

Proviso Township High Schools Board of Education Regular Meeting

Tuesday, May 11, 2021

5:30 PM

Proviso East High School Auditorium and Board Room

807 S 1st Ave

Maywood , IL 60153

AGENDA

BOARD OF EDUCATION MEMBER OATH OF OFFICE

I, do solemnly swear that I will faithfully discharge the duties of the office of member of the Board of Education of Proviso Township High Schools District 209, in accordance with the Constitution of the United States, the Constitution of the State of Illinois, and the laws of the State of Illinois, to the best of my ability.

I further swear that:

I shall respect taxpayer interests by serving as a faithful protector of the School District's assets;

I shall encourage and respect the free expression of opinion by my fellow Board members and others who seek a hearing before the Board, while respecting the privacy of students and employees;

I shall recognize that a Board member has no legal authority as an individual and that decisions can be made only by a majority vote at a public Board meeting;

I shall abide by majority decisions of the Board, while retaining the right to seek changes in such decisions through ethical and constructive channels.

As part of the Board of Education, I shall accept the responsibility for my role in the equitable and quality education of every student in the School District; **I shall foster** with the Board extensive participation of the community, formulate goals, define outcomes, and set the course for Proviso Township High Schools District 209;

I shall assist in establishing a structure and an environment designed to ensure all students have the opportunity to attain their maximum potential through a sound organizational framework;

I shall strive to ensure a continuous assessment of student achievement and all conditions affecting the education of our children, in compliance with State law;

I shall serve as education's key advocate on behalf of students and our community's school (or schools) to advance the vision for Proviso Township High Schools District 209; and

I shall strive to work together with the District Superintendent to lead the School District toward fulfilling the vision the Board has created, fostering excellence for every student in the areas of academic skills, knowledge, citizenship, and personal development.

EXECUTIVE SESSION 5:30 PM

OPEN SESSION 7:30 PM

1. Call to Order
2. Establish Quorum
3. Retire to Executive Session
4. Executive Session Board of Education

A. The appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational, or educational setting, or a volunteer of the public body or against legal counsel for the public body to determine its validity. However, a meeting to consider an increase in compensation to a specific employee of a public body that is subject to the Local Government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with this Act. 5 ILCS 120/2(c)(1)

B. Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees 5 ILCS 120/2(c) (2).

C. Litigation, when an action against, affecting or on behalf of the particular public body has been filled and is pending before a court or administrative tribunal, or when the public body

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

5. Reconvene the Regular Meeting
6. Establish Quorum
7. Moment of Silence
8. Pledge of Allegiance
9. PTHS D209 Vision Statement
10. Citizen's Comments (<http://bit.ly/BOEComment>)
11. FOIA Report

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FOIA Report

In April 2021, Proviso Township High Schools District 209 received the following FOIA request:

- April 30, 2021 – **Claudia Medina** requested email communication, texts, letters and other information related to a number of topics. Information will be provided.
- April 20, 2021 – **Maria Maxham**, representing the Forest Park Review requested - The request for quotes and/or request for proposals that District 209 sent and/or published in relation to hiring a food service consultant, a statement regarding in what format or through what means the request for quotes or proposals was advertised (for example, was it published in a newspaper? Were letters sent directly to the vendors?) if that is not clear in your response to the above request, and the three proposals received by the district for a food services consultant, including that from Walker Quality Services and the other two vendors. Information was provided.
- April 20, 2021 – **Maria Maxham** representing the Forest Park Review requested all emails or other correspondence since July 2020 between Dr. James Henderson or anyone else in District 209 and Alfred Walker or any other representative of Walker Quality Services. Information was provided.
- April 20, 2021 – **Maria Maxham** representing the Forest Park Review requested Any communication between D209 administration or staff and Sodexo since June 2020 related to ending the contract or agreement between the two entities. Information was provided.
- April 21, 2021 – **Maria Maxham** representing the Forest Park Review requested All emails or other communications between any employee or administrator in District 209, including but not limited to Mr. Paul Starck-King, and the following: 1) School Food and Wellness Group and/or Emily Chatelain and 2) Training Solutions, LLC and/or Stephanie Lynch and/or Margaret McCarthy. Information was provided
- April 23, 2021 – **Maria Maxham** representing the Forest Park Review requested any and all documents, communications and invoices related to the printing and mailing of the "Setting the Record Straight" mailer, including but not limited to invoices and communications specifying a) the total number of mailers/documents printed, b) the cost of printing the mailers, c) the number of documents mailed, d) the cost of mailing the documents, e) to whom the document was sent/description of distribution list (for example, "all residents of X town," not specific names or addresses), f) the name of the person or persons who authorized the printing and distribution of this document, g) the name of the person, persons or entity that funded the printing and distribution of this document if district funds were not used. Information was provided.
- April 22, 2021 – **Jordan Kuehn** requested all documents provided to the requests listed in the last FOIA report 4/13/21 of requests from March 2021. Information was provided.
- April 22, 2021 – **Jordan Kuehn** requested all receipts and accounting for time spend producing, printing and mailing the "Setting the Record Straight" and related materials. Information was provided.
- April 14, 2021-**Tanner, representing k12 Transportation Research** requested a copy of the current transportation contracts with the District's transportation vendor, transportation fund general ledger records for vendors for the 2018-19 and 2019-20 school years and a copy of the District's most recent student transportation RFP and corresponding RFP responses received from bidders. Information was provided.
- April 19, 2021-**Mitch Weston** requested Please provide an electronic copy of each full proposal District 209 received in response to the solicitation for food service consultant services as described in the Feb. 27, 2021 Board action item for Food Service Consultant at your earliest convenience. Information was provided.

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- April 22, 2021 - **Carissa Gillespie** requested mailing information, costs, purpose, printing costs, BOE Agreement for "setting the record straight" mailing 2021. Information was provided.
- April 29, 2021 – **Allison Schatz** requested Specifically, I am looking at the amount of money your public school district has spent on mental health-related and/or behavioral health-related placements outside of the district, per year, including but not limited to: Therapeutic Day Schools, Therapeutic Boarding Schools, Therapeutic Residential Treatment Centers/Programs, Therapeutic Wilderness Programs, All documentation concerning Special Education Due Process Hearings, any and all associated legal costs by the district for payment of attorneys representing the district against parents/families advocating for placement by the district, any and all associated legal costs by the district for payment/reimbursement of attorneys for parents/families advocating for placement by the district and the specific time frame is January 1, 2016 through December 31, 2020. Information will be provided.
- May 7, 2021 – **Antoinette Gray** requested copies of any and all 12-year tax increment financing extensions that were granted and or extended to any all Proviso Township Communities, Municipalities and or Villages for years 2015, 2016, 2017, 2018, 2019, 2020 and 2021. Information will be provided

May 11, 2021

12. Reports and Communications from the Board President

13. Reports and Communications from the Superintendent of Schools

- PowerPoint Presentations

14. Consent Agenda

A. Bill List - ***Action Item***

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Action Item

Subject: Bill List

Rationale: (see attached)

Recommendation:

That the Board of Education of Proviso Township High Schools, District 209, approves the Superintendent's recommendation to release payment for bills presented.

BILL LIST DATED 05/11/2021

05/11/21

Proviso Township High School District 209

Voucher Detail Listing

Voucher Batch Number: 1299

05/11/2021

Fiscal Year: 2020-2021

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
8 TO 18 MEDIA, INC.	365809					
Check Group:						
ANNUAL SUBSCRIPTION FOR 8 TO 18 SOFTWARE HS		1	212951	INV-002263 5/31/2020	10.5.1501.640.0000.002.0036.0000 Dues And Fees	\$750.00
					Check #: 0	
						PO/InvoiceTotal: \$750.00
						Vendor Total: \$750.00
ACCURATE BIOMETRICS						
Check Group:						
Background Check		5	213065	371692103 3/31/2021	10.5.2640.390.0000.001.0325.0000 Other Purchased Services	\$215.00
Fingerprinting services		1	213065	371692103 3/31/2021	10.5.2640.390.0000.001.0325.0000 Other Purchased Services	\$10.00
						7
					Check #: 0	
						PO/InvoiceTotal: \$225.00
						Vendor Total: \$225.00
AFLAC	357961					
Check Group:						
March 2021 Invoice		1	212947	678677 2/26/2021	10.2.0481.000.0000.000.9999.0000 Other Payroll Deduction Payable	\$307.95
					Check #: 0	
						PO/InvoiceTotal: \$307.95
Check Group:						
APRIL 2021 INVOICE		1	212955	077967 3/30/2021	10.2.0481.000.0000.000.9999.0000 Other Payroll Deduction Payable	\$307.95
					Check #: 0	
						PO/InvoiceTotal: \$307.95
						Vendor Total: \$615.90
AMAZON	360995					
Check Group:						

Proviso Township High School District 209

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Voucher Batch Number: 1299

05/11/2021

Fiscal Year: 2020-2021

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Face Shields 3-Ply		2	212419	769859363989 3/9/2021	10.5.1501.410.0000.003.0036.0000 General Supplies	\$265.99
Check #: 0						
PO/InvoiceTotal:						\$265.99
Check Group:						
Electric sports whistle		5	212420	439864879586 3/5/2021	10.5.1501.410.0000.003.0036.0000 General Supplies	\$79.95
Check #: 0						
PO/InvoiceTotal:						\$79.95
Check Group:						
Building Equity books		12	212444	564956673533 3/5/2021	10.5.2320.410.0000.001.0001.0000 General Supplies	\$315.14
Check #: 0						8
PO/InvoiceTotal:						\$315.14
Vendor Total:						\$661.08
AMITA GLENOAKS SCHOOL PHEASANT RIDGE						
Check Group:						
March21 Billing JL		1	212941	TDS-N 10489 3/26/2021	10.5.1912.670.0000.001.0394.0000 Tuition- OOD- Private	\$3,938.40
March21 Billing LO		1	212941	TDS-N 10489 3/26/2021	10.5.1912.670.0000.001.0394.0000 Tuition- OOD- Private	\$3,938.40
March21 Billing KP		1	212941	TDS-N 10489 3/26/2021	10.5.1912.670.0000.001.0394.0000 Tuition- OOD- Private	\$3,938.40
March21 Billing OR		1	212941	TDS-N 10489 3/26/2021	10.5.1912.670.0000.001.0394.0000 Tuition- OOD- Private	\$3,938.40
Check #: 0						
PO/InvoiceTotal:						\$15,753.60
Vendor Total:						\$15,753.60
ARBOR SCIENTIFIC	363371					
Check Group:						

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Rotating Platform		1	212898	446397 4/16/2021	10.5.1100.411.0000.004.0380.0000 Educational Supplies	\$89.94
Holographic Diffraction Grating 1000 lines/mm 5 Pack		1	212898	446397 4/16/2021	10.5.1100.411.0000.004.0380.0000 Educational Supplies	\$3.75
Forces On Inclined Plane Demonstrator		1	212898	446397 4/16/2021	10.5.1100.411.0000.004.0380.0000 Educational Supplies	\$69.00
Introductory Optical System (Optical Bench)		1	212898	446397 4/16/2021	10.5.1100.411.0000.004.0380.0000 Educational Supplies	\$68.00
Concave Convex Lens Set		1	212898	446397 4/16/2021	10.5.1100.411.0000.004.0380.0000 Educational Supplies	\$19.00
Fresnel Lens		1	212898	446397 4/16/2021	10.5.1100.411.0000.004.0380.0000 Educational Supplies	\$8.99
Sympathetic Tuning Fork Set		1	212898	446397 4/16/2021	10.5.1100.411.0000.004.0380.0000 Educational Supplies	\$138.00 9

Check #: 0

PO/InvoiceTotal: \$396.68

Vendor Total: \$396.68

AT & T 354654

Check Group:

phone blanket order		1	210130	708449024604-2 4/4/2021	20.5.2540.340.0000.001.2000.0000 Communications	\$7,272.03
phone blanket order		1	210130	70844944936360 4 4/4/2021	20.5.2540.340.0000.001.2000.0000 Communications	\$156.72
PHONE		1	210130	708771079404-2 4/4/2021	20.5.2540.340.0000.001.2000.0000 Communications	\$954.19

Check #: 0

PO/InvoiceTotal: \$8,382.94

Vendor Total: \$8,382.94

AT&T MOBILTY 350465

Check Group:

Proviso Township High School District 209

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
cell phone		1	210228	X04242021 4/16/2021	20.5.2540.340.0000.002.2000.0000 Communications	\$21,928.19
					Check #: 0	
					PO/InvoiceTotal:	\$21,928.19
					Vendor Total:	\$21,928.19
ATLAS BOBCAT						
Check Group:						
FURNISH/ INSTALL NEW BRUSHES ON 68" ANGLE BROOM FOR BOBCAT		1	212264	716783 3/16/2021	20.5.2540.700.0000.004.2000.0000 Non-Capitalized Equipment	\$1,591.70
					Check #: 0	
					PO/InvoiceTotal:	\$1,591.70
Check Group:						
WINDOW		1	212337	BI0372 3/15/2021	20.5.2540.413.0000.002.2000.0000 Maintenance Supplies	\$189.50
CORD		10	212337	BI0372 3/15/2021	20.5.2540.413.0000.002.2000.0000 Maintenance Supplies	\$19.50
SEAL BUL		10	212337	BI0372 3/15/2021	20.5.2540.413.0000.002.2000.0000 Maintenance Supplies	\$52.90
					Check #: 0	
					PO/InvoiceTotal:	\$261.90
					Vendor Total:	\$1,853.60
B & H PHOTO-VIDEO	352413					
Check Group:						
SLING SLINGSTUDIO BATTERY/REG		1	212741	186780314 3/25/2021	10.5.2660.410.0000.001.0014.0000 General Supplies	\$149.00
					Check #: 0	
					PO/InvoiceTotal:	\$149.00
					Vendor Total:	\$149.00
BARAK	364762					

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check Group:						
quantity 15,000 #10 window envelopes for payroll & accounts payable		1	213041	83022 4/20/2021	10.5.2520.410.0000.001.0012.0000 General Supplies	\$778.53
Check #: 0						
PO/InvoiceTotal:						\$778.53
Vendor Total:						\$778.53
BERWYN GARAGE	351327					
Check Group:						
safety sticker,driver seat ,oil		1	213044	064077-2 3/11/2020	40.5.2550.320.0000.003.4000.0000 Repairs & Maintenance	\$1,024.38
Check #: 0						
PO/InvoiceTotal:						\$1,024.38
Vendor Total:						11
Check Group:						
safety sticker and repairs		1	213045	063813-2 1/29/2021	40.5.2550.320.0000.003.4000.0000 Repairs & Maintenance	\$461.36
Check #: 0						
PO/InvoiceTotal:						\$461.36
Vendor Total:						\$1,485.74
BLEACHER AMERICA INC.						
Check Group:						
service to main floor		1	211547	2914 3/30/2021	20.5.2540.320.0000.003.2000.0000 Repairs & Maintenance	\$1,980.00
field house		1	211547	2914 3/30/2021	20.5.2540.320.0000.003.2000.0000 Repairs & Maintenance	\$1,080.00
outdoor grandstands		1	211547	2914 3/30/2021	20.5.2540.320.0000.003.2000.0000 Repairs & Maintenance	\$980.00
main gym floor		1	211547	2914 3/30/2021	20.5.2540.320.0000.003.2000.0000 Repairs & Maintenance	\$350.00
outside grandstands		1	211547	2914 3/30/2021	20.5.2540.320.0000.003.2000.0000 Repairs & Maintenance	\$250.00

Proviso Township High School District 209

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check #: 0						
						PO/InvoiceTotal: \$4,640.00
						Vendor Total: \$4,640.00
BLICK ART MATERIAL	350031					
Check Group:						
MAPED SHARPENER DBL HOLE		24	212378	5979852 3/10/2021	10.5.1100.411.0000.004.0031.0000 Educational Supplies	\$45.12
PRISMACOLOR CLR PNCL ASRTD 48/SET		7	212378	5979852 3/10/2021	10.5.1100.411.0000.004.0031.0000 Educational Supplies	\$257.04
PRISMACOLOR CLR PNCL CLRLSS BLENDR EA		15	212378	5979852 3/10/2021	10.5.1100.411.0000.004.0031.0000 Educational Supplies	\$16.80
STUDENT DRAWING PAD 5.5X8.5 64LB 40SHT		150	212378	5979852 3/10/2021	10.5.1100.411.0000.004.0031.0000 Educational Supplies	\$288.00
LIQUITEX FLUID MED POURING MED GALLON		1	212378	5979852 3/10/2021	10.5.1100.411.0000.004.0031.0000 Educational Supplies	\$58.69 ¹²
SPDBALL PRM ACRY INK WHT QUART PERM		4	212378	5979852 3/10/2021	10.5.1100.411.0000.004.0031.0000 Educational Supplies	\$81.24
SPDBALL PRM ACRY INK PRCS YLW QUART PERM		3	212378	5979852 3/10/2021	10.5.1100.411.0000.004.0031.0000 Educational Supplies	\$60.93
SPDBALL PRM ACRY INK PROCS MGNTA QRT PERM		2	212378	5979852 3/10/2021	10.5.1100.411.0000.004.0031.0000 Educational Supplies	\$40.62
SPDBALL PRM ACRY INK PRCS CYN QUART		2	212378	5979852 3/10/2021	10.5.1100.411.0000.004.0031.0000 Educational Supplies	\$40.62
SPDBALL PRM ACRY INK BLK QUART		2	212378	5979852 3/10/2021	10.5.1100.411.0000.004.0031.0000 Educational Supplies	\$40.62
TAG BOARD WHT18X24 150LB PK100		1	212378	5979852 3/10/2021	10.5.1100.411.0000.004.0031.0000 Educational Supplies	\$24.89
SCULPEY WHITE 1.75 LB		2	212378	5979852 3/10/2021	10.5.1100.411.0000.004.0031.0000 Educational Supplies	\$20.88
SCULPEY III 30/PK 1OZ		2	212378	6073336 3/23/2021	10.5.1100.411.0000.004.0031.0000 Educational Supplies	\$46.26

Proviso Township High School District 209

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SCULPEY III TRANSL 8OZ		1	212378	6073336 3/23/2021	10.5.1100.411.0000.004.0031.0000 Educational Supplies	\$7.25
Check #: 0						
						PO/InvoiceTotal: <u>\$1,028.96</u>
						Vendor Total: \$1,028.96
BOND TRUST SERVICES CORP	354480					
Check Group:						
INVOICE 63656 SERIES 2015A		1	213069	63656 4/14/2021	30.5.5141.640.0000.001.0098.0000 Agency Fees - 2015A Bonds	\$400.00
INVOICE 63657 SERIES 2018		1	213069	63657 4/14/2021	30.5.5141.640.0000.001.0092.0000 Agency Fees - 2018 Bonds	\$400.00
INVOICE 63658 SERIES 2018B		1	213069	63658 4/14/2021	30.5.5141.640.0000.001.0093.0000 Agency Fees - 2018B Bonds	\$400.00
INVOICE 63659 SERIES 2017		1	213069	63659 4/14/2021	30.5.5141.640.0000.001.0090.0000 Agency Fees - 2017 Bonds	\$400.00
Check #: 0						
						PO/InvoiceTotal: <u>\$1,600.00</u>
						Vendor Total: \$1,600.00
BROADVIEW TRUE VALUE HARDWARE	355564					
Check Group:						
55ozs. baning soda (Jerry 12/16/20) OK per LT.		4	213021	29275 12/16/2020	20.5.2540.413.0000.004.2000.0000 Maintenance Supplies	\$21.96
2-1/2" angle paint brush (Scottdale 12/30/210		2	213021	29275 12/16/2020	20.5.2540.413.0000.004.2000.0000 Maintenance Supplies	\$10.98
Paint tray		1	213021	29275 12/16/2020	20.5.2540.413.0000.004.2000.0000 Maintenance Supplies	\$3.49
CWNWSCT35BK 36"x60" safety floor rubber mat (Same)		3	213021	29275 12/16/2020	20.5.2540.413.0000.004.2000.0000 Maintenance Supplies	\$237.00
12ozs.purell hand sanitizer (Same)		12	213021	29275 12/16/2020	20.5.2540.412.0000.004.2100.0000 Custodial Supplies	\$107.88

Proviso Township High School District 209

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05/11/2021

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check #: 0						
PO/InvoiceTotal:						\$381.31
Vendor Total:						\$381.31
BROWN, CHERYL L						
Check Group:						
Driver Task Analysis - Intro to Driver Education - University of St. Francis		1	213064	MAY21AP 3/29/2021	10.5.2640.230.0000.001.0325.0000 Tuition Reimbursement	\$750.00
Methods of Teaching Driver Education - Classroom - University of St. Francis		1	213064	MAY21AP 3/29/2021	10.5.2640.230.0000.001.0325.0000 Tuition Reimbursement	\$750.00
Injury Prevention and Safety - University of St. Francis		1	213064	MAY21AP 3/29/2021	10.5.2640.230.0000.001.0325.0000 Tuition Reimbursement	\$750.00
Methods of Teaching Driver Education - Behind the Wheel - University of St. Francis		1	213064	MAY21AP 3/29/2021	10.5.2640.230.0000.001.0325.0000 Tuition Reimbursement	\$750.00 14
Methods of Teaching Advanced, Evasive, Simulation and Range - University of St. Francis		1	213064	MAY21AP 3/29/2021	10.5.2640.230.0000.001.0325.0000 Tuition Reimbursement	\$750.00
Check #: 0						
PO/InvoiceTotal:						\$3,750.00
Vendor Total:						\$3,750.00
BSN SPORTS						
350492						
Check Group:						
SHIPPING		1	211300	912124081-2 3/26/2021	10.5.1501.405.0000.002.0036.0000 Furniture	\$153.38
Check #: 0						
PO/InvoiceTotal:						\$153.38
Vendor Total:						\$153.38
CALLAGHAN, ALISON R						
Check Group:						

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Stipend for Work on Mentorship of Educator Rising Students		1	213096	MAY21AP 4/14/2021	10.5.2210.180.0000.001.3221.0001 Stipends	\$1,400.00
Check #: 0						
PO/InvoiceTotal:						\$1,400.00
Vendor Total:						\$1,400.00
Calm Mind Counseling Center						
Check Group:						
Teacher Wellness Group: Provide professional development psychoeducation about the impact of the pandemic on mental health and teach tools to help manage emotions and prevent burnout.		1	212945	159 4/9/2021	10.5.3700.390.0000.001.4400.0002 Purchased Services	\$270.00
Check #: 0						
PO/InvoiceTotal:						\$270.00
Vendor Total:						\$270.00
CareerTech Media						
Check Group:						
magazines		4000	212373	271 4/19/2021	10.5.2120.390.0000.003.3220.0002 Other Purchased Services	\$15,000.00
Check #: 0						
PO/InvoiceTotal:						\$15,000.00
Vendor Total:						\$15,000.00
CATHLEEN ORIATTI						
Check Group:						
Paw Print Cookies		100	213112	1229 4/21/2021	10.5.2410.410.0000.003.0011.0000 General Supplies	\$140.00
Check #: 0						
PO/InvoiceTotal:						\$140.00
Vendor Total:						\$140.00
COMPLETE MAILING SERVICE INC	352456					

Proviso Township High School District 209

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Voucher Batch Number: 1299

05/11/2021

Fiscal Year: 2020-2021

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check Group:						
Postage Fee Service		1	213010	26295 4/5/2021	10.5.2633.390.0000.001.0340.0000 Other Purchased Services	\$1,577.98
Check #: 0						
PO/InvoiceTotal:						\$1,577.98
Vendor Total:						\$1,577.98
CONSERV FS						
Check Group:						
12 tons lime stone		1	212831	66042453 4/6/2021	20.5.2540.413.0000.003.2000.0000 Maintenance Supplies	\$301.00
shipping		1	212831	66042453 4/6/2021	20.5.2540.413.0000.003.2000.0000 Maintenance Supplies	\$25.00
Check #: 0						
PO/InvoiceTotal:						16
Vendor Total:						\$326.00
CORPORATE MASTERCARD						
	362919					
Check Group:						
03.06.2021 THRU 04.05.2021		1	213013	MAY21AP 4/5/2021	10.5.2520.399.0000.001.0012.0000 Credit Card	\$14,281.17
Check #: 0						
PO/InvoiceTotal:						\$14,281.17
Vendor Total:						\$14,281.17
DOMINICAN UNIVERSITY						
Check Group:						
Textbooks for Proviso students in dual credit courses at Dominican University		1	212865	MAY21AP-2 1/25/2021	10.5.2120.411.0000.001.3221.0002 Educational Supplies	\$1,905.60
Check #: 0						
PO/InvoiceTotal:						\$1,905.60
Check Group:						

Proviso Township High School District 209

Voucher Detail Listing

Voucher Batch Number: 1299

05/11/2021

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Tuition EL Cohort (Spring 2) 2020		1	213225	SPRING (2) 2020 4/27/2021	10.5.4280.670.0000.001.0010.0000 Tuition	\$7,200.00
					Check #: 0	
						PO/InvoiceTotal: \$7,200.00
						Vendor Total: \$9,105.60
EASTBAY TEAM SERVICES	365055					
Check Group:						
Boys Swim Nike SS Legend Tshirt		30	212222	1367435 3/24/2021	10.5.1501.491.0000.003.0036.0000 Uniforms	\$585.00
Boys Swim Nike Brasilia XL BkPk		24	212222	1367435 3/24/2021	10.5.1501.491.0000.003.0036.0000 Uniforms	\$888.00
Prod Fee		1	212222	1367435 3/24/2021	10.5.1501.491.0000.003.0036.0000 Uniforms	\$20.00
Freight		1	212222	1367435 3/24/2021	10.5.1501.491.0000.003.0036.0000 Uniforms	\$44.79
					Check #: 0	
						PO/InvoiceTotal: \$1,537.79
						Vendor Total: \$1,537.79
EGSL	351798					
Check Group:						
ASBESTOS BUILDING INSPECTION FOR ROOM 245-FLOOR TILE AND MASTIC ON FEBRUARY 24,2021		4	213113	318944 3/2/2021	20.5.2540.390.0000.002.2000.0000 Other Purchased Services	\$380.00
ASBESTOS BULK: PLM SAMPLES - 12" X 12" FLOOR TILE MASTIC		6	213113	318944 3/2/2021	20.5.2540.390.0000.002.2000.0000 Other Purchased Services	\$180.00
					Check #: 0	
						PO/InvoiceTotal: \$560.00
						Vendor Total: \$560.00
FIRST STUDENT	352702					
Check Group:						

Proviso Township High School District 209

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Sped Transportation		1	212954	11721182 3/26/2021	10.5.4220.670.0000.001.0342.0000 Tuition- PAEC	\$46,843.34
Check #: 0						
PO/InvoiceTotal:						\$46,843.34
Vendor Total:						\$46,843.34
GHA TECHNOLOGIES INC	365291					
Check Group:						
HP 656X High Yield - black - original - LaserJet - toner cartridge (CF460X) - for Color LaserJet Enterprise M652dn, M652n, M653dh, M653dn, M653x		3	212311	101110959 3/2/2021	10.5.1400.411.0000.002.4745.0002 Educational Supplies	\$1,089.00
HP 654X High Yield - black - original - LaserJet - toner cartridge (CF330X) - for Color LaserJet Enterprise M651dn, M651n, M651xh; Color LaserJet Managed M651dnm, M651xhm		2	212311	101110959 3/2/2021	10.5.1400.411.0000.002.4745.0002 Educational Supplies	\$628.00 18
HP 654A Yellow - original - LaserJet - toner cartridge (CF332A) - for Color LaserJet Enterprise M651dn, M651n, M651xh; Color LaserJet Managed M651dnm, M651xhm		1	212311	101110959 3/2/2021	10.5.1400.411.0000.002.4745.0002 Educational Supplies	\$429.00
HP 654A Cyan - original - LaserJet - toner cartridge (CF331A) - for Color LaserJet Enterprise M651dn, M651n, M651xh; Color LaserJet Managed M651dnm, M651xhm		1	212311	101110959 3/2/2021	10.5.1400.411.0000.002.4745.0002 Educational Supplies	\$429.00
HP 654A Magenta - original - LaserJet - toner cartridge (CF333A) - for Color LaserJet Enterprise M651dn, M651n, M651xh; Color LaserJet Managed M651dnm, M651xhm		1	212311	101110959 3/2/2021	10.5.1400.411.0000.002.4745.0002 Educational Supplies	\$429.00
Check #: 0						
PO/InvoiceTotal:						\$3,004.00
Check Group:						
HP 656X High Yield - black - original - LaserJet - toner cartridge (CF460X) - for Color LaserJet Enterprise M652dn, M652n, M653dh, M653dn, M653x		3	212312	101110960 3/1/2021	10.5.1400.411.0000.003.3220.0002 Educational Supplies	\$1,089.00

Proviso Township High School District 209

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
HP 654X High Yield - black - original - LaserJet - toner cartridge (CF330X) - for Color LaserJet Enterprise M651dn, M651n, M651xh; Color LaserJet Managed M651dnm, M651xhm		2	212312	101110960	10.5.1400.411.0000.003.3220.0002	\$628.00
				3/1/2021	Educational Supplies	
HP 654A Yellow - original - LaserJet - toner cartridge (CF332A) - for Color LaserJet Enterprise M651dn, M651n, M651xh; Color LaserJet Managed M651dnm, M651xhm		1	212312	101110960	10.5.1400.411.0000.003.3220.0002	\$429.00
				3/1/2021	Educational Supplies	
HP 654A Cyan - original - LaserJet - toner cartridge (CF331A) - for Color LaserJet Enterprise M651dn, M651n, M651xh; Color LaserJet Managed M651dnm, M651xhm		1	212312	101110960	10.5.1400.411.0000.003.3220.0002	\$429.00
				3/1/2021	Educational Supplies	
HP 654A Magenta - original - LaserJet - toner cartridge (CF333A) - for Color LaserJet Enterprise M651dn, M651n, M651xh; Color LaserJet Managed M651dnm, M651xhm		1	212312	101110960	10.5.1400.411.0000.003.3220.0002	\$429.00
				3/1/2021	Educational Supplies	
					Check #: 0	19
					PO/InvoiceTotal:	\$3,004.00
Check Group:						
HP ZBook Firefly 14 G7 Mobile Workstation Core i7 10510U / 1.8 GHz - Win 10 Pro 64-bit - 16 GB RAM - 512 GB SSD NVMe, TLC - 14" IPS 1920 x 1080 (Full HD) - Quadro P520 / UHD Graphics - Bluetooth, Wi-Fi 6 - kbd: US		25	213015	101121964	10.5.1400.700.0000.003.4745.0002	\$41,724.25
				4/14/2021	Non-Capitalized Equipment	
HP Absolute Data & Device Security Premium		25	213015	101122830	10.5.1400.700.0000.003.4745.0002	\$2,830.25
				4/17/2021	Non-Capitalized Equipment	
					Check #: 0	
					PO/InvoiceTotal:	\$44,554.50
					Vendor Total:	\$50,562.50
GIANT STEPS ILLINOIS INC.						
Check Group:						
FEBRUARY TUITION		1	212944	209-0321E	10.5.1912.670.0000.001.0394.0000	\$6,708.00
				3/26/2021	Tuition- OOD- Private	
					Check #: 0	

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: \$6,708.00
						Vendor Total: \$6,708.00
GILBANE BUILDING COMPANY						
Check Group:						
FACILITY MASTER PLAN IMPLEMENTATION SERVICES THRU APRIL 15,2021		1	213201	J08574.000-0020- 012 4/15/2021	60.5.2532.540.0000.001.0700.0000 Site Improvements & Infrastructure	\$880,922.16
						Check #: 0
						PO/InvoiceTotal: \$880,922.16
						Vendor Total: \$880,922.16
GLENBARD WEST HIGH SCHOOL 350850						
Check Group:						
TRACK AND FIELD B V		1	212959	MAY21AP 3/26/2021	10.5.1501.642.0000.002.0036.0000 Entry Fees	\$250.00 20
						Check #: 0
						PO/InvoiceTotal: \$250.00
						Vendor Total: \$250.00
GRAINGER, INC. 350126						
Check Group:						
linear led bulb		100	212915	9872238085 4/16/2021	20.5.2540.413.0000.003.2000.0000 Maintenance Supplies	\$1,285.00
						Check #: 0
						PO/InvoiceTotal: \$1,285.00
Check Group:						
Sandless Sandbag,Blue,22" L,17" W,PK15		8	213028	9875154982 3/20/2021	20.5.2540.413.0000.002.2000.0000 Maintenance Supplies	\$1,387.76
						Check #: 0
						PO/InvoiceTotal: \$1,387.76
						Vendor Total: \$2,672.76
HAUSER, IZZO, PETRARCA, 365976						

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check Group:						
INV 27562		1	213157	27562 4/21/2021	10.5.2310.326.0000.001.0050.0000 PTAB	\$1,932.00
Check #: 0						
						PO/InvoiceTotal: <u>\$1,932.00</u>
Check Group:						
Litigation		1	213227	27563 4/30/2021	10.5.2310.318.0000.001.0050.0000 LEGAL	\$4,899.00
Retainer		1	213227	27564 4/15/2021	10.5.2310.318.0000.001.0050.0000 LEGAL	\$10,009.99
Collective Bargaining		1	213227	27566 4/15/2021	10.5.2310.318.0000.001.0050.0000 LEGAL	\$506.00
Check #: 0						
						<u>21</u>
						PO/InvoiceTotal: <u>\$15,414.99</u>
						Vendor Total: <u>\$17,346.99</u>
HELPING HAND CENTER	364024					
Check Group:						
MARCH TUITION RS		1	213158	13190 3/29/2021	10.5.1912.670.0000.001.0394.0000 Tuition- OOD- Private	\$7,008.40
Check #: 0						
						PO/InvoiceTotal: <u>\$7,008.40</u>
						Vendor Total: <u>\$7,008.40</u>
HERITAGE CRYSTAL CLEAN	361373					
Check Group:						
Machine Service and energy surcharge		1	213097	16556696 11/18/2020	10.5.1100.390.0000.003.0034.0000 Other Purchased Services	\$360.99
Machine Service and energy surcharge		1	213097	16556697 11/18/2020	10.5.1100.390.0000.003.0034.0000 Other Purchased Services	\$360.99
Machine Service and energy surcharge		1	213097	16629926 1/19/2021	10.5.1100.390.0000.003.0034.0000 Other Purchased Services	\$361.81

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check #: 0						
PO/InvoiceTotal:						\$1,083.79
Vendor Total:						\$1,083.79
Hillside Fire Department						
Check Group:						
Paramedic Staffing for Football Game 040921		1	213210	210409 4/15/2021	10.5.1501.390.0000.003.0036.0000 Other Purchased Services	\$394.24
Check #: 0						
PO/InvoiceTotal:						\$394.24
Vendor Total:						\$394.24
HINSDALE SOUTH HIGH SCHOOL	350561					
Check Group:						
WSC CHEER INVITE		1	213029	MAY21AP 2/20/2021	10.5.1501.642.0000.002.0036.0000 Entry Fees	\$150.00
Check #: 0						
PO/InvoiceTotal:						\$150.00
Vendor Total:						\$150.00
HODGES LOIZZI EISENHAMMER RODRICK KOHN	367038					
Check Group:						
INV 51285		1	212994	51285 2/28/2021	10.5.2310.326.0000.001.0050.0000 PTAB	\$148.96
INV 51290		1	212994	51290 2/28/2021	10.5.2310.326.0000.001.0050.0000 PTAB	\$1,574.74
INV 51291		1	212994	51291 2/28/2021	10.5.2310.326.0000.001.0050.0000 PTAB	\$78.55
Check #: 0						
PO/InvoiceTotal:						\$1,802.25
Vendor Total:						\$1,802.25
IASB	350515					
Check Group:						

Proviso Township High School District 209

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
PRESS Plus Issue Response Late Fee		1	213009	343523 4/7/2021	10.5.2310.390.0000.001.0050.0000 Other Purchased Services	\$200.00
Check #: 0						
PO/InvoiceTotal:						\$200.00
Check Group:						
PRESS Plus Issue Response Late Fee		1	213080	339798 12/4/2020	10.5.2310.690.0000.001.0050.0000 Miscellaneous Objects	\$150.00
Check #: 0						
PO/InvoiceTotal:						\$150.00
Vendor Total:						\$350.00
IGS ENERGY						
Check Group:						
East - Electricity ACCT 9176580000		1	210030	344895 3/29/2021	20.5.2540.466.0000.002.2000.0000 Electricity	\$15,877.25
West - Electricity ACCT 7800380000		1	210030	344895 3/29/2021	20.5.2540.466.0000.003.2000.0000 Electricity	\$14,118.46
PMSA - Electricity ACCT 8494108207		1	210030	344895 3/29/2021	20.5.2540.466.0000.004.2000.0000 Electricity	\$4,386.60
East - Electricity ACCT 9176580000		1	210030	346814 4/26/2021	20.5.2540.466.0000.002.2000.0000 Electricity	\$8,756.51
West - Electricity ACCT 7800380000		1	210030	346814 4/26/2021	20.5.2540.466.0000.003.2000.0000 Electricity	\$9,013.63
PMSA - Electricity ACCT 8494108207		1	210030	346814 4/26/2021	20.5.2540.466.0000.004.2000.0000 Electricity	\$3,411.28
Check #: 0						
PO/InvoiceTotal:						\$55,564.33
Vendor Total:						\$55,564.33

ILLINOIS HIGH SCHOOL ASSOCIATION

Check Group:

Proviso Township High School District 209

Voucher Detail Listing

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
GIRLS SOFTBALL		1	213036	EF21-2577 3/31/2021	10.5.1501.642.0000.002.0036.0000 Entry Fees	\$100.00
BOYS TRACK & FIELD		1	213036	EF21-2577 3/31/2021	10.5.1501.642.0000.002.0036.0000 Entry Fees	\$100.00
GIRLS SOCCER		1	213036	EF21-2577 3/31/2021	10.5.1501.642.0000.002.0036.0000 Entry Fees	\$100.00
BOYS VOLLEYBALL		1	213036	EF21-2577 3/31/2021	10.5.1501.642.0000.002.0036.0000 Entry Fees	\$100.00
GIRLS TRACK & FIELD		1	213036	EF21-2577 3/31/2021	10.5.1501.642.0000.002.0036.0000 Entry Fees	\$100.00
BOYS TENNIS		1	213036	EF21-2577 3/31/2021	10.5.1501.642.0000.002.0036.0000 Entry Fees	\$100.00
BOYS BASEBALL		1	213036	EF21-2577 3/31/2021	10.5.1501.642.0000.002.0036.0000 Entry Fees	\$100.00 24
Check #: 0						
						PO/InvoiceTotal: <u>\$700.00</u>
Check Group:						
IHSA Hillside (Proviso West) - Summer Fee		7	213128	EF21-2606 3/31/2021	10.5.1501.642.0000.003.0036.0000 Entry Fees	\$700.00
Check #: 0						
						PO/InvoiceTotal: <u>\$700.00</u>
						Vendor Total: <u>\$1,400.00</u>
INTERNATIONAL BACCALAUREATE	365188					
Check Group:						
IB DP Candidacy Fee for PEMSA		1	212568	11937594 1/4/2021	10.5.1651.640.0000.002.0016.0000 Dues And Fees	\$9,500.00
Check #: 0						
						PO/InvoiceTotal: <u>\$9,500.00</u>
						Vendor Total: <u>\$9,500.00</u>
IRON MOUNTAIN	353462					

Proviso Township High School District 209

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check Group:						
storage services blanket order 7/1/19 thru 6/30/20		1	210020	DMMM868 3/31/2021	10.5.2520.310.0000.001.0012.0000 Professional & Technical Services	\$1,908.31
Check #: 0						
PO/InvoiceTotal:						\$1,908.31
Vendor Total:						\$1,908.31
J C LICHT COMPANY	350196					
Check Group:						
STIX PRIMER-GREY (5 GAL)		4	213048	02112328 3/18/2021	20.5.2540.413.0000.004.2000.0000 Maintenance Supplies	\$935.76
SCUFF SEALER (5 GAL)		1	213048	02112328 3/18/2021	20.5.2540.413.0000.004.2000.0000 Maintenance Supplies	\$216.91
PROVISO BROWN EGG SHELL PAINT (5 GAL)		2	213048	02112328 3/18/2021	20.5.2540.413.0000.004.2000.0000 Maintenance Supplies	\$178.68 25
Check #: 0						
PO/InvoiceTotal:						\$1,331.35
Vendor Total:						\$1,331.35
JAMES BAJNER						
Check Group:						
CHRIST THE KING TEACHER MENTOR - PROCEDURES - VIDEO OBSERVATION AND DEBRIEF - 3/8-18/2021		1	212937	MAY21AP 3/18/2021	10.5.3700.390.0000.001.4300.0002 Purchased Svcs	\$128.00
Check #: 0						
PO/InvoiceTotal:						\$128.00
Vendor Total:						\$128.00
JAMES L. HENDERSON						
Check Group:						
Famous Dave's_Chat & Chew		1	212979	0000023489 4/2/2021	10.5.2310.323.0000.001.0050.0000 Food Non-Contracted	\$64.61

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Louie's Grill_Chat & Chew		1	212979	000041 4/2/2021	10.5.2310.323.0000.001.0050.0000 Food Non-Contracted	\$38.77
Panera_Interview lunch		1	212979	552012118 4/1/2021	10.5.2310.323.0000.001.0050.0000 Food Non-Contracted	\$44.49
Check #: 0						
PO/InvoiceTotal:						\$147.87
Check Group:						
Golden Steer Steakhouse_Chat & Chew		1	213040	000015 4/6/2021	10.5.2310.323.0000.001.0050.0000 Food Non-Contracted	\$60.15
Louie's Grill_Chat & Chew		1	213040	000048 4/12/2021	10.5.2310.323.0000.001.0050.0000 Food Non-Contracted	\$32.28
J Alexanders_Chat & Chew		1	213040	MAY21AP 4/8/2021	10.5.2310.323.0000.001.0050.0000 Food Non-Contracted	\$48.91
Bonefish Grill_Chat & Chew		1	213040	MAY21AP-2 4/11/2021	10.5.2310.323.0000.001.0050.0000 Food Non-Contracted	\$62.67 ²⁶
Check #: 0						
PO/InvoiceTotal:						\$204.01
Check Group:						
Chat n Chew_EI Asadero		1	213226	MAY21AP-3 4/28/2021	10.5.2310.323.0000.001.0050.0000 Food Non-Contracted	\$25.78
Chat n Chew_Jasons Deli		1	213226	MAY21AP-3 4/28/2021	10.5.2310.323.0000.001.0050.0000 Food Non-Contracted	\$37.13
Chat n Chew_J Alexanders		1	213226	MAY21AP-3 4/28/2021	10.5.2310.323.0000.001.0050.0000 Food Non-Contracted	\$76.28
Check #: 0						
PO/InvoiceTotal:						\$139.19
Vendor Total:						\$491.07

JEANINE SCHULTZ MEMORIAL SCHOOL 363971

Check Group:

Proviso Township High School District 209

Voucher Detail Listing

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
August 2020 Tuition		1	213161	08302006R1 9/1/2020	10.5.1912.670.0000.001.0394.0000 Tuition- OOD- Private	\$2,465.28
Check #: 0						
PO/InvoiceTotal:						\$2,465.28
Check Group: June 2020 ESY		1	213162	06302004-1 7/1/2020	10.5.1912.670.0000.001.0394.0000 Tuition- OOD- Private	\$1,643.52
Check #: 0						
PO/InvoiceTotal:						\$1,643.52
Vendor Total:						\$4,108.80
JENKINS, TIFFANY N						
Check Group: Tuition Reimbursement		1	213195	MAY21AP 4/16/2021	10.5.2640.230.0000.001.0325.0000 Tuition Reimbursement	\$3,627.00
Check #: 0						
PO/InvoiceTotal:						\$3,627.00
Vendor Total:						\$3,627.00
John Keal Music co. Inc.						
Check Group: Musician's Face Mask		100	212536	2010208 3/9/2021	10.5.1502.411.0000.002.0238.0000 Educational Supplies	\$750.00
French Horn Cover		2	212536	2010208 3/9/2021	10.5.1502.411.0000.002.0238.0000 Educational Supplies	\$40.00
Flute Cover (Full w/ Mask)		5	212536	2010208 3/9/2021	10.5.1502.411.0000.002.0238.0000 Educational Supplies	\$164.95
Clarinet Cover		6	212536	2010208 3/9/2021	10.5.1502.411.0000.002.0238.0000 Educational Supplies	\$120.00
Alto Sax Cover		7	212536	2010208 3/9/2021	10.5.1502.411.0000.002.0238.0000 Educational Supplies	\$175.00

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Bell Cover 26" Low Brass		4	212536	2010208 3/9/2021	10.5.1502.411.0000.002.0238.0000 Educational Supplies	\$100.00
Bell Cover 11" - Baritone		5	212536	2010208 3/9/2021	10.5.1502.411.0000.002.0238.0000 Educational Supplies	\$75.00
Bell Cover 8" - Trombone		15	212536	2010208 3/9/2021	10.5.1502.411.0000.002.0238.0000 Educational Supplies	\$225.00
Bell Cover 10" - Baritone		5	212536	2010208 3/9/2021	10.5.1502.411.0000.002.0238.0000 Educational Supplies	\$75.00
Bell Cover 5" - Trumpet		20	212536	2010208 3/9/2021	10.5.1502.411.0000.002.0238.0000 Educational Supplies	\$300.00

Check #: 0

PO/InvoiceTotal: \$2,024.95

Vendor Total: \$2,024.95

JOHNSON CONTROLS FIRE PROTECTION 350332

Check Group:

SOUND		1	212119	22135065 2/26/2021	20.5.2540.390.0000.002.2000.0000 Other Purchased Services	\$772.50
FIRE ALARM		1	212119	22135065 2/26/2021	20.5.2540.390.0000.002.2000.0000 Other Purchased Services	\$9,745.00
KITCHEN		1	212119	22135065 2/26/2021	20.5.2540.390.0000.002.2000.0000 Other Purchased Services	\$647.00

Check #: 0

PO/InvoiceTotal: \$11,164.50

Vendor Total: \$11,164.50

JOHNSON CONTROLS SECURITY SOLUTIONS 356935

Check Group:

fire alarm monitoring		1	211371	0903859 9/5/2020	20.5.2540.390.0000.003.2000.0000 Other Purchased Services	\$2,111.31
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Check #: 0

PO/InvoiceTotal: \$2,111.31

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Vendor Total:						\$2,111.31
KELLER KUSTOMS INC.	366545					
Check Group:						
Draw Bags with art		200	212995	MAY21AP 12/18/2020	10.5.1100.411.0000.002.0176.0000 Educational Supplies	\$1,198.00
Check #: 0						
PO/InvoiceTotal:						\$1,198.00
Vendor Total:						\$1,198.00
LANGUAGE TESTING INTERNATIONAL, INC.						
Check Group:						
Spanish AAPPL ILS - Adilene Samanta A - March 23, 2021		1	213109	L42829-IN 4/9/2021	10.5.2230.390.0000.001.0008.0000 Other Purchased Services	\$10.00
Spanish AAPPL IR - Adilene Samanta A - March 23, 2021		1	213109	L42829-IN 4/9/2021	10.5.2230.390.0000.001.0008.0000 Other Purchased Services	\$5.00 29
Check #: 0						
PO/InvoiceTotal:						\$15.00
Vendor Total:						\$15.00
LUSCOMBE MUSIC INC.						
Check Group:						
Jupiter JEP1020S Euphonium, silver-plated finish, 4-valve, includes mouthpiece and case		1	213060	9303 4/27/2021	10.5.3700.500.0000.001.4400.0002 Capital Outlay	\$2,397.85
Check #: 0						
PO/InvoiceTotal:						\$2,397.85
Vendor Total:						\$2,397.85
Margaret Eckburg						
Check Group:						
CHRIST THE KING TEACHER MENTOR - PROCEDURES - VIDEO OBSERVATION AND DEBRIEF - 3/8-18/2021		1	212943	MAY21AP 3/24/2021	10.5.3700.390.0000.001.4300.0002 Purchased Svcs	\$128.00

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check #: 0						
PO/InvoiceTotal:						\$128.00
Vendor Total:						\$128.00
MARTIN WHALEN OFFICE SOLUTIONS, INC.	365918					
Check Group:						
IN2623191 - 1/1/2021-1/31/2021		1	213221	IN2623191 2/4/2021	10.5.2660.410.0000.001.0014.0000 General Supplies	\$543.95
IN2658973 2/1/2021-2/28/2021		1	213221	IN2658973 3/8/2021	10.5.2660.410.0000.001.0014.0000 General Supplies	\$1,341.66
Check #: 0						
PO/InvoiceTotal:						\$1,885.61
Check Group:						
IN2597348 Overage charge 12/1/2020-12/31/2020		1	213222	IN2597348 1/10/2021	10.5.2660.410.0000.001.0014.0000 General Supplies	\$470.69 30
Check #: 0						
PO/InvoiceTotal:						\$470.69
Vendor Total:						\$2,356.30
MARYVILLE ACADEMY	356781					
Check Group:						
October Tuition (10 INVOICES)		1	213245	JS000225-1020 10/30/2020	10.5.4120.670.0000.001.0394.0000 Tuition- OOD- Public	\$58,807.76
Check #: 0						
PO/InvoiceTotal:						\$58,807.76
Vendor Total:						\$58,807.76
MATTHEW MEINDL						
Check Group:						
MATH REVIEWED QUARTERLY ASSESMENT - 2/16, 2/18, 2/23, 2/25, 3/2, 3/11, 3/16, 3/18/2021		1	212888	MAY21AP 3/22/2021	10.5.3700.390.0000.001.4300.0002 Purchased Svcs	\$320.00

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MATH ACT PREP - 2/17, 2/24, 3/3, 3/10/2021		1	212888	MAY21AP 3/22/2021	10.5.3700.390.0000.001.4300.0002 Purchased Svcs	\$256.00
					Check #: 0	
						PO/InvoiceTotal: \$576.00
						Vendor Total: \$576.00
MELISSA DATA CORPORATION						
Check Group:						
Occupant list ProvisoTownshipD209		56641	212939	5387927 3/23/2021	10.5.2660.390.0000.001.0014.0000 Other Purchased Services	\$566.41
					Check #: 0	
						PO/InvoiceTotal: \$566.41
						Vendor Total: \$566.41
MENTA ACADEMY OAK PARK						
Check Group:						
March Tuition EH		1	212934	SESINV-015353 3/26/2021	10.5.1912.670.0000.001.0394.0000 Tuition- OOD- Private	\$3,617.20
March Tuition AH		1	212934	SESINV-015353 3/26/2021	10.5.1912.670.0000.001.0394.0000 Tuition- OOD- Private	\$3,617.20
March Tuition AMF		1	212934	SESINV-015353 3/26/2021	10.5.1912.670.0000.001.0394.0000 Tuition- OOD- Private	\$1,808.60
March Tuition MH		1	212934	SESINV-015353 3/26/2021	10.5.1912.670.0000.001.0394.0000 Tuition- OOD- Private	\$3,617.20
					Check #: 0	
						PO/InvoiceTotal: \$12,660.20
						Vendor Total: \$12,660.20
Millennium Gear LLC						
Check Group:						
Home & Away Football Uniform		80	212698	0127 4/6/2021	10.5.1501.491.0000.002.0036.0000 Uniforms	\$8,278.00
					Check #: 0	

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						PO/InvoiceTotal: \$8,278.00
						Vendor Total: \$8,278.00
MOFFETT, ANDRE						
Check Group:						
Internship I : IL Principal Prep Prog - Concordia University		1	213067	MAY21AP 3/8/2021	10.5.2640.230.0000.001.0325.0000 Tuition Reimbursement	\$1,578.00
						Check #: 0
						PO/InvoiceTotal: \$1,578.00
						Vendor Total: \$1,578.00
MORTON EAST HIGH SCHOOL						
364611						
Check Group:						
TRACK AND FIELD G V		1	212961	MAY21AP 3/25/2021	10.5.1501.642.0000.002.0036.0000 Entry Fees	\$200.00 32
						Check #: 0
						PO/InvoiceTotal: \$200.00
						Vendor Total: \$200.00
MSC INDUSTRIAL SUPPLY CO.						
366537						
Check Group:						
3 PIECE SPI MACHINIST'S SET		33	212236	60004203 2/23/2021	10.5.1400.411.0000.003.3220.0002 Educational Supplies	\$2,483.37
						Check #: 0
						PO/InvoiceTotal: \$2,483.37
						Vendor Total: \$2,483.37
MUSIC & ARTS						
366702						
Check Group:						
Yamaha Alto Saxophones (YAS-480 Silver)		6	211800	INV025219662 12/29/2020	10.5.1502.700.0000.002.0238.0000 Non-Capitalized Equipment	\$11,550.00
						Check #: 0
						PO/InvoiceTotal: \$11,550.00

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Vendor Total:						\$11,550.00
NASSP	350913					
Check Group:						
NHS MEMBERSHIP		1	212962	9001462254 3/24/2021	10.5.1501.640.0000.002.0036.0000 Dues And Fees	\$385.00
Check #: 0						
PO/InvoiceTotal:						\$385.00
Vendor Total:						\$385.00
NCS PEARSON, INC	351589					
Check Group:						
BASC-3 QG Scoring		1	213172	13387371 4/21/2021	10.5.1200.411.0000.001.0393.0000 Educational Supplies	\$20.10
Check #: 0						
PO/InvoiceTotal:						\$20.10
Vendor Total:						\$20.10
NoRedInk						
Check Group:						
Training for teachers		1	213004	13329 4/16/2021	10.5.2210.312.0000.001.0010.0000 Professional Employee Training & Development Servi	\$500.00
Student license grade10		460	213004	13329 4/16/2021	10.5.2210.328.0000.001.0010.0000 Digital Licenses	\$6,900.00
Student license grade9		460	213004	13329 4/16/2021	10.5.2210.328.0000.001.0010.0000 Digital Licenses	\$6,900.00
7.5% Discount Applied - Student license grade10		460	213004	13329 4/16/2021	10.5.2210.328.0000.001.0010.0000 Digital Licenses	(\$517.50)
7.5% Discount Applied - Student license grade9		460	213004	13329 4/16/2021	10.5.2210.328.0000.001.0010.0000 Digital Licenses	(\$517.50)
Check #: 0						
PO/InvoiceTotal:						\$13,265.00
Vendor Total:						\$13,265.00

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OCCUPATIONAL HEALTH CENTERS OF ILLINOIS	366898					
Check Group:						
DOT Recert/DOT Physical Recertification-Keith Williams-Bus Driver		1	213068	1013043168 3/26/2021	10.5.2640.390.0000.001.0325.0000 Other Purchased Services	\$184.00
Check #: 0						
PO/InvoiceTotal:						\$184.00
Vendor Total:						\$184.00
ONTISAR FREELAIN						
Check Group:						
Tuition Reimbursement		1	213206	ID0979023 8/14/2020	10.5.2640.230.0000.001.0325.0000 Tuition Reimbursement	\$661.00
Check #: 0						
PO/InvoiceTotal:						\$661.00
Vendor Total:						\$661.00
OPTIMA PLUMBING SPLY	363579					
Check Group:						
battery faucet		10	212601	52526 3/30/2021	20.5.2540.413.0000.003.2000.0000 Maintenance Supplies	\$3,609.40
spud coup		20	212601	52526 3/30/2021	20.5.2540.413.0000.003.2000.0000 Maintenance Supplies	\$388.80
comp adapter		20	212601	52526 3/30/2021	20.5.2540.413.0000.003.2000.0000 Maintenance Supplies	\$269.40
sink faucet		1	212601	52526 3/30/2021	20.5.2540.413.0000.003.2000.0000 Maintenance Supplies	\$276.34
faucet hole cover		20	212601	52526 3/30/2021	20.5.2540.413.0000.003.2000.0000 Maintenance Supplies	\$74.60
Check #: 0						
PO/InvoiceTotal:						\$4,618.54
Check Group:						

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molded disc		24	212772	52527 3/30/2021	20.5.2540.413.0000.003.2000.0000 Maintenance Supplies	\$229.44
guide assembly		12	212772	52527 3/30/2021	20.5.2540.413.0000.003.2000.0000 Maintenance Supplies	\$94.08
handle repair kit		24	212772	52527 3/30/2021	20.5.2540.413.0000.003.2000.0000 Maintenance Supplies	\$165.12
diaphragm		24	212772	52527 3/30/2021	20.5.2540.413.0000.003.2000.0000 Maintenance Supplies	\$247.68
screw driver stop kit		4	212772	52527 3/30/2021	20.5.2540.413.0000.003.2000.0000 Maintenance Supplies	\$78.08
screw driver stop kit		2	212772	52527 3/30/2021	20.5.2540.413.0000.003.2000.0000 Maintenance Supplies	\$62.48
hinges		5	212772	52527 3/30/2021	20.5.2540.413.0000.003.2000.0000 Maintenance Supplies	\$230.60 35
top spud floor mountbowl		5	212772	52527 3/30/2021	20.5.2540.413.0000.003.2000.0000 Maintenance Supplies	\$1,271.90
push button cartridge		5	212772	52527 3/30/2021	20.5.2540.413.0000.003.2000.0000 Maintenance Supplies	\$443.80
vacuum breaker		2	212772	52527 3/30/2021	20.5.2540.413.0000.003.2000.0000 Maintenance Supplies	\$86.52
brass nut		20	212772	52527 3/30/2021	20.5.2540.413.0000.003.2000.0000 Maintenance Supplies	\$115.20
ss supply line		10	212772	52527 3/30/2021	20.5.2540.413.0000.003.2000.0000 Maintenance Supplies	\$71.40
ring gasket w/horn		5	212772	52527 3/30/2021	20.5.2540.413.0000.003.2000.0000 Maintenance Supplies	\$37.20
closet bolts		5	212772	52527 3/30/2021	20.5.2540.413.0000.003.2000.0000 Maintenance Supplies	\$26.30
solenoid repair kit		2	212772	52527 3/30/2021	20.5.2540.413.0000.003.2000.0000 Maintenance Supplies	\$332.64

Check #: 0

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: \$3,492.44
						Vendor Total: \$8,110.98
P. A. E. C. CENTER	350255					
Check Group:						
20/21 TECHNOLOGY COSTS		1	212950	14133 9/11/2020	10.5.4220.670.0000.001.0342.0000 Tuition- PAEC	\$123,749.26
						Check #: 0
						PO/InvoiceTotal: \$123,749.26
						Vendor Total: \$123,749.26
PERKINS & WILL, INC.	366688					
Check Group:						
SERVICES THRU APRIL 2, 2021- CAPITAL PROJECTS		1	213173	0182347 4/16/2021	60.5.2532.540.0000.001.0700.0000 Site Improvements & Infrastructure	\$90,478.02 36
						Check #: 0
						PO/InvoiceTotal: \$90,478.02
						Vendor Total: \$90,478.02
PM MUSIC CENTER	350257					
Check Group:						
Denis Wick DW5519 Black Aluminum Tuba Practice Mute		1	211055	0837096 11/18/2020	10.5.1502.411.0000.002.0238.0000 Educational Supplies	\$299.99
Denis Wick 5527 Black Aluminum Trombone Practice Mute		3	211055	1837882 11/18/2020	10.5.1502.411.0000.002.0238.0000 Educational Supplies	\$164.97
Denis Wick DW5512 Black Aluminum Euphonium Practice Mute		4	211055	1837882 11/18/2020	10.5.1502.411.0000.002.0238.0000 Educational Supplies	\$559.96
Denis Wick DW5530 Black Aluminum French Horn Practice Mute		2	211055	1837882 11/18/2020	10.5.1502.411.0000.002.0238.0000 Educational Supplies	\$115.98
Denis Wick DW5519 Black Aluminum Tuba Practice Mute		2	211055	1866047 3/24/2021	10.5.1502.411.0000.002.0238.0000 Educational Supplies	\$599.98
						Check #: 0

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PO/InvoiceTotal:						\$1,740.88
Check Group:						
Neo-Tech SSXLBKSW Extra-Long Sax Neck Strap with Swivel Hook		11	211498	1841500 12/9/2020	10.5.1502.411.0000.003.0238.0000 Educational Supplies	\$230.89
Bach 351-3C 3C Trumpet Mouthpiece		15	211498	1842782 12/15/2020	10.5.1502.411.0000.003.0238.0000 Educational Supplies	\$839.25
Bach 341-6.5AL 6.5AL Large Shank Trombone Mouthpiece		6	211498	1842782 12/15/2020	10.5.1502.411.0000.003.0238.0000 Educational Supplies	\$437.70
Bach 3506HAL 6.5AL Small Shank Trombone Mouthpiece		20	211498	1842782 12/15/2020	10.5.1502.411.0000.003.0238.0000 Educational Supplies	\$1,399.00
Check #: 0						
PO/InvoiceTotal:						\$2,906.84
Check Group:						
Getzen Trombone Repair		1	211801	1595252 12/28/2020	10.5.1502.320.0000.002.0238.0000 Repairs & Maintenance	\$183.00
Jupiter Trombone Repair		1	211801	1595264 2/9/2021	10.5.1502.320.0000.002.0238.0000 Repairs & Maintenance	\$143.00
Olds Cornet Repair		1	211801	1718319 12/23/2020	10.5.1502.320.0000.002.0238.0000 Repairs & Maintenance	\$67.00
Yamaha Silver Plated Fluglehorn Repair		1	211801	1718322 12/23/2020	10.5.1502.320.0000.002.0238.0000 Repairs & Maintenance	\$83.00
Yamaha Trombone Repair		1	211801	1718349 1/19/2021	10.5.1502.320.0000.002.0238.0000 Repairs & Maintenance	\$128.00
Marching Baritone Repair (998641)		1	211801	1823565 12/28/2020	10.5.1502.320.0000.002.0238.0000 Repairs & Maintenance	\$180.00
King Sousaphone Repair		1	211801	1823567 1/25/2021	10.5.1502.320.0000.002.0238.0000 Repairs & Maintenance	\$516.00
Bach Marching Baritone Repair		1	211801	1823568 1/18/2021	10.5.1502.320.0000.002.0238.0000 Repairs & Maintenance	\$210.00

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King Marching Baritone Repair		1	211801	1823570 12/29/2020	10.5.1502.320.0000.002.0238.0000 Repairs & Maintenance	\$120.00
Marching Only Euphonium - Silver Repair		1	211801	1823573 1/5/2021	10.5.1502.320.0000.002.0238.0000 Repairs & Maintenance	\$404.86
Yamaha Tuba Repair		1	211801	1823581 12/29/2020	10.5.1502.320.0000.002.0238.0000 Repairs & Maintenance	\$165.00
Check #: 0						
						PO/InvoiceTotal: \$2,199.86
						Vendor Total: \$6,847.58
POWERSCHOOL GROUP LLC	365925					
Check Group:						
Master Schedule Building Workshop		1	212451	INV252794 3/18/2021	10.5.2410.302.0000.002.0011.0000 Professional Services - (Consultants)	\$4,000.00
						38
Check #: 0						
						PO/InvoiceTotal: \$4,000.00
						Vendor Total: \$4,000.00
PREFERRED PRINTING & GRAPHICS INC						
Check Group:						
16 page Setting The Record Straight Booklet, finished size 8 1/2X11 with saddle stitch on long edge		1	213011	MAY21AP 4/6/2021	10.5.2633.345.0000.001.0340.0000 Postage/Stamps	\$7,817.50
Check #: 0						
						PO/InvoiceTotal: \$7,817.50
						Vendor Total: \$7,817.50
PRO-AM TEAM SPORTS						
Check Group:						
Football Helmets		80	211972	AAF014899 1/18/2021	10.5.1501.410.0000.002.0036.0000 General Supplies	\$21,600.00
Check #: 0						
						PO/InvoiceTotal: \$21,600.00

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Check Group:						
Schutt F7 VTD Collegiate Football Helmet		40	212197	AAF014943 1/27/2021	10.5.1501.410.0000.002.0036.0000 General Supplies	\$10,800.00
					Check #: 0	
					PO/InvoiceTotal:	\$10,800.00
Check Group:						
BASE AND MAT SHEETS		2	212639	AAQ003798 2/22/2021	10.5.1501.410.0000.002.0036.0000 General Supplies	\$270.00
					Check #: 0	
					PO/InvoiceTotal:	\$270.00
Check Group:						
FACE MASK		0	212640	AAF015078-2 3/1/2021	10.5.1501.491.0000.002.0036.0000 Uniforms	\$75.60 39
					Check #: 0	
					PO/InvoiceTotal:	\$75.60
Check Group:						
20S, 15M, 10L, 10XL Girdles		55	212697	AAF015160 3/15/2021	10.5.1501.410.0000.002.0036.0000 General Supplies	\$1,925.00
10 XXL Girdles		10	212697	AAF015160 3/15/2021	10.5.1501.410.0000.002.0036.0000 General Supplies	\$400.00
10 XXXL Girdles		10	212697	AAF015160 3/15/2021	10.5.1501.410.0000.002.0036.0000 General Supplies	\$400.00
					Check #: 0	
					PO/InvoiceTotal:	\$2,725.00
Check Group:						
Helmet Decals		240	212869	AAF015282 3/30/2021	10.5.1501.410.0000.002.0036.0000 General Supplies	\$1,440.00
					Check #: 0	
					PO/InvoiceTotal:	\$1,440.00
Check Group:						

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Tennis Court Squeegee		2	212974	AAF015342 4/6/2021	10.5.1501.410.0000.002.0036.0000 General Supplies	\$186.92
Check #: 0						
PO/InvoiceTotal:						\$186.92
Check Group: Soccer Goals		1	212975	AAF015124 3/5/2021	10.5.1501.410.0000.002.0036.0000 General Supplies	\$4,999.00
Check #: 0						
PO/InvoiceTotal:						\$4,999.00
Vendor Total:						\$42,096.52
PRODUCTION DISTRIBUTION COMPANIES INC						
Check Group:						
LED Retrofit 13DD/841		50	212096	0071752-IN 2/23/2021	20.5.2540.413.0000.004.2000.0000 Maintenance Supplies	\$367.40
LED Retrofit 13Ds/841		50	212096	0071752-IN 2/23/2021	20.5.2540.413.0000.004.2000.0000 Maintenance Supplies	\$357.50
LED Retrofit for CF32DT/E/IN/841-ECC		48	212096	0071752-IN 2/23/2021	20.5.2540.413.0000.004.2000.0000 Maintenance Supplies	\$900.00
Check #: 0						
PO/InvoiceTotal:						\$1,624.82
Vendor Total:						\$1,624.82
Professional Development Alliance						
Check Group:						
On-line Administrators PD		1	213078	4738 3/5/2021	10.5.2210.312.0000.001.0010.0000 Professional Employee Training & Development Servi	\$400.00
Check #: 0						
PO/InvoiceTotal:						\$400.00
Vendor Total:						\$400.00
Pure Data Consulting						
Check Group:						

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Invoice-1435 PowerSchool Support - PowerSchool Management - PowerSchool Customization - Support with Student application Integration - Consultation		1	213223	1435 4/1/2021	10.5.2660.302.0000.001.0014.0000 Professional Services - (Consultants)	\$8,250.00
Check #: 0						PO/InvoiceTotal: \$8,250.00
Check Group:						
Invoice 1405-PowerSchool Support - PowerSchool Management - PowerSchool Customization - Support with Student application Integration - Consultation		1	213224	1405 3/1/2021	10.5.2660.302.0000.001.0014.0000 Professional Services - (Consultants)	\$8,250.00
Check #: 0						PO/InvoiceTotal: \$8,250.00
						Vendor Total: \$16,500.00
						41
REBECCA JANKE						
Check Group:						
CHRIST THE KING TEACHER MENTOR - PROCEDURES - VIDEO OBSERVATION AND DEBRIEF - 3/8-18/2021		1	212938	MAY21AP 3/24/2021	10.5.3700.390.0000.001.4300.0002 Purchased Svcs	\$128.00
Check #: 0						PO/InvoiceTotal: \$128.00
						Vendor Total: \$128.00
RIVERA, RACHEL D						
Check Group:						
PAYROLL CONSULT		14.5	213121	MAY21AP 4/17/2021	10.5.2520.390.0000.001.0012.0000 Other Purchased Services	\$503.44
Check #: 0						PO/InvoiceTotal: \$503.44
						Vendor Total: \$503.44
RIVEREDGE HOSPITAL						
Check Group:						
350304						

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Hospital Tutoring		1	213181	20210557 4/2/2021	10.5.1200.390.0000.001.0393.0000 Other Purchased Services	\$300.00
Hospital Tutoring		1	213181	20210592 4/8/2021	10.5.1200.390.0000.001.0393.0000 Other Purchased Services	\$350.00
Check #: 0						
PO/InvoiceTotal:						\$650.00
Vendor Total:						\$650.00
Robert Bosch Tool Corporation						
Check Group:						
Dremel 3D Printers		3	212273	71374663 2/25/2021	10.5.1400.700.0000.003.4745.0002 Non-Capitalized Equipment	\$3,777.30
Check #: 0						
PO/InvoiceTotal:						\$3,777.30
Check Group:						
PLA-WHI-01 - Filament 3D PLA WHITE,		13	212274	71379590 3/2/2021	10.5.1400.411.0000.003.4745.0002 Educational Supplies	\$350.87
PLA-BLA-01 - Filament 3D PLA Black,		13	212274	71379590 3/2/2021	10.5.1400.411.0000.003.4745.0002 Educational Supplies	\$350.87
PLA-RED-01 - Filament 3D PLA Red,		13	212274	71379590 3/2/2021	10.5.1400.411.0000.003.4745.0002 Educational Supplies	\$350.87
PLA-ORA-01 - Filament 3D PLA Orange,		13	212274	71379590 3/2/2021	10.5.1400.411.0000.003.4745.0002 Educational Supplies	\$350.87
PLA-YEL-01 - Filament 3D PLA Yellow,		13	212274	71379590 3/2/2021	10.5.1400.411.0000.003.4745.0002 Educational Supplies	\$350.87
PLA-GRE-01 - Filament 3D PLA Green,		13	212274	71379590 3/2/2021	10.5.1400.411.0000.003.4745.0002 Educational Supplies	\$350.87
PLA-BLU-01 - Filament 3D PLA Blue,		12	212274	71379590 3/2/2021	10.5.1400.411.0000.003.4745.0002 Educational Supplies	\$323.88
PLA-PUR-01 - Filament 3D PLA Purple,		12	212274	71379590 3/2/2021	10.5.1400.411.0000.003.4745.0002 Educational Supplies	\$323.88

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Filament 3D PLA Pink,		12	212274	71379590 3/2/2021	10.5.1400.411.0000.003.4745.0002 Educational Supplies	\$323.88
Filament 3D PLA Silver,		12	212274	71379590 3/2/2021	10.5.1400.411.0000.003.4745.0002 Educational Supplies	\$323.88
Filament 3D PLA Gold,		12	212274	71379590 3/2/2021	10.5.1400.411.0000.003.4745.0002 Educational Supplies	\$323.88
PLA-TRA-01 - Filament 3D PLA Translucent,		12	212274	71379590 3/2/2021	10.5.1400.411.0000.003.4745.0002 Educational Supplies	\$323.88
Check #: 0						
PO/InvoiceTotal:						\$4,048.50
Vendor Total:						\$7,825.80
ROCKFORD BOARD OF EDUCATION	364839					
Check Group:						43
Hospital Tutoring - BV		22	212964	006295 3/18/2021	10.5.1200.390.0000.001.0393.0000 Other Purchased Services	\$1,692.46
Check #: 0						
PO/InvoiceTotal:						\$1,692.46
Vendor Total:						\$1,692.46
RUSSO'S POWER EQUIPMENT	363000					
Check Group:						
CHEETAH RIDING LAWN MOWER REPAIRS - SERVICE QUOTE #SVQ10013960		1	210995	PSI10028326 3/16/2021	20.5.2540.700.0000.002.2000.0000 Non-Capitalized Equipment	\$582.47
Check #: 0						
PO/InvoiceTotal:						\$582.47
Check Group:						
carburetor		1	212778	SPI10601310 4/7/2021	20.5.2540.413.0000.003.2000.0000 Maintenance Supplies	\$177.22
Check #: 0						
PO/InvoiceTotal:						\$177.22

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Vendor Total:						\$759.69
SHAY'S SWEET SHOP						
Check Group:						
BOE Meeting_Assorted Cupcakes		1	213228	49 4/27/2021	10.5.2310.323.0000.001.0050.0000 Food Non-Contracted	\$247.50
Check #: 0						
PO/InvoiceTotal:						\$247.50
Check Group:						
BOE Meeting_Assorted Cupcakes		1	213248	55 4/27/2021	10.5.2310.323.0000.001.0050.0000 Food Non-Contracted	\$247.50
Check #: 0						
PO/InvoiceTotal:						\$247.50
Vendor Total:						\$495.00
Sheffield Safety & Loss Control, LLC						
Check Group:						
safety walk thru		1	213061	20068086 10/8/2020	20.5.2540.390.0000.003.2000.0000 Other Purchased Services	\$350.00
Check #: 0						
PO/InvoiceTotal:						\$350.00
Vendor Total:						\$350.00
SNAP-ON INDUSTRIAL						
Check Group:						
8PC COMBO INS S/GR RED SD SET	350336	5	212328	ARV/47154469 2/26/2021	10.5.1400.411.0000.002.3220.0002 Educational Supplies	\$615.95
SHIPPING		1	212328	ARV/47154469 2/26/2021	10.5.1400.411.0000.002.3220.0002 Educational Supplies	\$31.53
1/2DR 80T STD IND RAT		2	212328	ARV/47162008 3/1/2021	10.5.1400.411.0000.002.3220.0002 Educational Supplies	\$210.00
PLIERS		1	212328	ARV/47162008 3/1/2021	10.5.1400.411.0000.002.3220.0002 Educational Supplies	\$30.98

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RAT S/GR STD RED SD		1	212328	ARV/47162008 3/1/2021	10.5.1400.411.0000.002.3220.0002 Educational Supplies	\$64.64
VIDEO INSPECTION SCOPE		1	212328	ARV/47162008 3/1/2021	10.5.1400.411.0000.002.3220.0002 Educational Supplies	\$251.68
10PC LNG L/SHP HX WRSET		1	212328	ARV/47162008 3/1/2021	10.5.1400.411.0000.002.3220.0002 Educational Supplies	\$59.86
POWRENCH 500FT LB 1/2IN DR		1	212328	ARV/47162008 3/1/2021	10.5.1400.411.0000.002.3220.0002 Educational Supplies	\$499.00
12v ENGINE STARTER		1	212328	ARV/47288898 3/11/2021	10.5.1400.411.0000.002.3220.0002 Educational Supplies	\$298.35
Check #: 0						
PO/InvoiceTotal:						\$2,061.99
Vendor Total:						\$2,061.49
SOARING EAGLE ACADEMY	366502					
Check Group:						
December Tuition SM		1	212927	20645 12/18/2020	10.5.1912.670.0000.001.0394.0000 Tuition- OOD- Private	\$5,641.02
January Tuition SM		1	212927	20688 1/29/2021	10.5.1912.670.0000.001.0394.0000 Tuition- OOD- Private	\$7,655.67
Check #: 0						
PO/InvoiceTotal:						\$13,296.69
Check Group:						
March21 Tuition SM		1	212928	20789 3/26/2021	10.5.1912.670.0000.001.0394.0000 Tuition- OOD- Private	\$8,058.60
Check #: 0						
PO/InvoiceTotal:						\$8,058.60
Vendor Total:						\$21,355.29
SOUTH SIDE CONTROL SUPPLY	350339					
Check Group:						

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selector switch		1	212239	S100671018.001 3/2/2021	20.5.2540.413.0000.003.2000.0000 Maintenance Supplies	\$30.50
Check #: 0						
PO/InvoiceTotal:						\$30.50
Vendor Total:						\$30.50
SOUTHWEST TOWN MECHANICAL SERVICES						
Check Group:						
checked auto shop compressor		1	212866	SI2059658 3/3/2021	20.5.2540.390.0000.003.2000.0000 Other Purchased Services	\$433.00
Check #: 0						
PO/InvoiceTotal:						\$433.00
Vendor Total:						\$433.00
SPIRIT PRODUCTS 355818						
Check Group:						
Black/White Basketball Jersey Augusta 1730		3	213000	34241 4/9/2021	10.5.2310.390.0000.001.0050.0000 Other Purchased Services	\$75.00
Ladies Black/White Basketball Jersey Augusta 1732		4	213000	34241 4/9/2021	10.5.2310.390.0000.001.0050.0000 Other Purchased Services	\$100.00
Extended Size		2	213000	34241 4/9/2021	10.5.2310.390.0000.001.0050.0000 Other Purchased Services	\$4.00
Shipping		1	213000	34241 4/9/2021	10.5.2310.390.0000.001.0050.0000 Other Purchased Services	\$10.32
Check #: 0						
PO/InvoiceTotal:						\$189.32
Vendor Total:						\$189.32
STAPLES ADVANTAGE 351890						
Check Group:						
EPSON 324 MAGENTA INK CART		3	213001	8061980308 4/17/2021	10.5.1100.410.0000.004.0328.0000 General Supplies	\$49.47

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EPSON 324 ORANGE INK CART		3	213001	8061980308 4/17/2021	10.5.1100.410.0000.004.0328.0000 General Supplies	\$39.11
EPSON 324 RED INK CART		3	213001	8061980308 4/17/2021	10.5.1100.410.0000.004.0328.0000 General Supplies	\$49.47
EPSON 324 YELLOW INK CART		3	213001	8061980308 4/17/2021	10.5.1100.410.0000.004.0328.0000 General Supplies	\$49.47
ESPON 324 PH BLK INK CART		3	213001	8061980308 4/17/2021	10.5.1100.410.0000.004.0328.0000 General Supplies	\$49.47
EPSON 324 BLK MT INK CART		3	213001	8061980308 4/17/2021	10.5.1100.410.0000.004.0328.0000 General Supplies	\$49.47
EPSON 324 CYAN STD INK CART		3	213001	8061980308 4/17/2021	10.5.1100.410.0000.004.0328.0000 General Supplies	\$49.47
Check #: 0						
PO/InvoiceTotal:						<u>47</u> \$335.93
Check Group:						
Texas Instruments TI-84 Plus EZ Spot Teacher Pack, Yellow, 10-Pack		3	213032	8061980308-4 4/17/2021	10.5.1100.411.0000.004.0380.0000 Educational Supplies	\$2,639.97
Check #: 0						
PO/InvoiceTotal:						<u>41</u> \$2,639.97
Check Group:						
tru red pocket highlighter with grip yellow		3	213056	8061980308-2 4/17/2021	10.5.2520.410.0000.001.0012.0000 General Supplies	\$11.10
bic soft retractable ballpoint pen, medium assorted ink		1	213056	8061980308-2 4/17/2021	10.5.2520.410.0000.001.0012.0000 General Supplies	\$12.23
swiffer cloth multi surface cleaners		6	213056	8061980308-2 4/17/2021	10.5.2520.410.0000.001.0012.0000 General Supplies	\$89.94
bic wite out ez correct correction tape white		3	213056	8061980308-2 4/17/2021	10.5.2520.410.0000.001.0012.0000 General Supplies	\$34.47
Dymo labelwriter 450 desktop label printer		3	213056	8061980308-3 4/17/2021	10.5.2520.410.0000.001.0012.0000 General Supplies	\$327.57

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check #: 0						
PO/InvoiceTotal:						\$475.31
Vendor Total:						\$3,451.21
STREAMWOOD BEHAVIORAL HLTH CTR	351426					
Check Group:						
MARCH TUITION 20 DAYS DT		1	213186	4558 3/31/2021	10.5.1912.670.0000.001.0394.0000 Tuition- OOD- Private	\$4,218.60
Check #: 0						
PO/InvoiceTotal:						\$4,218.60
Check Group:						
HOMEBOUND HOSPITAL TUTORING - 5 DAYS		1	213187	13347 3/25/2021	10.5.1200.390.0000.001.0393.0000 Other Purchased Services	\$175.00
HOMEBOUND HOSPITAL TUTORING - 9 DAYS		1	213187	13962 1/28/2021	10.5.1200.390.0000.001.0393.0000 Other Purchased Services	\$315.00 48
Check #: 0						
PO/InvoiceTotal:						\$490.00
Vendor Total:						\$4,708.60
TANAKA, REBECCA JEANINE						
Check Group:						
Tuition Reimbursement		1	213196	HQ0801057 4/12/2021	10.5.2640.230.0000.001.0325.0000 Tuition Reimbursement	\$1,203.75
Check #: 0						
PO/InvoiceTotal:						\$1,203.75
Vendor Total:						\$1,203.75
TAYLOR JR, L T						
Check Group:						
REIMBURSEMENT FOR 2021 B.O.C MAINTENANCE CREDENTIAL CERTIFICATION		1	213123	MAY21AP 3/30/2021	20.5.2540.312.0000.004.2000.0000 Professional Employee Training & Development Servi	\$75.00
Check #: 0						

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: \$75.00
						Vendor Total: \$75.00
THE ACHIEVEMENT CENTERS INC.	356616					
Check Group:						
MARCH TUITION 17 DAYS KH		1	213188	43113 3/31/2021	10.5.1912.670.0000.001.0394.0000 Tuition- OOD- Private	\$2,611.03
MARCH TUITION 17 DAYS IC		1	213188	43114 3/31/2021	10.5.1912.670.0000.001.0394.0000 Tuition- OOD- Private	\$2,611.03
						Check #: 0
						PO/InvoiceTotal: \$5,222.06
						Vendor Total: \$5,222.06
THE HOPE SCHOOL						
Check Group:						49
MARCH TUITION 2 STUDENTS		1	213203	37139; 37185 4/6/2021	10.5.1912.670.0000.001.0394.0000 Tuition- OOD- Private	\$10,858.96
						Check #: 0
						PO/InvoiceTotal: \$10,858.96
						Vendor Total: \$10,858.96
TIMEKA GARNETT	367045					
Check Group:						
SATURDAY TUTORING - 2/20, 2/27, 3/6, 3/13, 3/20/2021		1	212929	MAY21AP 3/24/2021	10.5.3700.390.0000.001.4300.0002 Purchased Svcs	\$480.00
						Check #: 0
						PO/InvoiceTotal: \$480.00
						Vendor Total: \$480.00
TRIMARK MARLINN LLC	366118					
Check Group:						
CONVERYOR		1	212330	2723832 3/30/2021	10.5.1400.411.0000.002.4745.0002 Educational Supplies	\$420.02
						Check #: 0

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						PO/InvoiceTotal: \$420.02
						Vendor Total: \$420.02
TROXELL COMMUNICATIONS	351196					
Check Group:						
AVCCAM HANDHELD MEMORY CARD CAMERA RECOR		1	211685	273330 2/25/2021	10.5.1501.700.0000.002.0036.0000 Non-Capitalized Equipment	\$1,175.00
						Check #: 0
						PO/InvoiceTotal: \$1,175.00
						Vendor Total: \$1,175.00
TRUGREEN COMMERCIAL						
Check Group:						
fertilizer,broadleaf weed		1	210454	127805863 8/27/2020	20.5.2540.390.0000.003.2000.0000 Other Purchased Services	\$141.00 50
						Check #: 0
						PO/InvoiceTotal: \$141.00
						Vendor Total: \$141.00
ULINE						
Check Group:						
BLACK CROWD CONTROL POSTS W/ RETRACTABLE BELT		30	212416	130895266 3/4/2021	20.5.2540.412.0000.004.2100.0000 Custodial Supplies	\$3,369.43
						Check #: 0
						PO/InvoiceTotal: \$3,369.43
						Vendor Total: \$3,369.43
UNIQUE PRODUCTS	356847					
Check Group:						
hand cleaner		1	211659	402161 4/12/2021	20.5.2540.413.0000.003.2000.0000 Maintenance Supplies	\$91.42
						Check #: 0

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						PO/InvoiceTotal:
Check Group:						\$91.42
AX99 AX-IT BASEBOARD STRIPPER		10	212176	409764 4/13/2021	20.5.2540.412.0000.004.2000.0000 Custodial Supplies	\$355.80
						Check #: 0
						PO/InvoiceTotal:
Check Group:						\$355.80
PRO LYSOL BRAND III DISINF SPR		10	212243	407307 4/14/2021	20.5.2540.412.0000.004.2100.0000 Custodial Supplies	\$980.00
						Check #: 0
						PO/InvoiceTotal:
Check Group:						\$980.00
PRO LYSOL BRAND III DISINF SPR RAC74828CT 10 98.00 \$980.00 Y 19OZ LINEN 12 * SDS REC74828_CASE Required *		10	212404	405720-1 4/14/2021	20.5.2540.412.0000.004.2100.0000 Custodial Supplies	\$980.00
						Check #: 0
						PO/InvoiceTotal:
Check Group:						\$980.00
HEIGHT ADJUSTABLE BASE		1	212614	408251-1 4/15/2021	60.5.2532.405.0000.002.0700.0000 Furniture	\$855.88
						Check #: 0
						PO/InvoiceTotal:
Check Group:						\$855.88
MICROLAUNDRY DETERGENT		2	212827	408623 4/19/2021	20.5.2540.412.0000.004.2000.0000 Custodial Supplies	\$220.80
5 GAL PAIL PUMP		1	212827	408623 4/19/2021	20.5.2540.412.0000.004.2000.0000 Custodial Supplies	\$10.00
						Check #: 0
						PO/InvoiceTotal:
						\$230.80

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Check Group:						
INFRARED HANDHELD THERMOMETER, GN1IT0808EA 100 28.95 \$2,895.00 DIGITAL		100	213033	408993 4/15/2021	20.5.2540.412.0000.001.2100.0000 Custodial Supplies	\$2,895.00
Check #: 0						
PO/InvoiceTotal:						\$2,895.00
Check Group:						
BRUSH, EXTRACTOR, 4"OD, 26"L		1	213057	406830 4/16/2021	20.5.2540.413.0000.004.2000.0000 Maintenance Supplies	\$202.00
ASM, BRUSH END, NON-DRIVE		1	213057	406830 4/16/2021	20.5.2540.413.0000.004.2000.0000 Maintenance Supplies	\$116.00
Check #: 0						
PO/InvoiceTotal:						\$318.00
						52
Check Group:						
KEEPERS FIEND SCOURING POWDER (21oz. 12 CANS)		1	213058	409135 4/16/2021	20.5.2540.412.0000.004.2000.0000 Custodial Supplies	\$25.93
Check #: 0						
PO/InvoiceTotal:						\$25.93
Vendor Total:						\$6,732.83
US BANK	353426					
Check Group:						
copier lease blanket order/CONTRACT - APRIL 2021		1	210028	438391609 4/28/2021	10.5.2660.301.0000.001.0014.0000 Lease	\$7,985.24
Check #: 0						
PO/InvoiceTotal:						\$7,985.24
Vendor Total:						\$7,985.24
VANS ENTERPRISES LTD	351395					
Check Group:						
durastripe white aerosol		6	212615	10771 4/5/2021	20.5.2540.413.0000.003.2000.0000 Maintenance Supplies	\$261.00

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ecostripe white aerosol		6	212615	10771 4/5/2021	20.5.2540.413.0000.003.2000.0000 Maintenance Supplies	\$220.50
linstripe yellow		12	212615	10771 4/5/2021	20.5.2540.413.0000.003.2000.0000 Maintenance Supplies	\$1,335.00
shipping		1	212615	10771 4/5/2021	20.5.2540.413.0000.003.2000.0000 Maintenance Supplies	\$75.00
Check #: 0						
PO/InvoiceTotal:						\$1,891.50
Vendor Total:						\$1,891.50
VERNIER SOFTWARE & TECHNOLOGY	350385					
Check Group:						
Go Direct Spectro Vis Plus Battery		12	212616	5390326 3/22/2021	10.5.1100.411.0000.003.0380.0000 Educational Supplies	\$242.45
Check #: 0						53
PO/InvoiceTotal:						\$242.45
Vendor Total:						\$242.45
VILLAGE OF FOREST PARK	359066					
Check Group:						
water blanket order(1/21-2/23)		1	210090	MAY21AP 2/26/2021	20.5.2540.370.0000.004.2000.0000 Water/Sewer Service	\$660.59
Check #: 0						
PO/InvoiceTotal:						\$660.59
Vendor Total:						\$660.59
VILLAGE OF HILLSIDE	350389					
Check Group:						
WATER ACCT 004003700000		1	210029	MAY21AP 4/1/2021	20.5.2540.370.0000.003.2000.0000 Water/Sewer Service	\$10,774.45
WATER ACCT 004003600000		1	210029	MAYAP21 4/1/2021	20.5.2540.370.0000.003.2000.0000 Water/Sewer Service	\$22,957.25
Check #: 0						

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						PO/InvoiceTotal: <u>\$33,731.70</u>	
						Vendor Total: <u>\$33,731.70</u>	
VILLAGE OF MAYWOOD	350391						
Check Group:							
WATER ACCT 427401507-00		1	210010	MAY21AP 3/29/2021	20.5.2540.370.0000.002.2000.0000 Water/Sewer Service	\$34.14	
water ACCT 427402011-00		1	210010	MAY21AP-1 3/29/2021	20.5.2540.370.0000.002.2000.0000 Water/Sewer Service	\$1,035.58	
WATER ACCT 427402005-10		1	210010	MAY21AP-2 3/19/2021	20.5.2540.370.0000.002.2000.0000 Water/Sewer Service	\$5,769.66	
WATER ACCT 427402500-00		1	210010	MAY21AP-3 3/19/2021	20.5.2540.370.0000.002.2000.0000 Water/Sewer Service	\$1,172.14	
WATER ACCT 427402010-10		1	210010	MAY21AP-4 3/29/2021	20.5.2540.370.0000.002.2000.0000 Water/Sewer Service	\$34.14 54	
WATER ACCT 427401508-00		1	210010	MAY21AP-5 3/23/2021	20.5.2540.370.0000.002.2000.0000 Water/Sewer Service	\$34.14	
WATER ACCT 427402004-02		1	210010	MAY21AP-6 3/19/2021	20.5.2540.370.0000.002.2000.0000 Water/Sewer Service	\$864.88	
Check #: 0							
						PO/InvoiceTotal: <u>\$8,944.68</u>	
						Vendor Total: <u>\$8,944.68</u>	
WAREHOUSE DIRECT	353427						
Check Group:							
Jumbo Steel Storage Cabinet, 48w x 24d x 78h, Black		1	210957	4778482-0 9/30/2020	10.5.1501.700.0000.003.0036.0000 Non-Capitalized Equipment	\$1,104.72	
Check #: 0							
						PO/InvoiceTotal: <u>\$1,104.72</u>	
Check Group:							

Proviso Township High School District 209

Voucher Detail Listing

Voucher Batch Number: 1299

05/11/2021

Fiscal Year: 2020-2021

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Safety Works - Clear Lenses, Frameless Safety Glasses – Uncoated Lenses, Clear Plastic Frame, Size Universal, Over the Glasses		25	212334	4901224-1 3/5/2021	10.5.1400.411.0000.003.3220.0002 Educational Supplies	\$59.75
Do it Best- File Handles & Holders Product Type: Handle Handle/Holder Material: Wood Attachment Type: Push-On Overall Length (Inch): 4-3/4 File Size Compatibility (Inch): 8-10 PSC Code: 5120		19	212334	4901224-1 3/5/2021	10.5.1400.411.0000.003.3220.0002 Educational Supplies	\$85.50
Do it best - Tool Box Vinyl Drawer Liner – 22-1/2" Wide x 115" Deep, Black, For All Cabinets, All Chests, All Tool Boxes		6	212334	4901224-1 3/5/2021	10.5.1400.411.0000.003.3220.0002 Educational Supplies	\$90.30
Do it Best- File Handles & Holders Product Type: Handle Handle/Holder Material: Wood Attachment Type: Push-On Overall Length (Inch): 4-3/4 File Size Compatibility (Inch): 8-10 PSC Code: 5120		1	212334	4901224-2 3/12/2021	10.5.1400.411.0000.003.3220.0002 Educational Supplies	\$4.50 55
Notrax - 5' Long x 30" Wide x 7/8" Thick Dry/Wet Environment Heavy Duty Anti-Fatigue Matting – Traction Blades Pattern, Black with Yellow Borders, Vinyl Surface with Vinyl Base, Beveled on 3 Sides		16	212334	4901252-0 3/25/2021	10.5.1400.411.0000.003.3220.0002 Educational Supplies	\$1,695.68
Stanley GearWrench - 4 Piece Plier Set –		8	212334	4901290-0 3/30/2021	10.5.1400.411.0000.003.3220.0002 Educational Supplies	\$470.16
Stanley - 18 oz Head 1-1/2" Face Diam Rubber Dead Blow Hammer – 11-1/4" OAL, Rubber-Covered Steel Handle		12	212334	4901290-0 3/30/2021	10.5.1400.411.0000.003.3220.0002 Educational Supplies	\$522.72
Stanley 6 screw Driver		8	212334	4901290-0 3/30/2021	10.5.1400.411.0000.003.3220.0002 Educational Supplies	\$60.00
Stanley - 10 Piece Slotted, Phillips, Offset & Stubby Screwdriver Set – Bit Sizes: Phillips #1 & #2		8	212334	4901290-0 3/30/2021	10.5.1400.411.0000.003.3220.0002 Educational Supplies	\$155.52
Irwin- 4 Piece, 6" to 12", Adjustable Wrench Set – Inch Measurement Standard, Chrome Finish		8	212334	4901637-0 3/18/2021	10.5.1400.411.0000.003.3220.0002 Educational Supplies	\$506.00

Proviso Township High School District 209

Voucher Detail Listing

Voucher Batch Number: 1299

05/11/2021

Fiscal Year: 2020-2021

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
United Abrasive - 6" Wide x 48" OAL, 240 Grit, Aluminum Oxide Abrasive Belt – Aluminum Oxide, Very Fine, Coated, X Weighted Cloth Backing,		1	212334	4908839-0 3/15/2021	10.5.1400.411.0000.003.3220.0002 Educational Supplies	\$74.55
United Abrasive - 6" Wide x 48" OAL, 80 Grit, Aluminum Oxide Abrasive Belt – Aluminum Oxide, Medium, Coated, X Weighted Cloth Backing, Series R228		1	212334	4908839-0 3/15/2021	10.5.1400.411.0000.003.3220.0002 Educational Supplies	\$79.49
SHIPPING		1	212334	4908839-0 3/15/2021	10.5.1400.411.0000.003.3220.0002 Educational Supplies	\$150.00
Vision Aid - 8–3/4 Inch Wide x 17–1/2 Inch High x 3–1/2 Inch Deep, Metal Lens Cleaning Station – 1 16 Ounce Capacity Pump, 1,520 Towelettes, Permanent Station		1	212334	4908839-1 3/19/2021	10.5.1400.411.0000.003.3220.0002 Educational Supplies	\$65.95
Univex - 760 Qty 1 Pack 760 Nonabrasive Lens Cleaning Tissues – Nonsilicone Cleaner		15	212334	4908839-2 3/30/2021	10.5.1400.411.0000.003.3220.0002 Educational Supplies	\$70.20 56
CGW Camel Grinding Wheels - 60 Grit Silicon Carbide Bench & Pedestal Grinding Wheel – 8" Diam x 1" Hole x 1" Thick, 3600 Max RPM, IHardness, Medium Grade , Vitrified Bond		4	212334	4908839-2 3/30/2021	10.5.1400.411.0000.003.3220.0002 Educational Supplies	\$180.87
Honeywell Gallon Antifog and Antistatic, Nonsilicone Lens Cleaning Solution		1	212334	4908839-3 4/7/2021	10.5.1400.411.0000.003.3220.0002 Educational Supplies	\$19.50
SHIPPING		1	212334	4908839-3 4/7/2021	10.5.1400.411.0000.003.3220.0002 Educational Supplies	\$21.86
Check #: 0						
PO/InvoiceTotal:						\$4,312.55
Check Group:						
DeWalt 20 Volt MAX Lithium-Ion 1/2 In. Cordless Drill Kit		8	212335	4901400-0 3/5/2021	10.5.1400.411.0000.002.4745.0002 Educational Supplies	\$1,359.12
Channellock 8 Gal. 4.0-Peak HP Stainless Steel Wet/Dry Vacuum		1	212335	4901400-1 3/12/2021	10.5.1400.411.0000.002.4745.0002 Educational Supplies	\$149.67

Proviso Township High School District 209

Voucher Detail Listing

Voucher Batch Number: 1299

05/11/2021

Fiscal Year: 2020-2021

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
JET 577172 Model JPS-2A Bench Grinder Pedestal Stand W/ 11" x 10" Mounting Surface		2	212335	4908894.0 3/18/2021	10.5.1400.411.0000.002.4745.0002 Educational Supplies	\$477.90
SHIPPING		1	212335	4908894.0 3/18/2021	10.5.1400.411.0000.002.4745.0002 Educational Supplies	\$139.00
JET 577102 Model JBG-8A 1HP 1-Phase 115V 8" Industrial Bench Grinder		2	212335	4908894.1 4/20/2021	10.5.1400.411.0000.002.4745.0002 Educational Supplies	\$612.50
Channellock 8 Gal. 4.0-Peak HP Stainless Steel Wet/Dry Vacuum		1	212335	4909422-0 3/19/2021	10.5.1400.411.0000.002.4745.0002 Educational Supplies	\$149.67
JET 577172 Model JPS-2A Bench Grinder Pedestal Stand W/ 11" x 10" Mounting Surface		0	212335	4915531-0 3/19/2021	10.5.1400.411.0000.002.4745.0002 Educational Supplies	\$170.60
Check #: 0						
PO/InvoiceTotal:						<u>\$3,058.46</u>
Check Group:						
Tank Style Highlighters, Chisel Tip, Pink, Dozen		2	212409	4903369-0 3/4/2021	10.5.1100.410.0000.001.0029.0000 General Supplies	\$19.58
Triplus Fineliner Stick Porous Point Pen, Extra- Fine Needle Tip, 0.3mm, Assorted Ink, Silver Barrel, 20/ Set		2	212409	4903369-0 3/4/2021	10.5.1100.410.0000.001.0029.0000 General Supplies	\$79.86
Top- Load Poly Sheet Protectors, Heavy Gauge, Clear, 50/ Pack		2	212409	4903369-0 3/4/2021	10.5.1100.410.0000.001.0029.0000 General Supplies	\$16.54
Pads in Marrakesh Colors, Lined, 4 x 6, 90- Sheet, 3/ Pack		4	212409	4903369-0 3/4/2021	10.5.1100.410.0000.001.0029.0000 General Supplies	\$46.48
Pads in Marrakesh Colors, Lined, 4 x 6, 90- Sheet, 3/ Pack		4	212409	4903369-0 3/4/2021	10.5.1100.410.0000.001.0029.0000 General Supplies	\$46.48
Warehouse Direct, Manila File Folders, 1- Ply Top Tabs, 1/ 3 Cut, 1st Position, Letter Size, 100/ Box		2	212409	4903369-0 3/4/2021	10.5.1100.410.0000.001.0029.0000 General Supplies	\$33.58
Check #: 0						
PO/InvoiceTotal:						<u>\$242.52</u>

Proviso Township High School District 209

Voucher Detail Listing

Voucher Batch Number: 1299

05/11/2021

Fiscal Year: 2020-2021

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check Group:						
POCKET FOLDERS		2	212617	4916006-0 3/19/2021	10.5.2510.410.0000.001.0140.0000 General Supplies	\$87.98
POCKET FOLDERS		2	212617	4916006-0 3/19/2021	10.5.2510.410.0000.001.0140.0000 General Supplies	\$52.58
BLUE FILE FOLDERS		2	212617	4916006-0 3/19/2021	10.5.2510.410.0000.001.0140.0000 General Supplies	\$39.58
MEDIUM CLIPS		3	212617	4916006-0 3/19/2021	10.5.2510.410.0000.001.0140.0000 General Supplies	\$1.68
SMALL CLPS		3	212617	4916006-0 3/19/2021	10.5.2510.410.0000.001.0140.0000 General Supplies	\$0.75
Check #: 0						
						PO/InvoiceTotal: <u>\$182,5758</u>
Check Group:						
Certificate Holder		30	212930	4927021-0 4/1/2021	10.5.1401.410.0000.003.0320.0000 General Supplies	\$401.70
Check #: 0						
						PO/InvoiceTotal: <u>\$401.70</u>
Check Group:						
Desktop charging Station with Adjustable		2	212931	4927032-0 4/1/2021	10.5.1100.410.0000.002.0034.0000 General Supplies	\$305.46
Check #: 0						
						PO/InvoiceTotal: <u>\$305.46</u>
						Vendor Total: <u>\$9,607.98</u>
WEX BANK	359157					
Check Group:						
driver's education blanket order proviso east		1	210011	70613113 3/6/2021	10.5.1700.464.0000.002.1097.0000 GASOLINE	\$150.23
gas maintenance east		1	210011	70613113 3/6/2021	20.5.2540.464.0000.002.2000.0000 Gasoline	\$1,293.66

Proviso Township High School District 209

Voucher Detail Listing

Voucher Batch Number: 1299

05/11/2021

Fiscal Year: 2020-2021

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
gas student proviso east		1	210011	70613113 3/6/2021	40.5.2550.464.0000.002.4000.0000 Gasoline	\$446.19
gas drivers education cars proviso west		1	210011	70613113 3/6/2021	10.5.1700.464.0000.003.1097.0000 GASOLINE	\$42.65
gas maintenance west		1	210011	70613113 3/6/2021	20.5.2540.464.0000.003.2000.0000 Gasoline	\$795.67
gas student proviso west		1	210011	70613113 3/6/2021	40.5.2550.464.0000.003.4000.0000 Gasoline	\$335.35
maintenance gas pmsa		1	210011	70613113 3/6/2021	20.5.2540.464.0000.004.2000.0000 Gasoline	\$442.53

Check #: 0

PO/InvoiceTotal: \$3,506.28

Vendor Total: \$3,506.28

YORK HIGH SCHOOL 350713

Check Group:

TRACK AND FIELD G V		1	212970	MAY21AP 3/30/2021	10.5.1501.642.0000.002.0036.0000 Entry Fees	\$190.00
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Check #: 0

PO/InvoiceTotal: \$190.00

Check Group:

TRACK AND FIELD B V		1	212971	MAY21AP-2 3/30/2021	10.5.1501.642.0000.002.0036.0000 Entry Fees	\$250.00
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Check #: 0

PO/InvoiceTotal: \$250.00

Vendor Total: \$440.00

ZEIGLER FORD

Check Group:

fixed flat tire		1	213076	673777 4/2/2021	10.5.1700.411.0000.002.0087.0000 Educational Supplies	\$145.50
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Check #: 0

Proviso Township High School District 209

Voucher Detail Listing

Voucher Batch Number: 1299 05/11/2021

Fiscal Year: 2020-2021

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: \$145.50
						Vendor Total: \$145.50
						Grand Total: \$1,778,589.44

End of Report

Proviso Township High School District 209

Voucher Detail Listing

Voucher Batch Number: 1279

04/09/2021

Fiscal Year: 2020-2021

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
COMED						
Check Group:						
0363134007/807 S 1ST AVE		1	213007	APR21AP 3/22/2021	20.5.2540.466.0000.002.2000.0000 Electricity	\$22,298.24
Check #: 0						
PO/InvoiceTotal:						\$22,298.24
Check Group:						
ACCT 0366742010/8601 W ROOSEVELT		1	213008	APR21AP-2 2/12/2021	20.5.2540.466.0000.003.2000.0000 Electricity	\$45,514.10
ACCT 027775707/4701 HARRISON ST		1	213008	APR21AP-3 3/11/2021	20.5.2540.466.0000.003.2000.0000 Electricity	\$47,847.18
Check #: 0						
PO/InvoiceTotal:						\$93,361.28
Vendor Total:						\$115,659.52
Grand Total:						\$115,659.52

End of Report

Proviso Township High School District 209

Voucher Detail Listing

Voucher Batch Number: 1295

04/21/2021

Fiscal Year: 2020-2021

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
DOMINICAN UNIVERSITY						
Check Group:						
Lauren Brecheisen		1	212028	MAY21AP 4/21/2021	10.5.4280.670.0000.001.0010.0000 Tuition	\$600.00
Joan Butvilas		1	212028	MAY21AP 4/21/2021	10.5.4280.670.0000.001.0010.0000 Tuition	\$600.00
Tameka Caldwell		1	212028	MAY21AP 4/21/2021	10.5.4280.670.0000.001.0010.0000 Tuition	\$600.00
Isabel Castellanos-Guevara		1	212028	MAY21AP 4/21/2021	10.5.4280.670.0000.001.0010.0000 Tuition	\$600.00
Amanda Duvall		1	212028	MAY21AP 4/21/2021	10.5.4280.670.0000.001.0010.0000 Tuition	\$600.00
Ashley Glickman		1	212028	MAY21AP 4/21/2021	10.5.4280.670.0000.001.0010.0000 Tuition	\$600.00 62
Lynn Harris		1	212028	MAY21AP 4/21/2021	10.5.4280.670.0000.001.0010.0000 Tuition	\$600.00
Emma Holi-Murphy		1	212028	MAY21AP 4/21/2021	10.5.4280.670.0000.001.0010.0000 Tuition	\$600.00
Joanne Klonowski		1	212028	MAY21AP 4/21/2021	10.5.4280.670.0000.001.0010.0000 Tuition	\$600.00
Laura Turk		1	212028	MAY21AP 4/21/2021	10.5.4280.670.0000.001.0010.0000 Tuition	\$600.00
Tina Vega		1	212028	MAY21AP 4/21/2021	10.5.4280.670.0000.001.0010.0000 Tuition	\$600.00
Caryn Weldon		1	212028	MAY21AP 4/21/2021	10.5.4280.670.0000.001.0010.0000 Tuition	\$600.00
Technology Fee for 12 Students		12	212028	MAY21AP 4/21/2021	10.5.4280.670.0000.001.0010.0000 Tuition	\$900.00

Check #: 2098006005

PO/InvoiceTotal: \$8,100.00

Vendor Total: \$8,100.00

Proviso Township High School District 209

Voucher Detail Listing

Voucher Batch Number: 1295 04/21/2021

Fiscal Year: 2020-2021

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Grand Total:						\$8,100.00

End of Report

Proviso Township High School District 209

Voucher Detail Listing

Voucher Batch Number: 1280

04/13/2021

Fiscal Year: 2020-2021

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
COMPLETE MAILING SERVICE INC	352456					
Check Group:						
Total postage for Setting the Record Straight Newsletter		1	213012	P26292 3/24/2021	10.5.2633.345.0000.001.0340.0000 Postage/Stamps	\$4,950.71
					Check #: 0	
					PO/InvoiceTotal:	\$4,950.71
					Vendor Total:	\$4,950.71
UNITED STATES POSTAL SERVICE	351089					
Check Group:						
2021 USPS Annual Permit Fee-for Setting the Record Straight		1	213014	P26292 3/24/2021	10.5.2633.345.0000.001.0340.0000 Postage/Stamps	\$245.00
					Check #: 0	
					PO/InvoiceTotal:	\$245.00
					Vendor Total:	\$245.00
					Grand Total:	\$5,195.71

End of Report

Proviso Township High School District 209

Voucher Detail Listing

Voucher Batch Number: 1296 04/30/2021

Fiscal Year: 2020-2021

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
IL DEPT EMPLOYMENT SECURITY	350158					
Check Group:						
IDES Interest		1	213246	MAY21AP-2 12/31/2020	10.5.2363.232.0000.001.0050.0000 Unemployment Compensation	\$58.17
					Check #: 0	
						PO/InvoiceTotal: \$58.17
Check Group:						
IDES- First Quarter 2021		1	213247	MAY21AP 3/31/2021	10.5.2363.232.0000.001.0050.0000 Unemployment Compensation	\$85,697.50
					Check #: 0	
						PO/InvoiceTotal: \$85,697.50
						Vendor Total: \$85,755.67
						Grand Total: \$85,755.67

End of Report

CASH DISBURSEMENT REPORT

Date Range: 4/1/2021 through 4/30/2021

Bank Code Range: ALL

Check #	Check Date	Void Date	Check Type	Vendor	Vendor Name	Check Amount
BANK CODE: A - Checking Acct						
29245	04/12/21		C	VENUTI	Venuti's Banquets	1,000.00
29246	04/22/21		C	WESTCFOO	WESTCHESTER FOOD PANTRY	100.00
29247	04/22/21		C	GJCKSNGA	GENESIS JACKSON-GATES	250.00
Total for Bank A						1,350.00
REPORT TOTAL						1,350.00

COMPUTER CHECK JOURNAL

Check #	Check Date	Check Amount	Vendor Code and Name	Inv Amount	Account # and Description
Invoice #	Inv Date	PO #	Purpose		
Batch No.: CC10-001					
Bank Code: A Checking Acct					
29245	04/12/21	1,000.00	VENUTI - Venuti's Banquets		
APR2021T	04/12/21	11722	DEPOSIT FOR PROM 2022	1,000.00	4-30-519 Class of 2022 - PMSA
Subtotal for Check # 29245				1,000.00	
29246	04/22/21	100.00	WESTCFOOD - WESTCHESTER FOOD PANTRY		
MAY21NH	04/22/21	11727	DONATION/LOCAL FOOD PANTRIES	100.00	2-20-228 National Honor Society East
Subtotal for Check # 29246				100.00	
29247	04/22/21	250.00	GJCKSN GATE - GENESIS JACKSON-GATES		
APR21NH	04/22/21	11732	100 NHS SERVICE HOURS AWARD	250.00	3-20-337 National Honor Society West
Subtotal for Check # 29247				250.00	
Subtotal for Bank Code A				1,350.00	

VENDOR	TOTALS
	\$ -
GILBANE BUILDING COMPANY	\$ 880,922.16
P. A. E. C. CENTER	\$ 123,749.26
COMED	\$ 115,659.52
PERKINS & WILL, INC.	\$ 90,478.02
IL DEPT EMPLOYMENT SECURITY	\$ 85,755.67
MARYVILLE ACADEMY	\$ 58,807.76
IGS ENERGY	\$ 55,564.33
GHA TECHNOLOGIES INC	\$ 50,562.50
FIRST STUDENT	\$ 46,843.34
PRO-AM TEAM SPORTS	\$ 42,096.52
VILLAGE OF HILLSIDE	\$ 33,731.70
AT&T MOBILTY	\$ 21,928.19
SOARING EAGLE ACADEMY	\$ 21,355.29
HAUSER, IZZO, PETRARCA,	\$ 17,346.99
DOMINICAN UNIVERSITY	\$ 17,205.60
Pure Data Consulting	\$ 16,500.00
AMITA GLENOAKS SCHOOL PHEASANT RIDGE	\$ 15,753.60
CareerTech Media	\$ 15,000.00
CORPORATE MASTERCARD	\$ 14,281.17
NoRedInk	\$ 13,265.00
MENTA ACADEMY OAK PARK	\$ 12,660.20
MUSIC & ARTS	\$ 11,550.00
JOHNSON CONTROLS FIRE PROTECTION	\$ 11,164.50
THE HOPE SCHOOL	\$ 10,858.96
WAREHOUSE DIRECT	\$ 9,607.98
INTERNATIONAL BACCALAUREATE	\$ 9,500.00
VILLAGE OF MAYWOOD	\$ 8,944.68
AT & T	\$ 8,382.94
Millennium Gear LLC	\$ 8,278.00
OPTIMA PLUMBING SPLY	\$ 8,110.98
US BANK	\$ 7,985.24
Robert Bosch Tool Corporation	\$ 7,825.80
PREFERRED PRINTING & GRAPHICS INC	\$ 7,817.50
HELPING HAND CENTER	\$ 7,008.40
PM MUSIC CENTER	\$ 6,847.58

UNIQUE PRODUCTS	\$	6,732.83
GIANT STEPS ILLINOIS INC.	\$	6,708.00
COMPLETE MAILING SERVICE INC	\$	6,528.69
THE ACHIEVEMENT CENTERS INC.	\$	5,222.06
STREAMWOOD BEHAVIORAL HLTH CTR	\$	4,708.60
BLEACHER AMERICA INC.	\$	4,640.00
JEANINE SCHULTZ MEMORIAL SCHOOL	\$	4,108.80
POWERSCHOOL GROUP LLC	\$	4,000.00
BROWN, CHERYL L	\$	3,750.00
JENKINS, TIFFANY N	\$	3,627.00
WEX BANK	\$	3,506.28
STAPLES ADVANTAGE	\$	3,451.21
ULINE	\$	3,369.43
GRAINGER, INC.	\$	2,672.76
MSC INDUSTRIAL SUPPLY CO.	\$	2,483.37
LUSCOMBE MUSIC INC.	\$	2,397.85
MARTIN WHALEN OFFICE SOLUTIONS, INC.	\$	2,356.30
JOHNSON CONTROLS SECURITY SOLUTIONS	\$	2,111.31
SNAP-ON INDUSTRIAL	\$	2,061.99
John Keal Music co. Inc.	\$	2,024.95
IRON MOUNTAIN	\$	1,908.31
VANS ENTERPRISES LTD	\$	1,891.50
ATLAS BOBCAT	\$	1,853.60
HODGES LOIZZI EISENHAMMER RODRICK KC	\$	1,802.25
ROCKFORD BOARD OF EDUCATION	\$	1,692.46
PRODUCTION DISTRIBUTION COMPANIES IN	\$	1,624.82
BOND TRUST SERVICES CORP	\$	1,600.00
MOFFETT, ANDRE	\$	1,578.00
EASTBAY TEAM SERVICES	\$	1,537.79
BERWYN GARAGE	\$	1,485.74
CALLAGHAN, ALISON R	\$	1,400.00
ILLINOIS HIGH SCHOOL ASSOCIATION	\$	1,400.00
J C LICHT COMPANY	\$	1,331.35
TANAKA, REBECCA JEANINE	\$	1,203.75
KELLER KUSTOMS INC.	\$	1,198.00
TROXELL COMMUNICATIONS	\$	1,175.00
HERITAGE CRYSTAL CLEAN	\$	1,083.79

BLICK ART MATERIAL	\$	1,028.96
BARAK	\$	778.53
RUSSO'S POWER EQUIPMENT	\$	759.69
8 TO 18 MEDIA, INC.	\$	750.00
AMAZON	\$	661.08
ONTISAR FREELAIN	\$	661.00
VILLAGE OF FOREST PARK	\$	660.59
RIVEREDGE HOSPITAL	\$	650.00
AFLAC	\$	615.90
MATTHEW MEINDL	\$	576.00
MELISSA DATA CORPORATION	\$	566.41
EGSL	\$	560.00
RIVERA, RACHEL D	\$	503.44
SHAY'S SWEET SHOP	\$	495.00
JAMES L. HENDERSON	\$	491.07
TIMEKA GARNETT	\$	480.00
TRACY SYKES	\$	480.00
YORK HIGH SCHOOL	\$	440.00
SOUTHWEST TOWN MECHANICAL SERVICES	\$	433.00
TRIMARK MARLINN LLC	\$	420.02
Professional Development Alliance	\$	400.00
ARBOR SCIENTIFIC	\$	396.68
Hillside Fire Department	\$	394.24
NASSP	\$	385.00
BROADVIEW TRUE VALUE HARDWARE	\$	381.31
IASB	\$	350.00
Sheffield Safety & Loss Control, LLC	\$	350.00
CONSERV FS	\$	326.00
Calm Mind Counseling Center	\$	270.00
GLENBARD WEST HIGH SCHOOL	\$	250.00
UNITED STATES POSTAL SERVICE	\$	245.00
VERNIER SOFTWARE & TECHNOLOGY	\$	242.45
ACCURATE BIOMETRICS	\$	225.00
MORTON EAST HIGH SCHOOL	\$	200.00
SPIRIT PRODUCTS	\$	189.32
OCCUPATIONAL HEALTH CENTERS OF ILLINOIS	\$	184.00
BSN SPORTS	\$	153.38

HINSDALE SOUTH HIGH SCHOOL	\$	150.00
B & H PHOTO-VIDEO	\$	149.00
ZEIGLER FORD	\$	145.50
TRUGREEN COMMERCIAL	\$	141.00
CATHLEEN ORIATTI	\$	140.00
JAMES BAJNER	\$	128.00
Margaret Eckburg	\$	128.00
REBECCA JANKE	\$	128.00
Trevor Nash	\$	120.00
WILLIE ROSS JR.	\$	120.00
EARL CLEMENT	\$	89.00
ROGER OZIMA	\$	89.00
TAYLOR JR, L T	\$	75.00
Mike Stebbins	\$	67.00
BRET FERANCHAK	\$	65.00
RICHARD S ANDREWS	\$	65.00
KRZYSZTOF BAJOREK	\$	55.00
SOUTH SIDE CONTROL SUPPLY	\$	30.50
NCS PEARSON, INC	\$	20.10
LANGUAGE TESTING INTERNATIONAL, INC.	\$	15.00
ASHLEY LOGAN	\$	14.00
 GRAND TOTAL	 \$	 1,994,464.34

PROVISO TOWNSHIP HIGH SCHOOLS DISTRICT 209

5/11/2021

EDUCATION	10	\$	623,018.11
O & M	20	\$	179,447.99
BOND & INTEREST	30	\$	1,600.00
TRANSPORTATION	40	\$	2,267.28
SITE CONSTRUCTION	60	\$	972,256.06
LIFE SAFETY	90	\$	-
GRAND TOTAL		\$	1,778,589.44

Student Activity Checks	04/01/21 - 04/30/21:	\$	1,350.00
Harris Checks	04/01/21 - 04/30/21:	\$	-
Special Checks	04/01/21 - 04/30/21:	\$	215,874.90
Gross Payrolls	04/01/21 - 04/30/21:	\$	13,259.79
Board Share TRS	04/01/21 - 04/30/21:	\$	20,050.08
Board Share THIS	04/01/21 - 04/30/21:	\$	59,140.52
Board Share IMRF	04/01/21 - 04/30/21:	\$	4,894.40
Grant Share Federal-TRS	04/01/21 - 04/30/21:	\$	50,484.79
Board Share FICA-Social Security	04/01/21 - 04/30/21:	\$	42,958.22
Board Share FICA-Medicare	04/01/21 - 04/30/21:	\$	42,722.84
Ameritas Group Dental	04/01/21 - 04/30/21:	\$	38,481.98
Blue Cross Blue Shield of IL	04/01/21 - 04/30/21:	\$	713,155.13
TelaDoc	04/01/21 - 04/30/21:	\$	1,296.00
TOTAL :		\$	2,982,258.09

PAYROLL:

Date	Gross	Deductions	Net
4/9/2021	\$ 1,494,330.39	\$ 1,479,552.39	\$ 14,778.00
4/23/2021	\$ 1,544,393.42	\$ 1,529,815.42	\$ 14,578.00
SUB-TOTAL	\$ 3,038,723.81	\$ 3,009,367.81	\$ 29,356.00

	# OF EMPLOYEES			
Administrator	46	\$	463,405.38	\$ 4,476.79
Teachers	250	\$	1,668,867.12	\$ 16,122.32
Support Staff	157	\$	466,747.98	\$ 4,509.08
Operation/Maintenance	70	\$	298,098.81	\$ 2,879.82
NJROTC	6	\$	36,464.69	\$ 352.27
Other Contractual Staff	29	\$	105,139.84	\$ 1,015.72
	558	\$	3,038,723.81	\$ 29,356.00

THE UNDERSIGNED DO HEREBY CERTIFY THAT THE ACCOUNTS PAYABLE LISTING AND OTHER CLAIMS PRESENTED ABOVE IN THE AMOUNT OF \$4,760,847.53 WERE APPROVED FOR PAYMENT AT THE MEETING OF THE BOARD OF EDUCATION OF SCHOOL DISTRICT #209, COOK COUNTY, ILLINOIS HELD 05/11/2021 AND DO HEREBY AUTHORIZE THE SCHOOL TREASURER OF TOWNSHIP 39, RANGE 12 TO PAY THE SAME.

BUSINESS MANAGER

PRESIDENT

SECRETARY

B. Approval of Resolution Rescinding Inter-Fund Transfer for Capital Projects
Purposes - ***Action Item***

74

Action Item

Subject:

Rescission of the February 9, 2021 authorization to transfer \$4,000,000 from the Educational Fund to the Operations and Maintenance Fund and then the transfer of \$4,500,000 from the Operations and Maintenance Fund to the Capital Projects Fund.

Background:

The 5-Year Financial Plan approved in FY20 includes the transfer of \$4,000,000 from the Education Fund and \$500,000 from the Operations and Maintenance Fund, resulting in a total transfer of funds to the Capital Projects Fund of \$4,500,000 each year for four years. The Board of Education approved the first transfer of these funds in accordance with the 5-Year Plan in February 2020 and the second transfer of these funds in February 2021.

Administration's Analysis:

With the application for use of the allocation of \$5,699,246 in Elementary and Secondary School Emergency Relief II funds for already planned HVAC projects at Proviso East and Proviso West, the transfer of these funds into the Capital Projects Funds is no longer needed.

Board of Education Policy:

105 ILCS 5/17-2A describes the procedures and requirements for school districts to carry out interfund transfers. The purpose of these interfund transfers is to provide needed funding of capital projects.

Budget and Funding:

The transfer of funds was covered in the FY2021 budget, but this will not be needed.

Implementation or Assessment Plan:

Upon adoption of the resolution by the Board, the School District Treasurer will be directed to return and/or maintain the sum of Four Million Dollars (\$4,000,000), previously directed to be transferred from the Educational Fund to the Operations and Maintenance Fund and then to the Capital Projects Fund to or within the Educational Fund. Further, the School District Treasurer is authorized and directed to return and/or maintain the sum of Five Hundred Thousand Dollars (\$500,000) previously directed to be transferred from the Operations and Maintenance Fund to the Capital Projects Fund to or within the Operations and Maintenance Fund.

May 11, 2021

Superintendent's Recommendation:

That the Board of Education of Proviso Township High Schools District 209 accepts the Superintendent's recommendation to adopt the attached Resolution Rescinding the Transfer of Monies for Capital Projects Purposes.

May 11, 2021

PROVISO TOWNSHIP HIGH SCHOOLS DISTRICT 209 RESOLUTION RESCINDING INTER-FUND TRANSFER FOR CAPITAL PROJECTS PURPOSES

WHEREAS, on February 9, 2021 the Board of Education of Proviso Township High Schools District 209 (“Board of Education”) authorized the transfer of \$4,000,000 from its Educational Fund into its Operations and Maintenance Fund and \$4,500,000 from its Operations and Maintenance Fund into its Capital Projects Fund for the purpose of paying for capital projects during the current fiscal year (“the Transfer”); and

WHEREAS, the monies deposited and/or scheduled to be deposited in the Capital Projects Fund pursuant to the Transfer have not been spent on capital projects; and

WHEREAS, the Board of Education has determined that the Transfer is no longer necessary in order to pay for capital projects during the current fiscal year and desires to rescind the Transfer and to have the monies authorized for transfer to be returned to and/or to remain within the Educational Fund and/or Operations and Maintenance Funds.

NOW, THEREFORE, Be It Resolved by the Board of Education of Proviso Township High Schools District 209, Cook County, Illinois, as follows:

1. The School District Treasurer is authorized and directed to rescind the Transfer.
2. The School District Treasurer is authorized and directed to return and/or maintain the sum of Four Million Dollars (\$4,000,000), previously directed to be transferred from the Educational Fund to the Operations and Maintenance Fund and then to the Capital Projects Fund to or within the Educational Fund.

3. The School District Treasurer is authorized and directed to return and/or maintain the sum of Five Hundred Thousand Dollars (\$500,000) previously directed to be transferred from the Operations and Maintenance Fund to the Capital Projects Fund to or within the Operations and Maintenance Fund.
4. This resolution shall take effect upon its adoption.

Adopted this 11th day of May, 2021.

BOARD OF EDUCATION PROVISO TOWNSHIP
HIGH SCHOOLS DISTRICT 209,
COOK COUNTY, ILLNOIS

By: _____
President

Attest: _____
Secretary

STATE OF ILLINOIS)
) SS
COUNTY OF COOK)

CERTIFICATION OF RESOLUTION

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of the Board of Education (the “School Board”) of Proviso Township High Schools District 209, Cook County, Illinois (the “District”), and that as such official I am the keeper of the records and files of the School Board.

I do further certify that the foregoing is a full, true and complete copy of a resolution entitled:

PROVISO TOWNSHIP HIGH SCHOOLS DISTRICT 209 RESOLUTION RESCINDING INTER-FUND TRANSFER FOR CAPITAL PROJECTS PURPOSES

which said resolution was adopted at a meeting of the Board held on the 11th day of May, 2021.

I do further certify that the deliberations of the Board on the adoption of said resolution were conducted openly, that the vote on the adoption of said resolution was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, the School Code of the State of Illinois, as amended and that the Board has complied with all of the provisions of said Acts and said Codes and with all of the procedural rules of the Board.

IN WITNESS WHEREOF, I hereunto affix my official signature this 11th day of May 2021.

Secretary, Board of Education

Action Item

Subject: FMP – East Sports Equipment

Background:

Work in the package(s) shown below is in support of the following Facilities Master Plan Phase I Sequence 2.2 items:

East – Stadium Sports Equipment

Bid Packages

Package 11C Sports Equipment

Project East – Sports Equipment

Design Estimate: No estimate included as equipment specifications weren't available

Bid Opening Date: 5/15/2021

Recommended	Edwin Anderson Construction Company	\$156,000.00*
	DBM Services, Inc	\$240,000.98

Gilbane has conducted a scope review with Edwin Anderson Construction Company and confirmed that they understand the scope, schedule, and requirements of the work.

Statute, Administrative Policy or Board Rules Statement:

Illinois School Code (105 ILCS 5/10-20.21) and Board Policy 4:60 require that "all contracts for supplies, materials, or work involving expenditure in excess of \$25,000 shall be made in accordance with State law bidding procedure, unless specifically exempted. Contracts will be awarded by the Board of Education at an official meeting."

Board Policy 6:50 states that "The Superintendent shall manage the District's facilities and grounds as well as facility construction and building programs in accordance the law, the standards set forth in this policy, and other applicable Board policies."

Budget and Funding:

This alternate package is included in the current Facilities Master Plan and will be budgeted in the FY2021 budget.

Implementation or Assessment Plan:

Upon approval by the Board of Education, Gilbane will engage the awarded firm to begin the specified work.

Superintendent's Recommendation:

That the Board of Education of Proviso Township High Schools District 209 accepts the Superintendent's recommendation to approve the awarding of Package 11C to Edwin Anderson Construction Company in the amount of \$156,000.00

Bid Comp Report

J08574.000 - Proviso SD 209 - 11C Sports Equipment Work Proviso East Stadium

		Edwin Anderson Construction Company	DBM Services,Inc.
		Hold	Hold
PRICING	All work required by the foregoing documents will be accomplished for the Lump Sum Bid Price of	\$156,000.00	\$240,000.00
SUPPLEMENTS	Supplement #1	YES	YES
	Supplement #2	YES	YES
	Supplement #3	YES	YES
BID BOND		YES	YES



April 16, 2021

LT Taylor, CPMM, BOC
 District Lead
 Buildings & Grounds Manager
 Proviso Township High School District
 209 8601 West Roosevelt Road
 Forest Park, IL 60130

Re: Phase 1; Sequence 2.2; Bid Release #6 (Partial) – 2021 Proviso Capital

Improvements Subject: Recommendation to Award

Dear LT:

Based on the bids received for Bid Release 6 (Partial), 2021 Proviso Capital Plan Renovations, we recommend awarding a contract to the following firms in these amounts:

	BID PACKAGE	# OF BIDS	LOW BASE BID
11C	SPORTS EQUIPMENT – EDWIN ANDERSON CONSTRUCTION COMPANY	2	\$156,000.00
	TOTAL		\$156,000.00

With respect to the work outlined within each Trade Package, we have reviewed the above recommended firms' bid and confirmed that they appear to understand the scope, schedule, and requirements of the work. These firms have successfully completed similar work for Gilbane in the past. We recommend approval of their bid as the lowest responsible bid.

Please indicate the District's approval of the above by signing below and returning a copy to our office. If you have any questions, please do not hesitate to call.

Sincerely,
 GILBANE BUILDING COMPANY

Approved:
 Proviso Township High School District 209

Michelle
 McClendon
 Project Executive

Date: _____

cc: J. Henderson, D209; M. Dolter, Perkins & Will
 J. Slattery, GBCo.; D. Lim, GBCo

D. FMP Phase I Sequence 2.2 Bids - Theater Cove Lighting Proviso East - ***Action Item***

85

Action Item

Subject: FMP – Proviso East Theater Cove Lighting

Background:

Work in this package will support the Auditorium theater lighting upgrade at Proviso East High School an part of FMP improvements.

On December 15, 2020, Gilbane conducted a bid opening on behalf of the district for the spring of 2021 (Sequence 2.2 Theater Cove Lighting – Proviso East) Facilities Master Plan including, alternate #3 packages 06E, 09E, 26D

Administration’s Analysis:

Alternate #3 Theater Cove Lighting (Electrical, General Trades, Painting Work)

Design Estimate 06E, 09E, 26D Alternate #3: \$336,106.00

Package	Recommended Contractor	Bid
Recommended - Electrical Interior 26D	McWilliams Electrical	\$123,000.00
Recommended - General Trades 06E	DBM Services, Inc	\$22,000.00
Recommended - Painting Work 09E	Cosgrove Construction Inc	\$20,000.00
	Total	\$165,000.00

Gilbane has conducted scope reviews with the listed contractors and confirmed that they understand the scope, schedule, and requirements of the work.

Statute, Administrative Policy or Board Rules Statement:

Illinois School Code (105 ILCS 5/10-20.21) and Board Policy 4:60 require that “all contracts for supplies, materials, or work involving expenditure in excess of \$25,000 shall be made in accordance with State law bidding procedure, unless specifically exempted. Contracts will be awarded by the Board of Education at an official meeting.”

Board Policy 6:50 states that “The Superintendent shall manage the District’s facilities and grounds as well as facility construction and building programs in accordance the law, the standards set forth in this policy, and other applicable Board policies.”

Budget and Funding:

This alternate package is included in the current Facilities Master Plan and will be budgeted in the FY2021 budget.

Implementation or Assessment Plan:

Upon approval by the Board of Education, Gilbane will engage the awarded firm to begin the specified work.

Superintendent's Recommendation:

That the Board of Education of Proviso Township High Schools District 209 accepts the Superintendent's recommendation to approve the awarding of Pages 06E, 09E and 26D Alternate #3 to McWilliams Electrical Company (Electrical), DBM Services, Inc (General Trades), Cosgrove Construction Inc (Painting) in the amounts presented above.

Gilbane Building Company
 123 N. Wacker Drive
 26th Floor
 Chicago, Illinois 60606
 Telephone: 312-614-4100



April 27, 2021

LT Taylor, CPMM, BOC
 District Lead
 Buildings & Grounds Manager
 Proviso Township High School District 209
 8601 West Roosevelt Road
 Forest Park, IL 60130

Re: Phase 1; Sequence 2.2; All Bid Release 2021 Proviso Capital Improvements

Subject: Recommendation to Award - Alternates

Dear LT:

Based on the bids received for Bid Release 5, Proviso Capital Plan Renovations, the following represents the Auditorium Lighting Alternates included within those previously approved bid packages for consideration. The following pricing is **NOT** included within the base bid dollars amounts.

PROVISO EAST		
		Alternate #3
	BID PACKAGE	THEATER COVE LIGHTING: Base bid Condition WILL NOT include theater cove lighting fixtures. Alternate Bid if accepted will include the removal of all existing light fixtures and installation of new light fixtures.
02E	DEMOLITION STADIUM	N/A
02F	ACM REMEDIATION	N/A
06E	GENERAL TRADES	\$ 22,000.00
09D	ACOUNTICAL CEILING	N/A
09E	PAINTING	\$ 20,000.00
22D	PLUMBING	N/A
23D	MECHANICAL PIPING	N/A
23E	HVAC DUCTWORK, TEMP CONTROLS	N/A
26D	ELECTRICAL (INTERIOR)	\$ 123,000.00
26E	ELECTRICAL (SITE)	N/A
33B	SITE UTILITIES	N/A
	TOTALS	\$ 165,000.00

Please indicate acceptance or rejection of each of the above listed alternates associated with Proviso East Stadium Work. Note that these alternate prices are not included in base bid totals and would need to be added to the cost of the work:

ALTERNATE 3 X Accept _____ Reject

Please indicate the District's approval of the above by signing below and returning a copy to our office. If you have any questions, please do not hesitate to call.

Sincerely,
GILBANE BUILDING COMPANY

Approved:
Proviso Township High School District 209



Michelle
McClendon
Project Executive

Date: _____

Cc: J. Henderson, D209; M. Dolter, Perkins & Will
 J. Slattery, GBCo.; D. Lim, GBCo

Bid Comp Report

J08574.000 - Proviso SD 209 Facility - 06E General Trades Work - Proviso East Cap Improvements

Tuesday, December 15, 2020 11:06 AM		Edwin Anderson Construction Company Hold	Boller Construction Company, Inc. Hold	DBM Services, Inc. Hold	Metropolitan Corp Hold
PRICING	All work required by the foregoing documents will be accomplished for the Lump Sum Bid Price of	\$2,530,000.00	\$3,548,600.00	\$2,144,000.00	\$2,288,000.00
SUPPLEMENTS	Supplement #1	YES	YES	YES	YES
	Supplement #2	YES	YES	YES	YES
	Supplement #3	YES	YES	YES	YES
	Supplement #4	YES	YES	YES	YES
	Supplement #5	YES	YES	YES	YES
	Supplement #6	YES	YES	YES	YES
	Supplement #7	YES	YES	YES	YES
	Supplement #8	YES	YES	YES	YES
	Supplement #9	YES	YES	YES	YES
	Supplement #10	YES	YES	YES	YES
	Supplement #11	YES	YES	YES	YES
ECONOMIC INCLUSION PLAN	This proposal includes the following total certified DBE (MBE/WBE/VBE/DOB) participation	0			15
	This proposal includes the following total certified DOB participation	0			
UNIT PRICES / LABOR RATES	UNIT PRICES: Unit Prices shall be used, where applicable, to make adjustments to the cost of the Work due to changes. ALL Unit Prices submitted shall be complete in-place prices and include all costs for overhead, profit, bond costs, labor, materials, equipment, Engineering, shop drawings and any other incidentals related to the completion of the Work, and shall remain firm for the period of the contract.				
ALTERNATE PRICES	1.BLANK FOR EAST CAP IMPROVEMENTS				
	2.BLANK FOR EAST CAP IMPROVEMENTS				
	3.BAST CAP IMPROVEMENTS – THEATER COVE LIGHTING: Base bid Condition WILL NOT include theater cove lighting fixtures. Alternate Bid if accepted will include the removal of all existing light fixtures and installation of new light fixtures.	\$194,600.00		\$22,000.00	\$35,000.00
	4.BAST CAP IMPROVEMENTS – BOILER HOUSE STAIR TUNNEL: Base bid condition WILL NOT include the demolition the demolition of the tunnel and stairs at the Boiler House or the installation of new stairs. Alternate Bid if accepted will include all costs for demolition of the existing tunnel and stairs at the boiler house. Additionally it will include all costs for new stairs.	\$45,350.00		\$102,747.00	\$42,000.00
	5BAST CAP IMPROVEMENTS – 3000A SERVICE: Base bid condition for the (2) new 120/208V electrical services WILL include 2000A service size. Alternate Bid if accepted will include a 3000A service in lieu of the 2000A service.				
	6BLANK FOR EAST CAP IMPROVEMENTS				
	7BAST CAP IMPROVEMENTS – LOW VOLTAGE CABLING IN RACEWAY: Base Bid condition WILL include all low voltage cabling run free air as may be permitted by codes. Alternate Bid if accepted will include all costs to run all Low Voltage Cabling in conduit.				
	8BLANK FOR EAST CAP IMPROVEMENTS				
	B1This Alternate Intentionally Left Blank For Future Use				
	COST AND QUANTITY BREAKDOWN	1. Cost Breakdown:			

Bid Comp Report

J08574.000 - Proviso SD 209 Facility - 09E Painting Work - Proviso East Cap Improvements

Tuesday, December 15, 2020 11:06 AM		Continental Painting and Decorating, Inc. Hold	Oosterbaan & Sons Co. Hold	Cosgrove Construction Inc. Hold
PRICING	All work required by the foregoing documents will be accomplished for the Lump Sum Bid Price of	\$309,500.00	\$369,200.00	\$280,000.00
SUPPLEMENTS	Supplement #1	YES	YES	YES
	Supplement #2	YES	YES	YES
	Supplement #3	YES	YES	YES
	Supplement #4	YES	YES	YES
	Supplement #5	YES	YES	YES
	Supplement #6	YES	YES	YES
	Supplement #7	YES	YES	YES
	Supplement #8	YES	YES	YES
	Supplement #9	YES	YES	YES
	Supplement #10	YES	YES	YES
ECONOMIC INCLUSION PLAN	This proposal includes the following total certified DBE (MBE/WBE/VBE/DOB) participation	100	0	
	This proposal includes the following total certified DOB participation	0	0	
UNIT PRICES / LABOR RATES	UNIT PRICES: Unit Prices shall be used, where applicable, to make adjustments to the cost of the Work due to changes. ALL Unit Prices submitted shall be complete in- place prices and include all costs for overhead, profit, bond costs, labor, materials, equipment, Engineering, shop drawings and any other incidentals related to the completion of the Work, and shall remain firm for the period of the contract.			
ALTERNATE PRICES	1.BLANK FOR EAST CAP IMPROVEMENTS	\$0.00	\$0.00	
	2.BLANK FOR EAST CAP IMPROVEMENTS	\$0.00	\$0.00	
	3.EAST CAP IMPROVEMENTS – THEATER COVE LIGHTING: Base bid Condition WILL NOT include theater cove lighting fixtures. Alternate Bid if accepted will include the removal of all existing light fixtures and installation of new light fixtures.	\$4,400.00	\$16,500.00	\$20,000.00
	4.EAST CAP IMPROVEMENTS – BOILER HOUSE STAIR TUNNEL: Base bid condition WILL NOT include the demolition the demolition of the tunnel and stairs at the Boiler House or the installation of new stairs. Alternate Bid if accepted will include all costs for demolition of the existing tunnel and stairs at the boiler house. Additionally it will include all costs for new stairs.	\$2,200.00	\$900.00	\$0.00
	5.EAST CAP IMPROVEMENTS – 3000A SERVICE: Base bid condition for the (2) new 120/208V electrical services WILL include 2000A service size. Alternate Bid if accepted will include a 3000A service in lieu of the 2000A service.	\$0.00	\$0.00	\$0.00
	6.BLANK FOR EAST CAP IMPROVEMENTS	\$0.00	\$0.00	
	7.EAST CAP IMPROVEMENTS – LOW VOLTAGE CABLING IN RACEWAY: Base Bid condition WILL include all low voltage cabling run free air as may be permitted by codes. Alternate Bid if accepted will include all costs to run all Low Voltage Cabling in conduit.	\$0.00	\$0.00	\$0.00
	8.BLANK FOR EAST CAP IMPROVEMENTS	\$0.00	\$0.00	
	B1This Alternate Intentionally Left Blank For Future Use		\$0.00	
COST AND QUANTITY BREAKDOWN	1. Cost Breakdown:			

Bid Comp Report

J08574.000 - Proviso SD 209 Facility - 26D Electrical Work - Proviso East Cap Improvements

Tuesday, December 15, 2020 11:08 AM		Fitzgerald's Electrical Contracting, Inc. Hold	McWilliams Electric Company, Inc. Hold	Meany Inc. Hold	Meade Industries, Inc. Hold
PRICING	All work required by the foregoing documents will be accomplished for the Lump Sum Bid Price of	\$4,498,000.00	\$3,386,000.00	\$3,675,000.00	\$4,543,490.00
SUPPLEMENTS	Supplement #1	YES	YES	YES	YES
	Supplement #2	YES	YES	YES	YES
	Supplement #3	YES	YES	YES	YES
	Supplement #4	YES	YES	YES	YES
	Supplement #5	YES	YES	YES	YES
	Supplement #6	YES	YES	YES	YES
	Supplement #7	YES	YES	YES	YES
	Supplement #8	YES	YES	YES	YES
	Supplement #9	YES	YES	YES	YES
	Supplement #10	YES	YES	YES	YES
	Supplement #11	YES	YES	YES	YES
ECONOMIC INCLUSION PLAN	This proposal includes the following total certified DBE (MBE/WBE/VBE/DOB) participation	15	15	15	0
	This proposal includes the following total certified DOB participation	0	0	0	0
UNIT PRICES / LABOR RATES	UNIT PRICES: Unit Prices shall be used, where applicable, to make adjustments to the cost of the Work due to changes. ALL Unit Prices submitted shall be complete in- place prices and include all costs for overhead, profit, bond costs, labor, materials, equipment, Engineering, shop drawings and any other incidentals related to the completion of the Work, and shall remain firm for the period of the contract.				
ALTERNATE PRICES	1.BLANK FOR EAST CAP IMPROVEMENTS	\$0.00	N/A	\$0.00	
	2.BLANK FOR EAST CAP IMPROVEMENTS	\$0.00	N/A	\$0.00	
	3.BAST CAP IMPROVEMENTS – THEATER COVE LIGHTING: Base bid Condition WILL NOT include theater cove lighting fixtures. Alternate Bid if accepted will include the removal of all existing light fixtures and installation of new light fixtures.	\$136,900.00	\$123,000.00	\$146,700.00	\$120,180.00
	4.BAST CAP IMPROVEMENTS – BOILER HOUSE STAIR TUNNEL: Base bid condition WILL NOT include the demolition the demolition of the tunnel and stairs at the Boiler House or the installation of new stairs. Alternate Bid if accepted will include all costs for demolition of the existing tunnel and stairs at the boiler house. Additionally it will include all costs for new stairs.	\$0.00	N/A	N/A	
	5.BAST CAP IMPROVEMENTS – 3000A SERVICE: Base bid condition for the (2) new 120/208V electrical services WILL include 2000A service size. Alternate Bid if accepted will include a 3000A service in lieu of the 2000A service.	\$76,000.00	\$56,000.00	\$111,100.00	\$48,030.00
	6.BLANK FOR EAST CAP IMPROVEMENTS	\$0.00	N/A	\$0.00	
	7.BAST CAP IMPROVEMENTS – LOW VOLTAGE CABLING IN RACEWAY: Base Bid condition WILL include all low voltage cabling run free air as may be permitted by codes. Alternate Bid if accepted will include all costs to run all Low Voltage Cabling in conduit.	\$195,000.00	\$136,000.00	\$312,000.00	\$226,515.00
	8.BLANK FOR EAST CAP IMPROVEMENTS	\$0.00	N/A	\$0.00	
	B1This Alternate Intentionally Left Blank For Future Use	\$0.00	N/A	\$0.00	
COST AND QUANTITY BREAKDOWN	1. Cost Breakdown:				

Action Item

Subject: PMSA Dump Truck

Grounds Equipment Dump Truck

Background:

The following dump truck at PMSA was evaluated on September 29, 2020, by a professional ASE certified mechanic. Upon completion of the assessment, it was determined the vehicle had reached its useful life for plowing snow, with repairs estimated to exceed \$5,500.00.

Make: Ford

Model: 4X4 F350 Dump Truck

Year: 2005

VIN: 1FDWF37Y57EB06538

Color: Red

Plate: M162409

Mileage: 5315

Administration's Analysis:

The attached quote outlines the necessary mechanical repairs for the dump truck located at PMSA. This vehicle is approximately 16 years old with limited to no life expectancy for plowing snow, spreading salt, dumping debris, or pulling heavy equipment with a trailer. This vehicle was reviewed before completing the PMSA O&M budget for FY21 and was on the list for replacement. The recommendation is to replace this vehicle to ensure the O & M department has adequate equipment for snow removal and grounds work.

A request for bids for 2022 Ford Super-Duty F350 DRW dump truck with bed included was issued on March 29, 2021. A public bid opening was held on April 12, 2021, and the following bids were received.

Recommended	Freeway Ford	\$49,088.00
	Marrow Brothers Ford	\$51,260.00
	Al Piemonte Ford	\$51,425.00
	Landmark Ford	\$51,775.00
	Roesch Ford	\$52,437.00

Statute, Administrative Policy or Board Rules Statement:

Illinois School Code (105 ILCS 5/10-20.21) and Board Policy 4:60 require that “all contracts for supplies, materials, or work involving expenditure in excess of \$25,000 shall be made in accordance with State law bidding procedure, unless specifically exempted. Contracts will be awarded by the Board of Education at an official meeting.”

Budget and Funding:

Funding for the purchase of this vehicle is included in the FY21 O&M budget

Implementation or Assessment Plan:

Upon approval by the Board of Education, an order for the requested vehicle will be processed.

Superintendent’s Recommendation:

That the Board of Education of Proviso Township High Schools District 209 accepts the Superintendent’s recommendation to approve the awarding this bid to Freeway Ford in amount of \$49,088.00

May 11, 2021

	Courtesy No Bid	Bid Form	Cert. Of Eligibility	Cert of Drug Free	Cert of Drug Free 25 or more	Sexual Harassment	Total Cost
	x		x	x	x	x	\$51,425.00
	x		x	x	x	x	\$49,088.00
	x		x	x	x	x	\$51,775.00
	x		x	x	x	x	\$51,260.00
	x		x	x	x	x	\$52,437.00
							\$2,695.00 options

Charlette Zebate

Proviso Township High School District 209

BID FORM

VENDOR'S NAME: Freeway Ford

2022 Ford Super Duty F-350 DRW Dump Truck \$ 40950.00

Optional Equipment/Other \$ 8138.00

Total Cost: \$ 49088.00

Voluntary Alternatives:

Add to Bid Cost.

WESTERN ULTRAMOUNT SNOW PLOW - MODEL UTP85 2020+ FORD F-250 - F-550

8-1/2' Pro Plow steel snowplow blade

power angling

NightHawk plow lights, plow guides w/ flags

Cab-Command handheld plow controller \$5454.00

Option dump body for drop-sides on both sides of body. \$629.00

2" trailer hitch receiver with safety chain guides. \$561.00

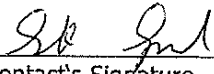
7-way trailer light plug. \$78.00

15" amber/clear LED lightbar installed on top of cab shield. \$645.00

Proviso Township High School District 209

BID FORM

I have examined the specifications and instructions included herein and agree, provided I am awarded a contract within 90 days of bid due date, to provide the specified items for the sum shown in accordance with the terms stated herein. All deviations from specifications and terms are in writing and attached hereto.

<u>Freeway Ford</u> Firm Name	<u></u> Contact's Signature
<u>8445 West 45th Street</u> Address	<u>Scott Springob</u> Print Contact Name
<u>Lyons IL 60534</u> City, State, Zip Code	<u>Municipal Sales</u> Title
<u>708-442-9000</u> Telephone Number	<u>4-5-21</u> Date
<u>scott.springob68@gmail.com</u> Email Address	

If NO BID is your response, please see
COURTESY NO BID Response Questionnaire

Proviso Township High School District 209

CERTIFICATE OF ELIGIBILITY TO BID

Freeway Ford (contractor/vendor), pursuant to Section 33E-11 of the Illinois Criminal Code of 1961 as amended, hereby certifies that neither (he, she, it) nor any of (his, her, its) partners, officers, or owners of (his, her, its) business has been convicted in the past five (5) years of the offense of bid-rigging under Section 33E-3 of the Illinois Criminal Code of 1961 as amended and that neither (he, she, it) nor any of (his, her, its) partners, officers, or owners of (his, her, its) business has ever been convicted of the offense of bid-rotating under Section 33E-4 of the Illinois Criminal Code of 1961 as amended.

Freeway Ford

Contractor/Vendor

By: Scott Springob
Print or Type

SS Springob
Signature

Municipal Sales
Title

4-5-21
Date

Proviso Township High School District 209

(Individual Vendor)

**CERTIFICATE OF COMPLIANCE WITH
ILLINOIS DRUG-FREE WORKPLACE ACT**

Freeway Ford (Individual Vendor), does hereby certify pursuant to Section 4 of the *Illinois Drug-Free Workplace Act* (Ill. Rev. Stat., ch. 127, par. 132.314) that (he, she) will not engage in the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance in the performance of the contract and that (he, she) is not ineligible for award of this contract by reason of debarment for a violation of the *Illinois Drug-Free Workplace Act*.

Freeway Ford

Individual Vendor

By:

RA Smith

Signature

4-5-21

Date

Proviso Township High School District 209

(Vendors With 25 or More Employees)

**CERTIFICATE OF COMPLIANCE WITH
ILLINOIS DRUG-FREE WORKPLACE ACT**

Freeway Ford (Vendor), having 25 or more employees, does hereby certify pursuant to Section 3 of the *Illinois Drug-Free Workplace Act* (Ill. Rev. Stat., ch. 127, par. 132.313) that (he, she, it) shall provide a drug-free workplace for all employees engaged in the performance of work under the contract by complying with the requirements of the *Illinois Drug-Free Workplace Act* and further certifies that (he, she, it) is not ineligible for award of this contract by reason of debarment for a violation of the *Illinois Drug-Free Workplace Act*.

Freeway Ford
Vendor

By: [Signature]
Signature

Municipal Sales
Title

4-5-21
Date

Proviso Township High School District 209

**CERTIFICATE REGARDING
SEXUAL HARASSMENT POLICY**

Freeway Ford (Contractor), does hereby certify pursuant to Section 2-105 of the *Illinois Human Rights Act* (775 ILCS 5/2-105) that (he, she, it) has a written sexual harassment policy that includes, at a minimum, the following information: (1) the illegality of sexual harassment; (2) the definition of sexual harassment under State law; (3) a description of sexual harassment, utilizing examples; (4) an internal complaint process including penalties; (5) the legal recourse, investigative and complaint process available through the Department of Human Rights and Human Rights Commission; (6) direction on how to contact the Department of Human Rights and Human Rights Commission; and (7) protection against retaliation.

Freeway Ford
Name of Contractor

By: [Signature]
Signature

Municipal Sales
Title

4-5-21
Date

PROVISO TOWNSHIP HIGH SCHOOL
 8601 W. ROOSEVELT ROAD
 FOREST PARK IL 60130

1002133 Work: (708) 338-5925 Fax: (708) 338-5977

LTTAYLOR@PTHS209.ORG

Veh Info: 6538 07 FORD F-350
Serial Numbers: 1FDWF37Y57EB06538
In-Srv: **Miles/Hrs In:** 0 **Out:** 0 **Plate #:**

Repair	Hrs	VIN	Requested Repair Description	Mech #	Type	Labo	Discount	Total
1	1.00	7EB06538	PM TRUCK	013	Retail	\$102.00	\$0.00	\$102.00
2	9.00	7EB06538	REPAIR DRAGGING BRAKES / INSPECT SYSTEM (EMERGENCY BRAKE CABLES FROZE / INSTALL NEW CABLES HANDLE ASSEMBLY / PERFORM REAR BRAKE JOB / BLEED SYSTEM	013	Retail	\$918.00	\$0.00	\$918.00
3	7.00	7EB06538	REPAIR BRAKE LIGHT ON / SCAN COMPUTER PULL ABS CODES / REPLACE FT BEARINGS (LOOSE & SENSORS IN BEARINGS / REPLACE DEFECTIVE BALL JOINTS	010	Retail	\$714.00	\$0.00	\$714.00
4	1.00	7EB06538	REPAIR NOISE IN ENGINE COMPARTMENT / REPLACE BELT,TENSIONER & PULLEY	010	Retail	\$102.00	\$0.00	\$102.00
5	2.00	7EB06538	REPAIR AIR BAG LIGHT ON / SCAN COMPUTER / REPLACE DEFECTIVE AIR BAG	010	Retail	\$204.00	\$0.00	\$204.00

Repair	Part #	Description	Qty	Selling Price	Extended Discount	Extended Price
1	63017	5W20 SYN OIL QT	7.00	\$5.40	\$0.00	\$37.80
1	51372	OIL FILTER	1.00	\$9.46	\$0.00	\$9.46
1	70133	GREASE	1.00	\$6.02	\$0.00	\$6.02
2	AX54136	ROTOR	2.00	\$84.62	\$0.00	\$169.24
2	MX1067	DISC PAD	1.00	\$71.21	\$0.00	\$71.21
2	370247A	SEAL	2.00	\$43.90	\$0.00	\$87.80

I HEREBY AUTHORIZE ABOVE REPAIR WORK TO BE DONE ALONG WITH NECESSARY MATERIALS. YOU AND YOUR EMPLOYEES MAY OPERATE ABOVE VEHICLE FOR PURPOSES OF TESTING, INSPECTION OR DELIVERY AT MY RISK. AN EXPRESS MECHANICS LIEN IS ACKNOWLEDGED ON ABOVE VEHICLE TO SECURE THE AMOUNT OF REPAIRS THERE TO. CUSTOMERS ARE RESPONSIBLE FOR ARTICLES LEFT IN VEHICLE . FAILURE TO PAY WILL RESULT IN

Parts Total:	\$0.00	Ext Price:	\$0.00
	\$0.00	Price:	\$5,529.80
Core Total:	\$0.00	Sale Tax:	\$0.00
Sublet Total:	\$2,040.00	Total:	\$0.00
Labor Total:	\$0.00	Deductible:	\$0.00
	\$43.82	Sites:	\$0.00
	\$0.00	Depo	
	\$5,529.80	Amount Due	\$5,529.80
	\$0.00		Page 1 of

PROVISO TOWNSHIP HIGH SCHOOL

1002133 Work: (708) 338-5925 Fax: (708) 338-5977

8601 W. ROOSEVELT ROAD
FOREST PARK IL 60130

LTTAYLOR@PTHS209.ORG

Veh Info: 6538 07 FORD F-350

Serial Numbers: 1FDWF37Y57EB06538

In-Srv: **Miles/Hrs In:** 0 **Out:** 0 **Plate #:**

2	99-17938A	CALIPER	1.00	\$93.94	\$0.00	\$93.94
2	99-17938B	CALIPER	1.00	\$93.94	\$0.00	\$93.94
2	BF1	BRAKE FLUID	1.00	\$25.00	\$0.00	\$25.00
2	Z854	PARKING BRAKE SHOE KIT	1.00	\$59.02	\$0.00	\$59.02
2	HW7311	HARDWARE	1.00	\$39.38	\$0.00	\$39.38
2	6C3Z-2783-A	PARKING BRAKE HANDLE	1.00	\$59.60	\$0.00	\$59.60
2	7C3Z-2780-BA	LEVER	1.00	\$275.99	\$0.00	\$275.99
2	5C3Z-2853-CC	CABLE	1.00	\$60.76	\$0.00	\$60.76
2	6C3Z-2A635-J	CABLE	1.00	\$107.68	\$0.00	\$107.68
2	6C3Z-2A635-E	CABLE	1.00	\$90.92	\$0.00	\$90.92
3	515082	HUB ASSY	2.00	\$422.48	\$0.00	\$844.96
3	K80026	BALL JOINT	2.00	\$64.98	\$0.00	\$129.96
3	K8607T	BALL JOINT	2.00	\$94.70	\$0.00	\$189.40
3	600-207	SEAL KIT	1.00	\$94.73	\$0.00	\$94.73
4	K060997	BELT	1.00	\$51.32	\$0.00	\$51.32
4	38274	BELT TENSIONER	1.00	\$59.69	\$0.00	\$59.69
4	36157	PULLEY	1.00	\$56.59	\$0.00	\$56.59
4	38001	IDLER PULLEY	1.00	\$31.14	\$0.00	\$31.14
5	6C3Z-25043B13-AA	AIR BAG MODULE	1.00	\$744.25	\$0.00	\$744.25

I HEREBY AUTHORIZE THE ABOVE REPAIR WORK TO BE DONE ALONG WITH NECESSARY MATERIALS. YOU AND YOUR EMPLOYESS MAY OPERATE ABOVE VEHICLE FOR PURPOSES OF TESTING, INSPECTION OR DELIVERY AT MY RISK. AN EXPRESS MECHANICS LIEN IS ACKNOWLEDGED ON ABOVE VEHICLE TO SECURE THE AMOUNT OF REPAIRS THERETO. CUSTOMERS ARE RESPONSIBLE FOR ARTICLES LEFT IN VEHICLE . FAILURE TO PAY WILL RESULT IN ATTORNEYS FEES, ALL ASSETS AGAINST YOU. SIGNATURE _____ DATE _____

		\$3,445.98		\$5,529.80
		\$0.00		\$0.00
		\$0.00		\$0.00
	Parts	\$0.00		\$5,529.80
	Total: Core	\$0.00		\$0.00
	Total:	\$2,040.00		\$0.00
	Sublet			
	Labor	\$43.82		\$0.00
	- Labor Discou t:	\$0.00		\$5,529.80
	Other	\$5,529.80		
	Charges:	\$0.00		
	Shop			
	- Parts			
			Ext	\$5,529.80
			Price:	\$0.00
			Sales	\$0.00
			Tax:	\$0.00
			Amount	\$5,529.80
			Amt	
			Tendered:	

Action Item

Subject:

Purchase of Band Instruments for Proviso West High School

Background:

The band instruments at Proviso West High School have reached their useful life and require replacement. The following specifications for instruments needed have been solicited:

Band Instruments	Quantity
Series III Model 64 Jubilee Edition Tenor Saxophone	<u>17</u>
Selmer Paris Series II Model 52 Jubilee Edition Alto Saxophone	<u>5</u>
Gibson ES-335 Satin Semi-Hollowbody Electric Guitar Satin	<u>5</u>
Bellafina Prodigy Series Double Bass Outfit 3/4 Size	<u>1</u>
Pearl Midtown Series 4-Piece Shell Pack Black Cherry Glitter	<u>5</u>
Musser M55 Pro-Vibe 3 Octave Silver with Concert Frame (M55)	<u>1</u>
Fender 60th Anniversary Road Worn '60s Jazz Bass Pau Ferro	<u>4</u>
Ibanez Artstar AS153 Semi-Hollow Electric Guitar Antique	<u>5</u>
Roland TD 17 V-Drums Electronic Drum Set	<u>5</u>
Conn 20k Series Bb Sousaphone W Silver Plate with Case	<u>2</u>
Akai Professional MPC X	<u>3</u>

Administration's Analysis:

The Business Office has conducted the standard bid process per district policy and procedures and received the following bids:

Vendor:	Total Price:
Brook Mas Music	\$133,589.86 (partial bid)
Delgado Guitars	\$323,365.90 (partial bid)
Kagan & Gaines	\$134,725.00 (partial bid)
Midwest Musical Imports	\$124,023.00 (partial bid)
PM Music Center	\$138,264.50 (partial bid)
Tiles in Style, LLC	\$271,778.00
Washington Music Sales	\$158,459.05

After the bid process, the company with the lowest complete bid is Washington Music Sales at a cost of \$158,459.05.

Statue, Administrative Policy, or Board Rules Statement:

Board Policy 4:60 Purchase and contracts specifies requirements for purchasing budgeted supplies, equipment, and services.

All contracts for supplies, materials, or work involving expenditures in excess of \$25,000 shall be made in accordance with the State law bidding procedure, unless specifically exempted, 105, ILCS 5/10-20.21.

Implementation or Assessment Plan:

The purchase of the band instruments is included in the FY2021 Budget.

Administration's Recommendation:

That the Board of Education of Proviso Township High Schools District 209 accepts the Superintendent's recommendation to approve the Band Instrument bid of Washington Music Sales in the amount of \$158,459.05.

Action Item

Subject: Food Purchasing Cooperative

Background:

At the February 27, 2021 meeting, the Board of Education approved the recommendation to bring the District food service program in-house. The District will now be purchasing the items used for the food service program. USDA and ISBE regulations allow school districts to participate in intergovernmental and inter-agency agreements which offer greater economy and efficiency for procurement or use of common or shared goods or services. Program operators participating in these agreements must still conduct competitive procurement in accordance with 2 CFR Part 200.318-.326 and applicable program regulations and guidance.

The Northern Illinois Independent Purchasing Cooperative (NIIPC) has been in operation since 1995 and currently has seventy-five member districts serving over 200,000 students. NIIPC data shows that members experience an average savings of 9% compared to bidding and purchasing items on their own.

The following school districts are members of NIIPC.

Amboy School District #272	Gibson School District #5	Northwest Suburban Special Education Organization
Antioch CCSD #34	Glen Ellyn School District #41	Oak Park River Forest HS #200
Argenta-Oreana CUSD #1	Glenview Public Schools #34	Olympia CUSD #16
Arlington Heights SD #25	Grant Community HS #124	Pembroke School District
Berwyn North Elementary District #98	Harrison SD 36	Peotone CUSD 207U
Big Hollow School District #38	Hiawatha CUSD #426	Polo Community School District 222
Bloomington School District #87	Hononegah Community HS #207	Prairie Hill CCSD #133
Blue Ridge #18	Hoover-Schrum Memorial Dist 157	Queen Bee School District #16
Bradley Elementary School District #61	Huntley CSD #158	Rantoul Township High School
Burr Ridge CCSD #180	Indian Springs SD 109	Reed Custer Unit #255U
Central Community USD 301	Joliet Public Schools District 86	Ridgeview CUSD #19
Cerro Gordo CUSD #100	Kinnikinnick CCSD #131	Riley CCSD #18
Chadwick-Milledgeville CUSD #399	Lena-Winslow CUSD #202	River Trails SD #26
Champaign Unit 4 School District	Leyden H.S. District #212	Rockton School District #140
Cunningham Children's Home	Lincolnwood School District 74	Schiller Park SD #81
Danville Public School District #118	Marengo CHS #154	Stockton District 206
Eastland CUD #308	Marengo-Union ECD #165	Township High School District 211
Elmhurst CUSD #205	Marquardt School District #15	Township High School District 214
Evanston Twp. H.S. #202	Mchenry Community High School District 156	Valley View School District 365U
Evanston/Skokie CCSD #65	McHenry SD 15	Warrensburg-Latham CUSD #11
Fairview School District #72	Meridian School District #223	Westmont CUSD #201
Fox Lake Grade School District #114	Mokena School District #159	Will County School District 92
Fox River Grove School District 3	Morton Grove SD #70	Woodstock School District #200
Gavin 37	Niles Elementary School District #71	Zion Lutheran School
Genoa-Kingston #424	Nippersink School District #2	
	North Boone CUSD #200	

Administration's Analysis:

Membership in NIIPC will allow the District to maximize purchasing efficiency for the food service program. The cooperative is also responsible for the bidding process, which will save time and streamline the purchasing process.

Upon approval by the Board of Education, the attached intergovernmental agreement will be submitted, along with 2021-2022 dues of \$1100.

Statute, Administrative Policy or Board Rules Statement:

Board Policy 4:120 *Food Services* describes the requirements for the District's food service programs.

5 ILCS 220/2, the Intergovernmental Cooperation Act, provides that any power which may be exercised by only one school district, may be exercised jointly with other school districts or other public agencies.

Superintendent's Recommendation:

That the Board of Education of Proviso Township High Schools District 209 accepts the Superintendent's recommendation to approve the intergovernmental agreement with the Northern Illinois Independent Purchasing Cooperative, pending legal review.

Our mission: To increase the VALUE of food service items provided to our members in the state of Illinois by utilizing a unified bid process and the combined purchasing POWER and professional GUIDANCE of our membership.

Who we are

The Northern Illinois Independent Purchasing Cooperative (NIIPC) began in 1995 through the joint effort of eleven charter districts. Our districts range from 500 students to 40,000 students, representing preschools through high schools and offering comprehensive food

service programs that include breakfast, lunch, before and after school snacks, vending, concessions and catering.

We are a group of food service professionals, some with many years' experience in the industry and some with fresh, new ideas brought from other industries and experiences. We have built strong relationships with our distributors and have become a vital presence in the food service industry.

What we offer

Save Money

Members benefit significantly through the buying power NIIPC membership brings. Our pricing history shows an average savings of 9%-35%.

Other cost benefits include:

- Full use of all USDA commodities, meaning less waste and more choice
- Direct-to-manufacturer pricing on selected, high-volume items

Save Time

With the NIIPC, experts prepare a unified bid, which complies with all government regulations. Some members have said that

the time they save in bid preparation alone is worth the price of membership. Time-saving benefits also include:

- Rebate tracking by the distributor; rebates are automatically credited to your account
- Nutritionally analyzed cycle menus that are coordinated with the bid items and USDA commodities

Power in Numbers

Join the NIIPC and become a part of a powerful negotiating team. As a member, you'll be able to:

- Learn from experienced food service professionals
- Share your experiences and knowledge with your peers
- Add your buying power to negotiate an effective bid

How it works

1 Call the **contact** member on the enclosed form, or complete the form and mail it as directed.

3 Have your School Board President and Secretary **sign** the inter-governmental agreement and membership form.

4 **Send** signed forms and application fee as directed in your membership packet.

5 **Schedule** a brief orientation meeting with a current NIIPC member by contacting the NIIPC Chair.

6 **Plan** to attend the NIIPC meetings. Only one is mandatory for at least one person from your district, but all are informative. You'll receive a directory of current members at the mandatory meeting.

7 **Order** on line and save even more time.

8 **Save money** and serve quality products.

2 **Look** for your membership packet in the mail. It will contain all the paperwork you need to join.

"[NIIPC members] are a wealth of information and [are] very helpful."

—Lynn McGill, Kinnikinnick School District

Frequently Asked Questions

Will I be able to purchase products I currently use?

Yes, even if an item is not on the bid, you can purchase it using the fixed fee set for that product group.

Will I be required to purchase from only one distributor?

No, the bid is awarded to a primary distributor. Members may have a secondary vendor. Member districts are required to purchase at least 80% of their items from the primary distributor.

How are service problems handled?

While individual districts resolve problems as they occur, we ask that they send a report to the co-op quality control chair so tracking can be done on service levels. Those issues can then be discussed at the mandatory meeting.

Will there still be contact with salespeople?

Yes, if you wish. Contact with the distributor's sales staff is based on each district's individual preference.

Must I put all of my items on the bid?

No. For example, some members bid produce weekly with local merchants.

How much time will each district spend on the process of bidding?

As much or as little as you want; there are subcommittees that work on the bid, and you're welcome to join in. Only the annual mandatory meeting is required.

How are decisions made?

Most decisions are made by a consensus of members attending the meeting at which the issue is presented.

Here's what our members have said about the NIIPC:

"As a member of the NIIPC, people know who you are...people associate you as a member of the co-op, and it's a great feeling."

—Francesca Canzoneri,
Westmont CUSD

"If you have a problem large or small, [NIIPC members] will come to your aid and support you no matter what!"

—Jan Waldvogel,
Will County School District 92

"Joining the co-op was the best move that our district has made."

—Bonnie Wright,
Blue Ridge CUSD

Northern Illinois Independent Purchasing Cooperative





NIIPC Application Information July 1, 2021 to June 30, 2022

The NIIPC is comprised of nonprofit self-operated school food service departments of public and private schools and districts in the state of Illinois.

Decisions to admit a new member are based on joint approval of the NIIPC board. Members are required to attend one mandatory meeting each year.

Enclosed are:

- Member Information Form
- Articles of Joint Agreement
- Intergovernmental Agreement Resolution

Mail completed member information form and intergovernmental agreement resolution and application fee to:

NIIPC
Oak Park & River Forest High School
C/o Micheline Piekarski, MSM, SNS
201 N. Scoville
Oak Park, IL. 60302

Fees: Dues for 2021-22

Enrollment	Fee
5,000+	\$1600
2,000 – 4,999	\$1100
1 – 1,199	\$600

When the application is approved, the new member will need to pay the annual fee for July 1, 2021 to June 30, 2022 by November 1, 2021. You will receive an invoice.

If you have any questions, please don't hesitate to call me at 708-434-3142.

Sincerely,

Micheline Piekarski, MSM, SNS

Micheline Piekarski, MSM, SNS
Chairman, NIIPC

NORTHERN ILLINOIS INDEPENDENT PURCHASING COOPERATIVE

ARTICLES of JOINT AGREEMENT

These Articles of Joint Agreement are authorized pursuant to Article VII, Section 10, of the 1970 Constitution of the State of Illinois and the Intergovernmental Cooperation Act 5 ILCS 220/2, which Act provides that any power which may be exercised by only one school district, may be exercised jointly with other school districts or other public agencies. The purpose of this Joint Agreement is to enable school districts to form a purchasing cooperative. Member school districts have determined that it is in the best interests of the students and the school districts to enter into an Intergovernmental Agreement to create this cooperative.

ARTICLES

I. NAME

The name of this cooperating organization shall be the Northern Illinois Independent Purchasing Cooperative, hereinafter referred to as the Cooperative.

II. PURPOSE

A. Membership in the Cooperative will help participating school districts meet state and federal purchasing mandates.

B. Membership in the Cooperative will increase the purchasing power of member districts, thus effecting significant savings for them.

III. MEMBERSHIP

A. Initial membership in the Cooperative is open to Illinois public school districts in the general northern area of Illinois.

B. The school districts that participate in the Cooperative for the initial year shall be referred to as Charter Districts.

C. Membership is effective upon signing the Intergovernmental Agreement Resolution.

D. Charter membership in the Cooperative is effective through the 1995-96 school year.

E. After the initial year, membership will be open to other Illinois public school districts upon application to the Cooperative's Board of Directors and approval by the Board as provided herein.

F. Member districts of the Cooperative shall have a participation commitment of one year beginning as of July 1 after the effective date of the signing of the Intergovernmental Agreement Resolution.

G. Member districts must give the Board of Directors notice of voluntary withdrawal by February 1 for the next school year.

H. Membership Fees

1. Charter Districts shall participate in the Cooperative at no cost for the initial year.

2. Member districts shall be required annually to pay dues in an amount determined by the board. Dues may be graduated to reflect the size or number of students served by each member, as the Board determines is reasonable.

3. New member districts will be assessed a one-time initial membership fee, which is determined by the Board. The fee may be graduated to reflect the size or number of students served.

4. All membership fees shall be reviewed annually by the voting representatives of the Cooperative.

5. All membership fees will be billed to individual districts and are to be made payable to the Northern Illinois Independent Purchasing Cooperative by October 1st.

I. Expulsion of Members

1. A member district may be expelled upon a vote of the Board of Directors for failure to participate, cooperate or support the activities and purposes of the Joint Agreement, or for any action which is seriously detrimental to the operation and administration of the Joint Agreement, as determined by the Board.

2. Upon such vote of expulsion, a member district's participation shall terminate no earlier than sixty days after the expulsion vote.

3. An expelled member shall remain liable for any obligation incurred to the effective date of expulsion.

IV. POWERS OF THE COOPERATIVE

A. The Cooperative will have the authority to enter into agreements with state, federal and local agencies or units of government and private entities, through an administrative district, to identify a preferred vendor of food and supply items to be purchased by member districts for the duration of the bid award period.

B. The Cooperative will have the authority, through an administrative district, to employ agents, employees, or independent contractors as necessary to carry out the functions of the Cooperative.

C. The Cooperative will have the authority, by majority vote of the Board of Directors, to admit and expel members.

D. The Cooperative will have the authority, by majority vote of the Board of Directors, to amend these Articles.

E. The Cooperative will have the authority, by majority vote of the Board of Directors, to take any other action necessary to effectuate the purpose of the Joint Agreement as now stated or hereinafter amended.

V. RESPONSIBILITIES OF THE COOPERATIVE

A. The member districts will establish a budget and receive funds from participating member districts to carry out the functions of the Cooperative.

B. The member districts will appoint, by majority vote of the Board of Directors, an administrative district to carry out the designated administrative functions of the Cooperative.

1. The administrative district will obtain bids from vendors and award the purchase of food and supply items to the preferred vendor as identified by analysis of all bids and the majority vote of all members.

2. The administrative district will comply with any administrative responsibilities imposed by law.

3. The administrative district will apportion each member's share of costs for administration and reimbursable expenses to the extent that they exceed the fees collected annually.

C. By this agreement, each participating district is required to purchase specifically identified items from the preferred vendor.

D. Once the bids are analyzed and the purchase awarded, each member school district will maintain a separate relationship with the successful bidder with regards to ordering, scheduling deliveries and payment of bills.

E. The Cooperative will obtain input from member districts regarding the quality of goods and service and other concerns, if any, in the products purchased and delivered.

VI. BOARD OF DIRECTORS

A. Management of the affairs of the Cooperative shall be by a Board of Directors comprised of a representative from each member district.

1. The representative may or may not be an elected official of the member district.

2. A member district may remove or replace or designate an alternate representative as desired.

B. Election of officers from among the Board of Directors shall take place as soon as practicable, but no later than sixty days after the approval of these Articles by at least five member districts.

1. A President, Vice-President and Secretary shall be elected to serve for a two-year term.

a. The President shall be the Chief Executive Officer of the Board and shall be a non-voting ex-officio member of all committees on which the President

does not directly serve. The president shall have those powers set forth in these Articles and as may be directed by the Board.

b. The Vice-President shall assume the duties of the President in the absence or the inability of the President to perform them.

c. The Secretary shall keep the minutes of the meetings of the Board and shall officially communicate as directed by the Board with the administrative district as selected by the Board of Directors.

2. In the event of a vacancy, those offices shall be filled by appointment by the Board of Directors.

3. New officers shall be elected BI-annually in the quarter preceding the beginning of the membership year in which their term is to commence.

C. The Board of Directors shall schedule regular meetings. Special meetings may be called by the President (or Vice-President if the President is unable to serve) or any two Directors, upon three days' prior written or faxed notice.

D. The Board of Directors shall have the powers as listed herein or as may be amended by majority vote of all members.

1. The Board of Directors shall have the authority to designate an administrative district to perform those functions stated in these Articles.

2. The Board of Directors shall have the authority to approve amendments to these Articles.

3. The Board of Directors shall have the authority to approve the acceptance of new members who are not Charter members and expel existing members.

4. The Board of Directors shall have the authority to award, through an administrative district, the purchase by member districts of food and supply items from a preferred vendor as identified by the analysis of bids and vote of a majority of member districts.

5. The Board of Directors shall have the authority to execute any powers of duties of the Cooperative herein arising out of the purpose for which the Cooperative is created.

E. Each member of the Cooperative shall have a vote equal to every other member of the Cooperative. Voting shall be in person by each representative Director or designated alternate, with no proxy or absentee votes permitted.

F. A quorum shall consist of a simple majority of the members of the Board.

1. Unless otherwise provided, a majority vote of the quorum shall be sufficient to pass a vote on any matter.

2. A two-thirds majority of all members of the Board of Directors shall be required for action on specific matters.

a. The admission or expulsion of a member shall be by two-thirds majority vote.

b. The Articles of Joint Agreement may be amended by two-thirds majority vote.

c. Termination of this Joint Agreement earlier than three years after its commencement shall be by two-thirds majority vote.

G. Members serving on the Board of Directors shall do so at their own expense except that expenses incurred by any member pursuant to action of the Board of Directors may be reimbursed if specifically authorized.

H. The Board of Directors may establish rules governing its own conduct not inconsistent with these Articles.

VII. ADMINISTRATIVE DISTRICT

A. The administrative district shall be a member district as selected by the Board of Directors and as agreed to by the selected district.

B. The administrative district shall serve for a term as mutually agreed.

C. The administrative district, subject to the direction of the Board of Directors, shall perform those necessary functions to obtain bids and award to a preferred vendor the purchase of food and supply items by individual member districts of the Cooperative.

D. The administrative district shall manage the funds of the Cooperative and shall be reimbursed by those funds for its costs and expenses in performing administrative functions of the Cooperative.

VIII. LIABILITY OF BOARD MEMBERS

A. With respect to the operation of this Joint Agreement, the Cooperative, its Board of Directors and Board Members individually, herein called the Cooperative, shall not be liable to: Other Board Members, other member districts, or any other board of education or employees for any action or inaction taken in good faith, or for any mistakes of judgment, or for the action or inaction of any agent, employee or any independent contractor selected by the Cooperative or any Board Member in good faith and with reasonable care.

B. Bond or security shall not be required to guarantee the performance of any Board Member's duties pursuant to this Agreement.

IX. EXECUTION

This Agreement may be executed in counterparts and such counterparts shall be effective and binding upon all member districts.

#

NORTHERN ILLINOIS INDEPENDENT PURCHASING COOPERATIVE

INTERGOVERNMENTAL AGREEMENT RESOLUTION

WHEREAS, present statutes allow school districts to jointly offer programs for better educational advantages; and

WHEREAS, the Constitution of Illinois authorizes Intergovernmental Agreements between several school districts, through their School Boards, to establish such programs; and

WHEREAS, entering into this agreement is in the best interests of the _____ School District.

NOW, THEREFORE, BE IT RESOLVED that the _____
_____ School District in the County of _____ in the State of Illinois is authorized to enter into an Intergovernmental Agreement with the Northern Illinois Independent Purchasing Cooperative and,

BE IT FURTHER RESOLVED that the President and Secretary of this Board of Education are hereby authorized to direct and execute said working agreement, a copy of which is attached hereto and made a part thereof, and

BE IT FINALLY RESOLVED that the Director of Food Service is hereby designated as the voting representative for this School District in this Intergovernmental Agreement.

CERTIFICATION

I, _____, Secretary of the Board of Education of

_____ # _____ in _____ County, Illinois, do hereby certify that the above and foregoing is a true and correct copy of a certain resolution which was duly passed by said Board at its regular meeting held on the ____ day of _____, 2021.

ATTEST

Board President Board Secretary

District Name Number County

Action Item

Subject:

Minutes

Statute, Administrative Policy or Board Rules Statement:

Proviso Township High Schools District 209 Board of Education Policy 2:220 Board of Education Meeting Procedure

Superintendent's Recommendation:

The Board of Education of Proviso Township High Schools District 209 accepts the Superintendent's recommendation to approve the following minutes: April 13, 2021 Regular Meeting, April 19, 2021 Special Meeting and April 27, 2021 Special Meeting Special Meeting as presented.

Action Item

Subject:

Illinois High School Association

Background:

Any private or public school in Illinois recognized by the Illinois State Board of Education may become a member of IHSA. Membership is voluntary and renewable annually. Upon establishing membership, each school adopts and agrees to abide by the IHSA Constitution and By-Laws, which have been approved by majority vote of the membership.

Superintendent's Recommendation:

That the Board of Education of Proviso Township High Schools District 209 accept the Superintendent's recommendation to renew the Proviso East High School and Proviso West High School membership in the Illinois High School Association for the 2021-2022 school year, and that the schools adopt and abide by the constitution and by-laws of the Illinois High School Association for the 2021-2022 school year.



April 2021

To the Principal/IHSA Official Representative Addressed:

It is time again for your school to renew its membership in the Illinois High School Association. For the 2021-2022 school term the IHSA Board of Directors has approved a membership assessment scaled to your classification enrollment. (By-law 1.441).

Your school may renew membership in the Illinois High School Association by confirming that your school continues to be Recognized by the Illinois State Board of Education and by certifying that your Board of Education/Governing Board has voted to adopt and abide by the Constitution, By-laws, Terms and Conditions, and Administrative Procedures, Guidelines, and Policies of the Association and agreeing to the 2021-2022 membership assessment.

Your 2021-22 membership renewal is due by June 30, 2021. Please do not delay. Obtain your Board of Education's action on the membership resolution and email it to general@ihsa.org or fax (309) 663-7479. Your 2021-22 membership assessment is due by September 1, 2021. An invoice will be available in your Schools Center for the principal or official representative.

Sincerely,

Craig Anderson
Executive Director

**THIS FORM MUST BE SIGNED BELOW, ON THE APPROPRIATE LINE, BY THE PRINCIPAL OR OFFICIAL REPRESENTATIVE AND THE BOARD PRESIDENT OR SECRETARY.
DO NOT DETACH.**

To: IHSA Executive Director

We certify that _____ High School is recognized by the Illinois State Board of Education. It is understood that failure to be recognized by the Illinois State Board of Education will disqualify our school for membership in the IHSA and that if this were to occur; it is our responsibility to immediately notify the Association of this change in status.

We further certify our Board of Education/Governing Board, at its meeting held on _____, 2021, voted to renew membership in the Illinois High School Association, and to adopt and abide by the Constitution, By-laws, Terms and Conditions, and Administrative Procedures, Guidelines and Policies of the Illinois High School Association for the year of July 1, 2021, through June 30, 2022.

Principal/Official Representative Signature

Board President or Board Secretary Signature

Patrick Hardy, 708-202-1611
Print Name and Phone Number

Print Name and Phone Number

Proviso East _____ High School

Maywood _____, Illinois

2021-22 Membership Renewal

PLAY SMART. PLAY HARD.



April 2021

To the Principal/IHSA Official Representative Addressed:

It is time again for your school to renew its membership in the Illinois High School Association. For the 2021-2022 school term the IHSA Board of Directors has approved a membership assessment scaled to your classification enrollment. (By-law 1.441).

Your school may renew membership in the Illinois High School Association by confirming that your school continues to be Recognized by the Illinois State Board of Education and by certifying that your Board of Education/Governing Board has voted to adopt and abide by the Constitution, By-laws, Terms and Conditions, and Administrative Procedures, Guidelines, and Policies of the Association and agreeing to the 2021-2022 membership assessment.

Your 2021-22 membership renewal is due by June 30, 2021. Please do not delay. Obtain your Board of Education's action on the membership resolution and email it to general@ihsa.org or fax (309) 663-7479. Your 2021-22 membership assessment is due by September 1, 2021. An invoice will be available in your Schools Center for the principal or official representative.

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Sincerely,

Craig Anderson
Executive Director

**THIS FORM MUST BE SIGNED BELOW, ON THE APPROPRIATE LINE, BY THE PRINCIPAL OR OFFICIAL REPRESENTATIVE AND THE BOARD PRESIDENT OR SECRETARY.
DO NOT DETACH**

To: IHSA Executive Director

We certify that Hillside (Proviso West) High School is recognized by the Illinois State Board of Education. It is understood that failure to be recognized by the Illinois State Board of Education will disqualify our school for membership in the IHSA and that if this were to occur; it is our responsibility to immediately notify the Association of this change in status.

We further certify our Board of Education/Governing Board, at its meeting held on _____, 2021, voted to renew membership in the Illinois High School Association, and to adopt and abide by the Constitution, By-laws, Terms and Conditions, and Administrative Procedures, Guidelines and Policies of the Illinois High School Association for the year of July 1, 2021, through June 30, 2022.

x
Principal/Official Representative Signature

Board President or Board Secretary Signature

DR. BESSIE KARVERAS
Print Name and Phone Number

Print Name and Phone Number

Proviso West High School Hillside, Illinois 2021-22 Membership Renewal

PLAY SMART. PLAY HARD.

Action Item

Subject:

Policy Manual Updates (1st Reading)

Administration's Analysis

The Board of Education contracted with the Illinois Association of School Boards (IASB) to develop its policy manual. Included in the services provided by IASB are periodic updates for the boards to consider that include all pertinent changes in the law, etc. This service allows the District's policies to stay current. Once the changes are adopted, IASB will forward new copies of the policy manual to the District. An updated electronic version will also be posted. Additional policy updates are also brought forth by the Board or recommended by the administration.

The following policies are presented for **first reading**:

2:260	Uniform Grievance Procedure
2:265	Title IX Sexual Harassment Grievance Procedure
3:40	Superintendent
3:40E	Checklist for the Superintendent Employment Contract Negotiation Process
4:80	Accounting and Audits
4:90	Student Activity and Fiduciary Funds
4:180	Pandemic Preparedness, Management, and Recovery
5:10	Equal Employment Opportunity and Minority Recruitment
5:270	Employment At-Will, Compensation and Assignment
6:310	High School Credit for Non-District Experiences, course substitutions, reentering students
6:315	High School Credit for Students in Grade 7 or 8
6:320	High School Credit for Proficiency
7:10	Equal Educational Opportunities
7:40	Nonpublic School Students, Including Parochial and Home- School Students
7:100	Heath, Eye, and Dental Examinations; Immunizations; and Exclusion of students
7:140	Search and Seizure
7:180	Prevention of and Response to Bullying, Intimidation and Harassment
7:185	Teen Dating Violence Prohibited
7:300	Extracurricular Athletics
7:340	Student Records
7:345	Use of Educational Technologies, Student Data Privacy and Security

Superintendent's Recommendation:

The Board of Education of Proviso Township High Schools District 209 accepts the Superintendent's recommendation to approve the first reading of the Policy Manual Update as noted.

Document Status: Draft Update

BOARD OF EDUCATION

2:260 Uniform Grievance Procedure

A student, parent/guardian, employee, or community member should notify any District Complaint Manager if he or she believes that the Board of Education, its employees, or its agents have violated his or her rights guaranteed by the State or federal Constitution, State or federal statute, or Board policy, or have a complaint regarding any one of the following: [PRESSPlus1](#)

1. Title II of the Americans with Disabilities Act, [42 U.S.C. §12101 et seq.](#)
2. Title IX of the Education Amendments of 1972, [20 U.S.C. §1681 et seq.](#), excluding Title IX sexual harassment complaints governed by policy 2:265, [Title IX Sexual Harassment Grievance Procedure](#)
3. Section 504 of the Rehabilitation Act of 1973, [29 U.S.C. §791 et seq.](#)
4. Title VI of the Civil Rights Act, 42 U.S.C. §2000d [et seq.](#)
5. Equal Employment Opportunities Act (Title VII of the Civil Rights Act), 42 U.S.C. §2000e [et seq.](#)
6. Sexual harassment [prohibited by the State Officials and Employees Ethics Act, 5 ILCS 430/70-5\(a\); Illinois Human Rights Act, 775 ILCS 5/; and Title VII of the Civil Rights Act of 1964, 42 U.S.C. §2000e et seq. and Title IX of the Education Amendments of 1972](#) ([Title IX sexual harassment complaints are addressed under policy 2:265, Title IX Sexual Harassment Grievance Procedure](#))
7. Breastfeeding accommodations for students, 105 ILCS 5/10-20.60
8. Bullying, 105 ILCS 5/27-23.7
9. Misuse of funds received for services to improve educational opportunities for educationally disadvantaged or deprived children
10. Curriculum, instructional materials, and/or programs
11. Victims' Economic Security and Safety Act, 820 ILCS 180/
12. Illinois Equal Pay Act of 2003, 820 ILCS 112/
13. Provision of services to homeless students
14. Illinois Whistleblower Act, 740 ILCS 174/
15. Misuse of genetic information [prohibited by the Illinois Genetic Information Privacy Act \(GIPA\), 410 ILCS 513/; and Titles I and II of the Genetic Information Nondiscrimination Act \(GINA\), 42 U.S.C. §2000ff et seq.](#)
16. Employee Credit Privacy Act, [820 ILCS 70/](#)

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

Right to Pursue Other Remedies Not Impaired

The right of a person to prompt and equitable resolution of a complaint filed under this policy shall not be impaired by the person's pursuit of other remedies, e.g., criminal complaints, civil actions, etc. Use of this grievance procedure is not a prerequisite to the pursuit of other remedies and use of this grievance procedure does not extend any filing deadline related to the pursuit of other remedies. If a person is pursuing another remedy subject to a complaint under this policy, the District will continue with a simultaneous investigation under this policy.

Deadlines

All deadlines under this policy may be extended by the Complaint Manager as he or she deems appropriate. As used in this policy, *school business days* means days on which the District's main office is open.

Filing a Complaint

A person (hereinafter Complainant) who wishes to avail him or herself of this grievance procedure may do so by filing a complaint with any District Complaint Manager. The Complainant shall not be required to file a complaint with a particular Complaint Manager and may request a Complaint Manager of the same gender. The Complaint Manager may request the Complainant to provide a written statement regarding the nature of the complaint or require a meeting with a student's parent(s)/guardian(s). The Complaint Manager shall assist the Complainant as needed. In the case of a complaint against the Superintendent, the Board President shall receive the complaint. The Board President shall immediately provide all members of the Board of Education and legal counsel of the Board of Education said complaint verbatim, and shall direct legal counsel for the Board of Education to take any and all actions deemed advisable based upon the complaint and prior to the Board of Education being able to meet to discuss said complaint.

The Board of Education shall determine the appropriate person(s) or entity(ies) to investigate the complaint on its behalf and to direct the manner in which the complaint will be investigated. The Board of Education will determine the merits of any complaint against the Superintendent.

With respect to complaints against the Superintendent, the Board of Education shall strive to make a determination regarding the complaint within sixty (60) days of its filing. If additional time is needed, the Board of Education will notify the complainant of the need for additional time. The decision of the Board of Education with respect to a complaint against the Superintendent shall be final and not subject to further appeal before it.

For any complaint alleging bullying and/or cyberbullying of students, the Complaint Manager shall process and review the complaint according to Board policy 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*, in addition to any response required by this policy. For any complaint alleging sexual harassment or other violation of Board policy 5:20, *Workplace Harassment Prohibited*, the Complaint Manager shall process and review the complaint according to that policy, in addition to any response required by this policy [2:260, Uniform Grievance Procedure](#).

Investigation Process

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

complaint, or (3) as authorized by the parent/guardian of the student witness, or by the student if the student is 18 years or age or older.

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

The Superintendent will keep the Board informed of all complaints.

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

Decision and Appeal

Within five school business days after receiving the Complaint Manager's report, the Superintendent shall mail his or her written decision to the Complainant and the accused by first class U.S. mail as well as to the Complaint Manager. All decisions shall be based upon the *preponderance of evidence* standard.

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

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

For complaints containing allegations involving the Superintendent or Board member(s), within 30 school business days after receiving the Complaint Manager's or outside investigator's report, the Board shall mail its written decision to the Complainant and the accused by first class U.S. mail as well as to the Complaint Manager.

This policy shall not be construed to create an independent right to a hearing before the Superintendent or Board. The failure to strictly follow the timelines in this grievance procedure shall not prejudice any party.

Appointing a Nondiscrimination Coordinator and Complaint Managers

The Superintendent shall appoint a Nondiscrimination Coordinator to manage the District's efforts to provide equal opportunity employment and educational opportunities and prohibit the harassment of employees, students, and others. The Nondiscrimination Coordinator also serves as the District's Title IX Coordinator. ^{Q1}

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

The Superintendent shall insert into this policy and keep current the names, office addresses, email addresses, and telephone numbers of the Nondiscrimination Coordinator and the Complaint Managers. The Superintendent or designee shall ensure that students, parents/guardians, employees, and members of the community are informed of the contact information for the District's Nondiscrimination Coordinator and Complaint Managers on an annual basis.

Nondiscrimination Coordinator:

OFFICE OF HUMAN RESOURCES

708-338-5928

Complaint Managers:

OFFICE OF HUMAN RESOURCES

708-338-5928

Complaints regarding the Superintendent:

Rodney Alexander

ralexander@pths209.org

708.338.5910

LEGAL REF.:

Age Discrimination in Employment Act, [29 U.S.C. §621](#) *et seq.*

Americans With Disabilities Act, [42 U.S.C. §12101](#) *et seq.*

Equal Employment Opportunities Act (Title VII of the Civil Rights Act), [42 U.S.C. §2000e](#) *et seq.*

Equal Pay Act, [29 U.S.C. §206](#)(d).

Genetic Information Nondiscrimination Act, [42 U.S.C. §2000f](#) *et seq.*

Immigration Reform and Control Act, [8 U.S.C. §1324a](#) *et seq.*

McKinney-Vento Homeless Assistance Act, [42 U.S.C. §11431](#) *et seq.*

Rehabilitation Act of 1973, [29 U.S.C. §791](#) *et seq.*

Title VI of the Civil Rights Act, [42 U.S.C. §2000d](#) *et seq.*

Title IX of the Education Amendments, [20 U.S.C. §1681](#) *et seq.*; [34 C.F.R. Part 106](#) | 28

State Officials and Employees Ethics Act, [5 ILCS 430/70-5](#)(a).

[105 ILCS 5/2-3.8](#), [5/3-10](#), [5/10-20.7a](#), [5/10-20.60](#), [5/10-22.5](#), [5/22-19](#), [5/24-4](#), [5/27-1](#), [5/27-23.7](#), and [45/1-15](#).

Illinois Genetic Information Privacy Act, [410 ILCS 513/](#).

Illinois Whistleblower Act, [740 ILCS 174/](#).

Illinois Human Rights Act, [775 ILCS 5/](#).

Victims' Economic Security and Safety Act, [820 ILCS 180/](#), [56 Ill.Admin.Code Part 280](#).

Equal Pay Act of 2003, [820 ILCS 112](#).

Employee Credit Privacy Act, [820 ILCS 70/](#).

[23 Ill.Admin.Code §§1.240](#) and [200-40](#).

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

Adopted: July 14, 2020

Questions and Answers:

***Required Question 1. A district must prominently display its Title IX non-discrimination policies (this policy 2:260, *Uniform Grievance Procedure*, and policy 2:265, *Title IX Sexual Harassment Grievance Procedure*) and contact information for its Title IX coordinator(s) on its website, if any, and in each handbook made available to students, applicants for employment, parents/guardians, employees, and collective bargaining units. 34 C.F.R. §106.8(a) and (b). Notifications must state that nondiscrimination extends to employment, and that inquiries about the application of Title IX and its regulations may be referred to the district's Title IX coordinator, to the U.S. Dept. of Education's Assistant Secretary of Education, or both. 34 C.F.R. §106.8(b). See sample exhibit 2:250-E2, *Immediately Available District Public Records and Web-Posted Reports and Records*, available at **PRESS** Online by logging in at www.iasb.com.

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

The Nondiscrimination and Title IX Coordinator(s) need not be the same person. Does the District's Nondiscrimination Coordinator also serve as the Title IX Coordinator?

- The Nondiscrimination Coordinator also serves as the District's Title IX Coordinator. (default)
- The Nondiscrimination Coordinator does not serve as the District's Title IX Coordinator. (IASB will list the District's Title IX Coordinator separately in policies 2:260, 5:10, 5:20, 7:20, and 7:180 and make any other necessary changes to these policies.) The District's Title IX Coordinator's name, office address, email address, and telephone number are:

PRESSPlus Comments

PRESSPlus 1. The items listed are updated for continuous improvement and to explicitly direct any sexual harassment complaints involving Title IX to **NEW** policy 2:265, *Title IX Sexual Harassment Grievance Procedure*. **Issue 105, August 2020**

Document Status: Draft Update - New

2:265 Title IX Sexual Harassment Grievance Procedure

New/Unpublished Section

Sexual harassment affects a student's ability to learn and an employee's ability to work. Providing an educational and workplace environment free from sexual harassment is an important District goal. The District does not discriminate on the basis of sex in any of its education programs or activities, and it complies with Title IX of the Education Amendments of 1972 (Title IX) and its implementing regulations (34 C.F.R. Part 106)^{PRESSPlus1} concerning everyone in the District's education programs and activities, including applicants for employment, students, parents/guardians, employees, and third parties.^{PRESSPlus2}

Title IX Sexual Harassment Prohibited

Sexual harassment as defined in Title IX (Title IX Sexual Harassment) is prohibited. Any person, including a District employee or agent, or student, engages in Title IX Sexual Harassment whenever that person engages in conduct on the basis of an individual's sex that satisfies one or more of the following:^{PRESSPlus3}

1. A District employee conditions the provision of an aid, benefit, or service on an individual's participation in unwelcome sexual conduct;^{PRESSPlus4} or
2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the District's educational program or activity; or
3. *Sexual assault* as defined in 20 U.S.C. §1092(f)(6)(A)(v), *dating violence* as defined in 34 U.S.C. §12291(a)(10), *domestic violence* as defined in 34 U.S.C. §12291(a)(8), or *stalking* as defined in 34 U.S.C. §12291(a)(30).^{PRESSPlus5}

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

Definitions from 34 C.F.R. §106.30

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

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

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

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

Supportive measures mean non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the *Complainant* or the *Respondent* before or after the filing of a *Formal Title IX Sexual Harassment Complaint* or where no *Formal Title IX Sexual Harassment Complaint* has been filed.^{PRESSPlus6}

Title IX Sexual Harassment Prevention and Response

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

1. Ensures that the District's comprehensive health education program in Board policy 6:60, *Curriculum Content*, incorporates (a) age-appropriate sexual abuse and assault awareness and prevention programs in grades pre-K through 12, and (b) age-appropriate education about the warning signs, recognition, dangers, and prevention of teen dating violence in grades 7-12. This includes incorporating student social and emotional development into the District's educational program as required by State law and in alignment with Board policy 6:65, *Student Social and Emotional Development*.
2. Incorporates education and training for school staff pursuant to policy 5:100, *Staff Development Program*, and as recommended by the Superintendent, Title IX Coordinator, Nondiscrimination Coordinator, Building Principal, Assistant Building Principal,^{Q1} Dean of Students,^{Q2} or a Complaint Manager.^{PRESSPlus7}
3. Notifies applicants for employment, students, parents/guardians, employees, and collective bargaining units of this policy and contact information for the Title IX Coordinator by, at a minimum, prominently displaying them on the District's website, if any, and in each handbook made available to such persons.^{PRESSPlus8}

Making a Report

A person who wishes to make a report under this Title IX Sexual Harassment grievance procedure may make a report to the Title IX Coordinator, Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, Dean of Students, a Complaint Manager, or any employee with whom the person is comfortable speaking. [PRESSPlus9](#) A person who wishes to make a report may choose to report to a person of the same gender.

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

The Superintendent shall insert into this policy and keep current the name, office address, email address, and telephone number of the Title IX Coordinator. [PRESSPlus10](#)

Title IX Coordinator:

OFFICE OF HUMAN RESOURCES

708-338 - 5928

Processing and Reviewing a Report or Complaint

Upon receipt of a report, the Title IX Coordinator and/or designee will promptly contact the *Complainant* to: (1) discuss the availability of supportive measures, (2) consider the *Complainant's* wishes with respect to *supportive measures*, (3) inform the *Complainant* of the availability of *supportive measures* with or without the filing of a *Formal Title IX Sexual Harassment Complaint*, and (4) explain to the *Complainant* the process for filing a *Formal Title IX Sexual Harassment Complaint*. [PRESSPlus11](#)

Further, the Title IX Coordinator will analyze the report to identify and determine whether there is another or an additional appropriate method(s) for processing and reviewing it. [PRESSPlus12](#) For any report received, the Title IX Coordinator shall review Board policies 2:260, *Uniform Grievance Procedure*; 5:20, *Workplace Harassment Prohibited*; 5:90, *Abused and Neglected Child Reporting*; 5:120, *Employee Ethics; Conduct; and Conflict of Interest*; [PRESSPlus13](#) 7:20, *Harassment of Students Prohibited*; 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*; 7:185, *Teen Dating Violence Prohibited*; and 7:190, *Student Behavior*, to determine if the allegations in the report require further action.

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

Formal Title IX Sexual Harassment Complaint Grievance Process

When a *Formal Title IX Sexual Harassment Complaint* is filed, the Title IX Coordinator will investigate it or appoint a qualified person to undertake the investigation. [PRESSPlus14](#)

The Superintendent or designee shall implement procedures to ensure that all *Formal Title IX Sexual Harassment Complaints* are processed and reviewed according to a Title IX grievance process that fully complies with 34 C.F.R.

§106.45. [PRESSPlus15](#) The District's grievance process shall, at a minimum:

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

4. Require that any individual designated by the District as an investigator receiving training on issues of relevance to create an investigative report that fairly summarizes relevant evidence.
5. Require that any individual designated by the District as a decision-maker receive training on [Q3](#) issues of relevance of questions and evidence, including when questions and evidence about the *Complainant's* sexual predisposition or prior sexual behavior are not relevant.
6. Include a presumption that the *Respondent* is not responsible for the alleged conduct until a determination regarding responsibility is made at the conclusion of the grievance process.
7. Include reasonably prompt timeframes for conclusion of the grievance process.
8. Describe the range of possible disciplinary sanctions and remedies the District may implement following any determination of responsibility.
9. Base all decisions upon the *preponderance of evidence* standard. [Q4](#)
10. Include the procedures and permissible bases for the *Complainant* and *Respondent* to appeal.
11. Describe the range of *supportive measures* available to *Complainants* and *Respondents*.
12. Not require, allow, rely upon, or otherwise use questions or evidence that constitute, or seek disclosure of, information protected under a legally recognized privilege, unless the person holding such privilege has waived the privilege. [PRESSPlus16](#)

Enforcement

Any District employee who is determined, at the conclusion of the grievance process, to have engaged in sexual harassment will be subject to disciplinary action up to and including discharge. Any third party who is determined, at the conclusion of the grievance process, to have engaged in sexual harassment will be addressed in accordance with the authority of the Board in the context of the relationship of the third party to the District, e.g., vendor, parent, invitee, etc. Any District student who is determined, at the conclusion of the grievance process, to have engaged in sexual harassment will be subject to disciplinary action, including, but not limited to, suspension and expulsion consistent with student behavior policies. [PRESSPlus17](#) Any person making a knowingly false accusation regarding sexual harassment will likewise be subject to disciplinary action.

This policy does not increase or diminish the ability of the District or the parties to exercise any other rights under existing law. [PRESSPlus18](#)

Retaliation Prohibited

The District prohibits any form of retaliation against anyone who, in good faith, has made a report or complaint, assisted, or participated or refused to participate in any manner in a proceeding under this policy. Any person should report claims of retaliation using Board policy 2:260, *Uniform Grievance Procedure*. [PRESSPlus19](#)

Any person who retaliates against others for reporting or complaining of violations of this policy or for participating in any manner under this policy will be subject to disciplinary action, up to and including discharge, with regard to employees, or suspension and expulsion, with regard to students.

LEGAL REF.:

20 U.S.C. §1681 *et seq.*, Title IX of the Educational Amendments of 1972; 34 C.F.R. Part 106.

Davis v. Monroe County Bd. of Educ., 526 U.S. 629 (1999).

Gebser v. Lago Vista Independent Sch. Dist., 524 U.S. 274 (1998).

CROSS REF.: 2:260 (Uniform Grievance Procedure), 5:10 (Equal Employment Opportunity and Minority Recruitment), 5:20 (Workplace Harassment Prohibited), 5:90 (Abused and Neglected Child Reporting), 5:100 (Staff Development Program), 5:120 (Employee Ethics; Conduct, and Conflict of Interest), 6:60 (Curriculum Content), 6:65 (Student Social and Emotional Development), 7:10 (Equal Educational Opportunities), 7:20 (Harassment of Students Prohibited), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:185 (Teen Dating Violence Prohibited), 7:190 (Student Behavior)

Questions and Answers:

***Required Question 1. Does the District employ Assistant Principals?

- Yes (default)
- No (IASB will remove Assistant Building Principal references from the policy)

***Required Question 2. Does the District employ a Dean of Students?

- Yes (default)
- No (IASB will remove Dean of Students references from the policy)

***Required Question 3. 34 C.F.R. §106.45(b)(1) lists the basic requirements for a grievance process. While live hearings are only required for postsecondary institutions, elementary and secondary schools may choose to offer them as part of their grievance process. **Consult the board attorney if the board wants the district to use a live hearing in its grievance process.**

Will the District use a live hearing during the grievance process?

- No (default)
- Yes (IASB will amend #5 by inserting the following after "receive training on": "any technology to be used at a live hearing and on")

***Required Question 4. 34 C.F.R. §106.45(b)(1)(vii) requires the Title IX sexual harassment grievance process to state the standard of evidence it will use to determine responsibility of the respondent. The standard of evidence selected must be applied "consistently to formal complaints alleging Title IX sexual harassment regardless of whether the respondent is a student or an employee." 85 Fed. Reg. 30373. This policy uses the *preponderance of the evidence* standard, not the *clear and convincing evidence* standard. *Preponderance of the evidence* is a standard used in civil cases. It means "the greater weight of the evidence, not necessarily established by the greater number of witnesses testifying to a fact but by evidence that has the most convincing force." See *Black's LawDictionary, 11th ed. 2019*. *Preponderance of the evidence* is the standard used in sample policy 2:260, *Uniform Grievance Procedure*. *Clear and convincing* is a higher standard, requiring more than *preponderance of the evidence* but less than proof beyond a reasonable doubt. It means "evidence indicating that the thing to be proved is highly probable or reasonably certain." See *Black's LawDictionary, 11th ed. 2019*. **Consult the board attorney regarding the appropriate standard for the district, as well as implications if a different standard is used in this policy than in 2:260, Uniform Grievance Procedure.** Ensure the same standard of evidence is used in the district's implemented administrative procedure 2:265-AP2, *Formal Title IX Sexual Harassment Complaint Grievance Process*.

Which standard of proof has the Board adopted for policy 2:265?

- Preponderance of evidence (default)
- Clear and convincing evidence (IASB will replace "preponderance of" with "clear and convincing")

PRESSPlus Comments

PRESSPlus 1. The final Title IX regulations are eff. 8-14-20; however, their complexity and scope means that districts are unlikely to finalize policies until after the effective date. It is important for school officials to discuss Title IX requirements with their board attorneys, to ensure full implementation and to reduce risks based on Title IX's intersection with local and State laws and regulations. See the **PRESS** Issue 105 Update Memo, available at **PRESS** Online by logging in at www.iasb.com, for more information. **Issue 105, August 2020**

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

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

A district must have at least one policy explicitly stating it does not discriminate on the basis of sex in its education programs or activities under Title IX and its implementation regulations (34 C.F.R. Part 106). 34 C.F.R. §106.8(b)(1). Title IX jurisdiction is geographically limited to discrimination against a person in the United States. 34 C.F.R. §106.8(d). Though all complaints of sexual harassment may not constitute sexual harassment under Title IX, Title IX's reach is broad because an alleged complainant or alleged respondent may be *anyone* in the District's educational program or activity in the United States – including applicants for employment, students, parents/guardians, any employee, and third parties. **Issue 105, August 2020**

PRESSPlus 3. 34 C.F.R. §106.30. The definition of *sexual harassment* in the policy and in Title IX includes *unwelcome* conduct. Id. However, case law does not always distinguish between *welcome* and *unwelcome* conduct. See Mary M. v. North Lawrence Community Sch. Corp., 131 F.3d 1220 (7th Cir. 1997) (8th grade student did not need to show that a school employee's sexual advances were *unwelcome* in order to prove sexual harassment). **Issue 105, August 2020**

PRESSPlus 4. 34 C.F.R. §106.30. This behavior is commonly called *quid pro quo* sexual harassment. See 85 Fed. Reg. 30036, f/n 94. By using the term *individual*, Title IX regulations do not limit *quid pro quo* sexual harassment to situations where the provision of an aid, benefit or service by an employee is conditioned on a current *student's* participation in unwelcome sexual conduct. By way of example, *quid pro quo* Title IX sexual harassment involving an employee and an individual other than a current student may be implicated when: an employee tells a former student she can only get a letter of recommendation if she participates in unwelcome sexual conduct; an employee selects a volunteer for a coveted field trip chaperone position if he participates in unwelcome sexual conduct; or a supervisory employee subjects a subordinate employee to unwelcome sexual conduct in exchange for a promotion. **Issue 105, August 2020**

PRESSPlus 5. See sample exhibit 2:265-E, *Title IX Sexual Harassment Glossary of Terms*, available at **PRESS** Online by logging in at www.iasb.com, for these definitions and other definitions of italicized terms in this policy. **Issue 105, August 2020**

PRESSPlus 6. See sample administrative procedure 2:265-AP1, *Title IX Sexual Harassment Response*, available at **PRESS** Online by logging in at www.iasb.com, for further discussion of supportive measures. **Issue 105, August 2020**

PRESSPlus 7. If the Board's policy 5:100, *Staff Development Program*, does not include the paragraphs listing trainings (from footnote 4 of sample policy 5:100), IASB will remove the phrase ~~pursuant to policy 5:100, Staff Development Program~~, and. **Issue 105, August 2020**

PRESSPlus 8. A district must prominently display its Title IX non-discrimination policies (policy 2:260, *Uniform Grievance Procedure*, and this policy 2:265, *Title IX Sexual Harassment Grievance Procedure*) and contact information for its Title IX coordinator(s) on its website, if any, and in each handbook made available to students, applicants for employment, parents/guardians, employees, and collective bargaining units. 34 C.F.R. §106.8(a) and (b). Notifications must state that nondiscrimination extends to employment, and that inquiries about the application of Title IX and its regulations may be referred to the district's Title IX coordinator, to the U.S. Dept. of Education's Assistant Secretary of Education, or both. 34 C.F.R. §106.8(b). See sample exhibit 2:250-E2, *Immediately Available District Public Records and Web-Posted Reports and Records*, available at **PRESS** Online by logging in at www.iasb.com. **Issue 105, August 2020**

PRESSPlus 9. Using "or any employee with whom the Complainant is comfortable speaking" ensures Title IX compliance because Title IX deems "any employee" of an elementary or secondary school who has notice of sexual harassment or allegations of sexual harassment to have *actual knowledge*. Therefore, a report to any employee triggers a district's duty to respond. 34 C.F.R. §106.30. This policy contains an item upon which collective bargaining may be required. Any policy that impacts wages, hours, and terms and conditions of employment is subject to collective bargaining upon request by the employee representative, even if the policy involves an inherent managerial right. **Issue 105, August 2020**

PRESSPlus 10. Title IX regulations require districts to designate and authorize at least one employee to coordinate its efforts to comply with Title IX and to refer to that employee as the *Title IX Coordinator*. 34 C.F.R. §106.8(a). Districts must identify the Title IX coordinator by name, office address, email address, and telephone number. A district's nondiscrimination coordinator often also serves as its Title IX coordinator. See policy 2:260, *Uniform Grievance Procedure*.

While the names and contact information are required by law to be listed, they are not part of the adopted policy and do not require board action. This allows for additions and amendments to the names and contact information when necessary. It is important for updated names and contact information to be inserted into this policy and regularly monitored. **Issue 105, August 2020**

PRESSPlus 11. Required by 34 C.F.R. §106.44(a) and (b) regardless of whether a formal Title IX sexual harassment complaint is filed. **Issue 105, August 2020**

PRESSPlus 12. See sample exhibit 2:265-E, *Title IX Sexual Harassment Glossary of Terms*, available at **PRESS** Online by logging in at www.iasb.com, for a discussion of Title IX sexual harassment and non-Title IX sexual harassment. Consult the board attorney for further guidance. **Issue 105, August 2020**

PRESSPlus 13. See also sample administrative procedure 5:120-AP2, *Employee Conduct Standards*, available at **PRESS** Online by logging in at www.iasb.com. **Issue 105, August 2020**

PRESSPlus 14. This policy gives Title IX coordinators the flexibility to appoint another qualified individual to conduct an investigation. This may be appropriate when the neutrality or efficacy of the Title IX coordinator is an issue, and/or where the district wishes to have the expertise that an in-house or outside attorney may afford to an investigation. Alternative appointments are often made in consultation with the superintendent or other district-level administrator (except in cases involving complaints about those individuals) and the board attorney. If a complaint involves the superintendent or other district-level administrator, alternative appointments are often made in consultation with the board and the board attorney. **Issue 105, August 2020**

PRESSPlus 15. See sample administrative procedures 2:265-AP1, *Title IX Sexual Harassment Response*, and 2:265-AP2, *Formal Title IX Sexual Harassment Complaint Grievance Process*, available at **PRESS** Online by logging in at www.iasb.com. **Issue 105, August 2020**

PRESSPlus 16. Examples of legally-recognized privileges include attorney-client privilege, doctor-patient privilege, and spousal privilege. See 85 Fed. Reg. 30277. **Issue 105, August 2020**

PRESSPlus 17. See policies 7:190, *Student Behavior*, and 7:230, *Misconduct by Students with Disabilities*. See also policies 7:200, *Suspension Procedures*, and 7:210, *Expulsion Procedures*, for due process requirements when student suspension or expulsion is recommended following a determination of responsibility for Title IX sexual harassment. **Issue 105, August 2020**

PRESSPlus 18. Examples of rights the district or parties may exercise ancillary to this Title IX sexual harassment grievance procedure include, but are not limited to: disciplinary processes for suspensions and expulsions of students under 105 ILCS 5/10-22.6; tenured teacher dismissal proceedings under 105 ILCS 5/24-12; any other pre-termination process required by an applicable collective bargaining agreement, employment policy or procedure, or employment contract; and student appeal of a sex equity grievance decision under 23 Ill. Admin. Code §200.40 (see policy 7:10, *Equal Educational Opportunities*). **Issue 105, August 2020**

PRESSPlus 19. Retaliation complaints must be processed under policy 2:260, *Uniform Grievance Procedure*, because they are covered under the district's grievance procedure for resolving non-sexual harassment Title IX complaints. See 34 C.F.R. §106.8(c). Title IX sexual harassment regulations state that "[c]omplaints alleging retaliation may be filed according to the grievance procedures for sex discrimination required to be adopted under §106.8(c)." 34 C.F.R. §106.71. **Issue 105, August 2020**

Document Status: Draft Update

GENERAL SCHOOL ADMINISTRATION

3:40 Superintendent

Duties and Authority

The Superintendent is the District's executive officer and is responsible for the administration and management of the District schools in accordance with Board of Education policies and directives, and State and federal law. District management duties include, without limitation, preparing, submitting, publishing, and posting reports and notifications as required by State and federal law. The Superintendent is authorized to develop administrative procedures and take other action as needed to implement Board policy and otherwise fulfill his or her responsibilities. This includes formulating and implementing any and all necessary requirements and/or procedures necessary to provide educational services and/or to permit individuals to be on school property during any period of time in which the Governor or the Director of the Illinois Department of Public Health has issued a declaration related to public health concerns because of a disaster as defined in Section 4 of the Illinois Emergency Management Agency Act while any portion of the District area is covered by the disaster area. The Superintendent may delegate to other District staff members the exercise of any powers and the discharge of any duties imposed upon the Superintendent by Board of Education policies or by Board vote. The delegation of power or duty, however, shall not relieve the Superintendent of responsibility for the action that was delegated.

Qualifications

The Superintendent must be of good character and of unquestionable morals and integrity. The Superintendent shall have the experience and the skills necessary to work effectively with the Board, District employees, students, and the community. The Superintendent must have and maintain a Professional Educator License with a superintendent endorsement issued by the Illinois State Educator Preparation and Licensure Board.

Evaluation

The Board of Education will evaluate, at least annually, the Superintendent's performance and effectiveness, using standards and objectives developed by the Superintendent and Board that are consistent with the Board's policies and the Superintendent's contract. A specific time should be designated for a formal evaluation session with all Board of Education members present. The evaluation should include a discussion of professional strengths as well as performance areas needing improvement.

Compensation and Benefits

The Board of Education and the Superintendent shall enter into an employment agreement that conforms to Board policy and State law. This contract shall govern the employment relationship between the Board of Education and the Superintendent. The terms of the Superintendent's employment agreement, when in conflict with this policy, will control.

LEGAL REF.:

[105 ILCS 5/10-16.7](#), [5/10-20.47](#), [5/10-21.4](#), [5/10-23.8](#), [5/21B-20](#), [5/21B-25](#), [5/24-11](#), and [5/24A-3](#).

23 Ill.Admin.Code §§1.310, 1.705, and ~~29.130~~ [25.355](#). [PRESSPlus1](#)

CROSS REF: 2:20 (Powers and Duties of the Board of Education; Indemnification), 2:130 (Board-Superintendent Relationship), 2:240 (Board Policy Development), 3:10 (Goals and Objectives)

Adopted: July 14, 2020

PRESSPlus Comments

PRESSPlus 1. The Legal References are updated in response to the repeal of 23 Ill.Admin.Code §29.130. **Issue 106, November 2020**

Document Status: Draft Update - Rewritten

3:40-E Exhibit - Checklist for the Superintendent Employment Contract Negotiation Process

New/Unpublished Section

The Board of Education hires and employs the Superintendent. The Superintendent shall be in charge of the administration of the schools under the direction of the Board, through its policies. See 105 ILCS 5/10-21.4 and 105 ILCS 5/10-16.7. As an effective employer, the Board must develop and maintain a productive relationship with the Superintendent. See IASB's *Foundational Principles of Effective Governance*, **Principle 3. The board employs a superintendent**, at: www.iasb.com/conference-training-and-events/training/training-resources/foundational-principles-of-effective-governance/.^{PRESSPlus1}

The foundation for a productive employment relationship begins when the Board identifies the most qualified superintendent candidate (*successful superintendent candidate*) after an established interview process. The Board then extends an offer of employment to the successful superintendent candidate. The employment search process and resulting relationship should consist of mutual respect and a clear understanding of respective roles, responsibilities, and expectations. This relationship should begin with the Board's policy, a thoughtfully crafted employment contract and job description, and procedures for communications and ongoing assessment. See *Principles* at the link above.

Below, the *Checklist for the Superintendent Employment Contract Negotiation Process (Checklist)* provides a column entitled **Superintendent Contract Term Considerations for the Board**. It lists common superintendent employment contract terms and points of consideration for boards to prepare for during the contract formation process. Another column entitled **Explanation, Special Considerations, and Resources** provides extra information about these common superintendent employment contract terms.

The *Checklist* is intended to serve as a resource to educate and guide the Board through the employment contract negotiation process with its successful superintendent candidate. Board members who are educated about the content within the *Checklist* are crucial to successful negotiation processes. An educated contract formation and negotiation process, along with a well-written contract and job description for the Superintendent, all set the foundation for mutual respect and a clear understanding of the Board and Superintendent's respective roles, responsibilities, and expectations. **Important:** This *Checklist* is a resource for contract formation; it is not a list of *must have* items for a superintendent's employment contract or a basis for a board to re-open contracts currently in effect.

Prior to providing the successful superintendent candidate an offer for employment and contract for review, consideration, and negotiation, consult the Board Attorney about the *Checklist* and the scope of the terms the Board wishes to offer the successful superintendent candidate. The Board and the successful superintendent candidate should expect and encourage the other to seek the advice of their respective attorneys during the employment contract formation process.

Many attorneys agree and best practices suggest that boards and successful superintendent candidates work with their own separate attorneys in an amicable and cooperative manner to complete the employment contract negotiation process.

Board Attorney. Prior to providing any successful superintendent candidate with an offer for employment and a contract for review, consideration, and negotiation, best practices suggest consulting the Board Attorney about the *Checklist*. Note: Boards should view a successful superintendent candidate retaining his or her own attorney as a best practice (as opposed to a warning sign). Each party is beginning the employment relationship in a cooperative manner to set an appropriate foundation to the future working relationship.

Power and Duties of the Superintendent

Superintendent Contract Term Considerations for the Board	Explanation, Special Considerations, and Resources
Duties	Does the Board enumerate the duties of the Superintendent in the employment contract? <ol style="list-style-type: none"> 1. Are the statutory duties of the Superintendent listed? 2. Has the Board incorporated policy references to the other duties related to the Superintendent's employment? See 105 ILCS 5/10-21.4 and 105 ILCS 5/10-16.7.
	How will the Board address outside activities of the Superintendent?

Full-time, Attention and Energy Clause	<ol style="list-style-type: none"> 1. How will the Board define <i>outside activities</i>? 2. Will the Board restrict the Superintendent from engaging in outside activities during the term of the employment contract? 3. Will the Board require approval/notification before the Superintendent engages in outside activities?
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Employment and Compensation

Superintendent Contract Term Considerations for the Board	Explanation, Special Considerations, and Resources
Duration of Contract	<p>A superintendent's employment contract may not exceed five years. If its duration is two to five years, the contract must reference goals and suspension of tenure.</p> <p>No performance-based contract shall be extended or rolled over prior to its scheduled expiration unless all the performance and improvement goals contained in the contract have been met. See 105 ILCS 5/10-23.8.</p> <p>If the duration is one year or less, then the contract need not reference goals or suspension of tenure.</p>
Salary	<p>Special Considerations for the Board may include:</p> <ol style="list-style-type: none"> 1. What is the estimated Board contribution to the Teachers' Retirement System (TRS) for any raises above six percent (40 ILCS 5/15-155(g), amended by P.A. 101-10) prior to retirement? 2. What is the <i>cost shift</i> implication for the District if the Board offers or later agrees to a salary that is equal to or greater than the governor's statutory salary of \$177,412 (P.A. 100-23 now makes school districts responsible for paying the actuarial cost of the pension benefits earned on the portion of a TRS member's salary that exceeds \$177,412)? 3. Do any administrative cost cap triggers exist (105 ILCS 5/17-1.5)? <p>Items the Board may see the successful superintendent candidate request of it:</p> <ol style="list-style-type: none"> 1. A fixed salary for each year of the contract. 2. A guaranteed minimum salary. 3. Compensation increases.
Severance Agreements	<p>Any contract that contains a condition of severance pay must include the following provisions required by the Government Severance Pay Act (GSPA), 5 ILCS 415/10, added by P.A. 100-895:</p> <ol style="list-style-type: none"> 1. A restriction to an amount not exceeding 20 weeks of compensation; and 2. A prohibition for any severance if the Superintendent is fired for <i>misconduct</i> by the Board. See the <i>Severance Pay</i> row under the Changes to the Superintendent's Employment Contract subhead below for a definition of what misconduct means in the context of this law.
Teachers Retirement System (TRS) & Teacher Health Insurance (THIS)	<p>How does the Board want to address:</p> <ol style="list-style-type: none"> 1. Pension contributions (TRS-THIS)? 2. Inclusion of salary and other compensation in the payment of TRS and THIS? Or, will TRS and THIS be in addition to salary and other compensation? 3. Unforeseen pension reform issues?

Conditions of Employment

Superintendent Contract Term Considerations for the Board	Explanation, Special Considerations, and Resources
Administrative License	<p>Does the Board want to require the successful superintendent candidate to guarantee that as the future Superintendent of the District, he or she has and will maintain the appropriate licensure throughout the employment contract? ¹³⁸</p>

¹³⁸ 105 ILCS 5/10-21.9, amended by P.A.s 101-531 and 101-643. See also PRESS sample policy 5-30.

Criminal Background Check Law	105 ILCS 5/10-21.9, amended by P.A.s 101-531 and 101-643. See also PRESS sample policy 5:30, <i>Hiring Process and Criteria</i> , and the subhead entitled Fingerprint-based Criminal History Records Information Check in administrative procedure 5:30-AP2, <i>Investigations</i> .
Other Background Check Laws	<p>Does the Board want to require additional background inquiries beyond the fingerprint-based criminal history records information check required by 105 ILCS 5/10-21.9, amended by P.A.s 101-531 and 101-643, and discussed above? If yes, consult the Board Attorney and consider the following laws:</p> <p>15 U.S.C. § 1681 <i>et seq.</i>, Federal Fair Credit Reporting Act (FCRA), is a federal law that regulates the gathering and use of information about consumers by third party <i>consumer reporting agencies</i>, including credit information, criminal background, driving record, personal characteristics/reputation, etc. The law requires consumer reporting agencies to comply with certain procedural notice requirements when gathering information from a consumer.</p> <p>820 ILCS 75/, III. Job Opportunities for Qualified Applicants Act, prohibits employers from inquiring about an applicant's criminal history until the application has been determined qualified and notified that he/she has been selected for an interview (a/k/a <i>ban the box</i> law).</p> <p>820 ILCS 55/, III. Right to Privacy in the Workplace Act (RPWA), prohibits employers from:</p> <ol style="list-style-type: none"> 1. Requesting, coercing, or requiring any employee or prospective employee to provide a user name and password for any personal online account; 2. Requesting, coercing, or requiring an employee or applicant to invite the employer to have access to that individual's personal online account; and 3. Taking an adverse employment action against an individual (including refusal to hire) based on that individual's use of a lawful product off District property during nonworking hours, i.e., tobacco, cannabis, or alcohol. (Note: RPWA allows employers to regulate employees' use of those lawful products that impair an employee's ability to perform the employee's assigned duties. See policy 5:50, <i>Drug- and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition</i>, and its f/ns). <p>820 ILCS 70/, III. Employee Credit Privacy Act, prohibits employers from inquiring into an individual's credit history or taking action against an employee based such history unless a satisfactory credit history is a <i>bona fide occupational requirement</i>, which is further defined in the statute. The job descriptions of superintendents generally meet this standard because they: (1) describe a managerial position that involves direction of school districts; (2) include signatory power over more than \$100; and (3) involve having access to confidential and financial information. Note: Any one of these grounds alone is sufficient.</p>
Medical Examination	<p>105 ILCS 5/24-5 requires new employees to submit evidence of physical fitness to perform assigned duties and freedom from communicable diseases.</p> <p>The Americans with Disabilities Act allows medical inquiries of current employees only when they are job-related and consistent with business necessity or part of a voluntary employee wellness program. 42 U.S.C. §12112(d)(4). Districts may deny jobs to individuals with disabilities who pose a direct threat to the health or safety of others in the workplace, provided that a reasonable accommodation would not either eliminate the risk or reduce it to an acceptable level. 42 U.S.C. §12113; 29 C.F.R. Part 1630.2(r).</p> <p>See also PRESS sample policy 5:30, <i>Hiring Process and Criteria</i>, specifically f/ns 23 and 24.</p>
Tenure	<p>Suspension of Tenure</p> <p>With multi-year contracts and multi-year extensions, superintendents waive their rights to tenure in a school district, but no previously acquired tenure may be lost.</p> <p>Continued Tenure</p> <p>Superintendents serving multiple one year contracts may still accrue service toward and acquire tenure.</p> <p>See 105 ILCS 5/10-23.8 and the <i>Duration of Contract</i> row in the Employment and Compensation checkbox, above.</p>

Evaluations and Goals

Superintendent	139
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Contract Term Considerations for the Board	Explanation, Special Considerations, and Resources
<p>Board Goals and Indicators of Student Performance and Academic Achievement for the Superintendent</p>	<p>105 ILCS 5/10-23.8 requires each performance-based contract to include the goals and indicators of student performance and academic improvement determined and used by the Board to measure the performance and effectiveness of the Superintendent and other information as the Board may determine.</p> <p>Regarding its goals and indicators, has the Board:</p> <ol style="list-style-type: none"> 1. At minimum, addressed student performance and academic achievement (105 ILCS 5/10-23.8 states “and other information as the Board may determine”)? 2. Included them in the body of the employment contract? Or as an exhibit to it? 3. Set them to be: <ol style="list-style-type: none"> a. Measurable and achievable, i.e., are they within the Superintendent’s control? b. Objective, subjective or a combination of both? 4. Set a timeline for achievement, and if so is it on an: <ol style="list-style-type: none"> a. Annual basis? b. Prior to completion of the employment contract? 5. Set them as procedural, substantive, or a combination of both? <p>For more information about setting goals and indicators for superintendents regarding student performance and academic achievement, see:</p> <p>www.iasb.com/conference-training-and-events/training/workshops/</p> <p>Contact a Field Services Director regarding the following IASB workshops and/or offerings that may set the stage for school boards to hold their superintendents accountable for district performance, including academic achievement:</p> <p><i>Setting District Goals and Direction</i> (leads a board and superintendent to develop their own district-language for specific measurable, and attainable goals and indicators)</p> <p><i>The Superintendent Evaluation Process</i> (describes an effective method of holding the superintendent accountable)</p> <p><i>The Board and its Superintendent</i> (workshop assisting a board in developing an effective relationship with its superintendent).</p>
<p>Superintendent Evaluation</p>	<p>Once the Board has developed its goals and indicators (as discussed immediately above), 105 ILCS 5/10-20, 5/10-23, and 5/10-23.8 require the Board to:</p> <ol style="list-style-type: none"> 1. “Direct, through policy, its superintendent in his or her charge of the administration of the school district;” and 2. Evaluate the superintendent in his or her “administration of school board policies and his or her stewardship of the assets of the district.” <p>How will the Board evaluate the successful superintendent candidate upon its outlined goals and indicators?</p> <p>Does the Board state when it will evaluate the successful superintendent candidate upon the goals and indicators that it set? Note: Some districts do not consider the superintendent evaluation to be a <i>one-time event</i> and put an on-going process into place. Contrast other districts, which depending upon their preferences, generally find the best time of year to evaluate is in the winter or early springtime.</p> <p>Is the Board or the successful superintendent candidate responsible to trigger the components of the Superintendent’s evaluation process?</p> <p>What evaluation instrument will be used? How will the evaluation be documented?</p> <p>Will an evaluation instrument be outlined by the Board in its employment contract with the successful superintendent candidate?</p>

Is the evaluation instrument the Board will use tied to its goals and indicators of student performance and academic improvement and other information as the Board may determine?

For more information about best practices when planning for and evaluating the Superintendent, see:

The Superintendent Evaluation Process at: www.iasb.com/training/superintendent-evaluation-process.pdf;

IASB's *Foundational Principles of Effective Governance*, Principle 3. The board employs a superintendent, at: www.iasb.com/conference-training-and-events/training/training-resources/foundational-principles-of-effective-governance/; stating "the board employs and evaluates one person — the superintendent — and holds that person accountable for district performance and compliance with written board policy."

Expenses and Benefits

Superintendent Contract Term Considerations for the Board	Explanation, Special Considerations, and Resources
Expenses and Allowances	<p>How will the Board address expenses and allowances in its employment contract negotiations with the successful superintendent candidate?</p> <p>Business</p> <ol style="list-style-type: none"> 1. What standard will the Board use, e.g., reasonable, itemized, etc.? 2. Will the Board designate the Board President or another individual to review and/or approve the Superintendent's expenses? <p>Transportation</p> <p>Will the Board reimburse travel? If yes, what types of travel will the board reimburse? Some transportation topics that successful superintendent candidates request discussion about include:</p> <ol style="list-style-type: none"> 1. Vehicle insurance reimbursement(s) 2. Vehicle repair reimbursement(s) 3. A travel allowance only at either a set amount or the District's per mile rate 4. A vehicle 5. Out-of-district travel
Insurance	<p>Will the Board address insurance in its employment contract negotiations with the successful superintendent candidate?</p> <p>Some items successful superintendent candidates request include:</p> <ol style="list-style-type: none"> 1. Insurance contributions as part of a Cafeteria Plan, or in the alternative, the Board paying the premiums. 2. Specific insurance coverages from the Board, such as health, dental, vision, life, disability, etc.
Vacation	<p>Will the Board address vacation days in its employment contract negotiations with the successful superintendent candidate? If yes, then:</p> <ol style="list-style-type: none"> 1. How many days? 2. Will vacation days accumulate? And, if so, how? 3. Will the Board designate itself, the Board President, or a Board officer to approve or receive notification from the Superintendent prior to taking a vacation? If yes, describe the process. 4. Will the Board address reimbursement for unused days? 5. Will vacation days need to be used for days off during winter or spring breaks?
	<p>Will the Board address sick days in its employment contract negotiations with the successful superintendent candidate? If yes, then:</p> <ol style="list-style-type: none"> 1. Will sick leave be limited to annual sick leave days in the District's teachers' contract or will a

Sick Leave/Days	<p>different amount be provided?</p> <ol style="list-style-type: none"> How will sick day accumulation be addressed? Will the Board designate itself, the Board President, or a Board officer to approve or receive notification from the Superintendent prior to taking or upon returning from a sick day? If yes, describe the process.
Professional Activities and Organizations Memberships in Community Organizations	<p>Will the Board address memberships in professional activities/organizations and/or community organizations its employment contract negotiations with the successful superintendent candidate? If yes, then:</p> <ol style="list-style-type: none"> How many organizations will the Board allow the Superintendent to join? Which organizations will be allowed? What is the Board's limit for the cost of dues to professional organizations?
Retirement	<p>Will the Board address any type of payment(s) upon the Superintendent's retirement? If yes, then:</p> <ol style="list-style-type: none"> Has the Board thoroughly examined and addressed: <ol style="list-style-type: none"> Any consequences or other penalties to it? The impact of any prior salary increases? Potential pension reform issues? Often, a successful superintendent candidate's attorney has interest in the following issues: <ol style="list-style-type: none"> Available post-retirement options available, e.g., payments for sick/vacation days, post-retirement insurance, longevity annuity payment, etc. Whether a potential retirement payment will be properly creditable for TRS purposes. Note: Ultimately, only TRS has the authority to determine creditability.
Annuities and Other Deferred Compensation	<p>Will the Board address any type of annuities and other deferred compensation issues? If yes, then:</p> <ol style="list-style-type: none"> Will it offer such compensation in addition to the Superintendent's agreed-upon salary? Will it contribute creditable earnings for TRS purposes?

Changes to the Superintendent's Employment Contract

Superintendent Contract Term Considerations for the Board	Explanation, Special Considerations, and Resources
Non-Renewal at End of Contract	<p>How will the Board and successful superintendent candidate agree to address orderly end to the employment contract when the Board chooses not to renew it?</p> <ol style="list-style-type: none"> Will there be a non-renewal notification date? Do both parties' attorneys find it reasonable? Will the Board require the Superintendent to remind it of the non-renewal date? Will there be any agreement to a clause for an automatic one-year renewal if the Board fails to provide end-of-contract non-renewal notification? Will the Board agree to language in the employment contract that would provide the Superintendent with a hearing upon non-renewal?
Renewal at End of Contract	<p>Will the Board agree to a procedure for renewing the employment contract at its end? If yes, then:</p> <ol style="list-style-type: none"> What date would be the earliest that the Board could renew its employment contract with the Superintendent? What criteria will the Board base its renewal upon? For example, some boards base renewal upon superintendents achieving their stated goals and indicators of student performance and academic improvement and other information they required.
Contract Extensions	<p>Will the Board agree to allow for an extension of its employment contract during its term? If yes, then:</p> <ol style="list-style-type: none"> Will the Board agree to extend it during its term if the Board determines that the Superintendent successfully met all of the Board's stated goals and indicators of student performance and academic improvement and other information it required?

	<p>2. Will the Board agree to extend a one-year contract when the Superintendent is not required to meet any goals?</p> <p>See 105 ILCS 5/10-23.8.</p>
Terminations	<p>If the successful superintendent candidate accepts employment with the Board and becomes the Superintendent, how will the Board outline the grounds and procedures for terminating the Superintendent's employment during the contract's term?</p> <ol style="list-style-type: none"> 1. Will the Board and the successful superintendent candidate agree to terminate it upon mutual agreement? 2. Will the Board allow retirement to be an appropriate reason for terminating its employment contract with the Superintendent? And if so, will the Board require reasonable notice from its Superintendent? 3. Could either the Board or Superintendent terminate the employment contract without cause by providing notice to the other? 4. Will the Board terminate the employment contract for permanent disability of the Superintendent? <ol style="list-style-type: none"> a. How will the Board define permanent disability in the contract? b. Will the Board require the Superintendent to obtain a permanent disability determination through physician certification, and/or c. Will the Board consider duration of absence; e.g., 90-days after exhaustion of available leave, whichever is greater? <p>See PRESS sample policy 5:180, <i>Temporary Illness or Temporary Incapacity</i>.</p> <ol style="list-style-type: none"> 5. What standard will the Board use to terminate the employment contract for cause? Items to consider include: <ol style="list-style-type: none"> a. Any conduct detrimental/prejudicial to the District;* b. Just cause; c. Sufficient to dismiss a tenured teacher; d. Material breach of contract; or e. Not arbitrary and capricious. <p>*50 ILCS 205/3c, amended by P.A. 100-1040, requires a school district to post on its website and make available to news media specific information about severance agreements that it enters into because an employee or contractor was found to have engaged in sexual harassment or sexual discrimination, as defined by the Ill. Human Rights Act or Title VII of the Civil Rights Act of 1964. See Severance Pay row directly below.</p> <ol style="list-style-type: none"> 6. Will the Board agree to provisions for hearing and due process for the Superintendent? 7. How will the Board address death of its Superintendent during the duration of the employment contract?
Severance Pay	<p>Any renewal or renegotiation that adds a condition of severance pay must include the following provisions of GSPA, 5 ILCS 415/10(a)(1), added by P.A. 100-895:</p> <ol style="list-style-type: none"> 1. A restriction to an amount not exceeding 20 weeks of compensation; and 2. A prohibition for any severance if the Superintendent is fired for <i>misconduct</i> by the Board. This law defines misconduct to include sexual harassment and/or discrimination. But 50 ILCS 205/3c, amended by P.A. 100-1040, limits sexual harassment or discrimination to instances when an employee is "found to have engaged in sexual harassment or sexual discrimination, as defined by the Ill. Human Rights Act or Title VII of the Civil Rights Act of 1964." For more discussion about these laws, see f/n 6 in policy 2:260, <i>Uniform Grievance Procedure</i>.
Liquidated Damages	<p>Will the Board agree to liquidate damages with its Superintendent if one or the other terminates the employment contract?</p> <ol style="list-style-type: none"> 1. Have both the Board and the successful superintendent candidate discussed the practical consequences of a liquidated damages clause with their respective attorneys? 2. If the Board terminates the contract, has it discussed with the Board Attorney how it can avoid litigation with its former Superintendent?

Amendments	How will the Board and Superintendent agree to allow for amendments to the employment contract?
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What technical clauses need to be in the Superintendent's employment contract?

Superintendent Contract Term Considerations for the Board	Explanation, Special Considerations, and Resources
Technical clauses (common in contracts)	<p>If the employment contract contains any of the following technical provisions, have the Board Attorney and Superintendent's attorney reviewed them?</p> <ol style="list-style-type: none"> 1. Notice 2. Applicable law 3. Headings and numbers 4. Complete understanding, i.e., do the Board members and Superintendent share the same understanding of the various provisions written in the employment contract? 5. Counterparts 6. Effect of Policy Amendments 7. Severability 8. Advice of Counsel

Miscellaneous Issues

Superintendent Contract Term Considerations for the Board	Explanation, Special Considerations, and Resources
Board Obligations Under the Employment Contract	<p>Do all members of the Board understand the District's obligations under the employment contract and what not complying with them will mean to the District?</p> <p>Specifically, are Board members aware of the Board's specific obligations regarding:</p> <ol style="list-style-type: none"> 1. The Superintendent Evaluation 2. Goal setting 3. Required notifications/actions by each party prior to termination of the employment contract
Ongoing Monitoring of Each Party's Compliance with the Contract	Are the Board and Superintendent actually complying with the terms of the employment contract? Has the Board Attorney explained how the Board should monitor compliance with the employment contract?
Legislative Issues	How might pending pension reform legislation or other trending legislation affect the employment contract?

PRESSPlus Comments

PRESSPlus 1. This Board exhibit is REWRITTEN for PRESS Plus Issue 106. Updates were made in response 105 ILCS 5/10-21.9(e), amended by P.A. 101-643 and **PRESS** Advisory Board member feedback. A redline version showing the changes made is available at **PRESS** Online by logging in at www.iasb.com. **Issue 106, November 2020**

Document Status: Draft Update

OPERATIONAL SERVICES

4:80 Accounting and Audits

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

Annual Audit

At the close of each fiscal year, the Superintendent shall arrange an audit of the District funds, accounts, statements, and other financial matters. The audit shall be performed by an independent certified public accountant designated by the Board and be conducted in conformance with prescribed standards and legal requirements. A complete and detailed written audit report shall be provided to each Board member and to the Superintendent. The Board will annually advertise a request for proposals to perform the external audit.

The Superintendent shall annually, on or before October 15, submit an original and one copy of the audit to the Regional Superintendent of Schools.

Annual Financial Report

The Superintendent or designee shall annually prepare and submit the Annual Financial Report on a timely basis using the form adopted by the ISBE. The Superintendent shall review and discuss the Annual Financial Report with the Board before it is submitted.

Inventories

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

Capitalization Threshold

To be considered a capital asset for financial reporting purposes, a capital item must be at or above a capitalization threshold of \$5,000 and have an estimated useful life greater than one year.

Disposition of District Property

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

Taxable Fringe Benefits

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

Controls for Revolving Funds and Petty Cash

Revolving funds and the petty cash system are established in Board policy 4:50, *Payment Procedures*. The Superintendent shall: (1) designate a custodian for each revolving fund and petty cash fund, (2) obtain a bond for each fund custodian, and (3) maintain the funds in compliance with this policy, State law, and ~~ISBE~~ ^{ISBE} rules. A check for the petty cash fund may be drawn payable to the designated petty cash custodian. Bank accounts for revolving funds are limited to a maximum balance of

\$5000.00. All expenditures from these bank accounts must be directly related to the purpose for which the account was established and supported with documentation, including signed invoices or receipts. All deposits into these bank accounts must be accompanied with a clear description of their intended purpose. The Superintendent or designee shall include checks written to reimburse revolving funds on the Board's monthly listing of bills indicating the recipient and including an explanation.

Control Requirements for Checks

The Board must approve all bank accounts opened or established in the District's or a District school's name or with the District's Federal Employer Identification Number. All checks issued by the School District must be signed by either the Treasurer or Board President, except that checks from an accounts containing student activity funds or fiduciary funds and checks from revolving accounts may be signed by their respective account custodians. [PRESSPlus1](#)

Internal Controls

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

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

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

LEGAL REF.:

[2 C.F.R. §200](#) *et seq.*

[30 ILCS 708/](#), Grant Accountability and Transparency Act, implemented by [44 Ill.Admin.Code 7000](#) *et seq.*

[105 ILCS 5/2-3.27](#), [5/2-3.28](#), [5/3-7](#), [5/3-15.1](#), [5/5-22](#), [5/10-21.4](#), [5/10-20.19](#), [5/10-22.8](#) and [5/17-1](#) *et seq.*

[23 Ill.Admin.Code Part 100](#).

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

Adopted: February 11, 2020

PRESSPlus Comments

PRESSPlus 1. Updated to incorporate 23 Ill.Admin.Code §§100.20, 100.80 and 100.85 (establishing *fiduciary* funds as a category of funds separate from *student activity funds*, for which a district has custodial responsibilities). See policy 4:90, *Student Activity and Fiduciary Funds*, for more information about a board's responsibilities for *student activity funds* and *fiduciary funds*. **Issue 106, November 2020**

Document Status: Draft Update

OPERATIONAL SERVICES

4:90 Student Activity and Fiduciary Funds

Title has been updated. Original Title: Activity Funds

The Board of Education, upon the Superintendent or designee's recommendation, establishes student activity funds to be managed by student organizations under the guidance and direction of a staff member for educational, recreational, or cultural purposes. The Board, upon the Superintendent or designee's recommendation, also establishes fiduciary funds to be supervised by the Superintendent or designee. The District has custodial responsibilities for fiduciary funds but no direct involvement in the management of such funds. [PRESSPlus1](#)

Student Activity Funds [PRESSPlus2](#)

The Superintendent or designee shall be responsible for supervising student activity funds in accordance with Board policy, 4:80, *Accounting and Audits*, State law, and the Illinois State Board of Education (ISBE) rules for student activity funds. The Board will appoint a treasurer for each fund to serve as the fund's sole custodian and be bonded in accordance with the School Code. The treasurer shall have all of the authority and responsibilities specific to the Treasurer listed in the Illinois State Board of Education ISBE rules for school activity funds, except that the treasurer must have the Board's approval before making a loan between activity funds.

Unless otherwise instructed by the Board, a student activity fund's balance will carry over to the next fiscal year. An account containing student activity funds that is inactive for 12 consecutive months shall be closed and its funds transferred to another student activity fund with a similar purpose.

Authorized dues, fund-raiser monies and other funds belonging to school sponsored student organizations shall be deposited in the student activity fund. The accounts in the student activity fund shall be under the direction of the Director of Business who shall maintain accurate records by accounts.

School-sponsored student organizations generally include those groups for which the school provides a staff member as a sponsor.

Purchasing

Student organizations are authorized to make purchases for educational, recreational, or cultural purposes, which are consistent with the activities of the organization, when approved by the organization sponsor and the Director of Business. Any contracts for goods or services between a vendor and a student organization shall be based upon detailed written specifications and upon bids secured from vendors, including warranties and guarantees.

All purchasing procedures of the District must be adhered to with Student Activity Funds.

Fiduciary Funds [PRESSPlus3](#)

The Superintendent or designee shall be responsible for supervising fiduciary funds in accordance with Board policy 4:80, Accounting and Audits; State law; and ISBE rules for fiduciary funds. The Board will appoint a treasurer for each fund to serve as the fund's sole custodian and be bonded in accordance with the School Code. The treasurer shall have all of the responsibilities specific to the treasurer listed in the ISBE rules for fiduciary funds.

LEGAL REF.:

[105 ILCS 5/8-2](#) and [5/10-20.19](#).

[23 Ill.Admin.Code §§100.20, 100.80, and 100.85.](#)

~~[23 Ill.Admin.Code §125.10.](#)~~

CROSS REF.: 4:80 (Accounting and Audits), 7:325 (Student Fundraising Activities)

ADOPTED: June 19, 2006

REVISED: October 19, 2009; September 18, 2012

PRESSPlus Comments

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PRESSPlus 1. Updated to incorporate 23 Ill.Admin.Code §§100.20, 100.80 and 100.85 (establishing *fiduciary* funds as a

category of funds separate from *student activity funds*, for which a district has custodial responsibilities). **Issue 106, November 2020**

PRESSPlus 2. Student activity funds are under the school board's control, giving it a fiduciary responsibility to safeguard them along with district assets. In contrast to *fiduciary funds* (see PRESS Plus Comment 3), the board, superintendent, or other district employees have direct involvement in how *student activity funds* are spent or attained. And, unlike fiduciary funds, student activity funds must be reported as part of a district's Educational Fund for its annual financial reporting and budget, in accordance with *Governmental Accounting Standards Board Statement No. 84*. 23 Ill.Admin.Code §§100.80(e), 100.85. **Issue 106, November 2020**

PRESSPlus 3. Fiduciary funds are funds "received from an independent, outside source in which the school board is acting in an administrative capacity." Unlike student activity funds, where "[t]he school board, superintendent, or district employees have direct involvement with the decisions of how the funds are spent or attained," a district has no control over how fiduciary funds are spent or raised. 23 Ill.Admin.Code §§100.20, 100.80, and 100.85.

See 23 Ill.Admin.Code §100.85 for the specific characteristics and permitted activities of a fiduciary fund. Boards must take a number of specific actions for fiduciary funds that are delegated to the superintendent or designee in this policy and align with IASB's *Foundational Principles of Effective Governance*, at www.iasb.com/principles_popup.cfm. 23 Ill.Admin.Code §100.85(b). Boards should consult their local auditors for guidance on whether a particular fund should be classified as a student activity fund or fiduciary fund.

Issue 106, November 2020

Document Status: Draft Update - Rewritten

OPERATIONAL SERVICES

4:180 Pandemic Preparedness; Management; and Recovery

Title has been updated. Original Title: Pandemic Preparedness

The School Board recognizes that the District will play an essential role along with the local health department and emergency management agencies in protecting the public's health and safety during a pandemic. [PRESSPlus1](#)

A pandemic is a global outbreak of disease. Pandemics happen when a new virus emerges to infect individuals and, because there is little to no pre-existing immunity against the new virus, it spreads sustainably. [PRESSPlus2](#)

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

Emergency School Closing [PRESSPlus3](#)

In the case of a pandemic, the Governor may declare a disaster due to a public health emergency that may affect any decision for an emergency school closing. Decisions for an emergency school closing will be made by the Superintendent in consultation with and, if necessary, at the direction of the Governor, Ill. Dept. of Public Health, District's local health department, emergency management agencies, and/or Regional Office of Education. [Q1](#)

During an emergency school closing, the Board President and the Superintendent [Q2](#) may, to the extent the emergency situation allows, examine existing Board policies pursuant to Policy 2:240, *Board Policy Development*, and recommend to the Board for consideration any needed amendments or suspensions to address mandates that the District may not be able to accomplish or implement due to a pandemic. [PRESSPlus4](#)

Board Meeting Procedure: No Physical Presence of Quorum and Participation by Audio or Video [PRESSPlus5](#)

A disaster declaration related to a public health emergency [PRESSPlus6](#) may affect the Board's ability to meet in person and generate a quorum of members who are physically present at the location of a meeting. Policy 2:220, *School Board Meeting Procedure*, governs Board meetings by video or audio conference without the physical presence of a quorum.

Payment of Employee Salaries During Emergency School Closures [PRESSPlus7](#)

The Superintendent shall consult with the Board to determine the extent to which continued payment of salaries and benefits will be made to the District's employees, pursuant to Board policies 3:40, *Superintendent*, 3:50, *Administrative Personnel Other Than the Superintendent*, 5:35, *Compliance with the Fair Labor Standards Act*, 5:200, *Terms and Conditions of Employment and Dismissal*, and 5:270, *Employment At-Will, Compensation, and Assignment*, and consistent with: (1) applicable laws, regulations, federal or State or local emergency declarations, executive orders, and agency directives; (2) collective bargaining agreements and any bargaining obligations; and (3) the terms of any grant under which an employee is being paid.

Suspension of In-Person Instruction: Remote and/or Blended Remote Learning Day Plan(s) [PRESSPlus8](#)

When the Governor declares a disaster due to a public health emergency pursuant to 20 ILCS 3305/7, and the State Superintendent of Education declares a requirement for the District to use *Remote Learning Days* or *Blended Remote Learning Days*, the Superintendent shall approve and present to the Board for adoption [PRESSPlus9](#) a Remote and/or Blended Remote Learning Day Plan (Plan) that: [Q3](#)

1. Recommends to the Board for consideration any suspensions or amendments to curriculum-related policies to reduce any Board-required graduation or other instructional requirements in excess of minimum curricular requirements specified in School Code that the District may not be able to provide due to the pandemic; [PRESSPlus10](#)
2. Implements the requirements of 105 ILCS 5/10-30; and
3. Ensures a plan for periodic review of and/or amendments to the Plan when needed and/or required by statute, regulation, or State guidance.

LEGAL REF.:

105 ILCS 5/10-16.7, 5/10-20.5, 5/10-20.56, and 5/10-30.

5 ILCS 120/2.01 and 120/7(e), Open Meetings Act.

20 ILCS 2305/2(b), Ill. Dept. of Public Health Act (Part 1).

20 ILCS 3305/, Ill. Emergency Management Agency Act.

115 ILCS 5/, Ill. Educational Labor Relations Act.

CROSS REF.: 1:20 (District Organization, Operations, and Cooperative Agreements), 2:20 (Powers and Duties of the School Board; Indemnification), 2:220 (School Board Meeting Procedure), 2:240 (Board Policy Development), 3:40 (Superintendent), 3:50 (Administrative Personnel Other Than the Superintendent), 3:70 (Succession of Authority), 4:170 (Safety), 5:35 (Compliance with the Fair Labor Standards Act), 5:200 (Terms and Conditions of Employment and Dismissal), 5:270 (Employment At-Will, Compensation, and Assignment), 6:20 (School Year Calendar and Day), 6:60 (Curriculum Content), 6:300 (Graduation Requirements), 7:90 (Release During School Hours), 8:100 (Relations with Other Organizations and Agencies)

Questions and Answers:

***Required Question 1. Is your district served by an Intermediate Service Center rather than an ROE (suburban Cook County)?

- No. (default)
- Yes. (IASB will replace "Regional Office of Education" with "Intermediate Service Center")

***Required Question 2. This sample policy uses the board president and superintendent as the default text because during a pandemic, it may be difficult for a board policy committee to meet pursuant emergency executive orders that are issued, etc. See policies 2:150, *Committees*, and 2:240, *Board Policy Development*. Does the board prefer its policy committee to engage in this work?

- No. (default)
- Yes. (IASB will replace "Board President and the Superintendent" with "Board Policy Committee")

***Required Question 3. Remote Learning Days (RLDs) and Blended Remote Learning Days (BRLDs) are different from *e-learning days/e-learning programs*. RLD/BRLDs are for use when the governor declares a disaster under 20 ILCS 3305/ and the state superintendent has declared a requirement for the district to use them to provide remote instruction to pre-kindergarten through grade 12 that count as pupil attendance days under 105 ILCS 5/10-19.05(j-5), amended by P.A. 101-643. 105 ILCS 5/10-30(1), added by P.A. 101-643. BRLDs allow districts to utilize "hybrid models of in-person and remote instruction. E-learning days are part of an e-learning program that require a board to, among other things, hold a public hearing and obtain approval by the Regional Office of Education (or Intermediate Service Center) to allow the district to provide instruction to students electronically while they are not physically present due to inclement weather and other unexpected events. 105 ILCS 5/10-20.56(b), amended by P.As. 101-12 and 101-643. School districts with e-learning programs may adapt them for use during RLDs and BRLDs (105 ILCS 5/10-20.56(a), amended by P.As. 101-12 and 101-643, and 5/10-30(2), added by P.A. 101-643.

Has the board adopted an e-learning program pursuant to 105 ILCS 5/10-20.56, added by P.A. 101-12?

- No. (default)
 - Yes. (IASB will add the following text to number two after 105 ILCS 5/10-30: "by adapting into a Plan the District's e-learning program implemented pursuant to 105 ILCS 5/10-20.56")
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PRESSPlus Comments

PRESSPlus 1. This policy is renamed from *Pandemic Preparedness* to *Pandemic Preparedness: Management; and Recovery*. It is updated in response to the General Assembly, the Ill. State Board of Education (ISBE), Ill. Attorney General, and the U.S. Dept. of Education taking a number of actions and/or issuing guidance documents to address the ongoing COVID-19 pandemic as it affects public school operations and student learning. Its purpose is to establish board direction about pandemic preparedness, management, and recovery issues and inform the community about the board's role during a pandemic.

Certain subheads of this policy are required; see further PRESSPlus comments for more information.

A redlined version showing the changes and more information in the footnotes can be found at PRESS Online, accessed by logging in at www.iasb.com. **Issue 104, June 2020**

PRESSPlus 2. This paragraph embodies the CDC's pandemic definition. See www.cdc.gov/coronavirus/2019-ncov/cases-updates/summary.html. The **Illinois Pandemic Influenza Preparedness and Response Plan**, Version 5.0, May 2014, also defines pandemic at page 9; however, that definition is specific to influenza. The new COVID-19 coronavirus is not an influenza virus yet was characterized as a pandemic by the World Health Organization. At the time of publication during the 2020 COVID-19 pandemic, it was not clear whether this Illinois resource's definition will be amended. **Issue 104, June 2020**

PRESSPlus 3. In times of emergency, the functions of different levels of State and federal government often become cloudy, and determining what governmental entity has powers to take a particular action can be confusing. The concept of federalism, or the coexistence of federal and state governments with their own local powers, was utilized during the response to the 2020 COVID-19 pandemic. Federalism is premised on the Constitutional limits of federal power. See U.S. Const. Art, I, Sec. 8 (limiting powers of Congress providing only those powers enumerated). Generally, during the 2020 COVID-19 pandemic, Illinois and other states were left with these remaining powers of government to respond to the crisis. In general, President Trump's administration set broad national policy, particularly with respect to international travel and the approval of treatments, and suggested guidance that States could follow regarding mitigation measures. The states' governors and local leaders made other state-specific or locality-specific decisions based upon the local conditions in each community. Depending upon the federal administration in power at the time of a pandemic, the federal government may seek to play a greater or lesser role in the management of a pandemic.

During the 2020 COVID-19 pandemic, the Governor and ISBE issued many directives and/or guidance, including reliance upon the advice and recommendations of local public health departments. See www.isbe.net/Documents/ISBE-Guidance-to-School-Coronavirus.pdf. And see other 2020 COVID-19 guidance documents as follows:

- Ill. Gov. Pritzker, ISBE, Ill. Association of School Admin., Ill. Principals' Assoc., Ill. Ed. Assoc., and Ill. Fed. of Teachers Joint Statement: www.isbe.net/Documents/Joint-Statement-Updated%203-27-20.pdf.
- IDPH-ISBE joint schools guidance: www.dph.illinois.gov/topics-services/diseases-and-conditions/diseases-a-z/list/coronavirus/schools-guidance
- IDPH-ISBE joint workplace health and safety guidance: www.dph.illinois.gov/covid19/community-guidance/workplace-health-and-safety-guidance
- Restore Illinois Plan: www2.illinois.gov/dceo/Pages/RestoreILP3.aspx.

During the 2020 COVID-19 pandemic, several protests occurred and many lawsuits were filed challenging Ill. Gov. Pritzker's extensions of disaster declaration emergency power under IEMA, 20 ILCS 3305/7. See the 2020 COVID-19 Executive Orders (EO) at: coronavirus.illinois.gov/s/resources-for-executive-orders. Controversies existed across party and regional lines with all branches of government looking to balance the need to protect human life against the desire to preserve personal liberty. Gov. Pritzker's EOs faced unsettled challenges in both the courts of law and public opinion as a five-phased plan to re-open Illinois was also being introduced a/k/a *Restore Illinois Plan* (coronavirus.illinois.gov/s/restore-illinois-introduction). **Issue 104, June 2020**

PRESSPlus 4. Examples include, but are not limited to, policies 6:20, *School Year Calendar and Day*, 6:300, *Graduation Requirements*, 6:310, *High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students*. For Executive Orders addressing these issues, see the footnotes available at PRESS Online by logging in at www.iasb.com. **Issue 104, June 2020**

PRESSPlus 5. 5 ILCS 120/2.01 and 120/7(e), amended by P.A. 101-640. See also 105 ILCS 5/10-6 and 5/10-12. See policy 2:220 and Board exhibit 2:220-E9 for more information. **Issue 104, June 2020**

PRESSPlus 6. While 5 ILCS 120/7(e)(1), amended by P.A. 101-640, uses the phrase "related to public health concerns," the text "due to public health emergency" aligns with Ill. Emergency Act (IEMA), 20 ILCS 3305/4 and 7, the governing statute of disaster declarations. For ease of understanding and alignment with IEMA, this policy uses "public health emergency." **Issue 104, June 2020**

PRESSPlus 7. Required if a district wishes to continue to charge employee salaries and benefits to a grant during an extended school closure, depending upon the specific terms of government orders and/or guidance issued during a pandemic. 2 C.F.R. Part 200 (see www.whitehouse.gov/wp-content/uploads/2020/03/M-20-17.pdf, extended until 9-30-20 by www.whitehouse.gov/wp-content/uploads/2020/06/M-20-26.pdf) and 30 ILCS 708/.

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During the 2020 COVID-19 pandemic, Gov. Pritzker and ISBE issued directives and/or guidance regarding payment of school

district employees that may impact a board's decision regarding continued payment of employees during an extended closure. ISBE and the Governor suspended in-person learning and issued a Joint Statement (JS) with other school administrator and union groups, which purported to mandate that all school district employees on the district's payroll be paid as if districts were functioning normally and they were performing their normal work. See www.isbe.net/Documents/Joint-Statement-Updated%203-27-20.pdf. The JS cited no specific authority for the payment mandate. Additionally, changes to wages, hours, terms and conditions of employment, even when made during an extraordinary circumstance such as a pandemic, remain subject to collective bargaining obligations.

See sample procedure 4:180-AP3, *Grant Flexibility; Payment of Employee Salaries During a Pandemic*, and its footnotes, available at PRESS Online by logging in at www.iasb.com. **Issue 104, June 2020**

PRESSPlus 8. 105 ILCS 5/10-30(3), added by P.A. 101-643, requires the “[board] to adopt and the superintendent to approve” these plans upon the following statutory triggers: (1) the governor declaring a disaster pursuant to 20 ILCS 3305/, and (2) the state superintendent of education declaring a requirement for a school district, multiple school districts, a region, or the entire State.

See sample administrative procedure 6:20-AP, *Remote and/or Blended Remote Learning Day Plan(s)*, available at PRESS Online by logging in at www.iasb.com, for the specifics of implementing Remote Learning Days (RLDs) and/or Blended Remote Learning Days (BLRDs).

Implementing a plan under this subhead contains items on which collective bargaining may be required. Any policy that impacts wages, hours, or terms and conditions of employment, is subject to collective bargaining upon request by the employee representative, even if the policy involves an inherent managerial right. This subhead of the policy concerns an area in which the law is unsettled. See 105 ILCS 5/10-30(7), added by P.A. 101-643 (stating that it does not increase or diminish any collective bargaining rights under existing law, and that aspects of the plan that impact the wages or other terms or conditions of employment will need to be bargained with the exclusive bargaining representative(s)).

To avoid confusion, note that the triggers under the Open Meetings Act (OMA), 5 ILCS 120/7, amended by P.A. 101-640, for when a school board may conduct its meetings by audio or video conference without the physical presence of a quorum are a bit more broad: (1) the “governor **or the director of IDPH** has issued a disaster declaration of a disaster as defined in 20 ILCS 3305/, and (2) all or part of the jurisdiction of the [school board] is covered by the disaster area. This means that it is possible for the board to meet remotely under OMA if the director of IDPH declares a disaster, but the School Code requires the governor to be the one to declare the disaster under 20 ILCSA 3305/ in order for the state superintendent of education to declare that a district implement RLD/BRLDs. **Issue 104, June 2020**

PRESSPlus 9. 105 ILCS 5/10-30(3), added by P.A. 101-643 states “the district shall adopt a remote and blended remote learning day plan approved by the district superintendent.” For ease of administration, to avoid confusion during implementation, and to align with the IASB Foundational Principles of Effective Governance (www.iasb.com/principles_popup.cfm), this policy assigns the duty to *adopt* the remote and blended remote learning day plan (plan) by “the district” to the board. In alignment with this policy, administrative procedure 6:20-AP, *Remote and/or Blended Remote Learning Day Plan(s)*, requires the superintendent to *approve* the plan and present it to the board for *adoption* prior to district-wide implementation and posting on the district's website. **Issue 104, June 2020**

PRESSPlus 10. 105 ILCS 5/10-30(8), added by P.A. 101-643 does not excuse districts from completing all statutory and regulatory curricular mandates and offerings. **Issue 104, June 2020**

Document Status: Draft Update

PERSONNEL

5:10 Equal Employment Opportunity and Minority Recruitment

The School District shall provide equal employment opportunities to all persons regardless of their race, color, creed, religion, national origin, sex, sexual orientation, age, ancestry, marital status, arrest record, military status, order of protection status, unfavorable military discharge, citizenship status provided the individual is authorized to work in the United States, use of lawful products while not at work, being a victim of domestic violence, sexual violence, or gender violence; genetic information; physical or mental handicap or disability, if otherwise able to perform the essential functions of the job with reasonable accommodation; pregnancy, childbirth, or related medical conditions; credit history, unless a satisfactory credit history is an established bona fide occupational requirement of a particular position; or other legally protected categories. No one will be penalized solely for his or her status as a registered qualifying patient or a registered designated caregiver for purposes of the Compassionate Use of Medical Cannabis Program Act, [410 ILCS 130/](#).

Persons who believe they have not received equal employment opportunities should report their claims to the Nondiscrimination Coordinator and/or a Complaint Manager for the Uniform Grievance Procedure. These individuals are listed below. No employee or applicant will be discriminated or retaliated against because he or she: (1) requested, attempted to request, used, or attempted to use a reasonable accommodation as allowed by the Illinois Human Rights Act, or (2) initiated a complaint, was a witness, supplied information, or otherwise participated in an investigation or proceeding involving an alleged violation of this policy or State or federal laws, rules or regulations, provided the employee or applicant did not make a knowingly false accusation nor provide knowingly false information.

Administrative Implementation

The Superintendent shall appoint a Nondiscrimination Coordinator for personnel who shall be responsible for coordinating the District's nondiscrimination efforts. The Nondiscrimination Coordinator may be the Superintendent or a Complaint Manager for the Uniform Grievance Procedure. The Nondiscrimination Coordinator also serves as the District's Title IX Coordinator. [PRESSPlus1](#)

The Superintendent shall insert into this policy the names, office addresses, email addresses, and telephone numbers of the District's current Nondiscrimination Coordinator and Complaint Managers.

Nondiscrimination Coordinator:

OFFICE OF HUMAN RESOURCES
708-338-5928

Complaint Managers:

OFFICE OF HUMAN RESOURCES
708-338-5928

The Superintendent shall also use reasonable measures to inform staff members and applicants that the District is an equal opportunity employer, such as, by posting required notices and including this policy in the appropriate handbooks.

Minority Recruitment

The District will attempt to recruit and hire minority employees. The implementation of this policy may include advertising openings in minority publications, participating in minority job fairs, and recruiting at colleges and universities with significant minority enrollments. This policy, however, does not require or permit the District to give preferential treatment or special rights

based on a protected status without evidence of past discrimination.

LEGAL REF.:

[8 U.S.C. §1324a](#) *et seq.*, Immigration Reform and Control Act.

[20 U.S.C. §1681](#) *et seq.*, Title IX of the Education Amendments of 1972; implemented by [34 C.F.R. Part 106](#).

[29 U.S.C. §206](#)(d), Equal Pay Act.

[29 U.S.C. §621](#) *et seq.*, Age Discrimination in Employment Act.

[29 U.S.C. §701](#) *et seq.*, Rehabilitation Act of 1973.

[38 U.S.C. §4301](#) *et seq.*, Uniformed Services Employment and Reemployment Rights Act (1994).

[42 U.S.C. §1981](#) *et seq.*, Civil Rights Act of 1991.

[42 U.S.C. §2000e](#) *et seq.*, Title VII of the Civil Rights Act of 1964; implemented by [29 C.F.R. Part 1601](#).

[42 U.S.C. §2000ff](#) *et seq.*, Genetic Information Nondiscrimination Act of 2008.

[42 U.S.C. §2000d](#) *et seq.*, Title VI of the Civil Rights Act of 1964.

[42 U.S.C. §2000e](#)(k), Pregnancy Discrimination Act.

[42 U.S.C. §12111](#) *et seq.*, Americans with Disabilities Act, Title I.

[Ill. Constitution, Art. I](#), §§17, 18, and 19.

[105 ILCS 5/10-20.7](#), [5/20.7a](#), [5/21.1](#), [5/22.4](#), [5/23.5](#), [5/22-19](#), [5/24-4](#), [5/24-4.1](#), and [5/24-7](#).

[410 ILCS 130/40](#), Compassionate Use of Medical Cannabis Program Act.

[410 ILCS 513/25](#), Genetic Information Privacy Act.

[740 ILCS 174/](#), Ill. Whistleblower Act.

[775 ILCS 5/1-103](#), [5/2-102](#), [103](#), and [5/6-101](#), Ill. Human Rights Act.

[775 ILCS 35/5](#), Religious Freedom Restoration Act.

[820 ILCS 55/10](#), Right to Privacy in the Workplace Act.

[820 ILCS 70/](#), Employee Credit Privacy Act.

[820 ILCS 75/](#), Job Opportunities for Qualified Applicants Act.

[820 ILCS 112/](#), Ill. Equal Pay Act of 2003.

[820 ILCS 180/30](#), Victims' Economic Security and Safety Act.

[820 ILCS 260/](#), Nursing Mothers in the Workplace Act.

CROSS REF.: 2:260 (Uniform Grievance Procedure), [2:265 \(Title IX Sexual Harassment Grievance Procedure\)](#), 5:20 (Sexual Harassment), 5:30 (Hiring Process and Criteria), 5:40 (Communicable and Chronic Infectious Disease), 5:50 (Drug- and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition), 5:70 (Religious Holidays), 5:180 (Temporary Illness or Temporary Incapacity), 5:200 (Terms and Conditions of Employment and Dismissal), 5:250 (Leaves of Absence), 5:270 (Employment, At-Will, Compensation, and Assignment), 5:300 (Schedules and Employment Year), 5:330 (Sick Days, Vacation, Holidays, and Leaves), 7:10 (Equal Educational Opportunities), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 8:70 (Accommodating Individuals with Disabilities)

Adopted: July 14, 2020

PRESSPlus Comments

PRESSPlus 1. Title IX regulations require districts to designate ¹⁵⁴ and authorize at least one employee to coordinate their efforts to comply with Title IX and to refer to that employee as the *Title IX Coordinator*. 34 C.F.R. §106.8(a). Districts must identify the

Title IX Coordinator by name, office address, email address, and telephone number.

The Nondiscrimination and Title IX Coordinator(s) need not be the same person. If the district uses a separate Title IX Coordinator who does not also serve as the Nondiscrimination Coordinator, see the **PRESS Plus** Question 1 in policy 2:260. **Issue 105, August 2020**

Document Status: 5-Year-Review - Needs Review

PERSONNEL

5:270 Employment At-Will, Compensation, and Assignment

Employment At-Will

Unless otherwise specifically provided, District employment is at-will, meaning that employment may be terminated by the District or employee at any time for any reason, other than a reason prohibited by law, or no reason at all. Nothing in Board of Education policy is intended or should be construed as altering the employment at-will relationship.

Exceptions to employment at-will may include employees who are employed annually, have an employment contract, or are otherwise granted a legitimate interest in continued employment. The Superintendent is authorized to make exceptions to employing nonlicensed employees at-will but shall maintain a record of positions or employees who are not at-will.

Compensation

Please refer to the current Agreement between Board of Education, Proviso Township High Schools District No. 209, Cook County, Illinois and the Proviso Support Staff Council of the West Suburban Teachers Union, Local 571, American Federation of Teachers.

For employees not covered by this agreement:

The Board of Education will determine salary and wages for educational support personnel. Increments are dependent on evidence of continuing satisfactory performance. An employee covered by the overtime provisions in State or federal law, shall not work overtime without the prior authorization from the employee's immediate supervisor. Educational support personnel are paid every two weeks, unless another schedule is adopted by the District.

Assignment

Please refer to the current Agreement between Board of Education, Proviso Township High Schools District No. 209, Cook County, Illinois and the Proviso Support Staff Council of the West Suburban Teachers Union, Local 571, American Federation of Teachers.

For employees not covered by this agreement:

The Superintendent is authorized to make assignments and transfers of educational support personnel.

LEGAL REF.:

[105 ILCS 5/10-22.34](#) and [5/10-23.5](#).

CROSS REF.: 5:10 (Equal Employment Opportunity and Minority Recruitment) 5:35 (Compliance with the Fair Labor Standards Act), 5:290 (Educational Support Personnel - Employment Termination and Suspensions), 5:310 (Educational Support Personnel - Compensatory Time-Off)

ADOPTED: October 13, 2015

Document Status: Draft Update

INSTRUCTION

6:310 High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students

Credit for Non-District Experiences

A student may receive high school credit for successfully completing any of the listed courses or experiences even when it is not offered in or sponsored by the District:

1. Distance learning course, including a correspondence, virtual, or online course
2. Courses in an accredited foreign exchange program
3. Summer school or community college courses
4. College or high school courses offering dual credit at both the college and high school level
5. Foreign language courses taken in an ethnic school program approved by the Illinois State Board of Education
6. Work-related training at manufacturing facilities or agencies in a Tech Prep Program
7. Credit earned in a Vocational Academy

The student must seek approval from the Superintendent or designee to receive graduation credit for any non-District course or experience. The Superintendent or designee shall determine the amount of credit and whether a proficiency examination is required before the credit is awarded. As approval is not guaranteed, students should seek conditional approval of the experience before participating in a non-District course or experience. The student assumes responsibility for any fee, tuition, supply, or other expense. The student seeking credit is responsible for (1) providing documents or transcripts that demonstrate successful completion of the experience, and (2) taking a proficiency examination, if requested. The Superintendent or designee shall determine which, if any, non-District courses or experiences, will count toward a student's grade point average, class rank, and eligibility for athletic and extracurricular activities. This section does not govern the transfer of credits for students transferring into the District.

Substitutions for Required Courses

Vocational or technical education; registered apprenticeship program. A student in grades 9-12 may satisfy one or more high school courses (including physical education) or graduation requirements by successfully completing related vocational or technical education courses ~~or a registered apprenticeship program~~ if:

1. The Building Principal approves the substitution(s) and the vocational or technical education course is completely described in curriculum material along with its relationship to the required course; and
2. The student's parent/guardian requests and approves the substitution(s) in writing on forms provided by the District.

Registered Apprenticeship Program. ^{Q1} The Superintendent or designee will ensure that the District complies with State law requirements for registered apprenticeship programs. ^{PRESSPlus1} The opportunities and requirements for registered apprenticeship programs contained in this policy will be posted on the District's website, and parents/guardians and students will also be notified of such opportunities in the appropriate school handbook(s). ^{PRESSPlus2}

A student in grades 9-12 who is 16 years or older may satisfy one or more high school courses (including physical education) or graduation requirements by successfully completing a registered apprenticeship program if:

1. The registered apprenticeship program meets all criteria contained in State law;
2. The registered apprenticeship program is listed by the District, or the student identifies a registered (but not listed) apprenticeship program with a business or organization if one is not offered in the District;
3. The student enrolled in a registered apprenticeship program has the opportunity to earn post-secondary credit toward a certificate or degrees, as applicable;
4. The student's parent/guardian requests and approves the substitution(s) in writing on forms provided by the District and on its website; ^{PRESSPlus3}
5. The Building Principal approves the substitution(s); and
6. All non-academic requirements mandated by the School Code for high school graduation that would otherwise prohibit or prevent the student from participating in the registered apprenticeship program are waived.

Advanced placement computer science. The advanced placement computer science course is equivalent to a high school

mathematics course. A student in grades 9-12 may substitute the advanced placement computer science course for one year of mathematics, in accordance with [Section 27-22](#) of the School Code. The transcript of a student who completes the advanced placement computer science course will state that it qualifies as a mathematics-based, quantitative course.

Substitutions for physical education. A student in grades 9-12, unless otherwise stated, may submit a written request to the Building Principal to be excused from physical education courses for the reasons stated below. The Superintendent or designee shall maintain records showing that the criteria set forth in this policy were applied to the student's individual circumstances, as appropriate.

1. Ongoing participation in a marching band program for credit;
2. Enrollment in Reserve Officer's Training Corps (ROTC) program sponsored by the District;
3. Ongoing participation in an interscholastic or extracurricular athletic program;
4. Enrollment in academic classes that are required for admission to an institution of higher learning (student must be in the 11th or 12th grade); or
5. Enrollment in academic classes that are required for graduation from high school, provided that failure to take such classes will result in the student being unable to graduate (student must be in the 11th or 12th grade).

A student who is eligible for special education may be excused from physical education courses pursuant to 7:260, *Exemption from Physical Education*.

Volunteer service credit. A student participating in the District's Volunteer Service Credit Program, if any, may earn credit toward graduation for the performance of community service. The amount of credit given for program participation shall not exceed that given for completion of one semester of language arts, math, science, or social studies.

Re-Entering Students

Individuals younger than 21 years of age may re-enter high school to acquire a high school diploma or an equivalency certificate, subject to the limitations in Board policy 7:50, *School Admissions and Student Transfers To and From Non-District Schools*. Re-entering students may obtain credit through the successful completion of the following (not all of these may be available at any one time):

1. District courses
2. Non-District experiences described in this policy
3. Classes in a program established under [Section 10-22.20](#) of the School Code, in accordance with the standards established by the Illinois Community College Board
4. Proficiency testing, correspondence courses, life experiences, and other nonformal educational endeavors
5. Military service, provided the individual making the request has a recommendation from the American Council on Education

The provisions in the section **Credit for Non-District Experiences**, above, apply to the receipt of credit for any non-District course.

LEGAL REF.:

105 ILCS 5/2-3.44, 5/2-3.108, 5/2-3.115, 5/2-3.142, [5/2-3.175](#), 5/10-22.43a, 5/27-6, 5/27-22.3, and 5/27-22.05.

110 ILCS 27/, Dual Credit Quality Act.

23 Ill.Admin.Code §§1.425(e), 1.440(f), ~~and 1.470(c)~~, [and Part 255](#).

CROSS REF.: 6:180 (Extended Instructional Programs), 6:300 (Graduation Requirements), 6:320 (High School Credit for Proficiency), 7:50 (School Admissions and Student Transfers To and From Non-District Schools), 7:260 (Exemption from Physical Education)

Adopted: July 16, 2019

Questions and Answers:

***Required Question 1. A *registered apprenticeship program* is an industry-based occupational training program of study with standards reviewed and approved by the U.S. Dept. of Labor that meets characteristics set forth in State law and ISBE rules. The introductory sentence and listed items 1, 3, 4, and 6 are required to be in the policy if a board decides to allow students to participate in registered apprenticeship programs. See 23 Ill.Admin.Code §255.200(b). Item #2 is not required to be stated in policy, but is required to be included in a district's website notification (if any) to parents/guardians about registered

apprenticeship opportunities.

Allowing for this substitution is optional, but, if offered, must be included in board policy, and the policy must be posted on the district's website (if any) for students, parents, and members of the business and industry community to access. 105 ILCS 5/2-3.175, added by P.A. 100-992, renumbered by P.A. 101-81; 23 Ill.Admin.Code §255.200.

Does the District allow substitutions in grades 9-12 (who are at least 16 years old) for PE and other required courses with participation in a registered apprenticeship program?

Yes (default) Does the district maintain a website? Enter yes or no. (If no, IASB will edit the policy as necessary. See footnotes 11 and 13, available at PRESS Online by logging in at www.iasb.com, for more information.):

No (IASB will remove the policy language regarding a Registered Apprenticeship Program.)

PRESSPlus Comments

PRESSPlus 1. 105 ILCS 5/2-3.175, added by P.A. 100-992, renumbered by P.A. 101-81; 23 Ill.Admin.Code Part 255. In addition to the requirements listed in the policy, districts allowing for student participation in registered apprenticeship programs must also: (1) submit data on participating students through ISBE's Student Information System, (2) identify and attempt to eliminate any barriers to student participation, and (3) include the program in the Career Pathway Endorsement if the district awards endorsements under the Postsecondary and Workforce Readiness Act (110 ILCS 148/). 23 Ill.Admin.Code §255.200(d)-(f). **Issue 106, November 2020**

PRESSPlus 2. 23 Ill.Admin.Code §255.200(c). The Illinois Principals Association maintains a handbook service that coordinates with **PRESS** material, *Online Model Student Handbook (MSH)*, at: www.ilprincipals.org/resources/model-student-handbook. The notification to students and parents on the district's website must include: (1) a statement that a student may participate in any registered apprenticeship program listed by the district; and (2) a statement that a student may find a registered, but not listed, apprenticeship program with a business or organization, if a registered apprenticeship program is not offered in the district. 23 Ill.Admin.Code §255.200(c)(2). See 2:250-E2, *Immediately Available District Public Records and Web-Posted Reports and Records*, available at PRESS Online by logging in at www.iasb.com (2:250-E2 will be updated in PRESS Issue 107). **Issue 106, November 2020**

PRESSPlus 3. 23 Ill.Admin.Code §255.200(b)(4). See 6:310-E, *Class Substitution Request*, and 2:250-E2, *Immediately Available District Public Records and Web-Posted Reports and Records*, available at PRESS Online by logging in at www.iasb.com (2:250-E2 will be updated in PRESS Issue 107). **Issue 106, November 2020**

Document Status: 5-Year-Review - Needs Review

INSTRUCTION

6:315 High School Credit for Students in Grade 7 or 8

The Superintendent or designee may investigate, coordinate, and implement a program for students in grades 7 and 8 to enroll in a course required for a high school diploma.

If a program is available, students in grades 7 and 8 may enroll in a course required for a high school diploma when the course is offered by the high school that the elementary student would attend and either of the following is satisfied: (1) the student participates in the course at the high school and the elementary student's enrollment in the course would not prevent a high school student from being able to enroll, or (2) the student participates in the course where the student attends school as long as the course is taught by a teacher who holds a professional educator license with an endorsement for the grade level and content area of the course.

A student who successfully completes a course required for a high school diploma while in grades 7 and 8 shall receive academic credit for the course. That academic credit shall satisfy the requirements of [Section 27-22](#) of the School Code for purposes of receiving a high school diploma, unless evidence about the course's rigor and content show that the course did not address the relevant Illinois learning standard at the level appropriate for the high school grade during which the course is usually taken. The student's grade in the course shall also be included in the student's grade point average.

LEGAL REF.:

[105 ILCS 5/10-22.43](#) and [5/27-22.10](#).

[23 Ill.Admin.Code §1.460](#).

CROSS REF.: 6:300 (Graduation Requirements), 6:310 (High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students), 6:320 (High School Credit for Proficiency)

ADOPTED: September 13, 2016

Document Status: Draft Update

INSTRUCTION

6:320 High School Credit for Proficiency

Proficiency Credits

Subject to the limitations in this policy and State law, the Superintendent or designee is authorized to establish and approve a program for granting credit for proficiency with the goal of allowing a student who would not benefit from a course because the student is proficient in the subject area to receive credit without having to take the course. A student who demonstrates competency under this program will receive course credit for the applicable course and be excused from any requirement to take the course as a graduation prerequisite. No letter grade will be given for purposes of the student's cumulative grade point average. The Superintendent or designee shall notify students of the availability of and requirements for receiving proficiency credit.

Proficiency credit will be offered in the following subject areas:

Foreign language - A student is eligible to receive one year of foreign language credit if the student has graduated from an accredited elementary school and can demonstrate proficiency, according to this District's academic criteria, in a language other than English. A student who demonstrates proficiency in American Sign Language is deemed proficient in a foreign language and will receive one year of foreign language credit. A student who studied a foreign language in an approved ethnic school program is eligible to receive appropriate credit according to the level of proficiency reached; the student may be required to take a proficiency examination.

Other proficiency testing - Proficiency testing may also be used to determine eligible credit for other subjects whenever students enter from non-graded schools, non-recognized or non-accredited schools, or were in a home-schooling program.

LEGAL REF.:

[105 ILCS 5/10-22.43](#), [5/10-22.43a](#), [5/27-22](#), and [5/27-24.3](#).

23 Ill.Admin.Code [§1.460](#) [Part 680](#). [PRESSPlus1](#)

CROSS REF.: 6:300 (Graduation Requirements), 6:310 (High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students), 6:315 (High School Credit for Students in Grade 7 or 8)

[ADOPTED: September 13, 2016](#)

PRESSPlus Comments

PRESSPlus 1. The Legal References are updated. **Issue 106, November 2020**

Document Status: Draft Update

STUDENTS

7:10 Equal Educational Opportunities

Equal educational and extracurricular opportunities shall be available for all students without regard to color, race, nationality, religion, sex, sexual orientation, ancestry, age, physical or mental disability, gender identity, [Q1](#) status of being homeless, immigration status, order of protection status, actual or potential marital or parental status, including pregnancy. Further, the District will not knowingly enter into agreements with any entity or any individual that discriminates against students on the basis of sex or any other protected status, except that the District remains viewpoint neutral when granting access to school facilities under Board policy 8:20, *Community Use of School Facilities*. Any student may file a discrimination grievance by using the Uniform Grievance Procedure.

Sex Equity

No student shall, based on sex, sexual orientation, or gender identity be denied equal access to programs, activities, services, or benefits or be limited in the exercise of any right, privilege, advantage, or denied equal access to educational and extracurricular programs and activities.

Any student may file a sex equity complaint by using the Uniform Grievance Procedure. A student may appeal the Board of Education's resolution of the complaint to the Regional Superintendent of Schools (pursuant to [105 ILCS 5/3-10](#) of the School Code) and, thereafter, to the State Superintendent of Education (pursuant to [105 ILCS 5/2-3.8](#) of the School Code).

Administrative Implementation

The Superintendent shall appoint a Nondiscrimination Coordinator, [who also serves as the District's Title IX Coordinator.](#) [PRESSPlus1](#) The Superintendent and Building Principal shall use reasonable measures to inform staff members and students of this policy and [related](#) grievance procedures. [PRESSPlus2](#)

LEGAL REF.:

[20 U.S.C. §1681](#) et seq., Title IX of the Education Amendments of 1972; [implemented by 34 C.F.R. Part 106.](#)

[29 U.S.C. §791](#) et seq., Rehabilitation Act of 1973.

[42 U.S.C. §11431](#) et seq., McKinney-Vento Homeless Assistance Act.

[Good News Club v. Milford Central Sch.](#), 533 U.S. 98 (2001).

[Ill. Constitution, Art. I](#), §18.

[105 ILCS 5/3.25b](#), [5/3.25d\(b\)](#), [5/10-20.12](#), [5/10-20.60](#) (P.A.s 100-29 and 100-163, final citations pending), [5/10-22.5](#), and [5/27-1](#).

[775 ILCS 5/1-101](#) et seq., Illinois Human Rights Act.

[775 ILCS 35/5](#), Religious Freedom Restoration Act.

[23 Ill.Admin.Code §1.240](#) and [Part 200](#).

CROSS REF.: 2:260 (Uniform Grievance Procedure), [2:265 \(Title IX Sexual Harassment Grievance Procedure\)](#), 7:20 (Harassment of Students Prohibited), 7:50 (School Admissions and Student Transfers To and From Non-District Schools), 7:60 (Residence), 7:130 (Student Rights and Responsibilities), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), [7:185 \(Teen Dating Violence Prohibited\)](#), [7:250 \(Student Support Services\)](#), 7:330 (Student Use of Buildings - Equal Access), 8:20 (Community Use of School Facilities)

[ADOPTED: April 10, 2018](#)

Questions and Answers:

***Required Question 1. Executive Order (EO) 2019-11, titled "Strengthening Our Commitment to Affirming and Inclusive Schools" established the Affirming and Inclusive Schools Task Force (Task Force) to identify strategies and best practices for ensuring welcoming, safe, supportive, and inclusive school environments for transgender, nonbinary, and gender nonconforming students. The Task Force delivered a report that served as the basis for two non-regulatory guidance documents entitled *Supporting Transgender, Nonbinary and Gender Nonconforming Students* and *Sample District Policy and Administrative Procedures* at www.isbe.net/supportallstudents. The Ill. State Board of Education (ISBE) hosts these documents on its website.

Does the Board want to incorporate ISBE's *Sample District Policy and Administrative Procedures* policy recommendation into this policy?

No (default)

Yes (IASB will replace "gender identity" with "gender, gender identity (whether or not traditionally associated with the student's sex assigned at birth), gender expression," add "or gender expression" to the first sentence under the Sex Equity subhead, and add the following sentence to that subhead: "Students shall be supported in a manner consistent with their gender identity. This will include, but not be limited to, use of restrooms, locker rooms, and other facilities that correspond with the student's gender identity." In addition, the list of protected classifications in policy 7:20 will be amended to replace "gender identity" with "gender; gender identity (whether or not traditionally associated with the student's sex assigned at birth);")

PRESSPlus Comments

PRESSPlus 1. The Nondiscrimination and Title IX Coordinator(s) need not be the same person. If the district uses a separate Title IX Coordinator who does not also serve as the Nondiscrimination Coordinator, see the **PRESS Plus** Question in policy 2:260. **Issue 105, August 2020**

PRESSPlus 2. The Illinois Principals Association maintains a handbook service that coordinates with **PRESS** material, *Online Model Student Handbook (MSH)*, at: www.ilprincipals.org/resources/model-student-handbook. **Issue 105, August 2020**

Document Status: 5-Year-Review - Needs Review

STUDENTS

7:40 Nonpublic School Students, Including Parochial and Home-Schooled Students

Part-Time Attendance

The District accepts nonpublic school students, including parochial and home-schooled students, who live within the District for part-time attendance in the District's regular education program on a space-available basis. Requests for part-time attendance must be submitted to the principal of the school in the school attendance area where the student resides. All requests for attendance in the following school year must be submitted before May 1.

A student accepted for partial enrollment must comply with all discipline and attendance requirements established by the school. He or she may participate in any co-curricular activity associated with a District class in which he or she is enrolled. The parent(s)/guardian(s) of a student accepted for partial enrollment must pay all fees, pro-rated on the basis of a percentage of full-time fees. Transportation to and/or from school is provided on regular bus routes to or from a point on the route nearest or most easily accessible to the nonpublic school or student's home. This transportation shall be on the same basis as the District provides transportation for its full-time students. Transportation on other than established bus routes is the responsibility of the parent(s)/guardian(s).

Students with a Disability

The District accepts for part-time attendance those children for whom it has been determined that special education services are needed, are enrolled in nonpublic schools, and otherwise qualify for enrollment in the District. Requests must be submitted by the student's parent/guardian. Special educational services shall be provided to such students as soon as possible after identification, evaluation, and placement procedures provided by State law, but no later than the beginning of the next school semester following the completion of such procedures. Transportation for such students shall be provided only if required in the child's individualized educational program on the basis of the child's disabling condition or as the special education program location may require.

Extracurricular Activities, Including Interscholastic Competition

A nonpublic school student is eligible to participate in: (1) interscholastic competition, provided his or her participation adheres to the regulations established by any association in which the School District maintains a membership, and (2) non-athletic extracurricular activities, provided the student attends a District school. A nonpublic student who participates in an extracurricular activity is subject to all policies, regulations, and rules that are applicable to other participants in the activity.

Assignment When Enrolling Full-Time in a District School

Grade placement by, and academic credits earned at, a nonpublic school will be accepted if the school has a Certificate of Nonpublic School Recognition from the Illinois State Board of Education, or, if outside Illinois, if the school is accredited by the state agency governing education.

A student who, after receiving instruction in a non-recognized or non-accredited school, enrolls in the District will: (1) be assigned to a grade level according to academic proficiency, and/or (2) have academic credits recognized by the District if the student demonstrates appropriate academic proficiency to the school administration. Any portion of a student's transcript relating to such instruction will not be considered for placement on the honor roll or computation in class rank.

Notwithstanding the above, recognition of grade placement and academic credits awarded by a nonpublic school is at the sole discretion of the District. All school and class assignments will be made according to Board policy 7:30, *Student Assignment and Intra-District Transfer*, as well as administrative procedures implementing this policy.

LEGAL REF.:

[105 ILCS 5/10-20.24](#) and [5/14-6.01](#).

CROSS REF.: 4:110 (Transportation), 6:170 (Title I Programs), 6:190 (Extracurricular and Co-Curricular Activities), 6:320 (Credit for Proficiency), 7:30 (Student Assignment [and Intra-District Transfer](#)), 7:300 (Extracurricular Athletics)

[ADOPTED: May 16, 2016](#)

Document Status: Draft Update

STUDENTS

7:100 Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students

Required Health Examinations and Immunizations

A student's parent(s)/guardian(s) shall present proof that the student received a health examination, with proof of the immunizations against, and screenings for, preventable communicable diseases, as required by the Illinois Department of Public Health (IDPH), within one year prior to:

1. Entering the ninth grade; and
2. Enrolling in an Illinois school, regardless of the student's grade (including nursery school, special education, Head Start programs operated by elementary or secondary schools, and students transferring into Illinois from out-of-state or out-of-country).

Proof of immunization against meningococcal disease is required for students in grade 12.

As required by State law:

1. The required health examinations must be performed by a physician licensed to practice medicine in all of its branches, an advanced practice registered PRESSPlus1 nurse ~~who has a written collaborative agreement with a collaborating physician authorizing the advanced practice nurse to perform health examinations~~, or a physician assistant who has been delegated the performance of health examinations by a supervising physician.
2. A diabetes screening is a required part of each health examination; diabetes testing is not required.
3. ~~Beginning with the 2017-2018 school year, a~~ An age-appropriate developmental screening and an age-appropriate social and emotional screening are required parts of each health examination. A student will not be excluded from school due to his or her parent/guardian's failure to obtain a developmental screening or a social and emotional screening.
4. The District will provide informational materials regarding influenza, influenza vaccinations, meningococcal disease, and meningococcal vaccinations developed, provided, or approved by the IDPH when it provides information on immunizations, infectious diseases, medications, or other school health issues to students' parent(s)/guardian(s).

Unless an exemption or extension applies, the failure to comply with the above requirements by the first day of the current school year will result in the student's exclusion from school until the required health forms are presented to the District. New students who register after the first day of the current school year shall have 30 days following registration to comply with the health examination and immunization regulations. If a medical reason prevents a student from receiving a required immunization by the first day of school, the student must present, by the first day of school, an immunization schedule and a statement of the medical reasons causing the delay. The schedule and statement of medical reasons must be signed by the physician, advanced practice registered nurse, physician assistant, or local health department responsible for administering the immunizations.

A student transferring from out-of-state who does not have the required proof of immunizations by the first day of school may attend classes only if he or she has proof that an appointment for the required vaccinations is scheduled with a party authorized to submit proof of the required vaccinations. If the required proof of vaccination is not submitted within 30 days after the student is permitted to attend classes, the student may no longer attend classes until proof of the vaccinations is properly submitted.

Eye Examination

Parent(s)/guardian(s) are encouraged to have their children undergo an eye examination whenever health examinations are required.

Parent(s)/guardian(s) of students entering kindergarten or an Illinois school for the first time shall present proof before October 15 of the current school year that the student received an eye examination within one year prior to entry of kindergarten or the school. A physician licensed to practice medicine in all of its branches or a licensed optometrist must perform the required eye examination.

If a student fails to present proof by October 15, the school may hold the student's report card until the student presents proof: (1) of a completed eye examination, or (2) that an eye examination will take place within 60 days after October 15. The Superintendent or designee shall ensure that parent(s)/guardian(s) are notified of this eye examination requirement in compliance with the rules of the IDPH. Schools shall not exclude ~~as~~ a student from attending school due to failure to obtain an eye examination.

Dental Examination

All children in ninth grade must present proof of having been examined by a licensed dentist before May 15 of the current school year in accordance with rules adopted by the IDPH.

If a child in the ninth grade fails to present proof by May 15, the school may hold the child's report card until the child presents proof: (1) of a completed dental examination, or (2) that a dental examination will take place within 60 days after May 15. The Superintendent or designee shall ensure that parent(s)/guardian(s) are notified of this dental examination requirement at least 60 days before May 15 of each school year.

Exemptions

In accordance with rules adopted by the IDPH, a student will be exempted from this policy's requirements for:

1. Religious grounds, if the student's parent(s)/guardian(s) present the IDPH's Certificate of Religious Exemption form to the Superintendent or designee. When a Certificate of Religious Exemption form is presented, the Superintendent or designee shall immediately inform the parent(s)/guardian(s) of exclusion procedures pursuant to Board policy 7:280, *Communicable and Chronic Infectious Disease*, and State rules if there is an outbreak of one or more diseases from which the student is not protected.
2. Health examination or immunization requirements on medical grounds, if the examining physician, advanced **registered** practice **registered** nurse, or physician assistant provides written verification.
3. Eye examination requirement, if the student's parent(s)/guardian(s) show an undue burden or lack of access to a physician licensed to practice medicine in all of its branches who provides eye examinations or a licensed optometrist.
4. Dental examination requirement, if the student's parent(s)/guardian(s) show an undue burden or a lack of access to a dentist.

Homeless Child

Any homeless child shall be immediately admitted, even if the child or child's parent/guardian is unable to produce immunization and health records normally required for enrollment. Board policy 6:140, *Education of Homeless Children*, governs the enrollment of homeless children.

LEGAL REF.:

[42 U.S.C. §11431 et seq.](#), McKinney-Vento Homeless Assistance Act

[105 ILCS 5/27-8.1](#) and [45/1-20](#).

[410 ILCS 45/7.1](#) and [315/2e](#).

[23 Ill.Admin.Code §1.530](#).

[77 Ill.Admin.Code Part 665](#).

[77 Ill.Admin.Code Part 690](#).

CROSS REF.: 6:30 (Organization of Instruction), 6:140 (Education of Homeless Children), 7:50 (School Admissions and Student Transfers To and From Non-District Schools), 7:280 (Communicable and Chronic Infectious Disease)

Adopted: July 16, 2019

PRESSPlus Comments

PRESSPlus 1. Updated throughout for continuous improvement. **Issue 106, November 2020**

Document Status: Draft Update

STUDENTS

7:140 Search and Seizure

In order to maintain order and security in the schools, school authorities are authorized to conduct reasonable searches of school property and equipment, as well as of students and their personal effects. "School authorities" includes school liaison police officers.

School Property and Equipment as well as Personal Effects Left There by Students

School authorities may inspect and search school property and equipment owned or controlled by the school (such as, lockers, desks, and parking lots), as well as personal effects left there by a student, without notice to or the consent of the student. Students have no reasonable expectation of privacy in these places or areas or in their personal effects left there. This paragraph applies to student vehicles parked on school property. In addition, Building Principals shall require each high school student, in return for the privilege of parking on school property, to consent in writing to school searches of his or her vehicle, and personal effects therein, without notice and without suspicion of wrongdoing.

The Superintendent may request the assistance of law enforcement officials to conduct inspections and searches of lockers, desks, parking lots, and other school property and equipment for illegal drugs, weapons, or other illegal or dangerous substances or materials, including searches conducted through the use of specially trained dogs.

Students

School authorities may search a student and/or the student's personal effects in the student's possession (such as, purses, wallets, knapsacks, book bags, lunch boxes, etc.) when there is a reasonable ground for suspecting that the search will produce evidence the particular student has violated or is violating either the law or the District's student conduct rules. The search itself must be conducted in a manner that is reasonably related to its objective and not excessively intrusive in light of the student's age and sex, and the nature of the infraction.

When feasible, the search should be conducted as follows:

1. Outside the view of others, including students,
2. In the presence of a school administrator or adult witness, and
3. By a certificated employee or liaison police officer of the same sex as the student.

Immediately following a search, a written report shall be made by the school authority who conducted the search, and given to the Superintendent.

Seizure of Property

If a search produces evidence that the student has violated or is violating either the law or the District's policies or rules, such evidence may be seized and impounded by school authorities, and disciplinary action may be taken. When appropriate, such evidence may be transferred to law enforcement authorities.

Notification Regarding Student Accounts or Profiles on Social Networking Websites

The Superintendent or designee shall notify students and their parents/guardians of each of the following in accordance with the Right to Privacy in the School Setting Act, [105 ILCS 75/](#):

1. School officials may not request or require a student or his or her parent/guardian to provide a password or other related account information to gain access to the student's account or profile on a social networking website.
2. School officials may conduct an investigation or require a student to cooperate in an investigation if there is specific information about activity on the student's account on a social networking website that violates a school disciplinary rule or policy. In the course of an investigation, the student may be required to share the content that is reported in order to allow school officials to make a factual determination.

LEGAL REF.:

[105 ILCS 5/10-20.14](#), [5/10-22.6](#), and [5/10-22.10a](#).

Right to Privacy in the School Setting Act, [105 ILCS 75/](#).

Cornfield v. Consolidated High School Dist. No. 230, 991 F.2d 1316 (7th Cir. 1993). [PRESSPlus1](#)

People v. Dilworth, 169 Ill.2d 195, 661 N.E.2d 310 (Ill., 1996), *cert. denied*, 116 S.Ct. 1692 (1996).

People v. Pruitt, 278 Ill.App.3d 194, 662 N.E. 2d 540 (Ill.App.1st Dist., 1996), *app. denied*, 667 N.E. 2d 1061 (Ill.App.1, 1996).

T.L.O. v. New Jersey, 405 S.Ct. 733, 469 U.S. 325 (1985).

Vernonia School Dist. 47J v. Acton, 415 S.Ct. 2386, 515 U.S. 646 (1995).

Safford Unified School Dist. No. 1 v. Redding, 429 S. Ct. 2633, 557 U.S. 364 (2009).

CROSS REF.: 7:130 (Student Rights and Responsibilities), 7:150 (Agency and Police Interviews), 7:190 (Student Behavior)

ADOPTED: February 9, 2016

PRESSPlus Comments

PRESSPlus 1. The Legal References are updated in response to a five-year review. **Issue 106, November 2020**

Document Status: Draft Update

STUDENTS

7:180 Prevention of and Response to Bullying, Intimidation, and Harassment

Bullying, intimidation, and harassment diminish a student's ability to learn and a school's ability to educate. Preventing students from engaging in these disruptive behaviors and providing all students equal access to a safe, non-hostile learning environment are important District goals.

Bullying on the basis of actual or perceived race, color, national origin, military status, unfavorable discharge status from the military service, sex, sexual orientation, gender identity, gender-related identity or expression, ancestry, age, religion, physical or mental disability, order of protection status, status of being homeless, or actual or potential marital or parental status, including pregnancy, association with a person or group with one or more of the aforementioned actual or perceived characteristics, or any other distinguishing characteristic **is prohibited** in each of the following situations:

1. During any school-sponsored education program or activity.
2. While in school, on school property, on school buses or other school vehicles, at designated school bus stops waiting for the school bus, or at school-sponsored or school-sanctioned events or activities.
3. Through the transmission of information from a school computer, a school computer network, or other similar electronic school equipment.
4. Through the transmission of information from a computer that is accessed at a nonschool-related location, activity, function, or program or from the use of technology or an electronic device that is not owned, leased, or used by a school district or school if the bullying causes a substantial disruption to the educational process or orderly operation of a school. This item (4) applies only in cases in which a school administrator or teacher receives a report that bullying through this means has occurred and it does not require a district or school to staff or monitor any nonschool-related activity, function, or program.

Definitions from (105 ILCS 5/27-23.7)

Bullying includes *cyber-bullying* and means any severe or pervasive physical or verbal act or conduct, including communications made in writing or electronically, directed toward a student or students that has or can be reasonably predicted to have the effect of one or more of the following:

1. Placing the student or students in reasonable fear of harm to the student's or students' person or property;
2. Causing a substantially detrimental effect on the student's or students' physical or mental health;
3. Substantially interfering with the student's or students' academic performance; or
4. Substantially interfering with the student's or students' ability to participate in or benefit from the services, activities, or privileges provided by a school.

Cyber-bullying 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. *Cyber-bullying* 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*. *Cyber-bullying* also includes the distribution by electronic means of a communication to more than one person or the posting of material on an electronic medium that may be accessed by one or more persons if the distribution or posting creates any of the effects enumerated in the definition of *bullying*.

Restorative measures means a continuum of school-based alternatives to exclusionary discipline, such as suspensions and expulsions, that: (i) are adapted to the particular needs of the school and community, (ii) contribute to maintaining school safety, (iii) protect the integrity of a positive and productive learning climate, (iv) teach students the personal and interpersonal skills they will need to be successful in school and society, (v) serve to build and restore relationships among students, families, schools, and communities, and (vi) reduce the likelihood of future disruption by balancing accountability with an understanding of students' behavioral health needs in order to keep students in school.

School personnel means persons employed by, on contract with, or who volunteer in a school district, including without limitation school and school district administrators, teachers, school guidance counselors, school social workers, school counselors, school psychologists, school nurses, cafeteria workers, custodians, bus drivers, school resource officers, and security guards.

Bullying Prevention and Response Plan

The Superintendent or designee shall develop and maintain a bullying prevention and response plan that advances the District's goal of providing all students with a safe learning environment free of bullying and harassment. This plan must be consistent with the following requirements:

1. Using the definition of *bullying* as provided in this policy, the Superintendent or designee shall emphasize to the school community that: (1) the District prohibits bullying, and (2) all students should conduct themselves with a proper regard for the rights and welfare of other students. This may include a process for commending or acknowledging students for demonstrating appropriate behavior.
2. Bullying is contrary to State law and the policy of this District. However, nothing in the District's bullying prevention and response plan is intended to infringe upon any right to exercise free expression or the free exercise of religion or religiously based views protected under the [First Amendment to the U.S. Constitution](#) or under [Section 3 of Article I of the Illinois Constitution](#).
3. Students are encouraged to immediately report bullying. A report may be made orally or in writing to the Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, Dean of Students, a Complaint Manager, or any staff member with whom the student is comfortable speaking. Anyone, including staff members and parents/guardians, who has information about actual or threatened bullying is encouraged to report it to the District named officials or any staff member. The District named officials and all staff members are available for help with a bully or to make a report about bullying. Anonymous reports are also accepted.

Anonymous Tip Lines:

Proviso East 708.202.1731

Proviso West 708.202.6351

Proviso Math & Science Academy 708.338.4188

Nondiscrimination Coordinator: [PRESSPlus1](#)

Dr. Patrick Hardy

Proviso East

Email: phardy@pths209.org

708.202.1731

Complaint Managers:

Dr. Nia Abdullah

Proviso West

Email: nabdullah@pths209.org

708.202.6310

Dr. Bessie Karvelas

Proviso Math & Science Academy

Email: bkaravelas@pths209.org

708.338.4170

4. Consistent with federal and State laws and rules governing student privacy rights, the Superintendent or designee shall promptly inform parent(s)/guardian(s) of all students involved in an alleged incident of bullying and discuss, as appropriate, the availability of social work services, counseling, school psychological services, other interventions, and restorative measures.
5. The Superintendent or designee shall promptly investigate and address reports of bullying, by, among other things:
 - a. Making all reasonable efforts to complete the investigation within 10 school days after the date the report of the incident of bullying was received and taking into consideration additional relevant information received during the course of the investigation about the reported incident of bullying.
 - b. Involving appropriate school support personnel and other staff persons with knowledge, experience, and training on bullying prevention, as deemed appropriate, in the investigation process.
 - c. Notifying the Building Principal or school administrator or designee of the report of the incident of bullying as soon as possible after the report is received.
 - d. Consistent with federal and State laws and rules governing student privacy rights, providing parents and guardians of the students who are parties to the investigation information about the investigation and an opportunity to meet with the principal or school administrator or his or her designee to discuss the investigation, the findings of the investigation, and the actions taken to address the reported incident of bullying.

The Superintendent or designee shall investigate whether a reported act of bullying is within the permissible scope of the District's jurisdiction and shall require that the District provide the victim with information regarding services that are available within the District and community, such as counseling, support services, and other programs.

6. The Superintendent or designee shall use interventions to address bullying, which may include, but are not limited to, school social work services, restorative measures, social-emotional skill building, counseling, school psychological services, and community-based services.
7. A reprisal or retaliation against any person who reports an act of bullying **is prohibited**. A student's act of reprisal or retaliation will be treated as *bullying* for purposes of determining any consequences or other appropriate remedial actions.
8. A student will not be punished for reporting bullying or supplying information, even if the District's investigation concludes that no bullying occurred. However, knowingly making a false accusation or providing knowingly false information will be treated as *bullying* for purposes of determining any consequences or other appropriate remedial actions.
9. The District's bullying prevention and response plan must be based on the engagement of a range of school stakeholders, including students and parents/guardians.
10. The Superintendent or designee shall post this policy on the District's website, if any, and include it in the student handbook, and, where applicable, post it where other policies, rules, and standards of conduct are currently posted. The policy must be distributed annually to parents/guardians, students, and school personnel (including new employees when hired), and must also be provided periodically throughout the school year to students and faculty.
11. The Superintendent or designee shall assist the Board with its evaluation and assessment of this policy's outcomes and effectiveness. This process shall include, without limitation:
 - a. The frequency of victimization;
 - b. Student, staff, and family observations of safety at a school;
 - c. Identification of areas of a school where bullying occurs;
 - d. The types of bullying utilized; and
 - e. Bystander intervention or participation.

The evaluation process may use relevant data and information that the District already collects for other purposes. The Superintendent or designee must post the information developed as a result of the policy evaluation on the District's website, or if a website is not available, the information must be provided to school administrators, Board members, school personnel, parents/guardians, and students.

12. The District's bullying prevention plan must be consistent with other Board policies.
13. The Superintendent or designee shall fully inform staff members of the District's goal to prevent students from engaging in bullying and the measures being used to accomplish it. This includes each of the following:
 - a. Communicating the District's expectation and State law requirement that teachers and other certificated or licensed employees maintain discipline.
 - b. Establishing the expectation that staff members: (1) intervene immediately to stop a bullying incident that they witness or immediately contact building security and/or law enforcement if the incident involves a weapon or other illegal activity, (2) report bullying, whether they witness it or not, to an administrator, and (3) inform the administration of locations on school grounds where additional supervision or monitoring may be needed to prevent bullying.
 - c. Where appropriate in the staff development program, providing strategies to staff members to effectively prevent bullying and intervene when it occurs.
 - d. Establishing a process for staff members to fulfill their obligation to report alleged acts of bullying.

LEGAL REF.:

[405 ILCS 49/](#), Children's Mental Health Act.

[105 ILCS 5/10-20.14](#), [5/24-24](#), and [5/27-23.7](#).

[23 Ill.Admin.Code §§1.240](#) and [§1.280](#).

CROSS REF.: 2:240 (Board Policy Development), 2:260 (Uniform Grievance Procedure), [2:265 \(Title IX Sexual Harassment Grievance Procedure\)](#), 4:170 (Safety), 5:230 (Maintaining Student Behavior), 6:60 (Curriculum Content), 6:65 (Student Social and Emotional Development), 6:235 (Access to Electronic Networks), 7:20 (Harassment of Students Prohibited), 7:185 (Teen Dating Violence Prohibited), 7:190 (Student Behavior), 7:220 (Bus Conduct), 7:230 (Misconduct by Students with Disabilities), 7:240 (Conduct Code for Participants in Extracurricular Activities), 7:285 (Food Allergy Management Program), 7:310 (Restrictions on Publications)

ADOPTED: September 18, 2018

PRESSPlus 1. Title IX regulations require districts to designate and authorize at least one employee to coordinate their efforts to comply with Title IX and to refer to that employee as the *Title IX Coordinator*. 34 C.F.R. §106.8(a). Districts must identify the Title IX Coordinator by name, office address, email address, and telephone number.

The Nondiscrimination and Title IX Coordinator(s) need not be the same person. If the district uses a separate Title IX Coordinator who does not also serve as the Nondiscrimination Coordinator, see the **PRESS Plus** Question 1 in policy 2:260. **Issue 105, August 2020**

Document Status: Draft Update

STUDENTS

7:185 Teen Dating Violence Prohibited

Engaging in teen dating violence that takes place at school, on school property, at school-sponsored activities, or in vehicles used for school-provided transportation is prohibited. For purposes of this policy, the term *teen dating violence* occurs whenever a student who is 13 to 19 years of age uses or threatens to use physical, mental, or emotional abuse to control an individual in the dating relationship; or uses or threatens to use sexual violence in the dating relationship.

The Superintendent or designee shall develop and maintain a program to respond to incidents of teen dating violence that:

1. Fully implements and enforces each of the following Board policies:
 - a. 2:260, Uniform Grievance Procedure. This policy provides a method for any student, parent/guardian, employee, or community member to file a complaint if he or she believes that the School Board, its employees, or its agents have violated his or her rights under the State or federal Constitution, State or federal statute, Board policy, or various enumerated bases.
 - b. 2:265, Title IX Sexual Harassment Grievance Procedure. This policy prohibits any person from engaging in sexual harassment in violation of Title IX of the Education Amendments of 1972. Prohibited conduct includes but is not limited to sexual assault, dating violence, domestic violence, and stalking. [PRESSPlus1](#)
 - c. 7:20, *Harassment of Students Prohibited*. This policy prohibits any person from harassing, intimidating, or bullying a student based on the student's actual or perceived characteristics of sex; sexual orientation; gender identity; and gender-related identity or expression (this policy includes more protected statuses).
 - d. 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*. This policy prohibits students from engaging in bullying, intimidation, and harassment at school, school-related events and electronically. Prohibited conduct includes threats, stalking, physical violence, sexual harassment, sexual violence, theft, public humiliation, destruction of property, or retaliation for asserting or alleging an act of bullying.
2. Encourages anyone with information about incidents of teen dating violence to report them to any of the following individuals:
 - a. Any school staff member. School staff shall respond to incidents of teen dating violence by following the District's established procedures for the prevention, identification, investigation, and response to bullying and school violence.
 - b. The Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, Dean of Students, or a Complaint Manager identified in policy 7:20, *Harassment of Students Prohibited*.
3. Incorporates age-appropriate instruction in grades 7 through 12, in accordance with the District's comprehensive health education program in Board policy 6:60, *Curriculum Content*. This includes incorporating student social and emotional development into the District's educational program as required by State law and in alignment with Board policy 6:65, *Student Social and Emotional Development*.
4. Incorporates education for school staff, as recommended by the Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, Dean of Students, or a Complaint Manager.
5. Notifies students and parents/guardians of this policy.

Incorporated

by Reference: 7:180-AP1, (Prevention, Identification, Investigation, and Response to Bullying)

LEGAL REF.:

[105 ILCS 110/3.10.](#)

CROSS REF.: 2:240 (Board Policy Development), 2:260 (Uniform Grievance Procedure), 2:265 (Title IX Sexual Harassment Grievance Procedure), 5:100 (Staff Development Program), 5:230 (Maintaining Student Discipline), 6:60 (Curriculum Content), 6:65 (Student Social and Emotional Development), 7:20 (Harassment of Students Prohibited), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:190 (Student Behavior), 7:220 (Bus Conduct), 7:230 (Misconduct by Students with Disabilities), 7:240 (Conduct Code for Participants in Extracurricular Activities)

ADOPTED: January 14, 2014

PRESSPlus 1. Added in response to Title IX regulations at 34 C.F.R. Part 106. **Issue 105, August 2020**

Document Status: Draft Update

STUDENTS

7:300 Extracurricular Athletics

Student participation in school-sponsored extracurricular athletic activities is contingent upon the following:

1. The student must meet the academic criteria set forth in Board policy 6:190, *Extracurricular and Co-Curricular Activities*.
2. A parent/guardian of the student must provide written permission for the student's participation, giving the District full waiver of responsibility of the risks involved.
3. The student must present a current certificate of physical fitness issued by a licensed physician, an advanced practice registered [PRESSPlus1](#) nurse, or a physician assistant. The ***Pre-Participation Physical Examination Form***, offered by the Illinois High School Association and the Illinois Elementary School Association, is the preferred certificate of physical fitness.
4. The student must show proof of accident insurance coverage either by a policy purchased through the District-approved insurance plan or a parent(s)/guardian(s) written statement that the student is covered under a family insurance plan.
5. The student must agree to follow all conduct rules and the coaches' instructions.
6. The student and his or her parent(s)/guardian(s) must: (a) comply with the eligibility rules of, and complete any forms required by, any sponsoring association (such as, the Illinois Elementary School Association, the Illinois High School Association, or the Southern Illinois Junior High School Athletic Association), and (b) complete all forms required by the District including, without limitation, signing an acknowledgment of receiving information about the Board's concussion policy 7:305, *Student Athlete Concussions and Head Injuries*.

The Superintendent or designee (1) is authorized to impose additional requirements for a student to participate in extracurricular athletics, provided the requirement(s) comply with Board policy 7:10, *Equal Educational Opportunities*, and (2) shall maintain the necessary records to ensure student compliance with this policy.

LEGAL REF.:

[105 ILCS 5/10-20.30](#), [5/10-20.54](#), [5/22-80](#), and [25/2](#).

[23 Ill.Admin.Code §1.530\(b\)](#).

CROSS REF.: 4:170 (Safety), 6:190 (Extracurricular and Co-Curricular Activities), 7:10 (Equal Educational Opportunities), [7:20 \(Harassment of Students Prohibited\)](#), 7:240 (Conduct Code for Participants in Extracurricular Activities), 7:305 (Student Concussions and Head Injuries), 7:340 (Student Records)

~~ADOPTED: February 9, 2016~~

PRESSPlus Comments

PRESSPlus 1. Updated in response to a five-year review. **Issue 106, November 2020**

Document Status: Draft Update

STUDENTS

7:340 Student Records

School student records are confidential. Information from them shall not be released other than as provided by law. A school student record is any writing or other recorded information concerning a student and by which a student may be identified individually that is maintained by a school or at its direction by a school employee, regardless of how or where the information is stored, except as provided in State or federal law as summarized below:

1. Records kept in a staff member's sole possession.
2. Records maintained by law enforcement officers working in the school.
3. Video and other electronic recordings (including without limitation, electronic recordings made on school buses) that are created in part for law enforcement, security, or safety reasons or purposes. The content of these recordings may become part of a school student record to the extent school officials create, use, and maintain this content, or it becomes available to them by law enforcement officials, for disciplinary or special education purposes regarding a particular student.
4. Any information, either written or oral, received from law enforcement officials concerning a student less than the age of 17 years who has been arrested or taken into custody.

State and federal law grants students and parents/guardians certain rights, including the right to inspect, copy, and challenge school student records. The information contained in school student records shall be kept current, accurate, clear and relevant. All information maintained concerning a student receiving special education services shall be directly related to the provision of services to that child. The District may release directory information as permitted by law, but a parent/guardian shall have the right to ~~object to~~ opt-out of the release of directory information regarding his or her child. However, the District will comply with an *ex parte* court order requiring it to permit the U.S. Attorney General or designee to have access to a student's school records without notice to, or the consent of, the student's parent/guardian. Upon request, the District discloses school student records without parent consent to the official's records custodian of another school ~~district~~ in which a student has enrolled or intends to enroll, as well as to any other person as specifically required or permitted by State or federal law. [PRESSPlus1](#)

The Superintendent shall fully implement this policy and designate an *official records custodian* for each school who shall maintain and protect the confidentiality of school student records, inform staff members of this policy, and inform students and their parents/guardians of their rights regarding school student records.

Student Biometric Information Collection

The Superintendent or designee may recommend a student biometric information collection system solely for the purposes of identification and fraud prevention. Such recommendation shall be consistent with budget requirements and in compliance with State law. Biometric information means any information that is collected through an identification process for individuals based on their unique behavioral or physiological characteristics, including fingerprint, hand geometry, voice, or facial recognition or iris or retinal scans.

Before collecting student biometric information, the District shall obtain written permission from the person having legal custody/parental responsibility or the student (if over the age of 18). Upon a student's 18th birthday, the District shall obtain written permission from the student to collect student biometric information. Failure to provide written consent to collect biometric information shall not be the basis for refusal of any services otherwise available to a student.

All collected biometric information shall be stored and transmitted in a manner that protects it from disclosure. Sale, lease, or other disclosure of biometric information to another person or entity is strictly prohibited.

The District will discontinue use of a student's biometric information and destroy all collected biometric information within 30 days after: (1) the student graduates or withdraws from the School District, or (2) the District receives a written request to discontinue use of biometric information from the person having legal custody/parental responsibility of the student or the student (if over the age of 18). Requests to discontinue using a student's biometric information shall be forwarded to the Superintendent or designee.

The Superintendent or designee shall develop procedures to implement this policy consistent with State and federal law.

LEGAL REF.:

[20 U.S.C. §1232g](#), Family Educational Rights and Privacy Act, ¹⁷⁶ implemented by [34 C.F.R. Part 99](#).

[50 ILCS 205/7](#).

[105 ILCS 5/10-20.21b](#), [5/20.37](#), [5/20.40](#), and [5/14-1.01](#) *et seq.*

[105 ILCS 10/](#), Ill. School Student Records Act.

[105 ILCS 85/](#), Student Online Personal Protection Act.

[325 ILCS 17/](#), Children's Privacy Protection and Parental Empowerment Act.

[750 ILCS 5/602.11](#), Ill. Marriage and Dissolution of Marriage Act.

[23 Ill.Admin.Code Parts 226](#) and [375](#).

[Ovasso I.S.D. No. I-011 v. Falvo](#), 534 U.S. 426 (2002).

Chicago Tribune Co. v. Chicago Bd. of Ed., 332 Ill.App.3d 60 (1st Dist. 2002).

CROSS REF.: 5:100 (Staff Development Program), 5:130 (Responsibilities Concerning Internal Information), 7:15 (Student and Family Privacy Rights), 7:220 (Bus Conduct), [7:345 \(Use of Educational Technologies; Student Data Privacy and Security\)](#)

Adopted: December 11, 2018

PRESSPlus Comments

PRESSPlus 1. Updated with continuous improvement changes based on feedback from the Ill. Council of School Attorneys. **Issue 104, June 2020**

Document Status: Draft Update - New

7:345 Use of Educational Technologies; Student Data Privacy and Security

New/Unpublished Section

Educational technologies used in the District shall further the objectives of the District's educational program, as set forth in Board policy 6:10, *Educational Philosophy and Objectives*, align with the curriculum criteria in policy 6:40, *Curriculum Development*, and/or support efficient District operations. The Superintendent shall ensure that the use of educational technologies in the District meets the above criteria. [PRESSPlus1](#)

The District and/or vendors under its control may need to collect and maintain data that personally identifies students in order to use certain educational technologies for the benefit of student learning or District operations.

Federal and State law govern the protection of student data, including school student records and/or *covered information*. [PRESSPlus2](#) The sale, rental, lease, or trading of any school student records or covered information by the District is prohibited. [PRESSPlus3](#) Protecting such information is important for legal compliance, District operations, and maintaining the trust of District stakeholders, including parents, students and staff. [Q1](#)

Definitions

Covered information means personally identifiable information (PII) or information linked to PII in any media or format that is not publicly available and is any of the following: (1) created by or provided to an operator by a student or the student's parent/guardian in the course of the student's or parent/guardian's use of the operator's site, service or application; (2) created by or provided to an operator by an employee or agent of the District; or (3) gathered by an operator through the operation of its site, service, or application.

Operators are entities (such as educational technology vendors) that operate Internet websites, online services, online applications, or mobile applications that are designed, marketed, and primarily used for K-12 school purposes. [PRESSPlus4](#)

Breach means the unauthorized acquisition of computerized data that compromises the security, confidentiality or integrity of covered information maintained by an operator or the District. [PRESSPlus5](#)

Operator Contracts

The Superintendent or designee designates which District employees are authorized to enter into written agreements with operators for those contracts that do not require separate Board approval. [PRESSPlus6](#) Contracts between the Board and operators shall be entered into in accordance with State law and Board policy 4:60, *Purchases and Contracts*, and shall include any specific provisions required by State law. [PRESSPlus7](#)

Security Standards

The Superintendent or designee shall ensure the District implements and maintains reasonable security procedures and practices that otherwise meet or exceed industry standards designed to protect covered information from unauthorized access, destruction, use, modification, or disclosure. [PRESSPlus8](#) In the event the District receives notice from an operator of a breach or has determined a breach has occurred, the Superintendent or designee shall also ensure that the District provides any breach notifications required by State law. [PRESSPlus9](#)

LEGAL REF.:

20 U.S.C. §1232g, Family and Educational Rights and Privacy Act, implemented by 34 C.F.R. Part 99.

105 ILCS 10/, Ill. School Student Records Act.

105 ILCS 85/, Student Online Personal Protection Act.

CROSS REF.: 4:15 (Identity Protection), 4:60 (Purchases and Contracts), 6:235 (Access to Electronic Networks), 7:340 (Student Records)

Questions and Answers:

Officer, who may also be an official records custodian under ISSRA, to carry out the duties and responsibilities assigned to schools and to ensure a district's compliance with the requirements of SOPPA. 105 ILCS 85/27(f), added by P.A. 101-516, eff. 7-1-21. Boards may designate an individual other than the Superintendent to serve in the capacity of Privacy Officer, such as a Business Manager, IT Director, or District Records Custodian.

Has the Board designated a Privacy Officer?

No. (default)

Yes, the Superintendent is designated to serve as Privacy Officer. (IASB will add the following sentence: "The Board designates the Superintendent to serve as Privacy Officer, who shall ensure the District complies with the duties and responsibilities required of it under the Student Online Personal Protection Act, 105 ILCS 85/, amended by P.A. 101-516, eff. 7-1-21.")

Yes, a title other than Superintendent has been designated to serve as Privacy Officer. (IASB will add the following sentence: "The Board designates the [Insert Title] to serve as Privacy Officer, who shall ensure the District complies with the duties and responsibilities required of it under the Student Online Personal Protection Act, 105 ILCS 85/, amended by P.A. 101-516, eff. 7-1-21.") What is the Privacy Officer's Title?:

PRESSPlus Comments

PRESSPlus 1. The Student Online Personal Protection Act (SOPPA) (105 ILCS 85/), amended by P.A. 101-516, eff. 7-1-21, specifically requires boards to adopt a policy for designating which district employees are authorized to enter into agreements with *operators* (see **Operator Contracts** subhead). SOPPA is the State law that governs how educational technology companies, schools, and the Ill. State Board of Education (ISBE) use and protect *covered information* of students. The amendments to SOPPA were intended to strengthen protections for online student data, in part by centralizing the vetting and contracting process within schools, and to give parents ready access to information about how their children's data is being used at school. SOPPA does not, however, require a district to obtain parent opt-in or separate consent for the use of online services or applications, nor is such consent required if the operator is acting as a *school official* pursuant to the delineated exception in the Family Educational Rights and Privacy Act's (FERPA)(20 U.S.C. §1232g) implementing regulations. See 34 C.F.R. §99.3(a). **Issue 104, June 2020**

PRESSPlus 2. See policy 7:340, *Student Records*, and its implementing administrative procedure, 7:340-AP1, *School Student Records*, available at PRESS Online by logging in at www.iasb.com, for requirements addressing school student records under federal and State law. SOPPA does not override or otherwise supersede the requirements of FERPA or the Ill. School Student Records Act (ISSRA) (105 ILCS 10/). 105 ILCS 85/30(9), amended by P.A. 101-516, eff. 7-1-21.

Covered information is a broader concept than student records, and may include information that does not qualify as a student record. However, even if the covered information is not maintained as a student record, it may still qualify as a *public record* under the Local Records Act (50 ILCS 205/), such that a district would have an obligation to maintain it. Consult the board attorney for guidance on these issues. **Issue 104, June 2020**

PRESSPlus 3. 105 ILCS 85/26(1), added by P.A. 101-516, eff. 7-1-21. SOPPA includes a clarification that schools and operators are not prohibited from producing and distributing, free or for consideration, student class photos and yearbooks to the school, students, parents, or others authorized by parents, as long as there is a written agreement between the operator and district. 105 ILCS 85/30(10), amended by P.A. 101-516, eff. 7-1-21. **Issue 104, June 2020**

PRESSPlus 4. SOPPA specifically provides that it does not apply to general audience websites, online services, online applications, or mobile applications, even if login credentials are required to access the general audience sites, services, or applications. 105 ILCS 85/30(3), amended by P.A. 101-516, eff. 7-1-21. Consult the board attorney for guidance regarding whether certain applications that may be widely used by schools, but which may not have been originally marketed to K-12 (e.g., certain video conference applications), come within the scope of SOPPA. **Issue 104, June 2020**

PRESSPlus 5. Operators must notify districts of a breach of covered information within the most expedient time possible and without reasonable delay, but no later than 30 calendar days after the determination that a breach has occurred. 105 ILCS 85/15(5), added by P.A. 101-516, eff. 7-1-21. **Issue 104, June 2020**

PRESSPlus 6. This statement is required by 105 ILCS 85/27(b), added by P.A. 101-516, eff. 7-1-21. SOPPA provides that any agreement entered into in violation of SOPPA "is void and unenforceable as against public policy." Id. SOPPA does not provide for a private right of action against school districts; the Ill. Attorney General has enforcement authority under SOPPA through the Consumer Fraud Deceptive Trade Practices Act. 105 ILCS 85/35. **Issue 104, June 2020**

PRESSPlus 7. SOPPA requires specific provisions be included in a contract with any operator that seeks to receive covered information from a school district. 105 ILCS 85/15(4), added by P.A. 101-516, eff. 7-1-21. See 7:345-AP, *Use of Educational Technologies; Student Data Privacy and Security*, available at PRESS Online by logging in at www.iasb.com, for details. **Issue 104, June 2020**

PRESSPlus 8. 105 ILCS 85/27(e), added by P.A. 101-516, eff. 7-1-21. SOPPA does not provide specifics regarding security procedures or practices, nor is there a formal, nationalized standard specific to K-12. However, SOPPA requires ISBE to make available on its website guidance for schools pertaining to reasonable security procedures and practices. 105 ILCS 85/28, added by P.A. 101-516, eff. 7-1-21. ISBE, the U.S. Dept. of Education (DOE) and other experts in the field agree that training of all staff with access to a school's network is important to protecting schools against cyber threats, although such training is not currently mandated in Illinois. ISBE's grant-funded program, the Learning Technology Center of Illinois, offers cybersecurity training to administrators and educators throughout the State. See www.ltc.org. The U.S. Dept. of Education has also issued multiple guidance documents on security best practices for schools, available at www.studentprivacy.ed.gov/topic/security-best-practices. **Issue 104, June 2020**

PRESSPlus 9. In the event of a breach of covered information of students, SOPPA requires school districts to provide two types of notices: (1) individual notices to the parents of students whose covered information was involved in the breach and (2) a more general notice about the breach on the district's website (or at the district administrative office, if it does not maintain a website) if the breach involved 10% or more of the district's student enrollment. 105 ILCS 85/27(a)(5) & (d), added by P.A. 101-516, eff. 7-1-21. See 7:345-AP, *Use of Educational Technologies; Student Data Privacy and Security*, available at PRESS Online by logging in at www.iasb.com, for details about the required notices. **Issue 104, June 2020**

Action Item

Subject:

Donations

Background:

Proviso Township High School District 209 works with community agencies and other organizations to support students and families from the Township.

Administration's Analysis:

Bears Care organization has issued a grant of \$8,333.33 to the Athletic Department for both, Proviso East and Proviso West High Schools. Each year the Chicago Bears use a matching grant from the NFL Foundation to assist with the costs of athletic trainers in suburban high schools. The purpose is to increase access for the football program during games and/or practice or create access to a certified athletic trainer, if access does not currently exist. The goal is to support the school for one year/season and that the school will have or create a plan to sustain athletic trainer access going forward.

Statute, Administrative Policy or Board Rules Statement:

8:80 Gifts to the District

The Board of Education appreciates gifts from any education foundation, other entities, or individuals. All gifts must adhere to each of the following:

1. Be accepted by the Board or, if less than \$2000.00 in value, the Superintendent or designee. Individuals should obtain a pre-acceptance commitment before identifying the District, any school, or school program or activity as a beneficiary in any fundraising attempt, including without limitation, any Internet fundraising attempt.
2. Be given without a stated purpose or with a purpose deemed by the party with authority to accept the gift to be compatible with the Board's educational objectives and policies.
3. Be viewpoint neutral. The Superintendent or designee shall manage a process for the review and approval of donations involving the incorporation of messages into or placing messages upon school property.
4. Comply with all laws applicable to the District including, without limitation, the Americans with Disabilities Act, the Prevailing Wage Act, the Health/Life Safety Code for Public Schools, and all applicable procurement and bidding requirements.

The District will provide equal treatment to all individuals and entities seeking to donate money or a gift. Upon acceptance, all gifts become the District's property. The acceptance of a gift is not an endorsement by the Board, District, or school of any product, service, activity, or program. The method of recognition is determined by the party accepting the gift.

LEGAL REF.:

[20 U.S.C. §1681](#) *et seq.*, Title IX of the Education Amendments implemented by [34 C.F.R. Part 106](#).

[105 ILCS 5/16-1](#).

[23 Ill.Admin.Code §200.40](#).

CROSS REF.: 4:60 (Purchases and Contracts), 4:150 (Facility Management and Building Programs), 6:10 (Educational Philosophy and Objectives), 6:210 (Instructional Materials), 7:10 (Equal Educational Opportunities)

Adopted: April 13, 2021

Recommendation: That the Board of Education of Proviso Township High School District 209 accepts the Superintendent's recommendation to accept the donation as presented.



**Proviso Township High School District 209
Donation(s) Form**

Donor Information

Business Name BEARS CARE	Name (Last, First, M.I.)
Street Address 1920 FOOTBALL DRIVE	Email
City, State, Zip LAKE FOREST, IL 60045	Phone
Website	Alternate Phone

184

Details about the organization and how donations can help.

This organization issues grants to assist in off setting the costs of athletic trainers in suburban high schools.

Donation Description

Circle one: CASH CHECK PRODUCT/ITEM SERVICE OTHER

Amount / Description **EAST = \$8,333.33 AND WEST = \$8,333.33** DATE: #

Notes

PTHS D209 Contact Information

Name - Title/School

Phone and Email Address

Signature of Approval (s)

Building Principal <i>Paul Storch</i>	Superintendent (Board approval if over \$2,000)
--	---



Bears Care

1920 Football Drive
Lake Forest, IL 60045

4848

DATE 12/29/2020

PAY
To The
Order Of Proviso East High School

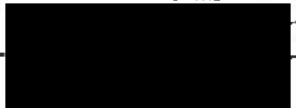
\$8,333.33

Eight Thousand Three Hundred Thirty Three Dollars and 33 Cents

DOLLARS

PNC Bears Care

VOID AFTER SIX MONTHS



FOR _____

⑈4848⑈⑈⑈071921891⑈

4645221917⑈

Bears Care

4848

Proviso East High School
8601 W Roosevelt Road
Forest Park, IL 60130-2532

HEAT SENSITIVE RED IMAGE DISAPPEARS WITH HEAT

Bears Care

4849

Vendor ID/Name: PROVISO WEST / Proviso West High School

Invoice Number	Reference	Invoice Date	Invoice Amount	Amount Paid	Discount	Net Amount
END 3/21/19	2018 Athletic Trainer Grant	03/21/2019	\$8,333.33	\$8,333.33	\$0.00	\$8,333.33

CONTAINS INVISIBLE FLUORESCENT FIBERS AND TONER GRIP \$8,333.33 \$8,333.33 \$0.00 \$8,333.33
 THREE COLOR BACKGROUND BLUE, ROSE AND YELLOW TRUE WATERMARKED PAPER • HOLD TO LIGHT TO VIEW



Bears Care

4849 186

1920 Football Drive
Lake Forest, IL 60045

DATE 12/29/2020

PAY
To The
Order Of Proviso West High School

\$8,333.33

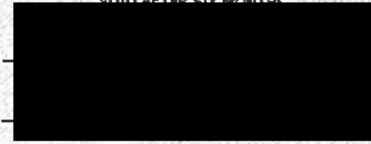
Eight Thousand Three Hundred Thirty Three Dollars and 33 Cents

DOLLARS

PNC Bears Care

VOID AFTER SIX MONTHS

FOR _____



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Bears Care

4849

*Athletic
= Athletics*

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Proviso West High School
8601 W Roosevelt Road
Forest Park, IL 60130-2532

Action Item

Subject: Donations

Background:

Proviso Township High School District 209 works with community agencies and other organizations to support students and families from the Township.

Administration:

Paramount Media Group, Inc. is partnering with PTHS D209 to support seniors, highlight their achievements, and congratulate them for completing District and State graduation requirements. Paramount Media Group, Inc. has offered to donate 4 weeks of ad space on its digital billboard, located on I-290 and 17th Street in Maywood. The District will place an ad congratulating all graduating seniors and another with the pictures of school valedictorians, salutatorians, and student speakers. The ads will begin running May 22, 2021. The estimated donation is approximately \$3,500.

Statue, Administrative Policy or Board Rules Statement:

Board Policy 8:80 Gifts to the District states:

The Board of Education appreciates gifts from any education foundation, other entities, or individuals. All gifts must adhere to each of the following:

1. Be accepted by the Board or, if less than \$2000.00 in value, the Superintendent or designee. Individuals should obtain a pre-acceptance commitment before identifying the District, and school, or school program or activity as a beneficiary in any fundraising attempt, including without limitation, any Internet fundraising attempt.
2. Be given without a stated purpose or with a purpose deemed by the party with authority to accept the gift to be compatible with the Board's educational objectives and policies.
3. Be viewpoint neutral. The Superintendent or designee shall manage a process for the review and approval of donations involving the incorporation of messages into or placing messages upon school property.
4. Comply with all laws applicable to the District including, without limitation, the American with Disabilities Act, the Prevailing Wage Act, the Health/Life Safety Code for Public Schools, and all applicable procurement and bidding requirements.

The District will provide equal treatment to all individuals and entities seeking to donate money or a gift. Upon acceptance, all gifts become the District property. The acceptance of a gift is not an endorsement by the Board, District, or school of any product, service, activity, or program. The method of recognition is determined by the party accepting the gift.

Superintendent's Recommendation:

That the Board of Education of Proviso Township High Schools District 209 accepts the Superintendent's recommendation to accept the donation as presented.



Proviso Township High School District 209
Donation(s) Form

Donor Information

Business Name: Paramount Media Group, Inc.
Name (Last, First, M.I.): Dave Quas
Street Address: 1749 Cornell Court
Email: paramountmedia@aol.com
City, State, Zip: Naperville, IL 60565
Phone: 630-355-4375
Website: paramountmediagroup.com
Alternate Phone: Fax: 630-355-4404

Details about the organization and how donations can help.

Paramount Media Group is an advertising/marketing firm that provides billboard space in the Chicago land area. This donation will help the District provide much deserved congratulations to all D209 graduating seniors.

Donation Description

Circle one: CASH CHECK PRODUCT/ITEM SERVICE OTHER
Amount / Description: Digital Billboards Ad Space, 4wks, 13,500
DATE: 5/22/21
Notes: The ads will run for approximately 4 weeks

PTHS D209 Contact Information

Name - Title/School: Nicole Wilson - Executive Director of Communications & Community Engagement
Phone and Email Address: 708-556-8351 n.wilson@pths209.org District

Signature of Approval (s)

Building Principal Superintendent (Board approval if over \$2,000)

ACTION ITEM – PERSONNEL REPORT

Below you will find a list of recommended candidates that must be approved by the BOE before a contract or official agreement is legally binding. Board must approve all recommended candidates.

May 11, 2021 – Personnel Report

I. 2021-2022 Administrative Reorganization

	Name	Position	Salary
1	Davis, Calvin	Athletic Director - Assistant	\$ 126,766.22
2	McGinnis, Cyrus	Athletic Director - District	\$ 132,000.00
3	Foster, Katherine	Coordinator I - CCR, Counseling and CTE	\$ 104,613.00
4	Marino, Angela	Coordinator I - ELA	\$ 124,304.74
5	Luna, Lisa	Coordinator I - Math	\$ 125,535.48
6	Aschoff, Alexander	Coordinator I - Science	\$ 104,613.00
7	Ngo, Stephen	Coordinator I - Social Studies	\$ 126,766.22
8	Schmitt, Vanessa	Coordinator I - Special Education and English Learners	\$ 125,535.48
9	Hassan, Michelle	Coordinator I - State and Federal Programs / Grants	\$ 126,766.22
10	Friedman, Anna	Coordinator II - Data, Enrollment and Recruitment	\$ 80,429.00
11	Brown, Kevin*	Deputy Superintendent - Educational Service	\$ 176,245.36
12	Johnson, Daniel*	Deputy Superintendent - Operations	\$ 176,245.36
13	Pritchard, Michael	Director of Technology	\$ 146,017.00
14	Richard-Andrews, Kathy*	Executive Director - Student Services and Equity	\$ 161,718.24
15	Mitchell-Williams, Greta*	Executive Director - Teaching, Learning and Accountability	\$ 158,578.08
16	Aguirre, Fred	Grade Level Principal	\$ 126,766.22
17	Brandon, Alexander	Grade Level Principal	\$ 125,535.48
18	Brass, Albert	Grade Level Principal	\$ 124,304.74
19	Breisch, William	Grade Level Principal	\$ 125,535.48
20	Caldwell, Melvin	Grade Level Principal	\$ 104,613.00
21	Chiganos, Cristin	Grade Level Principal	\$ 104,613.00
22	Kosina, Joseph	Grade Level Principal	\$ 125,535.48
23	Lang, Kisha	Grade Level Principal	\$ 125,535.48
24	McIntosh, Latoya	Grade Level Principal	\$ 124,304.74
25	Walker, Shaylon	Grade Level Principal	\$ 124,304.74
26	Taylor, LT	Manager - Facilities	\$ 106,182.00
27	Robinson, Lavertis	Manager - School Security	\$ 92,413.00
28	Garrett, William	Manager - Transportation	\$ 92,413.00
29	Martinez, Elizabeth	Principal - PMSA	\$ 161,718.62
30	Hull, Rodney	Principal - Proviso East	\$ 161,718.24
31	Wilson, Nicole	Public and Community Relations Officer	\$ 97,242.30

*Board-paid TRS / Yellow-highlighted positions to be supported in part with Title I funds

II. Certified Staff

A. Resignation-Retirement-Termination

- | | |
|--------------------|---------------------|
| 1. Werner, Maureen | Math Teacher – East |
| Resignation Date: | May 27, 2021 |

III. Non-Certified Staff

A. Resignation-Retirement-Termination

- | | |
|-------------------|---------------------------------|
| 1. Redmond, Janet | Principal Adm. Assistant – PMSA |
| Retirement Date: | July 6, 2021 |

IV. Other Employment

A. Proviso East

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|----------------|--------------------------|-------------|
| 1. Pijut, Dale | Asst. Girls Soccer Coach | \$ 4,970.96 |
|----------------|--------------------------|-------------|

B. Summer School

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|--------------------|--|
| 1. Abernathy, Don | Summer School Special Ed Recovery Teacher - West |
| Effective Date: | June 7, 2021 |
| Salary: | \$5,000 |
| Source of Funding: | Local Funds |
| 2. Abelar, Evelyn | Summer School Registration Counselor - East |
| Effective Date: | June 7, 2021 |
| Salary: | \$5,000 |
| Source of Funding: | Local Funds |
| 3. Adler, Rafaella | Summer School Guidance Counselor (scheduling) – PMSA |
| Effective Date: | June 7, 2021 |
| Salary: | \$40 per hour |
| Source of Funding: | Local Funds |
| 4. Adler, Rafaella | Summer School Guidance Counselor - PMSA |
| Effective Date: | June 7, 2021 |
| Salary: | \$4,125 |
| Source of Funding: | Local Funds |

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| 5. | Andrews, Stefanie
Effective Date:
Salary:
Source of Funding: | Summer School Registration Counselor - West
June 7, 2021
\$40 per hour – Max 40 hours
Local Funds |
| 6. | Appleman, David
Effective Date:
Salary:
Source of Funding: | Summer School Math Recovery Teacher - East
June 7, 2021
\$5,000
Local Funds |
| 7. | Arreola, Jaqueline
Effective Date:
Salary:
Source of Funding: | Summer School Security - West
June 7, 2021
\$25 @ 6 hrs. per day @ 24 days
Local Funds |
| 8. | Atcher, Samuel
Effective Date:
Salary:
Source of Funding: | Summer School Band Instructor - West
June 7, 2021
\$5,000
Local Funds |
| 9. | Avila, Ashley
Effective Date:
Salary:
Source of Funding: | Summer School English Teacher - East
June 7, 2021
\$4,500
Local Funds |
| 10. | Bagley, Ed
Effective Date:
Salary:
Source of Funding: | Summer STEM Teacher - East
June 7, 2021
\$3,650
Local Funds |
| 11. | Burey-Ballard, Monique
Effective Date:
Salary:
Source of Funding: | Summer School English Teacher - East
June 7, 2021
\$4,500
Local Funds |
| 12. | Bansbach, Jenna
Effective Date:
Salary:
Source of Funding: | Summer School Art Recovery Teacher - PMSA
June 7, 2021
\$4,125
Local Funds |

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| 13. | Barajas, Amanda
Effective Date:
Salary:
Source of Funding: | Summer School PE/Health Teacher - West
June 7, 2021
\$5,000
Local Funds |
| 14. | Barajas, Amanda
Effective Date:
Salary:
Source of Funding: | Summer School Driver's Ed-Behind the Wheel - West
June 7, 2021
\$40 @ 6 hours per day @ 24 days
Local Funds |
| 15. | Bates, Sherry
Effective Date:
Salary:
Source of Funding: | Summer School English Recovery Teacher - West
June 7, 2021
\$5,000
Local Funds |
| 16. | Blood, David
Effective Date:
Salary:
Source of Funding: | Summer School Math Recovery Teacher- West
June 7, 2021
\$4,500
Local Funds |
| 17. | Bunn, George
Effective Date:
Salary:
Source of Funding: | Summer African American History Teacher - East
June 7, 2021
\$5,000
Local Funds |
| 18. | Burrell, LaShawn
Effective Date:
Salary:
Source of Funding: | Summer School Security - West
June 7, 2021
\$25 @ 6 hrs. per day @ 24 days
Local Funds |
| 19. | Caldwell, Melvin
Effective Date:
Salary:
Source of Funding: | Summer School Dean - East
June 7, 2021
\$5,000
Local Funds |
| 20. | Cannon, Terriel
Effective Date:
Salary:
Source of Funding: | Summer School Security - West
June 7, 2021
\$25 @ 6 hrs. per day @ 24 days
Local Funds |

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| 21. | Castellanos-Guevara, Isabel | Summer School Science Recovery Teacher - East |
| | Effective Date: | June 7, 2021 |
| | Salary: | \$4,500 |
| | Source of Funding: | Local Funds |
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| 22. | Clay, Courtney | Summer School English Teacher - East |
| | Effective Date: | June 7, 2021 |
| | Salary: | \$5,000 |
| | Source of Funding: | Local Funds |
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| 23. | Collins, Vanessa | Summer School Spanish Teacher - East |
| | Effective Date: | June 7, 2021 |
| | Salary: | \$5,000 |
| | Source of Funding: | Local Funds |
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| 24. | Contractor, Satyam | Summer School Special Ed Recovery Teacher - West |
| | Effective Date: | June 7, 2021 |
| | Salary: | \$5,000 |
| | Source of Funding: | Local Funds |
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| 25. | Coughran, Lori | Summer School Special Ed Recovery Teacher - East |
| | Effective Date: | June 7, 2021 |
| | Salary: | \$5,000 |
| | Source of Funding: | Local Funds |
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| 26. | Daisy, Elery | Summer School Nurse – East |
| | Effective Date: | June 7, 2021 |
| | Salary: | \$5,000 |
| | Source of Funding: | Local Funds |
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| 27. | Dominguez, Claudia | Freshman Enrichment Camp Instructor – East |
| | Effective Date: | June 7, 2021 |
| | Salary: | \$3,650 |
| | Source of Funding: | Local Funds |
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| 28. | Duvall, Amanda | Summer School French /Spanish Teacher - East |
| | Effective Date: | June 7, 2021 |
| | Salary: | \$5,000 |
| | Source of Funding: | Local Funds |

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| 29. | English, Danielle
Effective Date:
Salary:
Source of Funding: | Summer School Science Recovery Teacher- West
June 7, 2021
\$2,500
Local Funds |
| 30. | Farries, Brody
Effective Date:
Salary:
Source of Funding: | Summer School Security - West
June 7, 2021
\$25 @ 6 hrs. per day @ 24 days
Local Funds |
| 31. | Fierer, Matthew
Effective Date:
Salary:
Source of Funding: | Summer School Math Recovery Teacher- West
June 7, 2021
\$5,000
Local Funds |
| 32. | Gaddis, Antonio
Effective Date:
Salary:
Source of Funding: | Summer School Security - West
June 7, 2021
\$25 @ 6 hrs. per day @ 24 days
Local Funds |
| 33. | Garcia, Jose
Effective Date:
Salary:
Source of Funding: | Summer School Security - West
June 7, 2021
\$25 @ 6 hrs. per day @ 24 days
Local Funds |
| 34. | Gart, Audra
Effective Date:
Salary:
Source of Funding: | Summer School Social Studies Recovery Teacher - PMSA
June 7, 2021
\$4,125
Local Funds |
| 35. | Gautschy, JoDonna
Effective Date:
Salary:
Source of Funding: | Summer Consumer Education (hybrid) - East
June 7, 2021
\$5,000
Local Funds |
| 36. | Geans, Jeanetta
Effective Date:
Salary:
Source of Funding: | Summer School Security - West
June 7, 2021
\$25 @ 6 hrs. per day @ 24 days
Local Funds |

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| 37. | Gillepsie, Carissa
Effective Date:
Salary:
Source of Funding: | Summer School Credit Recovery Facilitator - West
June 7, 2021
\$5,000
Local Funds |
| 38. | Gonzalez, Patricia
Effective Date:
Salary:
Source of Funding: | Summer School English Teacher - East
June 7, 2021
\$5,000
Local Funds |
| 39. | Grant, Bobby
Effective Date:
Salary:
Source of Funding: | Summer School Security - West
June 7, 2021
\$25 @ 6 hrs. per day @ 24 days
Local Funds |
| 40. | Green, Michael
Effective Date:
Salary:
Source of Funding: | Summer School Driver's Education Behind the Wheel-PMSA
June 7, 2021
\$40 @ 6 hrs. per day @ 24 days
Local Funds |
| 41. | Hackett, Patrick
Effective Date:
Salary:
Source of Funding: | Summer School Science Recovery Teacher - East
June 7, 2021
\$5,000
Local Funds |
| 42. | Hardiman, Allison
Effective Date:
Salary:
Source of Funding: | Summer School Art Teacher - East
June 7, 2021
\$4,500
Local Funds |
| 43. | Harris-Hughes, Beverley
Effective Date:
Salary:
Source of Funding: | Summer Freshman Enrichment Camp Facilitator - West
June 7, 2021
\$3,650
Local Funds |
| 44. | Harris, Devon
Effective Date:
Salary:
Source of Funding: | Summer School Dean - West
June 7, 2021
\$5,000
Local Funds |

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| 45. | Harris, Lynn
Effective Date:
Salary:
Source of Funding: | Summer STEM Teacher - East
June 7, 2021
\$3,650
Local Funds |
| 46. | Hayslett, Karen
Effective Date:
Salary:
Source of Funding: | Summer School English Teacher - East
June 7, 2021
\$5,000
Local Funds |
| 47. | Henry, Hannah
Effective Date:
Salary:
Source of Funding: | Summer School Math Recovery Teacher - East
June 7, 2021
\$4,500
Local Funds |
| 48. | Hesik, Brian
Effective Date:
Salary:
Source of Funding: | Credit Recovery Facilitator - PMSA
June 7, 2021
\$4,125
Local Funds |
| 49. | Higgins, Angela
Effective Date:
Salary:
Source of Funding: | Summer School Teacher's Aide - East
June 7, 2021
\$25 @ hrs. per day @24 days
Local Funds |
| 50. | Holland, Kenneth
Effective Date:
Salary:
Source of Funding: | Summer School Nurse - West
June 7, 2021
\$5,000
Local Funds |
| 51. | Howell, Darrel
Effective Date:
Salary:
Source of Funding: | Summer School Driver's Ed - (Behind the Wheel) - East
June 7, 2021
\$40 @ 6 hrs. per day @ 24 days
Local Funds |
| 52. | Howell, Darrel
Effective Date:
Salary:
Source of Funding: | Summer School Driver's Ed (Class Instruction) - East
June 7, 2021
\$5,000
Local Funds |

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| 53. | Jackowiak, Tracy
Effective Date:
Salary:
Source of Funding: | Summer School Special Ed Recovery Teacher - West
June 7, 2021
\$5,000
Local Funds |
| 54. | Johnson, Diana
Effective Date:
Salary:
Source of Funding: | Summer School ROTC Aide - East
June 7, 2021
\$25 @6 hrs. per day @24 days
Local Funds |
| 55. | Johnson, Lawrence
Effective Date:
Salary:
Source of Funding: | Summer School PE/Health Recovery Teacher - West
June 7, 2021
\$5,000
Local Funds |
| 56. | Josefek, Rebecca
Effective Date:
Salary:
Source of Funding: | Summer School Special Ed Recovery Teacher - East
June 7, 2021
\$5,000
Local Funds |
| 57. | Josephs, Catherine
Effective Date:
Salary:
Source of Funding: | Summer School English Teacher - East
June 7, 2021
\$5,000
Local Funds |
| 58. | Klonowski, Joanne
Effective Date:
Salary:
Source of Funding: | Summer School Science Recovery Teacher - West
June 7, 2021
\$5,000
Local Funds |
| 59. | Koczor, Amy
Effective Date:
Salary:
Source of Funding: | Summer School PE/ Health Recovery Teacher - East
June 7, 2021
\$5,000
Local Funds |
| 60. | Konstant, Janet
Effective Date:
Salary:
Source of Funding: | Summer School Business Recovery Teacher - East
June 7, 2021
\$4,500
Local Funds |

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| 61. | Kram, Daniel
Effective Date:
Salary:
Source of Funding: | Summer School Math Recovery Teacher - East
June 7, 2021
\$4,500
Local Funds |
| 62. | Leshyk, Marta
Effective Date:
Salary:
Source of Funding: | Summer School English Recovery Teacher - PMSA
June 7, 2021
\$4,125
Local Funds |
| 63. | Levasseur, Margarita
Effective Date:
Salary:
Source of Funding: | Freshman Enrichment Camp Facilitator - PMSA
June 7, 2021
\$3,000
Local Funds |
| 64. | Lodovico, Dean
Effective Date:
Salary:
Source of Funding: | Summer School Special Ed Recovery Teacher - East
June 7, 2021
\$5,000
Local Funds |
| 65. | Love, Chester
Effective Date:
Salary:
Source of Funding: | Summer School Driver's Ed Instruction - West
June 7, 2021
\$5,000
Local Funds |
| 66. | Lucas, Johnny
Effective Date:
Salary:
Source of Funding: | Summer School Computer Aide - East
June 7, 2021
\$25 @ 6 hrs per day @24 days
Local Funds |
| 67. | Lucas, Michelle
Effective Date:
Salary:
Source of Funding: | Summer School STEM Camp Facilitator - West
June 7, 2021
\$5,000
Local Funds |
| 68. | Lugo, Melissa
Effective Date:
Salary:
Source of Funding: | Summer School Registration Counselor - East
June 7, 2021
\$5,000
Local Funds |

69.	Manzo, Elizabeth Effective Date: Salary: Source of Funding:	Summer School Security - West June 7, 2021 \$25 @ 6 hrs. per day @ 24 days Local Funds
70.	Markus, Robert Effective Date: Salary: Source of Funding:	SAT Prep Summer Flight - PMSA June 7, 2021 \$3,000 Local Funds
71.	Martin, Ryan Effective Date: Salary: Source of Funding:	Summer School Social Studies Recovery Teacher - East June 7, 2021 \$4,500 Local Funds
72.	Mason, Erin Effective Date: Salary: Source of Funding:	Summer School English Recovery Teacher - PMSA June 7, 2021 \$5,000 Local Funds
73.	McCormick, Tracy Effective Date: Salary: Source of Funding:	Summer School PE/Math Recovery Teacher - East June 7, 2021 \$4,500 Local Funds
74.	McEllhatton, Anne Effective Date: Salary: Source of Funding:	Summer School Science Recovery Teacher - East June 7, 2021 \$4,500 Local Funds
75.	McEllistrim, Martina Effective Date: Salary: Source of Funding:	Summer School Social Studies Recovery Teacher - East June 7, 2021 \$5,000 Local Funds
76.	McManmom, Zoe Effective Date: Salary: Source of Funding:	Summer School World Language Recovery Teacher- West June 7, 2021 \$4,500 Local Funds

77.	Miller, Jennifer Effective Date: Salary: Source of Funding:	Summer School FCS Recovery Teacher - East June 7, 2021 \$4,500 Local Funds
78.	Montoto_Vega, Elsa Effective Date: Salary: Source of Funding:	Summer School Social Worker - West June 7, 2021 \$5,000 Local Funds
79.	Morales, Karina Effective Date: Salary: Source of Funding:	Summer School Registration Counselor - West June 7, 2021 \$40 per hour – Max 40 hours Local Funds
80.	Natschke, Adenike Effective Date: Salary: Source of Funding:	Summer School English Recovery Teacher - West June 7, 2021 \$4,500 Local Funds
81.	Nix, Stephanie Effective Date: Salary: Source of Funding:	Summer School Guidance Counselor (Scheduling) - PMSA June 7, 2021 \$40 per hour Local Funds
82.	Norman, Chris Effective Date: Salary: Source of Funding:	Summer School African American History Teacher - East June 7, 2021 \$5,000 Local Funds
83.	Norris, Brittany Effective Date: Salary: Source of Funding:	Summer School Math Recovery Teacher - West June 7, 2021 \$5,000 Local Funds
84.	Pappas, George Effective Date: Salary: Source of Funding:	Summer Guidance Counselor - East June 7, 2021 \$5,000 Local Funds

85.	Paprocki, Constance Effective Date: Salary: Source of Funding:	Summer School Guidance Counselor (Scheduling) - PMSA June 7, 2021 \$40 per hour Local Funds
86.	Paulus, Amy Effective Date: Salary: Source of Funding:	Summer School Guidance Counselor (Scheduling) - PMSA June 7, 2021 \$40 per hour Local Funds
87.	Paulus, Amy Effective Date: Salary: Source of Funding:	Guidance - Scheduling (Master Schedule) - PMSA June 7, 2021 \$32 per hour Local Funds
88.	Petty, Qiana Effective Date: Salary: Source of Funding:	Summer School English Recovery Teacher - West June 7, 2021 \$4,500 Local Funds
89.	Perez, Damian Effective Date: Salary: Source of Funding:	Summer School Math Recovery Teacher - West June 7, 2021 \$5,000 Local Funds
90.	Perry, Ralph Effective Date: Salary: Source of Funding:	Summer AP Prep Course (hybrid) - East June 7, 2021 \$5,000 Local Funds
91.	Pieranunzi, Frank Effective Date: Salary: Source of Funding:	Summer School Security - West June 7, 2021 \$25 @ 6 hrs. per day @ 24 days Local Funds
92.	Powell, Patricia Effective Date: Salary: Source of Funding:	Summer School Security - West June 7, 2021 \$25 @ 6 hrs. per day @ 24 days Local Funds

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| 93. | Radecki, Joseph
Effective Date:
Salary:
Source of Funding: | Summer School Special Ed Recovery Teacher - East
June 7, 2021
\$5,000
Local Funds |
| 94. | Rainey, Jeanine
Effective Date:
Salary:
Source of Funding: | Summer Credit Recovery Facilitator - East
June 7, 2021
\$5,000
Local Funds |
| 95. | Reed, Mary
Effective Date:
Salary:
Source of Funding: | Summer School Nurse - PMSA
June 7, 2021
\$4,125
Local Funds |
| 96. | Reich, Robert
Effective Date:
Salary:
Source of Funding: | Sumer School PE/Health Recovery Teacher – PMSA
June 7, 2021
\$5,000
Local Funds |
| 97. | Resnick, Rebecca
Effective Date:
Salary:
Source of Funding: | Accelerated Math Program - PMSA
June 7, 2021
\$4,125
Local Funds |
| 98. | Robinson, Brian
Effective Date:
Salary:
Source of Funding: | Summer School Security - PMSA
June 7, 2021
\$25 @ 6 hrs. per day @ 24 days
Local Funds |
| 99. | Robinson, Donald
Effective Date:
Salary:
Source of Funding: | Summer School Auto Tech Recovery Teacher - East
June 7, 2021
\$4,500
Local Funds |
| 100. | Rundell, Veronica
Effective Date:
Salary:
Source of Funding: | Summer School Science Recovery Teacher - East
June 7, 2021
\$5,000
Local Funds |

101.	Seals, Cletus	Summer School Band Instructor - East
	Effective Date:	June 7, 2021
	Salary:	\$5,000
	Source of Funding:	Local Funds
102.	Sears, Robin	Summer School English Recovery Teacher - West
	Effective Date:	June 7, 2021
	Salary:	\$4,500
	Source of Funding:	Local Funds
103.	Shaffer, Josh	Accelerated Math Program - PMSA
	Effective Date:	June 7, 2021
	Salary:	\$4,125
	Source of Funding:	Local Funds
104.	Shah, Rajah	Summer School Math Recovery Teacher - East
	Effective Date:	June 7, 2021
	Salary:	\$5,000
	Source of Funding:	Local Funds
105.	Shelby, Julius	Summer School Special Ed Recovery Teacher - West
	Effective Date:	June 7, 2021
	Salary:	\$5,000
	Source of Funding:	Local Funds
106.	Skoupas, Anastasia	Summer School English Recovery Teacher - West
	Effective Date:	June 7, 2021
	Salary:	\$4,500
	Source of Funding:	Local Funds
107.	Simpson, Shellsallan	Summer School Security - West
	Effective Date:	June 7, 2021
	Salary:	\$25 @ 6 hrs. per day @ 24 days
	Source of Funding:	Local Funds
108.	Sisarica, Ilija	Summer School ESL Teacher - East
	Effective Date:	June 7, 2021
	Salary:	\$5,000
	Source of Funding:	Local Funds

109.	Smith, Lincoln Effective Date: Salary: Source of Funding:	Summer School Teacher's Aide - East June 7, 2021 \$25 @ 6 hrs per day @ 24 days Local Funds
110.	Soto, Micaela Effective Date: Salary: Source of Funding:	Summer School Social Studies Recovery Teacher - East June 7, 2021 \$5,000 Local Funds
111.	Stompor, Jennifer Effective Date: Salary: Source of Funding:	Accelerated Math Program - PMSA June 7, 2021 \$4,125 Local Funds
112.	Struwing, Paula Effective Date: Salary: Source of Funding:	Summer School Driver's Ed-Behind the Wheel - PMSA June 7, 2021 \$40 @ 6hrs. per day @24 days Local Funds
113.	Taylor, Shinnelle Effective Date: Salary: Source of Funding:	Summer School Guidance Counselor - West June 7, 2021 \$5,000 Local Funds
114.	Thompson, Mahronda Effective Date: Salary: Source of Funding:	Summer School Special Ed Recovery Teacher - East June 7, 2021 \$5,000 Local Funds
115.	Townsend, Lindsey Effective Date: Salary: Source of Funding:	Summer School Social Studies Recovery Teacher - East June 7, 2021 \$4,500 Local Funds
116.	Turk, Laura Effective Date: Salary: Source of Funding:	Summer Art Teacher - East June 7, 2021 \$5,000 Local Funds

117.	Uribe-Lopez, Miguel	Summer School ESL Teacher - East
	Effective Date:	June 7, 2021
	Salary:	\$5,000
	Source of Funding:	Local Funds
118.	Valente, Tony	Summer School AP Prep Teacher - PMSA
	Effective Date:	June 7, 2021
	Salary:	\$3,000
	Source of Funding:	Local Funds
119.	Vashinko, Daniel	Summer School PE/ Health Teacher - East
	Effective Date:	June 7, 2021
	Salary:	\$5,000
	Source of Funding:	Local Funds
120.	Vega, Rolando	Summer School Math Recovery Teacher - PMSA
	Effective Date:	June 7, 2021
	Salary:	\$4,125
	Source of Funding:	Local Funds
121.	Vonswell, Lathan	Summer School Computer Aide - East
	Effective Date:	June 7, 2021
	Salary:	\$25 @ 6 hrs per day @24 days
	Source of Funding:	Local Funds
122.	Westbrook, Richard	Summer School Teacher's Aide - East
	Effective Date:	June 7, 2021
	Salary:	\$25 @ 6 hours per day @ 24 days
	Source of Funding:	Local Funds
123.	Womack, Johnny	Summer School Security - West
	Effective Date:	June 7, 2021
	Salary:	\$25 @ 6 hrs. per day @ 24 days
	Source of Funding:	Local Funds
124.	Wickey, Heather	Summer School Math Recovery Teacher - West
	Effective Date:	June 7, 2021
	Salary:	\$5,000
	Source of Funding:	Local Funds

125.	Wilson, Rebecca Effective Date: Salary: Source of Funding:	Summer School ESL Recovery Teacher - West June 7, 2021 \$5,000 Local Funds
126.	Winfield, Sharae Effective Date: Salary: Source of Funding:	Summer School Consumer Ed OC-Hybrid- West June 7, 2021 \$5,000 Local Funds
127.	Wolff-Klammer, Kurt Effective Date: Salary: Source of Funding:	Summer School Math Recovery Teacher - PMSA June 7, 2021 \$4,125 Local Funds
128.	Zabrodski, Ed Effective Date: Salary: Source of Funding:	Summer STEM Teacher - East June 7, 2021 \$3,650 Local Funds
129.	Zak, Peter Effective Date: Salary: Source of Funding:	Summer School Driver's Ed -Behind the Wheel - PMSA June 7, 2021 \$40 @ 6 hrs per day @24 days Local Funds
130.	Zubeck, Joseph Effective Date: Salary: Source of Funding:	Summer School Driver's Ed Behind the Wheel - West June 7, 2021 \$40 @ 6 hrs. per day @ 24 days Local Funds

C. Curriculum Writing

1. Asselborn, Sarah	AP Psychology	\$ 960.00
2. Asselborn, Sarah	IB Psychology DP1	\$ 960.00
3. Bansbach, Jenna	IB Visual Arts DP1	\$1,205.00
4. Bansbach, Jenna	IB Visual Arts DP2	\$1,205.00
5. Bansbach, Jenna	Visual Arts 2 (MSA)	\$2,410.00
6. Black, Patricia	IB Visual Arts DP1	\$1,205.00
7. Black, Patricia	IB Visual Arts DP2	\$1,205.00
8. Black, Patricia	AP Studio Art	\$1,205.00
9. Brown, Matthew	Concert Chorus/Advanced Chorus	\$960.00
10. Brown, Matthew	Music Theory (MSA)	\$960.00
11. Brown, Matthew	Theatre 1 (MSA)	\$2,410.00
12. Burey-Ballard, Monique	Business Communications	\$2,410.00
13. Burey-Ballard, Monique	Business Work-Based Experience	\$2,410.00
14. Burey-Ballard, Monique	Consumer Education	\$1,205.00
15. Coppola, Lindsey	Instructional Technology	\$1,205.00
16. Cornelius, Jeannine	Digital Imagining (MSA)	\$960.00
17. Cornelius, Jeannine	AP Studio Art – Digital Design	\$1,205.00
18. Duvall, Amanda	French 2	\$960.00
19. Duvall, Amanda	French 3	\$2,410.00
20. Duvall, Amanda	French 4	\$960.00
21. English, Danielle	Anatomy/Physiology	\$960.00
22. English, Danielle	AP Biology	\$960.00
23. Foti, Silvia	English 4 Literary Criticism	\$960.00
24. Freelain, Ontisar	Introduction to Engineering PLTW	\$960.00
25. Friedberg, Shantia	IH-Survey of Literature	\$960.00
26. Friedberg, Shantia	IH-World Literature	\$960.00
27. Gart, Audra	Spanish 1	\$1,205.00
28. Gart, Audra	Spanish 2 -MSA	\$960.00
29. Gart, Audra	Spanish 3	\$2,410.00
30. Gatlin, Todd	IH-Chemistry	\$960.00
31. Gillespie, Carissa	Composition	\$960.00
32. Glickman, Ashley	AP English Literature and Comp	\$480.00
33. Goel, Angda	AP Seminar	\$1,205.00
34. Green, Patty	Child Development	\$480.00
35. Green, Patty	Early Childhood Education 1	\$2,410.00
36. Green, Patty	Early Childhood Education 2	\$960.00
37. Green, Patty	FCS Work-Based Experience	\$2,410.00
38. Greenberg, Dustin	AP Spanish Language and Culture	\$480.00
39. Hayslett, Karen	ELL Literature and Composition 2	\$2,410.00

40. Hayslett, Karen	ELL Literature and Composition 3	\$2,410.00
41. Hayslett, Karen	ELL Literature and Composition 4	\$2,410.00
42. Herbert, Timothy	African and African Thought (Dual)	\$1,205.00
43. Hill, Daphne	AP Studio Art – Digital Design	\$1,205.00
44. Hill, Daphne	AP Studio Art – General Portfolio	\$2,410.00
45. Hinriksson, Charles	Spanish 2 Literature and Culture	\$1,205.00
46. Hitzhusen, Andrew	Black History	\$602.50
47. Hitzhusen, Andrew	IB History DP1	\$2,410.00
48. Hitzhusen, Andrew	IB History DP2	\$2,410.00
49. Hitzhusen, Andrew	Research Core-Social Science	\$960.00
50. Kane, Audrey	AP English Literature and Composition	\$480.00
51. Klonowski, Joanne	AP Chemistry	\$480.00
52. LaPorte, Marcia	Visual Arts 1 (MSA)	\$1,205.00
53. Levasseur, Margarita	French 2	\$960.00
54. Levasseur, Margarita	French 3	\$2,410.00
55. Levasseur, Margarita	French 4	\$960.00
56. Markus, Robert	English 3 American Literature	\$480.00
57. Markus, Robert	AP Seminar	\$1,205.00
58. Markus, Robert	AP English Language	\$960.00
59. McCormick, Tracy	Competitive Team Sports	\$1,205.00
60. McCormick, Tracy	PE Activities	\$1,205.00
61. McCormick, Tracy	PE Traditional	\$1,205.00
62. McManmom, Zoe	Spanish 1	\$1,205.00
63. McManmom, Zoe	Spanish 2	\$1,205.00
64. Meara, Brendan	Digital Photography Studio	\$960.00
65. Medlock, Faith	IB Math Applications-Interpretation DP 1	\$480.00
66. Medlock, Faith	IB Math Applications-Interpretation DP 2	\$480.00
67. Medlock, Faith	IH Integrated Math 1	\$480.00
68. Miller, Jennifer	Child Development	\$480.00
69. Miller, Jennifer	Foundations of Education	\$2,410.00
70. Miller, Jennifer	Nutrition and Culinary Arts	\$480.00
71. Moreno, Amy	IB Language A Spanish DP1	\$2,410.00
72. Moreno, Amy	IB Language A Spanish DP2	\$2,410.00
73. Morris, Keith	Culinary Occupations 1	\$2,410.00
74. Morris, Keith	Culinary Occupations 2	\$2,410.00
75. Morris, Keith	Nutrition and Culinary Arts	\$480.00
76. Moss, David	AP US Government & Politics	\$320.00
77. Nyquist, Rex	Black History	\$602.50
78. Nyquist, Rex	Black History Digital Course	\$1,205.00
79. Nyquist, Rex	IH American Government – 1 sem	\$960.00

80. Orozco, Omar	AP Spanish Literature and Culture	\$1,205.00
81. Perry, Ralph	AP US Government & Politics	\$320.00
82. Resnick, Rebecca	IH Integrated Math 2	\$480.00
83. Resnick, Rebecca	Integrated Math 3 – MSA	\$480.00
84. Restivo, Elizabeth	IB Language B Spanish DP1	\$2,410.00
85. Restivo, Elizabeth	IB Language B Spanish DP2	\$2,410.00
86. Scheidler, Peter	AP Calculus B	\$960.00
87. Scheidler, Peter	Mathematics Studies – MSA	\$960.00
88. Senase, April	Foundations of Technology	\$2,410.00
89. Senase, April	Mastery of Metal – Manual Mill & Lathe	\$2,410.00
90. Senase, April	Mastery of Metal – CNC Design	\$2,410.00
91. Stompor, Jennifer	IB Math Applications-Interpretation DP1	\$480.00
92. Stompor, Jennifer	IB Math Applications-Interpretation DP2	\$480.00
93. Stompor, Jennifer	IH Integrated Math 2	\$480.00
94. Stompor, Jennifer	Integrated Math 3 – MSA	\$480.00
95. Tanaka, Rebecca	IB Theory of Knowledge DP1	\$2,410.00
96. Tanaka, Rebecca	IB Theory of Knowledge DP2	\$2,410.00
97. Tanaka, Rebecca	IB Language B French DP 1	\$960.00
98. Turk, Laura	AP Studio Art	\$1,205.00
99. Turk, Laura	Ceramics	\$2,410.00
100. Turk, Laura	3D Sculpture	\$2,410.00
101. Vega, Rolando	IH Integrated Math 1	\$480.00
102. Wickey, Heather	Consumer Math	\$1,205.00
103. Wickey, Heather	Pre-Calculus	\$960.00
104. Wilson, Rebecca	ELL Access	\$2,410.00
105. Wilson, Rebecca	ELL Bridging	\$2,410.00

V. Approved Leaves

- 1. Daniels, Denise**
Beginning Date: April 23, 2021
Ending Date: June 1, 2021
Type: FMLA – Consistent
- 2. Gonzalez, Patricia**
Beginning Date: August 30, 2021
Ending Date: November 22, 2021
Type: FMLA – Consistent
- 3. Mezera, Estera**
Beginning Date: May 18, 2021
Ending Date: June 29, 2021

Type: FMLA – Consistent

4. Peters, Antwan

Beginning Date: April 14, 2021
Ending Date: May 27, 2021
Type: FMLA-Consistent

5. Williams, Larry

Beginning Date: April 16, 2021
Ending Date: April 16, 2022
Type: FMLA – Intermittent

**Proviso Township High Schools District 209 - FY 21 Employee Count & Staffing Summary
PROJECTION WORKSHEET May 2021 BOE**

CATEGORY	East	West	PMSA	District	Total Employee Count	Board Approved Allocation	Vacancies	Leaves of Absence	Vacancy Detail
Administration	15	13	5	17	50	54	4	0	Asst. Principal - PMSA (1), Dean - West, Building Manager - West, Director of Accounting
Instructional Staff	111.5	117.5	52	1	282	287	5	0	CTE - 1 East / 1 PMSA, Math - West , 1 Special Education-East / Math - PMSA
Support Staff	14	14	2	11	41	46	5	0	Secretary for Student Life - WEST / Admin Assistant to Dir Curr & Eval/Specialized Services / Secretary for Student Life - PMSA, Attendance Secretary-West / Library Secretary - West
Information Technology	6	3	3	2	14	15	1	0	Lead Network Manager
Business Office	1	0	1	2	4	7	3	0	Payroll Coordinator, Business Office Secretary, Accounts Payable
Security	20	25	6	0	51	58	7	0	Full-Time Security East-3, Full-Time Security West, Part - Time Security-East, Lunchroom Monitor- West, Part -Time
Teacher Aides & Other Support Staff	15	16	1	1	33	36	3	0	2 Full-time paraprofessional West, ESL Tutor-East
Operations & Maintenance	25	29	12	0	66	71	5	0	Custodian-West, Custodial East, Maintenance - East 2 Night Foreman
NJROTC / Resource Teacher	3	3	0	0	6	6	0	0	
TOTALS	210.5	220.5	82	34	547	580	33	0	

PROVISO TOWNSHIP HIGH SCHOOL DISTRICT 209 Office of Human Resources
 FY21 Personnel Count Report - May

	East	West	PMSA	District	Leave of Absence	BOE Allocation	East	West	PMSA	District	Total Vacancies	East	West	PMSA	District	East	West	PMSA	District	
	Head Count by Building						Allocations by Building					Vacancies by Buildings				Employee Name				
ADMINISTRATION																				
Superintendent	0	0	0	1	0	1	0	0	0	1	0	0	0	0	0					Dr. James Henderson
Deputy Superintendent	0	0	0	1	0	1	0	0	0	1	0	0	0	0	0					Dr. Nicole Williams
Assistant Superintendent of Academics & Student Services	0	0	0	1	0	1	0	0	0	1	0	0	0	0	0					Dr. Nicole Nicholson-Howard
Assistant Superintendent of Human Resources	0	0	0	1	0	1	0	0	0	1	0	0	0	0	0					Dan Johnson
Assistant Superintendent of Finance and Operations	0	0	0	1	0	1	0	0	0	1	0	0	0	0	0					Paul Starck-King
Executive Director Media / Community Engagement	0	0	0	1	0	1	0	0	0	1	0	0	0	0	0					Nicole Wilson
Principal	1	1	1	0	0	3	1	1	1	0	0	0	0	0	0	Dr. Patrick Hardy	Dr. Bessie Karvelas	William Breisch		
Director of Accounting	0	0	0	0	0	1	0	0	0	1	1	0	0	0	1					Tracy Miller - VACANCY
Director of Curriculum, Assessment, & Program Evaluation	0	0	0	1	0	1	0	0	0	1	0	0	0	0	0					Greta Mitchell Williams
Director of Innovation	0	0	0	1	0	1	0	0	0	1	0	0	0	0	0					Cristin Chiganos
Director of Specialized Services	0	0	0	1	0	1	0	0	0	1	0	0	0	0	0					Vanessa Schmitt
Director of Student & Family Services	0	0	0	1	0	1	0	0	0	1	0	0	0	0	0					Michelle Hassan
Assistant Principal	2	2	0	0	0	5	2	2	1	0	1	0	0	1	0	Fred Aguirre Dr. Alexander Brandon	Maxine Jeremiah Joseph Kosina	William Breisch- VACANCY		
Athletic & Activities Director	1	1	0	0	0	2	1	1	0	0	0	0	0	0	0	Dr. Nicholas Browder	Daniel Savage			
Director of Technology	0	0	0	1	0	1	0	0	0	1	0	0	0	0	0					Tracy Avant-Bey
Manager of Career Readiness & Student Programming	0	0	0	1	0	1	0	0	0	1	0	0	0	0	0					Antoinette Rayburn
Manager of English Language Learners & World Languages	0	0	0	1	0	1	0	0	0	1	0	0	0	0	0					Dr. Jeremy Burnham
Manager of Buildings and Grounds	1	0	1	0	0	3	1	1	1	0	1	0	0	0	0	Al McDonald	Angelo Calcagno - VACANCY	L.T. Taylor		
Manager of Safety and Security	1	1	1	0	0	3	1	1	1	0	0	0	0	0	0	Levertis Robinson Jr.	Donald Mobley	Brandon Gale		214
Division Head of 9th Grade Academy	1	0	0	0	0	1	1	0	0	0	0	0	0	0	0	Robyn Lee-Diaz				
Division Head of Arts & Communication	1	0	0	0	0	1	1	0	0	0	0	0	0	0	0	Scott Anderson				
Division Head of Business & Human Services	1	0	0	0	0	1	1	0	0	0	0	0	0	0	0	Michael Wollney				
Division Head of English & Social Studies	0	0	0	0	0	1	0	1	0	0	0	0	0	0	0		Stephen Ngo			
Division Head of English, Social Studies & Electives	0	1	1	0	0	1	0	0	1	0	0	0	0	0	0					Angela Marino
Division Head of Guidance & Special Education	0	1	0	0	0	1	0	1	0	0	0	0	0	0	0		Carla Williams			
Division Head of Math & Science	0	1	0	0	0	1	0	1	0	0	0	0	0	0	0		Heather Wickey			
Division Head of Math, Science & Electives	0	0	1	0	0	1	0	0	1	0	0	0	0	0	0					Brian Hesik
Division Head of Physical Education & Electives	0	1	0	0	0	1	0	1	0	0	0	0	0	0	0		Marilyn Rouse			
Division Head of STEM	1	0	0	0	0	1	1	0	0	0	0	0	0	0	0	Alexander Aschoff				
Dean of Students	3	2	0	0	0	6	3	3	0	0	1	0	0	1	0	Dr. Melvin Caldwell Dylester Palm Salandra Crockett	Dr. Debra Thomas Ernest Travis Mary Ann West-VACANCY			
Coordinator- Benefits	0	0	0	1	0	1	0	0	0	1	0	0	0	0	0					Arlene Sabado
Coordinator- Career Academies	1	1	0	0	0	2	1	1	0	0	0	0	0	0	0	Jason Spoor-Harvey	Kate Foster			
Coordinator- Human Resources	0	0	0	1	0	1	0	0	0	1	0	0	0	0	0					Tiffany Jenkins
Coordinator- IB Programming	0	0	0	1	0	1	0	0	0	1	0	0	0	0	0					Rebecca Tanaka
Coordinator- Special Education Programming	1	1	0	0	0	2	1	1	0	0	0	0	0	0	0	Akiva Carson	Beverly Harris-Hughes			
Coordinator- Transition	0	0	0	1	0	1	0	0	0	1	0	0	0	0	0					Mark Mini
Total Admin	15	13	5	17	0	54	15	15	6	18	4	0	2	1	1					

**PROVISO TOWNSHIP HIGH SCHOOL DISTRICT 209 Office of Human Resources
FY21 Personnel Count Report - May**

	East	West	PMSA	District	Leave of Absence	BOE Allocation	East	West	PMSA	District	Total Vacancies	East	West	PMSA	District	East	West	PMSA	District	Employee Name				
	Head Count by Building						Allocations by Building					Vacancies by Buildings												
INSTRUCTIONAL STAFF																								
Art	4	2	3	0	0	9	4	2	3	0	0	0	0	0	0	Allison Hardiman Daphne Hill Brenden Meara Laura Turk	Patricia Black-Martul Sean Shipley	Jenna Bansbach Jeannine Cornelius Marcia LaPorte						
Business Education	3	2	0	0	0	5	3	2	0	0	0	0	0	0	0	Monique Burey Monica Evans Richard Pittman	Daniel Renaud Shaurae Winfield							
EL	2	2	0	0	0	4	2	2	0	0	0	0	0	0	0	Karen Hayslett Ilija Sisarica	Michael Costello Kaitlyn Remian							
English	12	14	8	0	0	34	12	14	8	0	0	0	0	0	0	Ashley Avila Catherine Bojalad-Baginski Courtney Clay Ashley Glickman Patricia Gonzalez Lynn Harris Catherine Josephs Brandon Kujawa Jenniifer Moore Andre Moffett Patrice Reiger Tabitha Wordlaw-Franklin	Sherry Bates Tameka Caldwell Alison Callaghan Sarah Fromius-Hough Carissa Gillespie Angda Goel Jennifer La Bash Adenike Natschke Quiana Patton Christian Petersen Allison Ruggiero Robin Sears Anastasia Spiridis Skoupas Beata Wesolowski	Silvia Foti Audrey Kane Erin Mason Robert Markus Robyn Phifer Shantia Robsinson Neal Rutstein Diane Weiner						
Family & Consumer Sciences	4	3	0	0	0	7	4	3	0	0	0	0	0	0	0	Patricia Green Jenniifer Miller Keith Morris Natalia Bivens	Suzanne Green Margaret Riley Constance Jesukaitis			215				
Guidance	7.5	8.5	4	0	0	20	7.5	8.5	4	0	0	0	0	0	0	Evelyn Abelar Lisa DiSilvio John Komtheuyer Melissa Lugo Abhishek Mukherjee George Pappas Linda Soria-Alvarez Araceli Avilia	Stefanie Andrews Sherman Blade Karina Morales Shinnelle Taylor Claudia Holland Lynell Ingram Nicole O Connor Nikki Mejstrik Araceli Avila	Rafaella Harris (Adler) Stephanie Nix Constance Paprocki Amy Paulus						
Instructional Coach	1	1	0	0	0	2	1	1	0	0	0	0	0	0	0	Megan Delaney	Brian Hurley							
Interventionist	2	2	0	0	0	4	2	2	0	0	0	0	0	0	0	Shikha Bhala Jeanine Rainey	Dr. Anne Gottlieb Sharonda Kimbrough							
Library	1	1	1	0	0	3	1	1	1	0	0	0	0	0	0	Victoria Therriault	Shannon Scott	Shoshana Fiala						
Mathematics	12	14	8	0	0	36	12	15	9	0	2	0	1	0	1	David Appelman Hannah Henry Daniel Kram Angela Lanzillotti Spencer Schmidt Raja Shab Jesus Soto Carisa Tran Miguel Uribe Lopez-EL Ryan Walker Maureen Werner Andre Zabrodsky	Louis Arce Parampreet Aulakh David Blood Keith Brown Sergio Castillo Mary Curran Matthew Fierer Karen De Servien-Kenwood - VACANCY William Klaus James Marter Brittany Norris-EL Damian Perez- EL Jozsef Rosko Larry Spires Faith Medlock	James Fisher - Vacancy Kurt Wolff-Klammer Jill Ireland Farid Moraveji Rebecca Resnick Peter Scheidler Josh Shaffer Jennifer Stomporg Rolando Vega Puente						
Music	1	2	1	0	0	4	1	2	1	0	0	0	0	0	0	Cletis Seals	Samuel Atcher Salina Watson	Matthew Brown						
Psychologist	1	1	0	1	0	3	1	1	0	1	0	0	0	0	0	Gloria Washington	Treavon Burton			Jennifer Keene				

**PROVISO TOWNSHIP HIGH SCHOOL DISTRICT 209 Office of Human Resources
FY21 Personnel Count Report - May**

	East	West	PMSA	District	Leave of Absence	BOE Allocation	East	West	PMSA	District	Total Vacancies	East	West	PMSA	District	East	West	PMSA	District				
	Head Count by Building						Allocations by Building				Total Vacancies	Vacancies by Buildings				Employee Name							
Physical Education	9	9	5	0	0	23	9	9	5	0	0	0	0	0	0	Alexander Analitis Christopher Barbian Bennie Goslawski Ernest Horton Darryl Howell Jr Amy Koczor Tracy McCormick Daniel Sutton Daniel Vashinko	Amanda Barajas Twamena Crosby Ryan Elisco Lawrence Johnson Chester Love Randall Spaulding Brian Williams Shane McNally Joseph Zubeck	Robert Reich Jessica Schaub Paula Struwing Vincent Stubstad Peter Zak					
Science	11	14	8	0	0	33	11	14	8	0	0	0	0	0	0	Colton Brucks Isabel Castellanos-Gueverva Cathy Hillegonds Crystal McAllister Ann McElhatton Justin Moore Dale Pijut Chadia Razeq Veronica Raceala Veronica Rundell Tina Vega	Danielle English Jason Grey George Gutierrez Emma Holli-Murphy Jeremy Humphreys John Jordan Joanne Klonowski James Lane Michelle Lucas Edward McNally Rodney Noble Jennie Polizzotto Bozema Suwary David Vassallo	Mary Beidas Joshua Burton Daniel Caldwell Sarah Huels Dr. Todd Gatlin Laura Gregg Matthew Shirin John Wardisani					
Social Studies	13	13	8	0	0	34	13	13	8	0	0	0	0	0	0	George Bunn Christine Corso Jonathan Gifbried Ryan Martin Martina McEllistrim Joshua Mullen Christopher Norman Lucio Oquendo Jr Ralph Perry Jessica Piemonte Micaela Soto- EL Christopher Sunner Lindsey Townsend	James Brakie Danele Butler Karen Hammoud Scott Hendrickson Timothy Herbert Frank LaGrassa Katherine Loulousis Diana Medina-Olague EL Andrew Hitzhusen Stephen Rauch Victoria Spiering Carlos Villanueva Robert Wortel EL	Sarah Petruzzi Asselborn Stephen Colwell Melissa Kitchka Michael Kozma Alexandra Momney Rex Nyquist Rachel Sands Tony Valente	216				
Social Workers	4	4	0	0	0	8	4	4	0	0	0	0	0	0	0	Melissa Amison Okine, Nefeteri Hannah McCarthy Carol Murchison	Laura Elk-Weist Charlotte Grady Hannah Maurer Elsa Montoto Vega						
Special Education	17	16	0	0	0	34	18	16	0	0	1	1	0	0	0	Edwin Bagley Meghan Barone Lauren Brecheisen Siobhan Connaghan- VACANCY Lori Coughran Beth Buffa (Culp) Lauren Deady Toni Ezell JoDonna Gautschy Joseph Scanlon Patrick Hackett Rebecca Josefek Susan Katz Dean Lodovico David Moss Joseph Radecki Michelle Sirota Marhonda Atcher	Don Abernathy Daniel Biniewicz Joan Butvilas Gina Capasso Satyam Contractor Steven Ford Julius Shelby Devon Harris Tracy Quadri Dionne Jefferson Tina Lira Kevin Morrow Linda O'Connell Gail Suffredin Rebecca Wilson Caryn Weldon						
Technology	2	3	0	0	0	7	3	3	1	0	2	1	0	1	0	Andrew Hebert- VACANCY Alfred Jaques Donald Robinson	Carl Fedele April Senase Ontisar Freelain	Phillip Gautschy- VACANCY					

**PROVISO TOWNSHIP HIGH SCHOOL DISTRICT 209 Office of Human Resources
FY21 Personnel Count Report - May**

	East	West	PMSA	District	Leave of Absence	BOE Allocation	East	West	PMSA	District	Total Vacancies	East	West	PMSA	District	East	West	PMSA	District						
	Head Count by Building						Allocations by Building				Total Vacancies	Vacancies by Buildings				Employee Name									
World Languages	5	6	6	0	0	17	5	6	6	0	0	0	0	0	0	0	0	0	0	0	Vanessa Collins Amanda Duvall Anamaria Greab Dustin Greenberg Janice Konstant EL	Wanda Cruz Jocelyn Dorleans Charles Hinriksson Zoe C. McManmon Teresa Victores Bryan Otero	Audra Gart Erin Higgins Amy Moreno Omar Orozco Elizabeth Restivo Margarita Levasseur		
Total Faculty	111.5	117.5	52	1	0	287	113.5	118.5	54	1	5	2	1	1	1										
SUPPORT STAFF																									
10-Month																									
Secretary- Dean Office	0	3	0	0	0	3	0	3	0	0	0	0	0	0	0	0	0	0	0	0	Latonia Carter Pearl Faleti Diann Lambert				
Secretary- Guidance Office	1	1	0	0	0	2	1	1	0	0	0	0	0	0	0	0	0	0	0	0	Johnnie Lucas	Kya Hrobowski			
Secretary- Library	1	0	0	0	0	2	1	1	0	0	1	0	0	0	1	0	0	0	1	0	Gwendolyn Willhite	Michelle McClinton - Vacancy			
Secretary- Main Office	1	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	Angela Satterfield				
Secretary- Special Education	1	1	0	0	0	2	1	1	0	0	0	0	0	0	0	0	0	0	0	0	Vonsecel Parrott	Kim Lindsey			
Total 10-Month Support Staff	4	5	0	0	0	10	4	6	0	0	1	0	0	1	1										
12 month																									
Administrative Assistant- Office of Academics & Student Services	0	0	0	1	0	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0				Carla Johnson	
Administrative Assistant-Office of Curriculum, Assessment & Program Evaluation	0	0	0	0	0	0.5	0	0	0	0.5	0.5	0	0	0	0.5	0	0	0	0	0				Kristyn Wiegel - Vacancy	
Administrative Assistant- Office of Finance and Operations	0	0	0	1	0	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0				Mary O'Rourke	
Administrative Assistant-Office of Human Resources	0	0	0	2	0	2	0	0	0	2	0	0	0	0	0	0	0	0	0	0				Stacy Cooper Jesus Guillen	
Administrative Assistant- Office of the Superintendent	0	0	0	1	0	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0				Michelle Edwards	
Administrative Assistant-Specialized Services	0	0	0	0	0	0.5	0	0	0	0.5	0.5	0	0	0	0.5	0	0	0	0	0				Kristyn Wiegel - Vacancy	
Administrative Assistant-Technology	0	0	0	1	0	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0				Charlene Vazquez	
Executive Assistant-Office of the Superintendent	0	0	0	1	0	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0				Karen O'Shea	
Registrar	1	1	0	0	0	2	1	1	0	0	0	0	0	0	0	0	0	0	0	0	Deanna Adams	Shirley Magee			
Secretary-Athletics	1	1	0	0	0	2	1	1	0	0	0	0	0	0	0	0	0	0	0	0	Marion White	Joanne Washington			
Secretary- Attendance	1	0	0	0	0	2	1	1	0	0	1	0	0	0	0	0	0	0	0	0	Josephine Pritchett	Susan Lukaszek-VACANCY			
Secretary- Bookroom	1	1	0	0	0	2	1	1	0	0	0	0	0	0	0	0	0	0	0	0	Devaughn Benion	De Cora Hooper			
District Data Analyst	0	0	0	1	0	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0				Anna Friedman	
District Spanish Communications Specialist & Translator	0	0	0	1	0	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0				Noemi Mendieta	
Secretary- Duplication Services	0	1	0	0	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0				Suzan Smith	
Secretary- Education Services	1	1	0	0	0	2	1	1	0	0	0	0	0	0	0	0	0	0	0	0	Jeri Hogan-Matthews	Lorena Jacobo			
Secretary- Enrollment Services	1	1	0	0	0	2	1	1	0	0	0	0	0	0	0	0	0	0	0	0	Harriet Naylor	Lynette Garcia			
Secretary- Main Office	1	1	1	0	0	3	1	1	1	0	0	0	0	0	0	0	0	0	0	0	Angelica Rodriguez	Swea Ingram	Marchanne Chambers		
Secretary & Nurse Assistant	1	1	0	0	0	2	1	1	0	0	0	0	0	0	0	0	0	0	0	0	Daphne Walker	Sherice York			
Secretary- Office of the Principal	1	1	1	0	0	3	1	1	1	0	0	0	0	0	0	0	0	0	0	0	Sarah McAllister	Angel Banks	Janet Redmond		
Secretary-Student Life	1	0	0	0	0	3	1	1	1	0	2	0	0	1	1	0	0	0	0	0	Shavonne Henry	Dionne Jefferson-VACANCY	Yadira Camacho -VACANCY		
Specialist- Grants	0	0	0	1	0	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0				Rajeska Jackson	
Student Services Administrative Assistant	0	0	0	1	0	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0				Roberto Daniel	
Total 12-Month Support Staff	10	9	2	11	0	36	10	11	3	12	4	0	2	1	1										
Total Support Staff	14	14	2	11	0	46	14	17	3	12	5	0	2	1	2										

**PROVISO TOWNSHIP HIGH SCHOOL DISTRICT 209 Office of Human Resources
FY21 Personnel Count Report - May**

	East	West	PMSA	District	Leave of Absence	BOE Allocation	East	West	PMSA	District	Total Vacancies	Vacancies by Buildings				Employee Name				
	Head Count by Building						Allocations by Building					East	West	PMSA	District	East	West	PMSA	District	
Technology																				
Manager- Assistant Network	1	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	Luis Correa			
Computer Lab Aides	2	2	2	0	0	6	2	2	2	0	0	0	0	0	0	0	Robin Brooks-Hancock Diana Garcia	Estera Mezera Kevin McKinnie	Vonswell Lathan Donald Racan	
Computer Support Technicians	1	1	1	0	0	3	1	1	1	0	0	0	0	0	0	0	Adolfo Reyes	John Cavallone	Keith Evans	
Junior Database/Helpdesk Analyst	1	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	Julie Suva			
Machines/Stock Clerk	1	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	Marc Jones			
Manager- Lead Network	0	0	0	0	0	1	0	0	0	1	1	0	0	0	1	0				James Krolik VACANCY
Senior SIS Manager and Webmaster	0	0	0	1	0	1	0	0	0	1	0	0	0	0	0	0				Jeffrey Leyba
Technology Integration Coordinator	0	0	0	1	0	1	0	0	0	1	0	0	0	0	0	0				Lindsey Coppola
Total Information Technology	6	3	3	2	0	15	6	3	3	3	1	0	0	0	1					
Business Office																				
Assistant to Purchasing Specialist	0	0	0	0	0	1	0	0	0	1	1	0	0	0	1	0				Natalie Principe-VACANCY
Assistant to Director of Accounting	0	0	0	1	0	1	0	0	0	1	0	0	0	0	0	0				Marcia Watson
Business Office Secretary	1	0	1	0	0	3	1	1	1	0	1	0	0	0	0	0	Ida Chester	Marcia Watson - VACANCY	Annette Eiland-Jones	
Payroll Coordinator/Business Office Supervisor	0	0	0	0	0	1	0	0	0	1	1	0	0	0	1	0				Rachel Rivera-VACANCY
Purchasing Specialist	0	0	0	1	0	1	0	0	0	1	0	0	0	0	0	0				Charlotte White
Total Business Office	1	0	1	2	0	7	1	1	1	4	3	0	1	0	2					
Security																				
Full-time Security	11	17	2	0	0	34	14	18	2	0	4	3	1	0	0	0	Paris Burns-VACANCY Peaches Barker Donald Boyce Cleophus Donaldson Mary Douglass Jeanetta Geans Brion Grant Kevin Holmes-VACANCY Elizabeth Manzo Jerrale Palmer De Andre Payton-VACANCY Sanchez Jr David Charles Thompson Johnie Womack Jr	Lance Brown Terriel Cannon Mauricio Cepeda-VACANCY Vincent Carter Sofia Diaz Brody Farries Jose Garcia Darien Johnson Walker Lionel Mackey Antwan Peters Frank Pieranunzi Patricia Powell Rochell Rogers Tami Smith Banner Lavar Stepter Anthony White Johnnie Williams Jr Keeshawn Young	Jacqueline Arreola Bobby Grant	
Part-time Security	5	5	3	0	0	15	6	6	3	0	2	1	1	0	0	0	Willard Ford Antonio Gaddis Ashley Johnson Billy Russell Marques Walton-VACANCY Auteria Woodards	Anthony Elam Chaylan Gaddis Chere Loury Darryl Pruitt Julius Shelby VACANCY William Williams	LaShawn Burrell Brian Robinson Shellsallam Simpson	
Lunchroom Monitor	4	3	1	0	0	9	4	4	1	0	1	0	1	0	0	0	Liza Green Barbara Moore Jeffrey Ford Betty Thomas	Laura Bailey Valeria Neal Michael Willis-VACANCY Adam Smith	Beatrice Thomas	
Total Security	20	25	6	0	0	58	24	28	6	0	7	4	3	0	0					

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**PROVISO TOWNSHIP HIGH SCHOOL DISTRICT 209 Office of Human Resources
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	Head Count by Building						Allocations by Building					Vacancies by Buildings				Employee Name					
Teacher Aides/Other Support Staff																					
Assistant to the Band Director	1	1	0	0	0	2	1	1	0	0	0	0	0	0	0	0	0	0	0	0	Everett Newchurch Zachary Jones
ESL Tutor	1	2	0	0	0	4	2	2	0	0	1	1	0	0	0	0	0	0	0	0	Dilson Julio Melanie Pina-VACANCY Triniece Batts Tiffany Tyler
Job Coach	0	0	0	1	0	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	Montese Walker
Paraprofessional- Full-time	6	7	0	0	0	14	6	9	0	0	2	0	2	0	0	0	0	0	0	0	Antonio Gonzalez Diana Johnson Erica Tyus Michael Wright Carla Yates Lincoln Smith LaDwayne Banks VACANCY Cheryl Brown Travis Cox VACANCY Bria Laudo Ana Mazzulla Fatima Norwood Marco Parrott Charharie Riales Lauren Robertson
Paraprofessional - Part-time	4	3	0	0	0	7	4	3	0	0	0	0	0	0	0	0	0	0	0	0	Glenida Hampton Angela Higgins Lajoyua Porter Richard Westbrook Anthony Longstreet Kinnika Wade Carrie Washington
Specialist-Parent Engagement	1	1	0	0	0	2	1	1	0	0	0	0	0	0	0	0	0	0	0	0	Eva Kardaras Delinda Hyde
School Nurse	1	1	1	0	0	3	1	1	1	0	0	0	0	0	0	0	0	0	0	0	Verna Pitman Kenneth Holland Maria Ochoa-Delgado
Spanish Communication Translator & Office Aide	1	1	0	0	0	2	1	1	0	0	0	0	0	0	0	0	0	0	0	0	Wanda Teruel Juana Mendoza
Total Support Staff	15	16	1	1	0	36	16	18	1	1	3	1	2	0	0						
Operations and Maintenance																					
Custodian - Day	3	3	2	0	0	8	3	3	2	0	0	0	0	0	0	0	0	0	0	0	Terrace Craig Reginald Johnson Darrell Straughter Denise Daniels Anthony Harris Leroy Hughes Ana Garcia Rayda McCarroll Wynn 219
Custodian - Night	9	11	5	0	0	27	10	12	5	0	2	1	1	0	0	0	0	0	0	0	Elicelda Angelino Lamar Davis Shahee Green Jesse Hayes James Jenkins Jeffery Madlock Danielle Murray Rodney Smith-VACANCY William Taylor Juan Velazquez Jerry Gladney Michael Graham Rodney Jay Yessica Lopez de Gallegos Shavon Miller Aricia Plomero Javier Plomero Ofelia Sotelo Sergio Tellaz-VACANCY Eligio Velazquez Luis Villalva Wenceslada Macias Maribel Avitia Salvador Enciso Jose Galvan William Simpson Jr. Ambrosio Velazquez
Fireman	1	3	0	0	0	5	2	3	0	0	1	1	0	0	0	0	0	0	0	0	Terry Edmond Terrance Gardner-VACANCY Lee Leak Sergio Noyola Dario Rodas-Beltran
Lead Fireman	1	1	1	0	0	3	1	1	1	0	0	0	0	0	0	0	0	0	0	0	Steve Gluecklich Jeffrey Walker Corey Johnson
Maintenance I	7	7	2	0	0	17	8	7	2	0	1	1	0	0	0	0	0	0	0	0	Claude Brown Joseph Cozzi Anthony Donatille Alfred McDonald Jr - VACANCY Vito Pirozzoli Woodrow Shelton Thomas Sloan Vincent Trombetta Darwin Duncan Martin Echevarria Ronald Good Donald Knapp Roy Ruiz Billy Welch Keith Williams Donnis Stockdale Nicholas Zamble
Maintenance II	4	3	0	0	0	7	4	3	0	0	0	0	0	0	0	0	0	0	0	0	William Garrett Calvin Taylor Earl Watts Jr Larry Williams Andres Aviles Sergio Tellez Gregory Walker
Maintenance	0	1	2	0	0	3	0	1	2	0	0	0	0	0	0	0	0	0	0	0	Jose Perales Robert Brown Leon House
Night Foreman	0	0	0	0	0	1	0.5	0.5	0	0	1	0.5	0.5	0	0	0	0	0	0	0	Ronald Pearson (0.5) VACANCY Ronald Pearson (0.5) VACANCY
Total O&M	25	29	12	0	0	71	28.5	30.5	12	0	5	3.5	1.5	0	0						

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	Head Count by Building						Allocations by Building					Vacancies by Buildings				Employee Name				
Other Contractual																				
NJROTC	3	3	0	0	0	6	3	3	0	0	0	0	0	0	0	Daisy Blanchard Darryl Person McKinley Toombs	William Goggins Regina Hawley Larquis Sowell			
Resource Teacher (100-day)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0					
Total Other Contractual	3	3	0	0	0	6	3	3	0	1	0	0	0	0	0					
GRAND TOTALS	210.5	220.5	82	34	0	580	221	234	86	40	33	10.5	12.5	3	7					

15. Old Business
16. New Business
17. Adjourn