counselor/social worker Restorative Practices
Violence <u>Without</u> Serious Physical Injury/Physical Aggression	Inappropriate physical contact	**1**	Physical contact that is not serious but is inappropriate and unwelcomed.	Teacher Managed
	Violence without Serious Physical Injury (ISBE): Physical Aggression with or without minor injury	**2**	Student engages in one-sided actions involving physical contact that is aggressive in nature (e.g., hitting, punching, hitting with an object, kicking, hair pulling, scratching, etc.). It may include minor injury where either the offender(s) or victim(s) require school-based medical attention (not off-site professional medical attention)	Behavior Contract Class Removal Conference with student In-school and/or Out-of School Suspension Law Enforcement Agency Referral Loss of Privilege/Social Probation Parent Contact Referral to counselor/social worker Restorative Practices
	Violence without Serious Physical Injury (ISBE): Physical Fighting with or without minor injury	**3**	Mutual physical fight where the offender(s) or target(s) do not require off-site professional medical attention, regardless of intent. ("Professional medical attention" may include the school nurse but not for minor care that any staff member could provide.)	Conference with student In-school and/or Out-of School Suspension Law Enforcement Agency Referral Loss of Privilege/Social Probation Parent Contact Referral to counselor/social worker Restorative Practice

BEHAVIOR CODES	INCIDENT TYPE (SUB-CODES)	LEVEL	INCIDENT DEFINITIONS	POTENTIAL RESPONSES
	Violence without Serious Physical Injury (ISBE): Serious sexual contact	**3**	Serious, non-accidental, and non-consensual physical contact of a sexual nature (e.g., groping, intimating sexual acts, touching private areas, exposing other's private areas) where the offender(s) or target(s) do not require professional medical attention. ("Professional medical attention" may include the school nurse but not for minor care that any staff member could provide.). Includes any intentional contact with private areas of an individual, regardless of intent.	Behavior Contract Conference with student Explicit instruction of appropriate replacement behavior Expulsion In-school and/or Out-of School Suspension Loss of Privilege/Social Probation Parent Contact Referral to counselor/social worker
Weapon	Weapon: Possession of Minor Weapon	**2**	Possession of a tool is readily capable of causing harm as determined by school administration but does not meet the state definition of a dangerous weapon. This could include pocket knives with blades less than 2.5 inches	Behavior Contract Conference with student Expulsion In-school and/or Out-of School Suspension Loss of Privilege/Social Probation Parent Contact Safety Plan Developed Search of student and/or locker
	Weapon: (ISBE) Possession of Dangerous - Other	**3**	Student possesses dangerous weapon or realistic-looking fake dangerous weapon (does not include firearms) A device, instrument, material, or substance that is readily capable of causing death or serious bodily injury, except a firearm.	Conference with student Expulsion In-school and/or Out-of School Suspension Parent Contact Referral to counselor/social worker Safety Plan Developed Search of student and/or locker
	Weapon: (ISBE) Possession of Dangerous - Firearm	**3**	Possession of firearm on school grounds that is used for or readily capable of causing death (includes handgun, rifle, shotgun, multiple firearms)	Conference with student Expulsion In-school and/or Out-of School Suspension Parent Contact Safety Plan Developed Search of student and/or locker

Explanation of Disciplinary Consequences

An explanation of disciplinary consequences from least severe to most severe is provided below:

Teacher Detention: Detentions are issued for minor infractions. Detentions issued by classroom teachers must be served with that classroom teacher. Failure to serve a classroom detention will result in a discipline referral to the Dean. Detentions issued by a staff member supervising a study hall, extracurricular activity, lunchroom, and other school-related activity will be an after school detention. Failure to serve a detention will result in a discipline referral to the Dean.

Lunch Detention: This is an option which the Dean may select for Level I, II, or III offenses, or when an individual behavior otherwise indicates such consequence is appropriate. Students are expected to serve all assigned detentions. In addition, students must serve their detentions prior to taking final exams, earning/keeping parking privileges, and/or attending Homecoming, Prom, or other school events.

After-School Detention: This is an option which the Dean may select for Level I, II, or III offenses, or when an individual behavior otherwise indicates such consequence is appropriate. In rare instances, a student who fails to attend an assigned after-school detention may have it reassigned as a suspension. Students are expected to serve all assigned detentions. In addition, students must serve their detentions prior to taking final exams, earning/keeping parking privileges, and/or attending Homecoming, Prom, or other school events.

Saturday Detention: A Saturday Detention can be given for a variety of infractions of the school rules. The detention will be from 8:00 am to 12:00 pm. The detentions will be held in the detention room and students should enter through Door #27. Students should come prepared with the proper materials and class work for the four hours. All school rules apply and no sleeping or eating will be permitted. If a student does not attend their assigned Saturday Detention, an In-School Intervention (ISI) may be assigned. Saturday Detentions will no longer be an option if the assigned detention is not served. Students are expected to serve all assigned detentions. In addition, students must serve their detentions prior to taking final exams, earning/keeping parking privileges, and/or attending Homecoming, Prom, or other school events.

Social Action Hours: Social Action Hours are volunteer hours that are utilized primarily by the Deans in order to provide students with not only an opportunity to correct wrongdoing through volunteer work and reflection, but to encourage students to be positive contributors to their communities. Assignment of these hours may be used as an alternative for some infractions rather than serving a detention or suspension. Privileges may be revoked until social action hours are completed. Assigned Social Action Hours cannot count toward Silver Cord or National Honor Society.

Restorative Circles: Students at odds meet with each other and two trained Student Support Team members to, at a minimum, work to learn how to coexist peacefully in a shared environment. Both parties need to agree for Restorative Circles to be utilized.

No Contact Contracts: A No Contact Contract may be implemented to limit or eliminate contact between specific students when deemed necessary. Each contract is developed on an individual basis, with the knowledge of the student involved and notification to their parent or guardian. These agreements are reviewed regularly, and timelines for review and duration are clearly outlined within the contract

In-School Intervention (ISI): Huntley High School operates an In-School Intervention program. Students assigned a day of ISI must report by 7:30 am and will be released at 2:30 pm. While serving an ISI, students remain in a quiet supervised study area for the entire day. They are not allowed to attend their classes or to socialize with other students. Prior to the first lunch period, students will be allowed into the Cafeteria but it is recommended they bring a sack lunch. During ISI, they are required to complete assignments for all of their classes and turn the assignments into the ISI Supervisor prior to leaving the ISI room. It is the student's responsibility to contact their teachers prior to arriving in ISI for assignments. Students will receive full credit for all work completed during the In-School Intervention. A student's absence on the date of an ISI must be verified by a parent or a student will be considered unexcused and receive additional consequences. A student failing to serve an ISI on the scheduled day will serve an ISI on the day of return. If a student is removed from ISI due to inappropriate behavior, the student will only receive credit for work completed prior to removal and will have to be picked up by a parent. ISI will also not be available as a discipline consequence for the remainder of the year.

- ★ **Students who have an IEP or a 504 will have access to all of their accommodations and supports while they are in ISI.**
- ★ **Students will not be allowed to participate in any athletic practice session or contest, or any co-curricular or extracurricular practices, rehearsals, or performances on the day of ISI.**

Out-of-School Suspension (OSS): An Out-of-School Suspension occurs when a student is temporarily suspended from school for a period of one to ten days. A suspended student will have the opportunity to make up any assignments and tests missed during the suspension period. It is the student's responsibility to contact their teachers for assignments. The teacher will provide all homework assignments. In order to receive credit, all completed homework must be handed in immediately on the first day that a student returns to classes. Also, all tests and quizzes must be made up immediately upon the student's return. When a student accumulates 20 days of Out-of-School Suspension per year, the administration may recommend an alternative educational setting to the Board of Education.

When a student is given an Out-of-School Suspension, that student will be suspended from the entire school program and its environment. The student will not be permitted to attend class, to be in the building, on school grounds, in the area of the school, or to participate in any co-curricular or extracurricular school sponsored functions.

Expulsion: The law gives the community, through its Board of Education, the right to exclude certain students from school. Students may be expelled for up to two calendar years for gross disobedience or misconduct. Additionally, students may be recommended to the Board of Education by the administration when it is determined that every avenue to solving the student's problem has been exhausted without positive results or potential success.

Student Rights in Disciplinary Actions

To ensure that the student receives fair treatment consistent with the fundamental requirement of due process, all student suspensions or recommendations for expulsion must be made in accordance with the following procedures:

Suspension

1. Students will be given the opportunity to present information on their own behalf prior to suspension. The suspension shall be reported by telephone immediately to the parent of each suspended student. The Board of Education and the parent, through the Superintendent, Associate Superintendent, the Building Principal, Associate Principal, or Dean of Students, shall be notified of the suspension through the US Mail or by personal delivery.
2. The letter shall give a full statement of the reasons for the suspension and notice to the parent of their right to a review of the suspension. The parent may request a review of any action of the Building Principal or Associate Superintendent by the Board of Education, or a hearing officer appointed by the Board. Such a request must be made to the Superintendent in writing. At such a hearing, the parents may appear and discuss the suspension with the Board or hearing officer, and may be represented by counsel.
3. A student shall be reinstated after suspension only by the Building Principal, Associate Principal, or Dean. Further continuance in school is contingent upon conduct of the student being consistent with what is expected of good school citizens.
4. A parent conference with the Dean may be required before a student's reinstatement. If a parent conference does not occur, the student shall remain in the in-school intervention room until the conference occurs.

DUE PROCESS FOR SUSPENSION: Parents have a right to request a review before the Board or an appointed hearing officer.

Right to Review Suspension:

The Appeals process must follow these steps:

A. Review of suspension with Building Principal
B. Review of suspension with Board of Education or designee appointed by the Board

Board Policy 7:200, *Suspension Procedure* is available on the District website and a copy may be obtained by calling the District 158 Administrative Office at (847) 659-6158.

Expulsion

Expulsion shall take place only after the parents have been requested by registered or certified mail to appear at a meeting of the Board, or to meet with a hearing officer appointed by the Board to discuss their child's behavior.

The request shall include:

1. Details regarding the specific act of gross disobedience or misconduct resulting in the recommendation for expulsion;
2. The time, date, and place of the hearing;
3. A brief description of what will happen during the hearing;
4. A list of the student's previous suspensions;
5. A statement indicating that the School Code allows the Board to expel a student for a definite period of time not to exceed two calendar years;
6. A statement regarding the interventions offered to the student;
7. A statement as to whether the student poses a continued risk of harm to other students, staff, or the school community; and
8. A request that the parent inform the District if the student will be represented by counsel at the hearing.

During the hearing, the student and the student's parent(s) may be represented by counsel, offer evidence, present witnesses, cross-examine witnesses who testified on behalf of the administration, and otherwise present reasons why the student should not be expelled. After presentation of evidence, the Board shall decide the issue of guilt and take such action as it deems appropriate. If the Board decides to expel the student, the written expulsion decision will detail the specific reasons why removing the student from the learning environment is in the best interest of the school, as well as the rationale for the duration of the expulsion. If a hearing officer is appointed by the Board, the hearing officer shall provide a written summary of the evidence heard to the Board. A student may be readmitted to school after expulsion by official action of the Board. Such reinstatement should occur only after the Board, Building Principal, and Superintendent or Associate Superintendent are satisfied that the student intends to correct the situation which led to expulsion.

Board Policy 7:210, *Expulsion Procedure* is available on the District website and a copy may be obtained by calling the District 158 Administrative Office at (847) 659-6158.

Course Credits and Schedules

Course Guide

Credit codes are listed after each course in the Course Catalog on the Course Registration page and indicate which requirements can be met by that course. Credit for each course taken may be applied to one subject area only.

Subject Area	Credits Needed	Credit Code
English	4.00	ENG
Math	3.00	MTH
Science	3.00	SCI
Global Studies/AP Human Geo/AP World History	1.00	SST
Personal Finance	0.50	CED
US Government	0.50	SST
US History	1.00	USH
Health	0.50	HLT
Physical Education	1.50	PED
Driver's Education	0.25	DEH
Electives	7.75	ELC
Total Credits	**23.00**	

* In order to advance to the next grade level, students must earn a specific number of credits. A student needs 5 credits to achieve sophomore status; 11 credits to achieve junior status; and 17 credits to achieve senior status. In order to participate in all graduation activities including the ceremony, a student must have the 23 credits required in the specific areas outlined above.

** Students cannot fail more than one class in the semester preceding their Driver's Education course. In order to take Driver's Education, a student must pass 8 classes in the preceding two semesters.

*** Students must pass the Illinois and US Constitution tests in order to graduate.

Transfer Credits

Huntley High School will accept credits from:

1. An accredited high school
2. An accredited correspondence school for credit recovery, enrichment, or a course not offered by Huntley High School that has been approved by the school counselor.*

* Any student wishing to exceed these guidelines must submit a written request to the building administration. Credits can only be approved by the building administration.

Credits from Other Institutions

Students shall be permitted to attend classes at an approved institution for credit toward graduation from high school. Advance approval shall be secured through the guidance counselor and Building Principal with the appropriate paperwork completed and on file. The Building Principal must approve an official transcript in order to receive credit.

Course Load

All students are required to carry seven (7) classes each semester enrolled. Students taking dual enrollment courses will be accommodated based upon their dual enrollment courses.

Course Adds and Changes

Students may add or change a course the week before the first day of school during registration, providing that space for additional students in that course is available.

Adding a Course

Students may add a course to their schedule to replace a dropped course or study hall during the two "schedule change" days the week after schedule pick-up in August. This will be the only time that schedule changes will be honored.

Audit Option

Students who wish to participate in a course for no grade or credit may elect to AUDIT a course, with the teacher's approval. This option requires the teacher to establish guidelines and conditions for acceptance into the class. See the counselor for forms and information. All attendance policies apply for classes that are being audited.

Dropping a Course

Students enrolled in seven credit producing courses may withdraw from a course without academic penalty through the 20th day of the semester. After the 20th day of the semester, a drop from class will be denoted as a WF on the student's transcript. The grade of F will be used to calculate the student's grade point average. Approval of the counselor and parent are necessary in order to drop a course with a designation of WF.

Changing Levels

We expect students to be successful in the courses they have selected because they are assisted in making appropriate course selections and are provided with academic support. If there is a significant discrepancy between the student's performance and the expectations for that level of course work, considering the student's best efforts, a level change may be considered. A Level Change Form with teacher, parent, student, and department chair signature will be required. The Level Change Form can be found on the Counseling Department webpage under "documents & links". If the parent and teacher are not in agreement, a conference should be held with the parent, teacher, counselor, student, and department chair to determine the appropriate placement. No changes will be made to accommodate personal preference.

Pass/Fail Option

One course per semester may be taken by juniors and seniors as PASS/FAIL. A PASS grade in a course earns credit towards graduation but does not affect a student's grade point average. A grade of FAIL earns no credit and does not lower a student's grade point average. The course selected cannot be a course required for graduation.

A decision to follow the PASS/FAIL option must be made during the first week of the semester and requires the permission of the parent, teacher, and counselor. Passing grades cannot be changed back to letter grades at a future time. A PASS will be awarded only for a grade of 60% or better. A grade lower than 60% will receive a FAIL. Forms and details are available from the Student Services Office.

Retaking a Course

Students with a low, but passing grade may apply with the administration to retake a course to achieve a higher grade. The class must be retaken at Huntley High School. Once the course is completed, the improved grade will be recorded and included in the student's grade point average (GPA). Students must see a counselor to begin the application process.

Schedule Changes

Every effort is made on the part of the administration, counselors, teachers, parents and students to determine the most appropriate courses for students. Courses are selected to best fulfill the student's needs, interests and capabilities. Once the final schedule has been printed, schedule changes are strongly discouraged unless a particular course does not match a student's ability level or the student does not qualify for the course due to failing a prerequisite. **Teacher preference and/or preferred time of day are not acceptable reasons for schedule changes.** Schedule changes should take place prior to the beginning of the school year.

Driving/Parking Privileges

The Board of Education recognizes that students may wish to drive to school. Students must meet the following criteria to obtain parking permit:

1. Must have achieved Junior level standing (third year student with Junior level credits);
2. Hold a valid driver's license with address matching registration address; and
3. Provide proof of insurance.

Students who earn parking privileges agree to abide by all rules and expectations as outlined below and understand that their privileges may be revoked at any time, without refund, at the Dean's or Administration's discretion. Sophomores who are caught driving to school may forfeit their ability to purchase a parking pass for the next year.

It is also understood that the school retains authority to conduct routine inspection of student parking lots and the exteriors of student vehicles on school property. As well, interiors of student vehicles may be searched by a school official, including a Campus Resource Officer, without notice, without student consent, and without a search warrant, where there is suspicion that such vehicle contains contraband or other evidence of a violation of school policy. (105 ILCS 5/10-22.6)

Application Process

In late May to early June (after grades are stored), Seniors are notified when the online signup period and required fee amount is to apply for a parking permit. Juniors will then receive notification of their signup period and required fee amount approximately two weeks later. Payment in full is made online during the signup period. If the student is not granted a parking permit, the fee will be refunded in full. *Students will then be put on a waiting list in the order in which the application was submitted.* After the open application period is closed, students may still make a request, but they will be placed on the waiting list in the order in which their request was made.

Students who will meet the credit requirement but will not get their license until after the school year begins should still apply prior to obtaining their license. If a student does not meet the criteria, the student may re-apply for a parking permit at the beginning of the next semester.

Prior to being issued a parking tag, driving to school, and parking on campus, students must complete the HHS Vehicle Registration Permit.

Parking Regulations

Students will need to abide by ALL of the following parking regulations or they may be assigned consequences and/or revocation of parking privileges:

- Parking tag must be clearly displayed via the rearview mirror facing out with the numbers visible. If the parking tag is lost, the student will need to pay a $25.00 replacement fee.
- Only school issued parking tags are valid – copying and/or distributing parking tags is not permitted and may result in immediate revocation of parking privileges.
- Park ONLY in designated student parking areas located in the East and North Lots. Students are not permitted to drive through or park in Visitor or Staff parking areas at all times.
- Forward pull through parking is acceptable.
- Adhere to 15 mph speed limit or slower as traffic dictates.
- No passing of any vehicle and no driving across parking spaces.
- No sitting/loitering in vehicles before, during, or after regular school hours or school activities.
- Once the school buses have started to exit the campus, no vehicles are allowed to cut in between or pass the buses.
- Exit via student exits only (East Lot via East driveway; North Lot via West driveway exit on the West side of the lot).
- Parking is on school days from 7:00 am to 2:30 pm or for during times of attendance at or participation in a school activity. If your vehicle might be at school overnight for a reason other than a school activity or trip, please contact your Dean.
- Students will not be issued passes to their vehicles for any reason without permission from an administrator. If permission is granted, the student must sign out/sign in at the Attendance Office.
- Students are responsible for proper driving and behaviors from the time they leave their house in the vehicle. These same expectations are included en route to or from their home. Improper driving or throwing things, etc., at other vehicles will be cause for suspension of driving privileges.
- It is recommended that vehicles are locked at all times. Board policies and school insurance do not cover damage to private vehicles. The owner of the vehicle must assume all losses. The school does not assume responsibility for vehicles, bicycles, and other personal property that are damaged or stolen while on school property.
- Students must report any accidents or damage to vehicles to an administrator and the Campus Resource Officer immediately.

Consequences for Parking Regulation Violations

Noncompliance with the aforementioned regulations may result in:

- **First Offense:** Warning sticker
- **Second Offense:** Warning sticker, wheel lock applied, and $25 fine
- **Third Offense:** Warning sticker, wheel lock applied, and $35 fine
- **Fourth Offense:** Vehicle may be towed at owner's expense AND revocation of all parking privileges for the remainder of the year

On some occasions, it may be necessary for a student to drive a vehicle to school other than the one indicated on the HHS Vehicle Registration Permit. Prior to doing so, the student must email or call their Dean to communicate the vehicle change. If no such identifying hanger is found in the different vehicle, a violation sticker will be placed on the window designating that the infraction has been documented. If a second or third infraction occurs, it will be documented and the owner/driver of the vehicle will be stickered and fined. If any further infractions occur, the vehicle may be towed at the owner's expense.

Students are allowed to park on school premises as a matter of privilege, not of right.

Huntley High School administration reserves the right to modify, suspend, or revoke a parking tag or privilege at any time for any reason without a refund, regardless of a first, second, third, or fourth offense of the parking regulations or other school infractions, including but not limited to: accumulated excessive absences, leaving campus without permission, and/or acquiring multiple tardies.

Educational Programs

Blended Learning Classes

Huntley High School offers blended courses in which students participate in education that provides a combination of online and classroom face-to-face activities resulting in less time spent in class during the school day. Blended courses emphasize student centric learning, independent learning skills, time management skills, flexible scheduling based upon content/student needs, enhanced communication skills and differentiated learning. Students are strongly encouraged to have access to technology when not at school, either at home or the ability to attend the public library and utilize their technology resources. An agreement outlining expectations regarding attendance and other blended learning issues will need to be signed by a blended student and the student's parent/guardian prior to enrollment in the class.

English Learners

District 158 provides programs to meet the needs of students whose native language is a language other than English. Opportunities are offered to support the growth of English language skills and academic skills for students so they may achieve at high levels in academic subjects and meet the same challenging State standards expected of all students.

- ***Transitional Bilingual Education (TBE)***
  At attendance centers with more than 20 students who speak the same language and qualify for English Learner services, the District is required to establish a Transitional Bilingual Education Program (TBE) for those students. The TBE program is for English language learners who have not reached the language proficiency criteria required by the State. Students receive explicit language instruction in the four domains: listening, speaking, reading and writing. This program provides instruction in the student's native language to facilitate the transition into English, and helps students acquire the concepts in the core academic subjects and acquire English skills at the same time.
- ***Transitional Program of Instruction (TPI)***
  At attendance centers with less than 20 students who speak the same language and qualify for English Learner services, the District will implement a Transitional Program of Instruction (TPI). The TPI program is an English program that serves identified English learners by providing a full-time teacher certified to provide supplementary instruction for all content area instruction. The program integrates English-as-a-second-language instruction with subject-matter instruction that focuses not only in learning a second language, but also using that language as a medium to learn mathematics, science, social studies, or other academic subjects.

Parent Advisory Committee for English Learners

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

Family Life and Sex Education Classes

Students will not be required to take or participate in any class or courses in comprehensive sex education, including in grades 6-12, instruction on both abstinence and contraception for the prevention of pregnancy and sexually transmitted diseases, including HIV/AIDS; family life instruction, including in grades 6-12, instruction on the prevention, transmission, and spread of AIDS; instruction on diseases; recognizing and avoiding sexual abuse; or instruction on donor programs for organ/tissue, blood donor, and transplantation, if the student's parent submits a written objection. The parent's decision will not be the reason for any student discipline, including suspension or expulsion. Nothing in this Section prohibits instruction in sanitation, hygiene or traditional courses in biology.

Parents may examine instructional materials used in any sex education class or course by contacting the Building Principal.

Home and Hospital Instruction

A student who is absent from school, or whose physician, physician assistant or licensed advanced practice registered nurse anticipates the student's absence from school, because of a medical condition may be eligible for instruction in the student's home or hospital.

Appropriate educational services from qualified staff will begin no later than five school days after receiving a written statement from a physician, physician assistant, or licensed advanced practice registered nurse. Instructional or related services for a student receiving special education services will be determined by the student's individualized education program.

The Hub - Library and Technology Learning Space

The Hub provides materials that support the mission and curriculum of the District as well as the mission, philosophy, and goals of the high school. Materials circulate for a period of three weeks. A student ID is required for library check out. All

materials will be due two weeks before the end of the school year for inventory. Periodicals, reference materials and media materials are available for students to use in the Hub but do not circulate.

Students are charged a fine of .10¢ per day for overdue books, and can be paid with cash or Raider Way tickets (each ticket is worth $1). Fines are cut in half if paid at the time the overdue books are returned. Students having overdue materials or fines will not be allowed to check out additional materials until their account is clear. In addition, students will be required to pay for books that are lost or damaged before any more materials can be checked out.

The Hub is an academic school space. Student conduct as mentioned in other sections of this handbook will apply to the Hub. While the Hub serves as a reference and resource center for students, it also serves as a teaching space for staff. Students need to respect this dual function and act in an appropriate and responsible manner.

Any computers provided are for students to access the library catalog, the Internet and any online resources. Computer use should be in support of education and research. Any student using computers in an inappropriate manner will lose their privileges.

Students needing articles from reference materials or periodicals may request use of the black and white photocopier or color copier. Black and white photocopies are .10¢ per page and color copies are .25¢ per page and require 24 hours advance notice. Contact a Media Aid for more information.

Parents, employees, students, and community members who believe that library media program resources violate rights guaranteed by any law or Board Policy may file a complaint using the procedure described in Board Policy 2:260, *Uniform Grievance Procedure*. Individuals who would like to submit feedback and/or complaints about the school's library media resources should complete and submit the Library Media Resource Objection form.

Multi-Tiered Systems of Support & Positive Behavior Interventions

Academic and social/emotional support are provided for students through the Multi-Tiered Systems of Support (MTSS) and Positive Behavior Interventions and Supports (PBIS) systems. MTSS and PBIS are designed as proactive school based systems to provide students with the best opportunity to succeed academically, socially, emotionally, and behaviorally.

PBIS involves the concept of "The Raider Way" which includes the expectations to Be Respectful, Be Responsible, and Be Involved. These expectations are defined throughout the school, and interventions are put in place in order to help students who struggle with various aspects of social-emotional health and/or behavior at the high school level.

The Student Support Programming Map (inside back cover of the student planner) graphically represents all academic and behavioral interventions currently available and/or in the process of being developed. The map shows the ranges of programs from academic to social/emotional/behavioral, as well as, the intensity of these programs. This map has helped with the blending of PBIS and MTSS to create a seamless program. The development of this map has also allowed our SSP team to identify the gaps in programming leading to the development of additional interventions.

Some of the current interventions are listed below.

Tier I Programs and Interventions

Core Curriculum: The Core Curriculum for classes is currently being modified to reflect the Common Core Standards with a greater emphasis on Skill Development and Higher Level thinking.

Raider Aid: Raider Aid is a free tutoring program staffed by teachers from a variety of disciplines. Students can use this space to: (1) ask questions specifically on assignments or homework, (2) work quietly, or (3) work with individual teachers who are working on specific days. Raider Aid is open during school hours and most days after school until 4:00 pm. Students who stay after school have the opportunity to ride the Activity Bus home if they stay at Raider Aid for the entire period.

Freshman Advisory/Link Crew: Link Crew is a program where students are nominated to apply to be a Link Crew Leader in a freshman advisory. Advisory is run for half of the lunch period giving 22 minutes daily for student and teacher interaction. Link Crew students can apply each year and there is great competition to be chosen by the Link Crew Leaders and administration. Link Crew trains on Mondays and Tuesdays and are in the classroom with a group of freshmen students every Wednesday, Thursday, and Friday interacting with the students, presenting lessons on bullying, school information, study skills, specified Raider Way lessons, as well as, group activities and to have fun.

Safe School Ambassadors: At its core, the Safe School Ambassadors program is an "inside-out" approach to improving school climate, one that relies on social norms change and the power of students to help stop bullying and violence. Student bystanders see, hear, and know things adults don't can intervene in ways adults can't, and are often on the scene of an incident before an adult. They are a critical and under-utilized resource for positively impacting bullying in our school.

Raider Way Lessons (All School): All school lessons are conducted on a monthly basis in order to focus on a specific behavior within the school.

Tier II Programs and Interventions

Plato: This program will be used as skill building based on MAP scores of incoming students and may also be used for remediation for different subjects based on Classroom Benchmark Test Skill standards.

Academic Seminar: This program is offered to repeating freshmen who did not have enough credits to move to sophomore status. Academic Seminar is a course similar to the Freshman Advisory, but only with students who are in a similar situation. Students work with a teacher, counselor, and various other support staff to complete credit recovery as well as gain support to pass courses their second year.

Check-In/Check-Out: The Check-In/Check-Out (CICO) program is a school-wide prevention program for students struggling with academics or behavior. A student is selected to participate in CICO when the student receives two or more Level II (or greater) referrals from the Dean's Office for behavior **or** based on attendance or visits to the Student Services office. Students may also be referred to CICO by a teacher. CICO provides students with frequent, direct, positive feedback on their behavior and monitors their success in displaying the Raider Way behavior expectations.

Social/Academic Instructional Groups: Social/Academic Instructional Groups are run weekly by a group of teachers and clinicians to support students who need additional direct instruction and discussion on various behavior-related topics. Currently, groups are run weekly during alternating class periods to limit disruption to student schedules. Students can qualify after going through an earlier intervention for Re-Engagement, Positive Communication, or Academic Study Skills. Students are measured for success using a Google doc card that is created to measure specific goals for each group but is modeled off of the Check-In/Check-Out card for consistency.

Making Connections: The Making Connections program provides students the opportunity to experience daily positive interaction with a staff member mentor who recognizes and encourages their academic and behavioral successes, as well as their commitment to The Raider Way. This mentoring program has proven to be a beneficial and rewarding experience for students and mentors.

Tier III Programs and Interventions

Intensive S/AIGs: These are instructional groups just as created at the Tier II level, but more intensive in meeting and in the content presented. The content is more focused on issues that students have that affect grades and behavior in a more specific manner. These groups are conducted by school clinicians rather than general education teachers.

Clinical Case Management: Clinical Case Management provides for short-term case work management with a social worker or school counselor, that is tracked and within a certain time limit while services are needed. By adding this to the PBIS system, HHS has monitored data and created entry/exit criteria for individual students and allows student access to resources without creating permanent behavior plans.

Functional Behavioral Assessment (FBA) and Behavior Intervention Plan (BIP): An individualized FBA is conducted to explore the function of problematic behavior impacting academic success. The FBA is then used to create an individualized BIP to replace the problematic behavior with more appropriate behaviors.

RENEW: The RENEW program (**R**ehabilitation for **E**mpowerment, **N**atural Supports, **E**ducation and **W**ork) is a student-centered intervention based on the strengths of the individual designed to assist transition age youth in becoming empowered, healthy, confident, and capable adults. A supportive, hand-picked adult team helps the young person create a meaningful, personalized, individualized plan for the transition from high school to adult life. After one year, most participants obtain the skills and develop the social connections needed to pursue their goals.

Physical Education

All students will be expected to participate in PE except those who have a written doctor's excuse or those who are exempt from participation. **An excuse from PE class applies to extracurricular sports as well.** A parent may request that a student be excused from physical activity in PE during a period of religious fasting by notifying the physical education teacher in writing.

Physical Education Exemption Policy

Students in grades 11 and 12 may request an exemption from physical education for the following reasons:

1. The student is participating in interscholastic, varsity-level athletics as certified by the Athletic Director. The participant can replace the physical education class with an additional class during the semester of their sport.
2. The student is participating in Cheerleading or Dance Team.
3. The student provides written evidence from an institution of higher education that a specific course not included in existing State or local school minimum graduation standards is required for admission. District 158 staff must verify that the student's present and proposed schedule will not permit completion of the needed course, because the student is already at the maximum course load.

4. The student lacks sufficient course credit in one or more courses required by the State statute or local Board policies for graduation. Students who have failed required courses, transferred into the District with deficient credits or who lack credits due to other causes will be eligible, if they are carrying the maximum course load.
5. Students in grades 9-12 may request exemption from physical education if they are a marching band participant. Students must first participate in band camp to receive the exemption.

Forms are available in the Student Services Office for those wanting to participate in the PE exemption program.

School Wellness

District 158 promotes student wellness, including good nutrition and physical activity, throughout the educational program, school activities, and meal programs. Schools will foster the positive relationship between healthy nutrition, physical activity, and the capacity of students to develop and learn. In addition, schools will support and promote an active lifestyle.

Physical education is taught in all grades and promotes the development of movement skills, enhances health-related fitness, increases students' knowledge, offers direct opportunities to learn how to work cooperatively in a group setting, and encourages healthy habits and attitudes for a healthy lifestyle.

Students will be offered and schools will promote nutritious food and beverage choices during the school day that are consistent with Board Policy 4:120, *Food Services,* (requiring compliance with the nutrition standards specified in the U.S. Dept. of Agriculture's (USDA) *Smart Snacks* rules).

Section 504

Students with disabilities who do not qualify for an Individualized Education Plan (IEP) under the Individuals with Disabilities Education Act and Illinois School Code may qualify for services under Section 504 of the Rehabilitation Act of 1973 if the child: (1) has a physical or mental impairment that substantially limits one or more major life activities, (2) has a record of a physical or mental impairment, or (3) is regarded as having a physical or mental impairment. Any parent who is deaf or does not typically communicate using spoken English and who participates in a Section 504 meeting with a District representative shall be entitled to the services of an interpreter. Parents seeking information about Section 504 rights and services should contact Danyce Letkewicz, Associate Principal at (847) 659-6505.

Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives

District 158 provides a program for students at risk of academic failure or dropping out of school. The program includes education and support services addressing individual learning styles, career development, and social needs, and may include without limitation one or more of the following:

- Parent-teacher conferences
- Counseling services by social workers, guidance counselors, and/or psychologists
- Psychological testing
- Truants' alternative and optional education program
- Community agency services
- Alternative learning opportunities program, in conformity with the Alternative Learning Opportunities Law, as it may be amended from time to time
- Graduation incentives
- Remediation program

Any student who is below the age of 20 years is eligible to enroll in a graduation incentives program if the student:

1. Is considered a dropout according to State law;
2. Has been suspended or expelled;
3. Is pregnant or is a parent;
4. Has been assessed as chemically dependent; or
5. Is enrolled in a bilingual education or English Language Learners program.

Grades, Report Cards, and Semester Final Exams

Grades

Updated grades can be accessed weekly by parents by logging into PowerSchool.

Report Cards

Report cards for students in grades 9-12 are completed at the end of each semester and can be accessed by parents by logging into PowerSchool. Paper copies are no longer sent home.

Semester Final Exams

All semester final exams must be taken on the designated day for each class. **Under no circumstances will semester final exams be administered prior to the designated semester final exam week.** Students failing to take semester final exams during the assigned time will be issued a grade of F, and will have two weeks after the end of the semester to complete the exams, or the grade of F will be entered for their semester exam.

Grading Scale

Huntley High School's grading scale is as follows:

98 and above = A+	87-89 = B+	77-79 = C+	67-69 = D+	Below 60 = F
93-97 = A	83-86 = B	73-76 = C	63-66 = D	
90-92 = A-	80-82 = B-	70-72 = C-	60-62 = D-	

Semester grades will include a semester exam. The weight assigned to the semester exam is determined by the teacher. If a semester exam is waived, then the semester grade will be the Term 2 grade.

Grade Point Average (GPA) Calculation

In figuring grade point average, points earned from each semester grade are multiplied by the number of credits each class is worth. These points are totaled and divided by the number of credits attempted. The grade point average is calculated from semester grades only and is cumulative from the freshman year to the end of high school attendance.

A+ = 4.3	B+ = 3.3	C+ = 2.3	D+ = 1.3	F = 0
A = 4.0	B = 3.0	C = 2.0	D = 1.0	
A- = 3.7	B- = 2.7	C- = 1.7	D- = 0.7	

Grade Point Average (GPA) Calculation with Honors Courses

Courses that have been determined to be more rigorous than a typical high school course are given extra consideration in determining grade point average.

Honors weighted courses will use the following point system.

A+ = 4.8	B+ = 3.8	C+ = 2.8	D+ = 1.3	F = 0
A = 4.5	B = 3.5	C = 2.5	D = 1.0	
A- = 4.2	B- = 3.2	C- = 2.2	D- = 0.7	

Grade Point Average (GPA) Calculation with Advanced Placement (AP) Courses

Courses that have been determined to be as rigorous as a college level course are also given extra consideration in determining grade point average. AP weighted courses will use the following point system.

A+ = 5.3	B+ = 4.3	C+ = 3.3	D+ = 1.3	F = 0
A = 5.0	B = 4.0	C = 3.0	D = 1.0	
A- = 4.7	B- = 3.7	C- = 2.7	D- = 0.7	

Latin Honor System

Starting with the Class of 2020, Huntley High School implemented use of the Latin Honor System. Students will have the respective label designated on their transcript for acquiring a cumulative weighted grade point average noted as Cum Laude, Magna Cum Laude, or Summa Cum Laude.

The transcript designation is determined by the cumulative weighted grade point average as indicated below:

A+ = 4.3	B+ = 3.3	C+ = 2.3	D+ = 1.3
A = 4.0	B = 3.0	C = 2.0	D = 1.0
A- = 3.7	B- = 2.7	C- = 1.7	D- = 0.7

Cum Laude:	3.75 - 3.99
Magna Cum Laude:	4.00 - 4.249
Summa Cum Laude:	above 4.25

Remediation

Remediation is available to students who would like to improve their skills, knowledge, and mastery of a content area. The school-wide remediation process consists of the following minimum criteria:

1. Students must initiate the remediation process after the assessment has been taken by contacting their teacher in a timely manner, as defined by the teacher.
2. Students must meet with the teacher to develop a remediation plan. Components of this plan may include test corrections, tutoring, review packets, online work, and reflection on learning strategies.
3. Students must complete at least 80% of assignments (or higher as determined by each department). Students can complete the work after the original summative assessment is given but before the remediation assessment is given.
4. Students should demonstrate accountability by agreeing to and abiding by remediation deadlines determined by the teacher.
5. The score on the remediation assessment will replace the score of the original summative assessment.
6. Teachers may impose limits on the number of times an individual student is permitted to remediate.
7. Remediation may not be offered for some assessments.
8. AP and Dual Credit courses are not expected to offer remediation.

Graduation Requirements and Recognition Programs

To graduate from high school, unless otherwise exempted, each student is responsible for:

1. Completing all District graduation requirements* that are in addition to the State requirements.
2. Completing all courses as provided in the *School Code*, 105 ILCS 5/27-605.
3. Completing all minimum requirements for graduation as specified in State law.
4. Passing an examination on patriotism, principles or representative government, and proper use and display of the American flag.
5. Participating in State assessments that are required for graduation by State law.
6. Filing one of the following: (1) a Free Application for Federal Student Aid (FAFSA) with the U.S. Dept. of Education, (2) an application for State financial aid, or (3) an Ill. State Board of Education (ISBE) waiver form indicating that the student understands what these aid opportunities are and has chosen not to file an application. If the student is not at least 18 years of age or legally emancipated, the student's parent/guardian must file one of these documents on the student's behalf.

   A student is exempt from this requirement if: (1) the student is unable to file a financial aid application or an ISBE waiver due to extenuating circumstances, (2) the Building Principal attests the District made a good faith effort to assist the student or the student's parent/guardian with filing a financial aid application or an ISBE waiver form, and (3) the student has met all other graduation requirements.

   For questions regarding FAFSA, please contact Mrs. Laura Martens, HHS College and Career Counselor, at (847) 659-6618.

* To earn a high school diploma, a student must earn 23 credits. Students who transfer from another school district with less than 23 credits required for graduation may have their credit minimums adjusted to an appropriate level, but not less than the number of credits required at the previous school. Additional information is available in Board Policy 6:310, *High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students*.

Early Graduation

The Board of Education highly recommends students attend high school for a minimum of eight semesters before graduation. In cases where the student and the family believe there are extenuating circumstances that would override this recommendation, the student may leave school early and earn a diploma after graduation requirements are met. Students must fill out an Early Graduation Request form available in the Student Services Office.

Illinois State Seal of Biliteracy

The Illinois State Seal of Biliteracy recognizes high school graduates who have attained a high level of proficiency in one or more languages in addition to English. All District 158 students who choose to take an AP world language exam or ELL students who take the ACCESS exam and meet qualifying scores are eligible for the Illinois State Seal of Biliteracy. Students may also earn Commendation toward Biliteracy for making great strides toward language proficiency. The seal is designated on both the high school transcript and diploma.

Qualifying Scores for the Seal of Biliteracy

To qualify for the Seal of Biliteracy, a student must achieve one of the following in addition to reaching a score of 480 or higher on the ELA portion of the SAT:

- Advanced Placement Exam (Spanish, Chinese, French) – Score of 4 or 5
- ACCESS for ELLs – 5 overall composite score and 4.2 in both reading and writing
- STAMP Test – A score of Intermediate High or above

To qualify for Commendation toward Biliteracy, a student must achieve one of the following:

- Advanced Placement Exam (Spanish, Chinese, French) – Score of 3
- ACCESS for ELLS – 3.5 literacy score
- STAMP Test – A score of Intermediate Low

Applying for the Seal of Biliteracy

Students do not need to apply for the Seal of Biliteracy. Students only need to take the ACCESS (for ELL students) or AP exam and have the scores reported to Huntley High School. The District Biliteracy Coordinator will use the scores to determine whether students meet the Seal or Commendation requirements, and the appropriate designation will be made on the transcript and diploma in the students' graduation year.

If scores are not available at the time of graduation, the District will still award the Seal of Biliteracy or Commendation toward Biliteracy to eligible students after graduation.

Costs for the Seal of Biliteracy

The only cost incurred by the student is for Advanced Placement testing or STAMP Testing. Please see the Counseling Department for more information about costs and testing dates.

Who to Contact with Questions

Please contact one of the following staff members with questions regarding the Illinois State Seal of Biliteracy Program:

Ms. Kinsey Wright, ELL Instructor / District Seal of Biliteracy Coordinator: kwright@district158.org.

Silver Cord

Every student at HHS has the opportunity to earn a Silver Cord. A Silver Cord signifies that the wearer has earned 100 hours of community service throughout high school. A Silver cord represents the dedication and commitment a student has for their community.

Food Services and Cafeteria Expectations

Food Services Staff

The Food Services Department is made up of a team of food and nutrition professionals dedicated to students' health, well-being and their ability to learn. Meals, foods and beverages sold or served at schools meet State and federal requirements which are based on the USDA Dietary Guidelines. Students have access to a variety of affordable and appealing foods that meet the health and nutrition needs of students.

Free and Reduced-Price Food Services Eligibility Criteria and Selection

A student's eligibility for free and reduced-price food services shall be determined by the income eligibility guidelines and family-size income standards set annually by the U.S. Department of Agriculture. Those who feel they are in need are encouraged to complete the online Application for Free and Reduced Meals form. Eligibility requirements, the application process and other required information is made available through a secure, private, online form. Individuals who do not have access to a computer or are unable to apply online may pick up an application at the District Administrative Office. Once the application is processed, the parent will receive a notification letter regarding eligibility status.

Breakfast and Lunch Menus

Monthly menus and meal prices, in addition to nutrition, fitness, and education information, the District's School Wellness Plan, and prepayment options are available on the Food Services webpage. All students are offered a complete meal that includes milk, grains, meat and meat alternatives, fruits, and vegetables that meet federal guidelines. Additional food items are also offered at a la carte pricing.

Delivery of Foods

Lunches and food not provided by the school should be limited to just your child. Large quantities of lunches/food brought in during the school day cause an unnecessary disturbance in the building. No deliveries of outside food will be allowed unless approved by a school administrator.

MySchoolBucks

District 158 schools offer MySchoolBucks as a convenient method to pay for student meals. This online payment service provides parents with a quick and easy way to add money to your child's meal account by using a credit/debit card or electronic check wherever you have Internet access.

By creating a secure online account, parents can manage their child's account easily and conveniently by taking advantage of some of its popular features:

- Spending History – View a seven day history of your child's purchases.
- Low Balance Email Notification – Receive email notification when your child's account balance is low.
- Smart Pay – Set accounts to automatically replenish.
- Expired Credit Card Notification – Receive email notification prior to credit card expiration.
- Multi Student Funding – Fund multiple children at the same time.
- Spending Limit Settings – Set daily and weekly spending limits for your child by calling the District's Food Service Office at (847) 659-6158.

Purchasing Food

District 158 uses an electronic system for purchasing lunch which **requires all students to use their ID card** to make purchases in the cafeteria. Funds may be added to the account by creating a secure online account at MySchoolbucks.com (funds may take 24 to 48 hours to be available) or by bringing cash or a check (made payable to Huntley School District 158) to the cafeteria. The cafeteria staff will place these payments on the student's lunch account. No change will be given.

Cafeteria Expectations

Students are expected to be courteous and mannerly. Parents will be advised of inappropriate behavior, which, if not corrected, will be followed up with appropriate school consequences such as, but not limited to, the loss of the privilege of eating in the cafeteria. Students are also expected to cooperate with the following procedures:

1. Deposit litter in the garbage cans provided. Failure to do so will result in detention.
2. Return all trays and utensils to the dishwashing area.
3. Leave the table and floor around the area in a clean condition for others.
4. Cafeteria lines will move with order and efficiency if all students have their ID card ready at the cash register and are patient and polite while waiting their turn.
5. Be considerate of others.

Health Services

Health Office Staff

The health program is designed primarily to maintain health and prevent serious injury or illness. A Registered Nurse is employed by the District in each school to be on duty when children are present during school hours.

> The Health Office is to be used for acute illness or injury, emergencies, or medication administration.
> It is **NOT** to be used by students to sleep, congregate with others, or eat due to missed meals.
> Our goal is to ensure the best possible education for our students by keeping students in class.

Accident, Illness or Injury Procedure

When a student becomes ill at school, the student **MUST** visit the Health Office with a hall pass. The nurse will assess the seriousness of the illness or injury and administer first aid. If warranted, parents will be notified. Possible outcomes after being assessed by the nurse: (1) the student may return to class, (2) the student may be picked up by the parent, or (3) the student may be sent to the hospital via EMS.

If the student has a fever of 100.4° F or greater, the student **MUST** be picked up from school. Other situations where a student must be picked up from school include, but are not limited to: vomiting, diarrhea, open lesions that cannot be covered, lethargy, serious head injuries, undiagnosed persistent or disruptive cough, eye drainage or redness, undiagnosed or new rashes, and serious limb injuries.

Students are required to call their parent from the Health Office if they desire to leave the building due to illness.

High school students may be allowed to drive themselves home **after** an assessment by the nurse and with parental consent. If the student reports symptoms such as dizziness, lightheadedness, weakness, exhaustion or shakiness, they may NOT drive and must be picked up by the parent or designee. Students are required to sign out in the Attendance Office before leaving the building. A student who does not sign out in the Attendance Office may face school consequences, including receiving an unexcused absence and/or other consequences according to the attendance policy.

Unless it is deemed to be an emergency, the nurse will not interrupt classes to check on the health status of a student at the request of a parent. Students can be notified to report to the Health Office during the next passing period.

Administering Medication to Students

Every attempt should be made to schedule medication administration outside of school hours. However, if under exceptional circumstances a child is required to take prescribed medication during school hours, all medication shall be transported to and from school by a parent. Students are not to transport or have medications in their possession except for the self-administration of diabetes medication, asthma medication, or epinephrine auto-injectors, as outlined below. The nurse, principal, or designee will administer the medication in compliance with the following regulations:

Prescription Medication

- A Request for Administration of Medication Form signed by the parent AND *signed by the medical doctor*, renewed annually at the beginning of the school year.
- The original prescription bottle must be brought to school by the parent. Students may NOT carry the medication to school.
- The prescription bottle label must contain the student's name, name of medication, time to be administered, dosage, possible side effects and termination date of administering the medication.
- Except for diabetes medication, asthma medication, pancreatic enzymes and epinephrine auto-injectors maintained by students authorized to self-medicate, all student prescription medication must be stored in an appropriate locked cabinet in the Health Office, accessible to authorized personnel only.

Non-Prescription Medication

- A Request for Administration of Medication Form signed by the parent AND *signed by the medical doctor*, renewed annually at the beginning of the school year.
- The school will supply Tylenol or Ibuprofen. Other non-prescription medication needs to be supplied by the parent.
- All medication needs to be labeled with the student's name and brought to school by a parent.
- Except for diabetes medication, asthma medication and epinephrine auto-injectors maintained by students authorized to self-medicate, all student non-prescription medication must be stored in an appropriate locked cabinet in the Health Office, accessible to authorized personnel only.

Administration of Medical Cannabis by Parent

The Compassionate Use of Medical Cannabis Program Act allows a medical cannabis infused product to be administered to a student on school property or on the school bus by a parent under the following guidelines:

1. The parent of a student who is a minor must be registered with the Ill. Dept. of Public Health (IDPH) as a *designated caregiver* to administer medical cannabis to their child.
2. Both the student and parent possess valid registry identification cards issued by the IDPH.
3. Copies of the registry identification cards are provided to the Health Office.
4. An Administration of Medical Cannabis by Parent on School Property form signed by the parent AND *signed by the medical doctor*, renewed annually at the beginning of the school year.
5. After administering the product to the student, the parent must immediately remove the product from school property.

Medical cannabis infused products include oils, ointments, foods, and other products that contain usable cannabis but are not smoked or vaped. Smoking and/or vaping medical cannabis on school property or on the school bus is prohibited.

The product may not be administered in a manner that, in the opinion of the District, would create a disruption to the educational environment or cause exposure of the product to other students. A school employee shall not be required to administer the product.

Discipline of a student for being administered a product by a designated caregiver pursuant to this policy is prohibited. The District may not deny a student attendance at school solely because they require administration of the product during school hours.

Undesignated Asthma Medication

Public Act 100-0726 (the Act) amends the school code 105 ILCS 5/22-30 and 27A-5, to include undesignated asthma medication to the other undesignated emergency medications in Illinois schools. The Act permits schools to stock a supply of asthma medication and spacers; authorizes physicians to provide school districts and non-public schools with a standing order; and gives nurses or other trained personnel the authority to provide/administer Albuterol to any person (including parents, visitors and guests) that the nurse believes in good faith is experiencing respiratory distress. Undesignated Albuterol multi-dose inhalers and spacers are available in all school health offices during school hours.

Undesignated Epinephrine Auto Injectors (Epi-Pens)

The Emergency Epinephrine Act, P.A. 97-0361 (the Act) became law in Illinois in 2011. The Act permits schools to stock a supply of Epinephrine Auto-Injectors, authorizes physicians to provide school districts and non-public schools with a prescription to obtain the emergency auto-injectors from local pharmacists, and gives nurses or other trained personnel the authority to provide/administer the epinephrine to any person (including parents, visitors, and guests) the nurse believes in good faith is having an anaphylactic reaction. Undesignated Epi-Pens are available in all schools during school hours. The standing order and emergency auto-injectors are kept in the Health Office.

Undesignated Opioid Antagonists

Illinois School Code (105 ILCS 5/22-30(f)) and District Policy 7:270, *Administering Medicines to Students*, permits schools to maintain a supply of undesignated opioid antagonists in the name of the District and provide or administer them as necessary according to State law. Opioid antagonist means a drug that binds to opioid receptors, including, but not limited to, naloxone hydrochloride (Narcan) or any other similarly acting drug approved by the U.S. Food and Drug Administration. A nurse or trained personnel, as defined in State law, may administer an undesignated opioid antagonist to a person when they, in good faith, believe that person is having an opioid overdose.

A copy of Policy 7:270, *Administering Medicines to Students*, is available on the District's website.

Huntley District 158 and its employees and agents, including the physician, physician assistant, or advance practice nurse providing the standing protocol or prescription for School District Supply of Undesignated medications, shall incur no liability or professional discipline, except for willful and wanton conduct, as a result of any injury arising from the administration of an undesignated medication, including, but not limited to, asthma medication (inhaler), epinephrine auto injectors (Epi-Pen), diabetes medication (glucagon), or opioid antagonists, regardless of whether authorization was given by a student's parent/guardian, the student's physician, physician assistant, or advance practice nurse.

Self-Administration of Medication

Students are permitted by law to carry and self-administer diabetes medication, asthma inhalers, pancreatic enzymes and epinephrine auto-injectors, where appropriate. The parent must sign a statement acknowledging that the District shall incur no liability as a result of any injury or claim arising from the self-administration of the medication or use of an epinephrine auto-injector regardless of whether authorization was given by the student's parent or by the appropriate medical official, and that the parent will indemnify and hold harmless the District and its employees and agents against any such claims.

Asthma Medication

Students may carry and self-administer their own asthma inhaler.

- The parent must provide:
  - Written authorization through the Request for Self Administration of Asthma Medication form (available on the District website) signed by the parent, submitted annually at the beginning of the school year.
  - A prescription label with the name of the medication, the prescribed dosage and the time(s) or circumstances under which the medication is to be administered.
- Please also provide an Asthma Action Plan form (available on the District website) completed by the student's physician and submitted every year at the beginning of the school year.

Diabetes Medication

Students may carry and self-administer their own diabetes medication.

- The parent must provide:
  - Written authorization through the Request for Self Administration of Diabetic Insulin and Glucose Testing form (which can be obtained on the website) signed by the parent documenting the student has been instructed in the use and self-administration of the medication and glucose meter, AND *signed by the medical doctor*, renewed annually at the beginning of the school year.
  - A prescription label with the name of the medication, the prescribed dosage and the time(s) or circumstances under which the medication is to be administered.

Epinephrine Auto Injectors (Epi-Pens)

Students may carry and self-administer an Epi-Pen.

- The parent must provide:
  - Written authorization through the Request for Self Administration of Anaphylactic Medication form (available on the District website) signed by the parent documenting the student has been instructed in the use and self-administration of the anaphylactic medication, AND *signed by the medical doctor*, renewed annually at the beginning of the school year.

If a student requires assistance with their Epi-Pen during a severe allergic reaction, a nurse or other trained staff member may administer the Epi-Pen.

Anaphylaxis Prevention

While it is not possible for the school or District to completely eliminate the risks of an anaphylactic emergency, the District maintains a comprehensive policy on anaphylaxis prevention, response, and management in order to reduce these risks and provide accommodations and proper treatment for anaphylactic reactions. Parents and students who desire more information may contact the nurse.

Board Policy 7:285, *Anaphylaxis Prevention, Response, and Management Program,* is available on the District's website or a copy can be obtained by calling the District 158 Administrative Office at (847) 659-6158.

Communicable Diseases

Please notify the Health Office as soon as possible if your child contracts any contagious disease. If such a disease is contracted, the child must be excluded from school. Communicable diseases such as chicken pox, German measles, impetigo, influenza, measles, mumps, scarlet fever, infectious mononucleosis, norovirus, coronavirus, and strep throat are contagious before they reach a stage where they can be recognized and diagnosed. Certain communicable diseases will require a doctor's release for the student to re-enter school or may require documentation from the County Department of Health to re-enter school or school related activities. Please check with the school Health Office for specifics.

Concussions

If a student sustains a concussion, please notify the Health Office. The school will support a student with a concussion working with the student's physician and by providing a Return-to-Learn protocol. The student will check in with the nurse daily to evaluate symptom severity. Student athletes will also complete a Return-to-Learn protocol under the supervision of the Athletic Trainer.

The Illinois Department of Public Health (IDPH) has adopted the U.S. Centers for Disease Control and Prevention's (CDC) *Heads Up* campaign brochures which include concussion fact sheets for parents available on the IDPH website.

If an accident or illness merits being excused from school and/or physical education or recess, a doctor's note is required that specifies when the student may return to normal activity. **The nurse will not be able to write a note to excuse the student from PE.** A physician's release to return to PE and/or extracurricular athletic activities is required whenever a doctor's note for no PE has been issued for a concussion or other reason.

Emergency Contact Information

There are times when a student's illness or injury requires transportation to the hospital. The local rescue squad will transport the student to the appropriate medical facility. Every attempt will be made to notify the parent before transport. In order to contact parents quickly, it is required that we have complete and current information in PowerSchool on the following items:

- Your home address and telephone number
- Working status of parent(s), including the name of the company, the address and phone number where you can be reached
- The name and phone number of a neighbor, friend, or relative who is willing to attend to your child in an emergency.

It is the responsibility of the parent to notify the Registration Department at studentupdate@district158.org of any changes in the aforementioned items.

Epilepsy or Seizure Disorder

Parents of students who are diagnosed with epilepsy or a seizure disorder must submit a Seizure Action Plan (available on the District website) at the beginning of each school year.

Life-Threatening Food Allergies or Life-Threatening Chronic Illnesses

State law requires District 158 to annually inform parents of students with life-threatening allergies or life-threatening chronic illnesses of the applicable provisions of Section 504 of the Rehabilitation Act of 1973 and other applicable federal statutes, state statutes, federal regulations and State rules.

Parents of students with food allergies should provide a Food Allergy Emergency Action Plan and Treatment Authorization form (which can be obtained on the District website) completed by the student's physician and submitted every year at the beginning of the school year.

Federal law protects students from discrimination due to a disability that substantially limits a major life activity. If your student has a qualifying disability, an individualized Section 504 Plan will be developed and implemented to provide the support needed for your student to access their education effectively.

While not all students with life-threatening allergies and life-threatening chronic illnesses may be eligible under Section 504, we may be able to appropriately meet a student's needs through other means.

Physical Examination and Immunization Requirements

In accordance with the Illinois Department of Public Health (IDPH) and the Illinois School Code, physical examinations are required for all students entering Kindergarten, sixth grade and ninth grade, and students transferring from out-of-state. Physicals are also required for students trying out for or participating in extracurricular athletics. The Illinois Certificate of Child Health Examination (school physical) form must include a record of all immunizations the child has received**.**

Every child who enters Preschool, Kindergarten, sixth or ninth grade and every child who enters an Illinois school for the first time, irrespective of grade, must present evidence of immunization as prescribed by the rules and regulations of the Illinois Department of Public Health (IDPH) and the Illinois State Board of Education (ISBE).

Students failing to meet the required immunizations against measles, tetanus, diphtheria, poliomyelitis, varicella, pertussis (whooping cough), meningitis, rubella, mumps, and Hepatitis B, will be excluded from all District schools. There are two exceptions to this State law:

- Children whose parents object to immunizations on religious grounds must present the IDPH's Religious Exemption to Required Immunizations/Examinations form to the Superintendent or designee. Upon receipt of the form, the Superintendent or designee shall immediately inform the parent of exclusion procedures if there is an outbreak of one or more diseases from which the student is not protected.
- Per Illinois School Code, if the physical condition of the child is such that any one or more of the immunization agents should not be administered on medical grounds, the examining physician responsible for the performance of the health examination shall endorse such fact upon the health examination form.

All physical and immunizations must be submitted on the Illinois Certificate of Child Health Examination (school physical) form prior to the first day of school or students will not be allowed to attend school.

Dental and Vision Exam Requirements

A Dental Exam form must be provided to the Health Office before May 15 of the current year for students in Kindergarten, second, sixth, and ninth grades. A Vision Exam form must be provided to the Health Office for students entering Kindergarten or transfer students entering Illinois schools for the first time. A student may be exempt from the dental or vision examination requirements if the student's parent shows an undue burden or lack of access to a dentist or qualified physician/optometrist.

Reporting to the Health Office

Except in emergencies, students need a hall pass from their teacher to visit the Health Office. If a student decides they need to see the nurse during a passing period, the student should report to class and receive a hall pass from the teacher.

Restrictions for Activity or Physical Education

At times, individual students may require special restrictions to their activity level due to a medical condition. Restrictions for activity or physical education class need to be submitted by a medical physician and must specify the amount of time the student is restricted from participation. Please note any physician directives for activity restrictions need to be reviewed and resubmitted each school year.

When To Keep Your Child at Home

Please keep your child at home during an illness to decrease the number of students who are exposed to the illness. Students who have been running a fever (100.4° F or greater) should be kept home fever-free for 24 hours before they return to school unless guidelines from the CDC or IDPH increase this timeframe. Students should also remain at home for 24 hours after vomiting has stopped and the student can tolerate a solid diet, and/or until diarrhea-free for 24 hours.

Internet

Access and Use

All use of the District's electronic networks shall be consistent with the District's goal of promoting educational excellence by facilitating resource sharing, innovation, and communication. These procedures do not attempt to state all required or prohibited behaviors by users. However, some specific examples are provided. **Failure of any user to follow these procedures will result in the loss of privileges, disciplinary action, and/or legal action.**

Privileges

Use of the District's electronic network is a privilege, not a right, and inappropriate use will result in a cancellation of those privileges, disciplinary action, and/or appropriate legal action. The technology administrator will make all decisions regarding whether or not a user has violated these procedures and may deny, revoke, or suspend access at any time. The decision of the technology administrator is final. The technology administrator will work with the building administrator and the building administrator will deal directly with the violator.

Terms and Conditions for Internet Access

The term electronic networks includes all of the District's technology resources, including, but not limited to:

1. The District's local-area and wide-area networks, including wireless networks (Wi-Fi), District-issued Wi-Fi hotspots, and any District servers or other networking infrastructure;
2. Access to the Internet or other online resources via the District's networks or to any District-issued online account from any computer or device, regardless of location;
3. District-owned or District-issued computers, laptops, tablets, phones, or similar devices.

Acceptable Use

Access to the District's electronic network must be: (a) for the purpose of education or research, and be consistent with the District's educational objectives, or (b) for legitimate business use. Use of the Internet, email, and other communication and collaboration tools to enhance productivity and enhance student learning is encouraged.

If students have been provided with a 1:1 technology device, the following are guidelines for the expectation of using technology responsibly:

a. Bringing a charged device to school every day;
b. Storing the device in the provided case when not in use;
c. Moving safely through the hallway while carrying the device;
d. Respecting the property and privacy of others by not using another student's device or account;
e. Using the device, app, and other information resources to support learning, complete school assignments, and gain understanding of how technology works; and
f. Using the Internet to gather information related to school, and to communicate with other students, teachers, and experts as it relates to school work.

Unacceptable Use

Staff and students are responsible for their own actions and activities involving the use of computers and the network. Some examples of unacceptable uses include, but are not limited to, the following:

a. Using the electronic networks for any illegal activity, including violation of copyright or other contracts, or transmitting any material in violation of any State or federal law;
b. Using the electronic networks to engage in conduct prohibited by Board Policy;
c. Unauthorized downloading of software or other files, regardless of whether it is copyrighted or scanned for malware;
d. Unauthorized use of personal removable media devices (such as flash or thumb drives);
e. Downloading of copyrighted material for other than personal use;
f. Using the electronic networks for private financial or commercial gain;
g. Wastefully using resources, such as file space;
h. Hacking or attempting to hack or gain unauthorized access to files, accounts, resources, or entities by any means;
i. Invading the privacy of individuals, including the unauthorized disclosure, dissemination, and use of information about anyone that is of a personal nature, such as a photograph or video;
j. Using another user's account or password;
k. Disclosing any network or account password (including your own) to any other person, unless requested by the system administrator;
l. Posting or sending material authored or created by another without their consent;
m. Posting or sending anonymous messages;
n. Creating or forwarding chain letters, spam, or other unsolicited messages;
o. Using the electronic networks for commercial or private advertising;
p. Accessing, sending, posting, publishing, or displaying any abusive, obscene, profane, sexual, threatening, harassing, illegal, or knowingly false material;
q. Misrepresenting the user's identity or the identity of others; and
r. Using the electronic networks while access privileges are suspended or revoked.

Indemnification

The user agrees to indemnify the District for any losses, costs, or damages, including reasonable attorney fees, incurred by the District relating to, or arising out of, any violation of these procedures.

Internet Safety

Internet access is limited to only those acceptable uses as detailed in these procedures. Staff members shall supervise students while students are using District Internet access to ensure students abide by the Terms and Conditions for Internet access contained in these procedures.

Each District computer with Internet access has a filtering device that blocks entry to visual depictions that are: (1) obscene, (2) pornographic, or (3) harmful or inappropriate for students, as defined by the Children's Internet Protection Act and as determined by the Superintendent or designee. The technology administrator and Building Principal shall monitor student and staff Internet use.

Internet and Network Security

Internet and network security is a high priority. If the user can identify a security problem on the network or Internet, the user must notify the Technology Department or Building Principal. If reported to the Building Principal, the Building Principal is responsible for notifying the Technology Department. Do not demonstrate the problem to other users. Attempts to log-on to the network or Internet as a system administrator will result in cancellation of user privileges. Any user identified as a security risk may be denied access to the network. **Keep your accounts and passwords confidential and do not use another individual's account.**

Network Etiquette

Staff and students are expected to abide by the generally accepted rules of network etiquette while using any means of electronic communication such as email, blogs, wikis, discussion boards, instant messaging, etc. These include, but are not limited to, the following:

a. Be polite. Do not become abusive in messages to others.
b. Use appropriate language. Do not swear, use vulgarities, or any other inappropriate language.
c. Do not reveal personal information, including the addresses or telephone numbers of students or colleagues.
d. Recognize that the District's electronic networks are not private. People who operate the District's technology have access to all email and other data. Messages or other evidence relating to or in support of illegal activities may be reported to the authorities.
e. Do not use the network in any way that would disrupt its use by other users.
f. Consider all communications and information accessible via the network to be private property.

No Warranties

The District makes no warranties of any kind, whether expressed or implied, for the service it is providing. The District will not be responsible for any damages the user suffers. This includes loss of data resulting from delays, non-deliveries, missed-deliveries, or service interruptions caused by its negligence or the user's errors or omissions. Use of any information obtained via the Internet is at the user's own risk. The District specifically denies any responsibility for the accuracy or quality of information obtained through its services.

Telephone Charges

The District assumes no responsibility for any unauthorized charges or fees, including telephone charges, texting or data use charges, long-distance charges, per-minute surcharges, and/or equipment or line costs.

Use of Email

The District's email system, and its constituent software, hardware, and data files, are owned and controlled by the District. The District provides email to aid students and staff members in fulfilling their duties and responsibilities, and as an education tool.

a. The District reserves the right to access and disclose the contents of any account on its system, without prior notice or permission from the account's user. Unauthorized access by any student or staff member to an email account is strictly prohibited.
b. Each person should use the same degree of care in drafting an email message as would be put into a written memorandum or document. Nothing should be transmitted in an email message that would be inappropriate in a letter or memorandum.
c. Electronic messages transmitted via the District's Internet gateway carry with them an identification of the user's Internet domain. This domain is a registered name and identifies the author as being with the District. Great care should be taken, therefore, in the composition of such messages and how such messages might reflect on the name and reputation of the District. Users will be held personally responsible for the content of any and all email messages transmitted to external recipients.
d. Any message received from an unknown sender via the Internet, such as spam or potential phishing emails, should either be immediately deleted or forwarded to the technology administrator. Downloading any file attached to any Internet-based message is prohibited unless the user is certain of that message's authenticity and the nature of the file so transmitted.
e. Use of the District's email system constitutes consent to these regulations.

Vandalism

Vandalism will result in cancellation of privileges and other disciplinary action. Vandalism is defined as any malicious attempt to harm or destroy data of another user, the Internet, or any other network. This includes, but is not limited to, the uploading or creation of malware, such as viruses and spyware.

Web Publishing Copyright Rules

Copyright law and District policy prohibit the re-publishing of text or graphics found on the Internet or on District websites or file servers/cloud storage without explicit written permission.

a. For each re-publication (on a website or file server) of a graphic or a text file that was produced externally, there must be a notice at the bottom of the page crediting the original producer and noting how and when permission was granted. If possible, the notice should also include the web address of the original source.
b. Students and staff engaged in producing web content must have written permission from the original producer before adding the material to their web page.
c. The absence of a copyright notice may not be interpreted as permission to copy the materials. Only the copyright owner may provide the permission. The manager of the website displaying the material may not be considered a source of permission.
d. The fair use rules for student reports in classrooms are less stringent and permit limited use of graphics and text.
e. Student work may only be published if there is written permission from both the parent and student.

Technology and Artificial Intelligence

Definition

Artificial Intelligence is technology that enables machines to simulate human intelligence and capabilities by processing and analyzing existing information using predefined actions or recommendations.

Purpose Statement

In Huntley District 158, students and educators will use relevant new technologies, such as Artificial Intelligence (AI), in structured learning experiences to support their education and prepare them for the future. The use of AI begins with human-driven questions and ends with human insight. AI will support inquiry, discovery, and reflection. We will ensure that

AI tools are used responsibly and ethically to enhance learning. AI will support, rather than replace, thinking and learning and complement effective teaching methods. We will foster critical thinking, academic integrity, and access to learning while empowering students and educators.

Guiding Principles and Values

Whenever students and staff use new technologies to support education, we will ensure they align with our purpose, principles, and values. In Huntley District 158, we value:

1. AI as an Educational Tool
    - AI will complement, not replace, human learning and effort, aligning with educational goals.
    - AI will support critical thinking, creativity, and problem-solving.
    - Educators and students will use AI to personalize learning experiences, adapting to diverse student needs and learning styles to maximize individual growth.
    - AI will streamline tasks and optimize workflows, allowing educators to dedicate more time to instruction and student engagement.
    - AI will serve as an accessibility tool to support student engagement and access to curricular materials and services.
2. Ethical Use and AI Literacy
    - Human judgment will remain central in AI-assisted decision-making.
    - AI literacy will be fostered among students and educators, ensuring they understand AI's capabilities, limitations, ethical considerations, and societal impacts to enable informed and responsible use.
    - AI use will uphold academic integrity, ensuring students engage ethically and authentically in their learning.
    - Students will ensure that their work reflects their thinking and learning process, avoiding misrepresentation through AI-generated content.
    - Students and educators will disclose AI usage when appropriate and provide proper attribution.
3. Data Privacy, Safety, and Equitable Access
    - Student data privacy and online safety will be prioritized and adhere to relevant laws, including SOPPA, FERPA, COPPA, and CIPA.
    - All students will have equitable access to AI tools and resources.
    - AI tools will be developmentally appropriate for students.
    - Students and educators will understand how AI interacts with their data/information and comply with school and district policies and guidelines.
4. Oversight and Continuous Improvement
    - AI tools will be carefully evaluated and implemented to align with educational goals.
    - The district will develop and regularly refine clear guidelines and protocols for AI use.
    - The district will establish processes for ongoing monitoring and auditing of AI usage to ensure adherence to these principles and address potential misuse.
    - The district will foster collaboration among educators, students, families, and the community in selecting, implementing, and evaluating AI tools and strategies.
    - Students and educators will engage in training on AI tools, including their benefits, risks, and best practices.

AI Guidelines for Students

Artificial Intelligence (AI) can be a powerful tool to support student learning, but it's important to understand when and how it's appropriate to use. Huntley 158 has established clear AI Usage Guidelines to help students and teachers navigate expectations for assignments, assessments, and projects.

All assignments will fall under one of three categories in which teachers will provide guidance on the appropriate level of student use:

- **No Use (Default):** AI tools are not allowed. All work must be original and created without assistance.
- **Limited Use:** AI can be used only for specific purposes such as brainstorming, editing, or tasks defined by your teacher. All AI use must be clearly cited.
- **Integrated Use:** You may use AI tools freely with teacher approval, as long as you follow academic integrity practices and provide a rationale for your use.

Click here to view the full Huntley 158 AI Guidelines for Students Document.

Safety and Security

All District operations, including the education program, shall be conducted in a manner that will promote the safety and security of everyone on District property or at a District event. As such, District 158 has developed and maintains a comprehensive safety and security plan that includes, without limitation:

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

Campus Resource Officers

District 158 has established a Campus Resource Officer (CRO) program in partnership with the Algonquin, Huntley, and Lake in the Hills Police Departments. As part of an intergovernmental agreement, this partnership helps create "effective and positive school student discipline that: (1) is part of District 158's larger effort to address school safety and climate, (2) includes proactive and restorative methods rather than only punitive, and (3) is clear, consistent and equitable."

Each CRO is equipped with a body worn camera as provided by law in accordance with Police Department policies. The CRO's body worn camera will not record during the school day unless and until the CRO has reason to believe that a crime has been or is in the process of being committed. Further, in the event a CRO is in a hostile situation or perceives that a complaint will be raised, at the CRO's discretion, the body worn camera can begin recording.

Emergency Procedure Terms

- **Lockdown:** A lockdown is declared when, in the opinion of an administrator, Campus Resource Officer, or staff member, a situation exists that threatens the safety of students and staff and requires them to take appropriate protective action – locking down in a classroom, hiding from the danger or safely getting out of the building.
- **Hold in Place and Teach:** This protocol is enacted when there is a situation *inside the building* that requires immediate action for all persons to remain in place. It is non-life threatening to the general population and to the school.
- **Secure the Building and Teach:** This protocol is enacted when there is a situation *outside the building* that requires all persons to remain inside the school building.
- **Severe Weather/Shelter in Place:** This protocol is enacted when there is a severe weather/tornado warning indicated in the area of the school(s). All staff and students, inside or outside of the school, will be advised to move to their designated safe areas within the school.

  Should a severe weather/tornado warning occur at dismissal time, students will be kept in the building until conditions improve or an all-clear signal is issued.

  In the event buses are in transit and a severe weather/tornado warning is announced, buses will go to the closest school building or predetermined location based on movement of the potential weather.

  - **Tornado Watch:** A tornado watch is used when conditions are favorable for tornadoes to form.
  - **Tornado Warning:** A tornado warning is used when a tornado funnel is signed or indicated by weather radar. Shelter should be taken immediately.

School Safety Dog

The campus is routinely visited by school safety dogs certified in the detection of narcotics, alcohol, gunpowder, commonly abused prescriptions, and over-the-counter medications. These visits are random and do not interfere with instruction. While safety dogs are on campus, the school will be placed in a Hold and Teach protocol and students will not be allowed to leave or enter campus.

School Safety Drill Plan

In accordance with the School Safety Drill Act (105 ILCS 128/) and Board Policy 4:170, *Safety*, the following drills will be conducted:

1. Three school evacuation drills;
2. Two bus evacuation drills;
3. One severe weather and shelter-in-place drill;
4. One law enforcement lockdown drill.

Emergency drill procedures will be discussed with all students by their classroom teachers prior to each drill. If a parent would like to opt their child out of participating in the law enforcement lockdown drill, they must request this in writing to the Building Principal each school year.

School Bus Safety

All students shall be provided with instruction in safe bus riding practices at least twice during each school year. The instruction shall include two emergency bus evacuation drills, as well as the operation and use of the emergency door, windows (as a means of escape), and fire extinguisher.

Student Drop-Off and Pick-Up

In the interest of safety and security of all students and staff, parents are asked to please review the following drop-off and pick-up procedures:

Morning Drop-Off

Parents are asked to follow the flow of traffic in a single line to drop off students at the back of the school by the Field House. Students will enter the building through Door #10. Please use the entire sidewalk area next to the building to drop off, helping to efficiently drop off as many students in the quickest time possible. **No student should be dropped off in the parking lot**.

Afternoon Pick-Up

All students being picked up must be picked up in the single lane pick up area as designated curbside in the front of the school. Please use the entire front of the building to pick up, helping to efficiently pick up as many students in the quickest time possible. **No student should be picked up in the parking lot**. Students not involved in a school-sponsored activity may not remain on campus. If you cannot pick up your child by this time, please arrange for them to ride the bus home.

> Vehicles MAY NOT be parked or located in the bus lanes or fire lanes at ANY TIME.
> Vehicles located in these locations may be ticketed and/or towed by the police.

Walking or Riding Bicycles To and From School

For student safety, walking or riding bicycles to and from school is discouraged whenever possible. Students who do walk or ride a bicycle must follow all traffic laws, use designated crossings and sidewalks when available, and exercise safe practices at all times. E-bikes, motorized bicycles, and motorized scooters are prohibited on school property.

Students utilizing bicycles or non-motorized scooters must properly park and secure them in the designated bicycle rack area while on school grounds. The school district is not responsible or liable for lost, stolen, damaged, or mislaid property.

In addition, all other applicable Board policies, student handbook guidelines and school expectations shall be followed.

Search and Seizure

In an effort to maintain order and security in the schools, school authorities are authorized to conduct reasonable searches of school property and equipment, as well as of students and their personal effects. School authorities include school liaison police officers (Campus Resource Officers).

School Property and Equipment
As Well as Personal Effects Left by Students

School authorities may inspect and search school property and equipment owned or controlled by the school (such as lockers, desks, and parking lots), as well as personal effects left there by a student, without notice to or consent of the student. Students have no reasonable expectation of privacy in these places or areas or in their personal effects left there.

The Superintendent may request the assistance of law enforcement officials to conduct inspections and searches of lockers, desks, parking lots, and other school property and equipment for illegal drugs, weapons, or other dangerous substances or materials, including searches conducted through the use of specially trained dogs.

Search of Student Accounts or Profiles on Social Networking Websites

In accordance with the Right to Privacy in the School Setting Act, 105 ILCS 75/:

1. School officials may not request or require a student or the student's parent to provide a password or other related account information to gain access to the student's account or profile on a social networking site.
2. School officials may conduct an investigation or require a student to cooperate in an investigation if there is specific information about activity on the student's account on a social networking website that violates the school's disciplinary rule or policy. In the course of the investigation, the student may be required to share the content that is reported in order for the school to make a factual determination.

A social networking website means an Internet-based service that allows students to: (1) construct a public or semi-public profile within the bounded system created by the service; (2) create a list of other users with whom they share a connection within in the system; and (3) view and navigate their list of connections and those made by others within the system. Social networking websites include, but are not limited to, Facebook, Instagram, Twitter, TikTok, Snapchat, and ASKfm.

Searches of Students and/or Student's Personal Effects

School authorities may search a student and/or the student's personal effects in the student's possession (purses, wallets, backpacks, lunch boxes, etc.), which may include the use of a metal detector wand, when there is reasonable grounds for suspecting that the search will produce evidence the particular student has violated or is violating either the law or the school or District's rules and policies.

The search will be conducted in a manner that is reasonably related to its objective of the search and not excessively intrusive in light of the student's age and sex, and the nature of the infraction. When feasible, the search will be conducted as follows:

- Outside the view of others, including students;
- In the presence of a school administrator or adult witness; and
- By a certificated employee or school liaison police officer (Campus Resource Officer) of the same sex as the student.

Seizure of Property

Immediately following a search, a written report shall be made by the school authority who conducted the search and given to the Superintendent or designee.

If a search produces evidence that a student has violated or is violating either the law or the school or District's rules or policies, such evidence may be seized and impounded by school authorities, and disciplinary action may be taken. When appropriate, such evidence may be transferred to law enforcement authorities. The student's parent(s) shall be notified of the search as soon as possible.

A copy of Board Policy 7:140, *Search and Seizure*, can be found on the District's website or may be obtained by calling the District 158 Administrative Office at (847) 659-6158.

Special Education

Education of Children with Disabilities

The District shall provide a free appropriate public education in the least restrictive environment and any necessary related services to all students with disabilities enrolled in District 158, as required by the Individuals with Disabilities Education Act (IDEA). The term "children with disabilities" means children between ages 3 and the day before their 22nd birthday for whom it is determined that special education services are needed, except those children with disabilities who turn 22 years of age during the school year are eligible for special education services through the end of the school year. It is the intent of the school to ensure that students with disabilities are identified, evaluated and provided with appropriate educational services. Once a student is determined to have a disability under IDEA, an Individualized Education Program (IEP) will be developed by a team of educators along with parents.

For additional information, please contact the Special Services Department at (847) 659-6158.

Prioritization of Urgency of Need for Services (PUNS)

The Illinois Department of Human Services (IDHS) maintains a statewide database known as the PUNS database (Prioritization of Urgency of Need for Services) that records information about individuals with intellectual disabilities or developmental disabilities who are potentially in need of services.

IDHS uses the data on PUNS to select individuals for services as funding becomes available, to develop proposals and materials for budgeting, and to plan for future needs. The PUNS database is available for children with intellectual disabilities or developmental disabilities with unmet service needs.

Registration to be included on the PUNS database is the first step toward receiving developmental disabilities services in this State. A child who is not on the PUNS database will not be in the queue for State developmental disabilities services.

For more information and to sign up for PUNS, see the Illinois Department of Human Services PUNS information page at https://www.dhs.state.il.us/page.aspx?item=41131. You may also contact the Special Services Coordinator at your child's school.

Services and Programs

District 158 provides a continuum of services to students with IEPs. Every effort is made to educate the student within their home school and classroom environment. The Individualized Education Program team, including the student's parent(s) and educators, meets annually to determine the needs of the student and the least restrictive environment. Students who move into District 158 with an IEP will be provided with the services listed in the Individualized Education Program plan.

Students with IEPs are afforded safeguards and rights described in the parent guide, *Educational Rights and Responsibilities: Understanding Special Education in Illinois*, available on the Illinois State Board of Education (ISBE) website.

Students with disabilities who do not qualify for an Individualized Education Program, as required by the federal Individuals with Disabilities Education Act and implementing provisions of this Illinois law, may qualify for services under Section 504 of the federal Rehabilitation Act of 1973 if the student: (1) has a physical or mental impairment that substantially limits one or more major life activities, (2) has a record of a physical or mental impairment, or (3) is regarded as having a physical or mental impairment.

Access to Classroom for Special Education Observation or Evaluation

The parent of a student receiving special education services, or being evaluated for eligibility, is afforded reasonable access to educational facilities, personnel, classrooms, and buildings. This same right of access is afforded to an independent educational evaluator or a qualified professional retained by or on behalf of a parent or child.

For further information, please contact the Building Principal.

Discipline of Special Education Students

The District will comply with the Individuals With Disabilities Education Improvement Act of 2004 and the Illinois State Board of Education's Special Education rules when disciplining special education students. No special education student shall be expelled if the student's particular act of gross disobedience or misconduct is a manifestation of the student's disability.

Additional information, including laws, regulations, and guidance, is available at the Illinois State Board of Education (ISBE) website.

- ***Behavioral Interventions***
  Behavioral interventions shall be used with students with disabilities to promote and strengthen desirable behaviors and reduce identified inappropriate behaviors. The Board will establish and maintain a committee to develop, implement, and monitor procedures on the use of behavioral interventions for children with disabilities.

- ***Physical Restraint, Time Out, and Isolated Time Out (RTO)***
  Isolated time out, time out, and physical restraint shall only be used if the student's behavior presents an imminent danger of serious physical harm to the student or others, and other less restrictive and intrusive measures were tried and proven ineffective in stopping it. The school may not use isolated time out, time out, or physical restraint as discipline or punishment, convenience for staff, retaliation, as a substitute for appropriate educational or behavioral support, a routine safety matter, or to prevent property damage in the absence of imminent danger of serious physical harm to the student or others. The use of prone restraint is prohibited.

  Additional information for parents, including *The Physical Restraint, Time Out, and Isolated Time Out Bill of Rights*, is available on the Illinois State Board of Education (ISBE) website.

Exemption From PE Requirement for Special Education Students

A student who is eligible for special education may be excused from physical education courses in either of the following situations:

1. The student (a) is in grades 3-12, (b) has an Individualized Education Program (IEP) that requires that special education support and services be provided during physical education time, and (c) the parent agrees or the IEP team makes the determination; or
2. The student (a) has an IEP, (b) is participating in an adaptive athletic program outside of the school setting, and (c) the parent documents the student's participation as required by the Superintendent or designee.

A student requiring adapted physical education will receive that service in accordance with the student's IEP.

Related Service Logs

For a student with an IEP, the District must create related service logs that record the type of related services administered under the student's IEP and the minutes of each type of related service that has been administered.

Student Privacy Protections

Surveys

All surveys requesting personal information from students, as well as any other instrument used to collect personal information from students, must advance or relate to the District's educational objectives, or assist students' career choices. This applies to all surveys, regardless of whether the student answering the questions can be identified or who created the survey.

Surveys by Third Parties

Before a school official or staff member administers or distributes a survey or evaluation created by a third party to a student, the student's parent may inspect the survey or evaluation, upon their request and within a reasonable time of their request. This applies to every survey: (1) that is created by a person or entity other than a district official, staff member, or student, (2) regardless of whether the student answering the questions can be identified, and (3) regardless of the subject matter of the questions.

Parents who object to disclosure of information concerning their child to a third party may do so in writing to the Building Principal.

Surveys Requesting Personal Information

School officials and staff members will not request, nor disclose, the identity of any student who completes any survey or evaluation (created by any person or entity, including the school or District) containing one or more of the following items:

1. Political affiliations or beliefs of the student or the student's parents.
2. Mental or psychological problems of the student or the student's family.
3. Behavior or attitudes about sex.
4. Illegal, anti-social, self-incriminating, or demeaning behavior.
5. Critical appraisals of other individuals with whom students have close family relationships.
6. Legally recognized privileged or analogous relationships, such as those with lawyers, physicians, and ministers.
7. Religious practices, affiliations, or beliefs of the student or the student's parent.
8. Income other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such programs.

The student's parent may: (1) inspect the survey or evaluation upon, and within a reasonable time of, their request, and/or (2) refuse to allow their child to participate in the survey. The school will not penalize any student whose parent exercised this option.

Instructional Material

A student's parent may inspect, upon their request, any instructional material used as part of their child's educational curriculum within a reasonable time of their request.

The term "instructional material" means instructional content that is provided to a student, regardless of its format, printed or representational materials, audio-visual materials, and materials in electronic or digital formats (such as materials accessible through the Internet). The term does not include academic tests or academic assessments.

Prohibition on Selling or Marketing Students' Personal Information

No school official or staff member may market or sell personal information concerning students (or otherwise provide that information to others for that purpose). The term personal information means individually identifiable information including: (1) a student or parent's first and last name, (2) a home or other physical address (including street name and the name of the city or town), (3) a telephone number, (4) a Social Security identification number or (5) driver's license number or State identification card.

Unless otherwise prohibited by law, the above paragraph does not apply: (1) if the student's parent have consented; or (2) to the collection, disclosure or, use of personal information collected from students for the exclusive purpose of developing, evaluating or providing educational products or services for, or to, students or educational institutions, such as the following:

1. College or other postsecondary education recruitment, or military recruitment.
2. Book clubs, magazines, and programs providing access to low-cost literary products.
3. Curriculum and instructional materials used by elementary schools and secondary schools.
4. Tests and assessments to provide cognitive, evaluative, diagnostic, clinical, aptitude, or achievement information about students (or to generate other statistically useful data for the purpose of securing such tests and assessments) and the subsequent analysis and public release of the aggregate data from such tests and assessments.
5. The sale by students of products or services to raise funds for school-related or education-related activities.
6. Student recognition programs.

Under no circumstances may a school official or staff member provide a student's personal information to a business organization or financial institution that issues credit or debit cards.

A parent who desires to opt their child out of participation in activities provided herein or who desires a copy or access to a survey or any other material described herein may contact the Building Principal.

Here is a link to the District's Student Data Privacy processes and procedures.

Student Records

The District will maintain two sets of records for each student: a permanent record and a temporary record.

Permanent Records

All student permanent records are maintained for at least 60 years after the student transfers, graduates, or permanently withdraws.

A student's permanent record may include:

- basic identifying information
- academic transcripts
- attendance records
- accident and health reports
- honors and awards
- school-sponsored activities and athletics
- information pertaining to the release of this record

Temporary Records

Student temporary records are maintained for at least five years after the student transfers, graduates, or permanently withdraws. Temporary records that may be of assistance to a student with a disability who graduates or permanently withdraws, may, after five years, be transferred to the parent or to the student when the student reaches 18 years of age, graduates from high school, marries, or enters military service, whichever comes first. Such students are called *eligible students*.

A student's temporary record may include:

- family background information
- intelligence and aptitude test scores
- psychological reports
- achievement test results
- participation in extracurricular activities, including any offices held in school-sponsored clubs or organizations
- honors and awards received
- teacher anecdotal records
- disciplinary information
- special education files
- records associated with plans developed under Section 504 of the Rehabilitation Act of 1973
- verified reports of information from non-educational persons, agencies or organizations of clear relevance to the student's education
- information pertaining to the release of this record

Rights and Privacy Regarding Student Records

The Family Educational Rights and Privacy Act (FERPA) and the Illinois School Student Records Act (ISSRA) afford parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. They are:

1. **The right to inspect and copy the student's education records within 10 business days after the date the District receives a request for access.**
   A parent or student 18 years of age has the right to inspect and copy their permanent record. The parent or student should submit to the Building Principal or the Official Records Custodian a written request that identifies the record(s) they wish to inspect. The Building Principal will make arrangements for access and notify the parent or student of the time and place where the records may be inspected.

   These rights are denied to any person against whom an order of protection has been entered concerning a student (105 ILCS 5/10-22.3c, 105 ILCS 10/5a, and 750 ILCS 60/214(b) (15).

2. **The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate, misleading, irrelevant, or improper.**
   A parent or eligible student may ask the District to amend a record that they believe is inaccurate, misleading, irrelevant, or improper. They should write to the Building Principal or the Official Records Custodian, clearly identify the part of the record they want changed, and specify the reason.

   If the District decides not to amend the record as requested by the parent or eligible student, the District will notify the parent or eligible student of the decision and advise the individual of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

3. **The right to permit disclosure of personally identifiable information contained in the student's education records, except to the extent that the FERPA or ISSRA authorizes disclosure without consent.**
   Disclosure without consent is permitted to school officials with legitimate educational or administrative interests. A school official is a person employed by the District as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the Board. A school official may also include a volunteer, contractor, or consultant who, while not employed by the school, performs an institutional service or function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of personally identifiable information from education records (such as an attorney, auditor, medical consultant, therapist, or educational technology vendor); or any parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record to fulfill professional responsibility or contractual obligations with the District.

   Upon request, the District discloses education records without consent to officials of another school district in which a student has enrolled or intends to enroll, as well as to any person as specifically required by State or Federal law. Before information is released to individuals, the parent or eligible student will receive prior written notice of the nature and substance of the information, and an opportunity to inspect, copy, and challenge such records.

   Academic grades and references to expulsions or out-of-state suspensions cannot be challenged at the time a student's records are being forwarded to another school to which the student is transferring.

   Disclosure is also permitted without consent to: any person for research, statistical reporting or planning, provided that no student or parent(s) can be identified; any person named in a court order; appropriate persons if the knowledge of such information is necessary to protect the health or safety of the student or other persons; and juvenile authorities when necessary for the discharge of their official duties who request information before adjudication of the student.

4. **The right to a copy of any school student record proposed to be destroyed or deleted.**
   Student temporary records are reviewed every four years or upon a student's change in attendance centers, whichever occurs first.

5. **The right to prohibit the release of directory information.**
   Throughout the school year, the District may release directory information regarding students, limited to: name, address, grade level, birth date and place, parent names and addresses, academic awards, degrees, and honors, information in relation to school-sponsored activities, organizations, and athletics, major field of study, or period of attendance in school.

   Any parent or eligible student may prohibit the release of any or all of the above information by delivering a written objection to the Building Principal within 30 days of the date of this notice. No directory information will be released within this time period unless the parent or eligible student is specifically informed otherwise.

6. **The right in this statement: No person may condition the granting or withholding of any right, privilege or benefits or make as a condition of employment, credit, or insurance the securing by any individual of any information from a student's temporary record which such individual may obtain through any right secured under State law.**

7. **The right to file a complaint with the U.S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA.**

   The name and address of the Office that administers FERPA is:

   U.S. Department of Education
   Student Privacy Policy Office
   400 Maryland Avenue, SW
   Washington, DC 20202

Student Services

Student Services are available through the Student Services Department for every student in the school. These services include: assistance with educational planning, interpretation of test scores, occupational information, career information, study help, assistance with home, school or social concerns, or any question a student may feel they would like to discuss with a counselor. Counselors and social workers are available to students, parents, and teachers for special conferences about students, problems, and programs.

Academic Advisement

Graduating on time with all the credits needed and having the courses required for college admission is no accident. Each Spring, students (with their parent) will need to choose classes for the next year, but throughout the year students and parents need to work together with the counselor to develop and/or revise a four year plan that meets the student's goals. Graduation Status Reports will be reviewed with students to inform them of their progress toward graduation requirements.

Students are encouraged to complete the college application process by mid-October in order to meet early consideration deadlines. Some public universities may also reach their enrollment quotas for incoming Freshmen in late Fall.

College Representatives

The best source of information, of course, is the first-hand visitation to the area of interest. This however, is not always possible; therefore, we try to bring the area of interest to students by having a representative come to HHS for a college visit. Students are encouraged to login to Naviance and view college visits by selecting the "Colleges" tab.

A college/career fair is also offered at McHenry County College in mid-October. Over 100 schools, universities, and other educational opportunities are represented at the fair. These are our best sources of information on specific schools and occupations. Other information can be obtained from a counselor or by reading resource materials in the Student Services Office. Please listen for announcements of representative visits and participate in them. If there is a school or occupational area of interest you wish to have visit HHS, please make us aware of this interest.

Counseling and Guidance

The guidance counseling staff are a resource to students in educational, social/emotional development, and career awareness activities. Academic counseling is available when students appear to have organizational or motivational problems in school. The counseling staff will help coordinate home-school communication as necessary and also act as a liaison between students and teachers.

Individual counseling may be provided upon request of the student, parent, or teacher. Such confidential discussions may be on any topic of concern including school adjustment problems and personal problems. Counselors do not provide therapy for students, but can and will provide referrals as needed. All students 12 years of age or older may request individual counseling without parent/guardian consent pursuant to 405 ILCS 5/3-550.

In addition to the above services, it is the goal of the counseling staff to provide for the personal growth and development of all students regarding such issues as self-esteem, decision making, social skills, life safety, etc.

Erin's Law Counseling Options, Assistance, and Intervention

The counseling staff has identified counseling options for students who are affected by sexual abuse and grooming behaviors, along with District and community-based options for victims of sexual abuse and grooming behaviors to obtain assistance and intervention.

Students Who are Parents, Expectant Parents, or Victims of Domestic or Sexual Violence

Domestic and sexual violence affect a student's ability to learn. Students who are parents or expectant parents have unique needs. Providing support services that enable students who are parents, expectant parents, or victims of domestic or sexual violence (Article 26A Students) to succeed in school are important District goals and required by 105 ILCS 5/26A (Article 26A). Students and/or their parent/guardian may access Board Policy 7:255, *Students Who are Parents, Expectant Parents, or Victims of Domestic or Sexual Violence* for more information.

Requesting Support Services

An Article 26A Student and/or their parent/guardian may request support services under this policy by contacting the building-level Article 26A Resource Person, whose name and contact information will be annually distributed to employees, students, and parents/guardians by each Building Principal.

Filing a Complaint

An Article 26A Student and/or their parent/guardian may file a complaint under this policy with the Nondiscrimination Coordinator, Title IX Coordinator, Building Principal, Associate Principal, Dean of Students, a Complaint Manager, or any employee with whom the person is comfortable speaking. (See Uniform Grievance Procedure).

Retaliation Prohibited

Retaliation against an Article 26A Student or their parent/guardian for exercising or attempting to exercise their rights under Article 26A is prohibited. Individuals should report allegations of retaliation to the Building Principal, an administrator, the Nondiscrimination Coordinator, and/or a Complaint Manager.

Naviance

Naviance is an Internet-based career and college exploration and planning tool students can utilize to explore career and college options, and develop a post-secondary plan. It can be accessed from anywhere there is access to the Internet. To

login, go to the HHS webpage and click “Students” on the main page and select “Counseling Department” from the dropdown options. Click the “Naviance” banner and you will be brought to the “Family Connection” page for Naviance login. To login, enter your student district email. Your password is your Student ID number (without the S).

Problem Solving Team

Students who are experiencing academic, behavioral or social/emotional concerns, which affect academic performance, may be referred to our Problem Solving Team (P.S.T.) This program is designed to assist and support students at-risk of academic failure. Staff and/or parents may refer students for this program to the student’s guidance counselor. Based on the student’s needs, an action plan will be developed and monitored to assist the student in achieving academic success.

Transportation

School bus transportation is an important part of each student’s education experience and the Transportation Department will assist in making this experience as pleasant as possible. It is the responsibility of the Transportation Department to design and implement routes and stops according to guidelines set forth by the Illinois State Board of Education and Illinois State Law. Decisions regarding special education students will take into account related disabilities and the student’s IEP pertaining to transportation.

Transportation Department Staff

The District 158 Transportation Department and its staff are dedicated to the service, safety and well-being of all students that it transports. Bus drivers are responsible for the students riding their buses just as teachers are responsible for the students in their classrooms. The bus driver is required to report students who violate the bus rules of proper behavior and conduct while riding the bus.

Bus drivers are not authorized to change routes or make unauthorized stops unless approved through the Transportation Department.

Bus Conduct, Expectations, and Discipline

Every student has a right to a safe and enjoyable ride to and from school free from intimidation, threat or harassment. Bus drivers are responsible for the lives of all students on their bus and will not be required to transport any student who is a disciplinary problem. The school discipline system applies to students at the bus stop, bus loading and unloading locations, on the ride, and throughout the school day. If a student’s behavior is not acceptable, the right of riding the bus may be suspended and the student may face further consequences.

Bus Expectations

- Be on time
- Walk to and away from the bus
- Find a seat immediately and remain seated
- Maintain an appropriate noise level and use appropriate language
- Keep your hands, arms, feet, and all objects inside the bus and to yourself
- Follow directions from the bus driver and other adults
- Help keep the bus clean
- Report unsafe behavior to the bus driver
- Use only approved items on the bus

Bus Discipline

The bus is an extension of the school and classroom in which all school rules, regulations and discipline policies and procedures apply.

- Transportation is a right that can be suspended.
- Each student is responsible for their behavior while on the bus and in the school bus loading and unloading areas.
- Unacceptable conduct on the school bus or at a school stop may result in a warning, detention, suspension or expulsion from school.

Should a student’s bus riding privilege be suspended, it then becomes the responsibility of the parent to transport the student. Revocation of a student’s bus riding privilege is not considered an exclusion, expulsion or suspension from school. Students suspended from the school bus who do not have alternate transportation to school will have the opportunity to make up missed school work for equivalent academic credit. It is the responsibility of the parent to notify the school that the student does not have alternate transportation.

Bus Routes

Students are required to ride their designated routes and get on and off at their designated stops. Students must be picked-up and dropped-off at the same location Monday thru Friday. Transportation needs to keep track of students riding

their designated routes in the event of an emergency (i.e. bus collision, lost or missing students, etc.). Due to the number of students being transported, it is not feasible to let students ride home on routes other than their designated routes.

In the event of an emergency, the parent must call the Transportation Department at (847) 659-3000 to request a change in their child's designated route. Requests for changes will be accepted or denied based on the number of students assigned to a particular bus route. If the request is approved, the Transportation Department will notify the school of the change.

Bus Stops

The Transportation Department requires that students be at the bus stop five (5) minutes before the regular pick-up times. The five minutes compensates for any variance in the bus run and allows the bus to stay on schedule. When the bus comes to a stop, the students can board the bus, and it can be on its way to the remaining stops. It is important for students to be present at their designated bus stop at least five minutes before the scheduled arrival time to ensure timely pick-ups. Due to multiple circumstances, the bus may arrive three to five minutes earlier or later than the posted time.

In areas where sidewalks are provided, students need to stand a safe distance on the sidewalk away from the curb and street. In areas where sidewalks are not provided, students need to stay off the road and out of harm's way of motorists using the roadway. The private property of those living near the bus stop is to be respected. Students waiting for the bus are not to approach the bus until the bus has come to a complete stop and the driver has opened the door. Students are to get on the bus in single file in an orderly fashion without pushing and shoving, and find a seat immediately.

When students need to cross a road before boarding or after exiting the bus, they must wait on the curb or edge of the roadway until the driver signals the student giving them permission to cross the road. Students should cross the road far enough in front of the bus (approximately 10 feet) so the driver can see the student and the student can see the driver.

Not following these guidelines is a serious safety offense and drivers have been directed to submit bus conduct reports of students who do not follow these guidelines.

Danger Zones Surrounding School Buses

Statistically school bus transportation is the safest means of transportation that a student can take to and from school. A student has a 150 times greater risk of being in an accident to and from school via another vehicle other than a school bus.

The area within 10 feet in the front, sides, and rear of the bus are known as the DANGER ZONE. As such, precautionary guidelines must be adhered to when students are loading and unloading. At no time should a student walk directly alongside the bus nor should a student cross the road behind the bus. Students need to remain at least 10 feet away from the bus before loading. When unloading, students must exit and immediately step at least 10 feet away from the bus and proceed immediately to their destination. If a student drops an item in front of, alongside of, or at the rear of the bus, the student should not retrieve the item until notifying the driver. The driver will then decide if it is safe for the student to retrieve the dropped item.

Not following these guidelines is a serious safety offense and drivers have been directed to submit bus conduct reports for students not following these guidelines.

Electronic Recordings on School Buses

The Board of Education has adopted a policy authorizing the use of electronic recordings on school buses when transportation is provided for a school activity.

Electronic video and audio recordings are viewed to investigate incidents reported by a bus driver, administrator, CRO, supervisor, student, or other person. They are also viewed at random.

Viewing and/or listening to electronic video and/or audio recordings is limited to CROs and District personnel. These individuals must have (1) a law enforcement, security, or safety reason, or (2) a need to investigate and/or monitor student or driver conduct. A written log will be kept of those individuals viewing the recording stating the time, name of individual viewing, and date the recording was viewed.

The content of the recordings are student records and are subject to District policies and procedures concerning school student records. If the content of a recording becomes the subject of a student disciplinary hearing, it will be treated like other evidence in the proceeding.

Transportation of Students with Disabilities

All students with an IEP are provided transportation entirely at District expense. The mode of transportation will be determined via the IEP conference. A parent wishing to waive the right to District approved transportation and desiring reimbursement for such services must seek reimbursement through the State of Illinois. District 158 will not provide reimbursement for expenses incurred by the parent.

HHS EXTRACURRICULAR ACTIVITIES AND ATHLETICS HANDBOOK

Ms. Rita Castens
Athletic Director
rcastans@district158.org
(847) 659-6516

Asst. Athletic Director & Activities Director
(847) 659-6517

TABLE OF CONTENTS

Philosophy, Objectives, and Expectations of Extracurricular Participation
Activities and Clubs
Athletic Teams
Attendance Requirement for Extracurricular Activities
Consent to Random Drug Testing
- District 158 Drug and Alcohol Testing Program
- IHSA Performance-Enhancing Substance Testing Program

Activity/Participation Fees
Sports Physical Requirement for Athletics
Code of Conduct
Hazing
Sportsmanship
Athletic Practice Schedules
Eligibility for Participation in IHSA Contests
Transportation
Awards
Information for Parents
- Notification of CPR and AED Video
- Booster Organizations
- Parent and Coach Communication

ULTIMATE AUTHORITY DISCLAIMER

Circumstances that arise, which are not covered in this handbook or become a matter of interpretation, will be decided by a meeting of the Activity Director, and/or Athletic Director and Building Principal. The appeal process for any decision is described in The Code of Conduct Section of this handbook.

PHILOSOPHY, OBJECTIVES, AND EXPECTATIONS OF EXTRACURRICULAR PARTICIPATION

Huntley High School's extracurricular programs (athletics, activities, and clubs) are provided as a privilege to those students having the desire to engage in and/or compete in programs to enhance their overall abilities. Students who choose to participate are considered representatives of the school and District 158 and are expected to demonstrate good character, high morals, and an attitude of giving their best. In addition, student representatives are expected to show good sportsmanship and self-discipline. Because the Board of Education, administration, and staff expect these attributes, the HHS Extracurricular Code of Conduct is used to ensure these qualities are demonstrated by all participants.

The objectives of the extracurricular programs at Huntley High School are to:

1. Provide a highly engaging/competitive experience grounded in sound educational practice.
2. Assist in the safe and healthy development of the participant.
3. Create an enjoyable experience for the participants, student body, fans, and community by promoting sportsmanship, morale, and school spirit.
4. Instill qualities such as teamwork, pride, work ethic, personal responsibility, and self-discipline in its participants.
5. Promote the education and development of students through extracurricular participation.

ACTIVITIES AND CLUBS

Huntley High School currently sponsors more than 45 extracurricular activities and clubs for students to participate in. These activities are designed to enrich the student experience, provide opportunities for teamwork, personal growth, and social inclusivity, and to offer skill-building. A student may participate in as many clubs/activities as interest and schedule allows. Participation is subject to guidelines as outlined in the Athletic and Activities Handbook section.

Listed below is a list of activities and clubs available to students. Please note activities and club offerings are subject to change depending on student interest. For more information, visit Activities & Clubs.

After School Choir: Mixed & Treble
Art Club
Band (Marching/Pep)
Buddies Club
Chess Team
Color Guard
Community Service Club
Competitive eSports
Computer Club
Contest Theatre
Creative Writing Club
Culinary Club
Orchesis Dance Program
Dungeons and Dragons Club
Drone Club
Environmental Club
Fishing Club
Film Club
Freshman/Sophomore One Acts
Genders Sexualities Alliance (GSA)
Hope Squad
HOSA (Future Healthcare Professionals) Medical Club
Investing and Economics Club
Jazz Band
Leos Club
Math Team
Mock Trial
Model UN (United Nations)
MSA (Muslim Student Association)
NHS (National Honor Society)
Philosophy Club
Play (All-school)
RAD Student Committee
Raider Nation
Red Raider Robotics
Scholastic Bowl Team
Silver Cord
SnowRaiders (Ski/Snowboarding)
Spanish Honor Society
Speech Team
Spring Musical (All-school)
Student Council (STUCO)
Technical Theatre Club
Thespian Show
Thespian Troupe Club
TV Production Club
Yearbook
Zoology Club

ATHLETIC TEAMS

The HHS Athletics Department offers a full slate of fall, winter, and spring interscholastic sports for students to participate in under the Illinois High School Association (IHSA). Participation is subject to guidelines as outlined. For more information, visit Athletics.

Fall Sports
Cross Country (Boys & Girls)
Flag Football (Girls)
Football
Golf (Boys)
Golf (Girls)
Soccer (Boys)
Swimming (Girls)
Tennis (Girls)
Volleyball (Girls)

Winter Sports
Basketball (Boys)
Basketball (Girls)
Bowling (Boys)
Bowling (Girls)
Cheerleading
Dance Team
Swimming (Boys)
Wrestling

Spring Sports
Baseball (Boys)
Lacrosse (Boys)
Lacrosse (Girls)
Soccer (Girls)
Softball
Tennis (Boys)
Track & Field (Boys)
Track & Field (Girls)
Volleyball (Boys)

ATTENDANCE REQUIREMENT FOR EXTRACURRICULAR ACTIVITIES

Attendance is a factor in a student's eligibility to participate in extracurricular activities. A student must be in school at least the second-half of the school day. A student who goes home sick is ineligible to participate that day.

A student who has a medical appointment that may cause absence from school for more than one-half of the school day may still be eligible to participate that day. To assure eligibility, arrangements should be made ahead of time with the Activities Director or Athletic Director.

- **Absence Due to Participation in School-Sponsored Activity:** A student's absence from school due to participation in school-sponsored activities or trips will be recorded in PowerSchool as ***SA*** (school activity), and the student remains eligible to participate in after school, co-curricular, and/or extracurricular activities.
- **In-School Intervention/Suspended Students:** A student who is serving an in-school intervention (ISI) or an out-of-school suspension (OSS) is ineligible to participate in any school-related activities on the days of the intervention or suspension.

CONSENT TO RANDOM TESTING PROGRAM

District 158 Drug and Alcohol Testing Program

The District 158 Board of Education instituted an extracurricular drug and alcohol testing program to promote healthy and drug-free participation of students in extracurricular activities. Each student and the student's parent must consent to having the student submit to random drug and alcohol testing in order to participate in any extracurricular activity.

The D158 Consent to Participate in Drug and Alcohol Testing Program and the Drug Testing Program Consent Form through Partnering for Prevention, LLC forms should be returned to the coach or activities sponsor and will be kept on file in the Athletic Director's Office or the Assistant Athletic & Activities Director's Office. Failure to sign the required forms will result in non-participation.

IHSA Performance-Enhancing Substance Testing Program

In accordance with the work of its Sports Medicine Advisory Committee and Public Act 096-0132, the Illinois High School Association (IHSA) has implemented a performance-enhancing substance testing program for student-athletes at IHSA member schools.

The IHSA will test randomly selected individuals and teams throughout the school year and those participating in State series competitions for banned substances. Any student athlete who ingests or otherwise uses substances from the IHSA banned drug classes, without written permission by a licensed physician to treat a medical condition, violates IHSA By-law 2.170 and its subsections, and is subject to IHSA penalties, including ineligibility from competition.

No student-athlete may participate in an IHSA competition unless the student and the student's parent consent to random testing. The consent is part of the Huntley High School Sports Participation Information sheet. A list of IHSA Banned Substances is available on the IHSA website.

ACTIVITY/PARTICIPATION FEES

An activity fee assessed by the Board of Education for participation in athletics, plays, musicals, and other activities is required. Activity fees should be paid online through the District Webstore or by check or cash directly to the coach or activity sponsor. Activity fees will not be refunded for any student who quits or is dismissed from a sport or activity.

Participation fees may be required for specific activities or clubs based on expenses incurred. Participation fees should be paid directly to the activity/club sponsor and will be credited to the group's activity account. Any student who quits or is dismissed from a club will not have a fee refunded.

SPORTS PHYSICAL REQUIREMENT FOR ATHLETICS

All students are required to have a current sports physical on file at school before they can tryout or participate in any extracurricular athletics. The physical must remain current during the entire duration of the athletic season for the particular sport (i.e. volleyball season, basketball season, cheerleading season, etc.), meaning it has been completed within the past 12 months of the tryout or participation date. If a student's physical lapses prior to the end of that sports season, the student will be excluded from future participation until a new sports physical form is submitted.

An IESA/IHSA Pre-participation Examination form or an Illinois Certificate of Child Health Examination (school physical) form must be completed by the physician and parent.

ATHLETIC CLEARANCE/CONCUSSION SCREENING

In addition to the requirement of a sports physical, student athletes must comply with Illinois' Youth Sports Concussion Safety Act and all protocols, policies and bylaws of the Illinois High School Association (IHSA) and have a concussion baseline test completed before being allowed to tryout, participate in any athletic activity, including practice or competition. Concussion screening for students 12 and older is valid for 2 years. Initial concussion screenings are conducted online.

A student who was removed from practice or competition because of a suspected concussion shall be allowed to return only after all statutory prerequisites are completed, including without limitation, the District's return-to-play and return-to-learn protocols.

CODE OF CONDUCT

Participation in activities at Huntley High School is a privilege and students who choose to take part are considered representatives of the school and District 158. It is the hope of the Board of Education, administration, and staff that students participate in activities in such a manner as to not abuse the privilege of participation. In addition, the Code of Conduct places an emphasis on the values and commitments necessary to create a safe and healthy environment for participation.

- The Code of Conduct takes effect the first time a student becomes a member of a club/activity.
- The Code of Conduct is in effect year round, in and out of season, on and off school grounds, until graduation.
- A verifiable violation of the Code of Conduct is deemed to have occurred when a District 158 employee or a law enforcement agency (or representative thereof) confirms the student's involvement; an internet posting depicts inappropriate behavior; or a student admits guilt.

Code of Conduct Violations

1. Use, possession, or distribution of illegal substances, including, but not limited to, alcohol, marijuana, anabolic steroids, non-prescription drugs, and the abuse of prescription drugs.
2. Use or possession of tobacco, electronic smoking devices, similar look-a-like devices, or nicotine based products.
3. Theft or vandalism of any school, personal, or public property.
4. Inappropriate conduct in which the student is directly or indirectly involved, such as fighting, harassment, or verbal/physical abuse of others.
5. Academic dishonesty or misconduct in which the student is involved, such as obtaining or attempting to obtain credit by dishonest, deceptive, fraudulent, or unauthorized means.
6. An Internet posting on a social network that disrupts the educational or athletic/activity environment and may be threatening to or abusive of others.
7. Association with or attendance at activities involving a violation of the Code of Conduct in which the student does not leave immediately upon learning of said activities.
8. A verified positive test result in the IHSA or D158 random drug testing programs. This will include a refusal to participate or complete the IHSA or D158 random drug testing.

Code of Conduct Violation Consequences

First Offense: Suspension from 20% (or closest percentage to 20%) of the regularly scheduled contests. The suspension will include continued participation in practice, attending any events/meets/matches, and supporting the team during the length of the suspension. The suspension carries over to the next activity if it is not completed during the current activity.

Second Offense: Suspension of 50% from the regularly scheduled contests. The suspension will include continued participation in practice, attending any events/meets/matches, and supporting the team during the length of the suspension. The suspension will carry over to the next activity in which the student is involved if not completed in the current activity.

Third Offense: Suspension from all activities for one calendar year (365 days).

Fourth Offense: Dropped from all activities for the remainder of the student's high school career.

Self-Reporting: If a student self-reports a first offense to an administrator, the student will be suspended from 10% of the regularly scheduled contests. The student must make their report immediately. The student will not be eligible for the terms of self-reporting after school authorities have been notified of the violation.

Clarifications/Definitions

- For suspensions that carry over from a previous activity or that occur before the next activity, the student must complete the next season in good standing to fulfill the terms of the suspension.
- **Athletic Code violations are cumulative:** Each violation remains on record and may impact future consequences. However, students are eligible for a one-time expungement during their high school career, which will remove a single offense—regardless of whether it was the first or a subsequent violation—after 365 days **without any additional violations.** This expungement may occur **only once during a student's high school caree**r.
- One calendar year is defined as 365 days from the date on the letter notifying the student and parent of the suspension.
- A first violation in a season will not automatically result in forfeiting eligibility for school awards. A second violation in a season will result in forfeiture of all school awards.
- A suspended student is expected to attend practice.
- A suspended student is expected to sit with the team, out of uniform, during contests.
- In circumstances when a student is participating in a combination of more than one athletic, activity, or club, the Athletic Director, Administration, or their designees will work together to discuss the current disciplinary action and determine the appropriate consequence.

Appeal Process

1. If the student and parent(s) wish to appeal a decision, they may do so by contacting the Activity/Athletic Director within three school days of being notified of the suspension.
2. The appeal process must follow:
    a. Appeal to the Building Principal
    b. Appeal to the Associate Superintendent or Designee
    c. Appeal to the Board of Education
3. If, during any step of the appeal process, the original suspension is reversed, the suspension will be declared void and all records of the suspension will be purged. The student shall return to the activity in good standing and without further consequence.

HAZING

The District does not condone any form of initiation, known as hazing, as part of any school sponsored student activity. No student, coach, sponsor, volunteer, or employee shall solicit, plan, direct, encourage, assist or engage in any hazing activity. In addition, the District directs that no administrator, coach, sponsor, volunteer, or employee shall permit, condone, or tolerate any form of hazing.

Delegation of Responsibility

District administrators shall promptly investigate all complaints of hazing and administer appropriate discipline to any individual who violates this policy.

Administrators, coaches, sponsors, employees, and volunteers shall be alert to incidents of hazing and shall report such conduct to the Activity Director, Athletic Director, or Building Principal.

The District shall annually inform students, parents, coaches, sponsors, volunteers, and employees that hazing of students is prohibited by means of:

- Publication in this handbook
- Verbal instruction from the coach

Complaint Procedure:

1. When a student believes they have been subject to hazing, the student shall promptly report the incident orally or in writing to their coach and the Activity Director or Athletic Director.
2. The Activity Director or Athletic Director shall conduct a timely, impartial, thorough, and comprehensive investigation of the alleged hazing.
3. The Activity Director or Athletic Director shall prepare a written report summarizing the investigation and recommending disposition of the complaint. Copies of the report shall be provided to the complainant, the accused, and others directly involved, as appropriate.
4. If the investigation results in a substantiated finding of hazing, the Activity Director or Athletic Director shall recommend appropriate disciplinary action, including possible suspension or expulsion, as circumstances warrant.

SPORTSMANSHIP

Huntley High School will emphasize and enforce all District 158, Illinois High School Association (IHSA), and Fox Valley Conference policies on sportsmanship. Students are expected to adhere to the highest standards for behavior at all school-sponsored activities.

ATHLETIC PRACTICE SCHEDULES

The start of practice for each sport will be announced well in advance of the first practice date. Practice schedules will be distributed to participants the first day of practice. District 158 does not allow mandatory practices on Sundays except under special circumstances and only with the permission of the Activity Director and/or Athletic Director.

Because of the necessity to share facilities, practice times may need to be staggered. Efforts will be made to equally distribute practice times among the various levels of programs. Likewise, unforeseen circumstances may force a change in practice schedules. Participants will be notified, as soon as possible, of any schedule changes.

Conflicts in regard to practices will be handled in the following manner:

1. Educational Field Trips
   Should a conflict arise with an educational field trip, the coach and teacher should be in communication with each other and attempt to minimize the impact of the conflict. Participants should not be penalized for missing a practice, or arriving late to a practice, due to attending an educational field trip.
2. School Sponsored Social Activities
   Attendance at school sponsored social activities does not exempt participants from team responsibilities. Participants who miss events or practices to attend school sponsored social activities, without the coach/sponsor's permission, will be considered unexcused and be subject to established team policy regarding unexcused absences.
3. Non-School Activities
   Each coach/sponsor will establish an attendance policy, with approval from the Activity/Athletic Director, and inform participants of the policy in regard to excused and unexcused absences.
4. Skiing and Similar Activities
   Coaches should inform participants of the dangers of participating in skiing/similar activities but may not make a policy prohibiting participation in these activities during non-school hours. A participant injured during skiing/similar activities holds no right to their position upon returning to their team.

ELIGIBILITY FOR PARTICIPATION IN IHSA COMPETITIONS

Huntley High School is a member participant of the Illinois High School Association (IHSA) and as such, follows IHSA guidelines regarding eligibility as follows:

Weekly Eligibility

A student participating in a sport is subject to the weekly eligibility check during the season for that activity. A student must pass 25 credit hours of high school work per week (Monday through Sunday). Generally, 25 credit hours is the equivalent of five .5 credit courses (2.5 full credits).

Weekly eligibility is based on a student's grades as they accumulate from the first week to the last week of the semester. The criterion used by the IHSA is what the student's grade would be if they transferred to another school during the course of the semester.

Semester Eligibility

By IHSA regulations, a student must pass 2.5 credits per semester to be eligible for the next semester. This is the equivalent of five (5) .5-credit classes. The criterion for weekly and semester eligibility is detailed in the IHSA eligibility rules.

TRANSPORTATION

The sponsors will make transportation arrangements for all extracurricular events through the District 158 Transportation Department. Participants are required to ride district-provided transportation to and from away events.

Parents may transport their child home from away events by signing the transportation sign-out sheet provided at the event. Parents may only sign-out their own child. A parent may grant permission for their child to ride home with another parent by providing advanced written notification to the Principal, Activity/Athletic Director, or coach/sponsor. The parent who is being granted permission will, in turn, need to sign the participant out after the event. Under no circumstances will District 158 take the responsibility of releasing a participant to be transported by anyone other than a parent.

If a participant misses the bus, they may only be transported to the event by their parent. Upon arriving at the site of the event, the participant's parent needs to present the participant to the coach. Under any other conditions, the student will not be permitted to participate. Any student missing the bus due to a detention will not be allowed to participate. Unforeseen or extenuating circumstances will require permission of the Activity/Athletic Director.

AWARDS

Awards acknowledge the achievement, participation, and membership of the participants in interscholastic competition. To be eligible for these awards, participants must be in good standing in school and the activity. Students who drop out of the activity or are dismissed by the coach/sponsor before the end of the season will not be eligible to receive any awards. A coach may deny a participant, who meets minimum letter requirements, their letter if that participant's conduct is deemed detrimental to the school and the program. A participant who becomes injured or ill during the season, but remains a member of the team, may be issued an award at the discretion of the coach.

Award Distribution

1. First year participants will receive Numerals if not already received by participation in another sport/activity.
2. A student who has not previously received a Letter in the activity will receive a Letter and Bar.
3. If a student has previously received a Letter, the student will be issued a Bar representing another year's participation.
4. Plaques are presented to any Senior who has participated all season, all 4 years of high school.

Special Awards

The sponsor may distribute awards to individual students as they so choose.

INFORMATION FOR PARENTS

NOTIFICATION OF CPR AND AED VIDEO

State law requires the Illinois High School Association (IHSA) to post a hands-only cardiopulmonary resuscitation (CPR) and automated external defibrillators (AED) training video on its website. The law requires the District to notify parents/guardians about the video.

The brief video is available at: www.ihsa.org/health-safety/cpr-training.

BOOSTER ORGANIZATIONS

The HHS Athletic Boosters is a parent organization that supports all high school athletic programs. Parents volunteer to work concessions at football games, basketball games, and other events. In addition, the Boosters sell HHS spiritwear at various events throughout the year including home football games, RaiderFest, and Freshman Orientation Nights. Funds raised provide for Student Athlete Scholarships for graduating Seniors. For more information, like them on Facebook, or follow them on X and Instagram.

The Huntley High School Band Boosters is a very active group supporting the marching band, color guard, and other band programs at the school. The organization's goal is to provide the support needed to assist with funding a successful, educational and fun band, marching band, and color guard program. Parents volunteer their time and efforts to build props for the annual marching band competition programs, fundraise for scholarships, instrument and equipment purchases, new music, professional clinicians, and so much more. See how you can get involved by visiting their website.

The Fine Arts Boosters is a parent organization supporting, encouraging, and promoting the Theatre, Choir, and Speech fine arts programs at Huntley High School. The Fine Arts Boosters work as an independent organization to raise funds to provide scholarships to graduating Seniors and grants and mini-scholarships to current students participating in fine arts activities beyond those offered at HHS. The group also assists in a variety of ways for theater performances and student participation in Contest Theatre. For more information, like them on Facebook, or follow them on X and Instagram.

PARENT AND COACH COMMUNICATION

Philosophy

Participation in extracurricular activities provides the possibility to extend and enhance student learning and personal growth beyond the classroom setting. Participation often includes important lessons about working together toward shared goals, communicating effectively, overcoming challenges, maintaining a positive attitude, practicing sportsmanship, and winning or losing with dignity. Regardless of the amount of level of participation/playing time or whether the team has a winning season, these lessons remain embedded within the experience.

While acknowledging that "winning isn't everything," coaches are committed to providing teams with the best opportunity to win within the rules of the game, and representing the school and communities of District 158 in a manner which inspires and exemplifies pride.

Parent/Coach Relationship

Both parenting and coaching are very difficult vocations. Each role offers unique perspectives of a child's involvement in activities. While there are times when perceptions of parents and coaches are aligned, it is unrealistic to expect this will always be the case. We believe it is important to clearly define what you can expect of our coaches. It is also important for you to have an understanding of the procedures for communication between you and your child's coach. Finally, providing support for all students participating in extracurricular activities is an important role played by both parents and coaches.

Coach's Communication to the Parent

You may expect to receive the following information in writing from the coach no later than the first practice:

- Brief statement of the coach's philosophy
- Expectations the coach has for all team members
- Location and times of scheduled practices and games
- Procedure to be followed if your child is injured
- Discipline procedures the coach may implement
- Anticipated costs associated with participation and possible fundraising activities

Parents' Communication to the Coach

- Communicate directly with the coach about any concerns
- Provide written notification of schedule conflicts well in advance

As your child becomes involved in activities at HHS, the inevitable highs and lows that are a part of extracurricular competition are bound to occur. These experiences will provide your child with an opportunity to grow and learn skills and lessons they may apply in aspects of their life beyond the competitive/performing arena. If the lows, however, begin to get your child down, we encourage you to speak with the coach.

Appropriate Concerns to Discuss with Coaches

- The treatment of your child – mentally, emotionally, and physically
- Ways to help your child improve
- Concerns about your child's behavior, attitude, and performance

One of the most potentially problematic issues between coaches, students, and parents is competitive level/performance time. Decisions regarding these are at the sole discretion of the coach. As professionals, coaches make decisions based on what they believe to be best for the team and for all students involved. Obviously, there may be times when you do not agree with a coach's decisions, but it is important to recognize that decisions about the student's role and the student's role on the team are decisions which are not negotiable between a parent and a coach.

Inappropriate Concerns to Discuss with Coaches

- Level of participation/playing time
- Team strategy
- Play calling
- Other student-athletes (unless verbal/physical harassment occurs)

Setting up a Conference

There are situations that may require a conference between the parent(s), student, and coach. **It is necessary that all three entities – parent(s), student, and coach – be involved in the meeting.** Such a meeting can lead to increased understanding. When a conference is needed, please follow these steps:

- Call the coach to schedule an appointment
- If the coach cannot be reached, contact the Activity/Athletic Director and they will arrange a time for you, your child, and the coach to meet.

Communication between the coach and parent(s) can play a vital role in resolving concerns; however, before, during, or immediately following a practice or competition is not the appropriate time for addressing concerns. Please do not attempt to discuss a concern with a coach at these times, as they are not conducive to the successful resolution of a problem.

While, ideally, it is hoped that a conference with the coach will alleviate concerns, it should be recognized there may be times when the coach and the parent do not achieve a shared understanding as a result of their conference.

The Next Step

Contact the Activity/Athletic Director. A meeting will be scheduled for the parent(s), student, coach and Activity/Athletic Director.

Support

Your child's participation in extracurricular activities should be extremely rewarding. You are invited to support students by becoming involved in the Parent Booster Organizations available at Huntley High School. You are also invited to attend events, and cheer in a positive and encouraging manner. By supporting everyone involved in competition and displaying good sportsmanship, you provide an important and wonderful example for students. It is hoped this information will serve as the foundation of a rewarding experience in activities for your child.

Huntley Community School District 158 – Board of Education
Personnel Report
July 16, 2026

2025-2026 Staff Retirements

Jerry VerHagen
- Maintenance/O&M/High School
- 26 Years of Service

Administration

Replacements	Location	Name	Salary	Effective Date
Coordinator	Chesak	Maggie Hoffman (T)	$85,000.00	July 1, 2026
Assistant Principal	Chesak	Graham Davis (T)	$80,000.00	July 9, 2026
Assistant Athletic Director	High School	Ryan Kelley (N)	$85,846.15 (Prorated to 248 Days)	July 17, 2026
Dean	High School	Christina Nowak (N)	$86,500.00	TBD

Certified

Replacements	Location	Name	Salary	Effective Date
Teacher on Special Assignment	Mackeben & Conley	Jamie DeYoung (T)	M45/13 $80,385.00	August 17, 2026
Teacher/Special Education	Leggee	Anna Walsh (N)	M0/9 $64,861.00	August 17, 2026
Teacher/Special Education	Mackeben	Tyler Schuerg (N)	B0/5 $53,496.00	August 17, 2026
Teacher/First Grade	Mackeben	Lauren Snelgrove (N)	B0/1 $48,464.00	August 17, 2026
Teacher/Fifth Grade	Conley	Melinda Moran (N)	B24/1 $50,670.00	August 17, 2026
Teacher/Fifth Grade	Conley	Kendra Mitchell (N)	M0/1 $53,235.00	August 17, 2026
Teacher/Orchestra	Martin	Allyson Liu (N)	B0/2 $49,676.00	August 17, 2026
Teacher/Science	Heineman	Roman Forestor (N)	M45/9 $72,825.00	August 17, 2026
Teacher/Math	Marlowe	Amy Ehmen (T)	M0/11 $68,145.00	August 17, 2026
Teacher/Special Education	Marlowe	Nicholas Gulotta (T)	M0/5 $58,761.00	August 17, 2026
Teacher/Special Education	Heineman	Nora Apostolopoulos (T)	M12/10 $68,311.00	August 17, 2026
Teacher/Spanish	High School	Andrea Hernandez-Salas (N)	B0/1 $48,464.00	August 17, 2026
Teacher/Spanish	High School	Ava Abbott (N)	B0/1 $48,464.00	August 17, 2026
School Counselor	High School	Jennifer Grunden (N)	M24/11 $72,119.00	August 17, 2026

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

Huntley Community School District 158 – Board of Education
Personnel Report
July 16, 2026

Change in Assignment, Status or Position	Location	Name	Salary	Effective Date
Bilingual Interventionist	Martin & Chesak	Emily Hewitt	M45/16 $86,566.00	August 17, 2026
Social Worker	Mackeben & Chesak	Colleen Piefer	M45/8 $71,049.00	August 17, 2026
Occupational Therapist	Chesak & Martin	Alexander Porter	M45/11 $76,512.00	August 17, 2026
Teacher/PE	Chesak & Mackeben	Jacob Wagner	B0/10 $60,525.00	August 17, 2026

Resignations	Location	Name	Salary/Reason	Effective Date
Teacher/Fourth Grade	Conley	Kylie Riley	$57,469.00/Voluntary	May 22, 2026
Teacher/Special Education	Heineman	Scott Francis	$80,010.42/Voluntary	May 22, 2026

HEA Retirement Incentive

Resignations	Location	Name	Effective Date: Last Day of School
Teacher/Fifth Grade	Martin	Phyllis Bueche	2029-2030 School Year
Teacher/Literacy	Heineman	Tammy Carpenter	2029-2030 School Year
Teacher/Special Education	High School	Kimberlee Hoffmann	2029-2030 School Year

Educational Support

New Position	Location	Name	Salary	Effective Date
Paraprofessional	Conley	Ashley Anderson (N)	$18.03 per hour	August 17, 2026

Replacements	Location	Name	Salary	Effective Date
Cook	Chesak	Kathy Mullen (T)	$16.69 per hour	August 17, 2026
Administrative Assistant	Safety & Security/ Transportation	Kelsey Bralich (N)	$19.00 per hour	July 6, 2026
Administrative Assistant	Heineman	Kerri Ruddy (N)	$19.00 per hour	July 27, 2026

Resignations	Location	Name	Salary/Reason	Effective Date
Paraprofessional	Conley	Meredith Sieck	$18.23 per hour/ Voluntary	June 9, 2026
Paraprofessional	LIGHT	Lisa Ericson	$20.27 per hour/ Voluntary	June 24, 2026
Administrative Assistant	Marlowe	Marissa Rivera	$18.12 per hour/ Voluntary	July 7, 2026
Secretary	Marlowe	Jill LaLiberty	$17.69 per hour/ Voluntary	July 10, 2026
Maintenance	High School	Jerry VerHagen	$31.88 per hour/ Retirement	June 30, 2026

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

Extra-Curricular

Sport/Activity	Home School	Name	Amount	Effective
Special Olympics Athletic Coordinator	Heineman	Keely Grasse	$4,883.00	2026-27 School Year
Football (Asst)	Out of District	Thomas Domenz	$7,686.00	2026-27 School Year
Football (Asst) – 0.5	Out of District	Michael Slattery	$3,843.00	2026-27 School Year
Marching Band Asst Director	Out of District	Stewart Bridgeforth	$3,243.00	2026-27 School Year

Mandated Leaves

Type	Location	Number of Staff
FMLA	High School	1
FMLA	District Office	1

Non-Mandated Leaves

Type	Location	Number of Staff
Medical + Personal Unpaid Leave of Absence (12 weeks total)	Mackeben	1

HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

Huntley Community School District 158

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

Date: July 16, 2026

To: Board of Education

From: Dr. Zehr, Associate Superintendent

Subject: IDOT Hazardous Busing

Executive Summary

It is the policy of Huntley Community School District 158 to provide school bus transportation to those students in kindergarten through grade twelve that reside in those areas within 1.5 miles of the school and identified and approved by IDOT as constituting a serious safety hazard. To continue receiving reimbursement for transportation of these students we must apply annually. The deadline for submitting applications to the Regional Superintendent of Schools is July 31, 2026. Filing the resolution satisfies compliance with 105 ILCS 5/29-5.2 of the Illinois School Code. Therefore, attached for your review is the IDOT Vehicular Hazards Resolution. Administration has evaluated the hazardous rating of the district and found that the District continues to be compliant for the hazardous rating in all areas of the district.

Recommendation

Seeking approval of the Board of Education to reauthorize and approve the attached Resolution.

HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

Huntley Community School District 158

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

Resolution 2026-07-01

Resolution for Continuance of Hazardous Busing Program of Huntley Community School District 158, McHenry and Kane Counties, Illinois

BE IT HEREBY RESOLVED THAT Huntley Community School District 158 will continue to transport students living in those areas within 1.5 miles of the school and identified and approved by the Illinois Department of Transportation constituting a Type I, Type II, and Type III Hazard. This resolution satisfies compliance with 105 ILCS 5/29-5.2 of the Illinois School Code.

BE IT FURTHER RESOLVED THAT applications of since 2005 have remained the same.

Member _____ _____moved, and Member _____ seconded the adoption of the foregoing Resolution. Upon a roll call vote being taken, the members voted as follows:

AYES: _____

NAYS: _____

The President declared the motion to have passed on July 16, 2026.

_____
Board of Education President – Paul Troy

_____
Board of Education Secretary – Melissa Maiorino

HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

Huntley Community School District 158

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

Date: July 16, 2026

To: Board of Education

From: Adam Zehr, Associate Superintendent

Subject: Mobile Health Solutions Statement of Work

Executive Summary

This Statement of Work (SOW), effective from July 16, 2026, through June 30, 2027, establishes an agreement between Mobile Health Solutions (MHS) and Huntley Consolidated School District 158 to implement a confidential drug and alcohol testing program for minor students participating in extracurricular athletic programs. Under the agreement, MHS is responsible for program administration, providing testing options, executing a neutral random selection process, and managing secure specimen collection and reporting. The School District is responsible for providing eligibility lists, securing parental consent, providing onsite testing space, and enforcing its own disciplinary and eligibility policies. The SOW outlines requirements for compliance, privacy, and commercial insurance coverage. Financial compensation details are specified in Exhibit A, which outlines flat-rate collection and panel fees alongside an hourly onsite collector fee.

Exhibit A: Pricing Schedule

Testing Tiers / Fees	UDS Collection	Quest Panel (27738N)	Quest Panel (21791N)	Hourly Onsite Fee
10 Donors or Less	$25.00	$40.00	$40.00	$65.00/hr
11–20 Donors	$25.00	$40.00	$40.00	$65.00/hr
More than 20 Donors	$25.00	$40.00	$40.00	$65.00/hr

Recommendation

Seeking approval of the Board of the proposed Statement of Work as presented.

MOBILE HEALTH SOLUTIONS

STATEMENT OF WORK

Extracurricular Athlete Drug & Alcohol Testing Program

STATEMENT OF WORK

This Statement of Work ("SOW") is entered into as of July 16, 2026 ("Effective Date") by and between:

CLIENT

School District / Organization: Huntley Consolidated School District No. 158 ("Client")

Address: 650 Dr. John Burkey Drive

City, State, Zip: Algonquin, IL 60102

AND

SERVICE PROVIDER

Mobile Health Solutions ("MHS")

Address: 12172 S. Route 47 #112

City, State, Zip: Huntley, IL 60142

Collectively referred to herein as the "Parties."

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1. PURPOSE

The purpose of this Statement of Work is to establish the services, responsibilities, procedures, compliance requirements, and operational expectations associated with MHS providing extracurricular athlete drug and alcohol testing services for minor students participating in school-sponsored athletic and extracurricular activities.

The Program is intended to:

- Promote student safety and wellness
- Support a drug-free extracurricular environment
- Assist the school district in enforcing participation standards
- Provide fair, confidential, and consistent testing procedures
- Reduce organizational risk and liability
- Maintain compliance with applicable state and federal privacy requirements

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2. SCOPE OF SERVICES

MHS shall provide the following services:

2.1 Program Administration

- Coordinate implementation of the extracurricular testing program
- Provide required consent and authorization forms
- Maintain testing schedules and random selection procedures, attached and incorporated herein as **Exhibit B.**
- Coordinate specimen collection logistics
- Maintain chain-of-custody documentation
- Coordinate laboratory processing and Medical Review Officer (MRO) review, when applicable
- Provide reporting to authorized school representatives
- Maintain confidential program records in compliance with all federal and state privacy laws and regulations, including, but not limited to, the Family Educational Rights and Privacy Act ("FERPA") and the Illinois School Student Records Act ("ISSRA").

2.2 Testing Services

Testing services may include:

- Urine drug testing
- Oral fluid testing (if approved by Client)
- Post-incident testing
- Follow-up or return-to-participation testing
- Random testing of student athletes and extracurricular participants

Panels and testing methodology shall be mutually agreed upon by the Parties prior to implementation.

2.3 Random Selection Process

Mobile Health Solutions shall administer a neutral and non-discriminatory random selection process as detailed in **Exhibit B.** The random selection methodology, including, but not limited to, pool structures and selection frequency, must be reviewed and approved in writing by Client prior to implementation and prior to any modification during the Term. MHS shall not alter the approved methodology without Client's prior written consent.

Selection procedures may include:

- Computer-generated randomization
- Random pool assignment
- Periodic selection cycles

The Client shall provide MHS with updated participant rosters as required for accurate random selection.

2.4 Collection Services

Collection services shall:

- Be conducted by trained personnel
- Follow established chain-of-custody procedures
- Protect student privacy and dignity
- Comply with applicable legal and procedural standards
- Utilize secure specimen handling procedures
- Include adulteration and tampering controls where appropriate

Testing may occur:

- On school premises
- At designated testing facilities
- At approved offsite locations
- During school hours or approved extracurricular periods

Collection protocols shall be documented and made available to Client for review upon request. Client shall have the right, upon reasonable notice, to review collection procedures and related documentation for compliance with this Agreement.

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3. CLIENT RESPONSIBILITIES

The Client shall:

- Provide updated participant eligibility lists
- Identify authorized district contacts
- Coordinate communication with parents/guardians and students
- Collect and maintain all required consent forms prior to testing
- Provide appropriate testing space when collections occur onsite
- Enforce participation and disciplinary policies related to testing outcomes
- Maintain compliance with district policy and state educational requirements

The Client acknowledges that MHS is not responsible for enforcing school disciplinary actions or extracurricular eligibility determinations.

---

4. PARENTAL CONSENT AND MINOR AUTHORIZATION

Because Program participants are minors, testing services shall only be performed after receipt of properly completed:

- Parent/legal guardian consent
- Student acknowledgement and participation forms
- Authorization for release of information
- Any additional district-required documentation

The Client is responsible for collecting and maintaining all required forms prior to participation eligibility.

MHS shall implement procedures to verify, prior to each testing event, that each student selected for testing has a valid and current consent and authorization on file. MHS shall not conduct testing on any student unless such verification has been completed, but shall report such waiver of testing to Client.

MHS shall have an affirmative obligation to decline or suspend testing where documentation is incomplete, inconsistent, expired, or cannot be verified.

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5. CONFIDENTIALITY AND PRIVACY

MHS shall maintain confidentiality of testing records and student information, including, but not limited to, personally identifiable information ("PII") and Protected Health Information (PHI), as applicable, in accordance with:

- FERPA
- ISSRA
- HIPAA, where applicable
- Applicable state privacy and student records laws
- Drug and alcohol testing confidentiality requirements

Testing results and related information shall be disclosed only to individuals or entities authorized by the Client and only to the minimum extent necessary for Program administration, including:

- Authorized school district representatives with legitimate education or administrative interest
- Authorized parents/legal guardians
- Authorized Medical Review Officers, as necessary for result verification
- Other parties specifically authorized in writing

MHS shall promptly notify the Client of any unauthorized access, use, or disclosure of testing information and cooperate with the Client in responding to such incident if it arises. The Client agrees to maintain confidentiality of all testing-related information.

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6. TESTING PROCEDURES

6.1 Random Testing

Students selected for random testing shall report for collection within the timeframe established by the Client and MHS.

6.2 Positive Results

Non-negative laboratory results shall undergo confirmation testing and Medical Review Officer review when applicable.

The Client shall determine disciplinary consequences and extracurricular eligibility decisions.

6.3 Refusal to Test

"Refusal to Test" shall mean a student's failure to fully comply with and complete the required testing process after being selected for testing and directed to report. A Refusal to Test includes but is not limited to:

- Failure to appear within the required timeframe
- Leaving the collection area before the testing process is completed
- Failure to provide specimen
- Engages in conduct that obstructs, delays, or interferes with the collection process
- Tampering or adulteration of a specimen or an attempt to do so
- Refusal to cooperate with collection procedures

MHS shall document all circumstances giving rise to a determination of Refusal to Test and report such determination to the Client. Final determination of whether a Refusal to Test has occurred for purposes of discipline or eligibility shall be made by the Client in accordance with district policy. Such events may be treated as policy violations consistent with district procedures.

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7. COMPLIANCE

MHS shall:

- Perform all services in compliance with all applicable federal and state laws, regulations, and accepted industry standards governing drug and alcohol testing of minor students
- Utilize industry-standard collection procedures
- Utilize qualified laboratories when laboratory analysis is required
- Maintain collector training and competency requirements
- Follow applicable chain-of-custody procedures
- Maintain required insurance coverage

- The Client shall adopt and maintain board-approved policies governing student participation in the Program which are designed to comply with applicable law, including student privacy, constitutional, and due process requirements.

MHS acknowledges that its services are performed in support of the Client's policies and agrees to cooperate with the Client to ensure that Program administration is conducted in a manner consistent with applicable legal requirements.

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8. REPORTING

MHS shall provide notice to Client of:

- A waived test for lack of consent and authorization documentation
- Test completion status
- Negative or non-negative result reporting
- Refusal to Test
- Chain-of-custody documentation, when applicable
- Program activity summaries upon request

Reports may be transmitted electronically through secure methods approved by both Parties.

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9. TERM

This Statement of Work shall commence on July 16, 2026 and remain in effect through June 30, 2027 unless terminated earlier in accordance with this Agreement.

Either Party may terminate this SOW with thirty (30) days written notice sent to the addresses listed above in the SOW introduction.

Immediate termination may occur for:

- Material breach
- Legal or regulatory violations
- Failure to maintain required licensing or insurance
- Unsafe or unethical conduct

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10. FEES AND PAYMENT

The Client agrees to compensate MHS for services performed under this SOW according to the pricing schedule attached as Exhibit A.

Unless otherwise agreed in writing:

- Invoices shall be issued monthly
- Payment terms shall be Net 30
- Additional fees may apply for after-hours, emergency, or expedited testing services
- Laboratory confirmation testing and MRO review may be billed separately

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11. INSURANCE

MHS shall, at its own expense, maintain commercially reasonable insurance coverage including:

- General Liability Insurance with coverage written on an occurrence basis, including bodily injury, property damage, personal and advertising injury, and contractual liability, with limits of not less than $1,000,000 per occurrence and $2,000,000 in the aggregate;
- Professional Liability Insurance with coverage including liability arising from the performance of drug and alcohol testing services, including collection, handling, reporting, and related professional services, with limits of not less than $1,000,000 per claim and $2,000,000 in the aggregate;
- Workers' Compensation Insurance maintained in accordance with statutory requirements;
- Commercial Automobile Insurance, if applicable; and
- Cyber Liability Insurance with coverage for liability arising from unauthorized access, disclosure, or breach of confidential, personal, or student information.

All liability policies, other than professional liability and workers' compensation, shall name the Client, its Board of Education, officers, employees, and agents as additional insureds on a primary and non-contributory basis. Certificates of insurance shall be provided upon request.

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12. LIMITATION OF LIABILITY

MHS shall not be responsible for:

- School disciplinary decisions
- Student participation eligibility determinations
- Enforcement of extracurricular policies
- Actions taken by the Client based on testing results

Nothing in this Agreement shall be construed to limit or exclude MHS's liability for:

- Its negligence, gross negligence, or willful misconduct
- Errors or omissions in testing, collection, handling, or reporting of results
- Breach of confidentiality or data security obligations
- Failure to comply with applicable laws, regulations, or agreed-upon procedures
-
- To the maximum extent permitted by law, neither party shall be liable for any indirect, incidental, consequential, special, or punitive damages arising out of or related to this agreement, regardless of the theory of liability.

---

13. INDEMNIFICATION

MHS shall indemnify, defend, and hold harmless the Client, its Board of Education, officers, employees, and agents from and against any and all claims, demands, damages, liabilities, losses, and expenses, including reasonable attorneys' fees, arising out of or related to:

- MHS's negligent acts, errors, or omissions;
- Any failure by MHS to comply with applicable laws, regulations, or professional standards;
- Any breach of this Agreement, including confidentiality and data security obligations; or
- Any act or omission related to the collection, handling, testing, or reporting of specimens or results

The Client shall indemnify and hold harmless MHS from claims arising solely from:

- The Client's adoption or enforcement of its disciplinary or eligibility policies
- Actions taken by the Client that are not based on MHS's negligence, error, or breach of this Agreement

The indemnified Party shall promptly notify the indemnifying Party of any claim and reasonably cooperate in the defense. The indemnifying Party shall have control of the defense and settlement, provided that no settlement affecting the indemnified Party's rights or obligations shall be entered without its prior written consent, which shall not be unreasonably withheld.

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14. GOVERNING LAW

This Agreement shall be governed by the laws of the State of Illinois.

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15. ENTIRE AGREEMENT

This SOW constitutes the entire agreement between the Parties regarding the services described herein and supersedes all prior discussions or understandings related to the subject matter.

Any amendments must be made in writing and signed by authorized representatives of both Parties.

SIGNATURES

MOBILE HEALTH SOLUTIONS

By: _____

Name: _____

Title: _____

Date: _____

CLIENT

School District / Organization:

By: _____

Name: _____

Title: _____

Date: _____

EXHIBIT A

PRICING SCHEDULE

Scheduled Testing Fees

	UDS Collection	Quest Panel Code: 27738N	Quest Panel Code: 21791N	ONSITE FEE PER HOUR PER COLLECTOR	Mileage
10 Donors or Less	$25.00	$40.00	$40.00	$65.00	N/C
11-20 Donors	$25.00	$40.00	$40.00	$65.00	N/C
More than 20 Donors (May require additional collectors)	$25.00	$40.00	$40.00	$65.00	N/C
Cancellation fee - less than 24 hrs				$200	

*Travel time included.
** If larger onsites require multiple collectors, or the collection will take place over multiple days, then the onsite fee will apply per collector per day.

Additional travel or onsite service fees may apply depending on location and scheduling requirements.

EXHIBIT B

Random Selection Methodology

Mobile Health Solutions (MHS) administers the Client's random testing program using the i3screen random selection platform. The process is designed to provide a neutral, unbiased, and auditable methodology that complies with applicable program requirements and Client policies.

1. Random Selection Software

MHS utilizes the i3screen software platform to perform computer-generated random selections. The software assigns an equal probability of selection to every eligible **student** within the applicable testing pool at the time each random selection is conducted.

2. Pool Administration

MHS maintains one or more Client-approved testing pools within i3screen based on the Client's program structure. Pools may be established by:

- Grade level
- Athletic program
- Student activity or organization
- Client-defined testing population
- Other Client-approved criteria

Students are included only in the approved pool(s) for which they are eligible.

3. Student Roster Management

The Client will provide updated student eligibility rosters according to the agreed schedule.

Upon receipt, MHS will:

- Add newly eligible students.
- Remove students who are no longer eligible.
- Update student demographic information as needed.
- Verify student assignments within the appropriate testing pools before each selection cycle.

Selections are based on the most current participant roster available at the time the random selection is generated.

4. Selection Frequency

Random selections will be performed according to the Client-approved schedule (e.g., weekly, monthly, quarterly, or other agreed frequency). The schedule will be configured within i3screen and administered by MHS.

5. Random Selection Methodology

During each selection cycle, i3screen generates random selections from the active student pool using a computerized randomization process. Each eligible student has an equal opportunity for selection during every selection cycle regardless of prior selection history.

Students may be selected multiple times during a school year, while others may not be selected, consistent with accepted random selection practices.

6. Documentation and Audit Support

MHS maintains documentation supporting each random selection, including:

- Selection date
- Testing pool utilized
- Student roster used for the selection
- Number of students in the pool
- Number of selections generated
- Random selection reports produced by i3screen

Documentation is retained in accordance with applicable contractual and record retention requirements.

7. Methodology Changes

Any changes to the approved pool structure, selection frequency, or overall random selection methodology will require the Client's prior written approval before implementation.

Random Selection Workflow

1. Client submits an updated student eligibility roster.
2. MHS imports the roster into i3screen.
3. Student eligibility and pool assignments are verified.
4. i3screen performs the computer-generated random selection.
5. MHS reviews the selection report for completeness.
6. Authorized Client contacts receive notification of selected students.

MOBILE HEALTH SOLUTIONS

Extracurricular Drug and Alcohol Testing Program

Student Consent, Authorization, and Informed Consent Packet

IMPORTANT DIRECTIONS

1. Students must complete all forms with a parent/legal guardian and an adult witness present.
2. All signatures and initials must be completed using the same black or blue ink pen.
3. Student, parent/legal guardian, and witness signatures must be completed at the same time and on the same date.
4. The student is responsible for returning the completed packet to the designated school administrator.
5. Forms that are incomplete, altered, unsigned, or incorrectly completed may be deemed invalid.

EXTRACURRICULAR DRUG & ALCOHOL TESTING PROGRAM

Mobile Health Solutions ("MHS") will facilitate the Extracurricular Drug and Alcohol Testing Program (the "Program") on behalf of the participating school district and/or school organization.

Participation in the Program requires completion of the following documents:

- Informed Consent for Services
- Authorization for Release of Information
- Consent to Participate in Extracurricular Drug and Alcohol Testing Program

The Program may include:

- Urine drug screening
- Additional testing methods permitted by applicable law and school policy

Students selected for testing may be asked to disclose prescription medications or over-the-counter medications that could impact testing results.

Refusal to participate in testing, refusal to cooperate with the collection process, tampering with a specimen, or failure to comply with Program procedures may be treated as a positive test result in accordance with school policy.

INSTRUCTIONS FOR COMPLETING THIS PACKET

1. All forms must be completed in their entirety unless specifically instructed otherwise.
2. The student participant, parent/legal guardian, and witness must all sign where required.
3. The witness must be at least 18 years of age.
4. All required initials must be completed in every designated section.
5. Any additional legal guardians authorized to receive information must be listed in the Authorization for Release of Information section.
6. Consent expiration dates should extend through the student's anticipated graduation year or as otherwise required by school policy.
7. Copies of Mobile Health Solutions' Notice of Privacy Practices are available upon request.

AUTHORIZATION FOR RELEASE OF INFORMATION

Student Information

Student Name (Print): _____

Date of Birth: _____ / _____ / _____

Address: _____

By checking and initialing the sections below, I authorize Mobile Health Solutions to release and/or exchange the following information:

Authorized Information

☐ Initiation of participation in services

Student Initials: _____ Parent/Guardian Initials: _____

☐ Summary of Drug screening services

Student Initials: _____ Parent/Guardian Initials: _____

☐ Drug screening results

Student Initials: _____ Parent/Guardian Initials: _____

Authorized Recipients

☐ Participating School District

Student Initials: _____ Parent/Guardian Initials: _____

☐ Participating High School / School Organization

Student Initials: _____ Parent/Guardian Initials: _____

☐ Additional Authorized Legal Guardian:

Name: _____

Address: _____

Student Initials: _____ Parent/Guardian Initials: _____

☐ Additional Authorized Legal Guardian:

Name: _____

Address: _____

Student Initials: _____ Parent/Guardian Initials: _____

Purpose of Disclosure

☐ Compliance with participation requirements for extracurricular activities and the Extracurricular Drug and Alcohol Testing Program.

This authorization shall remain valid until:

_____ / _____ / _____

I understand:

- Information may be transmitted verbally, electronically, or in writing.
- Recipients of this information may not be subject to federal confidentiality protections after disclosure.
- I have the right to inspect or copy the disclosed information.
- I may revoke this authorization at any time in writing, except to the extent action has already been taken.
- Failure to authorize release of information may impact participation eligibility in the Program.

Signatures

Date: _____ / _____ / _____

Student Signature (Age 12 or Older):

_____

Date: _____ / _____ / _____

Parent/Legal Guardian Signature:

_____

Date: _____ / _____ / _____

Witness Signature:

_____

INFORMED CONSENT FOR SERVICES

Student Information

Student Name (Print): _____

Date of Birth: _____ / _____ / _____

Student ID Number (if applicable): _____

CONSENT FOR SERVICES

I acknowledge that participation in extracurricular activities is voluntary; however, eligibility to participate may be conditioned on compliance with the Extracurricular Drug and Alcohol Testing Program.

I hereby state that I voluntarily consent, or authorize consent for my minor child, to participate in services administered by Mobile Health Solutions as part of the Extracurricular Drug and Alcohol Testing Program.

I understand that participation in the Program requires compliance with testing procedures and cooperation with authorized personnel.

Student Initials: _____

Parent/Guardian Initials: _____

NON-VOLUNTARY DISCHARGE

A participant may be removed from the Program for:

- Failure to comply with Program requirements or testing procedures
- Refusal to submit to testing or failure to complete the testing process as required
- Conduct that interferes with or disrupts the testing process, including physical or verbal misconduct Violations of school or Program rules

Any determination of non-compliance or violation shall be made in accordance with district policy. Consequences, including removal from extracurricular participation, shall be determined solely by the school district. Student Initials: _____

Parent/Guardian Initials: _____

CONFIDENTIALITY

I understand that participation and testing information will be treated as confidential and maintained in accordance with applicable federal and state law and regulations, including the Family Educational Rights and Privacy Act and the Illinois School Student Records Act, where applicable. I understand that participation and testing information may be disclosed where it is authorized by this agreement, required by law, or permitted by applicable privacy regulations.

I understand there are exceptions to confidentiality involving situations including but not limited to:

- Suspected child abuse or neglect
- Threats of harm to self or others
- Court orders or legal obligations
- Mandatory reporting obligations

Student Initials: _____

Parent/Guardian Initials: _____

NOTICE OF PRIVACY PRACTICES

I acknowledge that I have been offered access to the Mobile Health Solutions Notice of Privacy Practices and understand how Protected Health Information (PHI) may be used and disclosed.

Student Initials: _____

Parent/Guardian Initials: _____

FINANCIAL RESPONSIBILITY

Unless otherwise communicated in writing, testing services associated with this Program shall be billed in accordance with the agreement between Mobile Health Solutions and the participating school district or organization.

Student Initials: _____

Parent/Guardian Initials: _____

Consent Acknowledgement

I consent to participation in services administered by Mobile Health Solutions and acknowledge understanding of this Informed Consent for Services.

Signatures

Date: _____ / _____ / _____

Student Signature (Age 12 or Older):

Date: _____ / _____ / _____

Parent/Legal Guardian Signature:

Date: _____ / _____ / _____

Witness Signature:

_____

CONSENT TO PARTICIPATE IN EXTRACURRICULAR DRUG AND ALCOHOL TESTING PROGRAM

We acknowledge that we have received, reviewed, and understand the Extracurricular Drug and Alcohol Testing Program requirements.

We voluntarily agree that:

(Student Participant Printed Name)

shall be subject to the terms and conditions of the Program during participation in extracurricular activities.

We authorize:

- Urine drug screening
- Specimen collection procedures
- Laboratory analysis
- Reporting procedures consistent with school policy and applicable law

The student participant agrees to cooperate fully with all Program requirements and specimen collection procedures.

We further authorize disclosure of testing participation and results as permitted by this agreement and applicable state and federal law.

Signatures

Date: _____ / _____ / _____

Student Signature (Age 12 or Older):

Date: _____ / _____ / _____

Parent/Legal Guardian Signature:

MOBILE HEALTH SOLUTIONS

Corporate Office

Mobile Health Solutions

Drug & Alcohol Testing | Occupational Health | Compliance Services

For questions regarding this Program, policies, or required documentation, please contact Mobile Health Solutions directly.

HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

Huntley Community School District 158

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

Date: July 16, 2026

To: Board of Education

From: The Huntley #158 Health Insurance Committee

Subject: Northern Illinois Health Insurance Program (NIHIP)

Executive Summary

The Health Insurance Committee has spent considerable time evaluating sustainable, long-term strategies to stabilize employee benefit costs while preserving high-quality care for our staff. This memorandum provides an overview of the Northern Illinois Health Insurance Program (NIHIP), outlines medical and ancillary highlights from the comprehensive proposal prepared and presented by Gallagher.

The Northern Illinois Health Insurance Program (NIHIP) is a self-funded purchasing cooperative designed to contain employee benefits costs for public school districts by sharing risk. As of July 2026, the cooperative is comprised of 41-member districts, including local peers such as CHSD 155, Central CUSD 301, and Barrington CUSD 220.

How the Cooperative Model Works

- Large Group Purchasing Power: By pooling over 40 districts, NIHIP secures administrative fees, stop-loss premiums, and digital health programs that are difficult to reach for individual districts acting independently.
- Risk Sharing with Greater Predictability: Large claims are buffered across a large population. While Huntley will maintain its own IBNR (Incurred But Not Reported) claims account and remain responsible for the first $200,000 of any large claim, exposure above that limit is shared within the pool.
- Budgeting Predictability: The district receives a single monthly invoice, eliminating the significant fluctuation of monthly billing.
- Historically, this risk-pooling structure has delivered rate stability. NIHIP has a 15-year average renewal rate of 5.21% for PPO, 3.89% for HMO, and 2.07% for Dental.
-

Proposal Highlights & Key Takeaways

Financial Savings (Medical & Pharmacy)

- Total Net Savings: This current analysis shows a potential savings of $2,521,831 compared to the projected standalone renewal.

GLP-1 Impact

- NIHIP's master contract with Prime Therapeutics mandates parity across all member districts to protect guaranteed prescription rebates.
- The Mitigation Strategy (Vida Health): To control costs, NIHIP mandates that all PPO and HDHP weight-loss utilizers must enroll and actively engage in the Vida Health virtual program.

- Existing utilizers will not be grandfathered in; Vida Health serves as the sole gatekeeper and prescriber for weight-loss medications. Members utilizing these drugs for diabetes remain under traditional care.

Ancillary Benefits & Extra Value

- Dental & Vision: Our current BCBSIL medical network remains unchanged. For dental, Gallagher recommends assessing competitive options inside NIHIP (MetLife/BCBS) against the open market before January 1, 2027. Vision will transition through NIHIP's VSP platform.
- Life and AD&D Savings: Basic Life/AD&D will transition to Voya via NIHIP, yielding immediate premium reductions. Voluntary Life insurance rates through NIHIP show a substantial drop across almost all age brackets, passing savings directly back to our employees.
- Enhancements: These tools are built into the cooperative. They are currently standalone cost items for the district.
    - Benefits Platform
        - Open Enrollment
        - ACA and COBRA administration
    - EAP Services
    - Wellness Screenings

Recommendation: The Health Insurance Committee recommends that the Board of Education approve Huntley Community School District 158's transition to the Northern Illinois Health Insurance Program (NIHIP).

HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

Huntley Community School District 158

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

To: Board of Education and Administration

From: Mark Altmayer, Chief Financial Officer

Date: July 16, 2026

Subject: **Proposed FY 2027 Tentative Budget and Hearing**
Board of Education Meeting, July 16, 2026
Action Items

RECOMMENDATION
It is requested that the FY27 Tentative Budget Hearing take place on September 17th at 7:00 p.m. at 650 Dr. John Burkey Drive, Algonquin, Illinois in the Board Room. Therefore, the tentative budget shall be on display accordingly to 105ILCS 5/17-1 Annual Budget, conveniently available to public inspection for at least 30 days prior to final action thereon, starting on August 18th, available at the Reception Desk in the Administrative Building.

Background and Requirements

Such budget shall be prepared in tentative form by some person or persons designated by the board, and in such tentative form shall be made conveniently available to public inspection for at least 30 days prior to final action thereon. At least 1 public hearing shall be held as to such budget prior to final action thereon. **Notice of availability for public inspection and of such public hearing shall be given by publication in a newspaper published in such district, at least 30 days prior to the time of such hearing.**

September 30th is the last day to adopt the annual budget (105 ILCS 5/17-1). Within 30 days of adoption, the annual budget must be filed with the county clerk (35 ILCS 200/18-50). If a school district has an Internet web site, the current annual budget must be posted on the web site.

HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

Huntley Community School District 158

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

Notice of Public Hearing

Notice is hereby given by the Board of Education of Huntley Community School District 158, in the Counties of McHenry and Kane, State of Illinois, as per 105ILCS that tentative budget for said School District for the fiscal year beginning July 1, 2026, accordingly to 105ILCS 5/17-1 will be on file and conveniently available to public inspection at 650 Dr. John Burkey Drive, Algonquin, Illinois in this School District from and after 7:30 a.m. to 4:00 p.m., on the 18th day of August, 2026.

Notice is further hereby given that a public hearing on said budget will be held at 7:00 o'clock p.m., on the 17th day of September, 2026 at the Administrative Building – Board Room in this Huntley Community School District 158, 650 Dr. John Burkey Drive, Algonquin, Illinois.

Dated this July 16th, 2026
Board of Education
Huntley Community School District 158
McHenry and Kane Counties, State of Illinois

Melissa Maiorino
Secretary

Huntley Community School District 158

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

To: Board of Education and Administration

From: Mark Altmayer, Chief Financial Officer

Date: July 16, 2026

Subject: **Purchase Order Summary**
Board of Education Meeting, July 16, 2026
Action Items

Attached is a list of purchase order requests since our last meeting, submitted for Board approval, totaling $15,593,209.60.

RECOMMENDATION
The Finance Committee recommends the Board of Education approve the Purchase Order Report at the July 16, 2026 Regular Board of Education meeting.

Purchase Order Listing - BOARD

PO Request	PO Number		Fiscal Year	Amount
A Parts Warehouse				
1550	507260082		2025-2026	163.80
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*163.80000 40 E 2554 4100 00 500 000000*	*FLEET SUPPLIES*	*163.80*
			Total for A Parts Warehouse	**163.80**
Accurate Translation Bureau				
1544	509260079		2025-2026	1,025.70
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*1,025.70000 10 E 1200 3100 92 509 460000*	*IDEA GENERAL*	*1,025.70*
			Total for Accurate Translation Bureau	**1,025.70**
				408
Airgas USA LLC				
1518	508260122		2025-2026	232.48
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*87.33000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*87.33*
	1.00	*96.00000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*96.00*
	1.00	*23.75000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*23.75*
	1.00	*25.40000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*25.40*
			Total for Airgas USA LLC	**232.48**
Associated Electrical Contractors				
1465	508260107		2025-2026	13,620.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*13,620.00000 20 E 2542 3900 00 500 000000*	*OTHER PURCHASED*	*13,620.00*
			Total for Associated Electrical Contractors	**13,620.00**

PO Request	PO Number		Fiscal Year	Amount
Camelot Therapeutic Schools LLC				
1591	509260080		2025-2026	3,417.45
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	5.00	*252.35000 10 E 4220 6700 00 509 000000*	*SP ED PRIVATE*	*1,261.75*
	5.00	*178.79000 10 E 4220 6700 00 509 000000*	*SP ED PRIVATE*	*893.95*
	5.00	*252.35000 10 E 4220 6700 00 509 000000*	*SP ED PRIVATE*	*1,261.75*
1592	509260081		2025-2026	2,155.70
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	5.00	*178.79000 10 E 4220 6700 00 509 000000*	*SP ED PRIVATE*	*893.95*
	5.00	*252.35000 10 E 4220 6700 00 509 000000*	*SP ED PRIVATE*	*1,261.75*
			Total for Camelot Therapeutic Schools LLC	**5,573.15**
Colley Elevator Co				409
1468	508260108		2025-2026	2,431.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*1,926.00000 20 E 2542 3900 00 500 000000*	*OTHER PURCHASED*	*1,926.00*
	1.00	*505.00000 20 E 2542 3900 00 500 000000*	*OTHER PURCHASED*	*505.00*
1485	508260115		2025-2026	256.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*256.00000 20 E 2542 3230 00 500 000000*	*REPAIRS &*	*256.00*
			Total for Colley Elevator Co	**2,687.00**
Crystal Lake School District 47				
1692	509260090		2025-2026	375.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*375.00000 10 E 4120 3100 92 509 460000*	*IDEA PAYMENTS TO*	*375.00*
			Total for Crystal Lake School District 47	**375.00**

Purchase Order Listing - BOARD

PO Request	PO Number		Fiscal Year	Amount
Gordon Flesch Co Inc				
1610			2025-2026	62.09
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*62.09000 10 E 1120 4100 09 220 000000*	*HOME EC MARLOWE*	*62.09*
1680	300260029		2025-2026	284.78
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*284.78000 10 E 1130 3230 00 300 000000*	*REPAIRS HS*	*284.78*
1557	504260012		2025-2026	93.38
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*93.38000 10 E 2900 3900 00 504 000000*	*COPIER*	*93.38*
1558	504260013		2025-2026	97.03
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*97.03000 10 E 2900 3900 00 504 000000*	*COPIER*	*97.03*
1559	504260014		2025-2026	140.25
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*140.25000 10 E 2900 3900 00 504 000000*	*COPIER*	*140.25*
1560	504260015		2025-2026	634.78
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*634.78000 10 E 2900 3900 00 504 000000*	*COPIER*	*634.78*
1561	504260016		2025-2026	2,350.89
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*2,350.89000 10 E 2900 3900 00 504 000000*	*COPIER*	*2,350.89*
1562	504260017		2025-2026	1,419.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*1,419.00000 10 E 2900 3900 00 504 000000*	*COPIER*	*1,419.00*
1563	504260018		2025-2026	1,551.84
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*1,551.84000 10 E 2900 3900 00 504 000000*	*COPIER*	*1,551.84*
1564	504260019		2025-2026	972.37
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*972.37000 10 E 2900 3900 00 504 000000*	*COPIER*	*972.37*

PO Request	PO Number		Fiscal Year	Amount
Gordon Flesch Co Inc				
			Total for Gordon Flesch Co Inc	**7,606.41**
Grainger				
1500	508260120		2025-2026	556.02
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*556.02000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*556.02*
1515	508260124		2025-2026	22.06
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*11.03000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*11.03*
	1.00	*11.03000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*11.03*
			Total for Grainger	**578.08**
GW Berkheimer Co Inc				
1681	502260034		2025-2026	78.86
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*78.86000 10 E 2560 3230 00 140 000000*	*CAFE REPAIRS*	*78.86*
1473	508260112		2025-2026	31.66
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*31.66000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*31.66*
			Total for GW Berkheimer Co Inc	**110.52**

Purchase Order Listing - BOARD

PO Request	PO Number		Fiscal Year	Amount
Illco, Ico				
1594	502260026		2025-2026	783.85
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*799.42000 10 E 2560 3230 00 120 000000*	*CAFE REPAIRS*	*799.42*
	1.00	*-15.57000 10 E 2560 3230 00 120 000000*	*CAFE REPAIRS*	*-15.57*
1595	502260027		2025-2026	7,584.31
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*7,584.31000 10 E 2560 3230 00 120 000000*	*CAFE REPAIRS*	*7,584.31*
1597	502260029		2025-2026	324.99
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*324.99000 10 E 2560 3230 00 150 000000*	*CAFE REPAIRS*	*324.99*
1599	502260030		2025-2026	624.75
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*624.75000 10 E 2560 3230 00 300 000000*	*CAFE REPAIRS HS*	*624.75*
1600	502260031		2025-2026	283.30
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*283.30000 10 E 2560 3230 00 300 000000*	*CAFE REPAIRS HS*	*283.30*
1601	502260032		2025-2026	275.23
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*275.23000 10 E 2560 3230 00 210 000000*	*CAFE REPAIRS*	*275.23*
1593	502260033		2025-2026	394.20
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*394.20000 10 E 2560 3230 00 120 000000*	*CAFE REPAIRS*	*394.20*
			Total for Illco, Ico	**10,270.63**

PO Request	PO Number		Fiscal Year	Amount
Kona Ice of McHenry County LLC				
1510	509260073		2025-2026	611.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*235.00000 10 E 1200 4100 00 509 000000*	*SUPPLIES SP ED*	*235.00*
	1.00	*235.00000 10 E 1200 4100 00 509 000000*	*SUPPLIES SP ED*	*235.00*
	47.00	*3.00000 10 E 1200 4100 00 509 000000*	*SUPPLIES SP ED*	*141.00*
			Total for Kona Ice of McHenry County LLC	**611.00**
LRS | Garbage Collection				
1565	508260126		2025-2026	753.04
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*753.04000 20 E 2542 3210 00 500 000000*	*SANITATION/EXTERMI*	*753.04*
			Total for LRS | Garbage Collection	**753.04**
Lucky Locators Inc				
1499	508260119		2025-2026	285.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*240.00000 20 E 2542 3230 00 500 000000*	*REPAIRS &*	*240.00*
	0.50	*90.00000 20 E 2542 3230 00 500 000000*	*REPAIRS &*	*45.00*
			Total for Lucky Locators Inc	**285.00**

PO Request	PO Number		Fiscal Year	Amount
Luebcke, Casey				
1704	506260020		2025-2026	990.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*990.00000 10 E 1101 3100 00 506 000000*	*SUBSTITUTE*	*990.00*
1705	509260093		2025-2026	30.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*30.00000 10 E 1200 4100 00 509 000000*	*SUPPLIES SP ED*	*30.00*
			Total for Luebcke, Casey	**1,020.00**
McHenry Specialties				
1456	300260027		2025-2026	9.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	2.00	*4.50000 10 E 1130 4100 00 300 000000*	*INST SUPPLIES HS*	*9.00*
			Total for McHenry Specialties	**9.00**

PO Request	PO Number		Fiscal Year	Amount
McMaster Carr Supply Co				
1471	508260110		2025-2026	138.04
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	3.00	*42.26000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*126.78*
	1.00	*11.26000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*11.26*
1472	508260111		2025-2026	198.35
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*184.84000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*184.84*
	1.00	*13.51000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*13.51*
1492	508260118		2025-2026	263.22
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	3.00	*42.26000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*126.78*
	3.00	*41.12000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*123.36*
	1.00	*13.08000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*13.08*
				415
			Total for McMaster Carr Supply Co	**599.61**
Neuro Educational Specialist				
1543	509260078		2025-2026	400.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	2.00	*200.00000 10 E 1200 4100 00 509 000000*	*SUPPLIES SP ED*	*400.00*
			Total for Neuro Educational Specialist	**400.00**

PO Request	PO Number		Fiscal Year	Amount
NeuroRestorative				
1746	509260095		2025-2026	18,000.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*18,000.00000 10 E 4120 6700 00 509 000000*	*SP ED ROOM &*	*18,000.00*
1747	509260096		2025-2026	9,236.64
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*9,236.64000 10 E 4220 6700 00 509 000000*	*SP ED PRIVATE*	*9,236.64*
			Total for NeuroRestorative	**27,236.64**
New Connections Academy				
1686	509260087		2025-2026	5,190.92
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*5,190.92000 10 E 4220 6700 00 509 000000*	*SP ED PRIVATE*	*5,190.92*
1688	509260088		2025-2026	5,190.92
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*5,190.92000 10 E 4220 6700 00 509 000000*	*SP ED PRIVATE*	*5,190.92*
1690	509260089		2025-2026	5,190.92
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*5,190.92000 10 E 4220 6700 00 509 000000*	*SP ED PRIVATE*	*5,190.92*
			Total for New Connections Academy	**15,572.76**

PO Request	PO Number		Fiscal Year	Amount
Nolan Fire Pump Testing				
1470	508260109		2025-2026	890.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*850.00000 20 E 2542 3900 00 500 000000*	*OTHER PURCHASED*	*850.00*
	1.00	*40.00000 20 E 2542 3900 00 500 000000*	*OTHER PURCHASED*	*40.00*
1484	508260114		2025-2026	1,665.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*1,665.00000 20 E 2542 3230 00 500 000000*	*REPAIRS &*	*1,665.00*
			Total for Nolan Fire Pump Testing	**2,555.00**
Northwestern Medicine Huntley				
1708	509260094		2025-2026	700.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*700.00000 10 E 1200 3100 66 509 000000*	*STEP PURCHASED*	*700.00*
			Total for Northwestern Medicine Huntley	**700.00**
Northwestern Memorial HealthCare				
1496	310260002		2025-2026	15,240.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*15,240.00000 10 E 1500 2200 00 500 000000*	*Athletic Trainer Fees*	*15,240.00*
			Total for Northwestern Memorial HealthCare	**15,240.00**

PO Request	PO Number		Fiscal Year	Amount
Parkland Preparatory Academy Inc				
1678	509260085		2025-2026	5,568.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*5,568.00000 10 E 4220 6700 00 509 000000*	*SP ED PRIVATE*	*5,568.00*
1679	509260086		2025-2026	4,121.88
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*4,121.88000 10 E 4220 6700 00 509 000000*	*SP ED PRIVATE*	*4,121.88*
			Total for Parkland Preparatory Academy Inc	**9,689.88**
Pioneer Center for Human Services				
1605	509260082		2025-2026	205.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	10.25	*20.00000 10 E 1200 3100 66 509 000000*	*STEP PURCHASED*	*205.00*
			Total for Pioneer Center for Human Services	**205.00**
Positive Behavior Supports Corp				
1540	506260015		2025-2026	2,735.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*2,735.00000 10 E 1101 3100 00 506 000000*	*SUBSTITUTE*	*2,735.00*
			Total for Positive Behavior Supports Corp	**2,735.00**
Primo Brands				
1581	300260028		2025-2026	241.13
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*241.13000 10 E 2213 4150 00 300 000000*	*HHS STAFF DEVEL*	*241.13*
			Total for Primo Brands	**241.13**

PO Request	PO Number		Fiscal Year	Amount
ProCare Therapy				
1541	506260016		2025-2026	1,528.75
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	2.00	*95.00000 10 E 1101 3100 00 506 000000*	*SUBSTITUTE*	*190.00*
	15.75	*85.00000 10 E 1101 3100 00 506 000000*	*SUBSTITUTE*	*1,338.75*
1542	506260017		2025-2026	3,437.60
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	20.08	*95.00000 10 E 1101 3100 00 506 000000*	*SUBSTITUTE*	*1,907.60*
	18.00	*85.00000 10 E 1101 3100 00 506 000000*	*SUBSTITUTE*	*1,530.00*
1707	506260022		2025-2026	4,940.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*4,940.00000 10 E 1101 3100 00 506 000000*	*SUBSTITUTE*	*4,940.00*
			Total for ProCare Therapy	**9,906.35**
				419
RelayHub LLC				
1607	509260083		2025-2026	2,415.86
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	48,317.28	*0.05000 10 E 2520 3100 00 501 000000*	*PROF & TECH FISCAL*	*2,415.86*
			Total for RelayHub LLC	**2,415.86**
Safety Kleen Systems Inc				
1775	507260084		2025-2026	3,104.67
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*3,104.67000 40 E 2554 4100 00 500 000000*	*FLEET SUPPLIES*	*3,104.67*
			Total for Safety Kleen Systems Inc	**3,104.67**

Purchase Order Listing - BOARD

PO Request	PO Number		Fiscal Year	Amount
Service Sanitation Inc				
1553	305260011		2025-2026	761.29
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*761.29000 10 E 1500 3200 00 305 000000*	*HHS ATHLETICS*	*761.29*
			Total for Service Sanitation Inc	**761.29**
Sherwin Williams Co				
1745	120260010		2025-2026	59.70
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*59.70000 10 E 1110 4100 00 120 000000*	*INST SUPPLIES*	*59.70*
1458	508260106		2025-2026	47.16
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*47.16000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*47.16*
1491	508260117		2025-2026	61.94
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*61.94000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*61.94*
1514	508260123		2025-2026	149.25
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*149.25000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*149.25*
			Total for Sherwin Williams Co	**318.05**

PO Request	PO Number		Fiscal Year	Amount
Soliant Health Inc				
1545	506260018		2025-2026	1,710.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	18.00	*95.00000 10 E 1101 3100 00 506 000000*	*SUBSTITUTE*	*1,710.00*
1602	506260019		2025-2026	1,710.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	18.00	*95.00000 10 E 1101 3100 00 506 000000*	*SUBSTITUTE*	*1,710.00*
1706	506260021		2025-2026	1,900.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*1,900.00000 10 E 1101 3100 00 506 000000*	*SUBSTITUTE*	*1,900.00*
			Total for Soliant Health Inc	**5,320.00**
Special Education Services				
				421
1537	509260075		2025-2026	6,720.75
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	9.00	*149.35000 10 E 4220 6700 00 509 000000*	*SP ED PRIVATE*	*1,344.15*
	9.00	*149.35000 10 E 4220 6700 00 509 000000*	*SP ED PRIVATE*	*1,344.15*
	9.00	*149.35000 10 E 4220 6700 00 509 000000*	*SP ED PRIVATE*	*1,344.15*
	9.00	*149.35000 10 E 4220 6700 00 509 000000*	*SP ED PRIVATE*	*1,344.15*
	9.00	*149.35000 10 E 4220 6700 00 509 000000*	*SP ED PRIVATE*	*1,344.15*
1539	509260077		2025-2026	2,448.45
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	9.00	*272.05000 10 E 4220 6700 00 509 000000*	*SP ED PRIVATE*	*2,448.45*
1676	509260084		2025-2026	6,270.75
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*6,270.75000 10 E 4220 6700 00 509 000000*	*SP ED PRIVATE*	*6,270.75*
			Total for Special Education Services	**15,439.95**

PO Request	PO Number		Fiscal Year	Amount
Special Education Systems Inc				
1538	509260076		2025-2026	706.14
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	9.00	*78.46000 10 E 4220 6700 00 509 000000*	*SP ED PRIVATE*	*706.14*
			Total for Special Education Systems Inc	**706.14**
Trane				
1486	508260116		2025-2026	7,852.96
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	6.00	*237.01000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*1,422.06*
	6.00	*665.27000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*3,991.62*
	6.00	*81.56000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*489.36*
	18.00	*10.19000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*183.42*
	6.00	*231.90000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*1,391.40*
	6.00	*57.85000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*347.10*
	1.00	*28.00000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*28.00*
			Total for Trane	**7,852.96**
VILLAGE OF ALGONQUIN				
1791	503260031		2025-2026	9,004.97
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*9,004.97000 20 E 2546 3100 00 300 000000*	*RESOURCE OFFICER*	*9,004.97*
			Total for VILLAGE OF ALGONQUIN	**9,004.97**

PO Request	PO Number		Fiscal Year	Amount
Village of Huntley				
1792	503260032		2025-2026	7,313.89
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*7,313.89000 20 E 2546 3100 00 300 000000*	*RESOURCE OFFICER*	*7,313.89*
1793	503260033		2025-2026	375.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*375.00000 20 E 2546 3100 00 300 000000*	*RESOURCE OFFICER*	*375.00*
1794	503260034		2025-2026	562.50
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*562.50000 20 E 2546 3100 00 300 000000*	*RESOURCE OFFICER*	*562.50*
1795	503260035		2025-2026	525.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*525.00000 20 E 2546 3100 00 300 000000*	*RESOURCE OFFICER*	*525.00*
1796	503260036		2025-2026	562.50
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*562.50000 20 E 2546 3100 00 300 000000*	*RESOURCE OFFICER*	*562.50*
			Total for Village of Huntley	**9,338.89**
Visions LLC				
1693	509260091		2025-2026	150.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*150.00000 10 E 2130 3100 92 509 460000*	*IDEA HEALTH*	*150.00*
1694	509260092		2025-2026	250.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*250.00000 10 E 2130 3100 92 509 460000*	*IDEA HEALTH*	*250.00*
			Total for Visions LLC	**400.00**

PO Request	PO Number		Fiscal Year	Amount
VLS Milwaukee LLC				
1609	508260127		2025-2026	11,384.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*11,384.00000 20 E 2542 3230 00 500 000000*	*REPAIRS &*	*11,384.00*
			Total for VLS Milwaukee LLC	**11,384.00**
Wilson Language Training				
1511	509260074		2025-2026	1,466.64
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*679.00000 10 E 1200 4100 92 509 460000*	*IDEA INSTRUCTIONAL*	*679.00*
	1.00	*679.00000 10 E 1200 4100 92 509 460000*	*IDEA INSTRUCTIONAL*	*679.00*
	1.00	*108.64000 10 E 1200 4100 92 509 460000*	*IDEA INSTRUCTIONAL*	*108.64*
			Total for Wilson Language Training	**1,466.64**
			Purchase Order Grand Total:	**197,453.51**	**197,515.60**

424

Fund Totals	
10 - EDUCATIONAL FUND	135,066.09
20 - OPERATIONS & MAINTENANCE FUND	59,181.04
40 - TRANSPORTATION FUND	3,268.47
	197,515.60

425

Purchase Order Listing - BOARD

HUNTLEY CONS SCHOOL DIST 158

PO Request	PO Number		Fiscal Year	Amount
Accountable Healthcare Staffing Inc				
1631	506270003		2026-2027	144,000.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*144,000.00000 10 E 1101 3100 00 506 000000*	*SUBSTITUTE*	*144,000.00*
			Total for Accountable Healthcare Staffing Inc	**144,000.00**
Advantage Mechanical Inc				
1657	508270041		2026-2027	97,461.24
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*36,000.00000 20 E 2542 3230 00 500 000000*	*REPAIRS &*	*36,000.00*
	1.00	*61,461.24000 20 E 2542 3900 00 500 000000*	*OTHER PURCHASED*	*61,461.24*
			Total for Advantage Mechanical Inc	**97,461.24**
Advent Health Glen Oaks				
1636	509270006		2026-2027	264,000.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*264,000.00000 10 E 4220 6700 00 509 000000*	*SP ED PRIVATE*	*264,000.00*
			Total for Advent Health Glen Oaks	**264,000.00**
Aequor Healthcare Services				
1632	506270004		2026-2027	144,000.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*144,000.00000 10 E 1101 3100 00 506 000000*	*SUBSTITUTE*	*144,000.00*
			Total for Aequor Healthcare Services	**144,000.00**

PO Request	PO Number		Fiscal Year	Amount
Aetna Life Insurance Company				
1736	506270007		2026-2027	960,000.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*960,000.00000 10 E 1100 2200 00 500 000000*	*REGULAR PROGRAMS*	*960,000.00*
			Total for Aetna Life Insurance Company	**960,000.00**
AFLAC Group				
1735	506270006		2026-2027	66,000.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*66,000.00000 10 E 2310 2200 00 500 000000*	*SUPPORT SERV-GEN*	*66,000.00*
			Total for AFLAC Group	**66,000.00**
AHW LLC - Hampshire				427
1767	508270064		2026-2027	11,131.88
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*11,131.88000 20 E 2543 4100 00 500 000000*	*GROUNDS SUPPLIES*	*11,131.88*
			Total for AHW LLC - Hampshire	**11,131.88**
Airgas USA LLC				
1658	508270042		2026-2027	6,000.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*6,000.00000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*6,000.00*
			Total for Airgas USA LLC	**6,000.00**

PO Request	PO Number		Fiscal Year	Amount
Airwall Installation Recovery Service				
1536	508270019		2026-2027	5,850.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*5,850.00000 20 E 2542 3230 00 500 000000*	*REPAIRS &*	*5,850.00*
			Total for Airwall Installation Recovery Service	**5,850.00**
Alboum Translation Services				
1626	505270025		2026-2027	475.60
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*475.60000 10 E 1800 3900 82 505 000000*	*TBE/TPI INSTR PUR*	*475.60*
			Total for Alboum Translation Services	**475.60**
Alexander Leigh Center for Autism				428
1634	509270005		2026-2027	126,000.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*126,000.00000 10 E 4220 6700 00 509 000000*	*SP ED PRIVATE*	*126,000.00*
			Total for Alexander Leigh Center for Autism	**126,000.00**
Alliant				
1740	506270011		2026-2027	70,800.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*70,800.00000 10 E 1100 2200 00 500 000000*	*REGULAR PROGRAMS*	*70,800.00*
			Total for Alliant	**70,800.00**

PO Request	PO Number		Fiscal Year	Amount
Alpha Baking Company Inc				
1727	502270002		2026-2027	91,200.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*7,200.00000 10 E 2560 4150 00 100 000000*	*CAFE FOOD LEGGEE*	*7,200.00*
	1.00	*6,600.00000 10 E 2560 4150 00 110 000000*	*CAFE FOOD CHESAK*	*6,600.00*
	1.00	*9,000.00000 10 E 2560 4150 00 120 000000*	*CAFE FOOD MARTIN*	*9,000.00*
	1.00	*6,600.00000 10 E 2560 4150 00 140 000000*	*CAFE FOOD*	*6,600.00*
	1.00	*6,600.00000 10 E 2560 4150 00 150 000000*	*CAFE FOOD CONLEY*	*6,600.00*
	1.00	*9,000.00000 10 E 2560 4150 00 210 000000*	*CAFE FOOD*	*9,000.00*
	1.00	*10,200.00000 10 E 2560 4150 00 220 000000*	*CAFE FOOD*	*10,200.00*
	1.00	*36,000.00000 10 E 2560 4150 00 300 000000*	*CAFE FOOD HS*	*36,000.00*
			Total for Alpha Baking Company Inc	**91,200.00**
AmeriGas				429
1714	507270001		2026-2027	300,000.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*300,000.00000 40 E 2552 4610 00 500 000000*	*PROPANE*	*300,000.00*
			Total for AmeriGas	**300,000.00**
Ampersand Therapy LLC				
1633	506270005		2026-2027	162,000.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*162,000.00000 10 E 1101 3100 00 506 000000*	*SUBSTITUTE*	*162,000.00*
			Total for Ampersand Therapy LLC	**162,000.00**

PO Request	PO Number		Fiscal Year	Amount
Ancora Publishing				
1464	505270014		2026-2027	5,363.86
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*5,363.86000 10 E 1100 4100 56 500 000000*	*RTI MATERIALS PK-5*	*5,363.86*
			Total for Ancora Publishing	**5,363.86**
Anderson Lock Co Inc				
1659	508270043		2026-2027	12,000.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*12,000.00000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*12,000.00*
			Total for Anderson Lock Co Inc	**12,000.00**
				430
Associated Electrical Contractors				
1660	508270044		2026-2027	12,000.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*12,000.00000 20 E 2542 3230 00 500 000000*	*REPAIRS &*	*12,000.00*
			Total for Associated Electrical Contractors	**12,000.00**
AT&T				
1721	504270025		2026-2027	40,200.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*37,200.00000 20 E 2540 3400 00 500 000000*	*TELEPHONE -*	*37,200.00*
	1.00	*3,000.00000 20 E 2540 3400 00 500 000000*	*TELEPHONE -*	*3,000.00*
			Total for AT&T	**40,200.00**

	PO Request	PO Number		Fiscal Year	Amount
Benefitfocus.com Inc					
	1737	506270008		2026-2027	30,000.00
		Quantity	***Unit Cost Account***	***Account Description***	***Amount***
		1.00	*30,000.00000 10 E 2310 2200 00 500 000000*	*SUPPORT SERV-GEN*	*30,000.00*
				Total for Benefitfocus.com Inc	**30,000.00**
Blick Art Materials					
	1620	300270017		2026-2027	7,088.75
		Quantity	***Unit Cost Account***	***Account Description***	***Amount***
		1.00	*7,088.75000 10 E 1130 4100 02 300 000000*	*ART SUPPLIES HS*	*7,088.75*
				Total for Blick Art Materials	**7,088.75**
Blu Petroleum					431
	1715	507270002		2026-2027	528,000.00
		Quantity	***Unit Cost Account***	***Account Description***	***Amount***
		1.00	*480,000.00000 40 E 2552 4640 00 500 000000*	*DIESEL/GASOLINE*	*480,000.00*
		1.00	*48,000.00000 40 E 2552 4640 00 500 000000*	*DIESEL/GASOLINE*	*48,000.00*
				Total for Blu Petroleum	**528,000.00**
Blue Cross Blue Shield					
	1623	501270003		2026-2027	1,053,999.29
		Quantity	***Unit Cost Account***	***Account Description***	***Amount***
		1.00	*1,053,999. 10 E 1100 2200 00 500 000000*	*REGULAR PROGRAMS*	*1,053,999.29*
				Total for Blue Cross Blue Shield	**1,053,999.29**

Purchase Order Listing - BOARD

PO Request	PO Number		Fiscal Year	Amount
Bornquist Inc				
1587	508270028		2026-2027	77.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	2.00	*18.00000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*36.00*
	2.00	*20.50000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*41.00*
			Total for Bornquist Inc	**77.00**
Brucker Company				
1621	508270033		2026-2027	3,795.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*3,795.00000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*3,795.00*
1661	508270045		2026-2027	7,200.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*7,200.00000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*7,200.00*
			Total for Brucker Company	**10,995.00**
BryMax Enterprises Inc				
1728	502270003		2026-2027	73,200.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*21,600.00000 10 E 2560 4150 00 210 000000*	*CAFE FOOD*	*21,600.00*
	1.00	*30,000.00000 10 E 2560 4150 00 220 000000*	*CAFE FOOD*	*30,000.00*
	1.00	*21,600.00000 10 E 2560 4150 00 300 000000*	*CAFE FOOD HS*	*21,600.00*
			Total for BryMax Enterprises Inc	**73,200.00**

PO Request	PO Number		Fiscal Year	Amount
BSN Sports				
1685	305270004		2026-2027	2,559.80
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*2,559.80000 10 E 1500 4100 00 305 000000*	*TRAINING/ATHLETIC*	*2,559.80*
			Total for BSN Sports	**2,559.80**
Camelot Therapeutic Schools LLC				
1637	509270007		2026-2027	240,000.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*240,000.00000 10 E 4220 6700 00 509 000000*	*SP ED PRIVATE*	*240,000.00*
			Total for Camelot Therapeutic Schools LLC	**240,000.00**
Cassandra Strings				433
1575	300270013		2026-2027	6,400.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	4.00	*1,600.00000 10 E 1130 4100 12 300 000000*	*MUSIC SUPPLIES HS*	*6,400.00*
			Total for Cassandra Strings	**6,400.00**

Purchase Order Listing - BOARD

PO Request	PO Number		Fiscal Year	Amount
CDW Government Inc				
1479	503270002		2026-2027	11,817.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*11,817.00000 10 E 2546 3230 00 500 000000*	*SECURITY OFFICER*	*11,817.00*
1461	504270017		2026-2027	11,817.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*11,817.00000 10 E 2660 4900 00 504 000000*	*INVENTORIABLE*	*11,817.00*
1459	504270018		2026-2027	9,947.04
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*9,947.04000 10 E 2660 3190 61 504 000000*	*SOFTWARE*	*9,947.04*
1556	504270019		2026-2027	5,800.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*5,800.00000 10 E 2660 3190 61 504 000000*	*SOFTWARE*	*5,800.00*
1695	504270021		2026-2027	2,325.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*2,325.00000 10 E 2660 4700 00 504 000000*	*SOFTWARE*	*2,325.00*
			Total for CDW Government Inc	**41,706.04**
Cengage Learning				
1533	505270017		2026-2027	7,755.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*7,755.00000 10 E 1100 4230 00 505 000000*	*NEW ADOPTION 6-12*	*7,755.00*
			Total for Cengage Learning	**7,755.00**

PO Request	PO Number		Fiscal Year	Amount
Chief Architect Inc.				
1579	505270023		2026-2027	1,485.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	33.00	*45.00000 10 E 2212 3100 00 505 000000*	*CURRICLUM GEN PUR*	*1,485.00*
			Total for Chief Architect Inc.	**1,485.00**
Classic Glass and Glazing				
1527	508270015		2026-2027	840.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*840.00000 20 E 2542 3230 00 500 000000*	*REPAIRS &*	*840.00*
			Total for Classic Glass and Glazing	**840.00**
				435
Colley Elevator Co				
1770	508270065		2026-2027	768.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	3.00	*256.00000 20 E 2542 3230 00 500 000000*	*REPAIRS &*	*768.00*
			Total for Colley Elevator Co	**768.00**
Collins Backflow Specialists Inc				
1530	508270017		2026-2027	1,840.15
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*1,840.15000 20 E 2542 3230 00 500 000000*	*REPAIRS &*	*1,840.15*
1611	508270031		2026-2027	2,736.39
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*2,736.39000 20 E 2542 3230 00 500 000000*	*REPAIRS &*	*2,736.39*
			Total for Collins Backflow Specialists Inc	**4,576.54**

PO Request	PO Number		Fiscal Year	Amount
Comcast				
1722	504270026		2026-2027	3,780.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*3,780.00000 20 E 2540 3400 00 500 000000*	*TELEPHONE -*	*3,780.00*
			Total for Comcast	**3,780.00**
Comcast Business				
1723	504270027		2026-2027	3,780.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*3,780.00000 20 E 2540 3400 00 500 000000*	*TELEPHONE -*	*3,780.00*
			Total for Comcast Business	**3,780.00**
Cove School				436
1638	509270008		2026-2027	84,000.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*84,000.00000 10 E 4220 6700 00 509 000000*	*SP ED PRIVATE*	*84,000.00*
			Total for Cove School	**84,000.00**
CPI (Crisis Prevention Institute, Inc.)				
1577	509270004		2026-2027	29,876.75
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	325.00	*50.39000 10 E 2210 3140 92 509 460000*	*IDEA IMPR OF INSTR-*	*16,376.75*
	1.00	*12,500.00000 10 E 2210 3140 92 509 460000*	*IDEA IMPR OF INSTR-*	*12,500.00*
	1.00	*1,000.00000 10 E 2210 3140 92 509 460000*	*IDEA IMPR OF INSTR-*	*1,000.00*
			Total for CPI (Crisis Prevention Institute, Inc.)	**29,876.75**

PO Request	PO Number		Fiscal Year	Amount
CT Veach Inc				
1571	508270022		2026-2027	7,875.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*7,875.00000 20 E 2543 3230 00 500 000000*	*REPAIRS-GROUNDS*	*7,875.00*
1572	508270023		2026-2027	1,100.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*690.00000 20 E 2543 3230 00 500 000000*	*REPAIRS-GROUNDS*	*690.00*
	1.00	*410.00000 20 E 2543 3230 00 500 000000*	*REPAIRS-GROUNDS*	*410.00*
1698	508270059		2026-2027	43,450.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*43,450.00000 20 E 2543 3230 00 500 000000*	*REPAIRS-GROUNDS*	*43,450.00*
			Total for CT Veach Inc	**52,425.00**
Design Science Inc				437
1567	505270018		2026-2027	1,032.35
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*1,032.35000 10 E 2212 3100 00 505 000000*	*CURRICLUM GEN PUR*	*1,032.35*
			Total for Design Science Inc	**1,032.35**
Discovery Education				
1568	505270020		2026-2027	4,575.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*4,575.00000 10 E 2212 3100 00 505 000000*	*CURRICLUM GEN PUR*	*4,575.00*
			Total for Discovery Education	**4,575.00**

PO Request	PO Number		Fiscal Year	Amount
Easterseals				
1639	509270009		2026-2027	732,000.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*132,000.00000 10 E 2210 3140 92 509 460000*	*IDEA IMPR OF INSTR-*	*132,000.00*
	1.00	*600,000.00000 10 E 4220 6700 00 509 000000*	*SP ED PRIVATE*	*600,000.00*
			Total for Easterseals	**732,000.00**
Eds Testing Station and Automotive				
1763	507270018		2026-2027	1,430.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*1,430.00000 40 E 2550 3230 00 500 000000*	*REPAIRS AND*	*1,430.00*
			Total for Eds Testing Station and Automotive	**1,430.00**
Engler Callaway Baasten & Sraga LLC				
1624			2026-2027	7,666.50
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*7,666.50000 10 E 2310 3180 00 510 000000*	*LEGAL BOARD*	*7,666.50*
			Total for Engler Callaway Baasten & Sraga LLC	**7,666.50**
Enterprise FM Trust				
1711	300270018		2026-2027	12,000.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*12,000.00000 10 E 1700 5400 21 300 000000*	*DRIVER EDUCATION*	*12,000.00*
			Total for Enterprise FM Trust	**12,000.00**

Purchase Order Listing - BOARD

PO Request	PO Number		Fiscal Year	Amount
Everway LLC				
1535	509270002		2026-2027	57,712.72
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	5.00	*514.99000 10 E 1200 3100 92 509 460000*	*IDEA GENERAL*	*2,574.95*
	27.00	*1,794.56000 10 E 1200 3100 92 509 460000*	*IDEA GENERAL*	*48,453.12*
	35.00	*190.99000 10 E 1200 3100 92 509 460000*	*IDEA GENERAL*	*6,684.65*
			Total for Everway LLC	**57,712.72**
Facilities Management Express LLC				
1677	508270040		2026-2027	21,585.56
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*21,585.56000 20 E 2542 3900 00 500 000000*	*OTHER PURCHASED*	*21,585.56*
			Total for Facilities Management Express LLC	**21,585.56**
Fastsigns Crystal Lake				
1477	300270009		2026-2027	4,440.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*4,440.00000 10 E 1130 3230 00 300 000000*	*REPAIRS HS*	*4,440.00*
1585	508270026		2026-2027	434.44
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	4.00	*108.61000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*434.44*
			Total for Fastsigns Crystal Lake	**4,874.44**

PO Request	PO Number		Fiscal Year	Amount
FleetSoft LLC				
1752	507270008		2026-2027	1,792.80
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*1,792.80000 40 E 2550 3100 00 500 000000*	*PROF & TECH*	*1,792.80*
			Total for FleetSoft LLC	**1,792.80**
Fox Valley Fire Safety				
1662	508270046		2026-2027	21,612.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*12,000.00000 20 E 2542 3230 00 500 000000*	*REPAIRS &*	*12,000.00*
	1.00	*9,612.00000 20 E 2542 3900 00 500 000000*	*OTHER PURCHASED*	*9,612.00*
1787	508270068		2026-2027	6,761.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*6,066.00000 20 E 2542 3230 00 500 000000*	*REPAIRS &*	*6,066.00*
	1.00	*695.00000 20 E 2542 3230 00 500 000000*	*REPAIRS &*	*695.00*
			Total for Fox Valley Fire Safety	**28,373.00**
GFC Leasing WI				
1720	504270024		2026-2027	97,200.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*97,200.00000 10 E 2900 3250 00 504 000000*	*COPIER LEASES*	*97,200.00*
			Total for GFC Leasing WI	**97,200.00**

PO Request	PO Number		Fiscal Year	Amount
Gipper Media Inc				
1684	305270003		2026-2027	1,500.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*1,500.00000 10 E 1500 6400 00 305 000000*	*SPORTS DUES & FEES*	*1,500.00*
			Total for Gipper Media Inc	**1,500.00**
Global Water Technology Inc				
1528	508270016		2026-2027	990.77
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*990.77000 20 E 2542 3900 00 500 000000*	*OTHER PURCHASED*	*990.77*
			Total for Global Water Technology Inc	**990.77**
Gordon Flesch Co Inc				441
1712	300270019		2026-2027	9,300.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*9,300.00000 10 E 1130 3230 00 300 000000*	*REPAIRS HS*	*9,300.00*
			Total for Gordon Flesch Co Inc	**9,300.00**

PO Request	PO Number		Fiscal Year	Amount
Gordon Food Service				
1713	300270020		2026-2027	21,000.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*21,000.00000 10 E 1400 4100 09 300 000000*	*FAMILY CONSUMER*	*21,000.00*
1729	502270004		2026-2027	155,400.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*13,200.00000 10 E 2560 4100 00 100 000000*	*CAFE SUPPLIES*	*13,200.00*
	1.00	*10,200.00000 10 E 2560 4100 00 110 000000*	*CAFE SUPPLIES*	*10,200.00*
	1.00	*13,200.00000 10 E 2560 4100 00 120 000000*	*CAFE SUPPLIES*	*13,200.00*
	1.00	*9,600.00000 10 E 2560 4100 00 140 000000*	*CAFE SUPPLIES*	*9,600.00*
	1.00	*10,200.00000 10 E 2560 4100 00 150 000000*	*CAFE SUPPLIES*	*10,200.00*
	1.00	*18,000.00000 10 E 2560 4100 00 210 000000*	*CAFE SUPPLIES*	*18,000.00*
	1.00	*21,000.00000 10 E 2560 4100 00 220 000000*	*CAFE SUPPLIES*	*21,000.00*
	1.00	*60,000.00000 10 E 2560 4100 00 300 000000*	*CAFE SUPPLIES HS*	*60,000.00*
1730	502270005		2026-2027	1,554,000.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*126,000.00000 10 E 2560 4150 00 100 000000*	*CAFE FOOD LEGGEE*	*126,000.00*
	1.00	*96,000.00000 10 E 2560 4150 00 110 000000*	*CAFE FOOD CHESAK*	*96,000.00*
	1.00	*126,000.00000 10 E 2560 4150 00 120 000000*	*CAFE FOOD MARTIN*	*126,000.00*
	1.00	*90,000.00000 10 E 2560 4150 00 140 000000*	*CAFE FOOD*	*90,000.00*
	1.00	*96,000.00000 10 E 2560 4150 00 150 000000*	*CAFE FOOD CONLEY*	*96,000.00*
	1.00	*240,000.00000 10 E 2560 4150 00 210 000000*	*CAFE FOOD*	*240,000.00*
	1.00	*240,000.00000 10 E 2560 4150 00 220 000000*	*CAFE FOOD*	*240,000.00*
	1.00	*540,000.00000 10 E 2560 4150 00 300 000000*	*CAFE FOOD HS*	*540,000.00*
			Total for Gordon Food Service	**1,730,400.00**

	PO Request	PO Number		Fiscal Year	Amount
Grainger					
	1588	508270029		2026-2027	125.95
		Quantity	***Unit Cost Account***	***Account Description***	***Amount***
		1.00	*125.95000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*125.95*
	1603	508270030		2026-2027	13.91
		Quantity	***Unit Cost Account***	***Account Description***	***Amount***
		3.00	*2.39000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*7.17*
		1.00	*6.74000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*6.74*
				Total for Grainger	**139.86**
GSF USA Inc					
	1663	508270058		2026-2027	2,568,539.40
		Quantity	***Unit Cost Account***	***Account Description***	***Amount***
		1.00	*2,479,853. 20 E 2542 3100 00 500 000000*	*CUSTODIAL*	*2,479,853.64*
		1.00	*16,200.00000 20 E 2542 3190 00 500 000000*	*CONTRACTUAL CUST.*	*16,200.00*
		1.00	*26,400.00000 20 E 2542 3200 00 500 000000*	*CONTRACTUAL*	*26,400.00*
		1.00	*46,085.76000 40 E 2550 3210 00 500 000000*	*BUS SANITATION*	*46,085.76*
				Total for GSF USA Inc	**2,568,539.40**
Hatching Results Inc					
	1469	511270001		2026-2027	41,238.00
		Quantity	***Unit Cost Account***	***Account Description***	***Amount***
		1.00	*41,238.00000 10 E 2212 3140 83 500 490000*	*TITLE II PROF*	*41,238.00*
				Total for Hatching Results Inc	**41,238.00**

PO Request	PO Number		Fiscal Year	Amount
Hershey Creamery Company				
1731	502270006		2026-2027	54,000.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*18,000.00000 10 E 2560 4150 00 210 000000*	*CAFE FOOD*	*18,000.00*
	1.00	*18,000.00000 10 E 2560 4150 00 220 000000*	*CAFE FOOD*	*18,000.00*
	1.00	*18,000.00000 10 E 2560 4150 00 300 000000*	*CAFE FOOD HS*	*18,000.00*
			Total for Hershey Creamery Company	**54,000.00**
Home Depot Credit Services				
1664	508270047		2026-2027	18,000.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*18,000.00000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*18,000.00*
			Total for Home Depot Credit Services	**18,000.00**

444

PO Request	PO Number		Fiscal Year	Amount
HR Stewart Inc				
1523	508270013		2026-2027	7,050.91
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*7,050.91000 20 E 2542 3230 00 500 000000*	*REPAIRS &*	*7,050.91*
1524	508270014		2026-2027	7,050.91
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*5,120.00000 20 E 2542 3230 00 500 000000*	*REPAIRS &*	*5,120.00*
	1.00	*1,930.91000 20 E 2542 3230 00 500 000000*	*REPAIRS &*	*1,930.91*
1687	508270039		2026-2027	1,238.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*710.50000 20 E 2542 3230 00 500 000000*	*REPAIRS &*	*710.50*
	1.00	*50.00000 20 E 2542 3230 00 500 000000*	*REPAIRS &*	*50.00*
	1.00	*75.00000 20 E 2542 3230 00 500 000000*	*REPAIRS &*	*75.00*
	1.00	*402.50000 20 E 2542 3230 00 500 000000*	*REPAIRS &*	*402.50*
			Total for HR Stewart Inc	**15,339.82**
Huntley Park District				
1643	509270010		2026-2027	9,600.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*9,600.00000 10 E 1200 3100 66 509 000000*	*STEP PURCHASED*	*9,600.00*
			Total for Huntley Park District	**9,600.00**
IDville				
1457	300270008		2026-2027	7,424.93
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*7,424.93000 10 E 2410 4100 00 300 000000*	*OFFICE SUPPLIES HS*	*7,424.93*
			Total for IDville	**7,424.93**

PO Request	PO Number		Fiscal Year	Amount
Interactive Health Technologies				
1532	505270016		2026-2027	450.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	3.00	*150.00000 10 E 2212 3100 00 505 000000*	*CURRICLUM GEN PUR*	*450.00*
			Total for Interactive Health Technologies	**450.00**
Interstate Battery Center				
1584	508270025		2026-2027	763.80
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*171.30000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*171.30*
	3.00	*197.50000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*592.50*
1665	508270048		2026-2027	2,400.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*2,400.00000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*2,400.00*
			Total for Interstate Battery Center	**3,163.80**
IXL Learning Inc				
1466	505270011		2026-2027	46,220.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*46,220.00000 10 E 2212 3100 00 505 000000*	*CURRICLUM GEN PUR*	*46,220.00*
1576	509270003		2026-2027	18,395.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	400.00	*39.75000 10 E 1200 3100 92 509 460000*	*IDEA GENERAL*	*15,900.00*
	1.00	*2,495.00000 10 E 1200 3100 92 509 460000*	*IDEA GENERAL*	*2,495.00*
			Total for IXL Learning Inc	**64,615.00**

PO Request	PO Number		Fiscal Year	Amount
Johnson Controls Building Solutions, LLC				
1529	508270012		2026-2027	8,298.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*8,298.00000 20 E 2542 3230 00 500 000000*	*REPAIRS &*	*8,298.00*
			Total for Johnson Controls Building Solutions, LLC	**8,298.00**
Landmark Contractors Inc				
1629	508270035		2026-2027	6,120.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	10.00	*205.00000 20 E 2542 3230 00 500 000000*	*REPAIRS &*	*2,050.00*
	100.00	*40.70000 20 E 2542 3230 00 500 000000*	*REPAIRS &*	*4,070.00*
			Total for Landmark Contractors Inc	**6,120.00**
LionHeart Critical Power Specialists				
1641	508270036		2026-2027	441.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*376.00000 20 E 2542 3230 00 500 000000*	*REPAIRS &*	*376.00*
	1.00	*65.00000 20 E 2542 3230 00 500 000000*	*REPAIRS &*	*65.00*
			Total for LionHeart Critical Power Specialists	**441.00**
Locknchargе Technologies LLC				
1734	300270021		2026-2027	535.50
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*535.50000 10 E 1130 3100 00 300 000000*	*GENERAL PUR SVCS*	*535.50*
			Total for Locknchargе Technologies LLC	**535.50**

Purchase Order Listing - BOARD

PO Request	PO Number	Fiscal Year	Amount
Lowes Pro Supply			
1667	508270050	2026-2027	12,000.00
Quantity	***Unit Cost Account***	***Account Description***	***Amount***
1.00	*12,000.00000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*12,000.00*
		Total for Lowes Pro Supply	**12,000.00**
LRS | Garbage Collection			
1666	508270049	2026-2027	55,889.40
Quantity	***Unit Cost Account***	***Account Description***	***Amount***
1.00	*55,889.40000 20 E 2542 3210 00 500 000000*	*SANITATION/EXTERMI*	*55,889.40*
		Total for LRS | Garbage Collection	**55,889.40**
LUDA			448
1622		2026-2027	6,000.00
Quantity	***Unit Cost Account***	***Account Description***	***Amount***
1.00	*6,000.00000 10 E 2321 6400 00 510 000000*	*DUES & FEES SUPT*	*6,000.00*
		Total for LUDA	**6,000.00**
Marklund Children`s Home			
1644	509270011	2026-2027	336,000.00
Quantity	***Unit Cost Account***	***Account Description***	***Amount***
1.00	*336,000.00000 10 E 4220 6700 00 509 000000*	*SP ED PRIVATE*	*336,000.00*
		Total for Marklund Children`s Home	**336,000.00**

PO Request	PO Number		Fiscal Year	Amount
Master Teacher Inc, The				
1741	506270012		2026-2027	12,000.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*12,000.00000 10 E 2642 4110 00 506 000000*	*HR EMPLOYEE*	*12,000.00*
			Total for Master Teacher Inc, The	**12,000.00**
McMaster Carr Supply Co				
1668	508270051		2026-2027	6,000.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*6,000.00000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*6,000.00*
			Total for McMaster Carr Supply Co	**6,000.00**
				449
Medco Supply Company				
1517	300270010		2026-2027	4,625.36
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*4,625.36000 10 E 1130 4100 33 300 000000*	*ACADEMIES*	*4,625.36*
			Total for Medco Supply Company	**4,625.36**
Menards Inc				
1670	508270052		2026-2027	12,000.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*12,000.00000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*12,000.00*
			Total for Menards Inc	**12,000.00**

Purchase Order Listing - BOARD

PO Request	PO Number		Fiscal Year	Amount
Metlife				
1738	506270009		2026-2027	300,000.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*300,000.00000 10 E 2310 2200 00 500 000000*	*SUPPORT SERV-GEN*	*300,000.00*
			Total for Metlife	**300,000.00**
Midwest Lighting Inc				
1772	508270066		2026-2027	2,100.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*2,100.00000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*2,100.00*
			Total for Midwest Lighting Inc	**2,100.00**
				450
Midwest Transit Equip Kankakee				
1750	507270006		2026-2027	343.26
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*343.26000 40 E 2554 4100 00 500 000000*	*FLEET SUPPLIES*	*343.26*
			Total for Midwest Transit Equip Kankakee	**343.26**
Miller Hall & Triggs LLC				
1709	510270002		2026-2027	48,000.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*48,000.00000 10 E 2310 3180 00 510 000000*	*LEGAL BOARD*	*48,000.00*
			Total for Miller Hall & Triggs LLC	**48,000.00**

PO Request	PO Number		Fiscal Year	Amount
MPS Macmillan Holdings LLC				
1598	300270014		2026-2027	4,855.52
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*3,044.58000 10 E 1130 4200 00 300 000000*	*HS CURRICULUM*	*3,044.58*
	1.00	*1,810.94000 10 E 1130 4200 00 300 000000*	*HS CURRICULUM*	*1,810.94*
1566	505270019		2026-2027	856.15
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*856.15000 10 E 1100 4230 00 505 000000*	*NEW ADOPTION 6-12*	*856.15*
			Total for MPS Macmillan Holdings LLC	**5,711.67**
Music Theatre International				
1689	310270001		2026-2027	2,075.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*2,075.00000 10 E 1531 3190 00 310 000000*	*THEATER ROYALTIES*	*2,075.00*
			Total for Music Theatre International	**2,075.00**
Neuco				
1671	508270053		2026-2027	12,000.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*12,000.00000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*12,000.00*
			Total for Neuco	**12,000.00**

PO Request	PO Number		Fiscal Year	Amount
NeuroRestorative				
1650	509270016		2026-2027	361,200.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*223,200.00000 10 E 4120 6700 00 509 000000*	*SP ED ROOM &*	*223,200.00*
	1.00	*138,000.00000 10 E 4220 6700 00 509 000000*	*SP ED PRIVATE*	*138,000.00*
			Total for NeuroRestorative	**361,200.00**
New Connections Academy				
1646	509270012		2026-2027	276,000.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*276,000.00000 10 E 4220 6700 00 509 000000*	*SP ED PRIVATE*	*276,000.00*
			Total for New Connections Academy	**276,000.00**
North American Corporation				
1672	508270054		2026-2027	144,000.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*144,000.00000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*144,000.00*
			Total for North American Corporation	**144,000.00**
Northwestern Medicine				
1742	506270013		2026-2027	45,600.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*45,600.00000 10 E 2130 2200 00 500 000000*	*HEALTH SERVICES*	*45,600.00*
			Total for Northwestern Medicine	**45,600.00**

PO Request	PO Number		Fiscal Year	Amount
Northwestern Medicine Huntley				
1647	509270013		2026-2027	10,800.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*10,800.00000 10 E 1200 3100 66 509 000000*	*STEP PURCHASED*	*10,800.00*
			Total for Northwestern Medicine Huntley	**10,800.00**
Ottosen DiNolfo Hasenbalg & Castaldo Ltd				
1710	510270003		2026-2027	18,000.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*18,000.00000 10 E 2310 3180 00 510 000000*	*LEGAL BOARD*	*18,000.00*
			Total for Ottosen DiNolfo Hasenbalg & Castaldo Ltd	**18,000.00**
				453
Parkland Preparatory Academy Inc				
1652	509270017		2026-2027	72,000.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*72,000.00000 10 E 4220 6700 00 509 000000*	*SP ED PRIVATE*	*72,000.00*
			Total for Parkland Preparatory Academy Inc	**72,000.00**

PO Request	PO Number		Fiscal Year	Amount
Parts Town LLC				
1726	502270001		2026-2027	768,000.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*96,000.00000 10 E 2560 3230 00 100 000000*	*CAFE REPAIRS*	*96,000.00*
	1.00	*96,000.00000 10 E 2560 3230 00 110 000000*	*CAFE REPAIRS*	*96,000.00*
	1.00	*96,000.00000 10 E 2560 3230 00 120 000000*	*CAFE REPAIRS*	*96,000.00*
	1.00	*96,000.00000 10 E 2560 3230 00 140 000000*	*CAFE REPAIRS*	*96,000.00*
	1.00	*96,000.00000 10 E 2560 3230 00 150 000000*	*CAFE REPAIRS*	*96,000.00*
	1.00	*96,000.00000 10 E 2560 3230 00 210 000000*	*CAFE REPAIRS*	*96,000.00*
	1.00	*96,000.00000 10 E 2560 3230 00 220 000000*	*CAFE REPAIRS*	*96,000.00*
	1.00	*96,000.00000 10 E 2560 3230 00 300 000000*	*CAFE REPAIRS HS*	*96,000.00*
			Total for Parts Town LLC	**768,000.00**
Patlin Inc				454
1749	507270005		2026-2027	185.71
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*185.71000 40 E 2554 4100 00 500 000000*	*FLEET SUPPLIES*	*185.71*
			Total for Patlin Inc	**185.71**
Pepsi-Cola Gen Bot Inc				
1732	502270007		2026-2027	108,000.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*108,000.00000 10 E 2560 4150 00 300 000000*	*CAFE FOOD HS*	*108,000.00*
			Total for Pepsi-Cola Gen Bot Inc	**108,000.00**

PO Request	PO Number		Fiscal Year	Amount
Perspectives Ltd				
1743	506270014		2026-2027	16,200.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*16,200.00000 10 E 2510 2200 00 500 000000*	*DIRECTION OF*	*16,200.00*
			Total for Perspectives Ltd	**16,200.00**
Phoenix Tree				
1574	300270012		2026-2027	499.39
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*499.39000 10 E 1130 4200 00 300 000000*	*HS CURRICULUM*	*499.39*
			Total for Phoenix Tree	**499.39**
				455
Plumbers Paradise				
1783	508270067		2026-2027	2,976.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	4.00	*89.00000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*356.00*
	1.00	*1,225.00000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*1,225.00*
	1.00	*1,395.00000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*1,395.00*
			Total for Plumbers Paradise	**2,976.00**
Polar Electro Inc				
1570	505270021		2026-2027	500.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*500.00000 10 E 2212 3100 00 505 000000*	*CURRICLUM GEN PUR*	*500.00*
			Total for Polar Electro Inc	**500.00**

PO Request	PO Number		Fiscal Year	Amount
Pomps Tire Service Inc				
1755	507270011		2026-2027	1,761.44
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*1,761.44000 40 E 2554 4100 00 500 000000*	*FLEET SUPPLIES*	*1,761.44*
			Total for Pomps Tire Service Inc	**1,761.44**
Porter Pipe & Supply				
1700	508270060		2026-2027	214.20
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*214.20000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*214.20*
			Total for Porter Pipe & Supply	**214.20**
PowerSchool Group LLC				456
1608	504270020		2026-2027	4,217.74
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*4,217.74000 10 E 2660 3160 00 504 000000*	*STUDENT*	*4,217.74*
			Total for PowerSchool Group LLC	**4,217.74**

PO Request	PO Number		Fiscal Year	Amount
Prairie Farms Rockford				
1630			2026-2027	1,800.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*1,800.00000 10 E 2560 4150 97 509 000000*	*ALL CHILDREN*	*1,800.00*
1733	502270008		2026-2027	441,600.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*66,000.00000 10 E 2560 4150 00 100 000000*	*CAFE FOOD LEGGEE*	*66,000.00*
	1.00	*84,000.00000 10 E 2560 4150 00 110 000000*	*CAFE FOOD CHESAK*	*84,000.00*
	1.00	*66,000.00000 10 E 2560 4150 00 120 000000*	*CAFE FOOD MARTIN*	*66,000.00*
	1.00	*48,000.00000 10 E 2560 4150 00 140 000000*	*CAFE FOOD*	*48,000.00*
	1.00	*48,000.00000 10 E 2560 4150 00 150 000000*	*CAFE FOOD CONLEY*	*48,000.00*
	1.00	*33,600.00000 10 E 2560 4150 00 210 000000*	*CAFE FOOD*	*33,600.00*
	1.00	*36,000.00000 10 E 2560 4150 00 220 000000*	*CAFE FOOD*	*36,000.00*
	1.00	*60,000.00000 10 E 2560 4150 00 300 000000*	*CAFE FOOD HS*	*60,000.00*
			Total for Prairie Farms Rockford	**443,400.00**

PO Request	PO Number		Fiscal Year	Amount
Pro Com Systems Inc				
1487	503270003		2026-2027	16,172.71
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*16,172.71000 10 E 2546 5400 00 500 000000*	*SECURITY OFFICER*	*16,172.71*
1488	503270004		2026-2027	16,172.71
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*16,172.71000 10 E 2546 5400 00 500 000000*	*SECURITY OFFICER*	*16,172.71*
1497	503270005		2026-2027	19,787.45
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*19,787.45000 10 E 2546 5400 00 500 000000*	*SECURITY OFFICER*	*19,787.45*
1498	503270006		2026-2027	16,172.71
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*16,172.71000 10 E 2546 5400 00 500 000000*	*SECURITY OFFICER*	*16,172.71*
			Total for Pro Com Systems Inc	**68,305.58**
Pro Prevent Pest Services LLC				
1673	508270055		2026-2027	6,360.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*6,360.00000 20 E 2542 3210 00 500 000000*	*SANITATION/EXTERMI*	*6,360.00*
			Total for Pro Prevent Pest Services LLC	**6,360.00**

PO Request	PO Number		Fiscal Year	Amount
Project Lead the Way				
1764			2026-2027	5,765.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*5,765.00000 10 E 1130 4100 67 505 000000*	*PLTW SUPPLIES 6-12*	*5,765.00*
1766			2026-2027	3,609.50
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*3,609.50000 10 E 1130 4100 67 505 000000*	*PLTW SUPPLIES 6-12*	*3,609.50*
1768			2026-2027	4,598.75
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*4,598.75000 10 E 1130 4100 67 505 000000*	*PLTW SUPPLIES 6-12*	*4,598.75*
1769			2026-2027	1,475.50
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*1,475.50000 10 E 1130 4100 67 505 000000*	*PLTW SUPPLIES 6-12*	*1,475.50*
1771			2026-2027	120.50
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*120.50000 10 E 1130 4100 67 505 000000*	*PLTW SUPPLIES 6-12*	*120.50*
			Total for Project Lead the Way	**15,569.25**
Quadient Leasing USA				
1651	510270004		2026-2027	1,170.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*1,170.00000 10 E 2630 3410 00 501 000000*	*POSTAGE CENTRAL*	*1,170.00*
			Total for Quadient Leasing USA	**1,170.00**

	PO Request	PO Number		Fiscal Year	Amount
Quartix Inc					
	1691	508270038		2026-2027	207.54
		Quantity	***Unit Cost Account***	***Account Description***	***Amount***
		18.00	*11.53000 20 E 2542 3900 00 500 000000*	*OTHER PURCHASED*	*207.54*
				Total for Quartix Inc	**207.54**
Really Great Reading					
	1467	505270015		2026-2027	3,800.00
		Quantity	***Unit Cost Account***	***Account Description***	***Amount***
		1.00	*3,800.00000 10 E 2212 3100 00 505 000000*	*CURRICLUM GEN PUR*	*3,800.00*
				Total for Really Great Reading	**3,800.00**
					460
Revtrak, Inc.					
	1655	501270004		2026-2027	96,000.00
		Quantity	***Unit Cost Account***	***Account Description***	***Amount***
		1.00	*96,000.00000 10 E 2523 3190 00 501 000000*	*BANKING FEES*	*96,000.00*
				Total for Revtrak, Inc.	**96,000.00**

PO Request	PO Number		Fiscal Year	Amount
Riddell / All American Sports Corp				
1778	305270005		2026-2027	20,584.35
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*20,584.35000 10 E 1500 3230 00 305 000000*	*RECONDITIONING*	*20,584.35*
1779	305270006		2026-2027	427.95
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*427.95000 10 E 1500 3230 00 305 000000*	*RECONDITIONING*	*427.95*
1780	305270007		2026-2027	1,109.30
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*1,109.30000 10 E 1500 3230 00 305 000000*	*RECONDITIONING*	*1,109.30*
1782	305270008		2026-2027	7,604.95
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*7,604.95000 10 E 1500 3230 00 305 000000*	*RECONDITIONING*	*7,604.95*
			Total for Riddell / All American Sports Corp	**29,726.55**
Rush Truck Center Huntley				
1716	507270003		2026-2027	264,000.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*24,000.00000 40 E 2552 3230 00 500 000000*	*BUS REPAIRS - LARGE*	*24,000.00*
	1.00	*240,000.00000 40 E 2554 4100 00 500 000000*	*FLEET SUPPLIES*	*240,000.00*
			Total for Rush Truck Center Huntley	**264,000.00**
Safety Kleen Systems Inc				
1753	507270009		2026-2027	67.20
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*67.20000 40 E 2554 4100 00 500 000000*	*FLEET SUPPLIES*	*67.20*
			Total for Safety Kleen Systems Inc	**67.20**

PO Request	PO Number		Fiscal Year	Amount
Savvas Learning Co LLC				
1615	300270016		2026-2027	5,535.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*5,535.00000 10 E 1130 3350 00 300 000000*	*CURRICULUM/FVC*	*5,535.00*
			Total for Savvas Learning Co LLC	**5,535.00**
Scholastic Magazines Inc				
1578	505270024		2026-2027	274.73
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*274.73000 10 E 2212 3100 00 505 000000*	*CURRICLUM GEN PUR*	*274.73*
			Total for Scholastic Magazines Inc	**274.73**
School Specialty LLC				462
1612	300270015		2026-2027	1,266.22
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*1,266.22000 10 E 1130 4100 02 300 000000*	*ART SUPPLIES HS*	*1,266.22*
			Total for School Specialty LLC	**1,266.22**
Schoolbells Ltd				
1717	507270004		2026-2027	660,000.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*660,000.00000 40 E 2552 3310 00 500 000000*	*CONTRACTED*	*660,000.00*
			Total for Schoolbells Ltd	**660,000.00**

PO Request	PO Number		Fiscal Year	Amount
Schroeder Asphalt Services Inc				
1546	508270020		2026-2027	22,050.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	450.00	*49.00000 20 E 2543 3230 00 500 000000*	*REPAIRS-GROUNDS*	*22,050.00*
1547	508270021		2026-2027	23,667.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	483.00	*49.00000 20 E 2543 3230 00 500 000000*	*REPAIRS-GROUNDS*	*23,667.00*
			Total for Schroeder Asphalt Services Inc	**45,717.00**
Sherwin Williams Co				
1586	508270027		2026-2027	89.55
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*89.55000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*89.55*
1645	508270037		2026-2027	59.70
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*59.70000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*59.70*
1748	508270063		2026-2027	265.85
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*265.85000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*265.85*
			Total for Sherwin Williams Co	**415.10**
South Campus				
1648	509270014		2026-2027	180,000.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*180,000.00000 10 E 4220 6700 00 509 000000*	*SP ED PRIVATE*	*180,000.00*
			Total for South Campus	**180,000.00**

Purchase Order Listing - BOARD

PO Request	PO Number		Fiscal Year	Amount
Specialty Floors Inc.				
1619	508270032		2026-2027	7,370.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*2,555.00000 20 E 2542 3230 00 500 000000*	*REPAIRS &*	*2,555.00*
	1.00	*4,815.00000 20 E 2542 3230 00 500 000000*	*REPAIRS &*	*4,815.00*
			Total for Specialty Floors Inc.	**7,370.00**
Steiner Electric Company				
1674	508270056		2026-2027	18,000.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*18,000.00000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*18,000.00*
1744	508270062		2026-2027	1,181.80
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	20.00	*49.57000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*991.40*
	5.00	*36.69000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*183.45*
	1.00	*6.95000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*6.95*
			Total for Steiner Electric Company	**19,181.80**
Summit School Inc				
1649	509270015		2026-2027	180,000.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*180,000.00000 10 E 4220 6700 00 509 000000*	*SP ED PRIVATE*	*180,000.00*
			Total for Summit School Inc	**180,000.00**

PO Request	PO Number		Fiscal Year	Amount
Therm Flo Inc				
1625	508270034		2026-2027	2,290.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*2,290.00000 20 E 2542 3900 00 500 000000*	*OTHER PURCHASED*	*2,290.00*
			Total for Therm Flo Inc	**2,290.00**
Thermosystems Building System				
1531	508270018		2026-2027	5,352.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*5,352.00000 20 E 2542 3900 00 500 000000*	*OTHER PURCHASED*	*5,352.00*
1582	508270024		2026-2027	1,200.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*1,200.00000 20 E 2542 3230 00 500 000000*	*REPAIRS &*	*1,200.00*
			Total for Thermosystems Building System	**6,552.00**
Thomson Reuters				
1719	504270023		2026-2027	14,400.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*14,400.00000 10 E 2660 4700 00 504 000000*	*SOFTWARE*	*14,400.00*
			Total for Thomson Reuters	**14,400.00**
Trane				
1702	508270061		2026-2027	2,061.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*2,061.00000 20 E 2542 3900 00 500 000000*	*OTHER PURCHASED*	*2,061.00*
			Total for Trane	**2,061.00**

Purchase Order Listing - BOARD

PO Request	PO Number		Fiscal Year	Amount
Tyler Technologies Inc				
1773	507270019		2026-2027	1,659.76
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*1,659.76000 40 E 2550 3100 00 500 000000*	*PROF & TECH*	*1,659.76*
1774	507270020		2026-2027	66,205.27
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*66,205.27000 40 E 2550 3100 00 500 000000*	*PROF & TECH*	*66,205.27*
			Total for Tyler Technologies Inc	**67,865.03**
Varsity Spirit Fashions				
1503	305270001		2026-2027	448.70
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*448.70000 19 E 1999 0000 02 305 951200*	*HS POM PONS*	*448.70*
1504	305270002		2026-2027	2,693.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*2,693.00000 19 E 1999 0000 02 305 951200*	*HS POM PONS*	*2,693.00*
			Total for Varsity Spirit Fashions	**3,141.70**
Verizon Wireless				
1718	504270022		2026-2027	43,200.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*43,200.00000 20 E 2540 3400 00 500 000000*	*TELEPHONE -*	*43,200.00*
			Total for Verizon Wireless	**43,200.00**

PO Request	PO Number		Fiscal Year	Amount
Vernier Science Education				
1573	505270022		2026-2027	420.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	30.00	*14.00000 10 E 2212 3100 00 505 000000*	*CURRICLUM GEN PUR*	*420.00*
			Total for Vernier Science Education	**420.00**
Village of Huntley				
1785	503270010		2026-2027	7,313.89
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*7,313.89000 20 E 2546 3100 00 300 000000*	*RESOURCE OFFICER*	*7,313.89*
			Total for Village of Huntley	**7,313.89**
Visionary Properties LLC				467
1512	509270001		2026-2027	71,400.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*71,400.00000 10 E 3000 3100 92 509 460000*	*IDEA COMM ENGAGE*	*71,400.00*
			Total for Visionary Properties LLC	**71,400.00**
VSP of Illinois NFP				
1739	506270010		2026-2027	120,000.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*120,000.00000 10 E 2310 2200 00 500 000000*	*SUPPORT SERV-GEN*	*120,000.00*
			Total for VSP of Illinois NFP	**120,000.00**

PO Request	PO Number		Fiscal Year	Amount
Wallingford Sales Company				
1475	508270011		2026-2027	30,052.52
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	2.00	*15,026.26000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*30,052.52*
			Total for Wallingford Sales Company	**30,052.52**
WEX BANK				
1656	501270005		2026-2027	21,600.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*6,000.00000 10 E 1500 3320 00 305 000000*	*ATHLETIC TRIPS HS*	*6,000.00*
	1.00	*12,000.00000 10 E 1700 4640 21 300 000000*	*DRIVER EDUCATION*	*12,000.00*
	1.00	*3,600.00000 40 E 2552 4640 00 500 000000*	*DIESEL/GASOLINE*	*3,600.00*
			Total for WEX BANK	**21,600.00**
Woodstock Community Unit School Dist 200				
1653	509270018		2026-2027	108,000.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*108,000.00000 10 E 4220 6700 00 509 000000*	*SP ED PRIVATE*	*108,000.00*
			Total for Woodstock Community Unit School Dist 200	**108,000.00**
Zero Card				
1654	501270002		2026-2027	8,400.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*8,400.00000 10 E 1100 2200 00 500 000000*	*REGULAR PROGRAMS*	*8,400.00*
			Total for Zero Card	**8,400.00**

PO Request	PO Number		Fiscal Year	Amount
Zieglers Ace Hardware				
1675	508270057		2026-2027	3,600.00
	Quantity	***Unit Cost Account***	***Account Description***	***Amount***
	1.00	*3,600.00000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*3,600.00*
			Total for Zieglers Ace Hardware	**3,600.00**
			Purchase Order Grand Total:	**15,248,368.05**	**15,395,694.48**

469

Fund Totals	
10 - EDUCATIONAL FUND	10,208,696.
19 - ACTIVITY	3,141.70
20 - OPERATIONS & MAINTENANCE FUND	3,308,725.00
40 - TRANSPORTATION FUND	1,875,131.20
	15,395,694.

470

Huntley Community School District 158

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

To: Board of Education and Administration

From: Mark Altmayer, Chief Financial Officer

Date: July 16, 2026

Subject: **Accounts Payable Report**
Board of Education Meeting, July 16, 2026
Action Items

The attached report details outstanding accounts payable, including fee refunds and employee reimbursements, currently awaiting Board approval in the amount of $28,139.76.

RECOMMENDATION
The Finance Committee recommends the Board of Education approve the Accounts Payable Report at the July 16, 2026 Regular Board meeting.

Invoice Listing

HUNTLEY CONS SCHOOL DIST 158

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Jenkins, Ben P		ER-BJ-061326	DG716	07/07/2026		1,336.18

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	1,336.18000	1,336.18

Account	Account Description	Total Per Account
10 E 2210 6700 98 500 499800	TEACHER VACANCY TUIT	1,336.18

Total for Jenkins, Ben P: ***1,336.18***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Krawcewicz, Wioletta		ER-WK-061126	DG716	07/07/2026		11.65

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	11.65000	11.65

Account	Account Description	Total Per Account
10 E 1200 4100 00 509 000000	SUPPLIES SP ED	11.65

Total for Krawcewicz, Wioletta: ***11.65***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Leon, Yesenia		ER-YL-070726	DG716	07/09/2026		189.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	189.00000	189.00

Account	Account Description	Total Per Account
10 E 2560 4100 00 100 000000	CAFE SUPPLIES LEGGEE	189.00

472

Total for Leon, Yesenia: ***189.00***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Roskopf, Jake R		ER-JR-052826	DG716	07/07/2026		3,205.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	3,205.00000	3,205.00

Account	Account Description	Total Per Account
10 E 2210 6700 98 500 499800	TEACHER VACANCY TUIT	3,205.00

Total for Roskopf, Jake R: ***3,205.00***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Sara, Lindsay A		ER-LS-050626	DG716	07/09/2026		34.84

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	34.84000	34.84

Account	Account Description	Total Per Account
10 E 1200 4100 66 509 000000	STEP SUPPLIES	34.84

Total for Sara, Lindsay A: ***34.84***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
REPORT						
Total Number of Batch Invoices:			5			4,776.67
Total Number of Open Invoices:			0			0.00
Total Number of History Invoices:			0			0.00
Total Number of Update in Progress Batch Invoices:			0			0.00
Total Number of Update in Progress Batch Reversal Invoices:			0			0.00
Total Number of Reversal History Invoices:			0			0.00
Total Number of Deleted History Invoices:			0			0.00
Total Number of Batch Reversal Invoices:			0			0.00
Total Number of Unsubmitted Invoices:			0			0.00
Total Number of Awaiting for Approval Invoices:			0			0.00
Total Invoices:			**5**			**4,776.67**

473

Invoice Listing

HUNTLEY CONS SCHOOL DIST 158

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Altmayer, Mark W		ER-MA-061526	DG716-1	06/15/2026		95.83

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	95.83000	95.83

Account	Account Description	Total Per Account
10 E 2520 3320 00 501 000000	TRAVEL FISCAL	95.83

Total for Altmayer, Mark W: ***95.83***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Anderson, Allison N		ER-AA-062326	DG716-1	06/23/2026		17.84

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	17.84000	17.84

Account	Account Description	Total Per Account
10 E 1200 3320 00 509 000000	TRAVEL SP ED	17.84

Total for Anderson, Allison N: ***17.84***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Barr, Denise C		ER-DB-061126	DG716-1	06/11/2026		181.22

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	181.22000	181.22

Account	Account Description	Total Per Account
10 E 2630 3320 00 500 000000	COMMUNICATIONS TRAVEL	181.22

474

Total for Barr, Denise C: ***181.22***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Cabaj, Justine		ER-JC-062626	DG716-1	06/26/2026		276.08

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	276.08000	276.08

Account	Account Description	Total Per Account
10 E 1130 3320 00 300 000000	TEACHER TRAVEL HS	276.08

Total for Cabaj, Justine: ***276.08***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Cornett, Brenda L		ER-BC-063026	DG716-1	06/30/2026		123.21

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	123.21000	123.21

Account	Account Description	Total Per Account
10 E 1200 3320 00 509 000000	TRAVEL SP ED	123.21

Total for Cornett, Brenda L: ***123.21***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Dabe, Aimee R		ER-AD-060126	DG716-1	06/01/2026		126.05

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	126.05000	126.05

Account	Account Description	Total Per Account
10 E 1200 3320 00 509 000000	TRAVEL SP ED	126.05

Total for Dabe, Aimee R: ***126.05***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Fitzgerald, Cynthia M		ER-CF-062326	DG716-1	06/23/2026		378.56

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	240.70000	240.70
2		1.00000	137.86000	137.86

Account	Account Description	Total Per Account
10 E 1200 3320 00 509 000000	TRAVEL SP ED	378.56

Total for Fitzgerald, Cynthia M: ***378.56***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Gill, Dede L		ER-DG-063026	DG716-1	06/30/2026		242.15

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	242.15000	242.15

Account	Account Description	Total Per Account
10 E 1200 3320 00 509 000000	TRAVEL SP ED	242.15

Total for Gill, Dede L: ***242.15***

475

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Hoffman, Maggie S		ER-MH-061526	DG716-1	06/15/2026		233.89

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	233.89000	233.89

Account	Account Description	Total Per Account
10 E 1200 3320 00 509 000000	TRAVEL SP ED	233.89

Total for Hoffman, Maggie S: ***233.89***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Kelly, Jill K		ER-JK-062226	DG716-1	06/22/2026		14.52

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	14.52000	14.52

Account	Account Description	Total Per Account
10 E 1200 3320 00 509 000000	TRAVEL SP ED	14.52

Total for Kelly, Jill K: ***14.52***

Invoice Listing

HUNTLEY CONS SCHOOL DIST 158

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Kowalski, Kim		ER-KK-061526	DG716-1	06/15/2026		34.80

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	4.35000	4.35
2		1.00000	4.35000	4.35
3		1.00000	8.70000	8.70
4		1.00000	8.70000	8.70
5		1.00000	8.70000	8.70

Account	Account Description	Total Per Account
10 E 1200 3320 00 509 000000	TRAVEL SP ED	34.80

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Kowalski, Kim		ER-KK-062326	DG716-1	06/23/2026		8.70

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	8.70000	8.70

Account	Account Description	Total Per Account
10 E 1200 3320 00 509 000000	TRAVEL SP ED	8.70

Total for Kowalski, Kim: ***43.50***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Krebs, Patricia		ER-PK-061226	DG716-1	06/12/2026	476	2.61

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	2.61000	2.61

Account	Account Description	Total Per Account
10 E 1200 3320 00 509 000000	TRAVEL SP ED	2.61

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Krebs, Patricia		ER-PK-061626	DG716-1	06/16/2026		2.61

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	2.61000	2.61

Account	Account Description	Total Per Account
10 E 1200 3320 00 509 000000	TRAVEL SP ED	2.61

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Krebs, Patricia		ER-PK-061826	DG716-1	06/18/2026		2.61

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	2.61000	2.61

Account	Account Description	Total Per Account
10 E 1200 3320 00 509 000000	TRAVEL SP ED	2.61

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Krebs, Patricia		ER-PK-062626	DG716-1	06/26/2026		2.61

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	2.61000	2.61

Account	Account Description	Total Per Account
10 E 1200 3320 00 509 000000	TRAVEL SP ED	2.61

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Krebs, Patricia		ER-PK-062926	DG716-1	06/29/2026		2.61

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	2.61000	2.61

Account	Account Description	Total Per Account
10 E 1200 3320 00 509 000000	TRAVEL SP ED	2.61

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Krebs, Patricia		ER-PK-063026	DG716-1	06/30/2026		2.61

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	2.61000	2.61

Account	Account Description	Total Per Account
10 E 1200 3320 00 509 000000	TRAVEL SP ED	2.61

Total for Krebs, Patricia: ***15.66***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Letheby, Corey L		ER-CL-070226	DG716-1	07/02/2026	477	40.16

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	40.16000	40.16

Account	Account Description	Total Per Account
20 E 2540 3320 00 500 000000	TRAVEL	40.16

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Letheby, Corey L		ER-CL-070326	DG716-1	07/03/2026		48.43

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	48.43000	48.43

Account	Account Description	Total Per Account
20 E 2540 3320 00 500 000000	TRAVEL	48.43

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Letheby, Corey L		ER-CL-070426	DG716-1	07/04/2026		23.49

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	23.49000	23.49

Account	Account Description	Total Per Account
20 E 2540 3320 00 500 000000	TRAVEL	23.49

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Letheby, Corey L		ER-CL-070526	DG716-1	07/05/2026		46.68

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	13.19000	13.19
2		1.00000	13.19000	13.19
3		1.00000	20.30000	20.30

Account	Account Description	Total Per Account
20 E 2540 3320 00 500 000000	TRAVEL	46.68

Total for Letheby, Corey L: ***158.76***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Schwerzler, Therese M		ER-TS-062526	DG716-1	06/25/2026		13.77

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	13.77000	13.77

Account	Account Description	Total Per Account
10 E 2410 3320 00 300 000000	PRIN TRAVEL HS	13.77

Total for Schwerzler, Therese M: ***13.77***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Severin, Nikki T		ER-NS-061726	DG716-1	06/17/2026		21.05

478

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	21.05000	21.05

Account	Account Description	Total Per Account
10 E 1200 3320 00 509 000000	TRAVEL SP ED	21.05

Total for Severin, Nikki T: ***21.05***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Whalen, Erika L		ER-EW-061826	DG716-1	06/18/2026		58.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	58.00000	58.00

Account	Account Description	Total Per Account
10 E 1200 3320 00 509 000000	TRAVEL SP ED	58.00

Total for Whalen, Erika L: ***58.00***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
REPORT						
Total Number of Batch Invoices:			25			2,000.09
Total Number of Open Invoices:			0			0.00
Total Number of History Invoices:			0			0.00
Total Number of Update in Progress Batch Invoices:			0			0.00
Total Number of Update in Progress Batch Reversal Invoices:			0			0.00
Total Number of Reversal History Invoices:			0			0.00
Total Number of Deleted History Invoices:			0			0.00
Total Number of Batch Reversal Invoices:			0			0.00
Total Number of Unsubmitted Invoices:			0			0.00
Total Number of Awaiting for Approval Invoices:			0			0.00
Total Invoices:			**25**			**2,000.09**

479

Invoice Listing

HUNTLEY CONS SCHOOL DIST 158

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Amaya, Sylwia		26-Jul	DG716-2	07/02/2026		499.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	140.00000	140.00
2		1.00000	359.00000	359.00

Account	Account Description	Total Per Account
10 E 2310 2300 00 506 000000	*TUITION REIMBURSEMENT*	*499.00*

Total for Amaya, Sylwia: ***499.00***

Angelilli, Maria		26-Jul	DG716-2	06/16/2026		354.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	354.00000	354.00

Account	Account Description	Total Per Account
10 E 2310 2300 00 506 000000	*TUITION REIMBURSEMENT*	*354.00*

Total for Angelilli, Maria: ***354.00***

Coursey, Samantha R		26-Jul	DG716-2	06/30/2026		495.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	165.00000	165.00
2		1.00000	165.00000	165.00
3		1.00000	165.00000	165.00

480

Account	Account Description	Total Per Account
10 E 2310 2300 00 506 000000	*TUITION REIMBURSEMENT*	*495.00*

Total for Coursey, Samantha R: ***495.00***

DeYoung, Jamie M		26-Jul	DG716-2	05/28/2026		420.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	420.00000	420.00

Account	Account Description	Total Per Account
10 E 2310 2300 00 506 000000	*TUITION REIMBURSEMENT*	*420.00*

Total for DeYoung, Jamie M: ***420.00***

Invoice Listing

HUNTLEY CONS SCHOOL DIST 158

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Ernst, Andrew M		26-Jul	DG716-2	05/28/2026		750.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	420.00000	420.00
2		1.00000	165.00000	165.00
3		1.00000	165.00000	165.00

Account	*Account Description*	*Total Per Account*
10 E 2310 2300 00 506 000000	*TUITION REIMBURSEMENT*	*750.00*

Total for Ernst, Andrew M: ***750.00***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Feld, Rebecca R		26-Jul	DG716-2	05/28/2026		495.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	165.00000	165.00
2		1.00000	165.00000	165.00
3		1.00000	165.00000	165.00

Account	*Account Description*	*Total Per Account*
10 E 2310 2300 00 506 000000	*TUITION REIMBURSEMENT*	*495.00*

Total for Feld, Rebecca R: ***495.00***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Fitte, Heather L		26-Jul	DG716-2	06/01/2026		330.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	165.00000	165.00
2		1.00000	165.00000	165.00

Account	*Account Description*	*Total Per Account*
10 E 2310 2300 00 506 000000	*TUITION REIMBURSEMENT*	*330.00*

Total for Fitte, Heather L: ***330.00***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Forsythe, Kayla A		26-Jul	DG716-2	05/28/2026		420.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	420.00000	420.00

Account	*Account Description*	*Total Per Account*
10 E 2310 2300 00 506 000000	*TUITION REIMBURSEMENT*	*420.00*

Total for Forsythe, Kayla A: ***420.00***

Invoice Listing

HUNTLEY CONS SCHOOL DIST 158

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Ginczycki, Michael J		26-Jul	DG716-2	06/22/2026		165.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	165.00000	165.00

Account	Account Description	Total Per Account
10 E 2310 2300 00 506 000000	TUITION REIMBURSEMENT	165.00

Total for Ginczycki, Michael J: ***165.00***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Gonzalez, Evelyn A		26-Jul	DG716-2	06/30/2026		399.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	399.00000	399.00

Account	Account Description	Total Per Account
10 E 2310 2300 00 506 000000	TUITION REIMBURSEMENT	399.00

Total for Gonzalez, Evelyn A: ***399.00***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Holterhaus, Jaime L		26-Jul	DG716-2	07/01/2026		115.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	115.00000	115.00

Account	Account Description	Total Per Account
10 E 2310 2300 00 506 000000	TUITION REIMBURSEMENT	115.00

482

Total for Holterhaus, Jaime L: ***115.00***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Howle, Courtney M		26-Jul	DG716-2	06/29/2026		420.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	420.00000	420.00

Account	Account Description	Total Per Account
10 E 2310 2300 00 506 000000	TUITION REIMBURSEMENT	420.00

Total for Howle, Courtney M: ***420.00***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Karouzos, Darcy		26-Jul	DG716-2	06/16/2026		420.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	420.00000	420.00

Account	Account Description	Total Per Account
10 E 2310 2300 00 506 000000	TUITION REIMBURSEMENT	420.00

Total for Karouzos, Darcy: ***420.00***

Invoice Listing

HUNTLEY CONS SCHOOL DIST 158

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Kowalski, Kim S		26-Jul	DG716-2	05/11/2026		420.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	420.00000	420.00

Account	Account Description	Total Per Account
10 E 2310 2300 00 506 000000	TUITION REIMBURSEMENT	420.00

Total for Kowalski, Kim S: ***420.00***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Kumkoski, Jenny A		26-Jul	DG716-2	06/30/2026		973.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	165.00000	165.00
2		1.00000	404.00000	404.00
3		1.00000	404.00000	404.00

Account	Account Description	Total Per Account
10 E 2310 2300 00 506 000000	TUITION REIMBURSEMENT	973.00

Total for Kumkoski, Jenny A: ***973.00***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Larson, Karen I		26-Jul	DG716-2	05/20/2026		734.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	404.00000	404.00
2		1.00000	165.00000	165.00
3		1.00000	165.00000	165.00

Account	Account Description	Total Per Account
10 E 2310 2300 00 506 000000	TUITION REIMBURSEMENT	734.00

Total for Larson, Karen I: ***734.00***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Lewandowski, Kathleen M		26-Jul	DG716-2	06/29/2026		165.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	165.00000	165.00

Account	Account Description	Total Per Account
10 E 2310 2300 00 506 000000	TUITION REIMBURSEMENT	165.00

Total for Lewandowski, Kathleen M: ***165.00***

Invoice Listing

HUNTLEY CONS SCHOOL DIST 158

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Loughlin, Melissa, A		26-Jul	DG716-2	06/29/2026		335.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	335.00000	335.00

Account	Account Description	Total Per Account
10 E 2310 2300 00 506 000000	TUITION REIMBURSEMENT	335.00

Total for Loughlin, Melissa, A: ***335.00***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Martin, Stephanie		26-Jul	DG716-2	04/29/2026		1,069.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	399.00000	399.00
2		1.00000	335.00000	335.00
3		1.00000	335.00000	335.00

Account	Account Description	Total Per Account
10 E 2310 2300 00 506 000000	TUITION REIMBURSEMENT	1,069.00

Total for Martin, Stephanie: ***1,069.00***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
McGregory, Sarah E		26-Jul	DG716-2	06/24/2026		665.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	335.00000	335.00
2		1.00000	165.00000	165.00
3		1.00000	165.00000	165.00

Account	Account Description	Total Per Account
10 E 2310 2300 00 506 000000	TUITION REIMBURSEMENT	665.00

Total for McGregory, Sarah E: ***665.00***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Meyer, Sara A		26-Jul	DG716-2	06/29/2026		275.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	110.00000	110.00
2		1.00000	165.00000	165.00

Account	Account Description	Total Per Account
10 E 2310 2300 00 506 000000	TUITION REIMBURSEMENT	275.00

Total for Meyer, Sara A: ***275.00***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Mowers, Ann M		26-Jul	DG716-2	05/22/2026		330.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	165.00000	165.00
2		1.00000	165.00000	165.00

Account	Account Description	Total Per Account
10 E 2310 2300 00 506 000000	TUITION REIMBURSEMENT	330.00

Total for Mowers, Ann M: ***330.00***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Mueller, Katie M		26-Jul	DG716-2	06/29/2026		1,590.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	165.00000	165.00
2		1.00000	165.00000	165.00
3		1.00000	420.00000	420.00
4		1.00000	420.00000	420.00
5		1.00000	420.00000	420.00

Account	Account Description	Total Per Account
10 E 2310 2300 00 506 000000	TUITION REIMBURSEMENT	1,590.00

485

Total for Mueller, Katie M: ***1,590.00***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Mulvey, Kylie B		26-Jul	DG716-2	06/29/2026		750.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	420.00000	420.00
2		1.00000	165.00000	165.00
3		1.00000	165.00000	165.00

Account	Account Description	Total Per Account
10 E 2310 2300 00 506 000000	TUITION REIMBURSEMENT	750.00

Total for Mulvey, Kylie B: ***750.00***

Invoice Listing

HUNTLEY CONS SCHOOL DIST 158

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Natale, Natalie J		26-Jul	DG716-2	05/21/2026		1,005.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	165.00000	165.00
2		1.00000	420.00000	420.00
3		1.00000	420.00000	420.00

Account	Account Description	Total Per Account
10 E 2310 2300 00 506 000000	*TUITION REIMBURSEMENT*	*1,005.00*

Total for Natale, Natalie J: ***1,005.00***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Overly, Emily M		26-Jul	DG716-2	06/08/2026		1,540.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount	
1		1.00000	420.00000	420.00	
2		1.00000	140.00000	140.00	
3		1.00000	140.00000	140.00	
4		1.00000	140.00000	140.00	
5		1.00000	140.00000	140.00	
6		1.00000	140.00000	140.00	486
7		1.00000	140.00000	140.00	
8		1.00000	140.00000	140.00	
9		1.00000	140.00000	140.00	

Account	Account Description	Total Per Account
10 E 2310 2300 00 506 000000	*TUITION REIMBURSEMENT*	*1,540.00*

Total for Overly, Emily M: ***1,540.00***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Pagnotta, Carey R		26-Jul	DG716-2	05/19/2026		980.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	140.00000	140.00
2		1.00000	420.00000	420.00
3		1.00000	420.00000	420.00

Account	Account Description	Total Per Account
10 E 2310 2300 00 506 000000	*TUITION REIMBURSEMENT*	*980.00*

Total for Pagnotta, Carey R: ***980.00***

Invoice Listing

HUNTLEY CONS SCHOOL DIST 158

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Pawelko, Erin K		26-Jul	DG716-2	05/13/2026		1,005.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	420.00000	420.00
2		1.00000	420.00000	420.00
3		1.00000	165.00000	165.00

Account	*Account Description*	*Total Per Account*
10 E 2310 2300 00 506 000000	*TUITION REIMBURSEMENT*	*1,005.00*

Total for Pawelko, Erin K: ***1,005.00***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Real, Rachel E		26-Jul	DG716-2	06/30/2026		1,005.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	165.00000	165.00
2		1.00000	420.00000	420.00
3		1.00000	420.00000	420.00

Account	*Account Description*	*Total Per Account*
10 E 2310 2300 00 506 000000	*TUITION REIMBURSEMENT*	*1,005.00*

Total for Real, Rachel E: ***1,005.00***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Schlueter, Jennifer		26-Jul	DG716-2	06/15/2026		750.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	420.00000	420.00
2		1.00000	165.00000	165.00
3		1.00000	165.00000	165.00

Account	*Account Description*	*Total Per Account*
10 E 2310 2300 00 506 000000	*TUITION REIMBURSEMENT*	*750.00*

Total for Schlueter, Jennifer: ***750.00***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Scholl, Julie A		26-Jul	DG716-2	06/02/2026		165.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	165.00000	165.00

Account	*Account Description*	*Total Per Account*
10 E 2310 2300 00 506 000000	*TUITION REIMBURSEMENT*	*165.00*

Total for Scholl, Julie A: ***165.00***

Invoice Listing

HUNTLEY CONS SCHOOL DIST 158

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Severin, Nikki T		26-Jul	DG716-2	05/28/2026		165.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	165.00000	165.00

Account	Account Description	Total Per Account
10 E 2310 2300 00 506 000000	TUITION REIMBURSEMENT	165.00

Total for Severin, Nikki T: ***165.00***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Shields, Liz A		26-Jul	DG716-2	06/30/2026		1,320.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	480.00000	480.00
2		1.00000	420.00000	420.00
3		1.00000	420.00000	420.00

Account	Account Description	Total Per Account
10 E 2310 2300 00 506 000000	TUITION REIMBURSEMENT	1,320.00

Total for Shields, Liz A: ***1,320.00***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Zawacki, Allison M		26-Jul	DG716-2	06/01/2026		840.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	420.00000	420.00
2		1.00000	420.00000	420.00

Account	Account Description	Total Per Account
10 E 2310 2300 00 506 000000	TUITION REIMBURSEMENT	840.00

Total for Zawacki, Allison M: ***840.00***

488

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
REPORT						
Total Number of Batch Invoices:			34			21,363.00
Total Number of Open Invoices:			0			0.00
Total Number of History Invoices:			0			0.00
Total Number of Update in Progress Batch Invoices:			0			0.00
Total Number of Update in Progress Batch Reversal Invoices:			0			0.00
Total Number of Reversal History Invoices:			0			0.00
Total Number of Deleted History Invoices:			0			0.00
Total Number of Batch Reversal Invoices:			0			0.00
Total Number of Unsubmitted Invoices:			0			0.00
Total Number of Awaiting for Approval Invoices:			0			0.00
Total Invoices:			**34**			**21,363.00**

489

HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

Huntley Community School District 158

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

To: Board of Education and Administration

From: Mark Altmayer, Chief Financial Officer

Date: July 16, 2026

Subject: **Imprest Checks Issued**
Board of Education Meeting, July 16, 2026
Action Items

Attached is a list of imprest checks issued since our last meeting that have not yet been approved by the Board, totaling $246,565.70.

RECOMMENDATION
The Finance Committee recommends the Board of Education approve the Imprest Checks Issued Reports at the July 16, 2026 Regular Board meeting.

Invoice Listing

HUNTLEY CONS SCHOOL DIST 158

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Arctic Snow and Ice Control Inc	508260113	300014660	DG7158	06/17/2026	81639	6,213.50

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		21.50000	289.00000	6,213.50

Account	*Account Description*	*Total Per Account*
20 E 2542 3220 00 500 000000	*SNOW REMOVAL*	*6,213.50*

Total for Arctic Snow and Ice Control Inc: ***6,213.50***

Vendor		Invoice Number	Batch	Invoice Date	Check Number	Net Amount
ComEd		2040365565	DG7158	06/30/2026	81741	416.52

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	208.26000	208.26
2		1.00000	208.26000	208.26

Account	*Account Description*	*Total Per Account*
20 E 2540 4660 00 500 000000	*ELECTRIC*	*416.52*

Vendor		Invoice Number	Batch	Invoice Date	Check Number	Net Amount
ComEd		2040365565	DG7158	06/30/2026	81741	-416.52

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		-1.00000	208.26000	-208.26
2		-1.00000	208.26000	-208.26

491

Account	*Account Description*	*Total Per Account*
20 E 2540 4660 00 500 000000	*ELECTRIC*	*-416.52*

Vendor		Invoice Number	Batch	Invoice Date	Check Number	Net Amount
ComEd		4032931222	DG7158	06/30/2026	81741	10,464.61

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	10,464.61000	10,464.61

Account	*Account Description*	*Total Per Account*
20 E 2540 4660 00 500 000000	*ELECTRIC*	*10,464.61*

Vendor		Invoice Number	Batch	Invoice Date	Check Number	Net Amount
ComEd		4032931222	DG7158	06/30/2026	81741	-10,464.61

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		-1.00000	10,464.61000	-10,464.61

Account	*Account Description*	*Total Per Account*
20 E 2540 4660 00 500 000000	*ELECTRIC*	*-10,464.61*

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
ComEd		5758216000	DG7158	06/30/2026	81741	7,145.77

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	7,145.77000	7,145.77

Account	Account Description	Total Per Account
20 E 2540 4660 00 500 000000	*ELECTRIC*	*7,145.77*

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
ComEd		5758216000	DG7158	06/30/2026	81741	-7,145.77

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		-1.00000	7,145.77000	-7,145.77

Account	Account Description	Total Per Account
20 E 2540 4660 00 500 000000	*ELECTRIC*	*-7,145.77*

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
ComEd		5929942222	DG7158	06/30/2026	81741	273.48

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	273.48000	273.48

Account	Account Description	Total Per Account
20 E 2540 4660 00 500 000000	*ELECTRIC*	*273.48*

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
ComEd		5929942222	DG7158	06/30/2026	81741	-273.48

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		-1.00000	273.48000	-273.48

Account	Account Description	Total Per Account
20 E 2540 4660 00 500 000000	*ELECTRIC*	*-273.48*

492

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
ComEd		6769632222	DG7158	06/30/2026	81741	6,706.38

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	6,706.38000	6,706.38

Account	Account Description	Total Per Account
20 E 2540 4660 00 500 000000	*ELECTRIC*	*6,706.38*

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
ComEd		6769632222	DG7158	06/30/2026	81741	-6,706.38

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		-1.00000	6,706.38000	-6,706.38

Account	Account Description	Total Per Account
20 E 2540 4660 00 500 000000	*ELECTRIC*	*-6,706.38*

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
ComEd		2040365565	DG7158	06/30/2026	81756	208.26

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	208.26000	208.26

Account	Account Description	Total Per Account
20 E 2540 4660 00 500 000000	*ELECTRIC*	*208.26*

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
ComEd		4032931222	DG7158	06/30/2026	81756	10,464.61

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	10,464.61000	10,464.61

Account	Account Description	Total Per Account
20 E 2540 4660 00 500 000000	ELECTRIC	10,464.61

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
ComEd		5758216000	DG7158	06/30/2026	81756	7,145.77

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	7,145.77000	7,145.77

Account	Account Description	Total Per Account
20 E 2540 4660 00 500 000000	ELECTRIC	7,145.77

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
ComEd		5929942222	DG7158	06/30/2026	81756	273.48

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	273.48000	273.48

Account	Account Description	Total Per Account
20 E 2540 4660 00 500 000000	ELECTRIC	273.48

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
ComEd		6769632222	DG7158	06/30/2026	81756	6,706.38

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	6,706.38000	6,706.38

Account	Account Description	Total Per Account
20 E 2540 4660 00 500 000000	ELECTRIC	6,706.38

493

Total for ComEd: ***24,798.50***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Gordon Flesch Co Inc	504260019	IN15652844	DG7158	07/09/2026		972.37

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	972.37000	972.37

Account	Account Description	Total Per Account
10 E 2900 3900 00 504 000000	COPIER MAINTENANCE	972.37

Total for Gordon Flesch Co Inc: ***972.37***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Hilliard, Kristen A		FY26 GRAD	DG7158	06/30/2026	9000000234	48.85

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	48.85000	48.85

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	48.85

Total for Hilliard, Kristen A: ***48.85***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Home Depot Credit Services	210260006	8904077	DG7158	06/18/2026	81640	2,192.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		3.00000	50.00000	150.00
2		3.00000	849.00000	2,547.00
3		1.00000	-505.00000	-505.00

Account	*Account Description*	*Total Per Account*
10 E 1120 4100 00 210 000000	*INST SUPPLIES HEINEMAN*	*2,192.00*

Total for Home Depot Credit Services: ***2,192.00***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Jostens	210260007	38270063	DG7158	06/18/2026	81641	1,002.95

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		250.00000	3.60000	900.00
2		1.00000	102.95000	102.95

Account	*Account Description*	*Total Per Account*
10 E 1120 3600 00 210 000000	*PRINTING HEINEMAN*	*1,002.95*

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Jostens	210260008	38581268	DG7158	06/18/2026	81641	897.41

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		246.00000	3.51000	863.46
2		1.00000	33.95000	33.95

Account	*Account Description*	*Total Per Account*
10 E 1120 3600 00 210 000000	*PRINTING HEINEMAN*	*897.41*

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Jostens	210260009	39243116	DG7158	06/18/2026	81641	17.46

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	3.51000	3.51
2		1.00000	13.95000	13.95

Account	*Account Description*	*Total Per Account*
10 E 1120 3600 00 210 000000	*PRINTING HEINEMAN*	*17.46*

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Jostens	210260010	39565418	DG7158	06/18/2026	81641	17.46

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	3.51000	3.51
2		1.00000	13.95000	13.95

Account	Account Description	Total Per Account
10 E 1120 3600 00 210 000000	PRINTING HEINEMAN	17.46

Total for Jostens: ***1,935.28***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
LRS | Garbage Collection	5080020262200	WA13256981	DG7158	06/30/2026	81757	4,534.97

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	4,534.97000	4,534.97

Account	Account Description	Total Per Account
20 E 2542 3210 00 500 000000	SANITATION/EXTERMINATING	4,534.97

Total for LRS \| Garbage Collection: ***4,534.97***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Neuco	502260025	9674837	DG7158	06/25/2026	81714	386.90

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	386.90000	386.90

Account	Account Description	Total Per Account
10 E 2560 3230 00 210 000000	CAFE REPAIRS HEINEMAN	386.90

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Neuco	502260025	9709510	DG7158	06/25/2026	81714	108.53

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	108.53000	108.53

Account	Account Description	Total Per Account
10 E 2560 3230 00 300 000000	CAFE REPAIRS HS	108.53

Total for Neuco: ***495.43***

495

Vendor	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Nicor Gas	03348177878	DG7158	06/30/2026	81742	442.02

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	442.02000	442.02

Account	Account Description	Total Per Account
20 E 2540 4650 00 500 000000	NATURAL GAS	442.02

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Nicor Gas		08593450169	DG7158	06/30/2026	81742	730.85

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	730.85000	730.85

Account	Account Description	Total Per Account
20 E 2540 4650 00 500 000000	NATURAL GAS	730.85

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Nicor Gas		26119410004	DG7158	06/30/2026	81742	826.07

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	826.07000	826.07

Account	Account Description	Total Per Account
20 E 2540 4650 00 500 000000	NATURAL GAS	826.07

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Nicor Gas		36140957196	DG7158	06/30/2026	81742	846.14

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	846.14000	846.14

Account	Account Description	Total Per Account
20 E 2540 4650 00 500 000000	NATURAL GAS	846.14

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Nicor Gas		45174410006	DG7158	06/30/2026	81742	1,551.54

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	1,551.54000	1,551.54

Account	Account Description	Total Per Account
20 E 2540 4650 00 500 000000	NATURAL GAS	1,551.54

496

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Nicor Gas		55598410003	DG7158	06/30/2026	81742	832.93

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	832.93000	832.93

Account	Account Description	Total Per Account
20 E 2540 4650 00 500 000000	NATURAL GAS	832.93

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Nicor Gas		64781510009	DG7158	06/30/2026	81742	763.26

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	763.26000	763.26

Account	Account Description	Total Per Account
20 E 2540 4650 00 500 000000	NATURAL GAS	763.26

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Nicor Gas		64975248440	DG7158	06/30/2026	81742	680.55

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	680.55000	680.55

Account	Account Description	Total Per Account
20 E 2540 4650 00 500 000000	NATURAL GAS	680.55

Invoice Listing

HUNTLEY CONS SCHOOL DIST 158

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Nicor Gas		74735604345	DG7158	06/30/2026	81742	74.95

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	74.95000	74.95

Account	Account Description	Total Per Account
20 E 2540 4650 00 500 000000	*NATURAL GAS*	*74.95*

Nicor Gas		74735604345	DG7158	06/30/2026	81742	65.39

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	65.39000	65.39

Account	Account Description	Total Per Account
20 E 2540 4650 00 500 000000	*NATURAL GAS*	*65.39*

Nicor Gas		81568597116	DG7158	06/30/2026	81758	1,093.48

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	1,093.48000	1,093.48

Account	Account Description	Total Per Account
20 E 2540 4650 00 500 000000	*NATURAL GAS*	*1,093.48*

Total for Nicor Gas: ***7,907.18***

497

PEARSON Education	505260006	31571462	DG7158	06/30/2026	81759	12,090.91

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		50.00000	235.00000	11,750.00
2		1.00000	340.91000	340.91

Account	Account Description	Total Per Account
10 E 1100 4230 00 505 000000	*NEW ADOPTION 6-12*	*12,090.91*

Total for PEARSON Education: ***12,090.91***

Sara, Lindsay A		ER-LS-040626	DG7158	06/25/2026	9000000233	220.04

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	220.04000	220.04

Account	Account Description	Total Per Account
10 E 1200 3320 00 509 000000	*TRAVEL SP ED*	*220.04*

Sara, Lindsay A		ER-LS-042726	DG7158	06/25/2026	9000000233	33.68

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	33.68000	33.68

Account	Account Description	Total Per Account
10 E 2210 3140 92 509 460000	*IDEA IMPR OF INSTR-STAFF DEV*	*33.68*

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Sara, Lindsay A		ER-LS-052226	DG7158	06/25/2026	9000000233	411.21

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	411.21000	411.21

Account	Account Description	Total Per Account
10 E 1200 3320 00 509 000000	TRAVEL SP ED	411.21

Total for Sara, Lindsay A: ***664.93***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Sparks, Alyse R		ER-AS-050426	DG7158	06/30/2026	81760	92.26

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	92.26000	92.26

Account	Account Description	Total Per Account
10 E 1200 3320 00 509 000000	TRAVEL SP ED	92.26

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Sparks, Alyse R		ER-AS-40626	DG7158	06/30/2026	81760	36.28

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	36.28000	36.28

Account	Account Description	Total Per Account
10 E 1200 3320 00 509 000000	TRAVEL SP ED	36.28

498

Total for Sparks, Alyse R: ***128.54***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Symmetry Energy Solutions		21929384	DG7158	06/30/2026	81743	10,445.76

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	10,445.76000	10,445.76

Account	Account Description	Total Per Account
20 E 2540 4650 00 500 000000	NATURAL GAS	10,445.76

Total for Symmetry Energy Solutions: ***10,445.76***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Themes & Variations Inc	5050020262390	146086	DG7158	06/18/2026	9000000229	2,850.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		5.00000	600.00000	3,000.00
2		1.00000	-150.00000	-150.00

Account	Account Description	Total Per Account
10 E 2212 3100 00 505 000000	CURRICLUM GEN PUR SVC 6-12	2,850.00

Total for Themes & Variations Inc: ***2,850.00***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Village of Huntley		0301000153-007	DG7158	06/30/2026	81744	50.78

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	50.78000	50.78

Account	Account Description	Total Per Account
20 E 2540 3700 00 500 000000	WATER/SEWER	50.78

Total for Village of Huntley: ***50.78***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Visual Image Photography	140260001	39247	DG7158	06/17/2026	81642	144.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	144.00000	144.00

Account	Account Description	Total Per Account
10 E 2410 4910 00 140 000000	REBATE SUPPLIES MACKEBEN	144.00

Total for Visual Image Photography: ***144.00***

REPORT

Total Number of Batch Invoices:	1	972.37 499
Total Number of Open Invoices:	0	0.00
Total Number of History Invoices:	46	74,500.63
Total Number of Update in Progress Batch Invoices:	0	0.00
Total Number of Update in Progress Batch Reversal Invoices:	0	0.00
Total Number of Reversal History Invoices:	0	0.00
Total Number of Deleted History Invoices:	0	0.00
Total Number of Batch Reversal Invoices:	0	0.00
Total Number of Unsubmitted Invoices:	0	0.00
Total Number of Awaiting for Approval Invoices:	0	0.00
Total Invoices:	**47**	**75,473.00**

Invoice Listing

HUNTLEY CONS SCHOOL DIST 158

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
A Parts Warehouse	507260082	200185	DG7158-777	07/08/2026		163.80

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	163.80000	163.80

Account	Account Description	Total Per Account
40 E 2554 4100 00 500 000000	FLEET SUPPLIES	163.80

Total for A Parts Warehouse: ***163.80***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Accurate Translation Bureau	509260079	32238	DG7158-777	07/08/2026		1,025.70

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	1,025.70000	1,025.70

Account	Account Description	Total Per Account
10 E 1200 3100 92 509 460000	IDEA GENERAL PURCHASED SERVICE	1,025.70

Total for Accurate Translation Bureau: ***1,025.70***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Airgas USA LLC	508260122	9172824002	DG7158-777	07/08/2026		232.48

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	87.33000	87.33
2		1.00000	96.00000	96.00
3		1.00000	23.75000	23.75
4		1.00000	25.40000	25.40

500

Account	Account Description	Total Per Account
20 E 2542 4100 00 500 000000	SUPPLIES B & G	232.48

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Airgas USA LLC	508260125	917284024	DG7158-777	07/08/2026		0.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		0.00000	20.98000	0.00

Account	Account Description	Total Per Account
20 E 2542 4100 00 500 000000	SUPPLIES B & G	0.00

Total for Airgas USA LLC: ***232.48***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Associated Electrical Contractors	508260107	550081807	DG7158-777	07/08/2026		13,620.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	13,620.00000	13,620.00

Account	Account Description	Total Per Account
20 E 2542 3900 00 500 000000	*OTHER PURCHASED SERVICE*	*13,620.00*

Total for Associated Electrical Contractors: ***13,620.00***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Camelot Therapeutic Schools LLC	509260080	253511	DG7158-777	07/08/2026		3,417.45

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		5.00000	252.35000	1,261.75
2		5.00000	178.79000	893.95
3		5.00000	252.35000	1,261.75

Account	Account Description	Total Per Account
10 E 4220 6700 00 509 000000	*SP ED PRIVATE TUITION*	*3,417.45*

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Camelot Therapeutic Schools LLC	509260081	253429	DG7158-777	07/08/2026		2,155.70

501

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		5.00000	178.79000	893.95
2		5.00000	252.35000	1,261.75

Account	Account Description	Total Per Account
10 E 4220 6700 00 509 000000	*SP ED PRIVATE TUITION*	*2,155.70*

Total for Camelot Therapeutic Schools LLC: ***5,573.15***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Colley Elevator Co	508260115	301775	DG7158-777	07/08/2026		256.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	256.00000	256.00

Account	Account Description	Total Per Account
20 E 2542 3230 00 500 000000	*REPAIRS & MAINTENANCE BUILDINGS*	*256.00*

Total for Colley Elevator Co: ***256.00***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Crystal Lake School District 47	509260090	#26-AU036	DG7158-777	07/10/2026		375.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	375.00000	375.00

Account	Account Description	Total Per Account
10 E 4120 3100 92 509 460000	IDEA PAYMENTS TO OTHER DISTRICTS	375.00

Total for Crystal Lake School District 47: ***375.00***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Gordon Flesch Co Inc	504260013	IN15658265	DG7158-777	07/09/2026		97.03

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	97.03000	97.03

Account	Account Description	Total Per Account
10 E 2900 3900 00 504 000000	COPIER MAINTENANCE	97.03

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Gordon Flesch Co Inc	504260014	IN15658263	DG7158-777	07/09/2026		140.25

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	140.25000	140.25

Account	Account Description	Total Per Account
10 E 2900 3900 00 504 000000	COPIER MAINTENANCE	140.25

502

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Gordon Flesch Co Inc	504260015	IN15658264	DG7158-777	07/09/2026		634.78

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	634.78000	634.78

Account	Account Description	Total Per Account
10 E 2900 3900 00 504 000000	COPIER MAINTENANCE	634.78

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Gordon Flesch Co Inc	504260016	IN15656307	DG7158-777	07/09/2026		2,350.89

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	2,350.89000	2,350.89

Account	Account Description	Total Per Account
10 E 2900 3900 00 504 000000	COPIER MAINTENANCE	2,350.89

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Gordon Flesch Co Inc	504260017	IN15646681	DG7158-777	07/09/2026		1,419.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	1,419.00000	1,419.00

Account	Account Description	Total Per Account
10 E 2900 3900 00 504 000000	COPIER MAINTENANCE	1,419.00

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Gordon Flesch Co Inc	504260018	IN15652845	DG7158-777	07/09/2026		1,551.84

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	1,551.84000	1,551.84

Account	Account Description	Total Per Account
10 E 2900 3900 00 504 000000	COPIER MAINTENANCE	1,551.84

Total for Gordon Flesch Co Inc: ***6,193.79***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Grainger	508260120	9953435774	DG7158-777	07/09/2026		556.02

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	556.02000	556.02

Account	Account Description	Total Per Account
20 E 2542 4100 00 500 000000	SUPPLIES B & G	556.02

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Grainger	508260124	9913301017	DG7158-777	07/09/2026		11.03

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	11.03000	11.03

Account	Account Description	Total Per Account
20 E 2542 4100 00 500 000000	SUPPLIES B & G	11.03

503

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Grainger	508260124	9953435766	DG7158-777	07/09/2026		11.03

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	11.03000	11.03

Account	Account Description	Total Per Account
20 E 2542 4100 00 500 000000	SUPPLIES B & G	11.03

Total for Grainger: ***578.08***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
GW Berkheimer Co Inc	502260034	9274791	DG7158-777	07/08/2026		78.86

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	78.86000	78.86

Account	Account Description	Total Per Account
10 E 2560 3230 00 140 000000	CAFE REPAIRS MACKEBEN	78.86

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
GW Berkheimer Co Inc	508260112	82369	DG7158-777	07/09/2026		31.66

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	31.66000	31.66

Account	Account Description	Total Per Account
20 E 2542 4100 00 500 000000	SUPPLIES B & G	31.66

Total for GW Berkheimer Co Inc: ***110.52***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Illco, Ico	502260026	3607511	DG7158-777	07/09/2026		799.42

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	799.42000	799.42

Account	Account Description	Total Per Account
10 E 2560 3230 00 120 000000	CAFE REPAIRS MARTIN	799.42

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Illco, Ico	502260026	3607647	DG7158-777	07/09/2026		-15.57

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	-15.57000	-15.57

Account	Account Description	Total Per Account
10 E 2560 3230 00 120 000000	CAFE REPAIRS MARTIN	-15.57

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Illco, Ico	502260027	3607509	DG7158-777	07/09/2026		7,584.31

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	7,584.31000	7,584.31

Account	Account Description	Total Per Account
10 E 2560 3230 00 120 000000	CAFE REPAIRS MARTIN	7,584.31

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Illco, Ico	502260029	3609474	DG7158-777	07/09/2026		324.99

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	324.99000	324.99

Account	Account Description	Total Per Account
10 E 2560 3230 00 150 000000	CAFE REPAIRS CONLEY	324.99

504

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Illco, Ico	502260030	4288331	DG7158-777	07/09/2026		624.75

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	624.75000	624.75

Account	Account Description	Total Per Account
10 E 2560 3230 00 300 000000	CAFE REPAIRS HS	624.75

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Illco, Ico	502260031	3610031	DG7158-777	07/09/2026		283.30

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	283.30000	283.30

Account	Account Description	Total Per Account
10 E 2560 3230 00 300 000000	CAFE REPAIRS HS	283.30

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Illco, Ico	502260032	3610427	DG7158-777	07/09/2026		275.23

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	275.23000	275.23

Account	Account Description	Total Per Account
10 E 2560 3230 00 210 000000	CAFE REPAIRS HEINEMAN	275.23

Invoice Listing

HUNTLEY CONS SCHOOL DIST 158

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Illco, Ico	502260033	3607510	DG7158-777	07/09/2026		394.20

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	394.20000	394.20

Account	Account Description	Total Per Account
10 E 2560 3230 00 120 000000	CAFE REPAIRS MARTIN	394.20

Total for Illco, Ico: ***10,270.63***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Kona Ice of McHenry County LLC	509260073	00221	DG7158-777	07/09/2026		611.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	235.00000	235.00
2		1.00000	235.00000	235.00
3		47.00000	3.00000	141.00

Account	Account Description	Total Per Account
10 E 1200 4100 00 509 000000	SUPPLIES SP ED	611.00

Total for Kona Ice of McHenry County LLC: ***611.00***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
LRS | Garbage Collection	508260126	WA13256981	DG7158-777	07/09/2026	595	753.04

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	753.04000	753.04

Account	Account Description	Total Per Account
20 E 2542 3210 00 500 000000	SANITATION/EXTERMINATING	753.04

Total for LRS \| Garbage Collection: ***753.04***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Lucky Locators Inc	508260119	37500	DG7158-777	07/09/2026		285.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	240.00000	240.00
2		0.50000	90.00000	45.00

Account	Account Description	Total Per Account
20 E 2542 3230 00 500 000000	REPAIRS & MAINTENANCE BUILDINGS	285.00

Total for Lucky Locators Inc: ***285.00***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Luebcke, Casey	506260020	001	DG7158-777	07/10/2026		990.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	990.00000	990.00

Account	Account Description	Total Per Account
10 E 1101 3100 00 506 000000	*SUBSTITUTE TEACHER-CONTRACTED*	*990.00*

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Luebcke, Casey	509260093	001	DG7158-777	07/10/2026		30.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	30.00000	30.00

Account	Account Description	Total Per Account
10 E 1200 4100 00 509 000000	*SUPPLIES SP ED*	*30.00*

Total for Luebcke, Casey: ***1,020.00***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
McHenry Specialties	300260027	32026-470	DG7158-777	07/10/2026		9.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		2.00000	4.50000	9.00

Account	Account Description	Total Per Account
10 E 1130 4100 00 300 000000	*INST SUPPLIES HS*	*9.00*

506

Total for McHenry Specialties: ***9.00***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
McMaster Carr Supply Co	508260110	66492683	DG7158-777	07/10/2026		138.04

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		3.00000	42.26000	126.78
2		1.00000	11.26000	11.26

Account	Account Description	Total Per Account
20 E 2542 4100 00 500 000000	*SUPPLIES B & G*	*138.04*

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
McMaster Carr Supply Co	508260111	66497490	DG7158-777	07/10/2026		198.35

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	184.84000	184.84
2		1.00000	13.51000	13.51

Account	Account Description	Total Per Account
20 E 2542 4100 00 500 000000	*SUPPLIES B & G*	*198.35*

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
McMaster Carr Supply Co	508260118	66649598	DG7158-777	07/10/2026		263.22

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		3.00000	42.26000	126.78
2		3.00000	41.12000	123.36
3		1.00000	13.08000	13.08

Account	Account Description	Total Per Account
20 E 2542 4100 00 500 000000	SUPPLIES B & G	263.22

Total for McMaster Carr Supply Co: ***599.61***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Neuro Educational Specialist	509260078	3150	DG7158-777	07/10/2026		400.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		2.00000	200.00000	400.00

Account	Account Description	Total Per Account
10 E 1200 4100 00 509 000000	SUPPLIES SP ED	400.00

Total for Neuro Educational Specialist: ***400.00***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
NeuroRestorative	509260095	0626-381675	DG7158-777	07/10/2026		18,000.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	18,000.00000	18,000.00

Account	Account Description	Total Per Account
10 E 4120 6700 00 509 000000	SP ED ROOM & BOARD	18,000.00

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
NeuroRestorative	509260096	0626-3816575	DG7158-777	07/10/2026		9,236.64

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	9,236.64000	9,236.64

Account	Account Description	Total Per Account
10 E 4220 6700 00 509 000000	SP ED PRIVATE TUITION	9,236.64

Total for NeuroRestorative: ***27,236.64***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
New Connections Academy	509260087	17687	DG7158-777	07/10/2026		5,190.92

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	5,190.92000	5,190.92

Account	Account Description	Total Per Account
10 E 4220 6700 00 509 000000	SP ED PRIVATE TUITION	5,190.92

Invoice Listing

HUNTLEY CONS SCHOOL DIST 158

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
New Connections Academy	509260089	17685	DG7158-777	07/10/2026		5,190.92

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	5,190.92000	5,190.92

Account	Account Description	Total Per Account
10 E 4220 6700 00 509 000000	SP ED PRIVATE TUITION	5,190.92

Total for New Connections Academy: ***10,381.84***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Nolan Fire Pump Testing	508260109	INV-2315	DG7158-777	07/10/2026		890.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	850.00000	850.00
2		1.00000	40.00000	40.00

Account	Account Description	Total Per Account
20 E 2542 3900 00 500 000000	OTHER PURCHASED SERVICE	890.00

Total for Nolan Fire Pump Testing: ***890.00***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Northwestern Medicine Huntley	509260094	120644L-202603	DG7158-777	07/10/2026		700.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	700.00000	700.00

Account	Account Description	Total Per Account
10 E 1200 3100 66 509 000000	STEP PURCHASED SERVICES	700.00

Total for Northwestern Medicine Huntley: ***700.00***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Northwestern Memorial HealthCare	310260002	96000001429	DG7158-777	07/10/2026		15,240.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	15,240.00000	15,240.00

Account	Account Description	Total Per Account
10 E 1500 2200 00 500 000000	Athletic Trainer Fees NW	15,240.00

Total for Northwestern Memorial HealthCare: ***15,240.00***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Parkland Preparatory Academy Inc	509260085	7751	DG7158-777	07/10/2026		5,568.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	5,568.00000	5,568.00

Account	Account Description	Total Per Account
10 E 4220 6700 00 509 000000	SP ED PRIVATE TUITION	5,568.00

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Parkland Preparatory Academy Inc	509260086	7737	DG7158-777	07/10/2026		4,121.88

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	4,121.88000	4,121.88

Account	Account Description	Total Per Account
10 E 4220 6700 00 509 000000	SP ED PRIVATE TUITION	4,121.88

Total for Parkland Preparatory Academy Inc: ***9,689.88***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Pioneer Center for Human Services	509260082	018524	DG7158-777	07/10/2026		205.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount	
1		10.25000	20.00000	205.00	509

Account	Account Description	Total Per Account
10 E 1200 3100 66 509 000000	STEP PURCHASED SERVICES	205.00

Total for Pioneer Center for Human Services: ***205.00***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Positive Behavior Supports Corp	506260015	Boz0161126125465	DG7158-777	07/10/2026		2,735.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	2,735.00000	2,735.00

Account	Account Description	Total Per Account
10 E 1101 3100 00 506 000000	SUBSTITUTE TEACHER-CONTRACTED	2,735.00

Total for Positive Behavior Supports Corp: ***2,735.00***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Primo Brands	300260028	06F8760173587	DG7158-777	07/10/2026		241.13

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	241.13000	241.13

Account	Account Description	Total Per Account
10 E 2213 4150 00 300 000000	HHS STAFF DEVEL SUPPLIES	241.13

Total for Primo Brands: ***241.13***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
ProCare Therapy	506260016	21476378	DG7158-777	07/10/2026		1,528.75

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		2.00000	95.00000	190.00
2		15.75000	85.00000	1,338.75

Account	Account Description	Total Per Account
10 E 1101 3100 00 506 000000	SUBSTITUTE TEACHER-CONTRACTED	1,528.75

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
ProCare Therapy	506260017	21477001	DG7158-777	07/10/2026		3,437.60

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		20.08000	95.00000	1,907.60
2		18.00000	85.00000	1,530.00

Account	Account Description	Total Per Account
10 E 1101 3100 00 506 000000	SUBSTITUTE TEACHER-CONTRACTED	3,437.60

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
ProCare Therapy	506260022	21483379	DG7158-777	07/10/2026		4,940.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	4,940.00000	4,940.00

Account	Account Description	Total Per Account
10 E 1101 3100 00 506 000000	SUBSTITUTE TEACHER-CONTRACTED	4,940.00

510

Total for ProCare Therapy: ***9,906.35***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
RelayHub LLC	509260083	21-16384	DG7158-777	07/10/2026		2,415.86

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		48,317.28000	0.05000	2,415.86

Account	Account Description	Total Per Account
10 E 2520 3100 00 501 000000	PROF & TECH FISCAL	2,415.86

Total for RelayHub LLC: ***2,415.86***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Safety Kleen Systems Inc	507260084	507260084	DG7158-777	07/10/2026		3,104.67

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	3,104.67000	3,104.67

Account	Account Description	Total Per Account
40 E 2554 4100 00 500 000000	FLEET SUPPLIES	3,104.67

Total for Safety Kleen Systems Inc: ***3,104.67***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Service Sanitation Inc	305260011	9375565	DG7158-777	07/10/2026		761.29

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	761.29000	761.29

Account	Account Description	Total Per Account
10 E 1500 3200 00 305 000000	HHS ATHLETICS GROUNDS SVCS	761.29

Total for Service Sanitation Inc: ***761.29***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Sherwin Williams Co	120260010	51412203450726	DG7158-777	07/10/2026		59.70

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	59.70000	59.70

Account	Account Description	Total Per Account
10 E 1110 4100 00 120 000000	INST SUPPLIES MARTIN	59.70

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Sherwin Williams Co	508260106	34470202200626	DG7158-777	07/10/2026		47.16

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	47.16000	47.16

Account	Account Description	Total Per Account
20 E 2542 4100 00 500 000000	SUPPLIES B & G	47.16

511

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Sherwin Williams Co	508260117	36442202200626	DG7158-777	07/10/2026		61.94

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	61.94000	61.94

Account	Account Description	Total Per Account
20 E 2542 4100 00 500 000000	SUPPLIES B & G	61.94

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Sherwin Williams Co	508260123	49689203450626	DG7158-777	07/10/2026		149.25

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	149.25000	149.25

Account	Account Description	Total Per Account
20 E 2542 4100 00 500 000000	SUPPLIES B & G	149.25

Total for Sherwin Williams Co: ***318.05***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Soliant Health Inc	506260018	21480428	DG7158-777	07/13/2026		1,710.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		18.00000	95.00000	1,710.00

Account	Account Description	Total Per Account
10 E 1101 3100 00 506 000000	SUBSTITUTE TEACHER-CONTRACTED	1,710.00

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Soliant Health Inc	506260019	21483111	DG7158-777	07/13/2026		1,710.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		18.00000	95.00000	1,710.00

Account	Account Description	Total Per Account
10 E 1101 3100 00 506 000000	*SUBSTITUTE TEACHER-CONTRACTED*	*1,710.00*

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Soliant Health Inc	506260021	21485239	DG7158-777	07/10/2026		1,900.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	1,900.00000	1,900.00

Account	Account Description	Total Per Account
10 E 1101 3100 00 506 000000	*SUBSTITUTE TEACHER-CONTRACTED*	*1,900.00*

Total for Soliant Health Inc: ***5,320.00***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Special Education Services	509260075	SESINV-061457	DG7158-777	07/13/2026		6,720.75

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		9.00000	149.35000	1,344.15
2		9.00000	149.35000	1,344.15
3		9.00000	149.35000	1,344.15
4		9.00000	149.35000	1,344.15
5		9.00000	149.35000	1,344.15

512

Account	Account Description	Total Per Account
10 E 4220 6700 00 509 000000	*SP ED PRIVATE TUITION*	*6,720.75*

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Special Education Services	509260077	SYSINV-061542	DG7158-777	07/13/2026		2,448.45

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		9.00000	272.05000	2,448.45

Account	Account Description	Total Per Account
10 E 4220 6700 00 509 000000	*SP ED PRIVATE TUITION*	*2,448.45*

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Special Education Services	509260084	SESINV-062190	DG7158-777	07/10/2026		6,270.75

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	6,270.75000	6,270.75

Account	Account Description	Total Per Account
10 E 4220 6700 00 509 000000	*SP ED PRIVATE TUITION*	*6,270.75*

Total for Special Education Services: ***15,439.95***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Special Education Systems Inc	509260076	SYSINV-021523	DG7158-777	07/13/2026		706.14

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		9.00000	78.46000	706.14

Account	Account Description	Total Per Account
10 E 4220 6700 00 509 000000	SP ED PRIVATE TUITION	706.14

Total for Special Education Systems Inc: ***706.14***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
VILLAGE OF ALGONQUIN	503260031	5732	DG7158-777	07/10/2026		9,004.97

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	9,004.97000	9,004.97

Account	Account Description	Total Per Account
20 E 2546 3100 00 300 000000	RESOURCE OFFICER	9,004.97

Total for VILLAGE OF ALGONQUIN: ***9,004.97***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Village of Huntley	503260032	26-00450018	DG7158-777	07/10/2026		7,313.89

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	7,313.89000	7,313.89

Account	Account Description	Total Per Account
20 E 2546 3100 00 300 000000	RESOURCE OFFICER	7,313.89

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Village of Huntley	503260033	503260033	DG7158-777	07/10/2026		375.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	375.00000	375.00

Account	Account Description	Total Per Account
20 E 2546 3100 00 300 000000	RESOURCE OFFICER	375.00

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Village of Huntley	503260034	26-09900064	DG7158-777	07/10/2026		562.50

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	562.50000	562.50

Account	Account Description	Total Per Account
20 E 2546 3100 00 300 000000	RESOURCE OFFICER	562.50

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Village of Huntley	503260035	26-09900065	DG7158-777	07/10/2026		525.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	525.00000	525.00

Account	Account Description	Total Per Account
20 E 2546 3100 00 300 000000	RESOURCE OFFICER	525.00

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Village of Huntley	503260036	26-09900066	DG7158-777	07/10/2026		562.50

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	562.50000	562.50

Account	Account Description	Total Per Account
20 E 2546 3100 00 300 000000	RESOURCE OFFICER	562.50

Total for Village of Huntley: ***9,338.89***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Visions LLC	509260091	11996	DG7158-777	07/10/2026		150.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	150.00000	150.00

Account	Account Description	Total Per Account
10 E 2130 3100 92 509 460000	IDEA HEALTH SERVICES	150.00

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Visions LLC	509260092	11997	DG7158-777	07/10/2026		250.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	250.00000	250.00

Account	Account Description	Total Per Account
10 E 2130 3100 92 509 460000	IDEA HEALTH SERVICES	250.00

514

Total for Visions LLC: ***400.00***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Wilson Language Training	509260074	100487	DG7158-777	07/13/2026		1,466.64

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	679.00000	679.00
2		1.00000	679.00000	679.00
3		1.00000	108.64000	108.64

Account	Account Description	Total Per Account
10 E 1200 4100 92 509 460000	IDEA INSTRUCTIONAL SUPPLIES	1,466.64

Total for Wilson Language Training: ***1,466.64***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
REPORT						
Total Number of Batch Invoices:			76			167,579.10
Total Number of Open Invoices:			0			0.00
Total Number of History Invoices:			0			0.00
Total Number of Update in Progress Batch Invoices:			0			0.00
Total Number of Update in Progress Batch Reversal Invoices:			0			0.00
Total Number of Reversal History Invoices:			0			0.00
Total Number of Deleted History Invoices:			0			0.00
Total Number of Batch Reversal Invoices:			0			0.00
Total Number of Unsubmitted Invoices:			0			0.00
Total Number of Awaiting for Approval Invoices:			0			0.00
Total Invoices:			**76**			**167,579.10**

515

Invoice Listing

HUNTLEY CONS SCHOOL DIST 158

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Aavang, Michele R		FY26 Grad	FY26 7158-777	05/16/2026		25.10

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	25.10000	25.10

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	25.10

Total for Aavang, Michele R: ***25.10***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Abordo, Katherine		FY26 Grad	FY26 7158-777	05/16/2026		24.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	24.00000	24.00

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	24.00

Total for Abordo, Katherine: ***24.00***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Adamik, Keith		FY26 Grad	FY26 7158-777	05/16/2026	516	6.25

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	6.25000	6.25

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	6.25

Total for Adamik, Keith: ***6.25***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Aguila, Dawn		FY26 Grad	FY26 7158-777	05/16/2026		13.40

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	13.40000	13.40

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	13.40

Total for Aguila, Dawn: ***13.40***

Invoice Listing

HUNTLEY CONS SCHOOL DIST 158

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Ahn, Soo		FY26 Grad	FY26 7158-777	05/16/2026		10.15

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	10.15000	10.15

Account	*Account Description*	*Total Per Account*
10 R 1611 0000 00 300 000000	*STUDENT FOOD SVC - HS*	*10.15*

Total for Ahn, Soo: ***10.15***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Arnold, Erin		FY26 Grad	FY26 7158-777	05/16/2026		17.25

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	17.25000	17.25

Account	*Account Description*	*Total Per Account*
10 R 1611 0000 00 300 000000	*STUDENT FOOD SVC - HS*	*17.25*

Total for Arnold, Erin: ***17.25***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Austin, Kevin		FY26 Grad	FY26 7158-777	05/16/2026		5.95 517

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	5.95000	5.95

Account	*Account Description*	*Total Per Account*
10 R 1611 0000 00 300 000000	*STUDENT FOOD SVC - HS*	*5.95*

Total for Austin, Kevin: ***5.95***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Baggio, Daniel		FY26 Grad	FY26 7158-777	05/16/2026		54.60

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	54.60000	54.60

Account	*Account Description*	*Total Per Account*
10 R 1611 0000 00 300 000000	*STUDENT FOOD SVC - HS*	*54.60*

Total for Baggio, Daniel: ***54.60***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Bakes, Melissa		FY26 Grad	FY26 7158-777	05/16/2026		16.95

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	16.95000	16.95

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	16.95

Total for Bakes, Melissa: ***16.95***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Baldini, Amy		FY26 Grad	FY26 7158-777	05/16/2026		21.30

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	21.30000	21.30

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	21.30

Total for Baldini, Amy: ***21.30***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Bannister, Tiffany		FY26 Grad	FY26 7158-777	05/16/2026		64.95 518

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	64.95000	64.95

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	64.95

Total for Bannister, Tiffany: ***64.95***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Barham, Stephanie		FY26 Grad	FY26 7158-777	05/16/2026		38.65

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	38.65000	38.65

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	38.65

Total for Barham, Stephanie: ***38.65***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Barros, Mark		FY26 Grad	FY26 7158-777	05/16/2026		150.90

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	150.90000	150.90

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	150.90

Total for Barros, Mark: ***150.90***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Barrus, Becky		FY26 Grad	FY26 7158-777	05/16/2026		12.75

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	12.75000	12.75

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	12.75

Total for Barrus, Becky: ***12.75***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Bartlett, Tanya		FY26 Grad	FY26 7158-777	05/16/2026		6.10 519

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	6.10000	6.10

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	6.10

Total for Bartlett, Tanya: ***6.10***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Bauer, Kathy L		FY26 Grad	FY26 7158-777	05/16/2026		32.30

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	32.30000	32.30

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	32.30

Total for Bauer, Kathy L: ***32.30***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Biosca, Julie		FY26 Grad	FY26 7158-777	05/16/2026		33.05

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	33.05000	33.05

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	33.05

Total for Biosca, Julie: ***33.05***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Birkmeier, Bill		FY26 Grad	FY26 7158-777	05/16/2026		8.45

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	8.45000	8.45

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	8.45

Total for Birkmeier, Bill: ***8.45***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Bittman, Diane		FY26 Grad	FY26 7158-777	05/16/2026		38.50 520

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	38.50000	38.50

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	38.50

Total for Bittman, Diane: ***38.50***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Bolton, Nicole		FY26 Grad	FY26 7158-777	05/16/2026		6.90

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	6.90000	6.90

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	6.90

Total for Bolton, Nicole: ***6.90***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Brandlin, Christine		FY26 Grad	FY26 7158-777	05/16/2026		9.40

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	9.40000	9.40

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	9.40

Total for Brandlin, Christine: ***9.40***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Britton, Teresa		FY26 Grad	FY26 7158-777	05/16/2026		48.80

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	48.80000	48.80

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	48.80

Total for Britton, Teresa: ***48.80***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Bryce, Stephanie		FY26 Grad	FY26 7158-777	05/16/2026		22.45 521

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	22.45000	22.45

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	22.45

Total for Bryce, Stephanie: ***22.45***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Busby, Christina		FY26 Grad	FY26 7158-777	05/16/2026		7.42

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	7.42000	7.42

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	7.42

Total for Busby, Christina: ***7.42***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Callahan, Lori		FY26 Grad	FY26 7158-777	05/16/2026		23.50

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	23.50000	23.50

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	23.50

Total for Callahan, Lori: ***23.50***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Canella, Mary		FY26 Grad	FY26 7158-777	05/16/2026		14.60

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	14.60000	14.60

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	14.60

Total for Canella, Mary: ***14.60***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Cardinal, Samuel		FY26 Grad	FY26 7158-777	05/16/2026		8.75 522

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	8.75000	8.75

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	8.75

Total for Cardinal, Samuel: ***8.75***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Carlson, Angela		FY26 Grad	FY26 7158-777	05/16/2026		14.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	14.00000	14.00

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	14.00

Total for Carlson, Angela: ***14.00***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Coconate, Jessica		FY26 Grad	FY26 7158-777	05/16/2026		52.75

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	52.75000	52.75

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	52.75

Total for Coconate, Jessica: ***52.75***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Cravens, Alicia		FY26 Grad	FY26 7158-777	05/16/2026		26.55

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	26.55000	26.55

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	26.55

Total for Cravens, Alicia: ***26.55***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Daley, Shannon		FY26 Grad	FY26 7158-777	05/16/2026		6.85 523

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	6.85000	6.85

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	6.85

Total for Daley, Shannon: ***6.85***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Davis, Melissa		FY26 Grad	FY26 7158-777	05/16/2026		22.65

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	22.65000	22.65

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	22.65

Total for Davis, Melissa: ***22.65***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Debeck, Theresa		FY26 Grad	FY26 7158-777	05/16/2026		20.65

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	20.65000	20.65

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	20.65

Total for Debeck, Theresa: ***20.65***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Druetta, Lisa		FY26 Grad	FY26 7158-777	05/16/2026		17.90

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	17.90000	17.90

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	17.90

Total for Druetta, Lisa: ***17.90***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Eickelmann, Keith		FY26 Grad	FY26 7158-777	05/16/2026	524	5.85

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	5.85000	5.85

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	5.85

Total for Eickelmann, Keith: ***5.85***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Emricson, Sarah		FY26 Grad	FY26 7158-777	05/16/2026		11.15

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	11.15000	11.15

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	11.15

Total for Emricson, Sarah: ***11.15***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Ernst, Kim		FY26 Grad	FY26 7158-777	05/16/2026		24.20

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	24.20000	24.20

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	24.20

Total for Ernst, Kim: **24.20**

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Fattahian, Amir		FY26 Grad	FY26 7158-777	05/16/2026		18.15

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	18.15000	18.15

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	18.15

Total for Fattahian, Amir: **18.15**

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Feely, Cherie		FY26 Grad	FY26 7158-777	05/16/2026		12.20 525

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	12.20000	12.20

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	12.20

Total for Feely, Cherie: **12.20**

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Flick, Michelle		FY26 Grad	FY26 7158-777	05/16/2026		11.60

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	11.60000	11.60

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	11.60

Total for Flick, Michelle: **11.60**

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Forsythe, Silvia M		FY26 Grad	FY26 7158-777	05/16/2026		20.10

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	20.10000	20.10

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	20.10

Total for Forsythe, Silvia M: **20.10**

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Foster, Lisa		FY26 Grad	FY26 7158-777	05/16/2026		5.40

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	5.40000	5.40

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	5.40

Total for Foster, Lisa: **5.40**

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Galvin, Lisa		FY26 Grad	FY26 7158-777	05/16/2026		11.90 526

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	11.90000	11.90

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	11.90

Total for Galvin, Lisa: **11.90**

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Garlin, Christy		FY26 Grad	FY26 7158-777	05/16/2026		15.45

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	15.45000	15.45

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	15.45

Total for Garlin, Christy: **15.45**

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Garofalo, Jennifer		FY26 Grad	FY26 7158-777	05/16/2026		10.70

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	10.70000	10.70

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	10.70

Total for Garofalo, Jennifer: ***10.70***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Giangrande, Renee		FY26 Grad	FY26 7158-777	05/16/2026		10.85

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	10.85000	10.85

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	10.85

Total for Giangrande, Renee: ***10.85***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Giebelhausen, Desiree		FY26 Grad	FY26 7158-777	05/16/2026		63.25 527

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	63.25000	63.25

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	63.25

Total for Giebelhausen, Desiree: ***63.25***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Gioe, Katie		FY26 Grad	FY26 7158-777	05/16/2026		22.05

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	22.05000	22.05

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	22.05

Total for Gioe, Katie: ***22.05***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Giuseffi, Katerina		FY26 Grad	FY26 7158-777	05/16/2026		7.80

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	7.80000	7.80

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	7.80

Total for Giuseffi, Katerina: ***7.80***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Glover, Robert		FY26 Grad	FY26 7158-777	05/16/2026		8.10

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	8.10000	8.10

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	8.10

Total for Glover, Robert: ***8.10***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Gluszek, Crystal		FY26 Grad	FY26 7158-777	05/16/2026		32.50 528

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	32.50000	32.50

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	32.50

Total for Gluszek, Crystal: ***32.50***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Goecke, Jodie		FY26 Grad	FY26 7158-777	05/16/2026		12.90

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	12.90000	12.90

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	12.90

Total for Goecke, Jodie: ***12.90***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Golebiewski, Amy		FY26 Grad	FY26 7158-777	05/16/2026		22.75

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	22.75000	22.75

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	22.75

Total for Golebiewski, Amy: ***22.75***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Gordon Flesch Co Inc	300260029	9025938854	FY26 7158-777	07/07/2026		284.78

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	284.78000	284.78

Account	Account Description	Total Per Account
10 E 1130 3230 00 300 000000	REPAIRS HS	284.78

Total for Gordon Flesch Co Inc: ***284.78***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Grabowski, Brenna		FY26 Grad	FY26 7158-777	05/16/2026		24.80 529

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	24.80000	24.80

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	24.80

Total for Grabowski, Brenna: ***24.80***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Grabs, Nicole		FY26 Grad	FY26 7158-777	05/16/2026		68.70

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	21.65000	21.65
2		1.00000	47.05000	47.05

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	68.70

Total for Grabs, Nicole: ***68.70***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Grosse, Julie		FY26 Grad	FY26 7158-777	05/16/2026		27.05

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	27.05000	27.05

Account	*Account Description*	*Total Per Account*
10 R 1611 0000 00 300 000000	*STUDENT FOOD SVC - HS*	*27.05*

Total for Grosse, Julie: ***27.05***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Halloway, Cynthia		FY26 Grad	FY26 7158-777	05/16/2026		10.05

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	10.05000	10.05

Account	*Account Description*	*Total Per Account*
10 R 1611 0000 00 300 000000	*STUDENT FOOD SVC - HS*	*10.05*

Total for Halloway, Cynthia: ***10.05***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Hein, Kate		FY26 Grad	FY26 7158-777	05/16/2026		33.35 530

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	33.35000	33.35

Account	*Account Description*	*Total Per Account*
10 R 1611 0000 00 300 000000	*STUDENT FOOD SVC - HS*	*33.35*

Total for Hein, Kate: ***33.35***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Hernandez, Yani		FY26 Grad	FY26 7158-777	05/16/2026		20.90

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	20.90000	20.90

Account	*Account Description*	*Total Per Account*
10 R 1611 0000 00 300 000000	*STUDENT FOOD SVC - HS*	*20.90*

Total for Hernandez, Yani: ***20.90***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Hilliard, Kristen		FY26 Grad	FY26 7158-777	05/16/2026		48.85

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	48.85000	48.85

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	48.85

Total for Hilliard, Kristen: ***48.85***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Huerta, Denise		FY26 Grad	FY26 7158-777	05/16/2026		8.85

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	8.85000	8.85

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	8.85

Total for Huerta, Denise: ***8.85***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Indihar, Wendy		FY26 Grad	FY26 7158-777	05/16/2026		28.75 531

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	28.75000	28.75

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	28.75

Total for Indihar, Wendy: ***28.75***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Jagielnik, Renee		FY26 Grad	FY26 7158-777	05/16/2026		11.70

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	11.70000	11.70

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	11.70

Total for Jagielnik, Renee: ***11.70***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Jakubowski, Elsie		FY26 Grad	FY26 7158-777	05/16/2026		12.50

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	12.50000	12.50

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	12.50

Total for Jakubowski, Elsie: ***12.50***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Johnson, Becky		FY26 Grad	FY26 7158-777	05/16/2026		14.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	14.00000	14.00

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	14.00

Total for Johnson, Becky: ***14.00***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Kai, Cheryl		FY26 Grad	FY26 7158-777	05/16/2026		12.10 532

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	12.10000	12.10

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	12.10

Total for Kai, Cheryl: ***12.10***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Kane, Jessica L		FY26 Grad	FY26 7158-777	05/16/2026		14.40

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	14.40000	14.40

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	14.40

Total for Kane, Jessica L: ***14.40***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Kavuri, Deepthi		FY26 Grad	FY26 7158-777	05/16/2026		19.75

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	19.75000	19.75

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	19.75

Total for Kavuri, Deepthi: **19.75**

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Keppert, Anna		FY26 Grad	FY26 7158-777	05/16/2026		11.10

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	11.10000	11.10

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	11.10

Total for Keppert, Anna: **11.10**

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
King, Traci		FY26 Grad	FY26 7158-777	05/16/2026		6.55 533

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	6.55000	6.55

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	6.55

Total for King, Traci: **6.55**

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Klepfer, Lisa		FY26 Grad	FY26 7158-777	05/16/2026		5.90

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	5.90000	5.90

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	5.90

Total for Klepfer, Lisa: **5.90**

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Kossakowski, Beata		FY26 Grad	FY26 7158-777	05/16/2026		43.05

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	43.05000	43.05

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	43.05

Total for Kossakowski, Beata: ***43.05***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Kotwica, Ronald		FY26 Grad	FY26 7158-777	05/16/2026		67.15

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	67.15000	67.15

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	67.15

Total for Kotwica, Ronald: ***67.15***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Kramer, Laura		FY26 Grad	FY26 7158-777	05/16/2026		30.70 534

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	30.70000	30.70

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	30.70

Total for Kramer, Laura: ***30.70***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Larson, Stephen		FY26 Grad	FY26 7158-777	05/16/2026		6.10

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	6.10000	6.10

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	6.10

Total for Larson, Stephen: ***6.10***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Lee, Hien		FY26 Grad	FY26 7158-777	05/16/2026		31.55

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	31.55000	31.55

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	31.55

Total for Lee, Hien: ***31.55***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Lewis, Kimberly		FY26 Grad	FY26 7158-777	05/16/2026		13.75

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	13.75000	13.75

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	13.75

Total for Lewis, Kimberly: ***13.75***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Lim, Michael		FY26 Grad	FY26 7158-777	05/16/2026		10.75 535

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	10.75000	10.75

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	10.75

Total for Lim, Michael: ***10.75***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Lodewyck, Karen		FY26 Grad	FY26 7158-777	05/16/2026		20.35

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	20.35000	20.35

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	20.35

Total for Lodewyck, Karen: ***20.35***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Maari, Kinda		FY26 Grad	FY26 7158-777	05/16/2026		11.05

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	11.05000	11.05

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	11.05

Total for Maari, Kinda: ***11.05***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Maczko, Jill S		FY26 Grad	FY26 7158-777	05/16/2026		21.20

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	21.20000	21.20

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	21.20

Total for Maczko, Jill S: ***21.20***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Mametjanov, Akylbek		FY26 Grad	FY26 7158-777	05/16/2026		27.05 536

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	27.05000	27.05

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	27.05

Total for Mametjanov, Akylbek: ***27.05***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Mangino, Lauren		FY26 Grad	FY26 7158-777	05/16/2026		5.75

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	5.75000	5.75

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	5.75

Total for Mangino, Lauren: ***5.75***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Meucci, Jason		FY26 Grad	FY26 7158-777	05/16/2026		31.15

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	31.15000	31.15

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	31.15

Total for Meucci, Jason: ***31.15***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Micho, Wendy		FY26 Grad	FY26 7158-777	05/16/2026		39.60

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	39.60000	39.60

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	39.60

Total for Micho, Wendy: ***39.60***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Mitchell, Dianne		FY26 Grad	FY26 7158-777	05/16/2026	537	5.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	5.00000	5.00

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	5.00

Total for Mitchell, Dianne: ***5.00***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Moreno, Patricia		FY26 Grad	FY26 7158-777	05/16/2026		20.20

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	20.20000	20.20

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	20.20

Total for Moreno, Patricia: ***20.20***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Mota, Liliana		FY26 Grad	FY26 7158-777	05/16/2026		11.70

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	11.70000	11.70

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	*STUDENT FOOD SVC - HS*	*11.70*

Total for Mota, Liliana: ***11.70***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Nortell, Elizabeth		FY26 Grad	FY26 7158-777	05/16/2026		7.55

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	7.55000	7.55

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	*STUDENT FOOD SVC - HS*	*7.55*

Total for Nortell, Elizabeth: ***7.55***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Omachel, Paula		FY26 Grad	FY26 7158-777	05/16/2026		15.30 538

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	15.30000	15.30

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	*STUDENT FOOD SVC - HS*	*15.30*

Total for Omachel, Paula: ***15.30***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
OReilley, Kristen		FY26 Grad	FY26 7158-777	05/16/2026		33.25

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	33.25000	33.25

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	*STUDENT FOOD SVC - HS*	*33.25*

Total for OReilley, Kristen: ***33.25***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Paganis, Tom		FY26 Grad	FY26 7158-777	05/16/2026		14.35

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	14.35000	14.35

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	14.35

Total for Paganis, Tom: **14.35**

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Paler, Marie		FY26 Grad	FY26 7158-777	05/16/2026		7.15

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	7.15000	7.15

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	7.15

Total for Paler, Marie: **7.15**

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Pandher, Gurminder		FY26 Grad	FY26 7158-777	05/16/2026		11.10 539

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	11.10000	11.10

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	11.10

Total for Pandher, Gurminder: **11.10**

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Patel, Monika		FY26 Grad	FY26 7158-777	05/16/2026		29.95

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	29.95000	29.95

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	29.95

Total for Patel, Monika: **29.95**

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Patel, Sandipkumar		FY26 Grad	FY26 7158-777	05/16/2026		16.50

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	16.50000	16.50

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	16.50

Total for Patel, Sandipkumar: ***16.50***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Pease, David		FY26 Grad	FY26 7158-777	05/16/2026		14.65

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	14.65000	14.65

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	14.65

Total for Pease, David: ***14.65***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Pennell, Kathryn		FY26 Grad	FY26 7158-777	05/16/2026		7.95 540

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	7.95000	7.95

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	7.95

Total for Pennell, Kathryn: ***7.95***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Peterson, Maureen		FY26 Grad	FY26 7158-777	05/16/2026		10.15

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	10.15000	10.15

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	10.15

Total for Peterson, Maureen: ***10.15***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Petravick, Stacey		FY26 Grad	FY26 7158-777	05/16/2026		7.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	7.00000	7.00

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	7.00

Total for Petravick, Stacey: ***7.00***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Ramirez, Karen		FY26 Grad	FY26 7158-777	05/16/2026		25.20

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	25.20000	25.20

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	25.20

Total for Ramirez, Karen: ***25.20***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Rasmussen, Dana		FY26 Grad	FY26 7158-777	05/16/2026		7.25 541

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	7.25000	7.25

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	7.25

Total for Rasmussen, Dana: ***7.25***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Rasmussen, Sally A		FY26 Grad	FY26 7158-777	05/16/2026		13.65

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	13.65000	13.65

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	13.65

Total for Rasmussen, Sally A: ***13.65***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Rebusit, Michele		FY26 Grad	FY26 7158-777	05/16/2026		8.30

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	8.30000	8.30

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	8.30

Total for Rebusit, Michele: ***8.30***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Recker, Mark		FY26 Grad	FY26 7158-777	05/16/2026		12.90

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	12.90000	12.90

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	12.90

Total for Recker, Mark: ***12.90***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Reicher, Tim		FY26 Grad	FY26 7158-777	05/16/2026		32.75 542

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	32.75000	32.75

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	32.75

Total for Reicher, Tim: ***32.75***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Renkosik, Nicole		FY26 Grad	FY26 7158-777	05/16/2026		8.50

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	8.50000	8.50

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	8.50

Total for Renkosik, Nicole: ***8.50***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Sasse, Carolyn		FY26 Grad	FY26 7158-777	05/16/2026		38.55

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	38.55000	38.55

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	38.55

Total for Sasse, Carolyn: 38.55

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Scaletta, Renee		FY26 Grad	FY26 7158-777	05/16/2026		11.75

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	11.75000	11.75

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	11.75

Total for Scaletta, Renee: 11.75

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Schlee, Jeff		FY26 Grad	FY26 7158-777	05/16/2026		17.85 543

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	17.85000	17.85

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	17.85

Total for Schlee, Jeff: 17.85

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Searls, Tiffany		FY26 Grad	FY26 7158-777	05/16/2026		50.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	50.00000	50.00

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	50.00

Total for Searls, Tiffany: 50.00

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Seibert, Nellica		FY26 Grad	FY26 7158-777	05/16/2026		49.90

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	49.90000	49.90

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	49.90

Total for Seibert, Nellica: ***49.90***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Silkaitis, John		FY26 Grad	FY26 7158-777	05/16/2026		50.80

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	50.80000	50.80

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	50.80

Total for Silkaitis, John: ***50.80***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Simmons, Jennifer		FY26 Grad	FY26 7158-777	05/16/2026		6.55 544

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	6.55000	6.55

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	6.55

Total for Simmons, Jennifer: ***6.55***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Skrzypinski, Laura		FY26 Grad	FY26 7158-777	05/16/2026		15.50

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	15.50000	15.50

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	15.50

Total for Skrzypinski, Laura: ***15.50***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Slad, Jennifer L		FY26 Grad	FY26 7158-777	05/16/2026		48.60

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	48.60000	48.60

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	48.60

Total for Slad, Jennifer L: ***48.60***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Sommer, Megan		FY26 Grad	FY26 7158-777	05/16/2026		35.20

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	35.20000	35.20

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	35.20

Total for Sommer, Megan: ***35.20***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Sommers, Judith		FY26 Grad	FY26 7158-777	05/16/2026		15.05 545

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	15.05000	15.05

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	15.05

Total for Sommers, Judith: ***15.05***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Suarez, Tania		FY26 Grad	FY26 7158-777	05/16/2026		30.20

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	30.20000	30.20

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	30.20

Total for Suarez, Tania: ***30.20***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Subasinghe, Vishan		FY26 Grad	FY26 7158-777	05/16/2026		12.25

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	12.25000	12.25

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	12.25

Total for Subasinghe, Vishan: ***12.25***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Surdam, Lisa		FY26 Grad	FY26 7158-777	05/16/2026		6.85

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	6.85000	6.85

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	6.85

Total for Surdam, Lisa: ***6.85***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Sweeney, Brian		FY26 Grad	FY26 7158-777	05/16/2026		5.65 546

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	5.65000	5.65

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	5.65

Total for Sweeney, Brian: ***5.65***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Sweircek, Anna		FY26 Grad	FY26 7158-777	05/16/2026		7.30

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	7.30000	7.30

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	7.30

Total for Sweircek, Anna: ***7.30***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Swiersz, Angela		FY26 Grad	FY26 7158-777	05/16/2026		13.60

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	13.60000	13.60

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	13.60

Total for Swiersz, Angela: **13.60**

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Tan, Rhodalyn		FY26 Grad	FY26 7158-777	05/16/2026		75.60

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	75.60000	75.60

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	75.60

Total for Tan, Rhodalyn: **75.60**

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Terranova, Rosemary		FY26 Grad	FY26 7158-777	05/16/2026		15.55 547

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	15.55000	15.55

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	15.55

Total for Terranova, Rosemary: **15.55**

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Tex, Christopher		FY26 Grad	FY26 7158-777	05/16/2026		32.80

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	32.80000	32.80

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	32.80

Total for Tex, Christopher: **32.80**

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Thompdon, Sisan		FY26 Grad	FY26 7158-777	05/16/2026		21.20

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	21.20000	21.20

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	21.20

Total for Thompdon, Sisan: ***21.20***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Touvannas, Melissa		FY26 Grad	FY26 7158-777	05/16/2026		30.25

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	30.25000	30.25

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	30.25

Total for Touvannas, Melissa: ***30.25***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Tugas, Michelet		FY26 Grad	FY26 7158-777	05/16/2026		16.30 548

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	16.30000	16.30

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	16.30

Total for Tugas, Michelet: ***16.30***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Ulmer, Emilie		FY26 Grad	FY26 7158-777	05/16/2026		42.35

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	42.35000	42.35

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	42.35

Total for Ulmer, Emilie: ***42.35***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Van Alstine, Joni		FY26 Grad	FY26 7158-777	05/16/2026		49.20

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	49.20000	49.20

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	49.20

Total for Van Alstine, Joni: ***49.20***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Vege, Allena A		FY26 Grad	FY26 7158-777	05/16/2026		7.35

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	7.35000	7.35

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	7.35

Total for Vege, Allena A: ***7.35***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Vermillion, Sherice		FY26 Grad	FY26 7158-777	05/16/2026		28.70 549

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	28.70000	28.70

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	28.70

Total for Vermillion, Sherice: ***28.70***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Wakefield, Brenda		FY26 Grad	FY26 7158-777	05/16/2026		29.80

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	29.80000	29.80

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	29.80

Total for Wakefield, Brenda: ***29.80***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Walker, Mark		FY26 Grad	FY26 7158-777	05/16/2026		44.50

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	44.50000	44.50

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	44.50

Total for Walker, Mark: ***44.50***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Walsh, Cherish M		FY26 Grad	FY26 7158-777	05/16/2026		25.25

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	25.25000	25.25

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	25.25

Total for Walsh, Cherish M: ***25.25***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Wean, Dawn		FY26 Grad	FY26 7158-777	05/16/2026		11.35 550

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	11.35000	11.35

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	11.35

Total for Wean, Dawn: ***11.35***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Wirsing, Maria		FY26 Grad	FY26 7158-777	05/16/2026		26.80

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	26.80000	26.80

Account	Account Description	Total Per Account
10 R 1611 0000 00 300 000000	STUDENT FOOD SVC - HS	26.80

Total for Wirsing, Maria: ***26.80***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Young, Marc		FY26 Grad	FY26 7158-777	05/16/2026		23.25

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	6.80000	6.80
2		1.00000	16.45000	16.45

Account	*Account Description*	*Total Per Account*
10 R 1611 0000 00 300 000000	*STUDENT FOOD SVC - HS*	*23.25*

Total for Young, Marc: ***23.25***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Zawarus, Jill		FY26 Grad	FY26 7158-777	05/16/2026		8.60

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	8.60000	8.60

Account	*Account Description*	*Total Per Account*
10 R 1611 0000 00 300 000000	*STUDENT FOOD SVC - HS*	*8.60*

Total for Zawarus, Jill: ***8.60***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Zaya, Diana		FY26 Grad	FY26 7158-777	05/16/2026		25.25

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	25.25000	25.25

Account	*Account Description*	*Total Per Account*
10 R 1611 0000 00 300 000000	*STUDENT FOOD SVC - HS*	*25.25*

Total for Zaya, Diana: ***25.25***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Zimmerman, Kristen		FY26 Grad	FY26 7158-777	05/16/2026		29.60

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	29.60000	29.60

Account	*Account Description*	*Total Per Account*
10 R 1611 0000 00 300 000000	*STUDENT FOOD SVC - HS*	*29.60*

Total for Zimmerman, Kristen: ***29.60***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
REPORT						
Total Number of Batch Invoices:			144			3,513.60
Total Number of Open Invoices:			0			0.00
Total Number of History Invoices:			0			0.00
Total Number of Update in Progress Batch Invoices:			0			0.00
Total Number of Update in Progress Batch Reversal Invoices:			0			0.00
Total Number of Reversal History Invoices:			0			0.00
Total Number of Deleted History Invoices:			0			0.00
Total Number of Batch Reversal Invoices:			0			0.00
Total Number of Unsubmitted Invoices:			0			0.00
Total Number of Awaiting for Approval Invoices:			0			0.00
Total Invoices:			**144**			**3,513.60**

552

Huntley Community School District 158

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

To: Board of Education and Administration

From: Mark Altmayer, Chief Financial Officer

Date: July 16, 2026

Subject: **Accounts Payable Imprest Report**
Board of Education Meeting, July 16, 2026
Action Items

The attached report details outstanding accounts payable, including fee refunds and employee reimbursements, currently awaiting Board approval in the amount of $30,156.93.

RECOMMENDATION
The Finance Committee recommends the Board of Education approve the Accounts Payable Imprest Report at the July 16, 2026 Regular Board meeting.

Invoice Listing

HUNTLEY CONS SCHOOL DIST 158

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Allen, Jackelyn S		ER-JA-0560326	DG618	06/03/2026	9000000117	52.20

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	52.20000	52.20

Account	Account Description	Total Per Account
10 E 1200 3320 00 509 000000	TRAVEL SP ED	52.20

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Allen, Jackelyn S		ER-JA-060326	DG618	06/03/2026	9000000117	57.28

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	57.28000	57.28

Account	Account Description	Total Per Account
10 E 1200 3320 00 509 000000	TRAVEL SP ED	57.28

Total for Allen, Jackelyn S: ***109.48***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Allen, James T		ER-JA-051426	DG618	06/12/2026	9000000118	206.99

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	206.99000	206.99

Account	Account Description	Total Per Account
10 E 2213 4150 00 300 000000	HHS STAFF DEVEL SUPPLIES	206.99

554

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Allen, James T		ER-JA-501426	DG618	06/12/2026	9000000118	45.60

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	45.60000	45.60

Account	Account Description	Total Per Account
10 E 2213 4150 00 300 000000	HHS STAFF DEVEL SUPPLIES	45.60

Total for Allen, James T: ***252.59***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Allen, Michele P		ER-MA-052126	DG618	05/21/2026	9000000119	18.85

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	10.15000	10.15
2		1.00000	8.70000	8.70

Account	Account Description	Total Per Account
10 E 1200 3320 00 509 000000	TRAVEL SP ED	18.85

Total for Allen, Michele P: ***18.85***

Invoice Listing

HUNTLEY CONS SCHOOL DIST 158

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Anderson, Allison N		ER-AA-061026	DG618	06/10/2026	9000000120	15.37

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	15.37000	15.37

Account	Account Description	Total Per Account
10 E 1200 3320 00 509 000000	TRAVEL SP ED	15.37

Total for Anderson, Allison N: ***15.37***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Aney, Bradley R		ER-BA-051826	DG618	05/18/2026	9000000121	43.50

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	43.50000	43.50

Account	Account Description	Total Per Account
10 E 1130 3320 00 300 000000	TEACHER TRAVEL HS	43.50

Total for Aney, Bradley R: ***43.50***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Angelilli, Kelly		PR-KA-052026	DG618	06/12/2026	81629	458.77

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	458.77000	458.77

Account	Account Description	Total Per Account
10 E 1200 3320 00 509 000000	TRAVEL SP ED	458.77

555

Total for Angelilli, Kelly: ***458.77***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Avner, Jaclynn Elizabeth		ER-JA-052026	DG618	05/20/2026	9000000122	43.50

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	43.50000	43.50

Account	Account Description	Total Per Account
10 E 1130 3320 00 300 000000	TEACHER TRAVEL HS	43.50

Total for Avner, Jaclynn Elizabeth: ***43.50***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Banko, Dan A		June/2026	DG618	06/11/2026	9000000123	165.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	165.00000	165.00

Account	Account Description	Total Per Account
10 E 2310 2300 00 506 000000	*TUITION REIMBURSEMENT*	*165.00*

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Banko, Dan A		June/2026	DG618	06/11/2026	9000000123	130.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	130.00000	130.00

Account	Account Description	Total Per Account
10 E 2310 2300 00 506 000000	*TUITION REIMBURSEMENT*	*130.00*

Total for Banko, Dan A: ***295.00***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Belin, Marcus J		ER-MB-050826	DG618	06/12/2026	9000000124	26.45

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	26.45000	26.45

Account	Account Description	Total Per Account
10 E 2213 4150 00 300 000000	*HHS STAFF DEVEL SUPPLIES*	*26.45*

556

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Belin, Marcus J		ER-MB-051226	DG618	06/12/2026	9000000124	108.20

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	108.20000	108.20

Account	Account Description	Total Per Account
10 E 2213 4150 00 300 000000	*HHS STAFF DEVEL SUPPLIES*	*108.20*

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Belin, Marcus J		ER-MB-060826	DG618	06/08/2026	9000000124	235.03

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	235.03000	235.03

Account	Account Description	Total Per Account
10 E 2410 3320 00 300 000000	*PRIN TRAVEL HS*	*235.03*

Total for Belin, Marcus J: ***369.68***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Bierma, Christian D		ER-CB-052226	DG618	05/22/2026	9000000125	90.74

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	90.74000	90.74

Account	Account Description	Total Per Account
10 E 1110 3320 00 100 000000	*TEACHER TRAVEL LEGGEE*	*90.74*

Total for Bierma, Christian D: ***90.74***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Birmingham, Bridget Helen		ER-BB-051626	DG618	05/16/2026	9000000126	78.15

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	61.33000	61.33
2		1.00000	16.82000	16.82

Account	Account Description	Total Per Account
10 E 1130 3320 00 300 000000	TEACHER TRAVEL HS	78.15

Total for Birmingham, Bridget Helen: ***78.15***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Bolger, Laurie A		ER-LB-052226	DG618	05/22/2026	9000000127	18.41

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	18.41000	18.41

Account	Account Description	Total Per Account
10 E 1125 3320 00 500 000000	TRAVEL PRESCHOOL	18.41

Total for Bolger, Laurie A: ***18.41***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Bosita, Riana		ER-RB-050426	DG618	06/12/2026	9000000128	239.00

557

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	239.00000	239.00

Account	Account Description	Total Per Account
10 E 1200 4100 92 509 460000	IDEA INSTRUCTIONAL SUPPLIES	239.00

Total for Bosita, Riana: ***239.00***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Boskey, Tricia C		ER-KB-050526	DG618	06/12/2026	9000000129	32.62

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	32.62000	32.62

Account	Account Description	Total Per Account
10 E 2210 3140 92 509 460000	IDEA IMPR OF INSTR-STAFF DEV	32.62

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Boskey, Tricia C		ER-KB-052226	DG618	05/22/2026	9000000129	232.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	232.00000	232.00

Account	Account Description	Total Per Account
10 E 1200 3320 00 509 000000	TRAVEL SP ED	232.00

Total for Boskey, Tricia C: ***264.62***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Boukhari, Adriana E		ER-AB-052126	DG618	05/21/2026	9000000130	43.50

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	43.50000	43.50

Account	Account Description	Total Per Account
10 E 1130 3320 00 300 000000	TEACHER TRAVEL HS	43.50

Total for Boukhari, Adriana E: ***43.50***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Cabaj, Justine		ER-JC-051826	DG618	05/18/2026	9000000131	45.96

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	45.96000	45.96

Account	Account Description	Total Per Account
10 E 1130 3320 00 300 000000	TEACHER TRAVEL HS	45.96

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Cabaj, Justine		ER-JC-052326	DG618	05/23/2026	9000000131	42.48

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	42.48000	42.48

Account	Account Description	Total Per Account
10 E 1130 3320 00 300 000000	TEACHER TRAVEL HS	42.48

558

Total for Cabaj, Justine: ***88.44***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Caruso, Dean'na M		ER-DC-051826	DG618	05/18/2026	9000000132	43.50

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	43.50000	43.50

Account	Account Description	Total Per Account
10 E 1130 3320 00 300 000000	TEACHER TRAVEL HS	43.50

Total for Caruso, Dean'na M: ***43.50***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Castans, Rita M		ER-RC-060826	DG618	06/08/2026	9000000133	244.54

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	111.94000	111.94
2		1.00000	132.60000	132.60

Account	Account Description	Total Per Account
10 E 1500 3350 00 305 000000	CONFERENCE TRAVEL HS	244.54

Total for Castans, Rita M: ***244.54***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Chally, Brittany		June/2026	DG618	06/11/2026	81630	420.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	420.00000	420.00

Account	Account Description	Total Per Account
10 E 2310 2300 00 506 000000	TUITION REIMBURSEMENT	420.00

Chally, Brittany		June/2026	DG618	06/11/2026	81630	420.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	420.00000	420.00

Account	Account Description	Total Per Account
10 E 2310 2300 00 506 000000	TUITION REIMBURSEMENT	420.00

Total for Chally, Brittany: ***840.00***

Chamberlain, Melinda A		ER-MC-051826	DG618	05/18/2026	9000000134	43.50

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	43.50000	43.50

Account	Account Description	Total Per Account
10 E 1130 3320 00 300 000000	TEACHER TRAVEL HS	43.50

559

Total for Chamberlain, Melinda A: ***43.50***

Chick, Jolene J		June/2026	DG618	06/11/2026	9000000135	165.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	165.00000	165.00

Account	Account Description	Total Per Account
10 E 2310 2300 00 506 000000	TUITION REIMBURSEMENT	165.00

Chick, Jolene J		June/2026	DG618	06/11/2026	9000000135	165.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	165.00000	165.00

Account	Account Description	Total Per Account
10 E 2310 2300 00 506 000000	TUITION REIMBURSEMENT	165.00

Total for Chick, Jolene J: ***330.00***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Cooper, Jason		ER-JC-051826	DG618	05/18/2026	9000000136	43.50

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	43.50000	43.50

Account	Account Description	Total Per Account
10 E 1130 3320 00 300 000000	TEACHER TRAVEL HS	43.50

Total for Cooper, Jason: ***43.50***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Corcoran, Michelle A		ER-MC-051826	DG618	05/18/2026	9000000137	43.50

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	43.50000	43.50

Account	Account Description	Total Per Account
10 E 1200 3320 00 509 000000	TRAVEL SP ED	43.50

Total for Corcoran, Michelle A: ***43.50***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Cornett, Brenda L		ER-BC-051826	DG618	05/18/2026	9000000138	94.15

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	94.15000	94.15

Account	Account Description	Total Per Account
10 E 1200 3320 00 509 000000	TRAVEL SP ED	94.15

560

Total for Cornett, Brenda L: ***94.15***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Crome, Nicole M		June/2026	DG618	06/11/2026	9000000139	395.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	395.00000	395.00

Account	Account Description	Total Per Account
10 E 2310 2300 00 506 000000	TUITION REIMBURSEMENT	395.00

Total for Crome, Nicole M: ***395.00***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Dabe, Aimee R		ER-AD-050126	DG618	05/01/2026	9000000140	79.18

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	79.18000	79.18

Account	Account Description	Total Per Account
10 E 1200 3320 00 509 000000	TRAVEL SP ED	79.18

Total for Dabe, Aimee R: ***79.18***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Danekas, Gibson C		ER-GD-051826	DG618	05/18/2026	9000000141	43.50

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	43.50000	43.50

Account	Account Description	Total Per Account
10 E 1130 3320 00 300 000000	TEACHER TRAVEL HS	43.50

Total for Danekas, Gibson C: ***43.50***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
DeFrancesco, Christine Lynne		ER-CD-051826	DG618	05/18/2026	9000000142	45.96

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	45.96000	45.96

Account	Account Description	Total Per Account
10 E 1130 3320 00 300 000000	TEACHER TRAVEL HS	45.96

Total for DeFrancesco, Christine Lynne: ***45.96***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Devlin, Laura		ER-LD-051826	DG618	05/18/2026	9000000143	43.50

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	43.50000	43.50

Account	Account Description	Total Per Account
10 E 1130 3320 00 300 000000	TEACHER TRAVEL HS	43.50

561

Total for Devlin, Laura: ***43.50***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
DeYoung, Jamie M		June/2026	DG618	06/11/2026	9000000144	420.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	420.00000	420.00

Account	Account Description	Total Per Account
10 E 2310 2300 00 506 000000	TUITION REIMBURSEMENT	420.00

Total for DeYoung, Jamie M: ***420.00***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Domka, Kristin M		June/2026	DG618	06/11/2026	9000000145	420.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	420.00000	420.00

Account	Account Description	Total Per Account
10 E 2310 2300 00 506 000000	TUITION REIMBURSEMENT	420.00

Total for Domka, Kristin M: ***420.00***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Doubek, Robin		ER-RD-052226	DG618	05/22/2026	9000000146	63.80

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	63.80000	63.80

Account	Account Description	Total Per Account
10 E 1110 3320 00 100 000000	TEACHER TRAVEL LEGGEE	63.80

Total for Doubek, Robin: ***63.80***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Duble, Molly		PR-MD-060126	DG618	06/12/2026	81631	339.65

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	339.65000	339.65

Account	Account Description	Total Per Account
10 E 1200 4100 00 509 000000	SUPPLIES SP ED	339.65

Total for Duble, Molly: ***339.65***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Escudero, Michelle L		ER-ME-052926	DG618	05/29/2026	9000000147	43.50

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	43.50000	43.50

Account	Account Description	Total Per Account
10 E 2561 3320 00 500 000000	DIR FOOD SERVICE TRAVEL	43.50

562

Total for Escudero, Michelle L: ***43.50***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Forsythe, Kayla A		June/2026	DG618	06/11/2026	9000000148	165.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	165.00000	165.00

Account	Account Description	Total Per Account
10 E 2310 2300 00 506 000000	TUITION REIMBURSEMENT	165.00

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Forsythe, Kayla A		June/2026	DG618	06/11/2026	9000000148	165.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	165.00000	165.00

Account	Account Description	Total Per Account
10 E 2310 2300 00 506 000000	TUITION REIMBURSEMENT	165.00

Total for Forsythe, Kayla A: ***330.00***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Frasor, Carolyn P		ER-CF-051826	DG618	05/18/2026	9000000149	43.50

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	43.50000	43.50

Account	Account Description	Total Per Account
10 E 1130 3320 00 300 000000	TEACHER TRAVEL HS	43.50

Total for Frasor, Carolyn P: ***43.50***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Fulton, Courtney M		ER-CF-051826	DG618	05/18/2026	9000000150	43.50

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	43.50000	43.50

Account	Account Description	Total Per Account
10 E 1130 3320 00 300 000000	TEACHER TRAVEL HS	43.50

Total for Fulton, Courtney M: ***43.50***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Gaudio, Jenna		ER-JG-051826	DG618	05/18/2026	9000000151	43.50

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	43.50000	43.50

Account	Account Description	Total Per Account
10 E 1130 3320 00 300 000000	TEACHER TRAVEL HS	43.50

563

Total for Gaudio, Jenna: ***43.50***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Gielarowski, Natalie L		ER-NG-051826	DG618	05/18/2026	9000000152	43.94

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	43.94000	43.94

Account	Account Description	Total Per Account
10 E 1130 3320 00 300 000000	TEACHER TRAVEL HS	43.94

Total for Gielarowski, Natalie L: ***43.94***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Gill, Dede L		ER-DG-061026	DG618	06/10/2026	9000000153	36.25

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	36.25000	36.25

Account	Account Description	Total Per Account
10 E 1200 3320 00 509 000000	TRAVEL SP ED	36.25

Total for Gill, Dede L: ***36.25***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Ginczycki, Michael J		ER-MG-060226	DG618	06/02/2026	9000000154	577.27

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	105.00000	105.00
2		1.00000	84.00000	84.00
3		1.00000	52.50000	52.50
4		1.00000	49.00000	49.00
5		1.00000	58.08000	58.08
6		1.00000	54.45000	54.45
7		1.00000	58.08000	58.08
8		1.00000	68.97000	68.97
9		1.00000	47.19000	47.19

Account	*Account Description*	*Total Per Account*
10 E 1110 3320 00 100 000000	*TEACHER TRAVEL LEGGEE*	*577.27*

Total for Ginczycki, Michael J: ***577.27***

Godek, Michael J		ER-MG-052126	DG618	06/12/2026	9000000155	1,501.24

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	1,501.24000	1,501.24

Account	*Account Description*	*Total Per Account*
10 E 2210 6700 98 500 499800	*TEACHER VACANCY TUIT*	*1,501.24*

Total for Godek, Michael J: ***1,501.24***

Golovin, Jenny L		ER-JG-051926	DG618	05/19/2026	9000000156	80.99

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	56.34000	56.34
2		1.00000	24.65000	24.65

Account	*Account Description*	*Total Per Account*
10 E 1200 3320 00 509 000000	*TRAVEL SP ED*	*80.99*

Total for Golovin, Jenny L: ***80.99***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Green, Max R		ER-MG-051826	DG618	05/18/2026	9000000157	43.50

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	43.50000	43.50

Account	Account Description	Total Per Account
10 E 1130 3320 00 300 000000	*TEACHER TRAVEL HS*	*43.50*

Total for Green, Max R: ***43.50***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Gullifor, Kateri L		ER-KG-050126	DG618	05/01/2026	9000000158	167.67

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	167.67000	167.67

Account	Account Description	Total Per Account
10 E 1200 3320 00 509 000000	*TRAVEL SP ED*	*167.67*

Total for Gullifor, Kateri L: ***167.67***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Guthrie, Tyler S		June/2026	DG618	06/11/2026	9000000159	165.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	165.00000	165.00

Account	Account Description	Total Per Account
10 E 2310 2300 00 506 000000	*TUITION REIMBURSEMENT*	*165.00*

565

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Guthrie, Tyler S		June/2026	DG618	06/11/2026	9000000159	165.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	165.00000	165.00

Account	Account Description	Total Per Account
10 E 2310 2300 00 506 000000	*TUITION REIMBURSEMENT*	*165.00*

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Guthrie, Tyler S		June/2026	DG618	06/11/2026	9000000159	165.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	165.00000	165.00

Account	Account Description	Total Per Account
10 E 2310 2300 00 506 000000	*TUITION REIMBURSEMENT*	*165.00*

Total for Guthrie, Tyler S: ***495.00***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Hacker, Amanda M		ER-AH-052126	DG618	05/21/2026	9000000160	43.50

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	43.50000	43.50

Account	Account Description	Total Per Account
10 E 1130 3320 00 300 000000	TEACHER TRAVEL HS	43.50

Total for Hacker, Amanda M: ***43.50***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Hall, Ina R		ER-IH-052226	DG618	05/22/2026	9000000161	35.81

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	35.81000	35.81

Account	Account Description	Total Per Account
10 E 1200 3320 00 509 000000	TRAVEL SP ED	35.81

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Hall, Ina R		ER-IH-052226	DG618	06/12/2026	9000000161	20.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	20.00000	20.00

Account	Account Description	Total Per Account
10 E 3000 4100 92 509 460000	IDEA COMM ENGAGE SUPPLIES	20.00

566

Total for Hall, Ina R: ***55.81***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Halvorson, Jacob M		June/2026	DG618	06/11/2026	9000000162	420.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	420.00000	420.00

Account	Account Description	Total Per Account
10 E 2310 2300 00 506 000000	*TUITION REIMBURSEMENT*	*420.00*

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Halvorson, Jacob M		June/2026	DG618	06/11/2026	9000000162	420.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	420.00000	420.00

Account	Account Description	Total Per Account
10 E 2310 2300 00 506 000000	*TUITION REIMBURSEMENT*	*420.00*

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Halvorson, Jacob M		June/2026	DG618	06/11/2026	9000000162	420.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	420.00000	420.00

Account	Account Description	Total Per Account
10 E 2310 2300 00 506 000000	*TUITION REIMBURSEMENT*	*420.00*

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Halvorson, Jacob M		June/2026	DG618	06/11/2026	9000000162	420.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	420.00000	420.00

Account	Account Description	Total Per Account
10 E 2310 2300 00 506 000000	*TUITION REIMBURSEMENT*	*420.00*

567

Total for Halvorson, Jacob M: ***1,680.00***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Henriksen, Kristy L		ER-KH-051726	DG618	05/18/2026	9000000163	43.50

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	43.50000	43.50

Account	Account Description	Total Per Account
10 E 1130 3320 00 300 000000	*TEACHER TRAVEL HS*	*43.50*

Total for Henriksen, Kristy L: ***43.50***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Hoffmann, Michael		ER-KH-051726	DG618	05/17/2026	81632	43.50

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	43.50000	43.50

Account	Account Description	Total Per Account
10 E 1130 3320 00 300 000000	*TEACHER TRAVEL HS*	*43.50*

Total for Hoffmann, Michael: ***43.50***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Hollingsworth, Nicole M		June/2026	DG618	06/11/2026	9000000164	165.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	165.00000	165.00

Account	Account Description	Total Per Account
10 E 2310 2300 00 506 000000	TUITION REIMBURSEMENT	165.00

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Hollingsworth, Nicole M		June/2026	DG618	06/11/2026	9000000164	165.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	165.00000	165.00

Account	Account Description	Total Per Account
10 E 2310 2300 00 506 000000	TUITION REIMBURSEMENT	165.00

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Hollingsworth, Nicole M		June/2026	DG618	06/11/2026	9000000164	165.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	165.00000	165.00

Account	Account Description	Total Per Account
10 E 2310 2300 00 506 000000	TUITION REIMBURSEMENT	165.00

Total for Hollingsworth, Nicole M: ***495.00***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Hooper, Laura Ann		ER-LH-052926	DG618	06/12/2026	9000000165	98.36

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	98.36000	98.36

Account	Account Description	Total Per Account
40 E 2550 4100 00 500 000000	OFFICE SUPPLIES	98.36

Total for Hooper, Laura Ann: ***98.36***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Howle, Courtney M		ER-CH-051826	DG618	05/18/2026	9000000166	43.50

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	43.50000	43.50

Account	Account Description	Total Per Account
10 E 1130 3320 00 300 000000	TEACHER TRAVEL HS	43.50

Total for Howle, Courtney M: ***43.50***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Hryniewicz, Frank J		ER-FH-051526	DG618	05/15/2026	9000000167	21.75

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	21.75000	21.75

Account	Account Description	Total Per Account
10 E 1200 3320 00 509 000000	TRAVEL SP ED	21.75

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Hryniewicz, Frank J		ER-FH-052326	DG618	05/23/2026	9000000167	21.75

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	21.75000	21.75

Account	Account Description	Total Per Account
10 E 1200 3320 00 509 000000	TRAVEL SP ED	21.75

Total for Hryniewicz, Frank J: ***43.50***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Jarka, Kalie M		ER-KJ-051826	DG618	05/18/2026	9000000168	43.50

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	43.50000	43.50

Account	Account Description	Total Per Account
10 E 1130 3320 00 300 000000	TEACHER TRAVEL HS	43.50

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Jarka, Kalie M		ER-KJ-052126	DG618	05/21/2026	9000000168	43.50

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	43.50000	43.50

Account	Account Description	Total Per Account
10 E 1200 3320 00 509 000000	TRAVEL SP ED	43.50

569

Total for Jarka, Kalie M: ***87.00***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Johnson, Jennifer Ann		ER-JJ-052226	DG618	05/22/2026	9000000169	740.74

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	740.74000	740.74

Account	Account Description	Total Per Account
10 E 1200 3320 00 509 000000	TRAVEL SP ED	740.74

Total for Johnson, Jennifer Ann: ***740.74***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Kallas, Dana M		ER-DK-051826	DG618	05/18/2026	9000000170	43.50

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	43.50000	43.50

Account	Account Description	Total Per Account
10 E 1130 3320 00 300 000000	TEACHER TRAVEL HS	43.50

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Kallas, Dana M		June/2026	DG618	06/11/2026	9000000170	165.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	165.00000	165.00

Account	Account Description	Total Per Account
10 E 2310 2300 00 506 000000	*TUITION REIMBURSEMENT*	*165.00*

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Kallas, Dana M		June/2026	DG618	06/11/2026	9000000170	165.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	165.00000	165.00

Account	Account Description	Total Per Account
10 E 2310 2300 00 506 000000	*TUITION REIMBURSEMENT*	*165.00*

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Kallas, Dana M		June/2026	DG618	06/11/2026	9000000170	130.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	130.00000	130.00

Account	Account Description	Total Per Account
10 E 2310 2300 00 506 000000	*TUITION REIMBURSEMENT*	*130.00*

Total for Kallas, Dana M: ***503.50***

570

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Kasper, Lita M		ER-LK-060826	DG618	06/08/2026	9000000171	45.96

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	45.96000	45.96

Account	Account Description	Total Per Account
10 E 1200 3320 00 509 000000	*TRAVEL SP ED*	*45.96*

Total for Kasper, Lita M: ***45.96***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Kelly, Jill K		ER-JK-052226	DG618	05/22/2026	9000000172	78.01

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	78.01000	78.01

Account	Account Description	Total Per Account
10 E 1200 3320 00 509 000000	*TRAVEL SP ED*	*78.01*

Total for Kelly, Jill K: ***78.01***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Kenefick, Michelle		ER-MK-051826	DG618	05/18/2026	9000000173	26.81

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	26.81000	26.81

Account	Account Description	Total Per Account
10 E 1120 3320 00 220 000000	TEACHER TRAVEL MARLOWE	26.81

Total for Kenefick, Michelle: ***26.81***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Koterbski, Michele A		ER-MK-052926	DG618	06/12/2026	9000000174	154.47

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	154.47000	154.47

Account	Account Description	Total Per Account
40 E 2550 4100 00 500 000000	OFFICE SUPPLIES	154.47

Total for Koterbski, Michele A: ***154.47***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Kowalski, Kim S		ER-KK-051526	DG618	05/15/2026	9000000175	37.70

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	37.70000	37.70

Account	Account Description	Total Per Account
10 E 1200 3320 00 509 000000	TRAVEL SP ED	37.70

571

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Kowalski, Kim S		ER-KK-051626	DG618	05/15/2026	9000000175	2.90

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	2.90000	2.90

Account	Account Description	Total Per Account
10 E 1200 3320 00 509 000000	TRAVEL SP ED	2.90

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Kowalski, Kim S		ER-KK-051826	DG618	05/18/2026	9000000175	76.41

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	45.96000	45.96
2		1.00000	2.90000	2.90
3		1.00000	27.55000	27.55

Account	Account Description	Total Per Account
10 E 1130 3320 00 300 000000	TEACHER TRAVEL HS	45.96
10 E 1200 3320 00 509 000000	TRAVEL SP ED	30.45

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Kowalski, Kim S		ER-KK-052026	DG618	05/20/2026	9000000175	37.70

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	37.70000	37.70

Account	Account Description	Total Per Account
10 E 1200 3320 00 509 000000	TRAVEL SP ED	37.70

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Kowalski, Kim S		June/2026	DG618	06/11/2026	9000000175	165.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	165.00000	165.00

Account	Account Description	Total Per Account
10 E 2310 2300 00 506 000000	TUITION REIMBURSEMENT	165.00

Total for Kowalski, Kim S: ***319.71***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Kozbiel, Loida		ER-LK-051126	DG618	05/11/2026	9000000176	155.86

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	155.86000	155.86

Account	Account Description	Total Per Account
10 E 1200 3320 00 509 000000	TRAVEL SP ED	155.86

572

Total for Kozbiel, Loida: ***155.86***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Kramer, Valerie		ER-VK-051826	DG618	05/18/2026	9000000177	43.50

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	43.50000	43.50

Account	Account Description	Total Per Account
10 E 1130 3320 00 300 000000	TEACHER TRAVEL HS	43.50

Total for Kramer, Valerie: ***43.50***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Krebs, Patricia		ER-PK-051826	DG618	05/18/2026	9000000178	3.63

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	3.63000	3.63

Account	Account Description	Total Per Account
10 E 1200 3320 00 509 000000	TRAVEL SP ED	3.63

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Krebs, Patricia		ER-PK-060926	DG618	06/09/2026	9000000178	2.61

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	2.61000	2.61

Account	Account Description	Total Per Account
10 E 1200 3320 00 509 000000	TRAVEL SP ED	2.61

Total for Krebs, Patricia: ***6.24***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Kurek, Rich P		ER-RK-051826	DG618	05/18/2026	9000000179	71.78

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	71.78000	71.78

Account	Account Description	Total Per Account
10 E 1130 3320 00 300 000000	TEACHER TRAVEL HS	71.78

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Kurek, Rich P		ER-RK-052826	DG618	05/28/2026	9000000179	18.85

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	18.85000	18.85

Account	Account Description	Total Per Account
10 E 1130 3320 00 300 000000	TEACHER TRAVEL HS	18.85

573

Total for Kurek, Rich P: ***90.63***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Labas, Hunter P		ER-HL-051826	DG618	05/18/2026	9000000180	43.50

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	43.50000	43.50

Account	Account Description	Total Per Account
10 E 1130 3320 00 300 000000	TEACHER TRAVEL HS	43.50

Total for Labas, Hunter P: ***43.50***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Lachel, Erik J		ER-EL-051826	DG618	05/18/2026	9000000181	43.50

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	43.50000	43.50

Account	Account Description	Total Per Account
10 E 1130 3320 00 300 000000	TEACHER TRAVEL HS	43.50

Total for Lachel, Erik J: ***43.50***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
LaTour, Kelly A		ER-KL-060926	DG618	06/09/2026	9000000182	246.84

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	101.63000	101.63
2		1.00000	145.21000	145.21

Account	Account Description	Total Per Account
10 E 1200 3320 00 509 000000	TRAVEL SP ED	246.84

Total for LaTour, Kelly A: ***246.84***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Lewandowski, Kathleen M		ER-KL-060326	DG618	06/12/2026	9000000183	5.94

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	5.94000	5.94

Account	Account Description	Total Per Account
10 E 1200 4100 92 509 460000	IDEA INSTRUCTIONAL SUPPLIES	5.94

Total for Lewandowski, Kathleen M: ***5.94***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Lombard, Jessica		ER-JL-021126	DG618	06/12/2026	9000000184	59.11

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	59.11000	59.11

Account	Account Description	Total Per Account
10 E 2321 4100 00 500 000000	SUPPLIES SUPT	59.11

574

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Lombard, Jessica		ER-JL-060826	DG618	06/08/2026	9000000184	242.22

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	242.22000	242.22

Account	Account Description	Total Per Account
10 E 2321 3320 00 510 000000	TRAVEL SUPT	242.22

Total for Lombard, Jessica: ***301.33***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Lopez, Maria D		June/2026	DG618	06/11/2026	9000000185	560.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	560.00000	560.00

Account	Account Description	Total Per Account
10 E 2310 2300 00 506 000000	TUITION REIMBURSEMENT	560.00

Total for Lopez, Maria D: ***560.00***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Mangan, Michelle A		ER-MM-051826	DG618	05/18/2026	9000000186	43.50

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	43.50000	43.50

Account	Account Description	Total Per Account
10 E 1130 3320 00 300 000000	*TEACHER TRAVEL HS*	*43.50*

Total for Mangan, Michelle A: ***43.50***

Mankevicius, Bree A		ER-BM-051826	DG618	05/18/2026	9000000187	43.50

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	43.50000	43.50

Account	Account Description	Total Per Account
10 E 1130 3320 00 300 000000	*TEACHER TRAVEL HS*	*43.50*

Total for Mankevicius, Bree A: ***43.50***

Marchand, Gerard W		ER-GM-051826	DG618	05/18/2026	9000000188	43.50

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	43.50000	43.50

Account	Account Description	Total Per Account
10 E 1130 3320 00 300 000000	*TEACHER TRAVEL HS*	*43.50*

575

Total for Marchand, Gerard W: ***43.50***

Mays, Gina M		ER-GM-051826	DG618	05/18/2026	9000000189	43.50

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	43.50000	43.50

Account	Account Description	Total Per Account
10 E 1130 3320 00 300 000000	*TEACHER TRAVEL HS*	*43.50*

Mays, Gina M		June/2026	DG618	06/11/2026	9000000189	420.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	420.00000	420.00

Account	Account Description	Total Per Account
10 E 2310 2300 00 506 000000	*TUITION REIMBURSEMENT*	*420.00*

Total for Mays, Gina M: ***463.50***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
McBean-Delaney, Colleen		ER-CM-052226	DG618	05/22/2026	81633	6.51

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	6.51000	6.51

Account	Account Description	Total Per Account
10 E 2130 3320 00 500 000000	HEALTH TRAVEL	6.51

Total for McBean-Delaney, Colleen: ***6.51***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Messina, Megan L		ER-MM-051826	DG618	05/18/2026	9000000190	43.50

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	43.50000	43.50

Account	Account Description	Total Per Account
10 E 1130 3320 00 300 000000	TEACHER TRAVEL HS	43.50

Total for Messina, Megan L: ***43.50***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Miguel, Crystal A		ER-CM-050726	DG618	05/07/2026	9000000191	118.14

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	118.14000	118.14

Account	Account Description	Total Per Account
10 E 1200 3320 00 509 000000	TRAVEL SP ED	118.14

576

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Miguel, Crystal A		ER-CM--051126	DG618	06/12/2026	9000000191	325.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	325.00000	325.00

Account	Account Description	Total Per Account
10 E 2210 3140 92 509 460000	IDEA IMPR OF INSTR-STAFF DEV	325.00

Total for Miguel, Crystal A: ***443.14***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Miller, Karen		ER-KM-051326	DG618	05/13/2026	9000000192	20.68

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	20.68000	20.68

Account	Account Description	Total Per Account
10 E 1130 3320 00 300 000000	TEACHER TRAVEL HS	20.68

Total for Miller, Karen: ***20.68***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Miniewicz, Jerzy		ER-JM-060126	DG618	06/01/2026	9000000193	68.15

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	68.15000	68.15

Account	Account Description	Total Per Account
10 E 1200 3320 00 509 000000	TRAVEL SP ED	68.15

Total for Miniewicz, Jerzy: ***68.15***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Monson, Jason		ER-JM-051826	DG618	05/18/2026	9000000194	43.50

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	43.50000	43.50

Account	Account Description	Total Per Account
10 E 1130 3320 00 300 000000	TEACHER TRAVEL HS	43.50

Total for Monson, Jason: ***43.50***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Moran, Tonya L		ER-TM-051826	DG618	05/18/2026	9000000195	43.50

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	43.50000	43.50

Account	Account Description	Total Per Account
10 E 1130 3320 00 300 000000	TEACHER TRAVEL HS	43.50

577

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Moran, Tonya L		ER-TM-061126	DG618	06/11/2026	9000000195	34.80

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	34.80000	34.80

Account	Account Description	Total Per Account
10 E 1200 3320 00 509 000000	TRAVEL SP ED	34.80

Total for Moran, Tonya L: ***78.30***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Natale, Bozena G		ER-BN-052226	DG618	06/12/2026	9000000196	45.65

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	45.65000	45.65

Account	Account Description	Total Per Account
10 E 2560 4100 00 220 000000	CAFE SUPPLIES MARLOWE	45.65

Total for Natale, Bozena G: ***45.65***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Neuzil, Angela D		ER-AN-051826	DG618	05/18/2026	9000000197	43.50

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	43.50000	43.50

Account	Account Description	Total Per Account
10 E 1130 3320 00 300 000000	*TEACHER TRAVEL HS*	*43.50*

Total for Neuzil, Angela D: ***43.50***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Olsen, Allison R		June/2026	DG618	06/11/2026	9000000198	420.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	420.00000	420.00

Account	Account Description	Total Per Account
10 E 2310 2300 00 506 000000	*TUITION REIMBURSEMENT*	*420.00*

Total for Olsen, Allison R: ***420.00***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Peterson, Kristin		ER-KP-052226	DG618	05/22/2026	81634	78.27

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	78.27000	78.27

Account	Account Description	Total Per Account
10 E 1200 3320 00 509 000000	*TRAVEL SP ED*	*78.27*

578

Total for Peterson, Kristin: ***78.27***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Pipitone, Hannah R		June/2026	DG618	06/11/2026	9000000199	1,120.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	560.00000	560.00
2		1.00000	560.00000	560.00

Account	Account Description	Total Per Account
10 E 2310 2300 00 506 000000	*TUITION REIMBURSEMENT*	*1,120.00*

Total for Pipitone, Hannah R: ***1,120.00***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Price, Anne K		ER-AP-051826	DG618	05/18/2026	9000000200	43.50

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	43.50000	43.50

Account	Account Description	Total Per Account
10 E 1130 3320 00 300 000000	*TEACHER TRAVEL HS*	*43.50*

Total for Price, Anne K: ***43.50***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Reed, Richard L		ER-RR-051526	DG618	06/12/2026	9000000201	25.98

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	25.98000	25.98

Account	Account Description	Total Per Account
10 E 2560 4150 00 300 000000	CAFE FOOD HS	25.98

Total for Reed, Richard L: ***25.98***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Regan, Dan P		June/2026	DG618	06/11/2026	9000000202	420.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	420.00000	420.00

Account	Account Description	Total Per Account
10 E 2310 2300 00 506 000000	TUITION REIMBURSEMENT	420.00

Total for Regan, Dan P: ***420.00***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Reynolds, Melissa L		ER-MR-051826	DG618	05/18/2026	9000000203	43.50

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	43.50000	43.50

Account	Account Description	Total Per Account
10 E 1130 3320 00 300 000000	TEACHER TRAVEL HS	43.50

579

Total for Reynolds, Melissa L: ***43.50***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Ricker, Krysta L		ER-KR-052226	DG618	05/22/2026	9000000204	39.89

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	39.89000	39.89

Account	Account Description	Total Per Account
10 E 1110 3320 00 100 000000	TEACHER TRAVEL LEGGEE	39.89

Total for Ricker, Krysta L: ***39.89***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Ritzert, Alyssa M		June/2026	DG618	06/11/2026	81635	420.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	420.00000	420.00

Account	Account Description	Total Per Account
10 E 2310 2300 00 506 000000	TUITION REIMBURSEMENT	420.00

Total for Ritzert, Alyssa M: ***420.00***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Rodriguez, Jennifer S		June/2026	DG618	06/11/2026	9000000205	420.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	420.00000	420.00

Account	Account Description	Total Per Account
10 E 2310 2300 00 506 000000	TUITION REIMBURSEMENT	420.00

Total for Rodriguez, Jennifer S: ***420.00***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Rodriguez, Tom M		ER-TR-050126	DG618	05/21/2026	9000000206	93.53

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		129.00000	0.72500	93.53

Account	Account Description	Total Per Account
10 E 2520 3320 00 501 000000	TRAVEL FISCAL	93.53

Total for Rodriguez, Tom M: ***93.53***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Roskopf, Jake R		ER-JR-052826	DG618	06/12/2026	9000000207	3,205.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	3,205.00000	3,205.00

Account	Account Description	Total Per Account
10 E 2210 6700 98 500 499800	TEACHER VACANCY TUIT	3,205.00

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Roskopf, Jake R		ER-JR-052826	DG618	06/12/2026	9000000207	219.73

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	219.73000	219.73

Account	Account Description	Total Per Account
10 E 1100 4100 98 500 499800	REP INSTR SUPPLIES	219.73

Total for Roskopf, Jake R: ***3,424.73***

580

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Roskopf, Janet C		ER-JR-051126	DG618	06/12/2026	9000000208	60.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	60.00000	60.00

Account	Account Description	Total Per Account
10 E 2130 4100 00 500 000000	SUPPLIES HEALTH	60.00

Total for Roskopf, Janet C: ***60.00***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Row, Jesse M		ER-JR-051526	DG618	06/12/2026	9000000209	3,726.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	3,726.00000	3,726.00

Account	Account Description	Total Per Account
10 E 2210 6700 98 500 499800	TEACHER VACANCY TUIT	3,726.00

Total for Row, Jesse M: ***3,726.00***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Ryan, Debi D		ER-DR-052026	DG618	05/20/2026	9000000210	154.58

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	154.58000	154.58

Account	Account Description	Total Per Account
10 E 1200 3320 00 509 000000	TRAVEL SP ED	154.58

Total for Ryan, Debi D: ***154.58***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Sara, Lindsay A		ER-LS-052226	DG618	05/22/2026	9000000211	411.21

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	411.21000	411.21

Account	Account Description	Total Per Account
10 E 1200 3320 00 509 000000	TRAVEL SP ED	411.21

581

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Sara, Lindsay A		ER-LS-052226	DG618	05/22/2026	9000000211	-411.21

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		-1.00000	411.21000	-411.21

Account	Account Description	Total Per Account
10 E 1200 3320 00 509 000000	TRAVEL SP ED	-411.21

Total for Sara, Lindsay A: ***0.00***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Saylor, Alexa K		ER-AS-052226	DG618	05/22/2026	9000000212	217.50

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	217.50000	217.50

Account	Account Description	Total Per Account
10 E 1200 3320 00 509 000000	TRAVEL SP ED	217.50

Total for Saylor, Alexa K: ***217.50***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Schwerzler, Therese M		ER-TS-042226	DG618	04/22/2026	9000000213	17.83

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	17.83000	17.83

Account	Account Description	Total Per Account
10 E 2410 3320 00 300 000000	PRIN TRAVEL HS	17.83

Total for Schwerzler, Therese M: ***17.83***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Searle, Cara M		ER-CS-052026	DG618	05/20/2026	9000000214	16.68

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	16.68000	16.68

Account	Account Description	Total Per Account
10 E 1110 3320 00 100 000000	TEACHER TRAVEL LEGGEE	16.68

Total for Searle, Cara M: ***16.68***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Severin, Nikki T		ER-NS-060126	DG618	06/01/2026	9000000215	50.69

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	50.69000	50.69

Account	Account Description	Total Per Account
10 E 1200 3320 00 509 000000	TRAVEL SP ED	50.69

582

Total for Severin, Nikki T: ***50.69***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Sparks, Alyse R		ER-JS-052226	DG618	05/22/2026	81636	43.11

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	43.11000	43.11

Account	Account Description	Total Per Account
10 E 1200 3320 00 509 000000	TRAVEL SP ED	43.11

Total for Sparks, Alyse R: ***43.11***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Stanfa, Denise		ER-DS-051826	DG618	05/18/2026	9000000216	43.50

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	43.50000	43.50

Account	Account Description	Total Per Account
10 E 1130 3320 00 300 000000	TEACHER TRAVEL HS	43.50

Total for Stanfa, Denise: ***43.50***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Starnes, Suzanne M		ER-SS-051826	DG618	05/18/2026	9000000217	43.50

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	43.50000	43.50

Account	Account Description	Total Per Account
10 E 1130 3320 00 300 000000	TEACHER TRAVEL HS	43.50

Total for Starnes, Suzanne M: ***43.50***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Styers, Steve		ER-SS-051826	DG618	05/18/2026	9000000218	43.50

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	43.50000	43.50

Account	Account Description	Total Per Account
10 E 1130 3320 00 300 000000	TEACHER TRAVEL HS	43.50

Total for Styers, Steve: ***43.50***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Swanson, Brandy		ER-BS-051826	DG618	05/18/2026	9000000219	43.50

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	43.50000	43.50

Account	Account Description	Total Per Account
10 E 1130 3320 00 300 000000	TEACHER TRAVEL HS	43.50

583

Total for Swanson, Brandy: ***43.50***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Taylor, Nicki M		ER-NT-052226	DG618	05/22/2026	9000000220	43.95

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	23.49000	23.49
2		1.00000	20.46000	20.46

Account	Account Description	Total Per Account
10 E 1200 3320 00 509 000000	TRAVEL SP ED	43.95

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Taylor, Nicki M		ER-NT-060426	DG618	06/04/2026	9000000220	15.66

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	15.66000	15.66

Account	Account Description	Total Per Account
10 E 1200 3320 00 509 000000	TRAVEL SP ED	15.66

Total for Taylor, Nicki M: ***59.61***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Trottier, Katherine E		ER-KT-052826	DG618	05/28/2026	9000000221	61.48

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	61.48000	61.48

Account	Account Description	Total Per Account
10 E 1130 3320 00 300 000000	*TEACHER TRAVEL HS*	*61.48*

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Trottier, Katherine E		ER-KT-052826	DG618	06/12/2026	9000000221	53.80

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	53.80000	53.80

Account	Account Description	Total Per Account
10 E 1130 4100 02 300 000000	*ART SUPPLIES HS*	*53.80*

Total for Trottier, Katherine E: ***115.28***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Vanek, Shannon C		ER-SV-081826	DG618	05/18/2026	9000000222	43.50

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	43.50000	43.50

Account	Account Description	Total Per Account
10 E 1130 3320 00 300 000000	*TEACHER TRAVEL HS*	*43.50*

584

Total for Vanek, Shannon C: ***43.50***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Wagner, Erin		ER-EW-052226	DG618	05/22/2026	81637	75.24

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	75.24000	75.24

Account	Account Description	Total Per Account
10 E 1200 3320 00 509 000000	*TRAVEL SP ED*	*75.24*

Total for Wagner, Erin: ***75.24***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Walsh, Kelly Jo		June/2026	DG618	06/11/2026	9000000223	420.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	420.00000	420.00

Account	Account Description	Total Per Account
10 E 2310 2300 00 506 000000	*TUITION REIMBURSEMENT*	*420.00*

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Walsh, Kelly Jo		June/2026	DG618	06/11/2026	9000000223	420.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	420.00000	420.00

Account	Account Description	Total Per Account
10 E 2310 2300 00 506 000000	*TUITION REIMBURSEMENT*	*420.00*

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Walsh, Kelly Jo		June/2026	DG618	06/11/2026	9000000223	420.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	420.00000	420.00

Account	Account Description	Total Per Account
10 E 2310 2300 00 506 000000	*TUITION REIMBURSEMENT*	*420.00*

Total for Walsh, Kelly Jo: ***1,260.00***

585

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Whalen, Erika L		ER-EW-052126	DG618	05/21/2026	9000000224	30.67

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	7.25000	7.25
2		1.00000	7.25000	7.25
3		1.00000	12.54000	12.54
4		1.00000	3.63000	3.63

Account	Account Description	Total Per Account
10 E 1200 3320 00 509 000000	*TRAVEL SP ED*	*30.67*

Total for Whalen, Erika L: ***30.67***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Whalen, Kelley A		ER-KW-052226	DG618	05/22/2026	9000000225	45.96

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	45.96000	45.96

Account	Account Description	Total Per Account
10 E 1130 3320 00 300 000000	*TEACHER TRAVEL HS*	*45.96*

Total for Whalen, Kelley A: ***45.96***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Wheeler, Megan E		ER-MW-051726	DG618	05/17/2026	81638	43.50

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	43.50000	43.50

Account	Account Description	Total Per Account
10 E 1130 3320 00 300 000000	TEACHER TRAVEL HS	43.50

Total for Wheeler, Megan E: ***43.50***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Whiteside, Camille		June/2026	DG618	06/11/2026	9000000226	130.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	130.00000	130.00

Account	Account Description	Total Per Account
10 E 2310 2300 00 506 000000	TUITION REIMBURSEMENT	130.00

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Whiteside, Camille		June/2026	DG618	06/11/2026	9000000226	165.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	165.00000	165.00

Account	Account Description	Total Per Account
10 E 2310 2300 00 506 000000	TUITION REIMBURSEMENT	165.00

586

Total for Whiteside, Camille: ***295.00***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Winterton, Laura B		June/2026	DG618	06/11/2026	9000000227	335.00

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	335.00000	335.00

Account	Account Description	Total Per Account
10 E 2310 2300 00 506 000000	TUITION REIMBURSEMENT	335.00

Total for Winterton, Laura B: ***335.00***

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
Zhao, Tianya		ER-TZ-051826	DG618	05/18/2026	9000000228	43.50

Display Order	Catalog Item	Quantity	Unit Cost	Amount
1		1.00000	43.50000	43.50

Account	Account Description	Total Per Account
10 E 1130 3320 00 300 000000	TEACHER TRAVEL HS	43.50

Total for Zhao, Tianya: ***43.50***

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Invoice Date	Check Number	Net Amount
REPORT						
Total Number of Batch Invoices:			0			0.00
Total Number of Open Invoices:			0			0.00
Total Number of History Invoices:			162			30,156.93
Total Number of Update in Progress Batch Invoices:			0			0.00
Total Number of Update in Progress Batch Reversal Invoices:			0			0.00
Total Number of Reversal History Invoices:			0			0.00
Total Number of Deleted History Invoices:			0			0.00
Total Number of Batch Reversal Invoices:			0			0.00
Total Number of Unsubmitted Invoices:			0			0.00
Total Number of Awaiting for Approval Invoices:			0			0.00
Total Invoices:			**162**			**30,156.93**

587

HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

Huntley Community School District 158

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

To: Board of Education and Administration

From: Mark Altmayer, Chief Financial Officer

Date: July 16, 2026

Subject: **Revenue Contract Approval**
Board of Education Meeting – July 16, 2026
Action Items

Presented are Fundraising/Crowdfunding Authorization forms for the organizations listed below.

Organization Benefited	Vendor	Net Revenue
HHS Girls Golf Team	Adrenaline	$4,500
Leggee Band & Orchestra	CDM Promotions	$2,390

RECOMMENDATION
The Finance Committee recommends the Board of Education approve the Fundraising/Crowdfunding Authorization forms at the July 16, 2026 Regular Board Meeting.

Fundraising Authorization Form

Fiscal Services

All fundraising activities for school organizations require pre-approval. Please complete this form ***in its entirety*** and submit it to your Athletic / Activities Director (as applicable) and Building Principal a minimum of 45 days before the desired starting date of the event. The Building Principal will then send all documents to the Chief Financial Officer.

Today's Date: 5/22/2026 School: Huntley High School

Name of School Organization: Huntley High School Girls Golf Team

Sponsor / Coach's Name: Lindsey Allen Phone: 847-659-4700

Start Date of Event: August 2026 End Date of Event: September 2026

Anticipated Revenue and Approximate Value of Non-Monetary Items / Compensation: $ 4500

Type of Sale / Event: Donations Fundraiser

Will a Vendor Be Used: ☒ Yes* ☐ No Crowdfunding Percentage to District ~~75~~ 80 % ✓

**** Attach all contracts and agreements to this form.*** ***Required for Crowdfunding Contracts***

Name of Vendor or Crowdfunding Platform (if applicable): Adrenaline Fundraiser (Pete) ✓

Crowdfunding Platform Website (if applicable): _____

Type of Product or Service Provided by Vendor: Provide App and Set Up

What will the funds be used for? MUST BE SPECIFIC

-Uniforms ✓
-Golf balls
-Training Aides
-Team parties and awards
-Equipment

Activity Account Number: 19 R 1999 0000 02 305 951000

Account Name: HHS Girls Golf

Submit completed forms with attachments to the Chief Financial Officer. A signed copy will be returned to you, indicating approval or non-approval for fundraisers that require Board approval (over $1,000).

Sponsor / Coach Signature — Date: 5/22/26

Athletic / Activities Director Signature — Date: 5/22/26

Principal Signature – *I certify that this is at least 45 days before the desired start date of the event.* — Date: 6.23.26

Chief Financial Officer Signature — Date: 6-3-26

* Public Act 94-0714 requires all contracts and agreements that pertain to goods and services that are intended to generate additional revenue and other remunerations for the school district in excess of $1,000.00 be approved by the board.

☐ Superintendent's Copy ☐ Fiscal Services Copy Date of Board Approval: _____

© Ag Direct Policy Forms/School Fundraising Authorization Form 7:325 F1 dtc

Adrenaline Fundraiser Agreement
(Raise 365)

_____ d/b/a Adrenaline Fundraising ("Adrenaline" herein) and Organization identified below enter into the following Fundraiser Agreement ("Agreement") for the purpose of providing an Adrenaline Fundraising Program ("Program") designed to facilitate Organization's fundraising efforts, using the Raise 365 Platform

1. **Program terms.** Adrenaline and Organization agree to use the Raise 365 Fundraiser system to facilitate the fundraiser. Organization and Adrenaline agree to the terms and conditions on the Raise 365 website. Organization agrees to the Date and Profit % stated below. In this agreement, "Profit %" means the percentage of the total funds raised that is payable to Organization.

2. **Adrenaline Obligations.**
   - Adrenaline agrees to use its best efforts to assist Organization with its fundraising efforts.
   - Adrenaline agrees, at its discretion, to provide training and incentives to individuals involved in the fundraising process along with program materials appropriate to facilitate Organization's fundraising efforts.
   - Adrenaline Representative will deliver payment to Organization within a reasonable amount of time.

3. **Organization Obligations.**
   - Organization confirms that it is not under a contractual obligation to participate in a competing non-Adrenaline fundraising program.
   - Organization agrees to allow Adrenaline reasonable access to Organization's facilities at mutually agreed upon times in order to conduct the Program.

4. **Intellectual Property Ownership and Product Distribution.** Adrenaline retains all intellectual property rights associated with the products but agrees to license these rights for the limited purpose of conducting the Program. Organization agrees not to disclose any forms, materials, technical information or methods employed by Adrenaline or intellectual property rights owned by Adrenaline for any purpose except in association with the Program absent Adrenaline's express written consent.

5. **Authorization and implementation.** Organization's representative hereby asserts that he/she understands the terms and conditions of the Agreement, agrees to be bound by them, and has the authority to bind Organization. Organization holds Adrenaline harmless of any liability regarding the actions of, and/or injuries to Program participants.

Adrenaline - Raise 365 Fundraiser				
Month	*Day*	*Year*	*Time*	*Fundraiser Type*
8	14	26	3:00	Donation

Length of Contract: ***1yr 2yr 3yr 4yr 5yr***

Profit Structure	
Total Raised	*Profit %* 80
Total Raised	*Profit %*

Lindsey Allen golf coach 6.22.26
Authorized Organization Representative (Signature) | Print Name & Title | Date

Pete Ittersagen (President) 5-28-26
Authorized Adrenaline Representative (Signature) | Print Name & Title | Date

Information below is to be completed by Adrenaline sales representative			
School / Organization: Huntley High School	Group: Girls Golf	Number of Students	Adrenaline record number
Address: 13719 Harmony Rd	City: Huntley	State: IL	Zip: 60142
Contact Name: Lindsey Allen	Best time to contact	Contact Phone Number	Contact email address

Fundraising Authorization Form

Fiscal Services

All fundraising activities for school organizations require pre-approval. Please complete this form ***in its entirety*** and submit it to your Athletic / Activities Director (as applicable) and Building Principal a minimum of 45 days before the desired starting date of the event. The Building Principal will then send all documents to the Chief Financial Officer.

Today's Date: 5/22/2026 School: Leggee

Name of School Organization: Band and Orchestra

Sponsor / Coach's Name: Bierma Phone: *6388

Start Date of Event: August 21 End Date of Event: Sept. 21

Anticipated Revenue and Approximate Value of Non-Monetary Items / Compensation: ~~$1341~~ $2390 ✓

Type of Sale / Event: T-shirt sale

Will a Vendor Be Used: ☒ Yes* ☐ No Crowdfunding Percentage to District _____%

** Attach all contracts and agreements to this form.* ***Required*** *for Crowdfunding Contracts*

Name of Vendor or Crowdfunding Platform (if applicable): CDM Promotions (last year's invoice attached) ✓

Crowdfunding Platform Website (if applicable): _____

Type of Product or Service Provided by Vendor: Custom T-shirts

What will the funds be used for? MUST BE SPECIFIC

Funds will be used to provide ensemble t-shirts to each student and final concert student food and drink. Additionally, we use these funds to purchase ensemble specific curricular consumables and materials for students neccessary for their success in the ensemble such as cork grease, valve oil, strings, rosin, reeds, and maintaining school owned loaner instruments students use.

Activity Account Number: 19 R 1799 0000 00 100 930500

Account Name: Leggee Band and Orchestra

Submit completed forms with attachments to the Chief Financial Officer. A signed copy will be returned to you, indicating approval or non-approval for fundraisers that require Board approval (over $1,000).

Christian Bierma 5/22/26
Sponsor / Coach Signature Date

Athletic / Activities Director Signature Date

Principal Signature – *I certify that this is at least 45 days before the desired start date of the event.* 5-22-26
Date

Chief Financial Officer Signature 6-3-26
Date

* Public Act 94-0714 requires all contracts and agreements that pertain to goods and services that are intended to generate additional revenue and other remunerations for the school district in excess of $1,000.00 be approved by the Board.

☐ Superintendent's Copy ☐ Fiscal Services Copy Date of Board Approval: _____

AIA™ CDM PROMOTIONS

Dena Napoli
P: 847-254-7870 F: 847-669-3376
Email : dnapoli@cdmpromo.com
Website : cdmpromo.espwebsite.com

TARA MANNING
LEGGEE ELEMENTARY SCHOOL
13723 HARMONY ROAD
HUNTLEY IL 60142

INVOICE	2CM3253192
INVOICE DATE	10/10/2025
PAGE	1 of 1
ACCOUNT#	514242897
EAIA Order #	2CMA2149
YOUR REF/PO#	Leggee Band/Orch Tees 25-26
ORDERED BY	Tara Manning
Tax Exempt	[X] Yes [ ] No
Tax Exempt #	Same as 206021 (JR)

Delivery Details Below.

Line	Qty	Item	Description	Unit	Amount
1	50	CPN-556026146	*Breakdown below*		
	48	CPN-556026146	Gildan Unisex Heavy Cotton™ T-Shirt	10.00 EA	480.00
	2		2XL - /Cotton	12.00	24.00
2	86	CPN-10473695	Gildan Youth Heavy Cotton™ T-Shirt	10.00 EA	860.00

Terms	Sub-Total	Freight	Sales Tax	Invoice Total	Payment	Due Date
Net 30	$1,364.00	$0.00	$0.00	$1,364.00	$0.00	11/09/2025
			PLEASE PAY THIS AMOUNT ➡		Total Due	$1,364.00

For proper credit to your account, PLEASE INCLUDE THE INVOICE NUMBER ON YOUR REMITTANCE

Electronic Payment:
CIBC Bank USA
AIA Corporation
ABA: 071006486
Acct#: 7701657
Email: bankinfo@aiacorporation.com

Checks Payable to: AIA Corporation

Standard Mail:
AIA CORPORATION
8148 SOLUTIONS CENTER
CHICAGO IL 60677-8001

Courier Packages
AIA CORPORATION
4351 W College Ave, Suite 400
APPLETON WI 54914

Thank you for your order! We appreciate your business!

12612 Hensel Rd
Huntley, IL 60142
847-254-7870
dnapoli@cdmpromo.com
www.cdmpromo.com

Leggee Elementary Band Shirt 2025-2026

PROOF FORM
Date: 9-30-25

Price $8.00 each
Sizesx 2XL and up $2.00 more

Gold T-shirt - Gildan Unisex
2 Color Logo on front
Red and White Ink

Pricing does not include tax or shipping. That will be on your final bill.

_____ I HAVE MARKED CORRECTIONS ON THE PROOF. I wish to see another proof.

_____ THE PROOF IS CORRECT. Please proceed with printing.

_____ I HAVE MARKED CORRECTIONS ON THE PROOF. I DO NOT WISH TO SEE ANOTHER PROOF. Make the indicated changes and print. I accept full responsibility for any errors which may occur and will not hold CDM Promotions responsible.

Signature _____ Date _____

In order to meet your deadline, this proof must be returned no later than _____

WE WILL NOT PROCEED WITH ORDER UNTIL THIS PROOF IS SIGNED AND RETURNED TO US.

HUNTLEY COMMUNITY SCHOOL DISTRICT 158

Tara Manning <tamanning@district158.org>

Shirt Sizes

1 message

Cara Searle <csearle@district158.org> Mon, Sep 29, 2025 at 3:51 PM
To: Tara Manning <tamanning@district158.org>, Christian Bierma <cbierma@district158.org>

Hi Tara,

Here are the sizes for our band/orchestra t-shirts:

YM	38
YL	48
AS	31
AM	11
AL	3
XL	3
2XL	2
3XL	0
Size Total	136

134 x $8.00
+ 2 x $10.00

x 8 = 1072.00
10 x 2 = 20.00

$1092.00

Let us know if you need anything else from us for this!
Cara

Cara Searle (née Fulcher)
Conley and Leggee Orchestra Teacher
Leggee (M/Wpm/F): (847) 659-6388, room 220E Leggee Website/Schedule
Conley (T/Wam/Th): (847) 659-3822, room B126 Conley Website/Schedule
csearle@district158.org

HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

Huntley Community School District 158

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

To: Board of Education and Administration

From: Mark Altmayer, Chief Financial Officer / Treasurer

Date: July 16, 2026

Subject: **National School Lunch Rate Increase**
Board of Education Meeting, July 16, 2026

Federal regulations as part of the Healthy, Hunger-Free Kids Act of 2010, requires that pricing for full price student meals must begin to match the Federal Reimbursement Rate for free meals, minus the Full Price Rate**. The current Federal Net Reimbursement Free Lunch Rate is $4.16.** As such, on an annual basis, with the exception of the pandemic years whereby the Summer Food Service Program provided free meals to our students, we have adjusted our Type A lunch rate to remain compliant. Our current Type A lunch rate is $3.60.

The Regulation Re-summarized

- ✓ Beginning July 1, 2011, schools were required to charge students a price paid for meals that is equal to the difference between the free meal reimbursement and the paid meal reimbursement (as noted above).
- ✓ Schools that were charging less than this amount were required to gradually increase their prices over time until they met the requirement. **The minimum increase to meet this requirement is a 10-cent increase.**

This year, to continue to meet this federal requirement and have pricing more in line with increasing food costs over the past few years, Administration is recommending an additional 10 cent increase on the Type A lunch (from $3.60 to $3.70), still short of the current Federal Net Reimbursement Free Lunch Rate of $4.16.

RECOMMENDATIONS
Administration recommends the Board of Education approve the Type A lunch rate increase from $3.60 to $3.70 as recommended and required by federal regulations.