



**REGULAR MEETING OF THE BOARD OF EDUCATION
LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204**

**Reber Center
100 South Brainard Avenue
La Grange, Illinois 60525
Monday, March 21, 2022 - 7:30 PM**

A G E N D A

**PLEASE NOTE CLOSED SESSION WILL BEGIN AT 6:30PM and
OPEN SESSION WILL BEGIN AT 7:30PM**

Pursuant to Board Policy 8:30, individuals attending LTHS District #204 Board of Education meetings are expected to conduct themselves with respect and civility. Individuals shall not use vulgar or obscene language, or impede, delay, disrupt, or interfere with a Board meeting. In the event individuals do not adhere to the policy, they will receive one warning. If the behavior continues, they will be notified that they are in violation of trespassing and will be asked to leave school property. If the behavior occurs again, they will be notified that they are in violation of trespassing and will be asked to leave the property. Failure to comply immediately and cooperatively with a directive to leave will result in the involvement of law enforcement officials.

I. OPENING & ROLL CALL

II. AGENDA APPROVAL/ORDER OF BUSINESS

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III. CLOSED SESSION

Recommended adjournment into Closed Session to discuss pending or probable litigation against, affecting or on behalf of the public body; collective negotiating matters or deliberations concerning salary schedules for one or more classes of employees; and the appointment, employment, compensation, discipline, performance, or dismissal of a specific employee or legal counsel for the public body.

IV. OPEN SESSION & PLEDGE

V. COMMUNICATIONS - Public Comment

The Board welcomes and encourages public comment at regularly scheduled board meetings. If you have a suggestion, question, concern or comment, please submit the blue communication form online by 4:30 p.m. the day of the Board meeting and it will be read into the record during the "Communications" portion of the meeting. Or you may submit the form in person before the meeting begins and you will be called upon to address the Board during public comment. Please limit comments to no more than three (3) minutes. Online forms submitted after 4:30 p.m. will be forwarded to the next month's meeting.

While the Board appreciates your participation, please understand that we cannot actively engage in dialogue during public comment. We take all matters seriously and if there is a specific question or comment that requires follow up, the appropriate Board or Administration contact will provide a response to you within two weeks or less.

VI. STUDENT REPRESENTATIVE TO THE BOARD OF EDUCATION REPORT

(Aamina Qureshi)

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- C. Monthly FOIA Report

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 - 2. Resolution Authorizing the Honorable Dismissal or Reduction of Teachers for 2022-2023 (Second Reading) (E. Piotrowski) 11
 - 3. Instructional Aide/Paraprofessional Staff Employment Recommendations for 2022-2023 (Second Reading) (E. Piotrowski) 19
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XI. PUBLIC COMMENT

XII. ADJOURNMENT

BY ORDER OF
 KARI DILLON
 LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
 100 SOUTH BRAINARD AVENUE
 LA GRANGE, IL 60525

To: Board of Education
From: Brian Waterman
Date: March 21, 2022
Re: Agenda Approval/Order of Business

Suggested Motion

. . . that the Board of Education approves the agenda as presented, including the Closed Session, if applicable.

LTCAC
Consensus of Table Discussions – February 16, 2022

- 1. What other unique learning experiences do you believe would benefit LT students?**
 - a. Prepare for life after high school (economy classes: managing finances, paying rent/mortgage, paying groceries, budgeting, getting passport, paying taxes)
 - b. Etiquette classes/courses; socializing, respect, manners
 - c. Road to Reality – Real life simulation of effects of drinking and driving
 - d. Service hour requirement
 - e. In school activity fair
 - f. Invite a friend event. Every club member invites a friend, offers pizza or snack
 - g. Self-defense for boys
 - h. Work internship club
 - i. More classes like forensics: hands on, real world application
 - j. Consider having problem-based learning, community connections or future opportunities with each club/extra-curricular club. Staff mentor guiding the students and club agenda to reflect this.
 - k. End-of-year accomplishment presentations to the community in various formats to get the word out: Showcase to Chamber of Commerce, Flyers, LTTV spots.
 - l. Many combined in one course – project management, leadership course, problem solving skills, practical skills, bio technology course, social skills club, executive functioning, critical thinking, communication (debate, social media, civil discourse);
 - m. Need to update IPC, need to update Consumer Ed, add social media class,
 - n. Replicate snowball – more opportunities for more students
 - o. Shadow experiences with professionals in community for careers students may be interested in.
 - p. Study groups beyond peer tutoring.
 - q. Boys’ badminton
 - r. College prep/career options class
 - s. Enough sections for the popular classes like self-defense and forensics
 - t. Basic skills sewing/first aid/home maintenance
 - u. Add a unit to all PE or health courses regarding self defense for girls and healthy interactions or specific instructions for boys to harness aggression
 - v. More intramurals
 - w. Club level competitive teams

- 2. Choose one program you heard about this evening and arrive at a consensus on one idea on how the program can be improved.**
 - a. They all sound amazing. We were impressed with the presentations and opportunities. It would be great to help all students participate in one thing, as the camaraderie makes a high school experience.
 - b. Self defense for all not just girls and opens it up to more juniors and seniors;
 - c. Forensics – having more in-house experts
 - d. Programming for males: How do defuse conflict, how to handle anger, how to talk about/work through issues.
 - e. How can representatives/LT members visit feeder schools to talk about extra curriculars and other LT activities before students come to LT.
 - f. Organize the extra-curricular night tables a little differently to highlight new clubs and stagger student times to acknowledge different student needs. Ambassador volunteers to act as guides to walk students around. Map of tables. Spread out the tables into more building areas.
 - g. Latinx – become more inclusive and organize

- h. Best Buddies – more Community Service opportunities for students
- i. We loved the students speaking about their experiences and hearing their enthusiasm.

3. What part of tonight’s presentations resonated with you the most? Why?

- a. Forensic Science – Energetic & eager to share their experience
- b. Self defense class for girls – presentation application and empowerment for self defense
- c. Tabulae: huge undertaking and great presentation from 1919 to present.
- d. Forensics – engaging, love the hands on, can lead to multiple careers. Kids watching crime dramas and it resonates with them and engages them.
- e. The RAD presentation was very powerful because the females learned the physical skills, but we appreciated the confidence and finding their own voice that each student talked about.
- f. We also wanted to acknowledge the development and provided opportunities from the Latinos Juntos.
- g. Latinos Juntos – safe space availability. Having first gen conversations.
- h. Reminder there is a place for everyone at LT
- i. Self-defense class is great and we would like to see it be available to all.
- j. Great enthusiasm from all the clubs/classes that presented.
- k. Unsolicited advice: add 1-3 minute video for each club on the page that lists LT activities (like the best buddies video we saw tonight/for students to check out maybe have LTTV do the filming)

LYONS TOWNSHIP HIGH SCHOOL

DISTRICT 204 OFFICES 100 S. Brainard Ave., LaGrange, IL 60525-2101
• Tel: (708) 579-6456 • Fax: (708) 579-6454 • Email: epiotrowski@lths.net • Website: www.lths.net



EDWARD M. PIOTROWSKI
Director of Human Resources

TO: Brian P. Waterman, Superintendent
Board of Education

FROM: Edward M. Piotrowski, Director of Human Resources

RE: Administrative and Certified Non-Tenured Employment Recommendations for 2022-2023
Second Reading

DATE: March 21, 2022

Attached, please find recommendations for employment or release of probationary (non-tenured) certified and administrative staff for the 2022-2023 school year.

- Section I. is certified staff recommendations for non-renewal or honorable dismissal.
- Section II. is certified staff recommendations to re-employ.
- Section III. is administrative staff recommendations to non-renew.
- Section IV. is administrative staff recommendations to re-employ.

I. Certified Staff to be Non-Renewed or Honorably Dismissed

A. Long-Term Substitute Certified Staff			
Name	Division	Department	
None			
B. Part-Time Probationary (non-tenured) Certified Staff			
Name	Division	Department	2021-2022 FTE
Steinbrunner, Victoria	Math/Science	Science	0.6
Tunk, Kylie	Global Studies	Social Studies	0.9
C. Replacement Probationary (non-tenured) Certified Staff			
Name	Division	Department	2021-2022 FTE
Andersen, Julia	Language Arts	Learning Resources	0.5
Weber, Kathleen	Student Services	Health Services	0.5
Zakos, Niki	Language Arts	English	0.5
D. First-Year Probationary (non-tenured) Certified Staff			
Name	Division	Department	
None			
E. Second-Year Probationary (non-tenured) Certified Staff			
Name	Division	Department	
None			
F. Third-Year Probationary (non-tenured) Certified Staff			
Name	Division	Department	
None			
G. Fourth-Year Probationary (non-tenured) Certified Staff			
Name	Division	Department	
None			

II. Certified Staff to be Re-employed

A. Probationary (non-tenured) Certified Staff to return on Part-Time Schedule		
Name	Division	Department
McCormack, Brendan	Global Studies/Fine Arts	Business Education/Music
Milovanovic, Brittany	Fine Arts	Art
B. Part-Time Probationary (non-tenured) Certified Staff to be Placed at First-Year		
Name	Division	Department
Aloisio, Bryan	Physical Welfare	Physical Education
Petrak, Ed	Special Education	Special Education
C. Replacement Probationary (non-tenured) Certified Staff		
Name	Division	Department
None		
D. Probationary (non-tenured) Certified Staff returning from Leave of Absence		
Name	Division	Department
None		
E. Probationary (non-tenured) Certified Staff to be Placed at Second-Year		
Name	Division	Department
Buchanan, Amanda	Physical Welfare	Physical Education/Health
Conrad, Krystle	Fine Arts	World Languages
Fanta, Jennifer	Student Services	Social Worker
Hawrysz, Brielle	Math/Science	Science

Jackson Fauth, Candace	Math/Science	Science
Jansen, Luke	Global Studies	Social Studies
Laskowski, Allie	Global Studies	Social Studies
Lindahl, Britt	Math/Science	Mathematics
Petrevski, Natalie	Math/Science	Science
Silkaitis, Michelle	Fine Arts	World Languages
Spalla, Bianca	Math/Science	Mathematics
Spencer, Brooke	Student Services	Guidance

F. Probationary (non-tenured) Certified Staff to be Placed at Third-Year

Name	Division	Department
Ameling, Amanda	Global Studies	Social Studies
Cuchna, Lauren	Student Services	Guidance
Hartley, David	Fine Arts	Music
Hoffman, Lucy	Global Studies	Social Studies
Sharkey, Erin	Special Education	Special Education
Sisto, Kristen	Student Services	Guidance
Slager, Sydney	Global Studies	Social Studies

G. Probationary (non-tenured) Certified Staff to be Placed at Fourth-Year

Name	Division	Department
Basic, Brianna	Global Studies	FCS
Berg, Daniel	Math/Science	Mathematics
Bonifas, Christopher	Global Studies	Applied Technology
Clark, Emily	Math/Science	Mathematics
Melendez, Samantha	Physical Welfare	Physical Education
Quane, Margaret	Language Arts	English
Rabbitt, Lauren	Global Studies	Social Studies
Rigano, Kristen	Learning Resources	Library
Vins, Kristine	Physical Welfare	Physical Education
Wiest, Michael	Physical Welfare	Driver Education

H. Probationary (non-tenured) Certified Staff to be Placed on Tenure

Name	Division	Department
Dawson, Megan	Language Arts	English
Enright, Karly	Fine Arts	World Languages
Fellmann, Emily	Fine Arts	World Languages
Gallagher, Morgan	Special Education	Special Education
Malik, Nadia	Student Services	Guidance
Niego, Cassandra	Physical Welfare	Physical Education
Ozols, Julie	Math/Science	Mathematics
Sweany, Sean	Fine Arts	World Languages
Thimmig, Kelsey	Math/Science	Mathematics
Wojcik, Alexander	Math/Science	Mathematics

III. Administrative Staff to be Released

A. First-Year Probationary (non-tenured) Administrators

Name	Position	Department
	None	

B. Second-Year Probationary (non-tenured) Administrators

Name	Position	Department
	None	

C. Third-Year Probationary (non-tenured) Administrators		
Name	Position	Department
None		
D. Fourth-Year Probationary (non-tenured) Administrators		
Name	Position	Department
None		

IV. Administrative Staff to be Re-employed

A. First-Year Probationary (non-tenured) Administrators		
Name	Position	Department
Eder, Andrew	Division Chair for Counseling and Student Services	Division Administration
Gardner, Gregory	Associate Principal	Building Administration
Rowe, Jennifer	Director of Equity and Belonging	District Administration
Tyrrell, Jennifer	Principal	District Administration
B. Second-Year Probationary (non-tenured) Administrators		
Name	Position	Department
Moore, Melissa	Special Education Division Chair	Division Administration
Voigt, Collin	Math/Science Division Chair	Division Administration
C. Third-Year Probationary (non-tenured) Administrators		
Name	Position	Department
Mathis, Darrell	Assistant Principal	Building Administration
D. Fourth-Year Probationary (non-tenured) Administrators to be Placed on Tenure		
Name	Position	Department
Radavich, Bryan	Assistant Principal	Building Administration

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EDWARD M. PIOTROWSKI
Director of Human Resources

TO: Brian Waterman, Superintendent
Board of Education

FROM: Edward M. Piotrowski, Director of Human Resources

RE: Resolution Authorizing the Honorable Dismissal or Reduction of Teachers
for 2022-2023 – *2nd Reading*

DATE: March 21, 2022

Attached please find the Resolution Authorizing the Honorable Dismissal or Reduction of Teachers for the 2022-2023 school year.

**RESOLUTION AUTHORIZING THE
HONORABLE DISMISSAL OR REDUCTION OF TEACHERS**

WHEREAS, the Board of Education has received reports and recommendations from the Superintendent and members of the administrative staff concerning the number of teachers needed to be employed for the next school term;

WHEREAS, the Board of Education is required to notify teachers of honorable dismissal at least forty-five days before the close of the school term due to the Board's decision to decrease the number of teachers employed by the Board or to discontinue some particular types of teaching service; and

WHEREAS, the Board of Education has determined to decrease the number of teachers employed by the Board or to discontinue some particular types of teaching service;

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of Lyons Township High School District 204, Cook County, Illinois, as follows:

1. The teachers named in Exhibit 1 shall be honorably dismissed effective at the close of the 2021-2022 school term. The notice of such action shall be substantially in the form of the attached Exhibit 2.
2. The teachers named in Exhibit 3 shall be honorably reduced effective at the close of the 2021-2022 school term. The notice of such action shall be substantially in the form of the attached Exhibit 4.
3. The Superintendent or his designee shall deliver by personal service the notices of honorable dismissal and a copy shall also be sent by regular mail. If personal service cannot be made, the notices shall be sent by Certified Mail, Return Receipt Requested.

4. The Superintendent also has authority to deliver supplemental notices to the teachers named in Exhibits 1 and 3 advising such teachers of their designated grouping based on evaluation ratings and seniority and stating whether such teachers are eligible for recall if the Board has any vacancies for the 2022-2023 school term or within one calendar year from the beginning of the 2022-2023 school term, based upon recall timelines established by the Illinois School Code. The notices shall be substantially in the form of Exhibit 5 and shall be delivered by personal service and a copy shall also be sent by regular mail. If personal service cannot be made, the notices shall be sent by Certified Mail, Return Receipt Requested.

5. This Resolution shall be in full force and effect upon its adoption.

ADOPTED this _____ day of March, 2022, by a roll call vote as follows:

YES: _____

NO: _____

ABSENT: _____

President, Board of Education

Attest:

Secretary, Board of Education

EXHIBIT 1

**TEACHERS HONORABLY DISMISSED
AT THE CLOSE OF THE 2021-2022 SCHOOL TERM**

Name	Division	Department
Andersen, Julia	Language Arts	Learning Resources
Steinbrunner, Victoria	Math/Science	Science
Tunk, Kylie	Global Studies	Social Studies
Weber, Kathleen	Student Services	Health Services
Zakos, Niki	Language Arts	English

EXHIBIT 2

NOTICE OF HONORABLE DISMISSAL

Date

Name

Address

City, State ZIP

Dear _____:

We regret to inform you that the Board of Education has determined to decrease the number of teachers employed in the School District or to discontinue some particular types of teaching service. Therefore, you are hereby honorably dismissed as a teacher and employee in the School District effective at the close of the 2021-2022 school term.

Very truly yours,

Board of Education
Lyons Township High School District 204
Cook County, Illinois

By: _____
Board President

Attest:

Secretary

cc: Personnel File

EXHIBIT 3

**TEACHERS HONORABLY REDUCED
AT THE CLOSE OF THE 2021-2022 SCHOOL TERM**

Name	Division	Department

EXHIBIT 4

NOTICE OF REDUCTION IN ASSIGNMENT

Date

Name

Address

City, State ZIP

Dear _____:

We regret to inform you that the Board of Education has determined to decrease the number of teachers employed in the School District or to discontinue some particular types of teaching service. Therefore, your employment as a teacher and employee in the School District has been reduced effective at the close of the 2021-2022 school term.

Very truly yours,

Board of Education
Lyons Township High School District 204
Cook County, Illinois

By: _____
Board President

Attest:

Secretary

cc: Personnel File

EXHIBIT 5

NOTICE OF GROUPING/ELIGIBILITY FOR RECALL

Date

Name

Address

City, State ZIP

Dear _____:

(GROUP 1-not eligible)

(GROUPS 3/4-eligible)

Based on your evaluation rating and seniority you were placed in group ___ for purposes of the School District's 2021-2022 sequence of honorable dismissal list. As a result of this placement, you [are/are not] eligible for recall should the Board have any vacancies for the 2022-2023 school term or within one calendar year from the beginning of the 2022-2023 school term for which you are qualified.

Very truly yours,

Board of Education
Lyons Township High School District 204
Cook County, Illinois

By: _____
Board President

Attest:

Secretary

cc: Personnel File

LYONS TOWNSHIP HIGH SCHOOL



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TO: Brian P. Waterman, Superintendent
Board of Education

EDWARD M. PIOTROWSKI
Director of Human Resources

FROM: Edward M. Piotrowski, Director of Human Resources

DATE: March 21, 2022

RE: 2022-2023 Instructional Aide/Paraprofessional Staffing Recommendation – **Second Reading**
(REVISED)

BACKGROUND

At this time each year, we release all first-year Instructional Aides/Paraprofessionals (ParaEducators). This is done because we do not know at this time our complete staffing needs for this employee group for next year. When complete staffing needs are determined, we will return to the Board with recommendations to re-employ ParaEducators per the **Negotiated Agreement**.

I. ParaEducator Staff

- A. I recommend that the Board of Education approve the release of the following Instructional Aide/Paraprofessional staff (ParaEducators) for the 2022-2023 school year.

Last Name	First Name	Position
Berscheid	Michael	Student Services
Burns	Kelly	Science Lab
Castiglione	Nicolas	Special Education
Cooley	Bernadette	Special Education
DePaola	Ryan	Special Education
Ferguson	Lorene	Special Ed/Language Arts
Glenn	Taylor	Special Education
Linden	Matthew	Special Education
Lyons	Sharon	Special Education
McDonnell	Kevin	Special Education
Murphy	Kelly	Special Ed/Language Arts
Neuland	Keri	Special Education
Pavel	Christopher	Special Education
Riederer	Julie	Special Education
Skoda	Cheryl	Fine Arts

RECOMMENDATION

We recommend that the Board approve the release of Instructional Aides/Paraprofessionals as noted above.

**RESOLUTION
OF
NON-REEMPLOYMENT**

WHEREAS, this Board has made a decision to discontinue the educational support service performed by instructional aides/paraprofessionals (ParaEducators) because sufficient positions will not exist next year;

WHEREAS, the provisions of Section 10-23.5 of **The School Code of Illinois** require that when the Board decides to decrease the number of educational support personnel within a particular category or position due to insufficient position availability, such personnel shall be given written notice of the Board's decision at least 30 days before the end of the current school term, with the employees with the shorter length of continuing service or with part-time continuing service with the school district within the respective category of position being dismissed first: and,

WHEREAS, fifteen employees with the shortest length of continuing service or with part-time continuing service within the category of instructional aides/paraprofessionals (ParaEducators) have been properly selected for dismissal;

NOW, THEREFORE, be it resolved by the Board of Education of Lyons Township High School, District 204, Cook County, Illinois:

SECTION 1: That due to insufficient position availability it is necessary to decrease the number of instructional aides/paraprofessionals (ParaEducators) employed by the Board of Education of Lyons Township High School, District 204, Cook County, Illinois.

SECTION 2: That **Nicolas Castiglione** being one of fifteen instructional aides/paraprofessionals (ParaEducators) with the shortest length of continuing service with the school district within the aforesaid category of position is dismissed effective with the end of the 2021-2022 school year, such dismissal being an honorable dismissal.

SECTION 3: That **Bernadette Cooley** being one of fifteen instructional aides/paraprofessionals (ParaEducators) with the shortest length of continuing service with the school district within the aforesaid category of position is dismissed effective with the end of the 2021-2022 school year, such dismissal being an honorable dismissal.

SECTION 4: That **Julie Riederer** being one of fifteen instructional aides/paraprofessionals (ParaEducators) with the shortest length of continuing service with the school district within the aforesaid category of position is dismissed effective with the end of the 2021-2022 school year, such dismissal being an honorable dismissal.

SECOND READING 3/21/2022

SECTION 5: That **Cheryl Skoda** being one of fifteen instructional aides/paraprofessionals (ParaEducators) with the shortest length of continuing service with the school district within the aforesaid category of position is dismissed effective with the end of the 2021-2022 school year, such dismissal being an honorable dismissal.

SECTION 6: That **Lorene Ferguson** being one of fifteen instructional aides/paraprofessionals (ParaEducators) with the shortest length of continuing service with the school district within the aforesaid category of position is dismissed effective with the end of the 2021-2022 school year, such dismissal being an honorable dismissal.

SECTION 7: That **Kelly Murphy** being one of fifteen instructional aides/paraprofessionals (ParaEducators) with the shortest length of continuing service with the school district within the aforesaid category of position is dismissed effective with the end of the 2021-2022 school year, such dismissal being an honorable dismissal.

SECTION 8: That **Kelly Burns** being one of fifteen instructional aides/paraprofessionals (ParaEducators) with the shortest length of continuing service with the school district within the aforesaid category of position is dismissed effective with the end of the 2021-2022 school year, such dismissal being an honorable dismissal.

SECTION 9: That **Taylor Glenn** being one of fifteen instructional aides/paraprofessionals (ParaEducators) with the shortest length of continuing service with the school district within the aforesaid category of position is dismissed effective with the end of the 2021-2022 school year, such dismissal being an honorable dismissal.

SECTION 10: That **Christopher Pavel** being one of fifteen instructional aides/paraprofessionals (ParaEducators) with the shortest length of continuing service with the school district within the aforesaid category of position is dismissed effective with the end of the 2021-2022 school year, such dismissal being an honorable dismissal.

SECTION 11: That **Kevin McDonnell** being one of fifteen instructional aides/paraprofessionals (ParaEducators) with the shortest length of continuing service with the school district within the aforesaid category of position is dismissed effective with the end of the 2021-2022 school year, such dismissal being an honorable dismissal.

SECTION 12: That **Sharon Lyons** being one of fifteen instructional aides/paraprofessionals (ParaEducators) with the shortest length of continuing service with the school district within the aforesaid category of position is dismissed effective with the end of the 2021-2022 school year, such dismissal being an honorable dismissal.

SECTION 13: That **Michael Berscheid** being one of fifteen instructional aides/paraprofessionals (ParaEducators) with the shortest length of continuing service with the school district within the aforesaid category of position is dismissed effective with the end of the 2021-2022 school year, such dismissal being an honorable dismissal.

SECOND READING 3/21/2022

SECTION 14: That **Ryan DePaola** being one of fifteen instructional aides/paraprofessionals (ParaEducators) with the shortest length of continuing service with the school district within the aforesaid category of position is dismissed effective with the end of the 2021-2022 school year, such dismissal being an honorable dismissal.

SECTION 15: That **Keri Neuland** being one of fifteen instructional aides/paraprofessionals (ParaEducators) with the shortest length of continuing service with the school district within the aforesaid category of position is dismissed effective with the end of the 2021-2022 school year, such dismissal being an honorable dismissal.

SECTION 16: That **Matthew Linden** being one of fifteen instructional aides/paraprofessionals (ParaEducators) with the shortest length of continuing service with the school district within the aforesaid category of position is dismissed effective with the end of the 2021-2022 school year, such dismissal being an honorable dismissal.

That the president and secretary of the Board of Education are hereby authorized and directed to send the instructional aides/paraprofessionals (ParaEducators) specified above, a written notice of this Board's decision to dismiss and not to reemploy said paraprofessional/instructional aides, by registered mail at least thirty (30) days before the end of the school term, which notice shall be substantially in the form of the exhibit attached hereto.

This Resolution shall be in full force and in effect forthwith upon its passage.

ADOPTED this ____ day of March, 2022 by the following roll call vote:

Ayes:

Nays:

Absent:

President, Board of Education

Secretary, Board of Education

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EDWARD M. PIOTROWSKI
Director of Human Resources

TO: Brian Waterman, Superintendent
Board of Education

FROM: Edward M. Piotrowski, Director of Human Resources

RE: Administrative Staff Contract Renewal – **2nd Reading**

Date: March 21, 2022

Each year we bring to the Board employment contract recommendations for the following school term. Below, please find administrative staff we are recommending for contract renewal for the 2022-2023 school term. These individuals are tenured employees in the District.

Name	Position	Division
Kevin Brown	Associate Principal	Building Administration
Adam Davis	Assistant Principal	Building Administration
Scott Eggerding	Director of Curriculum & Instruction	District Administration
Kelly Fenton	Assistant Principal	Building Administration
John Grundke	Athletics Director	Athletics
D. Kurt Johns	Division Chair	Physical Welfare
Paula Nardi	Division Chair	Fine Arts
Leslie Owens	Director of Student Services	District Administration
Edward Piotrowski	Director of Human Resources	District Administration
Karen Raino	Division Chair	Language Arts
Katherine Smith	Coordinator	Assessment & Research
Brian Stachacz	Director of Business Services	District Administration

RECOMMENDATION

We recommend that the Board of Education approve the administrative contract renewals for the 2022-2023 school term as noted above.

Memorandum

To: Board of Education
Dr. Brian Waterman, Superintendent

From: Leslie C. Owens, Director of Student Services

Date: 3/9/22

Re: Bilingual Coordinator

For school year 2022-23, Lyons Township High School has a current English Learner enrollment of 147 students. The range of English Learner enrollments is 110 students, with 37 enrollments in 2009 to 147 students in the current year. This information was gathered through ISBE's electronic record system, which has records beginning in 2008. While there have been enrollment variations (both increases and decreases) since 2008, overall, there has been an overall 65% increase in the number of English Learners since 2008.

Of our 147 students, 108 students speak Spanish and the other 39 students speak a variety of 17 different languages. Approximately 70% of our EL students are considered long-term EL students because they have received services for longer than 6 years (i.e., prior to enrollment at LTHS). Our current school year program is approved as a part-time Transitional Bilingual Education program; however, given the number of students we have sharing the same home language of Spanish, our program should shift to a full-time Transitional Bilingual Education Program. A full-time TBE has certain required elements such as:

- Content area instruction delivered in both English and native language for ALL core academic subjects
 - Includes all graduation requirements within high school
- Instruction in the history and culture of the country, territory, or a geographic area which is the native land of the students or of their parents AND in the history and culture of the US
- English as a Second Language (ESL)

Upon completion of the ISBE District Self-Assessment Monitoring Report, which includes the key components and success criteria for Bilingual/EL Programming, we identified the following gaps between District 204 and the state benchmarks:

- Implementation of a full-time TBE program
- Infusion of Language Proficiency Standards in all courses

- Infusion of the newly adopted Spanish Language Arts Standards into the curriculum
- Bilingual Specialists
- Broader training for all staff
- Greater BPAC participation and community outreach

These gaps, as well as the ISBE Selection Criteria for District Focused Monitoring which include EL Progress to Proficiency, Disproportionality of Dually Identified Students (EL + Special Education), as well as Documentation Submitted to the State (Bilingual Service Plan, Grants, Parent Complaints, etc.), provide information on the overall health of our program and delineate the opportunities for improvement.

RECOMMENDATION:

It is recommended that District 204 create a 1.0 FTE position for a Bilingual Coordinator. The creation of this position will allow for dedicated oversight and support of:

- ‘Push-in’ bilingual instructional services within classrooms to address content area instruction needs
- Legal compliance with Bilingual Specialist attendance at IEP meetings for dually identified students, as well as oversight, support, and collaboration with Special Education and Student Services to reduce over-identification
- Improvement of outreach and connections for families with regard to enrollment, educational and post-secondary planning, and district events, committees, & offerings via the coordinator role and BPAC leadership
- Expansion of infusion of Language Proficiency Standards, Spanish Language Arts Standard, SIOP training, and recruiting/retention efforts for ESL endorsed and Bilingual certified staff

Memorandum

To: Board of Education
Dr. Brian Waterman, Superintendent

From: Leslie C. Owens, Director of Student Services

Date: 3/9/22

Re: Student Services Delivery Model & Staffing

The following proposal represents the progression of the Student Services delivery model and staffing plan resulting from an analysis of the previous model to determine where student needs and service delivery/staffing match and where gaps may exist. The driver for the proposal for the multi-phase shifts and changes remains understanding student needs across the academic counseling, post-secondary planning, social/emotional wellness and mental health domains and ensuring that the educators serving in these roles can meet these essential needs as determined. The following goals provide the overarching responsibilities of the Student Services department to the district and school community and provide direction for the service delivery and staffing plan.

- 1) Ensure legal compliance with regard to Section 504 Plans and Child Find
- 2) Expand Student Services personnel in order to properly staff current and future needs of students with respect to academic, college, and career planning, as well as to appropriately address the mental health needs of students
- 3) Shift to a prevention-centered service delivery plan that allows for the implementation of MTSS with particular focus on the services and education to be provided for *all* students prior to more intensive and/or individualized supports
- 4) Align professional:student ratios with the recommendations from national, professional organizations and evidence-based practices

While the pandemic certainly created unique challenges and demanded unforeseen adjustments, this proposal is based on both a longer historical and future-focused perspective. Prior to the pandemic significant increases in student mental health needs as measured by office visits, need for acute intervention, increasing complexity of the needs presented, declining attendance, and increased psychiatric hospitalizations signaled the need for change. Important to the process of change is the use of data, reflection, and adjustment to ensure that the changes made are manifesting the desired outcomes.

The charts below depict the model previous to SY2021-22, the current model, and the proposal for next year. General staff:student ratios are included and roles are shown by the campus to which they are anchored. During second semester of last school year, our part-time social worker

was moved to full-time, to help support the increased social work from our general education students and at the start of SY2021-22, the Student Support Counselors were shifted from those roles onto grade level teams, which alleviated a portion of the significant caseloads of the grade level school counselors and reconciled some of the inequities in workload among the grade level and student support counselors. While these shifts have been positive changes to move the division closer to desired outcomes, there are still critical gaps to be filled, including an additional counselor to bring the current senior team to 4 grade level counselors (in line with all other teams), additional social work support to continue to provide acute intervention, meet the service minutes of students with IEP's and 504's, and engage in systems of prevention, as well as a dedicated Section 504 Coordinator/Assistant Division Chair to provide facilitation of the individuals plans and the resulting legal compliance.

The proposal for the 2022-23 School Year is depicted in Chart 3.

Chart 1:

STUDENT SERVICES DIVISION Service Delivery Model PREVIOUS to SY 2021-22			
SOUTH CAMPUS Approx. 2,000 Students; 1:333 Counselors:Students 1:1,000 Social Workers:Students		NORTH CAMPUS Approx. 2,000 Students; 1:333 Counselors:Students 1:1,000 Social Workers:Students	
9th Grade	10th Grade	11th Grade	12th Grade
School Counselor	School Counselor	School Counselor	School Counselor
School Counselor	School Counselor	School Counselor	School Counselor
School Counselor	School Counselor	School Counselor	School Counselor
Social Worker	Social Worker	Social Worker	Social Worker
Student Support Counselor		College & Career Coordinator	
Student Support Counselor		Student Support Counselor	
Part-Time Social Worker			

Chart 2:

STUDENT SERVICES DIVISION Service Delivery Model for SY 2021-22			
SOUTH CAMPUS Approx. 2,000 Students; 1:250 Counselors:Students 1:665 Social Workers:Students		NORTH CAMPUS Approx. 2,000 Students; 1:285 Counselors:Students 1:1,000 Social Workers:Students	
9th Grade	10th Grade	11th Grade	12th Grade
School Counselor	School Counselor	School Counselor	School Counselor
School Counselor	School Counselor	School Counselor	School Counselor
School Counselor	School Counselor	School Counselor	School Counselor
School Counselor	School Counselor	School Counselor	
Social Worker	Social Worker	Social Worker	Social Worker
Full-Time Social Worker			
		College & Career Counselor	

Chart 3:

STUDENT SERVICES DIVISION Service Delivery Model for SY 2022-23			
SOUTH CAMPUS Approx. 2,000 Students; 1:250 Counselors:Students 1:665 Social Workers:Students		NORTH CAMPUS Approx. 2,000 Students; 1:250 Counselors:Students 1:665 Social Workers:Students	
9th Grade	10th Grade	11th Grade	12th Grade
School Counselor	School Counselor	School Counselor	School Counselor
School Counselor	School Counselor	School Counselor	School Counselor
School Counselor	School Counselor	School Counselor	School Counselor
School Counselor	School Counselor	School Counselor	School Counselor
Social Worker	Social Worker	Social Worker	Social Worker
Social Worker		Social Worker	
College & Career Counselor			
504 Coordinator/Assistant Division Chair			

RECOMMENDATION:

It is recommended that District 204 add the following positions to the Student Services Division:

- 1.0 School Counselor
- 1.0 Social Worker
- 1.0 504 Coordinator/Assistant Division Chair

LYONS TOWNSHIP HIGH SCHOOL

CURRICULUM OFFICE 100 S. Brainard Ave., La Grange, IL 60525-2101
Tel: (708) 579-6470 E-mail: seggerding@lths.net Website: www.lths.net



SCOTT D. EGGERDING
Director of Curriculum and Instruction

TO: Brian Waterman
Board of Education

FROM: Scott Eggerding *SE*

DATE: March 14, 2022

RE: Summer Curriculum and Program Development Workshops – First Reading

INFORMATION:

For summer work requiring board approval of expenditure, a proposal, review and approval process is utilized involving Division Chairs and the Director of Curriculum and Instruction. The approval process includes prioritized criteria, submission of proposals, individual review with Division Chairs, and Board approval of Workshops.

For the summer of 2022, 22 summer curriculum and program development workshops are brought forward for review and consideration. Highlights include:

- Co-Teaching training and a co-teaching workshop for teachers who will begin coteaching in the fall.
- Training and workshop for Equity Ambassadors to work with Gholdy Muhammed.
- Time for 4 new course teams to make the shift to A-F grading.
- Optional technology and refresher training for teachers.
- Time to plan professional learning for the 2022-2023 school year.
- Workshops based on curriculum change proposals, including:
 - Introduction to Healthcare Careers
 - Sustainable Urban Agriculture
 - Data and Probability
 - Yoga
 - English Learner Reading
- Time for integration of new materials and/or methods in English and science.
- Time for integration of SEL practices in PE classes.
- Updated curriculum and vertical articulation of courses for US History, Strength Training, Spanish and Health
- Development of alternative forms of assessment for core math courses.

Proposals as presented for first reading for work to be completed during the summer of 2022 totals \$92,959.50. \$54,107.50 will be paid for by Title I and Title II grants with the

remainder, \$38,852, coming from District funds. This district amount is in line with previous years, excepting last year when we committed \$23,000 alone to improving grading practices.

All dollar amounts are estimated at the maximum potential cost using the top-end contractual hourly rate of \$40.50 and assuming all participants can attend all hours. For training, where teachers participate in sessions with a presenter, payment is \$100 per diem.

The Board will note that for many of the workshops, teacher names are not included and listed as TBD. These workshops are dependent on staffing considerations and/or teacher availability in the summer. The attached history shows how the approved District cost estimates for workshops are never exceeded, with actual expenses roughly 80% of proposed costs. This would result in an estimated final expenditure of \$74,367 with District costs coming in around \$31,000. Summaries and comparisons to previous years are included for review.

RECOMMENDATION:

I recommend that the board review the attached proposals for 2022 Summer Curriculum and Program Development Workshops for first reading.

LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
Divisional/Departmental Summary
2022 Summer Workshops

DIVISION/DEPARTMENT	STAFF	DISTRICT TOTALS		
		Requested	Total	Actual
CURRICULUM & STAFF DEVELOPMENT			\$38,765.00 (G)	
• Professional Learning Team	21	\$7,554.00		
• Equity Ambassadors	25	\$14,650.00		
• A-F Grading	18	\$4,374.00		
• Summer Professional Week	9	\$2,187.00		
• Refresher Sessions	200	\$10,000.00		
FINE ARTS			\$3,240.00 (D)	
• Spanish II Alignment	4	\$3,240.00		
GLOBAL STUDIES			\$8,910.00 (D)	
• US History	11	\$8,910.00		
LANGUAGE ARTS			\$3,645.00 (D)	
• EL Reading	1	\$607.50		
• English II Honors	3	\$1,822.50		
• English IV World Lit	3	\$1,215.00		
MATH/SCIENCE			\$14,350.00 (D)	
• Healthcare Careers	2	\$2,025.00	\$6,075.00 (G)	
• Urban Agriculture	2	\$4,050.00		
• Data Probability	2	\$2,025.00		
• Geo Construction	2	\$4,050.00		
• Math Alt Assessment	10	\$6,075.00		
• Biology Storylining	11	\$2,200.00		
PHYSICAL WELFARE			\$5,670.00 (D)	
• Yoga	3	\$1,215.00		
• Jr. Sr. Strength Training	5	\$2,025.00		
• Freshman SEL	6	\$2,430.00		
SPECIAL EDUCATION			\$3,037.50 (D)	
• LIFE Health	5	\$3,037.50		
STUDENT SERVICES			\$9,267.50 (G)	
• Marilyn Friend Training	19	\$3,800.00		
• Co-Teaching	9	\$5,467.50		
TOTALS	362	\$92,959.50	\$38,852.00 (D) \$54,107.50 (G)	

**SUMMER CURRICULUM/PROFESSIONAL WORKSHOPS
DEPARTMENTAL COST COMPARISON**

DEPARTMENT	2019 PROPOSED	2019 ACTUAL	2020 PROPOSED	2020 ACTUAL	2021 PROPOSED	2021 ACTUAL	2022 PROPOSED
Curriculum & Instruction	\$47,834.37 G \$29,522.75 D	\$22,770.70 G \$26,250.15 D	\$15,622.88 G \$0 D	\$12,495.60 G \$0 D	\$81,132.00 G \$37,240.00 D	\$63,169.44 G \$11,024.12 D	\$38,765.00 (G) \$0 (D)
Applied Technology	NA	NA	NA	NA	NA	NA	\$0 (G) \$2,025 (D)
Art	NA	NA	NA	NA	NA	NA	NA
Business Education	NA	NA	NA	NA	NA	NA	NA
Driver Education	NA	NA	NA	NA	NA	NA	NA
Family and Consumer Science	NA	NA	NA	NA	NA	NA	NA
Language Arts	NA	NA	NA	\$0 G \$2,344.90 D	\$9,112.50 G \$5,265.00 D	\$4,511.00 G \$5,062.50 D	\$0 (G) \$3,645.00 (D)
Mathematics	NA	NA	\$4,050.00 D	\$0 G \$3,781.60 D	\$4,050.00 G \$7,087.50 D	\$4,050.00 G \$4,320.75 D	\$6,075.00 (G) 6,250.00 (D)
Music	NA	NA	NA	NA	NA	NA	NA
Physical Education & Health	NA	NA	\$4,050.00 D	\$0 G \$3,490.52 D	\$0 G \$1,215.00 D	\$0 G \$1,215.00 D	\$0 (G) \$5,670.00 (D)
Science	\$0 G \$7,938.00 D	\$0 G \$5,588.06 D	\$0 G \$6,075.00 D	\$0 G \$6,075.00 D	\$0 G \$16,085.00 D	\$0 G \$13,776.50 D	\$0 (G) \$6,075.00 (D)
Social Studies	NA	NA	NA	NA	NA	NA	\$0 (G) \$8,910.00 (D)
Special Education	NA	NA	\$5,467.50 G \$0 D	\$3,435.75 G \$0 D	NA	NA	\$0 (G) \$3,037.50 (D)
Student Support Services	NA	NA	NA	NA	NA	NA	\$9,267.50 (G) \$0 (D)
World Language	\$0 G \$3,888.00 D	\$0 G \$3,275.04 D	\$0 G \$15,795.00 D	\$0 G \$8,474.10 D	NA	NA	\$0 (G) \$3,240.00 (D)
TOTALS	Proposed \$77,357.12	Actual \$57,883.95	Proposed \$53,490.38	Actual \$40,097.47	Proposed \$161,187.50	Actual \$107,129.31	Actual \$96,535.00
		75% of Approved		75% of Approved		66% of Approved	
Grant cost	\$47,834.37	\$22,770.70	\$21,090.38	\$15,931.35	\$94,294.50	\$71,730.44	\$54,107.50
District cost	\$29,522.75	\$35,113.25	\$32,400.00	\$24,166.12	\$66,892.50	\$35,398.87	\$38,852.00
TOTAL	\$77,357.12	\$57,883.95	\$53,490.38	\$40,097.47	\$161,187.00	\$107,129.31	\$92,959.50

**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
2022 SUMMER WORKSHOP SUMMARY**

DISTRICT ACCOUNT			
Department & Workshop Title	Description	Teacher Names & Hours	Maximum Cost
CURRICULUM/ASSESSMENT			
1. Professional Learning Team	<p>LT's Professional Learning Team has been in existence since March, 2011. When the PLT began their journey in 2011, they implemented a professional learning design that consisted of several strands including assessment literacy, differentiated instruction, and discipline-based literacy (CCSS). In 2018, a new strand was added, social-emotional learning. In 2019, we expanded to this strand by adding IncludED awareness training. In 2022, we will further evolve this strand to encompass culturally responsive pedagogy.</p> <p>LT's Professional Learning Team is implementing their annual two-day workshop (8 hours total) to:</p> <ul style="list-style-type: none"> -analyze survey results, mentoring program surveys, LT team information, Instructional Coaching data, and book study feedback, -analyze participation data in the district's various professional learning opportunities, -review the principles of adult learning, -review the school's current learning needs, -review and revise the PLT's professional learning design in order to respond to staff needs and principles of adult learning, -determine 2022-23 professional learning opportunities, -identify means of evaluating next year's professional learning on student achievement, -create a publication communicating all professional learning opportunities for the 2022-23 school year. <p>In addition to the annual two days requested by the Professional Learning Team to accomplish the aforementioned activities, the members of this team will also attend a</p>	<p>21 Teachers 168 Hours</p>	<p>\$6,804.00 +\$750 Stipends Title II</p>

	<p>six-hour workshop with LT’s Equity Ambassadors on June 21, 2022. This workshop will be delivered by Dr. Ghouldy Muhammad and will provide an overview of the five pursuits outlined in her book, <i>Cultivating Genius</i>. By attending the workshop with Dr. Muhammad, PLT members will receive the background needed to support the Equity Ambassadors as they deliver next year’s professional learning content.</p> <p>By providing effective professional learning on essential aspects of teaching and learning, staff will receive the support needed to improve classroom practices which will enhance student learning.</p>		
<p>2. Equity Ambassadors</p>	<p>In an effort to actualize the Board’s equity statement, LT has focused district-wide professional learning on cultivating belonging during the 2021-2022 school year. By utilizing Cobb and Krownapple’s Dignity Framework, the staff has learned the indicators of belonging, organizational dispositions that must be present to cultivate belonging, and actions that can be taken to honor the dignity of all students.</p> <p>To build off of this year, LT’s Professional Learning Team will focus next year’s learning on cultivating belonging in our instruction. Since this is a new topic in LT’s professional learning design, we will employ the district’s model of train-the-trainer. This model has been used effectively in the past to educate our staff on the formative assessment process, differentiated instruction, and disciplinary literacy. This model requires recruitment of willing staff members to receive extensive training early on, so they can later serve as the trainers to our larger faculty.</p> <p>In January, twenty-five staff members volunteered to become Equity Ambassadors (or trainers). Throughout the months of January- May, these staff members are engaging in two book studies facilitated by Dr. Rowe. While the book studies are building the knowledge base of the Equity Ambassadors, a three-day summer workshop would allow for intentional application of this knowledge to their classroom instruction.</p> <p>If approved, the first day would be facilitated by Ghouldy Muhammad. She is the author of <i>Cultivating Genius</i>, which is one of the books that the Equity Ambassadors are reading this spring. Dr. Muhammad will provide participants with a framework for developing unit and lesson plans that honor the identity and genius of every student. On the second and third days of this workshop, Dr. Rowe will guide Equity Ambassadors in designing discipline-based lessons that incorporate Dr. Muhammad’s framework. These lessons will not only benefit the student recipients in the fall, but they will also benefit the faculty because they will serve as strong instructional models. Also, on the second and third days of this workshop, the Equity Ambassadors</p>	<p>25 Teachers 300 Hours</p>	<p>\$12,150.00 +\$2,500 Stipends Title II</p>

	will outline the training they will provide on District Institute Days, as well as during volunteer opportunities (like Planning Period PD or L-Teams).		
3. A-F Grading Workshop	<p>In an effort to meet LT’s grading goals of reporting learning by skills/concepts through an A-F (no percentages) scale, several additional course teams will transition to this reporting method in 2022-2023. Transitioning to grading by skills/concepts requires a restructuring of the course. Specifically, teams must realign their summative assessments so that they clearly evaluate the targeted skills/concepts. Additionally, teams must revise or redesign formative assessments to ensure students receive relevant feedback prior to the summative experience.</p> <p>This workshop will be facilitated by administrators who will review the purpose of the aforementioned grading system. Facilitators will provide teams a framework to: identify the targeted skills/concepts that will be reported in the gradebook, review their current assessments for these skills/concepts, align assessment items to these skills/concepts, and set up their gradebook to report by these skills/concepts. Additionally, facilitators will demonstrate how to set up a skills-based gradebook in Infinite Campus without using percentages and points.</p> <p>Following the review of the framework, course teams will collaborate to apply guidelines previously provided to all their units of study. While teams will likely need to work past the time provided in the workshop, the two-day opportunity will ensure a successful transition to the A-F grading scale. As a result, students in these courses in the 2022-23 school year will benefit from a grading system that clearly articulates their acquisition of knowledge and skills.</p>	18 Teachers 108 Hours	\$4,374.00 Title I
4. Summer Professional Week	<p>With evolving grading practices, technological changes, and instructional needs, staff has a great deal to balance. The Professional Learning Team would like to offer a variety of three-hour (half day) sessions during the week of August 8th through August 11th to provide refresher training prior to the start of school. If this proposal is approved, each session will be assigned a date and time within the week of August 8-12. Staff will receive a brochure with session options and registration information.</p> <p>The sessions that will be offered include:</p> <ul style="list-style-type: none"> • Actualizing the Dignity Standards • Aligning Formatives to Summatives • Assessment Design 101 • Creating a Variety of Formative and Summative Assessment Types • Cultivating Belonging while Teaching the SEL Standards and Using the Formative Assessment Practices • Designing Performance Tasks • Effective Feedback • Reading and Managing IEPs 	9 Teachers 54 Hours	\$2,187.00 Title II

	<ul style="list-style-type: none"> • Tech Session 1: Canvas, Re-takes with Badges, and SecURLY • Tech Session 2: Enhancing Instruction with Technology • The Fundamentals of Differentiated Instruction <p>In order to run these sessions, facilitators will need time to plan and develop session resources. In addition, they will need time on the day of each session to facilitate. The above proposal indicates the nine staff facilitators will need six hours total to plan and run their session. Participants would receive a \$50.00 stipend for each three-hour session that they attend.</p>		
5. Refresher Sessions	<p>With evolving grading practices, technological changes, and instructional needs, staff has a great deal to balance. The Professional Learning Team would like to offer a variety of three-hour (half day) sessions during the week of August 8th through August 12th to provide refresher training prior to the start of school. If this proposal is approved, each session will be assigned a date and time within the week of August 8-12. Staff will receive a brochure with session options and registration information.</p> <p>The sessions that will be offered include:</p> <ul style="list-style-type: none"> • Actualizing the Dignity Standards • Aligning Formatives to Summatives • Assessment Design 101 • Creating a Variety of Formative and Summative Assessment Types • Cultivating Belonging while Teaching the SEL Standards and Using the Formative Assessment Practices • Designing Performance Tasks • Effective Feedback • Reading and Managing IEPs • Tech Session 1: Canvas, Re-takes with Badges, and SecURLY • Tech Session 2: Enhancing Instruction with Technology • The Fundamentals of Differentiated Instruction <p>Participants will receive a \$50 per diem stipend for each session they attend.</p>	200 Teachers 3 hr. sessions	\$10,000 per diem Title II
FINE ARTS			
1. Spanish II Alignment	<p>The ultimate goal for students enrolled in this course is to enhance communication and comprehension of Spanish by using the language in authentic situations. To better achieve this goal, the Spanish 2 team will be basing our curriculum on Proficiency Based Teaching, enhanced with the textbook series “Autentico”. We will diligently work to complete an array of tasks that, once implemented in the coming school year, will help us guide our students towards the overarching goal of communicating</p>	4 Teachers 80 Hours	\$3,240.00

	<p>authentically while using auxiliary activities and materials provided by the textbook series.</p> <p>Our team has seen the need to review, revise and restructure our course to meet the needs of students whose Spanish experience has been disrupted due to Covid. This year we were able to piece together an additional unit to “even the playing field” but need a summer workshop to formally add it to our curricular sequence and adjust our teaching timeline, summative and formative assessments and authentic teaching materials.</p>		
GLOBAL STUDIES			
<p>1. US History</p>	<p>New Social Studies standards will be implemented in the state of Illinois for the 2022-2023 school year. These standards put an emphasis on teaching the skills of developing and planning inquiries, evaluating sources and using evidence, and communicating conclusions and taking informed action. While these skills have always been embedded in social studies courses to a degree, they have not always intentionally been the vehicle for delivering the social studies content. As a result, it will be necessary for some of LT’s social studies courses to redesign or revise their curriculum through this new lens, which compliments LT’s desire to move towards a skill/concept-based A-F grading system.</p> <p>The U.S. History Preparatory and U.S. History Accelerated level courses would like to take advantage of the state’s timely adoption of these new standards to revamp their curriculum. Redesigning the U.S. History curriculum would also provide an opportunity to ensure: the course content and course resources are inclusive of all American identities and perspectives, the units of study emphasize recurring patterns and themes that can be traced through time, the units of study are arranged intentionally to incorporate the formative assessment process, multiple types of summative assessment are woven throughout the curriculum, and formative assessments are tightly aligned to summative experiences.</p> <p>With the plethora of curricular changes that need to be considered in the redesigning of the US History course at both the prep and accel levels, the process for engaging in this work will be slightly different than in the past. On the initial day of the workshop, the team would receive a review of the curriculum redesign process facilitated by the Curriculum Office, as well as a refresher on the formative assessment process from the Instructional Coach, and an overview of culturally responsive pedagogy facilitated by an Equity Ambassador. With a clear redesign framework in place and an expectation of the instructional components, the team and Instructional Coach would then collaborate to develop the course units of instruction, complete the essential curriculum documents for both the prep and accel levels (curriculum map, pacing guide, and syllabus) and set-up their skills/concept-based A-F gradebook. Since the first day of the workshop would be devoted to learning, the team is requesting five days of four hours per day to complete the redesign. Additionally, the proposal includes a representative from the World History course and AP U.S. History course. The inclusion of</p>	<p>11 Teachers 220 Hours</p>	<p>\$8,910.00</p>

	<p>these staff members will allow other courses to follow a similar process with making curricular changes in the future.</p> <p>If this summer workshop is granted, students in U.S. Prep and Accel courses in the 2022-2023 school year would engage in a curriculum that uses the new skills-based standards to deliver the history content in a student-centered and culturally responsive manner. Their learning would be communicated through a skills/concept-based gradebook.</p>		
LANGUAGE ARTS			
1. EL Reading	<p>EL Reading is a course that has not run in the past 15 years. We have reformatted the course to reach more students at a variety of English language proficiency levels. This summer workshop would allow Deana Mancini, Reading Specialist and ESL endorsed teacher, to create the outcomes, skill alignment, assessments, and content of the course as well analyze student ACCESS data from 2022 in order to differentiate for students' specific needs.</p>	1 Teachers 15 Hours	\$607.50
2. English II Honors	<p>English II Honors has adopted a new text, <i>How Much of These Hills is Gold</i>, for the 22-23 school year. In addition, this team did not meet in a PLC during the 21-22 school year. Workshop time will be utilized to plan how to integrate the text into the existing curriculum and to create engaging lessons and summative assignments that fit well with the other units in the course. In addition, we will work to ensure formative and summative assignments are aligned overall.</p>	3 Teachers 45 Hours	\$1,822.50
3. English IV World Lit	<p>The Perspectives in World Literature course will adopt the textbook entitled <i>Uncharted Territory</i> by Jim Burke for the 22-23 school year. This workshop would allow this teaching team to align content, skills, and assessment to the text and would create a more cohesive, and engaging class overall.</p>	3 Teachers 30 Hours	\$1,215.00
MATH/SCIENCE			
1. Healthcare Careers	<p>Introduction to Healthcare Careers is a new course offered to 9th and 10th grade students. As it is the foundation of the Healthcare Career pathway, this workshop will allow the instructors to develop the expectations for the course and plan for units and labs.</p> <p>Intended outcomes of this workshop include:</p> <ul style="list-style-type: none"> • Develop units and lab activities around the core competencies of healthcare careers. • Develop a Curriculum Map with common formative and summative assessments aligned to standards. • Develop a Course Syllabus. 	2 Teachers 50 Hours	\$2,025.00

2. Urban Agriculture	<p>Urban Agriculture is a new science course available to 11th and 12th grade students. The course focuses on sustainable agricultural practices that can be used in an urban area with limited space. This year-long course will include labs and partnerships with area businesses and not-for-profit groups.</p> <p>Intended outcomes of this workshop include:</p> <ul style="list-style-type: none"> ● Develop units and lab activities around the core competencies of urban agriculture. ● Develop a Curriculum Map with common formative and summative assessments aligned to standards. ● Develop a Course Syllabus. 		\$4,050.00
3. Data Probability	Develop new course curriculum map, assessments, classroom experiences, etc.	2 Teachers 50 Hours	\$2,025.00
4. Geometry Construction	<p>Geometry Construction is a new course for students taking geometry who want to include a practical application of geometry to construction.</p> <p>Intended outcomes of this workshop include:</p> <ul style="list-style-type: none"> ● Develop units and lab activities around the core competencies of geometry construction. ● Develop a Curriculum Map with common formative and summative assessments aligned to standards. ● Develop a Course Syllabus. 	2 Teachers 100 Hours	\$4,050.00
5. Math Alt Assess	Instruction will be provided on how alternative forms of assessment benefit students and align with Common Core State Standards Mathematical Practices. Teams will then have time to develop assessments and rubrics that provide alternatives to traditional tests that could be used as additional means of measuring student learning in place of/in addition to traditional tests. Team members will take their alternative assessment back to the PLC's for use during the 2022-2023 school year.	10 Teachers 150 Hours	\$6,075.00 Title II
6. Biology Storylining	<p>During the 2018-2019 school year, LT's Biology Team fully implemented a storylining curriculum, which is aligned to the Next Generation Science Standards. Each unit in this curriculum is driven by a scientific story. Students uncover the story as they engage in inquiry and investigation that builds upon itself with each successive day. Scientific skills and cross-cutting concepts are embedded in every unit of study, thereby, increasing the amount of exposure and practice students receive.</p> <p>The purpose of this summer training is to review storylining concepts for those who have worked with the process since 2018 and provide initial training for those new to the biology team.</p> <p>Sessions will be led by a trainer to ensure all teachers have the same storylining</p>	11 Teachers	\$2,200 per diem

	<p>understanding. Training will include an overview of philosophy, development of instructional strategies, and structure of storylining units.</p>		
PHYSICAL WELFARE			
1. Yoga	<p>This will be our final opportunity to have our certified Yoga instructors collaborate on our new Yoga curriculum. While there has been a significant amount of planning that has gone into the development of this class, it will be important to have dedicated time to take the course plans, unit plans, and individual lessons that have been developed and ensure they are linked to standards and are assessed in an accurate way. While each teacher is a 200 hour Yoga certified instructor, it will be important that all teachers collaborate to ensure we are providing a safe, supported, and consistent curriculum regardless of instructor.</p> <p>Intended outcomes of this workshop include:</p> <ul style="list-style-type: none"> - Yoga curriculum map with common formative and summative assessments that are aligned to standards. - The development of supplemental learning materials for students in the course. - The development of individual lessons linked to SHAPE standards, IL Learning standards, and SEL standards. 	3 Teachers 30 Hours	\$1,215.00
2. Jr. Sr. Strength Training	<p>This summer workshop would be essential for creating vertical alignment as well as progression for our Strength Training courses.</p> <p>Sophomore Strength is providing our students with an incredible introductory course for our students, and therefore, our Junior and Senior Strength Training will need to vertically align while adding progression to compound and auxiliary lifting techniques, supplementary exercises, skills and cognitive assessments. This summer workshop will be vital to our Junior and Seniors in Strength Training courses.</p> <p>Intended outcomes of this workshop include:</p> <ul style="list-style-type: none"> ● Vertically aligned curriculum with differentiated curriculum for students that repeat the Junior/Senior course ● Adjusted formative and summative assessments that are aligned to the revised curriculum 	5 Teachers 50 Hours	\$2,025.00
3. Freshman SEL	<p>The Freshman Physical Education PLC will utilize summer workshop time to look at student data regarding social emotional learning. Based upon this data, the Freshman PLC will update and redesign the current curriculum to continue to meet district and state goals. Currently there are 16 SEL lessons that are taught to freshman physical education students throughout the course of a school year. The PLC would appreciate</p>	6 Teachers 60 Hours	\$2,430.00

	<p>the time to improve the SEL experience for all freshman students to ensure we are providing an impactful experience for all students.</p> <p>Intended outcomes of this workshop include:</p> <ul style="list-style-type: none"> ● an analysis of student data collected over the first 2 years in the RULER curriculum <p>Revised unit plan and curriculum based on student data and teacher reflections.</p>		
SPECIAL EDUCATION			
1. LIFE Health	<p>The Health curriculum is currently delivered to students in LIFE A and LIFE B classes within their academic courses. A community agency partner works with the LIFE A and LIFE B teachers to prepare the lessons. After encountering scheduling conflicts this year, we identified a need to deliver the Health curriculum within the LIFE PE class to ensure that all students have access to the curriculum, to reduce impact on other academic content time, to ensure that the curriculum includes all required state standards, and to align with the general education Health curriculum.</p> <p>Intended outcomes of this workshop include:</p> <ul style="list-style-type: none"> -The development of individual lessons linked to IL Learning standards, SEL standards, and the required content to be covered through health education. -The development of common formative and summative assessments that are aligned to standards. -The development of supplemental learning materials for students in the course. 	5 Teachers 75 Hours	\$3,037.50
STUDENT SERVICES			
1. Marilyn Friend Training	<p>Co-teaching has become an integral part of educators' efforts to raise the achievement of students with disabilities and reduce the gap between their achievement and that of their peers. However, co-teaching is far more than assigning two teachers to a classroom. In this 2-day workshop, essential topics for building strong co-teaching partnerships and refining instructional practices will be explored.</p> <p>Here are the guiding questions and related key topics we'll address:</p> <ol style="list-style-type: none"> 1. What is co-teaching? What are terms sometimes confused with co-teaching? <ul style="list-style-type: none"> ● The vocabulary and concepts of co-teaching ● Co-teaching v. team teaching v. collaboration v. inclusion 2. How are special education services implemented within co-teaching? <ul style="list-style-type: none"> ● Definition of specially designed instruction (SDI) ● Characteristics of SDI ● Co-teachers' obligations to implement SDI 3. How do co-teachers build (or renew) their partnership? <ul style="list-style-type: none"> ● Professional roles of co-teachers ● Suggestions for the beginning of a new school year ● Self-awareness and self-understanding 	19 Teachers	\$3,800 per diem Title II

	<p>4. Why is co-teaching essential in today's schools?</p> <ul style="list-style-type: none"> • Legislation and policy related to co-teaching • Data on co-teaching effectiveness Research on co-teaching • Student data supporting co-teaching <p>5. How do co-teachers create instructional intensity through co-teaching?</p> <ul style="list-style-type: none"> • Description of six co-teaching approaches, including variations of them • Strategies for grouping students for co-teaching • Examples of lessons and evidence-based instructional strategies that are more easily implemented or enhanced through co-teaching <p>6. What is needed to make co-teaching sustainable?</p> <ul style="list-style-type: none"> • Common planning time and scheduling co-teaching • Co-teaching class composition • Administrative support for co-teaching <p>7. What are common co-teaching issues, dilemmas, and challenges?</p> <ul style="list-style-type: none"> • Partnership problems (reluctant partners; absent partners) • Parent questions and concerns • Your additional questions and concerns 		
2. Co-Teaching Implementation	For the additional 15 hours of workshop time, co-teaching pairs (who will be teaching in the initial phase of 2022-23), will work together to review the IEP's of the Special Education students enrolled in the course to determine the required specialized instruction. The pairs will create instructional plans and determine a structure and schedule for common planning, delivery of instruction, and assessment of student learning.	9 Teachers 135 Hours	\$5,467.50 Title II
		Total District Cost \$38,852.50	
		Total Grant Cost \$54,107.50	
		Total Cost \$92,959.00	

LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
2022 Summer Workshop Proposal

I. DIRECTIONS
<ul style="list-style-type: none"> • Proposal(s) for 2022 Summer Workshops must be completed using this form. Save to your file first. • Division chair submits proposals to Curriculum/Instruction Office by Monday, February 7, 3:00 p.m. • Submit form electronically and in hard copy.

II. DIVISION(S) AND DEPARTMENT(S)	IV. DIVISION CHAIR USE ONLY
A. Division Curriculum & Instruction	A. Number and priority of department proposals (specify priority order, e.g., 2 of 8, etc.) <div style="text-align: center; border: 1px solid black; width: 100px; margin: 0 auto;"> 1 of 5 </div>
B. Department Assessment & Research	
III. TITLE AND CRITERIA	
A. Workshop Title Professional Learning Team (PLT)	B. Funding source(s) and account numbers
B. Selection Criteria Priority	<input checked="" type="checkbox"/> Grant Account
<input type="checkbox"/> 1. Approved Curriculum Change	<input type="checkbox"/> District Budget Account
<input checked="" type="checkbox"/> 2. District Goals	<input type="checkbox"/> Township Initiative
<input type="checkbox"/> 3. Federal and/or State Mandates:	<input type="checkbox"/> Other

V. NAME(S), DAYS, DATES, AND HOURS (Provide the names of all faculty, including media specialists, librarians, etc., who will work in this workshop. A typical summer workshop day is 5 hours.)			
NAMES	DATES	# OF DAYS	TOTAL HOURS
1. Allan, Bill	June 1-2, 21	3	½ day stipend + 8 hours
2. Bacon, Kirstin	June 1-2	2	8 hours
3. Bowker, Nora	June 1-2, 21	3	½ day stipend + 8 hours
4. Condon, Virginia	June 1-2	2	8 hours
5. Donahue, Shannon	June 1-2, 21	3	½ day stipend + 8 hours
6. Doyle, Allison	June 1-2, 21	3	½ day stipend + 8 hours
7. Enright, Karly	June 1-2, 21	3	½ day stipend + 8 hours
8. Gutierrez, Daniella	June 1-2, 21	3	½ day stipend + 8 hours
9. Harbin, Michelle	June 1-2, 21	3	½ day stipend + 8 hours
10. Johannes, Andrew	June 1-2, 21	3	½ day stipend + 8 hours
11. Mancini, Deana	June 1-2	2	8 hours
12. Malik, Nadia	June 1-2, 21	3	½ day stipend + 8 hours
13. Meyers, Katie	June 1-2, 21	3	½ day stipend + 8 hours
14. Mitchell, Kate	June 1-2, 21	3	½ day stipend + 8 hours
15. Musick, John	June 1-2, 21	3	½ day stipend + 8 hours
16. Orrico, Annette	June 1-2	2	8 hours
17. Plichta, Lisa	June 1-2	2	8 hours
18. Quane, Maggie	June 1-2, 21	3	½ day stipend + 8 hours
19. Salaymeh, Callie	June 1-2, 21	3	½ day stipend + 8 hours
20. Voy, Darragh	June 1-2, 21	3	½ day stipend + 8 hours
21. Wilson, Nekeia	June 1-2	2	8 hours
TOTALS		21 People	168 hours
		15 People	½ day per diem @ \$50 = \$750

VI. SUMMER WORKSHOP DESCRIPTION (In this box, provide a clearly written detailed description of the work to be done, impact on teaching/learning/students, course enrollment, etc.)

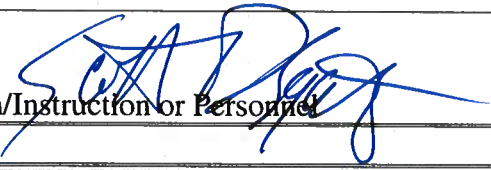
LT's Professional Learning Team has been in existence since March, 2011. When the PLT began their journey in 2011, they implemented a professional learning design that consisted of several strands including assessment literacy, differentiated instruction, and discipline-based literacy (CCSS). In 2018, a new strand was added, social-emotional learning. In 2019, we expanded to this strand by adding included awareness training. In 2022, we will further evolve this strand to encompass culturally responsive pedagogy.

LT's Professional Learning Team is implementing their annual two-day workshop (8 hours total) to:

- analyze survey results, mentoring program surveys, LT team information, Instructional Coaching data, and book study feedback,
- analyze participation data in the district's various professional learning opportunities,
- review the principles of adult learning,
- review the school's current learning needs,
- review and revise the PLT's professional learning design in order to respond to staff needs and principles of adult learning,
- determine 2022-23 professional learning opportunities,
- identify means of evaluating next year's professional learning on student achievement,
- create a publication communicating all professional learning opportunities for the 2022-23 school year.

In addition to the annual two days requested by the Professional Learning Team to accomplish the aforementioned activities, the members of this team will also attend a six-hour workshop with LT's Equity Ambassadors on June 21, 2022. This workshop will be delivered by Dr. Ghouldy Muhammad and will provide an overview of the five pursuits outlined in her book, *Cultivating Genius*. By attending the workshop with Dr. Muhammad, PLT members will receive the background needed to support the Equity Ambassadors as they deliver next year's professional learning content.

By providing effective professional learning on essential aspects of teaching and learning, staff will receive the support needed to improve classroom practices which will enhance student learning.

VII. SIGNATURES AND APPROVAL	
Primary Submitting Teacher(s)	Date
Curriculum Coordinator(s)/Assistant Division Chair(s)	Date
Division Chair(s)	Date
Director of Curriculum/Instruction or Personnel 	Date 3/9/22

VIII. CURRICULUM OFFICE USE ONLY	
Approved as submitted <input checked="" type="checkbox"/>	Not approved with rationale
Approved with revisions	Total hours approved
District budget hours	Grant hours <i>all Title II</i>
Other hours	Maximum cost allowable

**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
2022 Summer Workshop Proposal**

I. DIRECTIONS

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- Submit form electronically and in hard copy.

II. DIVISION(S) AND DEPARTMENT(S)		IV. DIVISION CHAIR USE ONLY	
A. Division	Curriculum & Inst.	A. Number and priority of department proposals (specify priority order, e.g., 2 of 8, etc.)	
B. Department	Equity & Belonging		
III. TITLE AND CRITERIA		2	of 5
A. Workshop Title	Equity Ambassador Training	B. Funding source(s) and account numbers <input checked="" type="checkbox"/> Grant Account <input type="checkbox"/> District Budget Account <input type="checkbox"/> Township Initiative <input type="checkbox"/> Other	
B. Selection Criteria Priority			
<input type="checkbox"/> 1. Approved Curriculum Change			
<input checked="" type="checkbox"/> 2. District Goals			
<input type="checkbox"/> 3. Federal and/or State Mandates			

V. NAME(S), DAYS, DATES, AND HOURS (Provide the names of all faculty, including media specialists, librarians, etc., who will work in this workshop. A typical summer workshop day is 5 hours.)

NAMES	DATES	NUMBER OF DAYS	TOTAL HOURS
1. Bacon, Kirsten	June 21, 22, 23	3	\$100 stipend and 12 hours
2. Basic, Brianna	June 21, 22, 23	3	\$100 stipend and 12 hours
3. Bauer, Jane	June 21, 22, 23	3	\$100 stipend and 12 hours
4. Becker, Jack	June 21, 22, 23	3	\$100 stipend and 12 hours
5. Birck, Mackenzie	June 21, 22, 23	3	\$100 stipend and 12 hours
6. Buchanan, Amanda	June 21, 22, 23	3	\$100 stipend and 12 hours
7. Carlson, Natalie	June 21, 22, 23	3	\$100 stipend and 12 hours
8. Condon, Virginia	June 21, 22, 23	3	\$100 stipend and 12 hours
9. Hartley, David	June 21, 22, 23	3	\$100 stipend and 12 hours
10. Lafontaine, Ben	June 21, 22, 23	3	\$100 stipend and 12 hours
11. Lambert, Tiz	June 21, 22, 23	3	\$100 stipend and 12 hours
12. Laskowski, Allie	June 21, 22, 23	3	\$100 stipend and 12 hours
13. Lerma, Serena	June 21, 22, 23	3	\$100 stipend and 12 hours
14. Mancini, Deana	June 21, 22, 23	3	\$100 stipend and 12 hours
15. Manthei, Kirsten	June 21, 22, 23	3	\$100 stipend and 12 hours
16. Martinez, Elizabeth	June 21, 22, 23	3	\$100 stipend and 12 hours
17. Petersen, Toni	June 21, 22, 23	3	\$100 stipend and 12 hours
18. Petrevski, Natalie	June 21, 22, 23	3	\$100 stipend and 12 hours
19. Reid, Vikki	June 21, 22, 23	3	\$100 stipend and 12 hours
20. Roessler, Jessica	June 21, 22, 23	3	\$100 stipend and 12 hours
21. Salah, Zainab	June 21, 22, 23	3	\$100 stipend and 12 hours
22. Skendzel, Brad	June 21, 22, 23	3	\$100 stipend and 12 hours
23. Thimmig, Kelsey	June 21, 22, 23	3	\$100 stipend and 12 hours
24. Wilson, Nekeia	June 21, 22, 23	3	\$100 stipend and 12 hours
25. Zavala, Samantha	June 21, 22, 23	3	\$100 stipend and 12 hours
TOTALS		25 People	\$100 stipend * 25 + (\$2,500) 300 hours

VI. SUMMER WORKSHOP DESCRIPTION (In this box, provide a clearly written detailed description of the work to be done, impact on teaching/learning/students, course enrollment, etc.)

In an effort to actualize the Board's equity statement, LT has focused district-wide professional learning on cultivating belonging during the 2021-2022 school year. By utilizing Cobb and Krownapple's Dignity Framework, the staff has learned the indicators of belonging, organizational dispositions that must be present to cultivate belonging, and actions that can be taken to honor the dignity of all students.

To build off of this year, LT's Professional Learning Team will focus next year's learning on cultivating belonging in our instruction. Since this is a new topic in LT's professional learning design, we will employ the district's model of train-the-trainer. This model has been used effectively in the past to educate our staff on the formative assessment process, differentiated instruction, and disciplinary literacy. This model requires recruitment of willing staff members to receive extensive training early on, so they can later serve as the trainers to our larger faculty.

In January, twenty-five staff members volunteered to become Equity Ambassadors (or trainers). Throughout the months of January-May, these staff members are engaging in two book studies facilitated by Dr. Rowe. While the book studies are building the knowledge base of the Equity Ambassadors, a three-day summer workshop would allow for intentional application of this knowledge to their classroom instruction.

If approved, the first day would be facilitated by Ghody Muhammad. She is the author of *Cultivating Genius*, which is one of the books that the Equity Ambassadors are reading this spring. Dr. Muhammad will provide participants with a framework for developing unit and lesson plans that honor the identity and genius of every student. On the second and third days of this workshop, Dr. Rowe will guide Equity Ambassadors in designing discipline-based lessons that incorporate Dr. Muhammad's framework. These lessons will not only benefit the student recipients in the fall, but they will also benefit the faculty because they will serve as strong instructional models. Also, on the second and third days of this workshop, the Equity Ambassadors will outline the training they will provide on District Institute Days, as well as during volunteer opportunities (like Planning Period PD or L-Teams).

VII. SIGNATURES AND APPROVAL	
Primary Submitting Teacher(s)	Date
Curriculum Coordinator(s)/Assistant Division Chair(s)	Date
Division Chair(s)	Date
Director of Curriculum/Instruction or Personnel	Date

VIII. CURRICULUM OFFICE USE ONLY	
Approved as submitted ✓	Not approved with rationale
Approved with revisions	Total hours approved
District budget hours	Grant hours <i>all Title II</i>
Other hours	Maximum cost allowable

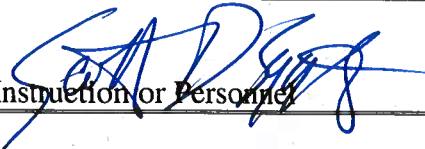
**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
2022 Summer Workshop Proposal**

I. DIRECTIONS
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B. Department Assessment & Research	
III. TITLE AND CRITERIA	
A. Workshop Title A-F Grading Workshop	B. Funding source(s) and account numbers <input checked="" type="checkbox"/> Grant Account <input type="checkbox"/> District Budget Account <input type="checkbox"/> Township Initiative <input type="checkbox"/> Other
B. Selection Criteria Priority	
<input type="checkbox"/> 1. Approved Curriculum Change	
<input checked="" type="checkbox"/> 2. District Goals	
<input type="checkbox"/> 3. Federal and/or State Mandates:	

V. NAME(S), DAYS, DATES, AND HOURS (Provide the names of all faculty, including media specialists, librarians, etc., who will work in this workshop. A typical summer workshop day is 5 hours.)			
NAMES	DATES	NUMBER OF DAYS	TOTAL HOURS (Days x 5)
1. Course Team – 5 Teachers- TBD	June 1, 2	2 Days	30
2. Course Team – 5 Teachers- TBD	June 1, 2	2 Days	30
3. Course Team – 4 Teachers- TBD	June 1, 2	2 Days	24
4. Course Team – 4 Teachers- TBD	June 1, 2	2 Days	24
5.			
TOTALS		18 People	108

VI. SUMMER WORKSHOP DESCRIPTION (In this box, provide a clearly written detailed description of the work to be done, impact on teaching/learning/students, course enrollment, etc.)
<p>In an effort to meet LT's grading goals of reporting learning by skills/concepts through an A-F (no percentages) scale, several additional course teams will transition to this reporting method in 2022-2023. Transitioning to grading by skills/concepts requires a restructuring of the course. Specifically, teams must realign their summative assessments so that they clearly evaluate the targeted skills/concepts. Additionally, teams must revise or redesign formative assessments to ensure students receive relevant feedback prior to the summative experience.</p> <p>This workshop will be facilitated by administrators who will review the purpose of the aforementioned grading system. Facilitators will provide teams a framework to: identify the targeted skills/concepts that will be reported in the gradebook, review their current assessments for these skills/concepts, align assessment items to these skills/concepts, and set up their gradebook to report by these skills/concepts. Additionally, facilitators will demonstrate how to set up a skills-based gradebook in Infinite Campus without using percentages and points.</p> <p>Following the review of the framework, course teams will collaborate to apply guidelines previously provided to all their units of study. While teams will likely need to work past the time provided in the workshop, the two-day opportunity will ensure a successful transition to the A-F grading scale. As a result, students in these courses in the 2022-23 school year will benefit from a grading system that clearly articulates their acquisition of knowledge and skills.</p>

VII. SIGNATURES AND APPROVAL	
Primary Submitting Teacher(s)	Date
Curriculum Coordinator(s)/Assistant Division Chair(s)	Date
Division Chair(s)	Date
Director of Curriculum/Instruction or Personnel 	Date 3/9/22

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Other hours	Maximum cost allowable

LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
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A. Division Curriculum & Instruction	A. Number and priority of department proposals (specify priority order, e.g., 2 of 8, etc.) <table style="margin-left: auto; margin-right: auto; border: 1px solid black;"> <tr> <td style="border: 1px solid black; padding: 2px 10px;">4</td> <td style="padding: 0 5px;">of</td> <td style="border: 1px solid black; padding: 2px 10px;">5</td> </tr> </table>	4	of	5
4		of	5	
B. Department Assessment & Research				
III. TITLE AND CRITERIA				
A. Workshop Title Summer Professional Week Leaders	B. Funding source(s) and account numbers			
B. Selection Criteria Priority	<input checked="" type="checkbox"/> Grant Account			
<input type="checkbox"/> 1. Approved Curriculum Change	<input type="checkbox"/> District Budget Account			
<input checked="" type="checkbox"/> 2. District Goals	<input type="checkbox"/> Township Initiative			
<input type="checkbox"/> 3. Federal and/or State Mandates:	<input type="checkbox"/> Other			

V. NAME(S), DAYS, DATES, AND HOURS (Provide the names of all faculty, including media specialists, librarians, etc., who will work in this workshop. A typical summer workshop day is 5 hours.)			
NAMES	DATES	NUMBER OF DAYS	TOTAL HOURS
1. Bowker, Nora	Session 8/8-12 + prep.	2	6
2. Wilcox, Krista	Session 8/8-12 + prep.	2	6
3. Salaymeh, Callie	Session 8/8-12 + prep.	2	6
4. Voy, Darragh	Session 8/8-12 + prep.	2	6
5. Vrtis, Jeremy	Session 8/8-12 + prep.	2	6
6. Rivan, Rebecca	Session 8/8-12 + prep.	2	6
7. Maffey, Joseph	Session 8/8-12 + prep.	2	6
8. Teacher Presenter	Session 8/8-12 + prep.	2	6
9. Teacher Presenter	Session 8/8-12 + prep.	2	6
10. Teacher Presenter	Session 8/8-12 + prep.	2	6
11. Teacher Presenter	Session 8/8-12 + prep.	2	6
TOTALS		22	66

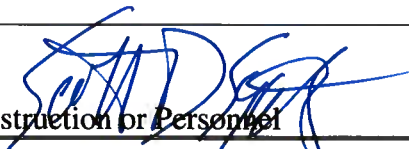
VI. SUMMER WORKSHOP DESCRIPTION (In this box, provide a clearly written detailed description of the work to be done, impact on teaching/learning/students, course enrollment, etc.)
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With evolving grading practices, technological changes, and instructional needs, staff has a great deal to balance. The Professional Learning Team would like to offer a variety of three-hour (half day) sessions during the week of August 8th through August 11th to provide refresher training prior to the start of school. If this proposal is approved, each session will be assigned a date and time within the week of August 8-12. Staff will receive a brochure with session options and registration information.

The sessions that will be offered include:

- Actualizing the Dignity Standards
- Aligning Formatives to Summatives
- Assessment Design 101
- Creating a Variety of Formative and Summative Assessment Types
- Cultivating Belonging while Teaching the SEL Standards and Using the Formative Assessment Practices
- Designing Performance Tasks
- Effective Feedback
- Reading and Managing IEPs
- Tech Session 1: Canvas, Re-takes with Badges, and SecURLY
- Tech Session 2: Enhancing Instruction with Technology
- The Fundamentals of Differentiated Instruction

In order to run these sessions, facilitators will need time to plan and develop session resources. In addition, they will need time on the day of each session to facilitate. The above proposal indicates the nine staff facilitators will need six hours total to plan and run their session. Participants would receive a \$50.00 stipend for each three-hour session that they attend.

VII. SIGNATURES AND APPROVAL	
Primary Submitting Teacher(s)	Date
Curriculum Coordinator(s)/Assistant Division Chair(s)	Date
Division Chair(s)	Date
Director of Curriculum/Instruction or Personnel 	Date 3/9/22

VIII. CURRICULUM OFFICE USE ONLY	
Approved as submitted <input checked="" type="checkbox"/>	Not approved with rationale
Approved with revisions	Total hours approved
District budget hours	Grant hours <i>all Title II</i>
Other hours	Maximum cost allowable

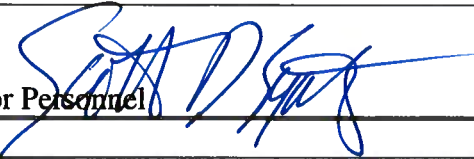
LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
2022 Summer Workshop Proposal

I. DIRECTIONS
<ul style="list-style-type: none"> • Proposal(s) for 2022 Summer Workshops must be completed using this form. Save to your file first. • Division chair submits proposals to Curriculum/Instruction Office by Monday, February 7, 3:00 p.m. • Submit form electronically and in hard copy.

II. DIVISION(S) AND DEPARTMENT(S)	IV. DIVISION CHAIR USE ONLY			
A. Division Curriculum & Instruction	A. Number and priority of department proposals (specify priority order, e.g., 2 of 8, etc.) <table style="margin-left: auto; margin-right: auto; border-collapse: collapse;"> <tr> <td style="border: 1px solid black; padding: 2px 10px;">5</td> <td style="padding: 0 5px;">of</td> <td style="border: 1px solid black; padding: 2px 10px;">5</td> </tr> </table>	5	of	5
5		of	5	
B. Department Assessment & Research				
III. TITLE AND CRITERIA				
A. Workshop Title Refresher Training Sessions	B. Funding source(s) and account numbers			
B. Selection Criteria Priority	<input checked="" type="checkbox"/> Grant Account			
<input type="checkbox"/> 1. Approved Curriculum Change	<input type="checkbox"/> District Budget Account			
<input checked="" type="checkbox"/> 2. District Goals	<input type="checkbox"/> Township Initiative			
<input type="checkbox"/> 3. Federal and/or State Mandates:	<input type="checkbox"/> Other			

V. NAME(S), DAYS, DATES, AND HOURS (Provide the names of all faculty, including media specialists, librarians, etc., who will work in this workshop. A typical summer workshop day is 5 hours.)			
NAMES	DATES	NUMBER OF DAYS	TOTAL HOURS
200 participants	Sessions 8/8-12	½ day = \$50	100 days
TOTALS		Per diem	\$10,000

VI. SUMMER WORKSHOP DESCRIPTION (In this box, provide a clearly written detailed description of the work to be done, impact on teaching/learning/students, course enrollment, etc.)
<p>With evolving grading practices, technological changes, and instructional needs, staff has a great deal to balance. The Professional Learning Team would like to offer a variety of three-hour (half day) sessions during the week of August 8th through August 12th to provide refresher training prior to the start of school. If this proposal is approved, each session will be assigned a date and time within the week of August 8-12. Staff will receive a brochure with session options and registration information.</p> <p>The sessions that will be offered include:</p> <ul style="list-style-type: none"> • Actualizing the Dignity Standards • Aligning Formatives to Summatives • Assessment Design 101 • Creating a Variety of Formative and Summative Assessment Types • Cultivating Belonging while Teaching the SEL Standards and Using the Formative Assessment Practices • Designing Performance Tasks • Effective Feedback • Reading and Managing IEPs • Tech Session 1: Canvas, Re-takes with Badges, and SecURLY • Tech Session 2: Enhancing Instruction with Technology • The Fundamentals of Differentiated Instruction <p>Participants will receive a \$50 per diem stipend for each session they attend.</p>

VII. SIGNATURES AND APPROVAL	
Primary Submitting Teacher(s)	Date
Curriculum Coordinator(s)/Assistant Division Chair(s)	Date
Division Chair(s)	Date
Director of Curriculum/Instruction or Personnel 	Date 3/9/22

VIII. CURRICULUM OFFICE USE ONLY	
Approved as submitted	Not approved with rationale
Approved with revisions ✓	Total hours approved
District budget hours	Grant hours <i>all Title II</i>
Other hours	Maximum cost allowable


**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
2022 Summer Workshop Proposal**

I. DIRECTIONS
<ul style="list-style-type: none"> • Proposal(s) for 2022 Summer Workshops must be completed using this form. Save to your file first. • Division chair submits proposals to Curriculum/Instruction Office by Monday, February 7, 3:00 p.m. • Submit form electronically and in hard copy.

II. DIVISION(S) AND DEPARTMENT(S)	IV. DIVISION CHAIR USE ONLY
A. Division Fine Arts	A. Number and priority of department proposals (specify priority order, e.g., 2 of 8, etc.)
B. Department World Language	
III. TITLE AND CRITERIA	1 of 1
A. Workshop Title Spanish II Alignment	B. Funding source(s) and account numbers
B. Selection Criteria Priority	<input type="checkbox"/> Grant Account
<input type="checkbox"/> 1. Approved Curriculum Change	<input type="checkbox"/> District Budget Account
<input type="checkbox"/> 2. District Goals: NCLB & PSAE	<input type="checkbox"/> Township Initiative
<input type="checkbox"/> 3. Federal and/or State Mandates: NCLB & PSAE	<input type="checkbox"/> Other

V. NAME(S), DAYS, DATES, AND HOURS (Provide the names of all faculty, including media specialists, librarians, etc., who will work in this workshop. A typical summer workshop day is 5 hours.)			
NAMES	DATES	NUMBER OF DAYS	TOTAL HOURS (Days x 5)
1. Laura Villanueva	TBD	4	20 hours
2. Maggie Hellermann	TBD	4	20 hours
3. Karly Enright	TBD	4	20 hours
4. Spanish 2 team member	TBD	4	20 hours
TOTALS		16	80

VI. SUMMER WORKSHOP DESCRIPTION (In this box, provide a clearly written detailed description of the work to be done, impact on teaching/learning/students, course enrollment, etc.)
<p>The ultimate goal for students enrolled in this course is to enhance communication and comprehension of Spanish by using the language in authentic situations. To better achieve this goal, the Spanish II team will be basing our curriculum on Proficiency Based Teaching, enhanced with the textbook series "Autentico." We will diligently work to complete an array of tasks that, once implemented in the coming school year, will help us guide our students towards the overarching goal of communicating authentically while using auxiliary activities and materials provided by the textbook series.</p> <p>Our team has seen the need to review, revise and restructure our course to meet the needs of students whose Spanish experience has been disrupted due to Covid. This year we were able to piece together an additional unit to "even the playing field" but need a summer workshop to formally add it to our curricular sequence and make adjustments to our teaching timeline, summative and formative assessments and authentic teaching materials.</p>

VII. SIGNATURES AND APPROVAL	
<i>Margaret Hellermann</i>	02/07/2022
Primary Submitting Teacher(s)	Date
Curriculum Coordinator(s)/Assistant Division Chair(s)	Date
<i>Paula A. Nardi</i>	02/07/2022
Division Chair(s)	Date
Director of Curriculum/Instruction or Personnel 	Date <i>3/9/22</i>

VIII. CURRICULUM OFFICE USE ONLY	
Approved as submitted ✓	Not approved with rationale
Approved with revisions	Total hours approved
District budget hours <i>all District</i>	Grant hours
Other hours	Maximum cost allowable

**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
2022 Summer Workshop Proposal**

I. DIRECTIONS

- Proposal(s) for 2022 Summer Workshops must be completed using this form. Save to your file first.
- Division chair submits proposals to Curriculum/Instruction Office by Monday, February 7, 3:00 p.m.
- Submit form electronically and in hard copy.

II. DIVISION(S) AND DEPARTMENT(S)	IV. DIVISION CHAIR USE ONLY			
A. Division Global Studies	A. Number and priority of department proposals (specify priority order, e.g., 2 of 8, etc.) <table border="1" style="margin-left: auto; margin-right: auto;"><tr><td style="width: 30px; text-align: center;">1</td><td style="width: 30px; text-align: center;">of</td><td style="width: 30px; text-align: center;">1</td></tr></table>	1	of	1
1		of	1	
B. Department Social Studies				
III. TITLE AND CRITERIA	B. Funding source(s) and account numbers			
A. Workshop Title U.S. History Workshop				
B. Selection Criteria Priority				
<input type="checkbox"/> 1. Approved Curriculum Change				
<input checked="" type="checkbox"/> 2. District Goals	<input type="checkbox"/> Grant Account			
<input type="checkbox"/> 3. Federal and/or State Mandates:	<input type="checkbox"/> District Budget Account			
	<input type="checkbox"/> Township Initiative			
	<input type="checkbox"/> Other			

V. NAME(S), DAYS, DATES, AND HOURS (Provide the names of all faculty, including media specialists, librarians, etc., who will work in this workshop. A typical summer workshop day is 5 hours.)

NAMES	DATES	NUMBER OF DAYS	TOTAL HOURS
1. Condon, Virginia	June 6-10	5	20
2. Johannes, Andrew	June 6-10	5	20
3. Vahl, Mica	June 6-10	5	20
4. AP U.S. History Teacher	June 6-10	5	20
5. U.S. History Prep. Teacher	June 6-10	5	20
6. U.S. History Prep. Teacher	June 6-10	5	20
7. U.S. History Prep. Teacher	June 6-10	5	20
8. U.S. History Prep. Teacher	June 6-10	5	20
9. U.S. History Accel Teacher	June 6-10	5	20
10. U.S. History Accel Teacher	June 6-10	5	20
11. U.S. History Accel Teacher	June 6-10	5	20
TOTALS		55	220

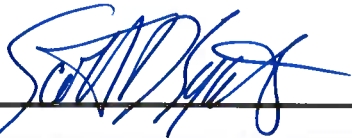
VI. SUMMER WORKSHOP DESCRIPTION (In this box, provide a clearly written detailed description of the work to be done, impact on teaching/learning/students, course enrollment, etc.)

New Social Studies standards will be implemented in the [state of Illinois](#) for the 2022-2023 school year. These standards put an emphasis on teaching the skills of developing and planning inquiries, evaluating sources and using evidence, and communicating conclusions and taking informed action. While these skills have always been embedded in social studies courses to a degree, they have not always intentionally been the vehicle for delivering the social studies content. As a result, it will be necessary for some of LT's social studies courses to redesign or revise their curriculum through this new lens, which compliments LT's desire to move towards a skill/concept-based A-F grading system.

The U.S. History Preparatory and U.S. History Accelerated level courses would like to take advantage of the state's timely adoption of these new standards to revamp their curriculum. Redesigning the U.S. History curriculum would also provide an opportunity to ensure: the course content and course resources are inclusive of all American identities and perspectives, the units of study emphasize recurring patterns and themes that can be traced through time, the units of study are arranged intentionally to incorporate the formative assessment process, multiple types of summative assessment are woven throughout the curriculum, and formative assessments are tightly aligned to summative experiences.

With the plethora of curricular changes that need to be considered in the redesigning of the US History course at both the prep and accel levels, the process for engaging in this work will be slightly different than in the past. On the initial day of the workshop, the team would receive a review of the curriculum redesign process facilitated by the Curriculum Office, as well as a refresher on the formative assessment process from the Instructional Coach, and an overview of culturally responsive pedagogy facilitated by an Equity Ambassador. With a clear redesign framework in place and an expectation of the instructional components, the team and Instructional Coach would then collaborate to develop the course units of instruction, complete the essential curriculum documents for both the prep and accel levels (curriculum map, pacing guide, and syllabus) and set-up their skills/concept-based A-F gradebook. Since the first day of the workshop would be devoted to learning, the team is requesting five days of four hours per day to complete the redesign. Additionally, the proposal includes a representative from the World History course and AP U.S. History course. The inclusion of these staff members will allow other courses to follow a similar process with making curricular changes in the future.

If this summer workshop is granted, students in U.S. Prep and Accel courses in the 2022-2023 school year would engage in a curriculum that uses the new skills-based standards to deliver the history content in a student-centered and culturally responsive manner. Their learning would be communicated through a skills/concept-based gradebook.

VII. SIGNATURES AND APPROVAL	
Primary Submitting Teacher(s)	Date
Curriculum Coordinator(s)/Assistant Division Chair(s)	Date
Division Chair(s)	Date
Director of Curriculum/Instruction or Personnel 	Date <i>3/9/22</i>

VIII. CURRICULUM OFFICE USE ONLY	
Approved as submitted <i>✓</i>	Not approved with rationale
Approved with revisions	Total hours approved
District budget hours <i>all District</i>	Grant hours
Other hours	Maximum cost allowable

LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
2022 Summer Workshop Proposal


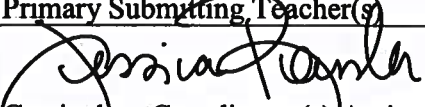
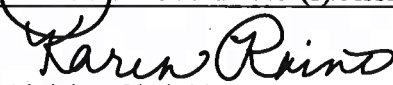

I. DIRECTIONS

- Proposal(s) for 2022 Summer Workshops must be completed using this form. Save to your file first.
- Division chair submits proposals to Curriculum/Instruction Office by Monday, February 7, 3:00 p.m.
- Submit form electronically and in hard copy.

II. DIVISION(S) AND DEPARTMENT(S)	IV. DIVISION CHAIR USE ONLY
A. Division LAD	A. Number and priority of department proposals (specify priority order, e.g., 2 of 8, etc.) <div style="text-align: center;">1 of 3</div>
B. Department English	
III. TITLE AND CRITERIA	
A. Workshop Title EL Reading	B. Funding source(s) and account numbers
B. Selection Criteria Priority	<input checked="" type="checkbox"/> Grant Account
<input checked="" type="checkbox"/> 1. Approved Curriculum Change	<input type="checkbox"/> District Budget Account
<input type="checkbox"/> 2. District Goals: NCLB & PSAE	<input type="checkbox"/> Township Initiative
<input type="checkbox"/> 3. Federal and/or State Mandates: NCLB & PSAE	<input type="checkbox"/> Other

V. NAME(S), DAYS, DATES, AND HOURS (Provide the names of all faculty, including media specialists, librarians, etc., who will work in this workshop. A typical summer workshop day is 5 hours.)			
NAMES	DATES	NUMBER OF DAYS	TOTAL HOURS (Days x 5)
1. Deana Mancini	6/2 – 6/4	3	15
2.			
3.			
4.			
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6.			
7.			
8.			
9.			
10.			
TOTALS		3	15

VI. SUMMER WORKSHOP DESCRIPTION (In this box, provide a clearly written detailed description of the work to be done, impact on teaching/learning/students, course enrollment, etc.)
<p>EL Reading is a course that has not run in the past 15 years. We have reformatted the course to reach more students at a variety of English language proficiency levels. This summer workshop would allow Deana Mancini, Reading Specialist and ESL endorsed teacher, to create the outcomes, skill alignment, assessments, and content of the course as well analyze student ACCESS data from 2022 in order to differentiate for students' specific needs.</p>

VII. SIGNATURES AND APPROVAL	
 Primary Submitting Teacher(s) Deana Mancini	Date 2.7.22
 Curriculum Coordinator(s) Assistant Division Chair(s)	2.7.22 Date
 Division Chair(s)	Date 2.7.22
Director of Curriculum/Instruction or Personnel 	Date 3/9/02

VIII. CURRICULUM OFFICE USE ONLY	
Approved as submitted <input checked="" type="checkbox"/>	Not approved with rationale
Approved with revisions	Total hours approved
District budget hours <i>all District</i>	Grant hours
Other hours	Maximum cost allowable

**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
2022 Summer Workshop Proposal**

I. DIRECTIONS

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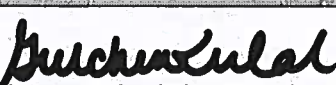
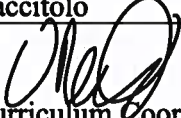

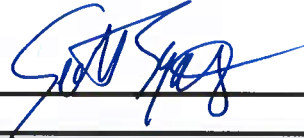
II. DIVISION(S) AND DEPARTMENT(S)		IV. DIVISION CHAIR USE ONLY	
A. Division	LAD	A. Number and priority of department proposals (specify priority order, e.g., 2 of 8, etc.)	
B. Department	English		
III. TITLE AND CRITERIA		2	of 3
A. Workshop Title	English II (Honors)	B. Funding source(s) and account numbers	
B. Selection Criteria Priority		<input type="checkbox"/> Grant Account	
<input checked="" type="checkbox"/> 1. Approved Curriculum Change		<input checked="" type="checkbox"/> District Budget Account	
<input type="checkbox"/> 2. District Goals: NCLB & PSAE		<input type="checkbox"/> Township Initiative	
<input type="checkbox"/> 3. Federal and/or State Mandates: NCLB & PSAE		<input type="checkbox"/> Other	

V. NAME(S), DAYS, DATES, AND HOURS (Provide the names of all faculty, including media specialists, librarians, etc., who will work in this workshop. A typical summer workshop day is 5 hours.)

NAMES	DATES	NUMBER OF DAYS	TOTAL HOURS (Days x 5)
1. Gretchen Kulat	6/2, 6/3, 6/6	3	15
2. Vikki Reid	“	“	“
3. Anna Meyers Caccitolo	“	“	“
4.			
5.			
6.			
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9.			
10.			
TOTALS		3	45

VI. SUMMER WORKSHOP DESCRIPTION (In this box, provide a clearly written detailed description of the work to be done, impact on teaching/learning/students, course enrollment, etc.)

English II Honors has adopted a new text, *How Much of These Hills is Gold*, for the 22-23 school year. In addition, this team did not meet in a PLC during the 21-22 school year. Workshop time will be utilized to plan how to integrate the text into the existing curriculum and to create engaging lessons and summative assignments that fit well with the other units in the course. In addition, we will work to ensure formative and summative assignments are aligned overall.

VII. SIGNATURES AND APPROVAL	
 Primary Submitting Teacher(s) Gretchen Kulat, Vikki Reid, Anna Meyers-Caccitolo	Date 2.7.22
 Curriculum Coordinator(s)/Assistant Division Chair(s)	2.7.22 Date
 Division Chair(s)	2.7/22 Date
Director of Curriculum/Instruction or Personnel 	Date 3/9/22

VIII. CURRICULUM OFFICE USE ONLY	
Approved as submitted <input checked="" type="checkbox"/>	Not approved with rationale
Approved with revisions	Total hours approved
District budget hours <i>all District</i>	Grant hours
Other hours	Maximum cost allowable

LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
2022 Summer Workshop Proposal

I. DIRECTIONS

- Proposal(s) for 2022 Summer Workshops must be completed using this form. Save to your file first.
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II. DIVISION(S) AND DEPARTMENT(S)	IV. DIVISION CHAIR USE ONLY
A. Division LAD	A. Number and priority of department proposals (specify priority order, e.g., 2 of 8, etc.) <div style="text-align: center;">3 of 3</div>
B. Department English	
III. TITLE AND CRITERIA	
A. Workshop Title English IV (Prep) Perspectives in World Literature	B. Funding source(s) and account numbers
B. Selection Criteria Priority	<input type="checkbox"/> Grant Account
<input type="checkbox"/> 1. Approved Curriculum Change	<input checked="" type="checkbox"/> District Budget Account
<input type="checkbox"/> 2. District Goals: NCLB & PSAE	<input type="checkbox"/> Township Initiative
<input type="checkbox"/> 3. Federal and/or State Mandates: NCLB & PSAE	<input type="checkbox"/> Other

V. NAME(S), DAYS, DATES, AND HOURS (Provide the names of all faculty, including media specialists, librarians, etc., who will work in this workshop. A typical summer workshop day is 5 hours.)

NAMES	DATES	NUMBER OF DAYS	TOTAL HOURS (Days x 5)
1. Kari Karubas	6/2 – 6/4	3	15
2. TBD	6/2 – 6/4	3	15
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
TOTALS		3	30

VI. SUMMER WORKSHOP DESCRIPTION (In this box, provide a clearly written detailed description of the work to be done, impact on teaching/learning/students, course enrollment, etc.)

The Perspectives in World Literature course will adopt the textbook entitled *Uncharted Territory* by Jim Burke for the 22-23 school year. This workshop would allow this teaching team to align content, skills, and assessment to the text and would create a more cohesive, and engaging class overall.

VII. SIGNATURES AND APPROVAL	
<i>Kari Karubas</i> (electronic signature) Primary Submitting Teacher(s)	2.7.22 Date
<i>Jessica Ponder</i> Curriculum Coordinator(s)/Assistant Division Chair(s)	2.7.22 Date
<i>Karen Reind</i> Division Chair(s)	2.7.22 Date
Director of Curriculum/Instruction or Personnel <i>[Signature]</i>	Date <i>3/9/22</i>

VIII. CURRICULUM OFFICE USE ONLY	
Approved as submitted <input checked="" type="checkbox"/>	Not approved with rationale
Approved with revisions	Total hours approved
District budget hours <i>all District</i>	Grant hours
Other hours	Maximum cost allowable

LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
2022 Summer Workshop Proposal

I. DIRECTIONS
<ul style="list-style-type: none"> ● Proposal(s) for 2022 Summer Workshops must be completed using this form. Save to your file first. ● Division chair submits proposals to Curriculum/Instruction Office by Monday, February 7, 3:00 p.m. ● Submit form electronically and in hard copy.

II. DIVISION(S) AND DEPARTMENT(S)	IV. DIVISION CHAIR USE ONLY			
A. Division Math/Science	A. Number and priority of department proposals (specify priority order, e.g., 2 of 8, etc.)			
B. Department Science				
III. TITLE AND CRITERIA	<table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width: 40px; text-align: center;">1</td> <td style="width: 40px; text-align: center;">of</td> <td style="width: 40px; text-align: center;">6</td> </tr> </table>	1	of	6
1	of	6		
A. Workshop Title Health Care Careers	B. Funding source(s) and account numbers			
B. Selection Criteria Priority	<input type="checkbox"/> Grant Account			
<input checked="" type="checkbox"/> 1. Approved Curriculum Change	<input checked="" type="checkbox"/> District Budget Account			
<input type="checkbox"/> 2. District Goals:	<input type="checkbox"/> Township Initiative			
<input type="checkbox"/> 3. Federal and/or State Mandates:	<input type="checkbox"/> Other			

V. NAME(S), DAYS, DATES, AND HOURS (Provide the names of all faculty, including media specialists, librarians, etc., who will work in this workshop. A typical summer workshop day is 5 hours.)			
NAMES	DATES	NUMBER OF DAYS	TOTAL HOURS (Days x 5)
1. TBA 1		5	25
2. TBA 2		5	25
TOTALS		10	50

VI. SUMMER WORKSHOP DESCRIPTION (In this box, provide a clearly written detailed description of the work to be done, impact on teaching/learning/students, course enrollment, etc.)
<p>Introduction to Healthcare Careers is a new course offered to 9th and 10th grade students. As it is the foundation of the Healthcare Career pathway, this workshop will allow the instructors to develop the expectations for the course and plan for units and labs.</p> <p>Intended outcomes of this workshop include:</p> <ul style="list-style-type: none"> ● Develop units and lab activities around the core competencies of healthcare careers. ● Develop a Curriculum Map with common formative and summative assessments aligned to standards. ● Develop a Course Syllabus.

VII. SIGNATURES AND APPROVAL	
Primary Submitting Teacher(s)	Date
<i>Britt Lindahl</i> Curriculum Coordinator(s)/Assistant Division Chair(s)	Date <i>02/07/22</i>
Division Chair(s) <i>Coll V/T</i>	Date <i>2/7/22</i>
Director of Curriculum/Instruction or Personnel <i>[Signature]</i>	Date <i>3/9/22</i>

VIII. CURRICULUM OFFICE USE ONLY	
Approved as submitted	Not approved with rationale
Approved with revisions <i>Reduced Semester courses = 5 days</i>	Total hours approved
District budget hours <i>all District</i>	Grant hours
Other hours	Maximum cost allowable

**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
2022 Summer Workshop Proposal**

DIRECTIONS
<ul style="list-style-type: none"> ● Proposal(s) for 2022 Summer Workshops must be completed using this form. Save to your file first. ● Division chair submits proposals to Curriculum/Instruction Office by Monday, February 7, 3:00 p.m. ● Submit form electronically and in hard copy.

II. DIVISION(S) AND DEPARTMENT(S)	IV. DIVISION CHAIR USE ONLY
A. Division Math/Science	A. Number and priority of department proposals (specify priority order, e.g., 2 of 8, etc.)
B. Department Science	
III. TITLE AND CRITERIA	2 of 6
A. Workshop Title Urban Agriculture	B. Funding source(s) and account numbers
B. Selection Criteria Priority	<input type="checkbox"/> Grant Account
<input checked="" type="checkbox"/> 1. Approved Curriculum Change	<input checked="" type="checkbox"/> District Budget Account
<input type="checkbox"/> 2. District Goals:	<input type="checkbox"/> Township Initiative
<input type="checkbox"/> 3. Federal and/or State Mandates:	<input type="checkbox"/> Other

V. NAME(S), DAYS, DATES, AND HOURS (Provide the names of all faculty, including media specialists, librarians, etc., who will work in this workshop. A typical summer workshop day is 5 hours.)			
NAMES	DATES	NUMBER OF DAYS	TOTAL HOURS (Days x 5)
1. TBA 1		10	50
2. TBA 2		10	50
TOTALS		20	100

VI. SUMMER WORKSHOP DESCRIPTION (In this box, provide a clearly written detailed description of the work to be done, impact on teaching/learning/students, course enrollment, etc.)
<p>Urban Agriculture is a new science course available to 11th and 12th grade students. The course focuses on sustainable agricultural practices that can be used in an urban area with limited space. This year-long course will include labs and partnerships with area businesses and not-for-profit groups.</p> <p>Intended outcomes of this workshop include:</p> <ul style="list-style-type: none"> ● Develop units and lab activities around the core competencies of urban agriculture. ● Develop a Curriculum Map with common formative and summative assessments aligned to standards. ● Develop a Course Syllabus.

VII. SIGNATURES AND APPROVAL	
Primary Submitting Teacher(s)	Date
<i>Britt Lindahl</i> Curriculum Coordinator(s)/Assistant Division Chair(s)	Date <i>02/07/22</i>
<i>Coll Ust</i> Division Chair(s)	Date <i>2/7/22</i>
<i>[Signature]</i> Director of Curriculum/Instruction or Personnel	Date <i>3/9/22</i>

VIII. CURRICULUM OFFICE USE ONLY	
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**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
2022 Summer Workshop Proposal**

I. DIRECTIONS	
<ul style="list-style-type: none"> ● Proposal(s) for 2022 Summer Workshops must be completed using this form. Save to your file first. ● Division chair submits proposals to Curriculum/Instruction Office by Monday, February 7, 3:00 p.m. ● Submit form electronically and in hard copy. 	

II. DIVISION(S) AND DEPARTMENT(S)		IV. DIVISION CHAIR USE ONLY	
A. Division	Math/Science	A. Number and priority of department proposals (specify priority order, e.g., 2 of 8, etc.)	
B. Department	Math		
III. TITLE AND CRITERIA		3	of 6
A. Workshop Title	Data Probability	B. Funding source(s) and account numbers	
B. Selection Criteria Priority		<input type="checkbox"/>	Grant Account
<input checked="" type="checkbox"/> 1. Approved Curriculum Change		<input checked="" type="checkbox"/>	District Budget Account
<input type="checkbox"/> 2. District Goals:		<input type="checkbox"/>	Township Initiative
<input type="checkbox"/> 3. Federal and/or State Mandates:		<input type="checkbox"/>	Other

V. NAME(S), DAYS, DATES, AND HOURS (Provide the names of all faculty, including media specialists, librarians, etc., who will work in this workshop. A typical summer workshop day is 5 hours.)			
NAMES	DATES	NUMBER OF DAYS	TOTAL HOURS (Days x 5)
1. TBA 1		5	25
2. TBA 2		5	25
TOTALS		10	50

VI. SUMMER WORKSHOP DESCRIPTION (In this box, provide a clearly written detailed description of the work to be done, impact on teaching/learning/students, course enrollment, etc.)
Develop new course curriculum map, assessments, classroom experiences, etc.

VII. SIGNATURES AND APPROVAL	
Primary Submitting Teacher(s)	Date
<i>Britt Kendall</i> Curriculum Coordinator(s)/Assistant Division Chair(s)	Date <i>02/07/22</i>
Division Chair(s) <i>Coll Vest</i>	Date <i>2/7/22</i>
Director of Curriculum/Instruction or Personnel <i>[Signature]</i>	Date <i>3/9/22</i>

VIII. CURRICULUM OFFICE USE ONLY	
Approved as submitted	Not approved with rationale
<i>- Reduced -</i> Approved with revisions <i>Semester course = 5 days</i>	Total hours approved
District budget hours <i>all District</i>	Grant hours
Other hours	Maximum cost allowable

LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
2022 Summer Workshop Proposal

DIRECTIONS
<ul style="list-style-type: none"> ● Proposal(s) for 2022 Summer Workshops must be completed using this form. Save to your file first. ● Division chair submits proposals to Curriculum/Instruction Office by Monday, February 7, 3:00 p.m. ● Submit form electronically and in hard copy.

II. DIVISION(S) AND DEPARTMENT(S)	IV. DIVISION CHAIR USE ONLY
A. Division Math/Science	A. Number and priority of department proposals (specify priority order, e.g., 2 of 8, etc.)
B. Department Math	
III. TITLE AND CRITERIA	
A. Workshop Title Geo Construction	<div style="display: flex; align-items: center; justify-content: center;"> <input type="text" value="4"/> of <input type="text" value="6"/> </div>
B. Selection Criteria Priority	B. Funding source(s) and account numbers
<input checked="" type="checkbox"/> 1. Approved Curriculum Change	<input type="checkbox"/> Grant Account
<input type="checkbox"/> 2. District Goals:	<input checked="" type="checkbox"/> District Budget Account
<input type="checkbox"/> 3. Federal and/or State Mandates:	<input type="checkbox"/> Township Initiative
	<input type="checkbox"/> Other

V. NAME(S), DAYS, DATES, AND HOURS (Provide the names of all faculty, including media specialists, librarians, etc., who will work in this workshop. A typical summer workshop day is 5 hours.)			
NAMES	DATES	NUMBER OF DAYS	TOTAL HOURS (Days x 5)
2. TBA 1		10	50
3. TBA 2		10	50
TOTALS		20	100

VI. SUMMER WORKSHOP DESCRIPTION (In this box, provide a clearly written detailed description of the work to be done, impact on teaching/learning/students, course enrollment, etc.)
<p>Geometry Construction is a new course for students taking geometry who want to include a practical application of geometry to construction.</p> <p>Intended outcomes of this workshop include:</p> <ul style="list-style-type: none"> ● Develop units and lab activities around the core competencies of geometry construction. ● Develop a Curriculum Map with common formative and summative assessments aligned to standards. ● Develop a Course Syllabus.

VII. SIGNATURES AND APPROVAL

Primary Submitting Teacher(s)

Date

Britt Kendeck

Curriculum Coordinator(s)/Assistant Division Chair(s)

Date

02/07/22

Division Chair(s)

Coll Vgt

Date

2/7/22

Director of Curriculum/Instruction or Personnel

[Signature]

Date

3/9/22

VIII. CURRICULUM OFFICE USE ONLY

Approved as submitted

✓

Not approved with rationale

Approved with revisions

Total hours approved

District budget hours

all District

Grant hours

Other hours

Maximum cost allowable

**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
2022 Summer Workshop Proposal**

I. DIRECTIONS	
<ul style="list-style-type: none"> • Proposal(s) for 2022 Summer Workshops must be completed using this form. Save to your file first. • Division chair submits proposals to Curriculum/Instruction Office by Monday, February 7, 3:00 p.m. • Submit form electronically and in hard copy. 	

II. DIVISION(S) AND DEPARTMENT(S)		IV. DIVISION CHAIR USE ONLY	
A. Division	Math/Science	A. Number and priority of department proposals (specify priority order, e.g., 2 of 8, etc.)	
B. Department	Math		
III. TITLE AND CRITERIA		5	of 6
A. Workshop Title	Math Alt Assessment	B. Funding source(s) and account numbers	
B. Selection Criteria Priority			
<input type="checkbox"/> 1. Approved Curriculum Change			
<input checked="" type="checkbox"/> 2. District Goals:			
<input type="checkbox"/> 3. Federal and/or State Mandates:		<input type="checkbox"/> Grant Account	
		<input checked="" type="checkbox"/> District Budget Account	
		<input type="checkbox"/> Township Initiative	
		<input type="checkbox"/> Other	

V. NAME(S), DAYS, DATES, AND HOURS (Provide the names of all faculty, including media specialists, librarians, etc., who will work in this workshop. A typical summer workshop day is 5 hours.)			
NAMES	DATES	NUMBER OF DAYS	TOTAL HOURS (Days x 5)
1. TBA 1		3	15
2. TBA 2		3	15
3. TBA 3		3	15
4. TBA 4		3	15
5. TBA 5		3	15
6. TBA 6		3	15
7. TBA 7		3	15
8. TBA 8		3	15
9. TBA 9		3	15
10. TBA 10		3	15
TOTALS		30	150

VI. SUMMER WORKSHOP DESCRIPTION (In this box, provide a clearly written detailed description of the work to be done, impact on teaching/learning/students, course enrollment, etc.)
<p>Instruction will be provided on how alternative forms of assessment benefit students and align with Common Core State Standards Mathematical Practices. Teams will then have time to develop assessments and rubrics that provide alternatives to traditional tests that could be used as additional means of measuring student learning in place of/in addition to traditional tests. Team members will take their alternative assessment back to the PLC's for use during the 2022-2023 school year.</p>

VII. SIGNATURES AND APPROVAL	
Primary Submitting Teacher(s)	Date
<i>Britt Lindahl</i>	
Curriculum Coordinator(s)/Assistant Division Chair(s)	Date <i>02/07/22</i>
Division Chair(s) <i>Cell VP</i>	Date <i>2/7/22</i>
Director of Curriculum/Instruction or Personnel <i>[Signature]</i>	Date <i>3/9/22</i>

VIII. CURRICULUM OFFICE USE ONLY	
Approved as submitted	Not approved with rationale
<i>Condensed 4 workshops into 1. fewer hours.</i> Approved with revisions	Total hours approved
District budget hours	Grant hours <i>all Title I</i>
Other hours	Maximum cost allowable

**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
2022 Summer Workshop Proposal**

I. DIRECTIONS	
<ul style="list-style-type: none"> ● Proposal(s) for 2022 Summer Workshops must be completed using this form. Save to your file first. ● Division chair submits proposals to Curriculum/Instruction Office by Monday, February 7, 3:00 p.m. ● Submit form electronically and in hard copy. 	

II. DIVISION(S) AND DEPARTMENT(S)		IV. DIVISION CHAIR USE ONLY	
A. Division Math/Science		B. Number and priority of department proposals (specify priority order, e.g., 2 of 8, etc.)	
B. Department Science			
III. TITLE AND CRITERIA		6	of 6
A. Workshop Title Biology Storylining		B. Funding source(s) and account numbers	
B. Selection Criteria Priority		<input type="checkbox"/>	Grant Account
<input type="checkbox"/> 1. Approved Curriculum Change		<input checked="" type="checkbox"/>	District Budget Account
<input checked="" type="checkbox"/> 2. District Goals:		<input type="checkbox"/>	Township Initiative
<input type="checkbox"/> 3. Federal and/or State Mandates:		<input type="checkbox"/>	Other

V. NAME(S), DAYS, DATES, AND HOURS (Provide the names of all faculty, including media specialists, librarians, etc., who will work in this workshop. A typical summer workshop day is 5 hours.)			
NAMES	DATES	NUMBER OF DAYS	TOTAL HOURS
1. Biology Teacher	June, 2 days TBA	2 (\$100 per diem)	\$200
2. Biology Teacher	June, 2 days TBA	2 (\$100 per diem)	\$200
3. Biology Teacher	June, 2 days TBA	2 (\$100 per diem)	\$200
4. Biology Teacher	June, 2 days TBA	2 (\$100 per diem)	\$200
5. Biology Teacher	June, 2 days TBA	2 (\$100 per diem)	\$200
6. Biology Teacher	June, 2 days TBA	2 (\$100 per diem)	\$200
7. Biology Teacher	June, 2 days TBA	2 (\$100 per diem)	\$200
8. Biology Teacher	June, 2 days TBA	2 (\$100 per diem)	\$200
9. Biology Teacher	June, 2 days TBA	2 (\$100 per diem)	\$200
10. Biology Teacher	June, 2 days TBA	2 (\$100 per diem)	\$200
11. Biology Teacher	June, 2 days TBA	2 (\$100 per diem)	\$200
TOTALS		22	\$2200

VI. SUMMER WORKSHOP DESCRIPTION (In this box, provide a clearly written detailed description of the work to be done, impact on teaching/learning/students, course enrollment, etc.)
<p>During the 2018-2019 school year, LT's Biology Team fully implemented a story-lining curriculum, which is aligned to the Next Generation Science Standards. Each unit in this curriculum is driven by a scientific story. Students uncover the story as they engage in inquiry and investigation that builds upon itself with each successive day. Scientific skills and cross-cutting concepts are embedded in every unit of study, thereby, increasing the amount of exposure and practice students receive.</p> <p>The purpose of this summer training is to review storylining concepts for those who have worked with the process since 2018 and provide initial training for those new to the biology team.</p> <p>Sessions will be led by a trainer to ensure all teachers have the same storylining understanding. Training will include an overview of philosophy, development of instructional strategies, and structure of storylining units.</p>

VII. SIGNATURES AND APPROVAL	
Primary Submitting Teacher(s)	Date
<i>Britt Lindahl</i> Curriculum Coordinator(s)/Assistant Division Chair(s)	Date <i>02/07/22</i>
<i>Collie Velt</i> Division Chair(s)	Date <i>2/7/22</i>
Director of Curriculum/Instruction or Personnel <i>Scott Spitz</i>	Date <i>3/9/22</i>

VIII. CURRICULUM OFFICE USE ONLY	
Approved as submitted	Not approved with rationale
Approved with revisions <i>Added all team members</i>	Total hours approved
District budget hours <i>all District</i>	Grant hours
Other hours	Maximum cost allowable

**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
2022 Summer Workshop Proposal**

I. DIRECTIONS	
•	Proposal(s) for 2022 Summer Workshops must be completed using this form. Save to your file first.
•	Division chair submits proposals to Curriculum/Instruction Office by Monday, February 7, 3:00 p.m.
•	Submit form electronically and in hard copy.

II. DIVISION(S) AND DEPARTMENT(S)		IV. DIVISION CHAIR USE ONLY	
A. Division	Physical Welfare	A. Number and priority of department proposals (specify priority order, e.g., 2 of 8, etc.)	
B. Department	Physical Education		
III. TITLE AND CRITERIA		1	of 3
A. Workshop Title	Yoga curriculum	B. Funding source(s) and account numbers	
B. Selection Criteria Priority		<input type="checkbox"/>	Grant Account
X 1. Approved Curriculum Change		<input checked="" type="checkbox"/>	District Budget Account
<input type="checkbox"/> 2. District Goals: 1		<input type="checkbox"/>	Township Initiative
<input type="checkbox"/> 3. Federal and/or State Mandates:		<input type="checkbox"/>	Other

V. NAME(S), DAYS, DATES, AND HOURS (Provide the names of all faculty, including media specialists, librarians, etc., who will work in this workshop. A typical summer workshop day is 5 hours.)			
NAMES	DATES	NUMBER OF DAYS	TOTAL HOURS (Days x 5)
1. Cassie Niego	6/13-6/14	2	10
2. Brittany Sidoti	6/13-6/14	2	10
3. Missy Mitidiero	6/13-6/14	2	10
4.			
5.			
6.			
7.			
8.			
9.			
10.			
TOTALS			30

VI. SUMMER WORKSHOP DESCRIPTION (In this box, provide a clearly written detailed description of the work to be done, impact on teaching/learning/students, course enrollment, etc.)
<p>This will be our final opportunity to have our certified Yoga instructors collaborate on our new Yoga curriculum. While there has been a significant amount of planning that has gone into the development of this class, it will be important to have dedicated time to take the course plans, unit plans, and individual lessons that have been developed and ensure they are linked to standards and are assessed in an accurate way. While each teacher is a 200 hour Yoga certified instructor, it will be important that all teachers collaborate to ensure we are providing a safe, supported, and consistent curriculum regardless of instructor.</p> <p>Intended outcomes of this workshop include:</p> <ul style="list-style-type: none"> - Yoga curriculum map with common formative and summative assessments that are aligned to standards. - The development of supplemental learning materials for students in the course. - The development of individual lessons linked to SHAPE standards, IL Learning standards, and SEL standards.

VII. SIGNATURES AND APPROVAL	
Primary Submitting Teacher(s) <i>C. N. [Signature]</i>	Date <i>2/3/22</i>
Curriculum Coordinator(s)/Assistant Division Chair(s) <i>[Signature]</i>	Date <i>2/3/22</i>
Division Chair(s) <i>[Signature]</i>	Date <i>2/3/22</i>
Director of Curriculum/Instruction or Personnel <i>[Signature]</i>	Date <i>3/9/22</i>

VIII. CURRICULUM OFFICE USE ONLY	
Approved as submitted <input checked="" type="checkbox"/>	Not approved with rationale
Approved with revisions	Total hours approved
District budget hours <i>all District</i>	Grant hours
Other hours	Maximum cost allowable

**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
2022 Summer Workshop Proposal**

I. DIRECTIONS	
●	Proposal(s) for 2022 Summer Workshops must be completed using this form. Save to your file first.
●	Division chair submits proposals to Curriculum/Instruction Office by Monday, February 7, 3:00 p.m.
●	Submit form electronically and in hard copy.

II. DIVISION(S) AND DEPARTMENT(S)		IV. DIVISION CHAIR USE ONLY	
A. Division	Physical Welfare	A. Number and priority of department proposals (specify priority order, e.g., 2 of 8, etc.)	
B. Department	PE III/IV- Strength Training		
III. TITLE AND CRITERIA		2	of 3
A. Workshop Title	Jr/Sr Strength Training	B. Funding source(s) and account numbers	
B. Selection Criteria Priority		<input type="checkbox"/>	Grant Account
<input type="checkbox"/> 1. Approved Curriculum Change		<input type="checkbox"/>	District Budget Account
<input checked="" type="checkbox"/> 2. District Goals: NCLB & PSAE		<input type="checkbox"/>	Township Initiative
<input type="checkbox"/> 3. Federal and/or State Mandates: NCLB & PSAE		<input type="checkbox"/>	Other

V. NAME(S), DAYS, DATES, AND HOURS (Provide the names of all faculty, including media specialists, librarians, etc., who will work in this workshop. A typical summer workshop day is 5 hours.)			
NAMES	DATES	NUMBER OF DAYS	TOTAL HOURS (Days x 5)
1. Bryan Aloisio	6/6/22-6/7/22	2	10
2. Bryan Bergman	6/6/22-6/7/22	2	10
3. Katie Meyers	6/6/22-6/7/22	2	10
4. Missy Mitidiero	6/6/22-6/7/22	2	10
5. Kurt Weinberg	6/6/22-6/7/22	2	10
6.			
7.			
8.			
9.			
10.			
TOTALS			50

VI. SUMMER WORKSHOP DESCRIPTION (In this box, provide a clearly written detailed description of the work to be done, impact on teaching/learning/students, course enrollment, etc.)
<p>This summer workshop would be essential for creating vertical alignment as well as progression for our Strength Training courses.</p> <p>Sophomore Strength is providing our students with an incredible introductory course for our students, and therefore, our Junior and Senior Strength Training will need to vertically align while adding progression to compound and auxiliary lifting techniques, supplementary exercises, skills and cognitive assessments. This summer workshop will be vital to our Junior and Seniors in Strength Training courses.</p> <p>Intended outcomes of this workshop include:</p> <ul style="list-style-type: none"> ● Vertically aligned curriculum with differentiated curriculum for students that repeat the Junior/Senior course ● Adjusted formative and summative assessments that are aligned to the revised curriculum

VII. SIGNATURES AND APPROVAL	
Primary Submitting Teacher(s) Missy Mitidiero	Date 1/26/22
Curriculum Coordinator(s)/Assistant Division Chair(s)	Date 2/3/22
Division Chair(s)	Date 2/3/22
Director of Curriculum/Instruction or Personnel	Date 3/9/22

VIII. CURRICULUM OFFICE USE ONLY	
Approved as submitted <input checked="" type="checkbox"/>	Not approved with rationale
Approved with revisions	Total hours approved
District budget hours all District	Grant hours
Other hours	Maximum cost allowable


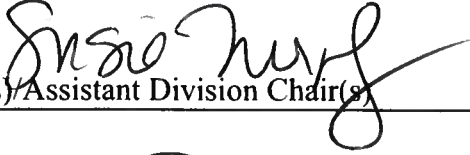


**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
2022 Summer Workshop Proposal**

I. DIRECTIONS	
•	Proposal(s) for 2022 Summer Workshops must be completed using this form. Save to your file first.
•	Division chair submits proposals to Curriculum/Instruction Office by Monday, February 7, 3:00 p.m.
•	Submit form electronically and in hard copy.

II. DIVISION(S) AND DEPARTMENT(S)		IV. DIVISION CHAIR USE ONLY	
A. Division	Physical Welfare	A. Number and priority of department proposals (specify priority order, e.g., 2 of 8, etc.)	
B. Department	Physical Welfare		
III. TITLE AND CRITERIA		3	of 3
A. Workshop Title	Freshman SEL Curriculum	B. Funding source(s) and account numbers	
B. Selection Criteria Priority		<input type="checkbox"/>	Grant Account
<input type="checkbox"/> 1. Approved Curriculum Change		<input type="checkbox"/>	District Budget Account
<input checked="" type="checkbox"/> 2. District Goals: NCLB & PSAE		<input type="checkbox"/>	Township Initiative
<input type="checkbox"/> 3. Federal and/or State Mandates: NCLB & PSAE		<input type="checkbox"/>	Other

V. NAME(S), DAYS, DATES, AND HOURS (Provide the names of all faculty, including media specialists, librarians, etc., who will work in this workshop. A typical summer workshop day is 5 hours.)			
NAMES	DATES	NUMBER OF DAYS	TOTAL HOURS (Days x 5)
1. Bryan Bergman	June 6-7	2	10
2. Dan Bielawski	June 6-7	2	10
3. Amanda Buchanan	June 6-7	2	10
4. Gretchen Jochum	June 6-7	2	10
5. Sami Melendez	June 6-7	2	10
6. Jason Brauer	June 6-7	2	10
7.			
8.			
9.			
10.			
TOTALS			60

VI. SUMMER WORKSHOP DESCRIPTION (In this box, provide a clearly written detailed description of the work to be done, impact on teaching/learning/students, course enrollment, etc.)
<p>The Freshman Physical Education PLC will utilize summer workshop time to look at student data regarding social emotional learning. Based upon this data, the Freshman PLC will update and redesign the current curriculum to continue to meet district and state goals. Currently there are 16 SEL lessons that are taught to freshman physical education students throughout the course of a school year. The PLC would appreciate the time to improve the SEL experience for all freshman students to ensure we are providing an impactful experience for all students.</p> <p>Intended outcomes of this workshop include:</p> <ul style="list-style-type: none"> • an analysis of student data collected over the first 82 years in the RULER curriculum • Revised unit plan and curriculum based on student data and teacher reflections.

VII. SIGNATURES AND APPROVAL	
Primary Submitting Teacher(s) 	Date 2/3/22
Curriculum Coordinator(s)/Assistant Division Chair(s) 	Date 2/3/22
Division Chair(s) 	Date 2/3/22
Director of Curriculum/Instruction or Personnel 	Date 3/9/22

VIII. CURRICULUM OFFICE USE ONLY	
Approved as submitted <input checked="" type="checkbox"/>	Not approved with rationale
Approved with revisions	Total hours approved
District budget hours <i>all District</i>	Grant hours
Other hours	Maximum cost allowable

**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
2022 Summer Workshop Proposal**

I. DIRECTIONS
<ul style="list-style-type: none"> ● Proposal(s) for 2022 Summer Workshops must be completed using this form. Save to your file first. ● Division chair submits proposals to Curriculum/Instruction Office by Monday, February 7, 3:00 p.m. ● Submit form electronically and in hard copy.

II. DIVISION(S) AND DEPARTMENT(S)	IV. DIVISION CHAIR USE ONLY
A. Division Special Education, PE	A. Number and priority of department proposals (specify priority order, e.g., 2 of 8, etc.)
B. Department Special Education, PE	
III. TITLE AND CRITERIA	1 of 1
A. Workshop Title LIFE Health Curriculum	B. Funding source(s) and account numbers
B. Selection Criteria Priority	<input type="checkbox"/> Grant Account
<input type="checkbox"/> 1. Approved Curriculum Change	<input type="checkbox"/> District Budget Account
<input type="checkbox"/> 2. District Goals: NCLB & PSAE	<input type="checkbox"/> Township Initiative
X 3. Federal and/or State Mandates: NCLB & PSAE	<input type="checkbox"/> Other

V. NAME(S), DAYS, DATES, AND HOURS (Provide the names of all faculty, including media specialists, librarians, etc., who will work in this workshop. A typical summer workshop day is 5 hours.)			
NAMES	DATES	NUMBER OF DAYS	TOTAL HOURS (Days x 5)
1. Beth Rappa	6/13-6/15	3	15
2. Scott Walker	6/13-6/15	3	15
3. Kristine Vins	6/13-6/15	3	15
4. Daniella Gutierrez	6/13-6/15	3	15
5. Kate Wohlgemuth	6/13-6/15	3	15
6.			
7.			
8.			
9.			
10.			
TOTALS			75

VI. SUMMER WORKSHOP DESCRIPTION (In this box, provide a clearly written detailed description of the work to be done, impact on teaching/learning/students, course enrollment, etc.)
<p>The Health curriculum is currently delivered to students in LIFE A and LIFE B classes within their academic courses. A community agency partner works with the LIFE A and LIFE B teachers to prepare the lessons. After encountering scheduling conflicts this year, we identified a need to deliver the Health curriculum within the LIFE PE class to ensure that all students have access to the curriculum, to reduce impact on other academic content time, to ensure that the curriculum includes all required state standards, and to align with the general education Health curriculum.</p> <p>Intended outcomes of this workshop include:</p> <ul style="list-style-type: none"> - The development of individual lessons linked to IL Learning standards, SEL standards, and the required content to be covered through health education. - The development of common formative and summative assessments that are aligned to standards. - The development of supplemental learning materials for students in the course.

VII. SIGNATURES AND APPROVAL	
<i>Mariella Huxterrey</i> <i>Beth Pappas</i> Primary Submitting Teacher(s) <i>Kate Wohlgenoth</i>	Date <i>2/7/22</i>
<i>Kate Wohlgenoth</i> Curriculum Coordinator(s)/Assistant Division Chair(s)	Date <i>2/7/22</i>
<i>Melissa Mace</i> Division Chair(s)	Date <i>2/7/22</i>
Director of Curriculum/Instruction or Personnel <i>Scott G...A</i>	Date <i>3/9/22</i>

VIII. CURRICULUM OFFICE USE ONLY	
Approved as submitted <input checked="" type="checkbox"/>	Not approved with rationale
Approved with revisions	Total hours approved
District budget hours <i>all District</i>	Grant hours
Other hours	Maximum cost allowable

**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
2022 Summer Workshop Proposal**

I. DIRECTIONS
<ul style="list-style-type: none"> • Proposal(s) for 2022 Summer Workshops must be completed using this form. Save to your file first. • Division chair submits proposals to Curriculum/Instruction Office by Monday, February 7, 3:00 p.m. • Submit form electronically and in hard copy.

II. DIVISION(S) AND DEPARTMENT(S)	IV. DIVISION CHAIR USE ONLY		
A. Division Student Services	A. Number and priority of department proposals (specify priority order, e.g., 2 of 8, etc.)		
B. Department	1	of	2
III. TITLE AND CRITERIA	B. Funding source(s) and account numbers		
A. Workshop Title Co-Teaching Pilot Training	<input type="checkbox"/> Grant Account <input checked="" type="checkbox"/> District Budget Account <input type="checkbox"/> Township Initiative <input type="checkbox"/> Other		
B. Selection Criteria Priority			
<input type="checkbox"/> 1. Approved Curriculum Change			
<input checked="" type="checkbox"/> 2. District Goals			
<input checked="" type="checkbox"/> 3. Federal and/or State Mandates:			

V. NAME(S), DAYS, DATES, AND HOURS (Provide the names of all faculty, including media specialists, librarians, etc., who will work in this workshop. A typical summer workshop day is 5 hours.)			
NAMES	DATES	NUMBER OF DAYS	TOTAL Per Diem (Days x \$100)
1. Language Arts Teacher	June 9, 10	2	\$200
2. Language Arts Teacher	June 9, 10	2	\$200
3. Language Arts Teacher	June 9, 10	2	\$200
4. Language Arts Teacher	June 9, 10	2	\$200
5. Global Studies Teacher	June 9, 10	2	\$200
6. Global Studies Teacher	June 9, 10	2	\$200
7. Global Studies Teacher	June 9, 10	2	\$200
8. Global Studies Teacher	June 9, 10	2	\$200
9. Special Education Teacher	June 9, 10	2	\$200
10. Special Education Teacher	June 9, 10	2	\$200
11. Special Education Teacher	June 9, 10	2	\$200
12. Special Education Teacher	June 9, 10	2	\$200
13. Amy Johnson	June 9, 10	2	\$200
14. Math Teacher	June 9, 10	2	\$200
15. Math Teacher	June 9, 10	2	\$200
16. Math Teacher	June 9, 10	2	\$200
17. Science Teacher	June 9, 10	2	\$200
18. Science Teacher	June 9, 10	2	\$200
19. Science Teacher	June 9, 10	2	\$200
TOTALS		38	\$3,800

VI. SUMMER WORKSHOP DESCRIPTION (In this box, provide a clearly written detailed description of the work to be done, impact on teaching/learning/students, course enrollment, etc.)

Co-teaching has become an integral part of educators' efforts to raise the achievement of students with disabilities and reduce the gap between their achievement and that of their peers. However, co-teaching is far more than assigning two teachers to a classroom. In this 2-day workshop led by Marilyn Friend, essential topics for building strong co-teaching partnerships and refining instructional practices will be explored.

Here are the guiding questions and related key topics we'll address:

1. What is co-teaching? What are terms sometimes confused with co-teaching?

- The vocabulary and concepts of co-teaching
- Co-teaching v. team teaching v. collaboration v. inclusion

2. How are special education services implemented within co-teaching?

- Definition of specially designed instruction (SDI)
- Characteristics of SDI
- Co-teachers' obligations to implement SDI

3. How do co-teachers build (or renew) their partnership?

- Professional roles of co-teachers
- Suggestions for the beginning of a new school year
- Self-awareness and self-understanding

4. Why is co-teaching essential in today's schools?

- Legislation and policy related to co-teaching
- Data on co-teaching effectiveness Research on co-teaching
- Student data supporting co-teaching

5. How do co-teachers create instructional intensity through co-teaching?

- Description of six co-teaching approaches, including variations of them
- Strategies for grouping students for co-teaching
- Examples of lessons and evidence-based instructional strategies that are more easily implemented or enhanced through co-teaching

6. What is needed to make co-teaching sustainable?

- Common planning time and scheduling co-teaching
- Co-teaching class composition
- Administrative support for co-teaching

7. What are common co-teaching issues, dilemmas, and challenges?

- Partnership problems (reluctant partners; absent partners)
- Parent questions and concerns
- Your additional questions and concerns

VII. SIGNATURES AND APPROVAL	
Primary Submitting Teacher(s)	Date
Curriculum Coordinator(s)/Assistant Division Chair(s)	Date
Division Chair(s) <i>Restullover</i>	Date <i>3/9/22</i>
Director of Curriculum/Instruction or Personnel <i>[Signature]</i>	Date <i>3/9/22</i>

VIII. CURRICULUM OFFICE USE ONLY	
Approved as submitted <input checked="" type="checkbox"/>	Not approved with rationale
Approved with revisions	Total hours approved
District budget hours	Grant hours <i>all Title II</i>
Other hours	Maximum cost allowable

**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
2022 Summer Workshop Proposal**

I. DIRECTIONS
<ul style="list-style-type: none"> • Proposal(s) for 2022 Summer Workshops must be completed using this form. Save to your file first. • Division chair submits proposals to Curriculum/Instruction Office by Monday, February 7, 3:00 p.m. • Submit form electronically and in hard copy.

II. DIVISION(S) AND DEPARTMENT(S)	IV. DIVISION CHAIR USE ONLY			
A. Division Student Services	A. Number and priority of department proposals (specify priority order, e.g., 2 of 8, etc.) <table border="1" style="margin-left: auto; margin-right: auto; border-collapse: collapse;"> <tr> <td style="width: 50px; text-align: center;">2</td> <td style="width: 50px; text-align: center;">of</td> <td style="width: 50px; text-align: center;">2</td> </tr> </table>	2	of	2
2		of	2	
B. Department				
III. TITLE AND CRITERIA	B. Funding source(s) and account numbers			
A. Workshop Title Co-Teaching Pilot	<input type="checkbox"/> Grant Account			
B. Selection Criteria Priority	<input checked="" type="checkbox"/> District Budget Account			
<input type="checkbox"/> 1. Approved Curriculum Change	<input type="checkbox"/> Township Initiative			
<input checked="" type="checkbox"/> 2. District Goals	<input type="checkbox"/> Other			
<input checked="" type="checkbox"/> 3. Federal and/or State Mandates:				

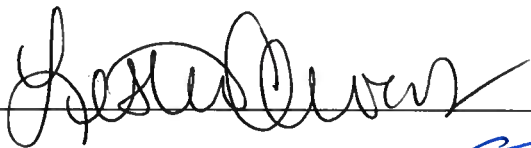

V. NAME(S), DAYS, DATES, AND HOURS (Provide the names of all faculty, including media specialists, librarians, etc., who will work in this workshop. A typical summer workshop day is 5 hours.)			
NAMES	DATES	NUMBER OF DAYS	TOTAL HOURS (Days x 5)
1. English I Prep Teacher	June 13-15	3	15
2. English I Prep Teacher	June 13-15	3	15
3. English I Prep Teacher	June 13-15	3	15
4. World History Teacher	June 13-15	3	15
5. World History Teacher	June 13-15	3	15
6. Special Education Teacher - English	June 13-15	3	15
7. Special Education Teacher - English	June 13-15	3	15
8. Special Education Teacher - History	June 13-15	3	15
9. Special Education Teacher - History	June 13-15	3	15
TOTALS		27	135

VI. SUMMER WORKSHOP DESCRIPTION (In this box, provide a clearly written detailed description of the work to be done, impact on teaching/learning/students, course enrollment, etc.)

LTHS will be launching a co-teaching instructional delivery model in English I Prep and World History Prep in the fall of 2022. At the core of this model are the co-teachers who will need time to coordinate a number of elements and establish roles and responsibilities that they will learn in a two-day training with Marilyn Friend.

Following the two-day training on the elements of co-teaching, participants in this workshop will work together to review the IEPs of the Special Education students enrolled in the course to determine the required specialized instruction. The pairs will create instructional plans and determine a structure and schedule for common planning, delivery of instruction, and assessment of student learning.

VII. SIGNATURES AND APPROVAL

Primary Submitting Teacher(s)	Date
Curriculum Coordinator(s)/Assistant Division Chair(s)	Date
Division Chair(s) 	Date 3/9/22
Director of Curriculum/Instruction or Personnel 	Date 3/9/22

VIII. CURRICULUM OFFICE USE ONLY

Approved as submitted <input checked="" type="checkbox"/>	Not approved with rationale
Approved with revisions	Total hours approved
District budget hours	Grant hours all Title II
Other hours	Maximum cost allowable

LYONS TOWNSHIP HIGH SCHOOL

BRIAN P. WATERMAN, SUPERINTENDENT

bwaterman@lths.net

North Campus
100 S. Brainard Ave.
LaGrange, IL 60525



708-579-6451

South Campus
4900 S. Willow Springs Rd.
Western Springs, IL 60558

TO: Lyons Township High School District #204 Board of Education
FROM: Brian Waterman, Superintendent
Ed Piotrowski, Director of Human Resources
DATE: Monday, March 21, 2022
RE: LTPA Negotiated Agreement Information

In the spring of 2021, members of the Board Negotiations Team and the Lyons Township Paraeducator Association (LTPA) began meeting to negotiate a successor contract to the 2017-2021 Negotiated Agreement. After 11 months of negotiating, including two sessions with a federal mediator, the Board Negotiations Committee and the Lyons Township Paraeducator Association reached a tentative agreement on a four-year contract. The LTPA voted to approve the tentative agreement on Friday, March 11, 2022.

Language and financial details of the final contract include:

- ✓ \$3.25/hour increase which represents an average 16.5% increase in the first year;
- ✓ 3.75% increases each year for the next three years of the proposed 4-year agreement;
- ✓ 32% average wage increase over 4 years;
- ✓ Credit for up to 5 years of prior paraeducator or teaching experience for both current and prospective paraeducators. Current LT Paraeducators with qualifying years of full-time experience will receive an immediate increase to their hourly wage to reflect the years of experience. Additionally, any newly hired ParaEducators with qualifying years of experience will receive hourly wage credit for up to 5 years.
- ✓ Additional compensation through longevity payments and stipends for complex or additional assignments, as well as opportunities such as coaching and summer school support.

We want to thank the members of the Board Negotiations Team for their time, patience and expertise during the process.

RECOMMENDATION

The Board will consider the proposed contract at the March 21, 2022 Regular Action Meeting. It is our recommendation that the Board approve the contract at that time.

Agreement

Between

Board Of Education of Lyons Township High School

District 204, Cook County, Illinois

and

Lyons Township ParaEducators Association (LTPA)

2021 – 2025

2021-2025 Negotiated Agreement

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2021-2025 Negotiated Agreement

Statement of Purpose

The Board of Education of Lyons Township High School District 204 and the members of the Lyons Township ParaEducators Association (LTPA) have negotiated the proposed contract in the spirit of the Lyons Township High School Mission Statement.

This Negotiated Agreement reflects our joint commitment to excellence in education and "to creating an atmosphere of encouragement, trust, and mutual respect."

As members of the Lyons Township High School community, we enhance the tradition of a quality education for all students by our professionalism and dedication, advancing the century old motto, *Vita Plena*, the quest for the fulfilling life.

Article I: Agreement

THIS AGREEMENT is entered into this first day of July, 2021 by and between the BOARD OF EDUCATION OF LYONS TOWNSHIP SCHOOL DISTRICT NO. 204, Cook County, Illinois (hereinafter referred to as the "Board", the "Employer" or the "District") and the LYONS TOWNSHIP PARAEDUCATORS ASSOCIATION, IEA-NEA (hereinafter referred to as the "Association").

Article II: Recognition

Pursuant to the **Illinois Education Labor Relations Board's (IELRB's)** Certification dated April 10, 1985, the Board recognizes the Association as the sole and exclusive bargaining representative for the purpose of negotiations regarding wages, hours and other terms and conditions of employment for all full-time and regular part-time ParaEducators: Alternative Program Employees, Applied Arts Employees, Fine Arts Employees, Global Studies Employees, Language Arts Employees, Learning Resources Employees, Math/Science Employees, Physical Welfare Employees, Special Education Employees, Student Services Employees, Transition Program Employees, (hereinafter referred to as the "Employee" or "Bargaining Unit Member") and any other ParaEducator position that is approved in any other department/division but excluding all administrators, supervisors, managerial, confidential and short-term ParaEducators, all as defined by the Illinois Educational Labor Relations Act, and all ParaEducators of the District who are not employed in the categories set forth above.

Article III: Definitions

A. Full-Time ParaEducators

1. ParaEducators who are regularly scheduled to work for six (6) or more hours per school day, and thirty (30) or more hours per week, whose work year consists of at least one hundred eighty (180) days, and whose work year follows the official District school calendar.
2. Any individual replacing a full-time ParaEducator (defined in Section A (I) above) who dies, resigns or is terminated or filling a newly-created full-time position within the Bargaining Unit shall be considered a "full-time ParaEducator" and shall be a member of the Bargaining Unit. Once a temporary ParaEducator fills a permanently vacant position for thirty (30) school days, said ParaEducator shall become a full-time ParaEducator and a permanent Bargaining Unit Member.

B. Part-Time ParaEducators

A regular part-time ParaEducator is scheduled to work less than six (6) hours per school day, and whose work year consists of at least one hundred eighty (180) days and whose work year follows the official District school calendar. Any individual replacing a regular part-time ParaEducator who dies, resigns or is terminated or filling a newly created part-time position within the Bargaining Unit shall be considered a regular part-time ParaEducator and shall become a permanent Bargaining Unit member.

C. Probationary ParaEducators

New ParaEducators will be considered probationary ParaEducators for the first ninety (90) work days of their employment or for a semester, if the ParaEducators begin their employment on the first day of a semester. Any holiday occurring during the probationary period shall be paid retroactively upon the ParaEducator's successful completion of his/her probationary period. The District shall be the sole judge as to whether any probationary ParaEducator shall be retained or continued in employment. Probationary ParaEducator shall have no seniority and may be laid-off or terminated by the District at its sole discretion, and such termination or layoff shall not be the subject of any grievance. Upon successful completion of his/her probationary period, a ParaEducator's seniority shall date from the commencement of employment. ParaEducators, having resigned with School Board acceptance of their resignation, who are within one (1) year shall not be subject to a probationary period if the employee successfully completed his/her probationary period during his/her employment with the District. These rehired ParaEducators' seniority shall date from the commencement of re-employment.

D. Seniority

Seniority shall be defined as the length of full-time service commencing with the employee's first day of work since the last date of hire as a Bargaining Unit Member with the District. The Administration shall prepare and maintain a seniority list. A copy of the list shall be provided to the Association President at the beginning of each school year and be available upon request to the Association President. Seniority shall be granted for permanent part-time ParaEducators as follows: part-time ParaEducators will be given one-half (1/2) year of credit for each full year of continuous part-time work. This provision will be retroactive for permanent part-time ParaEducators beginning with the 1993-1994 school year. Implementation of this provision will occur when a Reduction in Force (RIF) occurs.

Article IV: Grievance Procedure

The purpose of this procedure is to secure, at the lowest possible administrative level, equitable solutions to problems which may, from time to time, arise affecting the welfare or working conditions of ParaEducators. Both parties agree that proceedings shall be kept as informal and confidential as may be appropriate.

A. Definitions

1. Grievance: A claim by a Bargaining Unit Member, a group of Bargaining Unit Members or the Association, that there has been a violation, misinterpretation or misapplication of the terms of this Agreement.
2. Grievant: The person, persons, or the Association making such claim.
3. Day: School days, except that after the close of the school term, "day" shall mean weekdays.
4. Immediate Supervisor(s): The person(s) to whom the Bargaining Unit Member is/are officially responsible to and assigned as determined by the Division

Chair/Administrator in charge. The immediate supervisor(s) is/are the person(s) who typically spend(s) the greater amount of time with the ParaEducators in his/her daily work.

5. Division Chair: The supervising administrator of the department/division in which the grievance occurs.
6. Principal: The Principal of Lyons Township High School District 204.
7. Superintendent: The Superintendent of Lyons Township High School District 204.

B. Procedures

The parties hereto acknowledge that it is incumbent upon the ParaEducator and his/her immediate supervisor to resolve problems through free and informal communications. When requested by the ParaEducator, an Association representative may accompany the ParaEducator in order to assist in the informal resolution of the grievance. Nothing contained herein shall be construed as limiting the right of any ParaEducator having a grievance to discuss the matter informally with his/her immediate supervisor and having the grievance adjusted, provided the resolution agreed to is not inconsistent with the terms of this Agreement.

1. **Level One** The formal grievance procedure begins when the ParaEducator or the Association presents the grievance in writing to the Division Chair. The grievance statement must specify the nature of the grievance, section of this Agreement which has been violated, and the remedy sought. Such grievance shall be submitted within twenty (20) days of the occurrence or knowledge of the event giving rise to the grievance. The supervisor shall arrange for a meeting to take place within five (5) days after receipt of the grievance statement. The grievant, Association representative or immediate supervisor may invite the person or persons of his/her choice to meet with the supervisor to help settle the grievance. If the aggrieved does not request representation from the Association, the Association shall be made aware of the meeting and be allowed to attend the meeting. The supervisor shall provide a written answer to the grievance together with the supporting reasons therefore. Copies shall be given to the grievant, the Association and to the Superintendent within three (3) days after the meeting.
2. **Level Two** If the grievance is not resolved at Level One, or if no decision has been rendered within three (3) days after the meeting at Level One, the grievant or Association may appeal to the Principal of the building (or his/her designee) in which the grievance is alleged to have occurred. The appeal must be in writing and must include the original written grievance to the supervisor, a copy of the supervisor's written response, and statement why the response does not resolve the grievance within (5) days. The Principal (or his/her designee) shall thereafter schedule a meeting with the grievant, the Association, the supervisor, and the person or persons chosen by the grievant within five (5) days of receipt of the grievance. Within three (3) days after such meeting, the Principal shall issue a written decision, including the reasons upon which the decision was based, with copies furnished to the grievant, the Association, and the immediate supervisor.
3. **Level Three** If the Principal's (or his/her designee's) response does not resolve the grievance, the grievant shall have five (5) school days in which to appeal in writing

to the Superintendent. This appeal shall include copies of all written documents exchanged to the point of the Level Three appeal and a written statement of rationale as to why the Principal's response does not constitute resolution. The Superintendent shall have five (5) school days to schedule a meeting between the grievant and his/her Association representative and the Superintendent (or his/her designee). The Superintendent (or his/her designee) shall have ten (10) school days after the meeting to respond in writing.

4. **Level Four** Should the grievance still not be resolved at Level Three, the grievant shall have five (5) school days from delivery of the Superintendent's (or his/her designee's) written response to appeal to the Board. This appeal shall be in writing, addressed to the secretary of the Board of Education and shall include all written documents exchanged through Level Three in addition to a statement of rationale detailing why the Superintendent's (or his/her designee's) response does not constitute resolution. Within ten (10) school days, the Board of Education (or its designee(s)) will schedule a meeting between the Board (or its designee(s)) and the grievant and grievant's Association representative to hear argument and gather information from appropriate sources. Within ten (10) school days of the hearing or within five (5) school days of the next scheduled Board meeting following the hearing, whichever is later, the Board (or its designee(s)) shall respond in writing to the grievant and Association.
 5. **Level Five** In the event the grievance is not resolved, the Association may, on behalf of the grievant, within fifteen (15) school days, submit the grievance to binding arbitration through the American Arbitration Association (AAA). The arbitrator shall rule only on the alleged violation and shall have no power to alter the terms and/or conditions of this Agreement or the working conditions of ParaEducators covered by this Agreement. Each party shall bear 50% of the full cost of arbitration, except that each party shall bear full cost for any transcripts of the proceeding it requests.
- C. Provided both parties agree in writing, Levels One, Two, or Three of the grievance procedure may be bypassed and the grievance brought directly to the next level.
 - D. A grievance may be withdrawn at any level without establishing precedent. The grievant or Association must notify the Superintendent in writing if a grievance has been withdrawn.
 - E. The parties agree that the time allowed to process grievances is adequate. If the Grievant or Association for whatever reason fails to process a grievance in the time specified herein, the grievance is deemed to be conclusively resolved in favor of the District. Time limits may be extended by mutual agreement.
 - F. No ParaEducator covered by the terms of this Agreement shall have any individual right outside of the Association to process a grievance beyond Level Four of the grievance procedure.

- G. No reprisals shall be taken by the employer against any ParaEducator because of the ParaEducator's participation or refusal to participate in a grievance.
- H. All documents, communications, and records dealing with the processing of a grievance will be filed separately from the personnel files of the participants.

Article V: Management Rights

- A. The Board, on its own behalf and on behalf of the electors of the District, hereby retains and reserves unto itself, all powers, rights, authority, duties and responsibilities conferred upon and vested in it by the laws and Constitution of the State of Illinois, and of the United States, including, but without limiting the generality of the foregoing right:
 - 1. to hire all ParaEducators and determine their qualifications; to assign, schedule, promote, demote, transfer, layoff, discipline and discharge non-probationary ParaEducators for just cause;
 - 2. to relieve ParaEducators from duty because of lack of work, lack of funds, job abandonment, or other legitimate reasons;
 - 3. to manage the District and direct the work of ParaEducators in the manner it determines to be in the best interests of the District;
 - 4. to determine the work to be performed by the ParaEducators, the size of the work force, and the manner in which the work is to be performed;
 - 5. to establish and enforce reasonable rules, policies and practices applicable to ParaEducators, and to determine the penalty for violation(s) thereof;
 - 6. to subcontract work as it deems necessary;
 - 7. to establish new positions and make changes in the content of, or eliminate existing jobs; and/or
 - 8. to choose, control and direct supervision of ParaEducators.
- B. The exercise of the foregoing powers, rights, authority, duties and responsibilities by the Board may not contravene or be contrary to the provisions of this Agreement.
- C. Each ParaEducator shall submit to the Human Resources Office, in writing, by March 1 of each year, a statement of intent to return to his/her position beginning with the first Institute Day in the next school year or at the time required by the Board of Education. A template letter is available for use by ParaEducators in the Staff Workroom on the LTHS website under ParaEducators. (See Appendix B.)
- D. A notification of resignation shall be submitted to a ParaEducator's supervisor with copies to the Principal (or his/her designee) and Superintendent (or his/her designee) at least two (2) weeks prior to the effective date of the resignation.

Article VI: Association Rights

A. Board Minutes - Association Copies

A copy of all regular and special public Board minutes shall be mailed to, emailed to, or placed in the mailbox of the President of the Association as soon as possible after approval.

B. Payroll Dues Deductions

Payroll deductions for the Local Association, Illinois Education Association, and National Education Association dues shall be made on a Board of Education approved authorization form supplied by the Association and signed by a newly enrolled member. (See Appendix C.)

Upon receiving the written notice of authorization contained in Appendix C, the District shall commence dues deductions as soon as practicable, but in no case later than thirty (30) days after receiving notice. Employee deductions shall be transmitted to the Association no later than thirty (30) days after they are deducted.

The District shall rely on information provided by the Association regarding whether dues deductions were properly authorized, revoked, canceled, or changed, and the Association shall indemnify the District for any damages and reasonable costs incurred for any claims made by employees for deductions made in good faith reliance on that information.

C. Notices to Association President, Membership Chairperson and Treasurer

Names and addresses of newly hired ParaEducators shall be provided to the Association President, Membership Chairperson, and Treasurer within five (5) working days after Board approval.

The District shall provide the Association President and Membership Chairperson, in an electronically editable format, all bargaining unit members' employee information as specified under 115 ILCS 5/3(c)(2). The Association shall receive this information by October 1st each school year and monthly thereafter.

D. New Hire Association Orientation and Meetings

According to 115 ILCS 5/3(c)(1)(C), the Association has the right to meet with newly hired employees, without charge to pay or leave time, on the District's premises for up to one (1) hour either within the first two (2) weeks of employment or at a later date if mutually agreed upon. This meeting shall be conducted in a manner so as not to impede normal operations.

E. ParaEducator Input

Should opportunities arise for ParaEducators to be included on a committee or focus group, the Association President will be consulted as to the individuals designated to represent the ParaEducators. If the purpose of the committee is to engage in collective bargaining, then the Association shall designate the individuals to represent the ParaEducators.

F. Notification of Information Requests

As soon as practicable after receiving a request for any information prohibited from disclosure under 115 ILCS 5/3(d), excluding a request from the Association, the District shall provide a written copy of the request, or a written summary of any oral request, to the Association. The District shall provide a copy of any response it has made within five (5) business days of sending the response to any request.

Article VII: Personnel File

- A. The official personnel file of each ParaEducator shall be maintained in the District's Human Resources Office.
- B. A ParaEducator shall have the right to examine his/her personnel file and to have a representative of the Association accompany him/her in such review. Such review shall be during normal business hours and shall be preceded by reasonable notice of intent to review. A representative of the Board or administration may be present during such review. Nothing shall be permanently removed from the official personnel file except by consent of the Board and the ParaEducator.
- C. Upon request of the ParaEducator, the Employer will reproduce any materials in the ParaEducator's personnel file.

Article VIII: Lay-Offs, Reductions, Recalls, Post-Interview Procedures, ParaEducator Protection, Employment Procedures, and Absence Reporting Procedures

A. General RIF Procedures

The Board, in its sole discretion, shall determine whether a reduction in force is necessary, which decision shall not be made in an arbitrary or capricious manner. Before the Board makes any reduction in personnel, the reduction shall be communicated to the Association in writing.

Notification of layoff shall be in conformity with current law. In no case shall a new ParaEducator be employed by the Employer while there are temporarily laid-off Bargaining Unit Members qualified for a vacant or newly created position.

Bargaining Unit Members whose positions have been eliminated due to reduction in work force or who have been affected by a layoff/elimination of position shall have

the right to assume a position, regardless of classification, for which they are qualified, which is held by a less senior Bargaining Unit Member.

B. Recall

Bargaining Unit Members who are laid off shall be placed on a recall list until the first day of October of the second school year following layoff notice. ParaEducators on the recall list have the obligation to keep the District advised in writing of their current addresses. If there is a vacancy which the District decides to fill, ParaEducators who are on the recall list shall be recalled in the inverse order of their layoffs by certified or registered mail.

If an Employee is recalled to a Bargaining Unit Member position in the same job classification and refuses it or fails to respond to a notice of recall within ten (10) days of receipt, further recall rights terminate.

C. Fringe Benefits/Laid-Off ParaEducators

Laid-off Bargaining Unit Members' insurance will continue at Board cost through the last day of the month in which they are laid-off. The Board of Education will permit employees, their spouses and dependents to elect COBRA continuation coverage in the Board's health insurance program at their own expense as required by federal law.

D. Recall Rights and Procedures

Laid-off Bargaining Unit Members, when recalled, shall be recalled in inverse order of layoff.

E. Laid-Off Employees/Substitution

A laid-off Bargaining Unit Member shall, upon application and at his/her option, be granted priority status on the job classification ParaEducator substitute list according to his/her seniority.

E. Employment Notification Procedures

1. Notification of vacancies and newly created Bargaining Unit Member positions shall be posted in the main offices of both campuses and on the official District website within seventy-two (72) hours of availability. The vacancies shall be posted for a minimum of five (5) working days. All postings shall state the necessary qualifications.
2. As part of their evaluation process and part of their annual reviews, ParaEducators will discuss their assignments with their supervisors who are responsible for their assignments.
3. The Human Resources Office will provide the Association President a copy of the memo from the monthly Board packet which identifies new ParaEducators, effective dates of employment, assignments including campus, and rates of pay on the day following the regularly scheduled Board meeting at which such action was taken.

4. When ParaEducator position vacancies arise during the summer months, the following steps will be taken to fill these vacancies.
 - a. During the summer, the Human Resources Office will initially post vacancy notices on the official LTHS website for all ParaEducators with more than one (1) year of experience with the District. Interested candidates must apply for these positions in writing (by letter or e-mail) in order to be granted an interview.
 - b. If no ParaEducators with more than one (1) year of experience apply for a vacancy which opens during the summer, the Human Resources Office will review the list of first year ParaEducators who were separated from the District the prior spring. The individual with the most seniority on this list will be offered the vacant position first. If he/she refuses to accept this position, the Human Resources Office will offer the vacant position to the next most senior ParaEducator on the seniority list. This process will continue down the list until a ParaEducator accepts the position. Any first year ParaEducator who refuses an offered position loses his/her rights of recall. If no first year ParaEducator accepts the vacant position, it will be posted for other internal and/or external candidates.

G. Post-Interview Procedures

ParaEducators who apply for positions in the District will receive notification from the Human Resources Office acknowledging receipt of their letters of interest for a posted vacant position. After the interview process, ParaEducators will receive acknowledgment of their interview status indicating whether or not they were selected for the position. ParaEducators may receive very general feedback regarding their interviews in terms of how they might strengthen their candidacy.

H. Involuntary Transfer

When the Administration determines that the best interests of the school District require involuntary transfers, such transfers shall be made by considering length of service to the District, qualifications, evaluations and education. Involuntary transfers shall not be used for discipline without just cause.

I. Training and Communication

ParaEducators shall have the opportunity to receive training and information during their contractual work year about their assignments prior to the first day of student attendance or prior to working with students in their assignment. Special Education staff will be available to ParaEducators during the opening of school work days, as well as throughout the year to provide assistance. ParaEducators assigned to schedules within a regular education setting should contact their supervisor during the opening of school work days to schedule a time to discuss the assignment, if needed.

Where possible, the District will provide forty-eight (48) hours' notice in advance of a new assignment or change in schedule.

J. ParaEducator Protection

1. Any cause of assault upon a Bargaining Unit Member while in the course of his/her duties must be reported promptly by the Bargaining Unit Member to his/her division chairperson and/or immediate supervisor both of whom will so advise the Principal (or his/her designee) who will subsequently report the assault to the Superintendent (or his/her designee) as Board designee.
2. The Board shall provide legal counsel selected by the Board to advise the Bargaining Unit Member of his/her rights and obligations with respect to such assault and shall render all reasonable assistance to the Bargaining Unit Member in connection with the handling of the incident by law enforcement and judicial authorities.
3. ParaEducators are responsible for exercising reasonable care and caution, and otherwise adhering to the District's reasonable safety directives. The Board is not responsible for the loss or damage to personal property except in the following circumstances: civil commotion, concerted student violence, and/or vandalism. In such instance(s), the Board will reimburse a ParaEducator for loss or damage of personal property while in the course of his/her duties in an amount not to exceed five hundred (\$500.00) dollars or the ParaEducator's insurance deductible, whichever is less. Any claim submitted under this Section must be at least twenty (\$20.00) dollars. The Board will reimburse the ParaEducator upon submission of documentation deemed appropriate by the Administration.

K. Long-Term Temporary ParaEducator Positions

1. The District shall provide long-term substitute assistance for critical ParaEducator positions when the regular ParaEducator is off work due to extended illness, injury, or approved leave of absence.
2. The District will pay long-term temporary ParaEducators (in the same assignment for 15 or more consecutive days) the year 1 daily rate of a substitute teacher.
3. Long-term temporary ParaEducators shall not accrue seniority within the Bargaining Unit. Long-term temporary ParaEducators may be laid-off or terminated by the District as its sole discretion and such termination or layoff shall not be the subject of any grievance. A long-term temporary ParaEducator shall become a member of the Lyons Township High School ParaEducators Association at the conclusion of the eighteenth (18th) week of employment.

L. Defense and Indemnification

The Board shall provide legal counsel selected by the Board and shall render all necessary assistance to the Bargaining Unit Member in his/her defense when damages are sought for negligent or wrongful acts alleged to have been committed in the scope of employment or under the direction of the Board.

M. Maintenance of Wages for Court Appearances

Deductions in the salary of a Bargaining Unit Member shall not be made in connection with court appearance or time required in consultation with the State’s Attorney’s office or private counsel to prepare a case for litigation arising under the provisions of this Article.

N. Absence Reporting Procedures

- a. Employees are to follow established procedures by calling or going online to the substitute management system to report all absences. Said procedure shall be annually reissued to all employees at the start of the school year.
- b. For an employee who does not have internet access, he/she shall call the substitute management system’s toll free number or the Substitute Coordinator. All employees shall receive notification of the direct number for the Substitute Coordinator at the beginning of the school year.
- c. Absences created after 7:00 a.m. on the day of the absence must be reported to the Substitute Coordinator.
- d. Employees experiencing emergencies while en route to work shall call the Substitute Coordinator as soon as practicable to report such incidents.

Article IX: No Strikes

During the period that this Agreement is in effect, the Association hereby agrees not to strike or engage in, support or encourage any concerted refusal to render full and complete services in the school district.

Article X: Compensation and Fringe Benefits

- A. The schedules for compensation are contained in Appendix A for 2021-2022, 2022-2023, 2023-2024, and 2024-2025.

For the 2021- 2022 school year, all returning ParaEducators shall receive an increase of three dollars and twenty-five cents (\$3.25) to their 2020-2021 hourly rate as reflected in Appendix A. For the 2022-2025 school years, the dollar value of the cells will increase by three and three-quarters percent (3.75%) each year.

- 1. Hourly Wage Table Placement (New Hires)

The District will employ new ParaEducators at the established hourly rate (See 2021-2025 Hourly Wage Table, Appendix A.).

In the event the hourly rate of pay for a position requires special consideration, the Director of Human Resources will work with the Association President(s) to arrive at an appropriate salary; however, final discretion remains with the District. Final salary decisions shall be communicated to the Association President(s) in writing.

2. For the purposes of clarifying movement on the Hourly Wage Table for any school year during this contract, the names of the Bargaining Unit Members and their respective salaries shall be given to the Association President(s) by September 1. An amended list of hourly wages shall be provided to the Association President(s) by January 15.

B. Credit for Prior Experience

Newly hired ParaEducators will receive step credit for up to 5 years of prior experience as a ParaEducator or a teacher. To receive this credit, the experience must have been full-time and at an accredited public or private school. ParaEducators will not receive credit for partial years' experience. Verification of employment from prior employers may be required.

This step credit for prior experience will also be given to current ParaEducators who have prior full-time ParaEducator or teaching experience at an accredited public or private school. They will not receive credit for partial years' experience, and they will not receive additional credit if they were already given credit for prior experience.

As an example, if a current ParaEducator is on step 3 of the wage schedule and has 4 years of prior experience as a ParaEducator or teacher, they will move to step 7 on the wage schedule. The movement will be effective the first pay period after ratification. Human Resources will notify the ParaEducators for whom the District has records of prior experience and will inform them of their new step placement within two weeks after ratification. Any ParaEducator who believes they are entitled to step credit but who is not notified by Human Resources within two weeks after ratification will have an additional two weeks to notify Human Resources that they believe they are entitled to step credit. Human Resources will then determine whether step credit is appropriate. Verification of employment from prior employers may be required.

C. Fringe Benefits

1. Employment Year

The employment year shall include all student attendance days (no less than 180 days) plus any other days when requested by the Board of Education. When attendance of ParaEducators is not required for a scheduled District Institute Day, Human Resources will collaborate with the Association to choose which Institute Day members will not attend. In all cases, ParaEducators are paid only for hours worked except as provided under sick and personal leave. Each semester a ParaEducator has the option, with approval of her/her supervisor, to be released from work on either personal leave time or pay deduct time, the remainder of one full work day (seven (7) hours) during the non-student attendance portions of final examination days. A thirty (30) minute lunch break and two (2) fifteen (15) minute

breaks shall be deducted from the requested personal leave time or pay deduct, provided that the employee has not taken the breaks or lunch during the student attendance portion of the exam day.

2. Insurance Coverage

All eligible ParaEducators will be included in the District’s PPO/Blue Choice Select medical/dental/vision insurance plans, as approved by the Board of Education, and as provided to the Lyons Township Education Association. ParaEducators must work at least twenty-five (25) hours per week to be eligible for health insurance coverage.

Two (2) members of the LTPA chosen by the Association shall be included on the District Insurance Committee.

a. The ParaEducator/Employer contribution percentages are as follows.

PPO/Blue Choice Select	2021-2025
Single	
Employee	22%
Board	78%
Employee + 1	
Employee	22%
Board	78%
Family	
Employee	22%
Board	78%

b. Other Benefits

1. The Board will provide flu inoculations at no cost to the Bargaining Unit Member.
2. The Board will provide tuberculosis (TB) skin tests at no cost to the Bargaining Unit Member.
3. In the event a Bargaining Unit Member does not choose the District insurance plan, a routine PSA test shall be paid at the LaGrange Memorial Hospital rate.
4. In the event a Bargaining Unit Member does not choose the District insurance plan, a routine mammogram shall be paid at the LaGrange Memorial Hospital rate.
5. Vision insurance, excluding laser surgery vision correction, will be a component with all employees receiving single coverage for the vision component.

3. Life Insurance

The Board shall provide each Bargaining Unit Member a term life insurance policy with accidental death and dismemberment coverage in the amount of \$30,000. All

life insurance coverage terminates on the last day of employment. Life insurance commences on the first day of the month following employment as currently outlined in the District's Life Group Insurance Plan.

4. Early Retirement Insurance

A retiree who has reached the age of fifty-seven (57) years with a minimum of twenty (20) consecutive years of experience with the District will receive \$3,000 per year for single, employee + 1, or family insurance coverage until the employee reached the age of Medicare eligibility.

5. Termination of Insurance

Health insurance coverage terminates as follows and as defined in the District's Medical/Plan Document and Summary Plan Document:

- a. on the last day of the month during which employment terminates unless all premiums have been paid in-full by the twentieth (20) pay period then termination shall be on August 31;
- b. upon retirement or in the event of disability, and the ParaEducator has applied for and has been granted disability status under the terms of the Illinois Municipal Retirement Fund, the ParaEducator will be permitted to retain coverage under the basic hospital plan as required by Public Act 86-1444 relating to municipal employees' continuance privilege; or
- c. in the event of the ParaEducator's death while insured, the insurance on dependents will continue for a period of ninety (90) days, at which time it will automatically be cancelled; and the ParaEducator's spouse and/or children who have not yet reached age, may access the District's insurance at the established COBRA rates.

6. Twelve-Month Coverage

The Board-provided insurance shall be for twelve (12) consecutive months.

7. Longevity

ParaEducators who have worked in the District for fifteen (15) consecutive years or more shall receive a longevity payment. A ParaEducator who received an overall *Does Not Meet* rating on his/her most recent annual evaluation, shall not be eligible for a longevity payment. The payments are added after the ParaEducator's annual salary is calculated. The annual payments will not be cumulative. The longevity payments are as follows.

15 to 19 Consecutive Years Worked at LT	20 to 24 Consecutive Years Worked at LT	25 Consecutive Years and Thereafter
\$350	\$450	\$500

8. School Related Travel

- a. ParaEducators shall be paid the IRS approved rate for mileage when school related travel is requested of ParaEducators by their supervisors/administrators in order to perform their assigned duties for the District.
- b. Commuting (inter-campus) Bargaining Unit Members shall be paid for travel according to District guidelines.
- c. By the end of the first week of each school year, the Human Resources Office will send notification to all ParaEducators of their eligibility and stipend amount for commuters. By the end of the first week of school, the Human Resources Office will send a notification to ParaEducators who commute and to their supervisors that, if their commute is during periods in which they are assigned, they may have to leave their campus assignments early or arrive at campus assignments late.

9. School Closing - Leave Days

When District schools and school offices are officially closed by the Superintendent, no sick days or personal days previously arranged by a ParaEducator will be deducted for such emergency days. In such instances ParaEducators shall be compensated at their regular full day rate.

10. Professional Development

District in-service programs may be planned by an in-service committee. Programs may be scheduled subject to Board approval. Professional development programs may be planned by professional development committees. The Board of Education reserves the right to identify and to provide professional development programs for ParaEducators. All professional development programs are subject to available funding.

11. Personal/Professional Days

- a. The Board will grant two (2) personal leave days at full pay to each full-time Bargaining Unit Member for personal business. Such leave days are non-accumulative as personal leave; however, unused personal leave shall be added to accumulated sick leave days. Personal leave days shall be arranged with the Principal (or his/her designee) prior to their use whenever possible. Except in extenuating circumstances (which must be discussed with the Director of Human Resources), these days shall not be taken on days immediately prior to or following school holidays, nor shall they be taken on the first two (2) or last two (2) work days of the school year. For regular part-time employees, personal leave days will be pro-rated to one (1) day at the equivalent number of hours the ParaEducator works during a normal work day. For example, if the ParaEducator works four (4) hours a day, he/she shall receive four (4) hours of personal leave time.
- b. The Board and the Association agree that professional opportunities for the Bargaining Unit Member are a critical component to school improvement.

- c. ParaEducators may, with the approval of the appropriate Division Chair and Director of Human Resources, take courses (or other professional development opportunities) related to their current professional duties. The amount allocated for tuition, books, etc., related to those courses annually shall be one hundred twenty-five dollars (\$125.00) per ParaEducator. If unused, said amount shall accumulate year to year to a maximum of five (5) years/six hundred twenty-five dollars (\$625.00).

12. Holidays

Non-Probationary ParaEducators will receive ten (10) paid holidays per year. A tentative list of dates designated as holidays will be communicated to the LTPA by June 1 of the preceding school year.

The exact day of each holiday will be that date shown on the official school calendar as the day of observance. To be eligible for holiday pay, the ParaEducator must have worked all scheduled hours (except in extenuating circumstances as approved by the Director Human Resources) on the scheduled workday immediately prior to the holiday and the scheduled workday immediately following the holiday unless

- a. the ParaEducator is on continued sick leave verified by a physician's note; or
- b. the ParaEducator has a signed doctor's verification of illness on either of the two (2) days so described.

Paid holidays for regular part-time ParaEducators will be the same number of days as those for full-time ParaEducators at the equivalent number of hours the ParaEducator works during a normal work day, provided probationary guidelines have been met.

13. Rest Periods

Each full-time (6.0 or more hours) ParaEducator will be given two (2) fifteen (15) minute rest periods per day and one (1) non-paid, thirty (30) minute, duty-free lunch coordinated with and mutually agreed upon by the employee and the supervisor/Division Chair. Regular part-time Employees will receive one (1) fifteen (15) minute rest period. A thirty (30) minute non-paid, duty-free lunch will be provided for part-time employees working four (4) hours or more.

14. Sick Leave

- a. Each ParaEducator shall be entitled to twelve (12) sick days each school year with full pay. Sick leave shall be defined as personal illness of the ParaEducator, quarantine at home, or serious illness or death in the immediate family or household. Immediate family shall include parents, spouse, siblings, children, grandparents, grandchildren, in-laws and legal guardians.

- b. Sick leave as defined herein may accumulate to a total of one hundred eighty (180) school days only and to two hundred forty (240) days only for purposes of accruing additional credit for IMRF retirement.
- c. Each regular part-time ParaEducator who works twenty-five (25) hours or more per week shall be entitled to twelve (12) days sick leave pro-rated at the equivalent number of hours the ParaEducator works for that period of time. For example, if a ParaEducator works five (5) hours each day, he/she will be pro-rated sixty (60) hours of sick leave. Each regular part-time ParaEducator who works less than twenty-five (25) hours per week shall be entitled to ten (10) days sick leave pro-rated at the equivalent number of hours the ParaEducator works for that period of time.

15. Family and Medical Leave Act (FMLA)

The Board will implement the required provisions of the Family and Medical Leave Act (FMLA) effective February 5, 1994. The Human Resources Office will provide the Association president a copy of the memo from the monthly Board packet, which identifies LTPA members who have been approved for FMLA leave on the day following the regularly scheduled Board meeting.

16. Association Leave and Release Time

- a. The Board will grant up to four (4) days to the Association for leave with no loss of pay. Two (2) days with a Board-paid substitute teacher and two (2) days with an Association-paid substitute ParaEducator, if a substitute ParaEducator is required.
- b. The President or Association Co-Presidents shall each be granted one (1) release period per day in order to conduct Association business.

17. Jury Service and Other Related Appearances

Any ParaEducator called for jury duty, or who is subpoenaed to testify during work hours on matters related to their employment by the District, shall be paid their full compensation.

18. Payroll Procedures

- a. Paydays shall be the 5th and 19th of each month. Should the 5th or 19th fall on a holiday or weekend, the payday shall be the last working day prior to such holiday or weekend, excepting the situation where the first payday of January occurs during winter break. Payday for such occurrence shall be January 2. The last paycheck shall be paid on the last working day of the school year.
- b. All ParaEducators will have twenty-four (24) pay periods, except that ParaEducators who currently are paid over twenty (20) pay periods will grandfathered and shall continue to be paid over twenty (20) pay periods.

19. Worker's Compensation

The District shall provide worker's compensation benefits to all ParaEducators as required by State law. It is the responsibility of each ParaEducator to immediately notify the school nurse, his/her Supervisor, or a building Administrator of involvement in an incident, which may result in a worker's compensation claim.

20. L.I.F.E. Skills Student Support

ParaEducators working with students with profound disabilities shall earn a \$400 stipend at the end of each semester, providing they work with that student for one (1) to three (3) periods per day. Any ParaEducator who works with such students for four (4) or more periods a day shall receive a \$600 stipend at the end of each semester. For the purpose of this section, examples of students with profound disabilities may include students who require one or more of the following services: bathroom assistance, feeding, diapering, swimming assistance or lifting. Eligibility for the stipend will be determined by the Director of Special Education and the Director of Human Resources and is not subject to the grievance process. Human Resources will provide the Association with a list of staff members who are receiving the stipend.

21. Health Office ParaEducator Stipend

A ParaEducator assigned full-time to the health office designated as a License Practical Nurse (LPN) or Registered Nurses (RN) shall earn a stipend of \$750 at the end of each semester. A non-licensed ParaEducator assigned full-time to the health office shall earn a stipend of \$400 at the end of each semester.

22. ParaEducators Driving Vans/Buses

ParaEducators who hold a valid Illinois school bus permit and who are assigned by Administration to drive vans/buses shall earn \$100 stipend at the end of each semester.

23. Structured Study Period

ParaEducators may be assigned to supervise a twenty-five (25) minute structured study period on each student attendance day as determined by the Administration. Supervision of a structured study period includes taking attendance, facilitating student movement to various locations, and monitoring student behavior. ParaEducators who are assigned to supervise a structured study period will be paid \$10 for the study period.

Article XI: Substituting Procedures For ParaEducators

- A. Except in extenuating-circumstances, substitutes for ParaEducators shall be hired only as required by law and shall be paid the beginning prevailing wage as determined by the Board of Education.
- B. Bargaining Unit Members covered by this Agreement who hold an Illinois Professional Educators License (PEL) or Educator License with Stipulations (ELS) endorsed as a professional educator and work under the direct supervision of a licensed teacher may, when that teacher is absent, be given the opportunity to serve as the regular substitute teacher for that day/period at the District's discretion. In certain instances and with prior approval by the Director of Human Resources, a ParaEducator who holds a substitute teaching license may be allowed to serve as the regular substitute teacher when the classroom teacher is absent.
- C. During the first year of employment, ParaEducators who hold appropriate teacher licensure as defined above will be paid at the first year substitute teacher pay rate as established by the Board of Education. From the second year of employment and thereafter, ParaEducators who hold appropriate teacher licensure and who have served as substitute teachers for at least one (1) full school year (September through June) will be paid at the highest overall prevailing substitute rate as established by the Board of Education or their ParaEducator hourly rate whichever is greater.
- D. A ParaEducator who holds appropriate teacher licensure as defined above and who substitutes as a licensed teacher will be paid according to the following.
 - 1. First Year as Licensed Teacher Substitute: New Substitute Teacher Rate or their ParaEducator current hourly rate whichever is greater.
 - 2. Second Year and beyond as Licensed Teacher Substitute: Returning Substitute Rate or their Paraeducator current hourly rate whichever is greater.
 - 3. Any substitute pay earned during the last four (4) weeks of the current school year shall be paid by June 30 of that school year.
- E. The following are substituting procedures for ParaEducators. These procedures are intended to be guidelines for licensed staff and ParaEducators who may have the opportunity to function as substitutes for the District. As with all guidelines and procedures, extenuating circumstances may modify the extent to which these procedures may be followed. Prior to implementation, the Human Resources Office may speak with staff to whom these guidelines/procedures pertain.
 - 1. ParaEducators who hold an appropriate teacher licensure as defined above must indicate their interest in serving as a classroom substitute teacher in writing to the Director of Human Resources no later than September 1 of each school year. The Director of Human Resources will review the list of interested ParaEducators and determine which ParaEducators are eligible based on the guidelines listed in subsections 2 and 3. If the Director of Human Resources determines that a ParaEducator will no longer be allowed to serve as a substitute, he/she shall meet

- with the Association Co-Presidents to discuss the District's rationale for such decision.
2. In the event the regular, licensed teacher is absent during a period, the assigned Program ParaEducator, if properly licensed as defined above, may assume substituting responsibilities at the District's discretion.
 3. To maintain consistency for students with special needs who require the assistance of a one-on-one ParaEducator or direct support ParaEducator, one-on-one ParaEducators and direct support ParaEducators may not assume substituting responsibilities unless given prior approval by the Director of Human Resources.

Article XII: ParaEducator Evaluation

- A. When the District determines changes to the evaluation plan are necessary, the District shall establish and evaluation committee shall be established to examine the current evaluation process and make recommendations for any changes. The committee shall be comprised of the Director of Human Resources, the Special Education Division Chair, an additional LTHS administrator and three (3) ParaEducators, selected by the President or Co-President of the Association. The goal of this committee will be to make recommendations for changes to the evaluation plan to the Superintendent.

B. Full Knowledge of Evaluation

1. During the first week of April, a formal evaluation form will be made available to each ParaEducator based on his/her work to date, and evaluation shall be conducted by the ParaEducator's immediate supervisor(s) in person and with the full knowledge of the ParaEducator. The immediate supervisor(s) is/are the person(s) to whom the Bargaining Unit Member is/are officially responsible and assigned as determined by the Division Chair/Administrator in charge. The immediate supervisor(s) is/are the person(s) who typically spend(s) the greater amount of time with the ParaEducators in his/her daily work. The immediate supervisor(s) discuss(es) job expectations and goals with the Bargaining Unit Member. In the event that a ParaEducator has more than one (1) supervisor, each supervisor shall submit his/her own evaluation of said ParaEducator.

C. Post- Evaluation Conference and Procedure

1. Evaluations shall be documented in writing, a copy given to the ParaEducator, and a conference shall be scheduled between April 15-May 1. If the ParaEducator disagrees with the evaluation or wishes to respond to it, he/she may submit a written response which shall be attached to the file copy of the evaluation in question. If a supervisor believes a ParaEducator is doing unacceptable work, the reasons therefore shall be written in specific terms, as shall an identification of the specific ways in which the ParaEducator is to improve and the assistance to be given to the ParaEducator towards that improvement.
2. In no case shall the ParaEducator's signature be construed to mean that he/she necessarily agrees with the contents of the evaluation, only that said contents have

been discussed. The aforementioned statement shall appear on all evaluations under the signature line of the employee.

3. The final evaluation document shall be placed in the ParaEducator's personnel file by May 10.

Article XIII: Discipline or Dismissal

No non-probationary ParaEducator shall be formally disciplined without just cause. Formal discipline includes formal written warnings, formal suspension with or without pay, formal written reprimand, and termination.

In the event that formal discipline is undertaken, the following due process shall be observed.

- A. Written notice of the specific grounds forming the basis for such action will be delivered to the non-probationary ParaEducator and the Association prior to such action; and
- B. A conference between the non-probationary ParaEducator and the appropriate administrator will be held prior to taking such action. The non-probationary ParaEducator will have the right at his/her discretion to have an Association representative present at this conference.

Article XIV: Duration and Term of Agreement

This Agreement shall become effective upon ratification by the Association and adoption by the Board, and remain in effect until 12:00 a.m. June 30, 2025, except that hourly wages shall be retroactive to the first work day of the 2021-2022 school year. Thereafter, this Agreement shall automatically renew itself for an additional (1) year period, unless either party sends the other a written notice of its desire to amend or terminate the Agreement by certified mail at least sixty (60) but not more than one hundred eighty (180) days prior to June 30, 2025, or prior to the end of any additional one (1) year period.

Article XV: Miscellaneous Provisions

- A. **Non-Discrimination** In the application of the terms and conditions of this Agreement, neither the Board nor the Association will discriminate against any ParaEducator on the basis of race, creed, color, marital status, sex, age, national origin or disability as defined under the Americans with Disabilities Act.
- B. **Good Faith** Good Faith bargaining is defined as the mutual responsibility of the Board and the Association to deal with each other openly and fairly and to endeavor sincerely to reach agreement on items being negotiated.

- C. Validity** In the event that any provision of this Agreement shall at any time be declared invalid by any court or through government regulation or decree, such decision shall not invalidate the entire Agreement, it being the express intention of the parties hereto that all other provisions not declared invalid shall remain in full force and effect.
- D. Entire Agreement** The parties acknowledge that during the negotiations which resulted in this Agreement, each had the unlimited right and opportunity to make demands and proposals with respect to any subject or matter not removed by law from the area of collective bargaining, and that the understandings and agreements arrived at by the parties after the exercise of that right and opportunity are wholly set forth in this Agreement. This Agreement may be altered only through the mutual consent of these parties by written and signed amendment to this Agreement.

Article XVI: Signatures

LTPA

By _____
President

By _____
Secretary

Date _____

BOARD OF EDUCATION

By _____
President

By _____
Secretary

Date _____

**APPENDIX A.
Hourly Wage Table**

<u>2020-2021 Hourly Rate</u>	<u>2021-2022 Hourly Rate</u>	<u>2022-2023 Hourly Rate</u>	<u>2023-2024 Hourly Rate</u>	<u>2024-2025 Hourly Rate</u>
				\$19.83
			\$19.35	\$20.08
		\$18.89	\$19.60	\$20.34
	\$18.45	\$19.14	\$19.86	\$20.60
\$15.45	\$18.70	\$19.40	\$20.13	\$20.88
\$15.78	\$19.03	\$19.74	\$20.48	\$21.25
\$16.11	\$19.36	\$20.09	\$20.84	\$21.62
\$16.45	\$19.70	\$20.44	\$21.21	\$22.00
\$16.74	\$19.99	\$20.74	\$21.52	\$22.32
\$17.10	\$20.35	\$21.12	\$21.91	\$22.73
\$17.37	\$20.62	\$21.40	\$22.20	\$23.03
\$17.66	\$20.91	\$21.69	\$22.50	\$23.35
\$18.07	\$21.32	\$22.12	\$22.95	\$23.81
\$18.49	\$21.74	\$22.55	\$23.40	\$24.27
\$18.83	\$22.08	\$22.91	\$23.77	\$24.66
\$19.26	\$22.51	\$23.35	\$24.22	\$25.13
\$19.55	\$22.80	\$23.66	\$24.55	\$25.47
\$19.77	\$23.02	\$23.88	\$24.78	\$25.71
\$20.08	\$23.33	\$24.20	\$25.11	\$26.05
\$20.37	\$23.62	\$24.50	\$25.42	\$26.38
\$21.06	\$24.31	\$25.22	\$26.17	\$27.15
\$21.80	\$25.05	\$25.99	\$26.96	\$27.97
\$22.56	\$25.81	\$26.78	\$27.78	\$28.82
\$23.46	\$26.71	\$27.71	\$28.75	\$29.83
\$23.83	\$27.08	\$28.10	\$29.15	\$30.24
\$25.79	\$29.04	\$30.13	\$31.26	\$32.43
	\$29.59	\$30.70	\$31.85	\$33.05
	\$30.14	\$31.27	\$32.44	\$33.66

Each year a ParaEducator's hourly rate will be determined by moving horizontally across the Hourly Wage Table.

APPENDIX B.
Intent to Retain Position

TO: Director of Human Resources

FROM:

DATE: March 1, 20

RE: Intent to Retain Position

It is my desire to retain employment in my present position as a ParaEducator with Lyons Township High School District 204 for the next school year.

Sincerely,

Print ParaEducator Name

ParaEducator Signature

cc:

Supervisor
Division Chair
Principal

APPENDIX C.
Authorization to Deduct Dues

TO: Lyons Township High School District 204

FROM:

DATE:

RE: Authorization to Deduct Dues

I, _____, authorize and direct Lyons Township
(Print ParaEducator Name)

High School District 204 to withhold from my wages the dues and fees, which include local, state, and national, to the Lyons Township ParaEducators Association. I further authorize and direct Lyons Township High School District 204 to remit such withheld amounts each month to Lyons Township ParaEducators Association.

Changes in this authorization and direction can be made only upon written notice given by me to the Director of Business Services of Lyons Township High School District 204. Such notice must be submitted not less than 20 days prior to the date the change is to be effective.

Total amount to be withheld during the school year is \$_____. Withholding shall begin on _____.
(Date of First Deduction)

ParaEducator Signature

2021-2025 Negotiated Agreement

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Discipline or Dismissal	22	9
Duration and Term of Agreement	22	11
Early Retirement Insurance	15	4
Employment Notification Procedures	10	16
Employment Year	14	16
Entire Agreement	23	4
Family and Medical Leave Act	18	18
Fringe Benefits	10, 14	24
Full-Time ParaEducators	3	2
General RIF Procedures	9	20
Good Faith	23	11
Grievance Definitions	4	18
Grievance Procedures	5	23
Holidays	17	25
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**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
SUMMARY OF FEBRUARY 2022 EXPENSES
FOR BOARD OF EDUCATION APPROVAL ON MARCH 21, 2022**

ACCOUNTS PAYABLE	PAID	TOTAL
EDUCATION FUND	\$ 805,618.43	
OPERATIONS BLDG MAINT	\$ 327,524.36	
TRANSPORTATION	\$ 272,637.82	
TOTAL ACCOUNTS PAYABLE		\$ 1,405,780.61
PAYROLL		
EDUCATION FUND	\$ 4,499,887.16	
OPERATIONS BLDG MAINT	\$ 340,422.52	
IMRF/FICA/MEDICARE	\$ 238,773.97	
TOTAL PAYROLL		\$ 5,079,083.65
TOTAL EXPENDITURES		\$ 6,484,864.26

The Undersigned do hereby certify that the Accounts Payable and Payroll Expenditures in the amount of \$6,484,864.26 were approved for payment at the Lyons Township High School District 204 Board of Education Meeting, Cook County, Illinois held on March 21, 2022.

Kari Dillon, President

Michael Thomas, Secretary

**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
SUMMARY OF REVENUES - FISCAL YEAR 2021-22
FOR THE MONTH OF FEBRUARY 2022**

	BUDGET	MONTHLY REVENUES	FISCAL YTD REVENUES	BUDGET BALANCE	% REALIZED
<u>OPERATING FUNDS</u>					
EDUCATION - 10	\$ 68,269,129.00	\$ 9,134,195.63	\$ 42,737,792.74	\$ 25,531,336.26	62.60%
OPERATIONS & MAINTENANCE - 20	\$ 12,031,263.00	\$ 1,246,359.94	\$ 6,594,610.94	\$ 5,436,652.06	54.81%
TRANSPORTATION - 40	\$ 3,619,325.00	\$ 351,692.81	\$ 2,711,816.96	\$ 907,508.04	74.93%
IMRF/SOCIAL SECURITY - 50/51	\$ 3,126,113.00	\$ 372,936.57	\$ 1,972,657.60	\$ 1,153,455.40	63.10%
TOTAL	\$ 87,045,830.00	\$ 11,105,184.95	\$ 54,016,878.24	\$ 33,028,951.76	62.06%
<u>NON OPERATING FUNDS</u>					
DEBIT SERVICE - 30	\$ 2,623,301.00	\$ 348,786.36	\$ 1,581,962.90	\$ 1,041,338.10	60.30%
TOTAL	\$ 2,623,301.00	\$ 348,786.36	\$ 1,581,962.90	\$ 1,041,338.10	60.30%
<u>WORKING CASH</u>					
WORKING CASH - 70	\$ 5,000.00	\$ 43.76	\$ 373.55	\$ 4,626.45	7.47%
TOTAL	\$ 5,000.00	\$ 43.76	\$ 373.55	\$ 4,626.45	7.47%
TOTAL	\$ 89,674,131.00	\$ 11,454,015.07	\$ 55,599,214.69	\$ 34,074,916.31	62.00%

**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
SUMMARY OF EXPENSES - FISCAL YEAR 2021-22
FOR THE MONTH OF FEBRUARY 2022**

	BUDGET	MONTHLY EXPENSES	FISCAL YTD EXPENSES	BUDGET BALANCE	% REALIZED
<u>OPERATING FUNDS</u>					
EDUCATION - 10	\$ 68,148,927.00	\$ 5,305,875.85	\$ 37,786,709.91	\$ 30,362,217.09	55.45%
OPERATIONS & MAINTENANCE - 20	\$ 12,031,263.00	\$ 659,946.88	\$ 5,434,392.04	\$ 6,596,870.96	45.17%
TRANSPORTATION - 40	\$ 3,619,325.00	\$ 272,637.82	\$ 1,764,099.34	\$ 1,855,225.66	48.74%
IMRF/SOCIAL SECURITY - 50/51	\$ 3,094,980.00	\$ 238,773.97	\$ 1,824,742.97	\$ 1,270,237.03	58.96%
TOTAL	\$ 86,894,495.00	\$ 6,477,234.52	\$ 46,809,944.26	\$ 40,084,550.74	53.87%
<u>NON OPERATING FUNDS</u>					
DEBIT SERVICE - 30	\$ 2,562,961.00	\$ -	\$ 2,471,667.50	\$ 91,293.50	96.44%
TOTAL	\$ 2,562,961.00	\$ -	\$ 2,471,667.50	\$ 91,293.50	96.44%
<u>WORKING CASH</u>					
WORKING CASH - 70	\$ -	\$ -	\$ -	\$ -	0.00%
TOTAL	\$ -	\$ -	\$ -	\$ -	0.00%
TOTAL	\$ 89,457,456.00	\$ 6,477,234.52	\$ 49,281,611.76	\$ 40,175,844.24	55.09%

**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
FUND BALANCE FINANCIAL REPORT - FISCAL YEAR 2021-22
FOR THE MONTH OF FEBRUARY 2022**

	FUND BALANCE JULY 1, 2021	FISCAL YTD REVENUES	FISCAL YTD EXPENSES	FUND BALANCE
<u>OPERATING FUNDS</u>				
EDUCATION - 10	\$ 31,150,273.00	\$ 42,737,792.74	\$ 37,786,709.91	\$ 36,101,355.83
OPERATIONS & MAINTENANCE - 20	\$ 8,007,268.00	\$ 6,594,610.94	\$ 5,434,392.04	\$ 9,167,486.90
TRANSPORTATION - 40	\$ 3,155,182.00	\$ 2,711,816.96	\$ 1,764,099.34	\$ 4,102,899.62
IMRF/SOCIAL SECURITY - 50/51	\$ 1,221,677.00	\$ 1,972,657.60	\$ 1,824,742.97	\$ 1,369,591.63
TOTAL	\$ 43,534,400.00	\$ 54,016,878.24	\$ 46,809,944.26	\$ 50,741,333.98
<u>NON OPERATING FUNDS</u>				
DEBIT SERVICE - 30	\$ 1,408,875.00	\$ 1,581,962.90	\$ 2,471,667.50	\$ 519,170.40
TOTAL	\$ 1,408,875.00	\$ 1,581,962.90	\$ 2,471,667.50	\$ 519,170.40
<u>WORKING CASH</u>				
WORKING CASH - 70	\$ 3,982,921.34	\$ 373.55	\$ -	\$ 3,983,294.89
TOTAL	\$ 3,982,921.34	\$ 373.55	\$ -	\$ 3,983,294.89
TOTAL	\$ 48,926,196.34	\$ 55,599,214.69	\$ 49,281,611.76	\$ 55,243,799.27

LADSE

The LaGrange Area Department of Special Education

LA GRANGE AREA DEPARTMENT OF SPECIAL EDUCATION

SUMMARY OF BILLS AND PAYROLLS

February

Presented

March 21, 2022

SUMMARY FINANCIAL REPORT OF REVENUE - FEBRUARY 2022

OPERATING FUNDS	BUDGET	TRANSFERS	CURRENT	YTD REVENUES	BALANCE	PERCENT
EDUCATION FUND	27,354,110	-	2,728,326	18,344,424	9,009,686	67.06%
VOCATIONAL ACTIVITY FUND	-	-	13	748	(748)	0.00%
TOTAL	27,354,110	-	2,728,339	18,345,172	9,008,938	67.07%

SUMMARY FINANCIAL REPORT OF EXPENSE - FEBRUARY 2022

OPERATING FUNDS	BUDGET	TRANSFERS	CURRENT	YTD	BALANCE	PERCENT
EDUCATION FUND	27,354,110	-	2,167,403	15,373,001	11,981,110	56.20%
VOCATIONAL ACTIVITY FUND	-	-	-	-	-	0.00%
O&M FUND	-	-	-	19,807	(19,807.36)	0.00%
TOTAL	27,354,110	-	2,167,403	15,392,808	11,961,302	56.27%

MONTHLY FUND BALANCE REPORT FOR - FEBRUARY 2022

OPERATING FUNDS	JULY 1ST EQUITY	YEAR TO DATE	YEAR TO DATE	BALANCE
EDUCATION FUND	3,576,829	18,344,424	(15,373,001)	6,548,253
VOCATIONAL ACTIVITY FUND	14,158	748	-	14,905
O&M FUND	(8,993)	-	(19,807.36)	(28,800)
TOTAL	3,581,994	18,345,172	(15,392,808)	6,534,358

SUMMARY OF EXPENSES FOR FEBRUARY 2022 BOARD OF EDUCATION APPROVAL ON MARCH 21, 2022

	EXPENSES	EXPENSES	TOTAL
EDUCATION FUND	\$ 158,881.24		\$ 158,881.24
VOCATIONAL ACTIVITY FUND	\$ -	\$ -	\$ -
TOTAL A/P	\$ 158,881.24	\$ -	\$ 158,881.24

PAYROLL

EDUCATION FUND		\$ 1,571,591.74
BOARD SHARE EXPENSES		\$ 436,930.29
TOTAL PAYROLL		\$ 2,008,522.03

VOCATIONAL FUND		-
BOARD SHARE EXPENSES		-
TOTAL PAYROLL		-

2,167,403

THE UNDERSIGNED DO HEREBY CERTIFY THAT ACCOUNTS PAYABLE LISTINGS AND PAYROLLS IN THE AMOUNT OF \$2,167,403.27 WERE APPROVED FOR PAYMENT AT THE MEETING OF THE BOARD OF EDUCATION OF SCHOOL DISTRICT #204, COOK COUNTY, ILLINOIS HELD ON MARCH 21, 2022 AND AUTHORIZE THE SCHOOL TRUSTEES OF TOWNSHIP 38, RANGE 12 TO PAY THE SAME.

PRESIDENT

SECRETARY

LaGrange Area Dept. of Special Education

Fund Balances

Fiscal Year: 2021-2022

Month: February
 Year: 2022
 Fund Type: All Funds

Include Cash Balance
 FY End Report

<u>Fund</u>	<u>Description</u>	<u>Beginning Balance</u>	<u>Revenue</u>	<u>Expense</u>	<u>Transfers</u>	<u>Fund Balance</u>
10	EDUCATION	\$3,576,829.41	\$18,344,424.01	(\$15,373,000.71)	\$0.00	\$6,548,252.71
20	OPERATIONS & MAINTENANCE	(\$8,993.00)	\$0.00	(\$19,807.36)	\$0.00	(\$28,800.36)
99	ACTIVITY FUND - SHREDDER WORKS	\$14,157.57	\$747.85	\$0.00	\$0.00	\$14,905.42
Grand Total:		\$3,581,993.98	\$18,345,171.86	(\$15,392,808.07)	\$0.00	\$6,534,357.77

End of Report

LAGRANGE AREA DEPT. OF SPECIAL EDUCATION VOUCHER

Voucher No: 1141

Voucher Date: 02/18/2022

Prepared By: *B. Chappell*

Printed: 02/16/2022 12:04:29 PM

LAGRANGE AREA DEPT. OF SPECIAL EDUCATION is hereby authorized to draw warrants against LAGRANGE AREA DEPT. OF SPECIAL EDUCATION funds for the sum of \$20,580.26 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2021 to June 30, 2022 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.

Jacquelyn Bogar 2.17.2022
Jacquelyn Bogar Director of Business Services

LAGRANGE AREA DEPT. OF SPECIAL EDUCATION

Fund	Amount
10 EDUCATION	\$20,580.26
	\$20,580.26

LaGrange Area Dept. of Special Education

Voucher Detail Listing

Voucher Batch Number: 1141

02/18/2022

Fiscal Year: 2021-2022

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Holy Guardian Angels Parish						
Check Group:						
Undesignated		1 0		022022-01 2/16/2022	10.5.2570.3250.900.1100 ROOM RENTALS	\$5,263.69
Undesignated		1 0		Rent March 2/16/2022	10.5.2570.3250.900.1100 ROOM RENTALS	\$14,790.07
					Check #: 0	
						PO/InvoiceTotal: <u>\$20,053.76</u>
						Vendor Total: <u>\$20,053.76</u>
Richard Rickelman						
Check Group:						
AIDE SALARIES		1 0		20220210 2/15/2022	10.5.4950.1104.459.6100 AIDE SALARIES	\$318.50
Undesignated		1 0		4 2/15/2022	10.5.4950.1104.459.1100 AIDE SALARIES	\$208.00
					Check #: 0	
						PO/InvoiceTotal: <u>\$526.50</u>
						Vendor Total: <u>\$526.50</u>
						Grand Total: <u>\$20,580.26</u>

End of Report

LAGRANGE AREA DEPT. OF SPECIAL EDUCATION VOUCHER

Voucher No: 1142

Voucher Date: 02/22/2022

Prepared By:

B. Chappell
Printed: 02/17/2022 10:23:56 AM

LAGRANGE AREA DEPT. OF SPECIAL EDUCATION is hereby authorized to draw warrants against LAGRANGE AREA DEPT. OF SPECIAL EDUCATION funds for the sum of \$138,623.16 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2021 to June 30, 2022 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.

Jacquelyn Bogan 2.17.2022
Jacquelyn Bogan Director of Business Services

LAGRANGE AREA DEPT. OF SPECIAL
EDUCATION

Fund	Amount
10 EDUCATION	\$138,623.16
	\$138,623.16

LADSE

The LaGrange Area Department of Special Education

LA GRANGE AREA DEPARTMENT OF SPECIAL EDUCATION

SUMMARY OF BILLS AND PAYROLLS

February

Presented

March 21, 2022

SUMMARY FINANCIAL REPORT OF REVENUE - FEBRUARY 2022

OPERATING FUNDS	BUDGET	TRANSFERS	CURRENT	YTD REVENUES	BALANCE	PERCENT
EDUCATION FUND	27,354,110	-	2,728,326	18,344,424	9,009,686	67.06%
VOCATIONAL ACTIVITY FUND	-	-	13	748	(748)	0.00%
TOTAL	27,354,110	-	2,728,339	18,345,172	9,008,938	67.07%

SUMMARY FINANCIAL REPORT OF EXPENSE - FEBRUARY 2022

OPERATING FUNDS	BUDGET	TRANSFERS	CURRENT	YTD	BALANCE	PERCENT
EDUCATION FUND	27,354,110	-	2,167,403	15,373,001	11,981,110	56.20%
VOCATIONAL ACTIVITY FUND	-	-	-	-	-	0.00%
O&M FUND	-	-	-	19,807	(19,807.36)	0.00%
TOTAL	27,354,110	-	2,167,403	15,392,808	11,961,302	56.27%

MONTHLY FUND BALANCE REPORT FOR - FEBRUARY 2022

OPERATING FUNDS	JULY 1ST EQUITY	YEAR TO DATE	YEAR TO DATE	BALANCE
EDUCATION FUND	3,576,829	18,344,424	(15,373,001)	6,548,253
VOCATIONAL ACTIVITY FUND	14,158	748	-	14,905
O&M FUND	(8,993)	-	(19,807.36)	(28,800)
TOTAL	3,581,994	18,345,172	(15,392,808)	6,534,358

SUMMARY OF EXPENSES FOR FEBRUARY 2022 BOARD OF EDUCATION APPROVAL ON MARCH 21, 2022

	EXPENSES	EXPENSES	TOTAL
EDUCATION FUND	\$ 158,881.24		\$ 158,881.24
VOCATIONAL ACTIVITY FUND	\$ -	\$ -	\$ -
TOTAL A/P	\$ 158,881.24	\$ -	\$ 158,881.24

PAYROLL

EDUCATION FUND	\$ 1,571,591.74
BOARD SHARE EXPENSES	\$ 436,930.29
TOTAL PAYROLL	\$ 2,008,522.03

VOCATIONAL FUND	-
BOARD SHARE EXPENSES	-
TOTAL PAYROLL	-

2,167,403

THE UNDERSIGNED DO HEREBY CERTIFY THAT ACCOUNTS PAYABLE LISTINGS AND PAYROLLS IN THE AMOUNT OF \$2,167,403.27 WERE APPROVED FOR PAYMENT AT THE MEETING OF THE BOARD OF EDUCATION OF SCHOOL DISTRICT #204, COOK COUNTY, ILLINOIS HELD ON MARCH 21, 2022 AND AUTHORIZE THE SCHOOL TRUSTEES OF TOWNSHIP 38, RANGE 12 TO PAY THE SAME.

PRESIDENT

SECRETARY

LaGrange Area Dept. of Special Education

Fund Balances

Fiscal Year: 2021-2022

Month: February
 Year: 2022
 Fund Type: All Funds

Include Cash Balance
 FY End Report

<u>Fund</u>	<u>Description</u>	<u>Beginning Balance</u>	<u>Revenue</u>	<u>Expense</u>	<u>Transfers</u>	<u>Fund Balance</u>
10	EDUCATION	\$3,576,829.41	\$18,344,424.01	(\$15,373,000.71)	\$0.00	\$6,548,252.71
20	OPERATIONS & MAINTENANCE	(\$8,993.00)	\$0.00	(\$19,807.36)	\$0.00	(\$28,800.36)
99	ACTIVITY FUND - SHREDDER WORKS	\$14,157.57	\$747.85	\$0.00	\$0.00	\$14,905.42
Grand Total:		\$3,581,993.98	\$18,345,171.86	(\$15,392,808.07)	\$0.00	\$6,534,357.77

End of Report

LAGRANGE AREA DEPT. OF SPECIAL EDUCATION VOUCHER

Voucher No: 1141

Voucher Date: 02/18/2022

Prepared By:

B. Chappell

Printed: 02/16/2022 12:04:29 PM

LAGRANGE AREA DEPT. OF SPECIAL EDUCATION is hereby authorized to draw warrants against LAGRANGE AREA DEPT. OF SPECIAL EDUCATION funds for the sum of \$20,580.26 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2021 to June 30, 2022 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.

Jacquelyn Bogan 2.17.2022
Jacquelyn Bogan Director of Business Services

LAGRANGE AREA DEPT. OF SPECIAL
EDUCATION

Fund	Amount
10 EDUCATION	\$20,580.26
	\$20,580.26

LaGrange Area Dept. of Special Education

Voucher Detail Listing

Voucher Batch Number: 1141

02/18/2022

Fiscal Year: 2021-2022

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Holy Guardian Angels Parish						
Check Group:						
Undesignated		1 0		022022-01 2/16/2022	10.5.2570.3250.900.1100 ROOM RENTALS	\$5,263.69
Undesignated		1 0		Rent March 2/16/2022	10.5.2570.3250.900.1100 ROOM RENTALS	\$14,790.07
					Check #: 0	
						PO/InvoiceTotal: <u>\$20,053.76</u>
						Vendor Total: <u>\$20,053.76</u>
Richard Rickelman						
Check Group:						
AIDE SALARIES		1 0		20220210 2/15/2022	10.5.4950.1104.459.6100 AIDE SALARIES	\$318.50
Undesignated		1 0		4 2/15/2022	10.5.4950.1104.459.1100 AIDE SALARIES	\$208.00
					Check #: 0	
						PO/InvoiceTotal: <u>\$526.50</u>
						Vendor Total: <u>\$526.50</u>
						Grand Total: <u>\$20,580.26</u>

End of Report

LAGRANGE AREA DEPT. OF SPECIAL EDUCATION VOUCHER

Voucher No: 1142

Voucher Date: 02/22/2022

Prepared By:

B. Chappell
Printed: 02/17/2022 10:23:56 AM

LAGRANGE AREA DEPT. OF SPECIAL EDUCATION is hereby authorized to draw warrants against LAGRANGE AREA DEPT. OF SPECIAL EDUCATION funds for the sum of \$138,623.16 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2021 to June 30, 2022 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.

Jacquelyn Bogan 2.17.2022
Jacquelyn Bogan Director of Business Services

LAGRANGE AREA DEPT. OF SPECIAL
EDUCATION

Fund	Amount
10 EDUCATION	\$138,623.16
	\$138,623.16

LaGrange Area Dept. of Special Education

Check Listing

Fiscal Year: 2021-2022

Criteria:

Bank Account: OPERATING 2045 184641

From Date: 2/22/2022
 From Check: 245809233
 From Voucher: 1142

To Date: 2/22/2022
 To Check: 245809318
 To Voucher: 1142

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
245809233	02/22/2022	ACT	\$72.00	1142	Printed	Expense	<input type="checkbox"/>		
245809234	02/22/2022	Amazon Capital Services	\$721.22	1142	Printed	Expense	<input type="checkbox"/>		
245809235	02/22/2022	Apple Computer	\$16,495.00	1142	Printed	Expense	<input type="checkbox"/>		
245809236	02/22/2022	At & T	\$1,010.75	1142	Printed	Expense	<input type="checkbox"/>		
245809237	02/22/2022	Aya Healthcare	\$5,227.50	1142	Printed	Expense	<input type="checkbox"/>		
245809238	02/22/2022	Bd Of Ed #62	\$258.75	1142	Printed	Expense	<input type="checkbox"/>		
245809239	02/22/2022	Bmo Corporate Mastercard	\$13,228.11	1142	Printed	Expense	<input type="checkbox"/>		
245809240	02/22/2022	Bonistalli, Carolyn	\$112.08	1142	Printed	Expense	<input type="checkbox"/>		
245809241	02/22/2022	BrightStar Care	\$5,616.00	1142	Printed	Expense	<input type="checkbox"/>		
245809242	02/22/2022	Canon Solutions America	\$2,124.41	1142	Printed	Expense	<input type="checkbox"/>		
245809243	02/22/2022	Carolanne Pilch	\$24.92	1142	Printed	Expense	<input type="checkbox"/>		
245809244	02/22/2022	Chappell, Barbara A	\$15.21	1142	Printed	Expense	<input type="checkbox"/>		
245809245	02/22/2022	Chiampas, Cassandra	\$148.94	1142	Printed	Expense	<input type="checkbox"/>		
245809246	02/22/2022	Cleveland, Jenelle	\$39.42	1142	Printed	Expense	<input type="checkbox"/>		
245809247	02/22/2022	College Entrance Examination Board	\$306.00	1142	Printed	Expense	<input type="checkbox"/>		
245809248	02/22/2022	Comcast	\$384.44	1142	Printed	Expense	<input type="checkbox"/>		
245809249	02/22/2022	ComEd	\$247.68	1142	Printed	Expense	<input type="checkbox"/>		
245809250	02/22/2022	COTG	\$5,448.99	1142	Printed	Expense	<input type="checkbox"/>		
245809251	02/22/2022	CPI	\$9,197.00	1142	Printed	Expense	<input type="checkbox"/>		
245809252	02/22/2022	Dahme Mechanical Industries, Inc.	\$2,403.00	1142	Printed	Expense	<input type="checkbox"/>		
245809253	02/22/2022	Delgado, Christine J	\$44.10	1142	Printed	Expense	<input type="checkbox"/>		
245809254	02/22/2022	Embrace Education	\$189.93	1142	Printed	Expense	<input type="checkbox"/>		
245809255	02/22/2022	Espinosa, Cynthia A	\$25.68	1142	Printed	Expense	<input type="checkbox"/>		
245809256	02/22/2022	Everette, Caroline R	\$59.49	1142	Printed	Expense	<input type="checkbox"/>		

LaGrange Area Dept. of Special Education

Check Listing

Fiscal Year: 2021-2022

Criteria:

Bank Account: OPERATING 2045 184641

From Date: 2/22/2022
 From Check: 245809233
 From Voucher: 1142

To Date: 2/22/2022
 To Check: 245809318
 To Voucher: 1142

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
245809257	02/22/2022	Expanding Expressions, LLC	\$273.90	1142	Printed	Expense	<input type="checkbox"/>		
245809258	02/22/2022	Fabris, Madeline N	\$111.61	1142	Printed	Expense	<input type="checkbox"/>		
245809259	02/22/2022	Favela Mata, Isabel	\$103.66	1142	Printed	Expense	<input type="checkbox"/>		
245809260	02/22/2022	First Communications LLC	\$309.53	1142	Printed	Expense	<input type="checkbox"/>		
245809261	02/22/2022	Flinn Scientific	\$574.21	1142	Printed	Expense	<input type="checkbox"/>		
245809262	02/22/2022	FoxHire, LLC	\$1,462.00	1142	Printed	Expense	<input type="checkbox"/>		
245809263	02/22/2022	Garlinger, Amy	\$59.49	1142	Printed	Expense	<input type="checkbox"/>		
245809264	02/22/2022	Geneva Oatman	\$3,850.00	1142	Printed	Expense	<input type="checkbox"/>		
245809265	02/22/2022	Grand Prairie Transit	\$1,998.56	1142	Printed	Expense	<input type="checkbox"/>		
245809266	02/22/2022	Groenendyk, Isaac J	\$42.59	1142	Printed	Expense	<input type="checkbox"/>		
245809267	02/22/2022	Guzman, Ivonne J	\$20.88	1142	Printed	Expense	<input type="checkbox"/>		
245809268	02/22/2022	Hanke, Melissa B	\$58.40	1142	Printed	Expense	<input type="checkbox"/>		
245809269	02/22/2022	Hill-Gotlund, Maily H	\$1,280.00	1142	Printed	Expense	<input type="checkbox"/>		
245809270	02/22/2022	Horton'S Of La Grange	\$23.07	1142	Printed	Expense	<input type="checkbox"/>		
245809271	02/22/2022	lasa	\$500.00	1142	Printed	Expense	<input type="checkbox"/>		
245809272	02/22/2022	IDEMIA Billing Department	\$195.00	1142	Printed	Expense	<input type="checkbox"/>		
245809273	02/22/2022	IDWholesaler	\$189.28	1142	Printed	Expense	<input type="checkbox"/>		
245809274	02/22/2022	Illinois State Police	\$56.50	1142	Printed	Expense	<input type="checkbox"/>		
245809275	02/22/2022	Intellitext LLC	\$6,465.00	1142	Printed	Expense	<input type="checkbox"/>		
245809276	02/22/2022	Irby, Stefanie J	\$232.43	1142	Printed	Expense	<input type="checkbox"/>		
245809277	02/22/2022	Jessica Minahan	\$2,500.00	1142	Printed	Expense	<input type="checkbox"/>		
245809278	02/22/2022	Judith Meyer	\$70.66	1142	Printed	Expense	<input type="checkbox"/>		
245809279	02/22/2022	Kahler, Jennifer P	\$245.00	1142	Printed	Expense	<input type="checkbox"/>		
245809280	02/22/2022	Kerry Hurley	\$14.74	1142	Printed	Expense	<input type="checkbox"/>		

LaGrange Area Dept. of Special Education

Check Listing

Fiscal Year: 2021-2022

Criteria:

Bank Account: OPERATING 2045 184641

From Date: 2/22/2022
 From Check: 245809233
 From Voucher: 1142

To Date: 2/22/2022
 To Check: 245809318
 To Voucher: 1142

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
245809281	02/22/2022	LMByrne, Ltd.	\$2,835.00	1142	Printed	Expense	<input type="checkbox"/>		
245809282	02/22/2022	Loftus, Jacqueline	\$97.11	1142	Printed	Expense	<input type="checkbox"/>		
245809283	02/22/2022	Lupo, Melissa	\$219.61	1142	Printed	Expense	<input type="checkbox"/>		
245809284	02/22/2022	Lyons Township High School	\$1,715.02	1142	Printed	Expense	<input type="checkbox"/>		
245809285	02/22/2022	Martin, Courtney AH	\$731.25	1142	Printed	Expense	<input type="checkbox"/>		
245809286	02/22/2022	Maruyama, Blythe J	\$113.08	1142	Printed	Expense	<input type="checkbox"/>		
245809287	02/22/2022	Massanisso, Lisa M	\$9.82	1142	Printed	Expense	<input type="checkbox"/>		
245809288	02/22/2022	McDermott, Callan P	\$110.85	1142	Printed	Expense	<input type="checkbox"/>		
245809289	02/22/2022	Mcgraw Hill - Education	\$154.77	1142	Printed	Expense	<input type="checkbox"/>		
245809290	02/22/2022	Mott, Monica A	\$8.78	1142	Printed	Expense	<input type="checkbox"/>		
245809291	02/22/2022	Murphy, Donna	\$193.40	1142	Printed	Expense	<input type="checkbox"/>		
245809292	02/22/2022	NWEA	\$1,600.00	1142	Printed	Expense	<input type="checkbox"/>		
245809293	02/22/2022	Omni Group (The)	\$22.00	1142	Printed	Expense	<input type="checkbox"/>		
245809294	02/22/2022	Ortiz, Norma Y	\$47.38	1142	Printed	Expense	<input type="checkbox"/>		
245809295	02/22/2022	Ortiz-Anderson, Regina M	\$28.78	1142	Printed	Expense	<input type="checkbox"/>		
245809296	02/22/2022	Pace Van Pool	\$300.00	1142	Printed	Expense	<input type="checkbox"/>		
245809297	02/22/2022	R & W Medical, LLC	\$60.00	1142	Printed	Expense	<input type="checkbox"/>		
245809298	02/22/2022	Rcm Data Corp.	\$95.82	1142	Printed	Expense	<input type="checkbox"/>		
245809299	02/22/2022	Rogus, Brian J	\$154.90	1142	Printed	Expense	<input type="checkbox"/>		
245809300	02/22/2022	Safeguard Self Storage	\$1,216.00	1142	Printed	Expense	<input type="checkbox"/>		
245809301	02/22/2022	Sased	\$20,355.38	1142	Printed	Expense	<input type="checkbox"/>		
245809302	02/22/2022	Schwarz, Lindsay A	\$22.99	1142	Printed	Expense	<input type="checkbox"/>		
245809303	02/22/2022	Self & Match	\$725.00	1142	Printed	Expense	<input type="checkbox"/>		
245809304	02/22/2022	Smith, Hannah M	\$6.66	1142	Printed	Expense	<input type="checkbox"/>		

LaGrange Area Dept. of Special Education

Check Listing

Fiscal Year: 2021-2022

Criteria:

Bank Account: OPERATING 2045 184641

From Date: 2/22/2022
 From Check: 245809233
 From Voucher: 1142

To Date: 2/22/2022
 To Check: 245809318
 To Voucher: 1142

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
245809305	02/22/2022	Sofia Zarnowiecki	\$201.20	1142	Printed	Expense	<input type="checkbox"/>		
245809306	02/22/2022	Soliant Health	\$6,312.32	1142	Printed	Expense	<input type="checkbox"/>		
245809307	02/22/2022	Sypkens, Maureen B	\$175.73	1142	Printed	Expense	<input type="checkbox"/>		
245809308	02/22/2022	Systemic Educational Equity, LLC	\$5,000.00	1142	Printed	Expense	<input type="checkbox"/>		
245809309	02/22/2022	Tobil Dynavox, LLC	\$4,119.30	1142	Printed	Expense	<input type="checkbox"/>		
245809310	02/22/2022	Urso, Jacquelyn S	\$3,735.00	1142	Printed	Expense	<input type="checkbox"/>		
245809311	02/22/2022	Warehouse Direct, Inc.	\$827.80	1142	Printed	Expense	<input type="checkbox"/>		
245809312	02/22/2022	Weiser, Heather A	\$319.80	1142	Printed	Expense	<input type="checkbox"/>		
245809313	02/22/2022	WEX Bank	\$361.04	1142	Printed	Expense	<input type="checkbox"/>		
245809314	02/22/2022	Windle, Eleanor N	\$18.60	1142	Printed	Expense	<input type="checkbox"/>		
245809315	02/22/2022	Winkler, Allison M	\$78.76	1142	Printed	Expense	<input type="checkbox"/>		
245809316	02/22/2022	WM Corporate Services, Inc	\$356.40	1142	Printed	Expense	<input type="checkbox"/>		
245809317	02/22/2022	Woodmen of the World	\$2,228.00	1142	Printed	Expense	<input type="checkbox"/>		
245809318	02/22/2022	Woody, Abigail O	\$28.48	1142	Printed	Expense	<input type="checkbox"/>		

Total Amount: \$138,623.16

End of Report

LaGrange Area Dept. of Special Education

Function Summary - Revenues

From Date: 2/1/2022

To Date: 2/28/2022

Fiscal Year: 2021-2022

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.4.0000.0000.000.0000	UNDESIGNATED	\$0.00	\$0.00	(\$50,045.00)	\$50,045.00	\$0.00	\$50,045.00	0.00%
10.4.1200.0000.000.0000	UNDESIGNATED	\$0.00	\$0.00	(\$7,773.58)	\$7,773.58	\$0.00	\$7,773.58	0.00%
10.4.1300.0000.000.0000	UNDESIGNATED	(\$23,988,684.47)	(\$2,391,640.67)	(\$15,715,625.16)	(\$8,273,059.31)	\$0.00	(\$8,273,059.31)	34.49%
10.4.1400.0000.000.0000	UNDESIGNATED	\$0.00	(\$34,403.17)	(\$351,228.79)	\$351,228.79	\$0.00	\$351,228.79	0.00%
10.4.1500.0000.000.0000	UNDESIGNATED	(\$50,000.00)	\$0.00	(\$68,184.85)	\$18,184.85	\$0.00	\$18,184.85	-36.37%
10.4.2200.0000.000.0000	UNDESIGNATED	\$0.00	\$0.00	(\$4,908.35)	\$4,908.35	\$0.00	\$4,908.35	0.00%
10.4.3100.0000.000.0000	UNDESIGNATED	(\$1,650,112.00)	(\$150,010.00)	(\$1,050,070.00)	(\$600,042.00)	\$0.00	(\$600,042.00)	36.36%
10.4.3500.0000.000.0000	UNDESIGNATED	(\$110,000.00)	\$0.00	(\$63,375.17)	(\$46,624.83)	\$0.00	(\$46,624.83)	42.39%
10.4.3700.0000.000.0000	UNDESIGNATED	(\$588,931.79)	(\$48,680.00)	(\$340,757.00)	(\$248,174.79)	\$0.00	(\$248,174.79)	42.14%
10.4.4500.0000.000.0000	UNDESIGNATED	(\$313,082.00)	(\$56,023.51)	(\$214,561.57)	(\$98,520.43)	\$0.00	(\$98,520.43)	31.47%
10.4.4900.0000.000.0000	UNDESIGNATED	(\$653,300.00)	(\$47,568.33)	(\$477,894.54)	(\$175,405.46)	\$0.00	(\$175,405.46)	26.85%
	FUND: EDUCATION - 10	(\$27,354,110.26)	(\$2,728,325.68)	(\$18,344,424.01)	(\$9,009,686.25)	\$0.00	(\$9,009,686.25)	32.94%
99.4.1300.0000.000.0000	UNDESIGNATED	\$0.00	(\$13.44)	(\$649.97)	\$649.97	\$0.00	\$649.97	0.00%
99.4.1500.0000.000.0000	UNDESIGNATED	\$0.00	\$0.00	(\$97.88)	\$97.88	\$0.00	\$97.88	0.00%
	FUND: ACTIVITY FUND - SHREDDER WORKS - 99	\$0.00	(\$13.44)	(\$747.85)	\$747.85	\$0.00	\$747.85	0.00%
	Grand Total:	(\$27,354,110.26)	(\$2,728,339.12)	(\$18,345,171.86)	(\$9,008,938.40)	\$0.00	(\$9,008,938.40)	32.93%

End of Report

LaGrange Area Dept. of Special Education

Monthly Revenues

From Date: 2/1/2022

To Date: 2/28/2022

Fiscal Year: 2021-2022

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.4.4900.0000.901.4100	MEDICAID OUTREACH	\$0.00	\$0.00	(\$216,998.41)	\$216,998.41	\$0.00	\$216,998.41	0.00%
10.4.2210.3120.901.1000	INSERVICE TRAINING-CONSULTANTS	\$0.00	\$0.00	(\$200.00)	\$200.00	\$0.00	\$200.00	0.00%
10.4.2210.3120.901.1100	TRAINING	\$0.00	\$0.00	(\$355.00)	\$355.00	\$0.00	\$355.00	0.00%
10.4.2210.4100.901.1000	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	(\$337.35)	\$337.35	\$0.00	\$337.35	0.00%
10.4.2210.4100.901.1100	TRAINING	\$0.00	\$0.00	(\$15.00)	\$15.00	\$0.00	\$15.00	0.00%
10.4.4505.0000.903.4000	WIA	(\$313,082.00)	\$0.00	\$0.00	(\$313,082.00)	\$0.00	(\$313,082.00)	100.00%
10.4.4505.0000.903.6220	UNDESIGNATED	\$0.00	(\$56,023.51)	(\$56,023.51)	\$56,023.51	\$0.00	\$56,023.51	0.00%
10.4.4950.0000.903.4000	DHS STEP	(\$403,300.00)	\$0.00	\$0.00	(\$403,300.00)	\$0.00	(\$403,300.00)	100.00%
10.4.1400.3141.903.6100	VOC SPEC PRG	\$0.00	(\$34,363.17)	(\$226,029.02)	\$226,029.02	\$0.00	\$226,029.02	0.00%
10.4.1400.3141.903.6110	STUDENT STIPENDS	\$0.00	(\$40.00)	(\$97,836.60)	\$97,836.60	\$0.00	\$97,836.60	0.00%
99.4.1510.0000.000.0000	INTEREST	\$0.00	\$0.00	(\$97.88)	\$97.88	\$0.00	\$97.88	0.00%
99.4.1342.0000.259.1000	UNDESIGNATED	\$0.00	(\$13.44)	(\$13.44)	\$13.44	\$0.00	\$13.44	0.00%
99.4.1342.0000.259.1020	SCHOOL TUITION	\$0.00	\$0.00	(\$636.53)	\$636.53	\$0.00	\$636.53	0.00%
Grand Total:		(\$27,354,110.26)	(\$2,728,339.12)	(\$18,345,171.86)	(\$9,008,938.40)	\$0.00	(\$9,008,938.40)	32.93%

End of Report

LaGrange Area Dept. of Special Education

Function Summary - Expenses

From Date: 2/1/2022

To Date: 2/28/2022

Fiscal Year: 2021-2022

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.0000.0000.000.0000	UNDESIGNATED	\$0.00	\$0.00	\$100.79	(\$100.79)	\$0.00	(\$100.79)	0.00%
10.5.1000.0000.000.0000	UNDESIGNATED	\$12,000.00	\$15,855.79	\$140,509.55	(\$128,509.55)	\$67,416.64	(\$195,926.19)	-1632.72%
10.5.1200.0000.000.0000	UNDESIGNATED	\$7,982,675.06	\$598,529.89	\$4,082,071.09	\$3,900,603.97	\$2,598,131.47	\$1,302,472.50	16.32%
10.5.1300.0000.000.0000	UNDESIGNATED	\$0.00	\$0.00	\$259,259.30	(\$259,259.30)	\$0.00	(\$259,259.30)	0.00%
10.5.1400.0000.000.0000	UNDESIGNATED	\$631,748.39	\$73,313.34	\$480,074.97	\$151,673.42	\$227,926.41	(\$76,252.99)	-12.07%
10.5.2100.0000.000.0000	UNDESIGNATED	\$13,251,451.31	\$1,166,024.81	\$7,125,222.17	\$6,126,229.14	\$5,101,905.08	\$1,024,324.06	7.73%
10.5.2200.0000.000.0000	UNDESIGNATED	\$306,411.00	\$43,168.93	\$215,204.63	\$91,206.37	\$6,917.14	\$84,289.23	27.51%
10.5.2300.0000.000.0000	UNDESIGNATED	\$696,305.84	\$21,710.66	\$569,306.30	\$126,999.54	\$87,342.32	\$39,657.22	5.70%
10.5.2400.0000.000.0000	UNDESIGNATED	\$1,732,156.82	\$107,662.74	\$770,653.62	\$961,503.20	\$376,083.59	\$585,419.61	33.80%
10.5.2500.0000.000.0000	UNDESIGNATED	\$1,142,814.66	\$72,882.78	\$904,383.18	\$238,431.48	\$79,555.85	\$158,875.63	13.90%
10.5.2600.0000.000.0000	UNDESIGNATED	\$1,032,547.22	\$67,490.33	\$533,241.14	\$499,306.08	\$166,992.81	\$332,313.27	32.18%
10.5.3000.0000.000.0000	UNDESIGNATED	\$0.00	\$179.10	\$11,377.10	(\$11,377.10)	\$0.00	(\$11,377.10)	0.00%
10.5.3700.0000.000.0000	UNDESIGNATED	\$0.00	\$58.40	\$263,962.09	(\$263,962.09)	\$0.00	(\$263,962.09)	0.00%
10.5.4100.0000.000.0000	UNDESIGNATED	\$566,000.00	\$0.00	\$0.00	\$566,000.00	\$0.00	\$566,000.00	100.00%
10.5.4500.0000.000.0000	UNDESIGNATED	\$0.00	\$0.00	\$1,488.12	(\$1,488.12)	\$0.00	(\$1,488.12)	0.00%
10.5.4900.0000.000.0000	UNDESIGNATED	\$0.00	\$526.50	\$16,146.66	(\$16,146.66)	\$0.00	(\$16,146.66)	0.00%
	FUND: EDUCATION - 10	\$27,354,110.30	\$2,167,403.27	\$15,373,000.71	\$11,981,109.59	\$8,712,271.31	\$3,268,838.28	11.95%
20.5.2500.0000.000.0000	UNDESIGNATED	\$0.00	\$0.00	\$19,807.36	(\$19,807.36)	\$0.00	(\$19,807.36)	0.00%
	FUND: OPERATIONS & MAINTENANCE - 20	\$0.00	\$0.00	\$19,807.36	(\$19,807.36)	\$0.00	(\$19,807.36)	0.00%
Grand Total:		\$27,354,110.30	\$2,167,403.27	\$15,392,808.07	\$11,961,302.23	\$8,712,271.31	\$3,249,030.92	-11.88%

End of Report

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 2/1/2022

To Date: 2/28/2022

Fiscal Year: 2021-2022

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.2210.3100.000.4993	PROFESSIONAL TECHNICAL SERVICE	\$0.00	\$0.00	\$27,240.00	(\$27,240.00)	\$1,215.00	(\$28,455.00)	0.00%
10.5.2210.3107.000.4993	CONTRACTUAL SERVICES	\$0.00	\$0.00	\$5,000.00	(\$5,000.00)	\$0.00	(\$5,000.00)	0.00%
10.5.2550.3107.000.4993	CONTRACTUAL SERVICES	\$0.00	\$0.00	\$82.64	(\$82.64)	\$0.00	(\$82.64)	0.00%
10.5.0000.4100.000.1100	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$100.79	(\$100.79)	\$0.00	(\$100.79)	0.00%
10.5.1200.4100.000.4993	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$114.82	(\$114.82)	\$739.98	(\$854.80)	0.00%
10.5.1200.5400.000.4993	EQUIPMENT OVER \$5,000	\$0.00	\$0.00	\$39,556.00	(\$39,556.00)	\$9,408.00	(\$48,964.00)	0.00%
10.5.4900.6600.000.1100	FLOW THOUGH	\$0.00	\$0.00	\$3,798.65	(\$3,798.65)	\$0.00	(\$3,798.65)	0.00%
10.5.2210.1000.127.1100	SALARIES, CERTIFIED STAFF	\$0.00	\$0.00	\$2,249.00	(\$2,249.00)	\$0.00	(\$2,249.00)	0.00%
10.5.1200.4118.218.3200	CURRICULUM	\$0.00	\$179.10	\$179.10	(\$179.10)	\$0.00	(\$179.10)	0.00%
10.5.2630.3050.219.3200	APPS AND SOFTWARE	\$0.00	\$179.10	\$179.10	(\$179.10)	\$0.00	(\$179.10)	0.00%
10.5.2630.7000.259.6110	EQUIPMENT \$500 TO \$4999	\$0.00	\$0.00	\$799.00	(\$799.00)	\$0.00	(\$799.00)	0.00%
10.5.1200.4100.301.1100	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$10.58	(\$10.58)	\$0.00	(\$10.58)	0.00%
10.5.1200.4118.301.1100	CURRICULUM	\$4,000.00	\$0.00	\$0.00	\$4,000.00	\$0.00	\$4,000.00	100.00%
10.5.2540.4199.301.1100	PPE/Covid Supplies	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
10.5.2630.7000.301.1100	EQUIPMENT \$500 TO \$4999	\$850.00	\$0.00	\$749.00	\$101.00	\$0.00	\$101.00	11.88%
10.5.2110.3100.302.1100	PROFESSIONAL TECHNICAL SERVICE	\$0.00	\$0.00	\$2,201.54	(\$2,201.54)	\$0.00	(\$2,201.54)	0.00%
10.5.2410.3100.302.1100	PROFESSIONAL TECHNICAL SERVICE	\$1,451.70	\$0.00	\$0.00	\$1,451.70	\$0.00	\$1,451.70	100.00%
10.5.2150.3107.302.1100	CONTRACTUAL SERVICES	\$0.00	\$0.00	\$980.00	(\$980.00)	\$0.00	(\$980.00)	0.00%
10.5.2630.3196.302.1100	CONTRACTUAL RELATED SERVICES	\$0.00	\$0.00	\$920.00	(\$920.00)	\$0.00	(\$920.00)	0.00%
10.5.2630.3230.302.1100	REPAIRS AND MAINTENANCE SERVIC	\$1,000.00	\$0.00	\$133.68	\$866.32	\$0.00	\$866.32	86.63%
10.5.1200.3399.302.1100	TRAVEL LOCAL MILEAGE	\$56.98	\$0.00	\$0.00	\$56.98	\$0.00	\$56.98	100.00%
10.5.2570.3400.302.1100	COMMUNICATION-TELEPHONE	\$0.00	\$204.56	\$1,854.37	(\$1,854.37)	\$0.00	(\$1,854.37)	0.00%
10.5.2570.3401.302.1100	COMMUNICATION-POSTAGE	\$0.00	\$0.00	\$314.59	(\$314.59)	\$0.00	(\$314.59)	0.00%
10.5.1200.4100.302.1100	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$86.14	(\$86.14)	\$179.00	(\$265.14)	0.00%
10.5.1200.4199.302.1100	PPE/Covid Supplies	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
10.5.2630.7000.302.1100	EQUIPMENT \$500 TO \$4999	\$2,500.00	\$0.00	\$1,598.00	\$902.00	\$0.00	\$902.00	36.08%
10.5.1322.1000.318.1110	SALARIES, CERTIFIED STAFF	\$0.00	\$0.00	\$2,970.00	(\$2,970.00)	\$0.00	(\$2,970.00)	0.00%
10.5.1322.1000.318.1111	SALARIES, CERTIFIED STAFF	\$0.00	\$0.00	\$28,050.00	(\$28,050.00)	\$0.00	(\$28,050.00)	0.00%
10.5.1322.1100.318.1110	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$4,620.00	(\$4,620.00)	\$0.00	(\$4,620.00)	0.00%
10.5.1322.1100.318.1111	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$5,280.00	(\$5,280.00)	\$0.00	(\$5,280.00)	0.00%
10.5.1322.2110.318.1110	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.00	\$37.13	(\$37.13)	\$0.00	(\$37.13)	0.00%
10.5.1322.2110.318.1111	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.00	\$264.00	(\$264.00)	\$0.00	(\$264.00)	0.00%
10.5.1322.2120.318.1110	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$207.90	(\$207.90)	\$0.00	(\$207.90)	0.00%
10.5.1322.2120.318.1111	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$237.60	(\$237.60)	\$0.00	(\$237.60)	0.00%
10.5.1322.2130.318.1110	FICA	\$0.00	\$0.00	\$286.44	(\$286.44)	\$0.00	(\$286.44)	0.00%
10.5.1322.2130.318.1111	FICA	\$0.00	\$0.00	\$325.48	(\$325.48)	\$0.00	(\$325.48)	0.00%
10.5.1322.2140.318.1110	MEDICARE	\$0.00	\$0.00	\$110.07	(\$110.07)	\$0.00	(\$110.07)	0.00%
10.5.1322.2140.318.1111	MEDICARE	\$0.00	\$0.00	\$482.88	(\$482.88)	\$0.00	(\$482.88)	0.00%
10.5.2130.2110.320.1100	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.38	\$1.71	(\$1.71)	\$0.38	(\$2.09)	0.00%
10.5.2130.2140.320.1100	MEDICARE	\$0.00	\$0.44	\$3.33	(\$3.33)	\$0.44	(\$3.77)	0.00%
10.5.2130.3100.320.1100	PROFESSIONAL TECHNICAL SERVICE	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
10.5.2130.3107.320.1100	CONTRACTUAL SERVICES	\$0.00	\$17,155.82	\$104,366.07	(\$104,366.07)	\$0.00	(\$104,366.07)	0.00%
10.5.2130.3107.320.1120	CONTRACTUAL SERVICES	\$0.00	\$0.00	\$8,584.00	(\$8,584.00)	\$0.00	(\$8,584.00)	0.00%
10.5.2130.3400.320.1100	COMMUNICATION-TELEPHONE	\$0.00	\$30.00	\$225.00	(\$225.00)	\$135.00	(\$360.00)	0.00%
10.5.2130.4100.320.1100	OFFICE SUPPLIES LESS \$499	\$1,000.00	\$0.00	\$642.06	\$357.94	\$12.11	\$345.83	34.58%
10.5.2130.4199.320.1100	PPE/Covid Supplies	\$900.00	\$0.00	\$0.00	\$900.00	\$0.00	\$900.00	100.00%
10.5.2630.7000.320.1100	EQUIPMENT \$500 TO \$4999	\$2,000.00	\$122.22	\$798.20	\$1,201.80	\$0.00	\$1,201.80	60.09%
10.5.2630.3050.321.1100	APPS AND SOFTWARE	\$0.00	\$179.10	\$179.10	(\$179.10)	\$0.00	(\$179.10)	0.00%
10.5.2131.3100.321.1100	PROFESSIONAL TECHNICAL SERVICE	\$5,000.00	\$1,462.00	\$18,326.68	(\$13,326.68)	\$0.00	(\$13,326.68)	-266.53%
10.5.2131.3107.321.1100	CONTRACTUAL SERVICES	\$15,000.00	\$0.00	\$0.00	\$15,000.00	\$0.00	\$15,000.00	100.00%

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 2/1/2022

To Date: 2/28/2022

Fiscal Year: 2021-2022

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.2630.3230.321.1100	REPAIRS AND MAINTENANCE SERVIC	\$1,350.00		\$0.00	\$116.78	\$1,233.22	\$0.00	\$1,233.22 91.35%
10.5.2570.3250.321.1100	ROOM RENTALS	\$4,500.00	\$535.04	\$4,299.02	\$200.98	\$0.00	\$200.98	4.47%
10.5.2131.3399.321.1100	TRAVEL LOCAL MILEAGE	\$3,000.00	\$0.00	\$0.00	\$3,000.00	\$0.00	\$3,000.00	100.00%
10.5.2570.3400.321.1100	COMMUNICATION-TELEPHONE	\$0.00	\$51.15	\$463.63	(\$463.63)	\$0.00	(\$463.63)	0.00%
10.5.2570.3401.321.1100	COMMUNICATION-POSTAGE	\$0.00	\$0.00	\$78.65	(\$78.65)	\$0.00	(\$78.65)	0.00%
10.5.2131.4100.321.1100	OFFICE SUPPLIES LESS \$499	\$4,500.00	\$0.00	\$490.13	\$4,009.87	\$0.00	\$4,009.87	89.11%
10.5.2131.4199.321.1100	PPE/Covid Supplies	\$2,100.00	\$0.00	\$0.00	\$2,100.00	\$0.00	\$2,100.00	100.00%
10.5.2630.7000.321.1100	EQUIPMENT \$500 TO \$4999	\$15,000.00	\$0.00	\$9,204.93	\$5,795.07	\$0.00	\$5,795.07	38.63%
10.5.2140.3100.323.1100	PROFESSIONAL TECHNICAL SERVICE	\$800.00	\$0.00	\$0.00	\$800.00	\$0.00	\$800.00	100.00%
10.5.2570.3400.323.1100	COMMUNICATION-TELEPHONE	\$0.00	\$51.15	\$463.63	(\$463.63)	\$0.00	(\$463.63)	0.00%
10.5.2570.3401.323.1100	COMMUNICATION-POSTAGE	\$0.00	\$0.00	\$78.65	(\$78.65)	\$0.00	(\$78.65)	0.00%
10.5.2140.4100.323.1100	OFFICE SUPPLIES LESS \$499	\$12,000.00	\$0.00	\$1,107.00	\$10,893.00	\$0.00	\$10,893.00	90.78%
10.5.2140.4199.323.1100	PPE/Covid Supplies	\$900.00	\$0.00	\$0.00	\$900.00	\$0.00	\$900.00	100.00%
10.5.2150.6400.323.1100	DUES AND FEES	\$0.00	\$0.00	\$525.00	(\$525.00)	\$0.00	(\$525.00)	0.00%
10.5.2140.7000.323.1100	EQUIPMENT \$500 TO \$4999	\$0.00	\$0.00	\$892.50	(\$892.50)	\$0.00	(\$892.50)	0.00%
10.5.2630.7000.323.1100	EQUIPMENT \$500 TO \$4999	\$5,000.00	\$0.00	\$1,598.00	\$3,402.00	\$0.00	\$3,402.00	68.04%
10.5.2630.3050.324.1100	APPS AND SOFTWARE	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	100.00%
10.5.2132.3100.324.1100	PROFESSIONAL TECHNICAL SERVICE	\$10,250.00	\$0.00	\$0.00	\$10,250.00	\$0.00	\$10,250.00	100.00%
10.5.2630.3230.324.1100	REPAIRS AND MAINTENANCE SERVIC	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
10.5.2570.3250.324.1100	ROOM RENTALS	\$2,500.00	\$267.52	\$1,779.58	\$720.42	\$0.00	\$720.42	28.82%
10.5.2132.3399.324.1100	TRAVEL LOCAL MILEAGE	\$3,500.00	\$0.00	\$0.00	\$3,500.00	\$0.00	\$3,500.00	100.00%
10.5.2570.3400.324.1100	COMMUNICATION-TELEPHONE	\$0.00	\$51.15	\$463.63	(\$463.63)	\$0.00	(\$463.63)	0.00%
10.5.2570.3401.324.1100	COMMUNICATION-POSTAGE	\$0.00	\$0.00	\$78.65	(\$78.65)	\$0.00	(\$78.65)	0.00%
10.5.1200.4100.324.4993	OFFICE SUPPLIES LESS \$499	\$0.00	\$4,500.00	\$4,500.00	(\$4,500.00)	\$0.00	(\$4,500.00)	0.00%
10.5.2132.4100.324.1100	OFFICE SUPPLIES LESS \$499	\$4,500.00	\$0.00	\$984.57	\$3,515.43	\$0.00	\$3,515.43	78.12%
10.5.2132.4199.324.1100	PPE/Covid Supplies	\$1,500.00	\$0.00	\$0.00	\$1,500.00	\$0.00	\$1,500.00	100.00%
10.5.2210.6400.324.1100	DUES AND FEES	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
10.5.2132.7000.324.1100	EQUIPMENT \$500 TO \$4999	\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$5,000.00	100.00%
10.5.2630.7000.324.1100	EQUIPMENT \$500 TO \$4999	\$0.00	\$0.00	\$4,743.98	(\$4,743.98)	\$0.00	(\$4,743.98)	0.00%
10.5.2110.4199.325.1100	PPE/Covid Supplies	\$300.00	\$0.00	\$0.00	\$300.00	\$0.00	\$300.00	100.00%
10.5.2630.3050.326.1100	APPS AND SOFTWARE	\$500.00	\$358.20	\$358.20	\$141.80	\$0.00	\$141.80	28.36%
10.5.2150.3107.326.1100	CONTRACTUAL SERVICES	\$10,000.00	\$0.00	\$0.00	\$10,000.00	\$0.00	\$10,000.00	100.00%
10.5.2630.3230.326.1100	REPAIRS AND MAINTENANCE SERVIC	\$800.00	\$0.00	\$0.00	\$800.00	\$0.00	\$800.00	100.00%
10.5.2150.3399.326.1100	TRAVEL LOCAL MILEAGE	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
10.5.2570.3400.326.1100	COMMUNICATION-TELEPHONE	\$0.00	\$51.15	\$463.63	(\$463.63)	\$0.00	(\$463.63)	0.00%
10.5.2570.3401.326.1100	COMMUNICATION-POSTAGE	\$0.00	\$0.00	\$78.65	(\$78.65)	\$0.00	(\$78.65)	0.00%
10.5.2150.4100.326.1100	OFFICE SUPPLIES LESS \$499	\$3,100.00	\$59.49	\$1,875.25	\$1,224.75	\$0.00	\$1,224.75	39.51%
10.5.2150.4118.326.1100	CURRICULUM	\$330.00	\$0.00	\$0.00	\$330.00	\$0.00	\$330.00	100.00%
10.5.2150.4199.326.1100	PPE/Covid Supplies	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	100.00%
10.5.2150.4400.326.1100	PERIODICALS	\$800.00	\$0.00	\$0.00	\$800.00	\$0.00	\$800.00	100.00%
10.5.2150.7000.326.1100	EQUIPMENT \$500 TO \$4999	\$0.00	\$0.00	\$700.35	(\$700.35)	\$0.00	(\$700.35)	0.00%
10.5.2630.7000.326.1100	EQUIPMENT \$500 TO \$4999	\$10,600.00	\$0.00	\$10,526.40	\$73.60	\$0.00	\$73.60	0.69%
10.5.2230.3150.347.1100	LOW INCIDENT DIAGNOSTIC TESTIN	\$20,000.00	\$20,355.38	\$20,355.38	(\$355.38)	\$0.00	(\$355.38)	-1.78%
10.5.2230.3150.347.1120	LOW INCIDENT DIAGNOSTIC TESTIN	\$0.00	\$0.00	(\$1,744.51)	\$1,744.51	\$0.00	\$1,744.51	0.00%
10.5.1020.1000.360.1100	SALARIES, CERTIFIED STAFF	\$10,000.00	\$2,926.36	\$15,926.36	(\$5,926.36)	\$1,760.00	(\$7,686.36)	-76.86%
10.5.1020.2110.360.1100	TEACHER'S RETIREMENT (TRS)	\$0.00	\$13.58	\$13.58	(\$13.58)	\$0.00	(\$13.58)	0.00%
10.5.1020.2130.360.1100	FICA	\$0.00	\$0.00	\$327.36	(\$327.36)	\$0.00	(\$327.36)	0.00%
10.5.1020.2140.360.1100	MEDICARE	\$0.00	\$42.43	\$230.94	(\$230.94)	\$25.52	(\$256.46)	0.00%
10.5.1020.3399.360.1100	TRAVEL LOCAL MILEAGE	\$2,000.00	\$70.66	\$334.10	\$1,665.90	\$0.00	\$1,665.90	83.30%
10.5.2630.3050.430.1100	APPS AND SOFTWARE	\$0.00	\$1,432.80	\$1,432.80	(\$1,432.80)	\$0.00	(\$1,432.80)	0.00%

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 2/1/2022

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- Subtotal by Collapse Mask
 Include pre encumbrance
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Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.2630.3150.430.1100	LOW INCIDENT DIAGNOSTIC TESTIN	\$1,800.00	\$0.00	\$0.00	\$1,800.00	\$0.00	\$1,800.00	100.00%
10.5.2630.3230.430.1100	REPAIRS AND MAINTENANCE SERVIC	\$1,350.00	\$0.00	\$609.47	\$740.53	\$0.00	\$740.53	54.85%
10.5.2540.3250.430.1120	ROOM RENTALS	\$0.00	\$0.00	\$201,854.70	(\$201,854.70)	\$0.00	(\$201,854.70)	0.00%
10.5.2570.3250.430.1100	ROOM RENTALS	\$210,000.00	\$0.00	\$0.00	\$210,000.00	\$0.00	\$210,000.00	100.00%
10.5.1200.3310.430.1100	PUPIL TRANSPORTATION	\$0.00	\$0.00	\$133.28	(\$133.28)	\$0.00	(\$133.28)	0.00%
10.5.2550.3310.430.1100	PUPIL TRANSPORTATION	\$7,700.00	\$0.00	\$0.00	\$7,700.00	\$0.00	\$7,700.00	100.00%
10.5.1200.3399.430.1100	TRAVEL LOCAL MILEAGE	\$250.00	\$0.00	\$0.00	\$250.00	\$0.00	\$250.00	100.00%
10.5.1200.4100.430.1100	OFFICE SUPPLIES LESS \$499	\$11,800.00	\$0.00	\$1,465.59	\$10,334.41	\$78.99	\$10,255.42	86.91%
10.5.1200.4100.430.1119	OFFICE SUPPLIES LESS \$499	\$0.00	\$273.90	\$273.90	(\$273.90)	\$0.00	(\$273.90)	0.00%
10.5.1200.4100.430.4993	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$0.00	\$0.00	\$6,289.50	(\$6,289.50)	0.00%
10.5.2130.4103.430.1100	MEDICAL SUPPLIES	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00	100.00%
10.5.1200.4104.430.1100	INK	\$0.00	\$226.13	\$653.05	(\$653.05)	\$0.00	(\$653.05)	0.00%
10.5.1200.4118.430.1100	CURRICULUM	\$27,713.00	\$154.77	\$26,717.76	\$995.24	\$0.00	\$995.24	3.59%
10.5.1200.4120.430.1100	CLASSROOM MATERIALS 1	\$600.00	\$0.00	\$288.03	\$311.97	\$0.00	\$311.97	52.00%
10.5.1200.4121.430.1100	CLASSROOM MATERIALS 2	\$800.00	\$0.00	\$680.52	\$119.48	\$0.00	\$119.48	14.94%
10.5.1200.4122.430.1100	CLASSROOM MATERIALS 3	\$1,320.00	\$0.00	\$586.28	\$733.72	\$0.00	\$733.72	55.58%
10.5.1200.4123.430.1100	CLASSROOM MATERIALS 4	\$860.00	\$0.00	\$576.93	\$283.07	\$0.00	\$283.07	32.92%
10.5.1200.4124.430.1100	CLASSROOM MATERIALS 5	\$600.00	\$0.00	\$0.00	\$600.00	\$0.00	\$600.00	100.00%
10.5.1200.4125.430.1100	CLASSROOM MATERIALS 6	\$900.00	\$0.00	\$0.00	\$900.00	\$0.00	\$900.00	100.00%
10.5.1200.4126.430.1100	CLASSROOM MATERIALS 7	\$850.00	\$0.00	\$192.51	\$657.49	\$0.00	\$657.49	77.35%
10.5.1200.4127.430.1100	CLASSROOM MATERIALS 8	\$1,465.00	\$0.00	\$217.65	\$1,247.35	\$297.48	\$949.87	64.84%
10.5.1200.4128.430.1100	CLASSROOM MATERIALS 9	\$600.00	\$14.74	\$51.09	\$548.91	\$0.00	\$548.91	91.49%
10.5.1200.4129.430.1100	CLASSROOM MATERIALS 10	\$600.00	\$0.00	\$56.23	\$543.77	\$199.22	\$344.55	57.43%
10.5.1200.4130.430.1100	CLASSROOM MATERIALS 9	\$6,600.00	\$245.30	\$3,897.92	\$2,702.08	\$333.74	\$2,368.34	35.88%
10.5.1200.4199.430.1100	PPE/Covid Supplies	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00	100.00%
10.5.1200.5400.430.4993	EQUIPMENT OVER \$5,000	\$0.00	\$0.00	\$0.00	\$0.00	\$37,542.93	(\$37,542.93)	0.00%
10.5.2630.7000.430.1100	EQUIPMENT \$500 TO \$4999	\$14,860.00	\$0.00	\$13,068.01	\$1,791.99	\$0.00	\$1,791.99	12.06%
10.5.2630.3050.436.1100	APPS AND SOFTWARE	\$0.00	\$1,432.80	\$1,432.80	(\$1,432.80)	\$0.00	(\$1,432.80)	0.00%
10.5.2215.3099.436.1100	INFINITEC FLOW-FEE	\$1,350.00	\$0.00	\$0.00	\$1,350.00	\$0.00	\$1,350.00	100.00%
10.5.1200.3104.436.1100	MIS SERVICES	\$0.00	\$0.00	\$847.50	(\$847.50)	\$0.00	(\$847.50)	0.00%
10.5.1200.3107.436.1100	CONTRACTUAL SERVICES	\$0.00	\$0.00	\$490.84	(\$490.84)	\$0.00	(\$490.84)	0.00%
10.5.1200.3230.436.1100	REPAIRS AND MAINTENANCE SERVIC	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00	100.00%
10.5.2540.3250.436.1120	ROOM RENTALS	\$0.00	\$0.00	\$51,918.40	(\$51,918.40)	\$0.00	(\$51,918.40)	0.00%
10.5.2570.3250.436.1100	ROOM RENTALS	\$150,000.00	\$243.20	\$1,842.00	\$148,158.00	\$0.00	\$148,158.00	98.77%
10.5.2550.3310.436.1100	PUPIL TRANSPORTATION	\$6,000.00	\$0.00	\$0.00	\$6,000.00	\$0.00	\$6,000.00	100.00%
10.5.2550.3310.436.1120	PUPIL TRANSPORTATION	\$0.00	\$0.00	\$194.07	(\$194.07)	\$0.00	(\$194.07)	0.00%
10.5.1200.3399.436.1100	TRAVEL LOCAL MILEAGE	\$2,250.00	\$163.68	\$658.32	\$1,591.68	\$0.00	\$1,591.68	70.74%
10.5.2570.3400.436.1100	COMMUNICATION-TELEPHONE	\$750.00	\$153.44	\$1,381.64	(\$631.64)	\$0.00	(\$631.64)	-84.22%
10.5.2570.3401.436.1100	COMMUNICATION-POSTAGE	\$0.00	\$0.00	\$91.76	(\$91.76)	\$0.00	(\$91.76)	0.00%
10.5.1200.4100.436.1100	OFFICE SUPPLIES LESS \$499	\$7,000.00	\$857.75	\$2,323.08	\$4,676.92	\$1,032.88	\$3,644.04	52.06%
10.5.1200.4100.436.4993	OFFICE SUPPLIES LESS \$499	\$0.00	\$4,000.00	\$4,000.00	(\$4,000.00)	\$12,349.71	(\$16,349.71)	0.00%
10.5.1200.4103.436.1100	MEDICAL SUPPLIES	\$2,500.00	\$0.00	\$615.61	\$1,884.39	\$0.00	\$1,884.39	75.38%
10.5.1200.4104.436.1100	INK	\$7,000.00	\$295.03	\$1,282.55	\$5,717.45	\$0.00	\$5,717.45	81.68%
10.5.1200.4104.436.1120	INK	\$0.00	\$0.00	\$140.43	(\$140.43)	\$0.00	(\$140.43)	0.00%
10.5.1200.4104.436.1100	INK	\$7,000.00	\$295.03	\$1,282.55	\$5,717.45	\$0.00	\$5,717.45	81.68%
10.5.1200.4118.436.1100	CURRICULUM	\$13,000.00	\$0.00	\$8,681.08	\$4,318.92	\$0.00	\$4,318.92	33.22%
10.5.1200.4120.436.1100	CLASSROOM MATERIALS 1	\$800.00	\$0.00	\$797.67	\$2.33	\$0.00	\$2.33	0.29%
10.5.1200.4121.436.1100	CLASSROOM MATERIALS 2	\$800.00	\$0.00	\$63.32	\$736.68	\$0.00	\$736.68	92.09%
10.5.1200.4122.436.1100	CLASSROOM MATERIALS 3	\$800.00	\$0.00	\$0.00	\$800.00	\$0.00	\$800.00	100.00%
10.5.1200.4123.436.1100	CLASSROOM MATERIALS 4	\$800.00	\$0.00	\$265.05	\$534.95	\$0.00	\$534.95	66.87%
10.5.1200.4124.436.1100	CLASSROOM MATERIALS 5	\$800.00	\$0.00	\$477.90	\$322.10	\$54.83	\$267.27	33.41%

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 2/1/2022

To Date: 2/28/2022

Fiscal Year: 2021-2022

- Subtotal by Collapse Mask
 Include pre encumbrance
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 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.1200.4125.436.1100	CLASSROOM MATERIALS 6	\$800.00	\$0.00	\$571.75	\$228.25	\$0.00	\$228.25	28.53%
10.5.1200.4126.436.1100	CLASSROOM MATERIALS 7	\$800.00	\$61.34	\$275.18	\$524.82	\$0.00	\$524.82	65.60%
10.5.1200.4127.436.1100	CLASSROOM MATERIALS 8	\$800.00	\$0.00	\$730.78	\$69.22	\$30.29	\$38.93	4.87%
10.5.1200.4128.436.1100	CLASSROOM MATERIALS 9	\$800.00	\$0.00	\$0.00	\$800.00	\$0.00	\$800.00	100.00%
10.5.1200.4129.436.1100	CLASSROOM MATERIALS 10	\$800.00	\$0.00	\$0.00	\$800.00	\$0.00	\$800.00	100.00%
10.5.1200.4199.436.1100	PPE/Covid Supplies	\$3,000.00	\$0.00	\$0.00	\$3,000.00	\$0.00	\$3,000.00	100.00%
10.5.2215.4700.436.1100	SYSTEMS SOFTWARE	\$250.00	\$0.00	\$0.00	\$250.00	\$0.00	\$250.00	100.00%
10.5.2210.8400.436.1100	DUES AND FEES	\$425.00	\$0.00	\$0.00	\$425.00	\$0.00	\$425.00	100.00%
10.5.2630.7000.436.1100	EQUIPMENT \$500 TO \$4999	\$9,900.00	\$5,448.99	\$9,883.86	\$16.14	\$0.00	\$16.14	0.16%
10.5.2630.3230.440.1100	REPAIRS AND MAINTENANCE SERVIC	\$200.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00	100.00%
10.5.2570.3250.440.1100	ROOM RENTALS	\$17,500.00	\$0.00	\$0.00	\$17,500.00	\$0.00	\$17,500.00	100.00%
10.5.1200.3399.440.1100	TRAVEL LOCAL MILEAGE	\$200.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00	100.00%
10.5.1200.4100.440.1100	OFFICE SUPPLIES LESS \$499	\$700.00	\$0.00	\$87.99	\$612.01	\$0.00	\$612.01	87.43%
10.5.1200.4100.440.4993	OFFICE SUPPLIES LESS \$499	\$0.00	\$319.80	\$319.80	(\$319.80)	\$2,977.35	(\$3,297.15)	0.00%
10.5.1200.4104.440.1100	INK	\$500.00	\$0.00	\$387.19	\$112.81	\$0.00	\$112.81	22.56%
10.5.1200.4118.440.1100	CURRICULUM	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
10.5.1200.4120.440.1100	CLASSROOM MATERIALS 1	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
10.5.1200.4199.440.1100	PPE/Covid Supplies	\$600.00	\$0.00	\$0.00	\$600.00	\$0.00	\$600.00	100.00%
10.5.1200.5400.440.4993	EQUIPMENT OVER \$5,000	\$0.00	\$0.00	\$0.00	\$0.00	\$4,948.99	(\$4,948.99)	0.00%
10.5.1200.7000.440.4993	EQUIPMENT \$500 TO \$4999	\$0.00	\$0.00	\$0.00	\$0.00	\$1,198.00	(\$1,198.00)	0.00%
10.5.2630.7000.440.1100	EQUIPMENT \$500 TO \$4999	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
10.5.2630.3230.445.1100	REPAIRS AND MAINTENANCE SERVIC	\$200.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00	100.00%
10.5.2570.3250.445.1100	ROOM RENTALS	\$21,273.00	\$0.00	\$0.00	\$21,273.00	\$0.00	\$21,273.00	100.00%
10.5.2150.3399.445.1100	TRAVEL LOCAL MILEAGE	\$300.00	\$0.00	\$0.00	\$300.00	\$0.00	\$300.00	100.00%
10.5.1200.4100.445.1100	OFFICE SUPPLIES LESS \$499	\$1,000.00	\$0.00	\$333.31	\$666.69	\$0.00	\$666.69	66.67%
10.5.1200.4104.445.1100	INK	\$1,300.00	\$0.00	\$0.00	\$1,300.00	\$0.00	\$1,300.00	100.00%
10.5.1200.4199.445.1100	PPE/Covid Supplies	\$600.00	\$0.00	\$0.00	\$600.00	\$0.00	\$600.00	100.00%
10.5.2630.7000.445.1100	EQUIPMENT \$500 TO \$4999	\$800.00	\$0.00	\$0.00	\$800.00	\$0.00	\$800.00	100.00%
10.5.1200.3104.453.1120	MIS SERVICES	\$0.00	\$0.00	\$1,149.00	(\$1,149.00)	\$0.00	(\$1,149.00)	0.00%
10.5.2630.3230.453.1100	REPAIRS AND MAINTENANCE SERVIC	\$1,500.00	\$0.00	\$252.42	\$1,247.58	\$0.00	\$1,247.58	83.17%
10.5.2540.3250.453.1120	ROOM RENTALS	\$0.00	\$0.00	\$21,226.90	(\$21,226.90)	\$0.00	(\$21,226.90)	0.00%
10.5.2570.3250.453.1100	ROOM RENTALS	\$130,000.00	\$0.00	\$0.00	\$130,000.00	\$0.00	\$130,000.00	100.00%
10.5.2550.3310.453.1100	PUPIL TRANSPORTATION	\$1,500.00	\$0.00	\$566.44	\$933.56	\$0.00	\$933.56	62.24%
10.5.2550.3310.453.4993	PUPIL TRANSPORTATION	\$0.00	\$665.76	\$3,328.80	(\$3,328.80)	\$0.00	(\$3,328.80)	0.00%
10.5.1200.3399.453.1100	TRAVEL LOCAL MILEAGE	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
10.5.2570.3400.453.1100	COMMUNICATION-TELEPHONE	\$2,100.00	\$153.37	\$1,400.67	\$699.33	\$0.00	\$699.33	33.30%
10.5.2570.3401.453.1100	COMMUNICATION-POSTAGE	\$0.00	\$0.00	\$78.65	(\$78.65)	\$0.00	(\$78.65)	0.00%
10.5.1200.3900.453.1100	SOFTWARE LICENSES	\$0.00	\$0.00	\$329.01	(\$329.01)	\$0.00	(\$329.01)	0.00%
10.5.2630.3900.453.1100	SOFTWARE LICENSES	\$1,500.00	\$179.10	\$179.10	\$1,320.90	\$0.00	\$1,320.90	88.06%
10.5.1200.4100.453.1100	OFFICE SUPPLIES LESS \$499	\$10,000.00	\$201.63	\$2,341.73	\$7,658.27	\$14.52	\$7,643.75	76.44%
10.5.1200.4100.453.4993	OFFICE SUPPLIES LESS \$499	\$0.00	\$2,000.00	\$4,962.70	(\$4,962.70)	\$0.00	(\$4,962.70)	0.00%
10.5.2210.4101.453.1100	SUPPLIES-MEETINGS	\$0.00	\$0.00	\$53.67	(\$53.67)	\$0.00	(\$53.67)	0.00%
10.5.1200.4104.453.1100	INK	\$1,500.00	\$0.00	\$104.58	\$1,395.42	\$0.00	\$1,395.42	93.03%
10.5.2210.4104.453.1100	INK	\$0.00	\$0.00	\$643.06	(\$643.06)	\$0.00	(\$643.06)	0.00%
10.5.1200.4118.453.1100	CURRICULUM	\$7,500.00	\$0.00	\$1,145.42	\$6,354.58	\$0.00	\$6,354.58	84.73%
10.5.1200.4120.453.1100	CLASSROOM MATERIALS 1	\$0.00	\$0.00	\$1,436.95	(\$1,436.95)	\$0.00	(\$1,436.95)	0.00%
10.5.1200.4127.453.1100	CLASSROOM MATERIALS 8	\$0.00	\$0.00	\$56.68	(\$56.68)	\$0.00	(\$56.68)	0.00%
10.5.1200.4130.453.1100	CLASSROOM MATERIALS 9	\$0.00	\$0.00	\$25.00	(\$25.00)	\$0.00	(\$25.00)	0.00%
10.5.1200.4199.453.1100	PPE/Covid Supplies	\$2,200.00	\$0.00	\$0.00	\$2,200.00	\$0.00	\$2,200.00	100.00%
10.5.2630.7000.453.1100	EQUIPMENT \$500 TO \$4999	\$5,800.00	\$0.00	\$2,531.99	\$3,268.01	\$0.00	\$3,268.01	56.35%

LaGrange Area Dept. of Special Education

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Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.1322.1000.454.1111	SALARIES, CERTIFIED STAFF	\$0.00	\$0.00	\$12,858.64	(\$12,858.64)	\$0.00	(\$12,858.64)	0.00%
10.5.1322.2110.454.1111	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.00	\$160.73	(\$160.73)	\$0.00	(\$160.73)	0.00%
10.5.1322.2140.454.1111	MEDICARE	\$0.00	\$0.00	\$183.09	(\$183.09)	\$0.00	(\$183.09)	0.00%
10.5.2410.3100.454.1100	PROFESSIONAL TECHNICAL SERVICE	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00	100.00%
10.5.1200.3230.454.1100	REPAIRS AND MAINTENANCE SERVIC	\$0.00	\$0.00	\$349.71	(\$349.71)	\$0.00	(\$349.71)	0.00%
10.5.2630.3230.454.1100	REPAIRS AND MAINTENANCE SERVIC	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
10.5.1200.3399.454.1100	TRAVEL LOCAL MILEAGE	\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$5,000.00	100.00%
10.5.1322.3399.454.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$73.14	(\$73.14)	\$0.00	(\$73.14)	0.00%
10.5.2570.3400.454.1100	COMMUNICATION-TELEPHONE	\$2,100.00	\$0.00	\$0.00	\$2,100.00	\$0.00	\$2,100.00	100.00%
10.5.2570.3401.454.1100	COMMUNICATION-POSTAGE	\$0.00	\$0.00	\$78.65	(\$78.65)	\$0.00	(\$78.65)	0.00%
10.5.1200.4100.454.1100	OFFICE SUPPLIES LESS \$499	\$1,000.00	\$31.34	\$45.04	\$954.96	\$0.00	\$954.96	95.50%
10.5.2210.4101.454.1100	SUPPLIES-MEETINGS	\$0.00	\$0.00	\$364.47	(\$364.47)	\$0.00	(\$364.47)	0.00%
10.5.1200.4118.454.1100	CURRICULUM	\$0.00	\$0.00	\$216.63	(\$216.63)	\$0.00	(\$216.63)	0.00%
10.5.1200.4199.454.1100	PPE/Covid Supplies	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
10.5.1200.7000.454.1100	EQUIPMENT \$500 TO \$4999	\$0.00	\$0.00	\$2,397.00	(\$2,397.00)	\$0.00	(\$2,397.00)	0.00%
10.5.2630.7000.454.1100	EQUIPMENT \$500 TO \$4999	\$1,600.00	\$0.00	\$0.00	\$1,600.00	\$0.00	\$1,600.00	100.00%
10.5.2630.3050.455.1100	APPS AND SOFTWARE	\$300.00	\$0.00	\$0.00	\$300.00	\$0.00	\$300.00	100.00%
10.5.2540.3104.455.1100	MIS SERVICES	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
10.5.2540.3210.455.1100	PROPERTY SERVICES-DISPOSAL	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
10.5.1200.3230.455.1100	REPAIRS AND MAINTENANCE SERVIC	\$0.00	\$0.00	\$144.00	(\$144.00)	\$0.00	(\$144.00)	0.00%
10.5.2630.3230.455.1100	REPAIRS AND MAINTENANCE SERVIC	\$1,500.00	\$0.00	\$0.00	\$1,500.00	\$0.00	\$1,500.00	100.00%
10.5.2570.3250.455.1100	ROOM RENTALS	\$70,000.00	\$0.00	\$0.00	\$70,000.00	\$0.00	\$70,000.00	100.00%
10.5.1200.3310.455.1100	PUPIL TRANSPORTATION	\$0.00	\$0.00	\$133.28	(\$133.28)	\$0.00	(\$133.28)	0.00%
10.5.2550.3310.455.1100	PUPIL TRANSPORTATION	\$1,000.00	\$0.00	\$599.76	\$400.24	\$0.00	\$400.24	40.02%
10.5.2550.3310.455.1120	PUPIL TRANSPORTATION	\$0.00	\$0.00	\$258.76	(\$258.76)	\$0.00	(\$258.76)	0.00%
10.5.1200.3399.455.1100	TRAVEL LOCAL MILEAGE	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
10.5.2540.3400.455.1100	COMMUNICATION-TELEPHONE	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
10.5.2540.3401.455.1100	COMMUNICATION-POSTAGE	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
10.5.2540.3700.455.1100	PROPERTY SERVICES-WATER SERVIC	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
10.5.1200.4100.455.1100	OFFICE SUPPLIES LESS \$499	\$2,000.00	\$201.20	\$1,733.67	\$266.33	\$0.00	\$266.33	13.32%
10.5.1200.4100.455.4993	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$3,307.90	(\$3,307.90)	\$0.00	(\$3,307.90)	0.00%
10.5.2210.4101.455.1100	SUPPLIES-MEETINGS	\$0.00	\$0.00	\$352.12	(\$352.12)	\$0.00	(\$352.12)	0.00%
10.5.1200.4104.455.1100	INK	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00	100.00%
10.5.1200.4118.455.1100	CURRICULUM	\$3,000.00	\$0.00	\$195.47	\$2,804.53	\$0.00	\$2,804.53	93.48%
10.5.1200.4120.455.1100	CLASSROOM MATERIALS 1	\$0.00	\$0.00	\$426.87	(\$426.87)	\$0.00	(\$426.87)	0.00%
10.5.1200.4130.455.1100	CLASSROOM MATERIALS 9	\$0.00	\$0.00	\$25.00	(\$25.00)	\$0.00	(\$25.00)	0.00%
10.5.1200.4199.455.1100	PPE/Covid Supplies	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
10.5.1200.7000.455.1100	EQUIPMENT \$500 TO \$4999	\$0.00	\$0.00	\$799.00	(\$799.00)	\$0.00	(\$799.00)	0.00%
10.5.2630.7000.455.1100	EQUIPMENT \$500 TO \$4999	\$4,000.00	\$0.00	\$0.00	\$4,000.00	\$0.00	\$4,000.00	100.00%
10.5.1400.1100.459.1100	SALARIES, NON CERTIFIED STAFF	\$18,268.70	\$0.00	\$0.00	\$18,268.70	\$0.00	\$18,268.70	100.00%
10.5.1400.1100.459.6220	SALARIES, NON CERTIFIED STAFF	\$13,558.30	\$2,652.26	\$16,113.56	(\$2,555.26)	\$15,913.44	(\$18,468.70)	-136.22%
10.5.4950.1104.459.1100	AIDE SALARIES	\$0.00	\$208.00	\$399.00	(\$399.00)	\$0.00	(\$399.00)	0.00%
10.5.4950.1104.459.6100	AIDE SALARIES	\$0.00	\$318.50	\$2,787.21	(\$2,787.21)	\$0.00	(\$2,787.21)	0.00%
10.5.1400.2120.459.1100	MUNICIPAL RETIREMENT	\$411.05	\$0.00	\$0.00	\$411.05	\$0.00	\$411.05	100.00%
10.5.1400.2120.459.6220	MUNICIPAL RETIREMENT	\$305.06	\$59.68	\$541.62	(\$236.56)	\$59.68	(\$296.24)	-97.11%
10.5.1400.2130.459.1100	FICA	\$1,132.66	\$0.00	\$0.00	\$1,132.66	\$0.00	\$1,132.66	100.00%
10.5.1400.2130.459.6220	FICA	\$840.61	\$158.82	\$945.40	(\$104.79)	\$158.82	(\$263.61)	-31.36%
10.5.1400.2140.459.1100	MEDICARE	\$264.90	\$0.00	\$0.00	\$264.90	\$0.00	\$264.90	100.00%
10.5.1400.2140.459.6220	MEDICARE	\$196.60	\$37.14	\$221.10	(\$24.50)	\$37.14	(\$61.64)	-31.35%
10.5.1400.2210.459.1100	LIFE INSURANCE	\$79.21	\$0.00	\$0.00	\$79.21	\$0.00	\$79.21	100.00%

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LaGrange Area Dept. of Special Education

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10.5.1400.2210.459.6220	LIFE INSURANCE	\$58.79	\$4.60	\$27.60	\$31.19	\$4.60	\$26.59	45.23%	
10.5.1400.2220.459.1100	MEDICAL INSURANCE	\$3,819.78	\$0.00	\$0.00	\$3,819.78	\$0.00	\$3,819.78	100.00%	
10.5.1400.2220.459.6220	MEDICAL INSURANCE	\$2,834.89	\$648.60	\$4,279.84	(\$1,444.95)	\$648.60	(\$2,093.55)	-73.85%	
10.5.1400.2230.459.1100	DENTAL INSURANCE	\$275.01	\$0.00	\$0.00	\$275.01	\$0.00	\$275.01	100.00%	
10.5.1400.2230.459.6220	DENTAL INSURANCE	\$204.10	\$46.52	\$279.12	(\$75.02)	\$46.52	(\$121.54)	-59.55%	
10.5.1400.3100.459.1100	PROFESSIONAL TECHNICAL SERVICE	\$0.00	\$0.00	\$120.00	(\$120.00)	\$0.00	(\$120.00)	0.00%	
10.5.1400.3230.459.1100	REPAIRS AND MAINTENANCE SERVIC	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%	
10.5.2570.3251.459.1100	COPIER RENTAL	\$0.00	\$0.00	\$43.67	(\$43.67)	\$0.00	(\$43.67)	0.00%	
10.5.1400.3310.459.1100	PUPIL TRANSPORTATION	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%	
10.5.1400.4100.459.1100	OFFICE SUPPLIES LESS \$499	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00	100.00%	
10.5.1400.4100.459.6100	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	(\$1,000.00)	\$1,000.00	\$0.00	\$1,000.00	0.00%	
10.5.1400.4199.459.1100	PPE/Covid Supplies	\$300.00	\$0.00	\$0.00	\$300.00	\$0.00	\$300.00	100.00%	
10.5.1400.7000.459.1100	EQUIPMENT \$500 TO \$4999	\$5,100.00	\$0.00	\$0.00	\$5,100.00	\$0.00	\$5,100.00	100.00%	
10.5.2630.7000.459.1100	EQUIPMENT \$500 TO \$4999	\$0.00	\$0.00	\$4,985.52	(\$4,985.52)	\$0.00	(\$4,985.52)	0.00%	
10.5.2110.1000.470.1111	SALARIES, CERTIFIED STAFF	\$0.00	\$0.00	\$330.00	(\$330.00)	\$0.00	(\$330.00)	0.00%	
10.5.2140.1000.470.1111	SALARIES, CERTIFIED STAFF	\$0.00	\$0.00	\$1,210.00	(\$1,210.00)	\$0.00	(\$1,210.00)	0.00%	
10.5.2150.1000.470.1111	SALARIES, CERTIFIED STAFF	\$0.00	\$0.00	\$2,060.00	(\$2,060.00)	\$0.00	(\$2,060.00)	0.00%	
10.5.2410.1000.470.1110	SALARIES, CERTIFIED STAFF	\$100,000.00	\$0.00	\$0.00	\$100,000.00	\$0.00	\$100,000.00	100.00%	
10.5.1200.1005.470.1110	STIPENDS-CERTIFIED	\$20,000.00	\$0.00	\$0.00	\$20,000.00	\$0.00	\$20,000.00	100.00%	
10.5.1200.1100.470.1110	SALARIES, NON CERTIFIED STAFF	\$75,000.00	\$0.00	\$0.00	\$75,000.00	\$0.00	\$75,000.00	100.00%	
10.5.2130.1100.470.1111	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$6,300.00	(\$6,300.00)	\$0.00	(\$6,300.00)	0.00%	
10.5.2131.1100.470.1111	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$4,480.00	(\$4,480.00)	\$0.00	(\$4,480.00)	0.00%	
10.5.2132.1100.470.1111	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$1,880.00	(\$1,880.00)	\$0.00	(\$1,880.00)	0.00%	
10.5.2540.1100.470.1111	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$562.50	(\$562.50)	\$0.00	(\$562.50)	0.00%	
10.5.2610.1100.470.1110	SALARIES, NON CERTIFIED STAFF	\$6,500.00	\$0.00	\$0.00	\$6,500.00	\$0.00	\$6,500.00	100.00%	
10.5.1200.2110.470.1110	TEACHER'S RETIREMENT (TRS)	\$142.00	\$0.00	\$0.00	\$142.00	\$0.00	\$142.00	100.00%	
10.5.2110.2110.470.1111	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.00	\$4.12	(\$4.12)	\$0.00	(\$4.12)	0.00%	
10.5.2140.2110.470.1111	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.00	\$15.12	(\$15.12)	\$0.00	(\$15.12)	0.00%	
10.5.2150.2110.470.1111	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.00	\$25.75	(\$25.75)	\$0.00	(\$25.75)	0.00%	
10.5.2410.2110.470.1110	TEACHER'S RETIREMENT (TRS)	\$20,000.00	\$0.00	\$0.00	\$20,000.00	\$0.00	\$20,000.00	100.00%	
10.5.1200.2120.470.1110	MUNICIPAL RETIREMENT	\$24,290.00	\$0.00	\$0.00	\$24,290.00	\$0.00	\$24,290.00	100.00%	
10.5.2130.2120.470.1111	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$283.50	(\$283.50)	\$0.00	(\$283.50)	0.00%	
10.5.2131.2120.470.1111	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$201.60	(\$201.60)	\$0.00	(\$201.60)	0.00%	
10.5.2132.2120.470.1111	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$84.60	(\$84.60)	\$0.00	(\$84.60)	0.00%	
10.5.2610.2120.470.1110	MUNICIPAL RETIREMENT	\$624.00	\$0.00	\$0.00	\$624.00	\$0.00	\$624.00	100.00%	
10.5.1200.2130.470.1110	FICA	\$74.00	\$0.00	\$0.00	\$74.00	\$0.00	\$74.00	100.00%	
10.5.2130.2130.470.1111	FICA	\$0.00	\$0.00	\$390.60	(\$390.60)	\$0.00	(\$390.60)	0.00%	
10.5.2131.2130.470.1111	FICA	\$0.00	\$0.00	\$275.78	(\$275.78)	\$0.00	(\$275.78)	0.00%	
10.5.2132.2130.470.1111	FICA	\$0.00	\$0.00	\$116.56	(\$116.56)	\$0.00	(\$116.56)	0.00%	
10.5.2540.2130.470.1111	FICA	\$0.00	\$0.00	\$34.88	(\$34.88)	\$0.00	(\$34.88)	0.00%	
10.5.2610.2130.470.1110	FICA	\$403.00	\$0.00	\$0.00	\$403.00	\$0.00	\$403.00	100.00%	
10.5.1200.2140.470.1110	MEDICARE	\$236.00	\$0.00	\$0.00	\$236.00	\$0.00	\$236.00	100.00%	
10.5.2110.2140.470.1111	MEDICARE	\$0.00	\$0.00	\$4.22	(\$4.22)	\$0.00	(\$4.22)	0.00%	
10.5.2130.2140.470.1111	MEDICARE	\$0.00	\$0.00	\$91.35	(\$91.35)	\$0.00	(\$91.35)	0.00%	
10.5.2131.2140.470.1111	MEDICARE	\$0.00	\$0.00	\$64.49	(\$64.49)	\$0.00	(\$64.49)	0.00%	
10.5.2132.2140.470.1111	MEDICARE	\$0.00	\$0.00	\$27.26	(\$27.26)	\$0.00	(\$27.26)	0.00%	
10.5.2140.2140.470.1111	MEDICARE	\$0.00	\$0.00	\$17.56	(\$17.56)	\$0.00	(\$17.56)	0.00%	
10.5.2150.2140.470.1111	MEDICARE	\$0.00	\$0.00	\$29.88	(\$29.88)	\$0.00	(\$29.88)	0.00%	
10.5.2410.2140.470.1110	MEDICARE	\$114.00	\$0.00	\$0.00	\$114.00	\$0.00	\$114.00	100.00%	
10.5.2540.2140.470.1111	MEDICARE	\$0.00	\$0.00	\$8.16	(\$8.16)	\$0.00	(\$8.16)	0.00%	

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LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 2/1/2022

To Date: 2/28/2022

Fiscal Year: 2021-2022

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.2610.2140.470.1110	MEDICARE	\$95.00	\$0.00	\$0.00	\$95.00	\$0.00	\$95.00	100.00%
10.5.2410.2210.470.1110	LIFE INSURANCE	\$18.00	\$0.00	\$0.00	\$18.00	\$0.00	\$18.00	100.00%
10.5.2610.2210.470.1110	LIFE INSURANCE	\$23.00	\$0.00	\$0.00	\$23.00	\$0.00	\$23.00	100.00%
10.5.2410.2220.470.1110	MEDICAL INSURANCE	\$2,048.00	\$0.00	\$0.00	\$2,048.00	\$0.00	\$2,048.00	100.00%
10.5.2610.2220.470.1110	MEDICAL INSURANCE	\$4,095.00	\$0.00	\$0.00	\$4,095.00	\$0.00	\$4,095.00	100.00%
10.5.2410.2230.470.1110	DENTAL INSURANCE	\$163.00	\$0.00	\$0.00	\$163.00	\$0.00	\$163.00	100.00%
10.5.2610.2230.470.1110	DENTAL INSURANCE	\$326.00	\$0.00	\$0.00	\$326.00	\$0.00	\$326.00	100.00%
10.5.1200.3250.470.1110	ROOM RENTALS	\$1,495.00	\$0.00	\$0.00	\$1,495.00	\$0.00	\$1,495.00	100.00%
10.5.1322.3250.470.1100	ROOM RENTALS	\$0.00	\$0.00	\$1,119.16	(\$1,119.16)	\$0.00	(\$1,119.16)	0.00%
10.5.2570.3250.470.1100	ROOM RENTALS	\$0.00	\$170.24	\$170.24	(\$170.24)	\$0.00	(\$170.24)	0.00%
10.5.2570.3250.470.1110	ROOM RENTALS	\$65,000.00	\$0.00	\$0.00	\$65,000.00	\$0.00	\$65,000.00	100.00%
10.5.2570.3250.470.1120	ROOM RENTALS	\$0.00	\$0.00	\$83,670.00	(\$83,670.00)	\$0.00	(\$83,670.00)	0.00%
10.5.1200.3399.470.1110	TRAVEL LOCAL MILEAGE	\$78.00	\$0.00	\$0.00	\$78.00	\$0.00	\$78.00	100.00%
10.5.1200.4100.470.1110	OFFICE SUPPLIES LESS \$499	\$1,500.00	\$0.00	\$0.00	\$1,500.00	\$0.00	\$1,500.00	100.00%
10.5.1322.4100.470.1100	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$4,219.65	(\$4,219.65)	\$0.00	(\$4,219.65)	0.00%
10.5.1200.4118.474.1100	CURRICULUM	\$0.00	\$0.00	\$47.92	(\$47.92)	\$0.00	(\$47.92)	0.00%
10.5.1322.1000.480.1111	SALARIES, CERTIFIED STAFF	\$0.00	\$0.00	\$99,769.50	(\$99,769.50)	\$0.00	(\$99,769.50)	0.00%
10.5.1322.1100.480.1111	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$9,354.00	(\$9,354.00)	\$0.00	(\$9,354.00)	0.00%
10.5.2130.1100.480.1111	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$3,020.00	(\$3,020.00)	\$0.00	(\$3,020.00)	0.00%
10.5.1322.1104.480.1111	AIDE SALARIES	\$0.00	\$0.00	\$68,056.50	(\$68,056.50)	\$0.00	(\$68,056.50)	0.00%
10.5.1322.2110.480.1111	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.00	\$1,034.50	(\$1,034.50)	\$0.00	(\$1,034.50)	0.00%
10.5.1322.2120.480.1111	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$1,616.59	(\$1,616.59)	\$0.00	(\$1,616.59)	0.00%
10.5.2130.2120.480.1111	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$135.90	(\$135.90)	\$0.00	(\$135.90)	0.00%
10.5.1322.2130.480.1111	FICA	\$0.00	\$0.00	\$6,368.82	(\$6,368.82)	\$0.00	(\$6,368.82)	0.00%
10.5.2130.2130.480.1111	FICA	\$0.00	\$0.00	\$184.13	(\$184.13)	\$0.00	(\$184.13)	0.00%
10.5.1322.2140.480.1111	MEDICARE	\$0.00	\$0.00	\$2,569.23	(\$2,569.23)	\$0.00	(\$2,569.23)	0.00%
10.5.2130.2140.480.1111	MEDICARE	\$0.00	\$0.00	\$43.06	(\$43.06)	\$0.00	(\$43.06)	0.00%
10.5.1322.1104.535.1111	AIDE SALARIES	\$0.00	\$0.00	\$4,811.14	(\$4,811.14)	\$0.00	(\$4,811.14)	0.00%
10.5.1322.2120.535.1111	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$192.19	(\$192.19)	\$0.00	(\$192.19)	0.00%
10.5.1322.2130.535.1111	FICA	\$0.00	\$0.00	\$292.48	(\$292.48)	\$0.00	(\$292.48)	0.00%
10.5.1322.2140.535.1111	MEDICARE	\$0.00	\$0.00	\$68.40	(\$68.40)	\$0.00	(\$68.40)	0.00%
10.5.1207.3100.542.1100	PROFESSIONAL TECHNICAL SERVICE	\$22,000.00	\$5,991.25	\$26,444.00	(\$4,444.00)	\$0.00	(\$4,444.00)	-20.20%
10.5.1207.3102.542.1100	ADMINSTRATIVE FEES/BUILDING	\$25,000.00	\$2,228.00	\$17,824.00	\$7,176.00	\$0.00	\$7,176.00	28.70%
10.5.1207.3106.542.1100	LADSE INTERNAL TRANSFER	\$90,000.00	\$0.00	\$0.00	\$90,000.00	\$0.00	\$90,000.00	100.00%
10.5.1207.3120.542.1100	INSERVICE TRAINING-CONSULTANTS	\$0.00	\$0.00	\$7,494.87	(\$7,494.87)	\$0.00	(\$7,494.87)	0.00%
10.5.1207.3190.542.1100	OTHER PROFESSIONAL/TECHNICAL (\$0.00	\$6,465.00	\$22,920.00	(\$22,920.00)	\$0.00	(\$22,920.00)	0.00%
10.5.1207.3230.542.1100	REPAIRS AND MAINTENANCE SERVIC	\$3,000.00	\$0.00	\$0.00	\$3,000.00	\$0.00	\$3,000.00	100.00%
10.5.1207.3250.542.1100	ROOM RENTALS	\$465,000.00	\$0.00	\$478,058.36	(\$13,058.36)	\$0.00	(\$13,058.36)	-2.81%
10.5.2570.3251.542.1100	COPIER RENTAL	\$2,100.00	\$95.82	\$1,182.73	\$917.27	\$0.00	\$917.27	43.68%
10.5.2570.3251.542.1120	COPIER RENTAL	\$0.00	\$0.00	\$275.22	(\$275.22)	\$0.00	(\$275.22)	0.00%
10.5.2550.3310.542.1100	PUPIL TRANSPORTATION	\$18,350.00	\$587.66	\$4,481.90	\$13,868.10	\$0.00	\$13,868.10	75.58%
10.5.2550.3310.542.1120	PUPIL TRANSPORTATION	\$0.00	\$0.00	\$400.00	(\$400.00)	\$0.00	(\$400.00)	0.00%
10.5.1207.3322.542.1100	EXPENSE REIMBURSEMENT	\$450.00	\$0.00	\$0.00	\$450.00	\$0.00	\$450.00	100.00%
10.5.1207.3325.542.1100	CONFERENCE REGISTRATION	\$1,150.00	\$0.00	\$945.00	\$205.00	\$100.00	\$105.00	9.13%
10.5.2210.3325.542.1100	CONFERENCE REGISTRATION	\$0.00	\$0.00	\$51.50	(\$51.50)	\$0.00	(\$51.50)	0.00%
10.5.1207.3395.542.1100	CONFERENCE EXPENSE	\$1,500.00	\$0.00	\$0.00	\$1,500.00	\$0.00	\$1,500.00	100.00%
10.5.1207.3399.542.1100	TRAVEL LOCAL MILEAGE	\$3,000.00	\$78.76	\$78.76	\$2,921.24	\$0.00	\$2,921.24	97.37%
10.5.2570.3400.542.1100	COMMUNICATION-TELEPHONE	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00	100.00%
10.5.2570.3401.542.1100	COMMUNICATION-POSTAGE	\$0.00	\$0.00	\$235.90	(\$235.90)	\$0.00	(\$235.90)	0.00%
10.5.1207.3900.542.1100	SOFTWARE LICENSES	\$3,100.00	\$1,600.00	\$1,600.00	\$1,500.00	\$0.00	\$1,500.00	48.39%

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LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 2/1/2022

To Date: 2/28/2022

Fiscal Year: 2021-2022

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.1207.4100.542.1100	OFFICE SUPPLIES LESS \$499	\$2,000.00	\$880.21	\$3,025.86	(\$1,025.86)	\$3,340.26	(\$4,366.12)	-218.31%
10.5.1207.4100.542.4993	OFFICE SUPPLIES LESS \$499	\$0.00	\$1,495.00	\$1,495.00	(\$1,495.00)	\$0.00	(\$1,495.00)	0.00%
10.5.2630.4100.542.1100	OFFICE SUPPLIES LESS \$499	\$4,200.00	\$0.00	\$0.00	\$4,200.00	\$0.00	\$4,200.00	100.00%
10.5.1207.4101.542.1100	Supplies (DHH community based	\$0.00	\$0.00	\$1,632.59	(\$1,632.59)	\$0.00	(\$1,632.59)	0.00%
10.5.1207.4118.542.1100	CURRICULUM	\$800.00	\$0.00	\$1,923.88	(\$1,123.88)	\$0.00	(\$1,123.88)	-140.49%
10.5.1207.4118.542.4993	CURRICULUM	\$0.00	\$0.00	\$1,979.62	(\$1,979.62)	\$0.00	(\$1,979.62)	0.00%
10.5.1207.4199.542.1100	PPE/Covid Supplies	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00	100.00%
10.5.1207.6400.542.1100	DUES AND FEES	\$0.00	\$0.00	\$35,396.01	(\$35,396.01)	\$30.00	(\$35,426.01)	0.00%
10.5.1207.7000.542.1100	EQUIPMENT \$500 TO \$4999	\$10,000.00	\$0.00	\$66.46	\$9,933.54	\$0.00	\$9,933.54	99.34%
10.5.2630.7000.542.1100	EQUIPMENT \$500 TO \$4999	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	100.00%
10.5.1207.1000.571.1110	SALARIES, CERTIFIED STAFF	\$17,000.00	\$0.00	\$0.00	\$17,000.00	\$0.00	\$17,000.00	100.00%
10.5.1322.1000.571.1111	SALARIES, CERTIFIED STAFF	\$0.00	\$0.00	\$1,600.00	(\$1,600.00)	\$0.00	(\$1,600.00)	0.00%
10.5.1207.1104.571.1110	AIDE SALARIES	\$3,000.00	\$0.00	\$0.00	\$3,000.00	\$0.00	\$3,000.00	100.00%
10.5.1322.1104.571.1111	AIDE SALARIES	\$0.00	\$0.00	\$1,713.09	(\$1,713.09)	\$0.00	(\$1,713.09)	0.00%
10.5.1207.2110.571.1110	TEACHER'S RETIREMENT (TRS)	\$234.00	\$0.00	\$0.00	\$234.00	\$0.00	\$234.00	100.00%
10.5.1322.2110.571.1111	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.00	\$10.00	(\$10.00)	\$0.00	(\$10.00)	0.00%
10.5.1207.2120.571.1110	MUNICIPAL RETIREMENT	\$333.00	\$0.00	\$0.00	\$333.00	\$0.00	\$333.00	100.00%
10.5.1322.2120.571.1111	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$113.08	(\$113.08)	\$0.00	(\$113.08)	0.00%
10.5.1207.2130.571.1110	FICA	\$188.00	\$0.00	\$0.00	\$188.00	\$0.00	\$188.00	100.00%
10.5.1322.2130.571.1111	FICA	\$0.00	\$0.00	\$155.82	(\$155.82)	\$0.00	(\$155.82)	0.00%
10.5.1207.2140.571.1110	MEDICARE	\$286.00	\$0.00	\$0.00	\$286.00	\$0.00	\$286.00	100.00%
10.5.1322.2140.571.1111	MEDICARE	\$0.00	\$0.00	\$48.05	(\$48.05)	\$0.00	(\$48.05)	0.00%
10.5.1207.2210.571.1110	LIFE INSURANCE	\$14.00	\$0.00	\$0.00	\$14.00	\$0.00	\$14.00	100.00%
10.5.1207.2220.571.1110	MEDICAL INSURANCE	\$3,691.00	\$0.00	\$0.00	\$3,691.00	\$0.00	\$3,691.00	100.00%
10.5.1207.2230.571.1110	DENTAL INSURANCE	\$154.00	\$0.00	\$0.00	\$154.00	\$0.00	\$154.00	100.00%
10.5.1207.3399.571.1110	TRAVEL LOCAL MILEAGE	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00	100.00%
10.5.1207.4100.571.1100	OFFICE SUPPLIES LESS \$499	\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$5,000.00	100.00%
10.5.3705.3100.704.2100	PROFESSIONAL TECHNICAL SERVICE	\$0.00	\$58.40	\$1,319.28	(\$1,319.28)	\$0.00	(\$1,319.28)	0.00%
10.5.3000.4100.704.2090	OFFICE SUPPLIES LESS \$499	\$0.00	\$179.10	\$179.10	(\$179.10)	\$0.00	(\$179.10)	0.00%
10.5.3000.4100.704.2100	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$500.00	(\$500.00)	\$0.00	(\$500.00)	0.00%
10.5.3705.4100.704.2100	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$120.46	(\$120.46)	\$0.00	(\$120.46)	0.00%
10.5.3000.4118.704.2100	CURRICULUM	\$0.00	\$0.00	\$10,698.00	(\$10,698.00)	\$0.00	(\$10,698.00)	0.00%
10.5.3705.6600.704.2100	FLOW THOUGH	\$0.00	\$0.00	\$262,522.35	(\$262,522.35)	\$0.00	(\$262,522.35)	0.00%
10.5.4120.6600.704.2100	FLOW THOUGH	\$566,000.00	\$0.00	\$0.00	\$566,000.00	\$0.00	\$566,000.00	100.00%
10.5.1000.4199.773.1100	PPE/Covid Supplies	\$0.00	\$0.00	\$294.98	(\$294.98)	\$0.00	(\$294.98)	0.00%
10.5.1200.4199.773.1100	PPE/Covid Supplies	\$0.00	\$0.00	\$1,534.88	(\$1,534.88)	\$0.00	(\$1,534.88)	0.00%
10.5.2320.4199.773.1100	PPE/Covid Supplies	\$0.00	\$0.00	\$180.00	(\$180.00)	\$0.00	(\$180.00)	0.00%
10.5.2570.3250.900.1100	ROOM RENTALS	\$0.00	\$20,053.76	\$182,310.63	(\$182,310.63)	\$0.00	(\$182,310.63)	0.00%
10.5.2570.3251.900.1100	COPIER RENTAL	\$0.00	\$0.00	\$119.56	(\$119.56)	\$0.00	(\$119.56)	0.00%
10.5.1200.4100.900.1100	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$2,081.61	(\$2,081.61)	\$80.41	(\$2,162.02)	0.00%
10.5.2540.4100.900.1100	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$69.20	(\$69.20)	\$0.00	(\$69.20)	0.00%
10.5.1200.6400.900.1100	DUES AND FEES	\$0.00	\$0.00	\$24.20	(\$24.20)	\$0.00	(\$24.20)	0.00%
10.5.2210.1005.901.1100	STIPENDS-CERTIFIED	\$25,000.00	\$0.00	\$8,249.50	\$16,750.50	\$0.00	\$16,750.50	67.00%
10.5.2540.1100.901.1111	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$4,872.00	(\$4,872.00)	\$0.00	(\$4,872.00)	0.00%
10.5.2210.1105.901.1100	STIPENDS- NON CERTIFIED	\$0.00	\$0.00	\$825.00	(\$825.00)	\$0.00	(\$825.00)	0.00%
10.5.2130.2110.901.1100	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.30	\$1.35	(\$1.35)	\$0.30	(\$1.65)	0.00%
10.5.2210.2110.901.1100	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.00	\$30.94	(\$30.94)	\$0.00	(\$30.94)	0.00%
10.5.2210.2120.901.1100	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$18.56	(\$18.56)	\$0.00	(\$18.56)	0.00%
10.5.2210.2130.901.1100	FICA	\$0.00	\$0.00	\$147.44	(\$147.44)	\$0.00	(\$147.44)	0.00%
10.5.2540.2130.901.1111	FICA	\$0.00	\$0.00	\$302.06	(\$302.06)	\$0.00	(\$302.06)	0.00%

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LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 2/1/2022

To Date: 2/28/2022

Fiscal Year: 2021-2022

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.2130.2140.901.1100	MEDICARE	\$0.00	\$0.32	\$2.40	(\$2.40)	\$0.32	(\$2.72)	0.00%
10.5.2210.2140.901.1100	MEDICARE	\$0.00	\$0.00	\$68.75	(\$68.75)	\$0.00	(\$68.75)	0.00%
10.5.2540.2140.901.1111	MEDICARE	\$0.00	\$0.00	\$70.66	(\$70.66)	\$0.00	(\$70.66)	0.00%
10.5.2510.2210.901.1100	LIFE INSURANCE	\$0.00	\$1,715.02	\$8,751.39	(\$8,751.39)	\$0.00	(\$8,751.39)	0.00%
10.5.2210.2300.901.1100	TUITION REIMBURSEMENT	\$20,000.00	\$0.00	\$4,600.00	\$15,400.00	\$0.00	\$15,400.00	77.00%
10.5.2210.3050.901.1100	APPS AND SOFTWARE	\$0.00	\$0.00	\$1,380.00	(\$1,380.00)	\$0.00	(\$1,380.00)	0.00%
10.5.2630.3050.901.1100	APPS AND SOFTWARE	\$5,529.00	\$0.00	\$13,934.84	(\$8,405.84)	\$0.00	(\$8,405.84)	-152.03%
10.5.2215.3099.901.1100	INFINITEC FLOW-FEE	\$10,800.00	\$0.00	\$2,735.28	\$8,064.72	\$0.00	\$8,064.72	74.67%
10.5.2210.3100.901.1100	PROFESSIONAL TECHNICAL SERVICE	\$7,300.00	\$0.00	\$4,752.60	\$2,547.40	\$0.00	\$2,547.40	34.90%
10.5.2320.3100.901.1100	PROFESSIONAL TECHNICAL SERVICE	\$300.00	\$0.00	\$112,129.01	(\$111,829.01)	\$0.00	(\$111,829.01)	-37276.34%
10.5.2610.3100.901.1100	PROFESSIONAL TECHNICAL SERVICE	\$25,000.00	\$0.00	\$0.00	\$25,000.00	\$0.00	\$25,000.00	100.00%
10.5.2210.3101.901.1100	ADMINSTRATIVE FEES	\$0.00	\$0.00	\$250.00	(\$250.00)	\$0.00	(\$250.00)	0.00%
10.5.2320.3101.901.1100	ADMINSTRATIVE FEES	\$5,600.00	\$37.99	\$9,789.11	(\$4,189.11)	\$0.00	(\$4,189.11)	-74.81%
10.5.2510.3101.901.1100	ADMINSTRATIVE FEES	\$0.00	\$4.40	\$41.60	(\$41.60)	\$0.00	(\$41.60)	0.00%
10.5.2320.3102.901.1100	ADMINSTRATIVE FEES/BUILDING	\$0.00	\$0.00	\$1,695.80	(\$1,695.80)	\$0.00	(\$1,695.80)	0.00%
10.5.2630.3104.901.1100	MIS SERVICES	\$2,500.00	\$0.00	\$418.37	\$2,081.63	\$2,091.81	(\$10.18)	-0.41%
10.5.2640.3104.901.1100	MIS SERVICES	\$0.00	\$0.00	\$250.00	(\$250.00)	\$0.00	(\$250.00)	0.00%
10.5.2510.3107.901.1100	CONTRACTUAL SERVICES	\$200.00	\$0.00	\$0.20	\$199.80	\$0.00	\$199.80	99.90%
10.5.2630.3107.901.1100	CONTRACTUAL SERVICES	\$0.00	\$0.00	\$150.00	(\$150.00)	\$0.00	(\$150.00)	0.00%
10.5.2640.3107.901.1100	CONTRACTUAL SERVICES	\$600.00	\$251.50	\$4,584.25	(\$3,984.25)	\$0.00	(\$3,984.25)	-664.04%
10.5.2640.3107.901.1120	CONTRACTUAL SERVICES	\$0.00	\$0.00	\$1,218.75	(\$1,218.75)	\$0.00	(\$1,218.75)	0.00%
10.5.2210.3120.901.1100	INSERVICE TRAINING-CONSULTANTS	\$35,000.00	\$3,225.00	\$20,437.50	\$14,562.50	\$0.00	\$14,562.50	41.61%
10.5.2210.3120.901.4993	INSERVICE TRAINING-CONSULTANTS	\$0.00	\$5,000.00	\$5,000.00	(\$5,000.00)	\$0.00	(\$5,000.00)	0.00%
10.5.2630.3161.901.1100	COMPUTER LINE	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
10.5.2320.3170.901.1100	AUDIT FEE-FINANCIAL	\$5,400.00	\$0.00	\$30,825.00	(\$25,425.00)	\$0.00	(\$25,425.00)	-470.83%
10.5.2320.3172.901.1100	TREASURER'S FEE	\$21,600.00	\$0.00	\$0.00	\$21,600.00	\$0.00	\$21,600.00	100.00%
10.5.2320.3180.901.1100	LEGAL FEE-CONTRACTUAL	\$3,000.00	\$0.00	\$1,897.50	\$1,102.50	\$0.00	\$1,102.50	36.75%
10.5.2320.3180.901.1120	LEGAL FEE-CONTRACTUAL	\$0.00	\$0.00	\$1,072.50	(\$1,072.50)	\$0.00	(\$1,072.50)	0.00%
10.5.2320.3194.901.1100	ARCHITECT FEES	\$1,500.00	\$0.00	\$0.00	\$1,500.00	\$0.00	\$1,500.00	100.00%
10.5.2320.3196.901.1100	CONTRACTUAL RELATED SERVICES	\$0.00	\$0.00	\$1,040.00	(\$1,040.00)	\$0.00	(\$1,040.00)	0.00%
10.5.2540.3196.901.1100	CONTRACTUAL RELATED SERVICES	\$0.00	\$0.00	\$189.46	(\$189.46)	\$0.00	(\$189.46)	0.00%
10.5.2540.3196.901.1120	CONTRACTUAL RELATED SERVICES	\$0.00	\$0.00	\$94.73	(\$94.73)	\$0.00	(\$94.73)	0.00%
10.5.2630.3196.901.1100	CONTRACTUAL RELATED SERVICES	\$0.00	\$0.00	\$230.00	(\$230.00)	\$0.00	(\$230.00)	0.00%
10.5.2540.3210.901.1100	PROPERTY SERVICES-DISPOSAL	\$25,000.00	\$356.40	\$2,699.57	\$22,300.43	\$0.00	\$22,300.43	89.20%
10.5.2540.3220.901.1100	CUSTODIAL/CLEANING SERVICES	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00	100.00%
10.5.2215.3230.901.1100	REPAIRS AND MAINTENANCE SERVIC	\$800.00	\$0.00	\$0.00	\$800.00	\$0.00	\$800.00	100.00%
10.5.2540.3230.901.1100	REPAIRS AND MAINTENANCE SERVIC	\$30,000.00	\$2,403.00	\$9,327.16	\$20,672.84	\$250.00	\$20,422.84	68.08%
10.5.2540.3230.901.1120	REPAIRS AND MAINTENANCE SERVIC	\$0.00	\$0.00	\$3,307.96	(\$3,307.96)	\$0.00	(\$3,307.96)	0.00%
10.5.2630.3230.901.1100	REPAIRS AND MAINTENANCE SERVIC	\$2,000.00	\$0.00	\$308.80	\$1,691.20	\$0.00	\$1,691.20	84.56%
10.5.2210.3250.901.1100	ROOM RENTALS	\$10,500.00	\$0.00	\$0.00	\$10,500.00	\$0.00	\$10,500.00	100.00%
10.5.2215.3251.901.1100	COPIER RENTAL	\$148.00	\$0.00	\$0.00	\$148.00	\$0.00	\$148.00	100.00%
10.5.2570.3251.901.1100	COPIER RENTAL	\$2,000.00	\$424.89	\$2,036.13	(\$36.13)	\$0.00	(\$36.13)	-1.81%
10.5.2570.3251.901.1120	COPIER RENTAL	\$0.00	\$0.00	\$878.11	(\$878.11)	\$0.00	(\$878.11)	0.00%
10.5.2210.3322.901.1100	EXPENSE REIMBURSEMENT	\$15,550.00	\$0.00	\$5,655.30	\$9,894.70	\$0.00	\$9,894.70	63.63%
10.5.2320.3322.901.1100	EXPENSE REIMBURSEMENT	\$50.00	\$0.00	\$0.00	\$50.00	\$0.00	\$50.00	100.00%
10.5.2640.3322.901.1100	EXPENSE REIMBURSEMENT	\$0.00	\$0.00	\$10.75	(\$10.75)	\$0.00	(\$10.75)	0.00%
10.5.2210.3325.901.1100	CONFERENCE REGISTRATION	\$75,000.00	\$9,197.00	\$19,971.36	\$55,028.64	\$0.00	\$55,028.64	73.37%
10.5.2320.3325.901.1100	CONFERENCE REGISTRATION	\$0.00	\$0.00	\$360.00	(\$360.00)	\$0.00	(\$360.00)	0.00%
10.5.2210.3395.901.1100	CONFERENCE EXPENSE	\$55,000.00	\$0.00	\$401.80	\$54,598.20	\$0.00	\$54,598.20	99.27%
10.5.1200.3399.901.1100	TRAVEL LOCAL MILEAGE	\$1,070.00	\$0.00	\$0.00	\$1,070.00	\$0.00	\$1,070.00	100.00%

LaGrange Area Dept. of Special Education

Monthly Expenditures

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Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.2210.3399.901.1100	TRAVEL LOCAL MILEAGE	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
10.5.2215.3399.901.1100	TRAVEL LOCAL MILEAGE	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	100.00%
10.5.2320.3399.901.1100	TRAVEL LOCAL MILEAGE	\$800.00	\$0.00	\$0.00	\$800.00	\$0.00	\$800.00	100.00%
10.5.2510.3399.901.1100	TRAVEL LOCAL MILEAGE	\$400.00	\$0.00	\$0.00	\$400.00	\$0.00	\$400.00	100.00%
10.5.2630.3399.901.1100	TRAVEL LOCAL MILEAGE	\$60.00	\$28.54	\$134.06	(\$74.06)	\$0.00	(\$74.06)	-123.43%
10.5.2630.3399.901.1120	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$21.81	(\$21.81)	\$0.00	(\$21.81)	0.00%
10.5.2130.3400.901.1100	COMMUNICATION-TELEPHONE	\$0.00	\$22.50	\$168.75	(\$168.75)	\$101.25	(\$270.00)	0.00%
10.5.2570.3400.901.1100	COMMUNICATION-TELEPHONE	\$5,000.00	\$332.43	\$3,013.35	\$1,986.65	\$0.00	\$1,986.65	39.73%
10.5.2570.3400.901.1120	COMMUNICATION-TELEPHONE	\$0.00	\$0.00	(\$48.45)	\$48.45	\$0.00	\$48.45	0.00%
10.5.2630.3400.901.1100	COMMUNICATION-TELEPHONE	\$0.00	\$0.00	\$498.00	(\$498.00)	\$0.00	(\$498.00)	0.00%
10.5.2570.3401.901.1100	COMMUNICATION-POSTAGE	\$500.00	\$0.00	\$554.68	(\$54.68)	\$0.00	(\$54.68)	-10.94%
10.5.2640.3502.901.1100	RECRUITING ADDS	\$500.00	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	0.00%
10.5.2540.3700.901.1100	PROPERTY SERVICES-WATER SERVIC	\$2,000.00	\$0.00	\$894.58	\$1,105.42	\$0.00	\$1,105.42	55.27%
10.5.2640.3800.901.1100	UNEMPLOYMENT	\$0.00	\$0.00	\$1,818.68	(\$1,818.68)	\$0.00	(\$1,818.68)	0.00%
10.5.2640.3801.901.1100	UNEMPLOYMENT SERVICE	\$0.00	\$0.00	\$330.00	(\$330.00)	\$0.00	(\$330.00)	0.00%
10.5.2540.3820.901.1100	SCHOOL BOARD LIABILITY	\$23,500.00	\$0.00	\$0.00	\$23,500.00	\$0.00	\$23,500.00	100.00%
10.5.2320.3822.901.1100	INSURANCE	\$127,852.10	\$0.00	\$194,197.00	(\$66,344.90)	\$0.00	(\$66,344.90)	-51.89%
10.5.1200.4100.901.4993	OFFICE SUPPLIES LESS \$499	\$0.00	\$3,000.00	\$3,000.00	(\$3,000.00)	\$897.00	(\$3,897.00)	0.00%
10.5.2210.4100.901.1100	OFFICE SUPPLIES LESS \$499	\$1,200.00	\$0.00	\$2,249.00	(\$1,049.00)	\$0.00	(\$1,049.00)	-87.42%
10.5.2215.4100.901.1100	OFFICE SUPPLIES LESS \$499	\$3,200.00	\$0.00	\$2,183.29	\$1,016.71	\$0.00	\$1,016.71	31.77%
10.5.2320.4100.901.1100	OFFICE SUPPLIES LESS \$499	\$200.00	(\$57.00)	\$1,130.93	(\$930.93)	\$0.00	(\$930.93)	-465.47%
10.5.2510.4100.901.1100	OFFICE SUPPLIES LESS \$499	\$300.00	\$0.00	\$1,267.19	(\$967.19)	\$86.35	(\$1,053.54)	-351.18%
10.5.2520.4100.901.1100	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$618.50	(\$618.50)	\$0.00	(\$618.50)	0.00%
10.5.2540.4100.901.1100	OFFICE SUPPLIES LESS \$499	\$10,000.00	\$13,251.18	\$44,764.21	(\$34,764.21)	\$119.72	(\$34,883.93)	-348.84%
10.5.2540.4100.901.1120	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$14,281.95	(\$14,281.95)	\$0.00	(\$14,281.95)	0.00%
10.5.2630.4100.901.1100	OFFICE SUPPLIES LESS \$499	\$400.00	\$0.00	\$162.16	\$237.84	\$0.00	\$237.84	59.46%
10.5.2640.4100.901.1100	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$359.01	(\$359.01)	\$0.00	(\$359.01)	0.00%
10.5.2320.4101.901.1100	SUPPLIES-MEETINGS	\$0.00	\$0.00	\$626.69	(\$626.69)	\$0.00	(\$626.69)	0.00%
10.5.2640.4101.901.1100	SUPPLIES-MEETINGS	\$0.00	\$189.28	\$821.46	(\$821.46)	\$0.00	(\$821.46)	0.00%
10.5.2540.4199.901.1100	PPE/Covid Supplies	\$0.00	\$0.00	\$124.99	(\$124.99)	\$0.00	(\$124.99)	0.00%
10.5.2210.4300.901.1100	LIBRARY BOOKS	\$3,750.00	\$0.00	\$329.14	\$3,420.86	\$5,296.50	(\$1,875.64)	-50.02%
10.5.2540.4400.901.1100	PERIODICALS	\$0.00	\$0.00	\$227.38	(\$227.38)	\$0.00	(\$227.38)	0.00%
10.5.2540.4600.901.1100	ELECTRICITY	\$0.00	\$247.68	\$20,082.92	(\$20,082.92)	\$0.00	(\$20,082.92)	0.00%
10.5.2215.4700.901.1100	SYSTEMS SOFTWARE	\$2,000.00	\$0.00	\$1,335.86	\$664.14	\$0.00	\$664.14	33.21%
10.5.2540.5400.901.1100	EQUIPMENT OVER \$5,000	\$30,000.00	\$0.00	\$0.00	\$30,000.00	\$0.00	\$30,000.00	100.00%
10.5.2210.6400.901.1100	DUES AND FEES	\$10,409.00	\$0.00	\$8,959.60	\$1,449.40	\$0.00	\$1,449.40	13.92%
10.5.2230.6400.901.1100	DUES AND FEES	\$0.00	\$0.00	\$370.00	(\$370.00)	\$0.00	(\$370.00)	0.00%
10.5.2320.6400.901.1100	DUES AND FEES	\$700.00	\$0.00	\$1,420.50	(\$720.50)	\$0.00	(\$720.50)	-102.93%
10.5.2630.6400.901.1100	DUES AND FEES	\$300.00	\$0.00	\$0.00	\$300.00	\$0.00	\$300.00	100.00%
10.5.2215.7000.901.1100	EQUIPMENT \$500 TO \$4999	\$2,400.00	\$0.00	\$897.00	\$1,503.00	\$0.00	\$1,503.00	62.63%
10.5.2510.7000.901.1100	EQUIPMENT \$500 TO \$4999	\$200.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00	100.00%
10.5.2540.7000.901.1100	EQUIPMENT \$500 TO \$4999	\$6,000.00	\$0.00	\$0.00	\$6,000.00	\$0.00	\$6,000.00	100.00%
10.5.2630.7000.901.1100	EQUIPMENT \$500 TO \$4999	\$2,525.00	\$0.00	\$3,100.92	(\$575.92)	\$1,293.99	(\$1,869.91)	-74.06%
10.5.2130.2110.902.1100	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.30	\$1.35	(\$1.35)	\$0.30	(\$1.65)	0.00%
10.5.1200.2130.902.1100	FICA	\$0.00	\$0.14	\$1.05	(\$1.05)	\$0.14	(\$1.19)	0.00%
10.5.1200.2130.902.6100	FICA	\$0.00	\$0.14	\$1.09	(\$1.09)	\$0.14	(\$1.23)	0.00%
10.5.1200.2140.902.1100	MEDICARE	\$0.00	\$0.04	\$0.30	(\$0.30)	\$0.04	(\$0.34)	0.00%
10.5.1200.2140.902.6100	MEDICARE	\$0.00	\$0.02	\$0.21	(\$0.21)	\$0.02	(\$0.23)	0.00%
10.5.2130.2140.902.1100	MEDICARE	\$0.00	\$0.32	\$2.40	(\$2.40)	\$0.32	(\$2.72)	0.00%
10.5.2630.3050.902.1100	APPS AND SOFTWARE	\$20,176.00	\$0.00	\$11,195.44	\$8,980.56	\$0.00	\$8,980.56	44.51%

LaGrange Area Dept. of Special Education

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Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.2215.3099.902.1100	INFINITEC FLOW-FEE	\$1,350.00	\$0.00	\$0.00	\$1,350.00	\$0.00	\$1,350.00	100.00%
10.5.2215.3099.902.3100	INFINITEC FLOW-FEE	\$0.00	\$0.00	\$10,941.12	(\$10,941.12)	\$0.00	(\$10,941.12)	0.00%
10.5.1400.3100.902.1100	PROFESSIONAL TECHNICAL SERVICE	\$600.00	\$0.00	\$0.00	\$600.00	\$0.00	\$600.00	100.00%
10.5.2320.3100.902.1100	PROFESSIONAL TECHNICAL SERVICE	\$1,200.00	\$0.00	\$0.00	\$1,200.00	\$0.00	\$1,200.00	100.00%
10.5.2550.3100.902.6110	PROFESSIONAL TECHNICAL SERVICE	\$0.00	\$0.00	\$1,335.80	(\$1,335.80)	\$0.00	(\$1,335.80)	0.00%
10.5.2320.3101.902.1100	ADMINSTRATIVE FEES	\$22,400.00	\$151.94	\$39,156.40	(\$16,756.40)	\$0.00	(\$16,756.40)	-74.81%
10.5.2510.3101.902.1100	ADMINSTRATIVE FEES	\$0.00	\$17.60	\$88.40	(\$88.40)	\$0.00	(\$88.40)	0.00%
10.5.2630.3104.902.1100	MIS SERVICES	\$14,800.00	\$0.00	\$1,673.44	\$13,126.56	\$0.00	\$13,126.56	88.69%
10.5.2510.3107.902.1100	CONTRACTUAL SERVICES	\$800.00	\$0.00	\$0.00	\$800.00	\$0.00	\$800.00	100.00%
10.5.2630.3107.902.1100	CONTRACTUAL SERVICES	\$0.00	\$0.00	\$600.00	(\$600.00)	\$0.00	(\$600.00)	0.00%
10.5.2640.3107.902.1100	CONTRACTUAL SERVICES	\$2,400.00	\$72.00	\$612.00	\$1,788.00	\$0.00	\$1,788.00	74.50%
10.5.2630.3161.902.1100	COMPUTER LINE	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	100.00%
10.5.2320.3170.902.1100	AUDIT FEE-FINANCIAL	\$21,600.00	\$0.00	\$0.00	\$21,600.00	\$0.00	\$21,600.00	100.00%
10.5.2320.3172.902.1100	TREASURER'S FEE	\$86,400.00	\$0.00	\$0.00	\$86,400.00	\$0.00	\$86,400.00	100.00%
10.5.2320.3180.902.1100	LEGAL FEE-CONTRACTUAL	\$12,000.00	\$0.00	\$0.00	\$12,000.00	\$0.00	\$12,000.00	100.00%
10.5.1400.3230.902.1100	REPAIRS AND MAINTENANCE SERVIC	\$25.00	\$0.00	\$0.00	\$25.00	\$0.00	\$25.00	100.00%
10.5.1400.3230.902.6110	REPAIRS AND MAINTENANCE SERVIC	\$15.00	\$0.00	\$0.00	\$15.00	\$0.00	\$15.00	100.00%
10.5.2215.3230.902.1100	REPAIRS AND MAINTENANCE SERVIC	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00	100.00%
10.5.2630.3230.902.1100	REPAIRS AND MAINTENANCE SERVIC	\$1,600.00	\$0.00	\$83.20	\$1,516.80	\$0.00	\$1,516.80	94.80%
10.5.2215.3251.902.1100	COPIER RENTAL	\$19.00	\$0.00	\$0.00	\$19.00	\$0.00	\$19.00	100.00%
10.5.2570.3251.902.1100	COPIER RENTAL	\$8,000.00	\$1,699.52	\$8,151.37	(\$151.37)	\$0.00	(\$151.37)	-1.89%
10.5.2570.3251.902.1120	COPIER RENTAL	\$0.00	\$0.00	\$1,059.17	(\$1,059.17)	\$0.00	(\$1,059.17)	0.00%
10.5.2320.3322.902.1100	EXPENSE REIMBURSEMENT	\$200.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00	100.00%
10.5.2640.3322.902.1100	EXPENSE REIMBURSEMENT	\$0.00	\$0.00	\$43.00	(\$43.00)	\$0.00	(\$43.00)	0.00%
10.5.1200.3399.902.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$2.26	\$16.95	(\$16.95)	\$0.17	(\$27.12)	0.00%
10.5.1200.3399.902.6100	TRAVEL LOCAL MILEAGE	\$0.00	\$2.26	\$16.95	(\$16.95)	\$10.17	(\$27.12)	0.00%
10.5.1400.3399.902.1100	TRAVEL LOCAL MILEAGE	\$125.00	\$0.00	\$27.22	\$97.78	\$0.00	\$97.78	78.22%
10.5.2215.3399.902.1100	TRAVEL LOCAL MILEAGE	\$250.00	\$0.00	\$0.00	\$250.00	\$0.00	\$250.00	100.00%
10.5.2320.3399.902.1100	TRAVEL LOCAL MILEAGE	\$3,200.00	\$0.00	\$0.00	\$3,200.00	\$0.00	\$3,200.00	100.00%
10.5.2510.3399.902.1100	TRAVEL LOCAL MILEAGE	\$1,600.00	\$0.00	\$0.00	\$1,600.00	\$0.00	\$1,600.00	100.00%
10.5.2630.3399.902.1100	TRAVEL LOCAL MILEAGE	\$240.00	\$14.05	\$76.20	\$163.80	\$0.00	\$163.80	68.25%
10.5.2630.3399.902.1120	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$10.73	(\$10.73)	\$0.00	(\$10.73)	0.00%
10.5.1400.3400.902.6110	COMMUNICATION-TELEPHONE	\$110.00	\$0.00	\$0.00	\$110.00	\$0.00	\$110.00	100.00%
10.5.2130.3400.902.1100	COMMUNICATION-TELEPHONE	\$0.00	\$22.50	\$168.75	(\$168.75)	\$101.25	(\$270.00)	0.00%
10.5.2215.3400.902.1100	COMMUNICATION-TELEPHONE	\$125.00	\$0.00	\$0.00	\$125.00	\$0.00	\$125.00	100.00%
10.5.2570.3400.902.1100	COMMUNICATION-TELEPHONE	\$24,000.00	\$596.66	\$5,407.67	\$18,592.33	\$0.00	\$18,592.33	77.47%
10.5.2215.3401.902.1100	COMMUNICATION-POSTAGE	\$35.00	\$0.00	\$0.00	\$35.00	\$0.00	\$35.00	100.00%
10.5.2570.3401.902.1100	COMMUNICATION-POSTAGE	\$3,000.00	\$0.00	\$507.73	\$2,492.27	\$0.00	\$2,492.27	83.08%
10.5.2570.3401.902.3100	COMMUNICATION-POSTAGE	\$0.00	\$0.00	\$3.48	(\$3.48)	\$0.00	(\$3.48)	0.00%
10.5.4950.3500.902.6100	MARKETING	\$0.00	\$0.00	\$180.00	(\$180.00)	\$0.00	(\$180.00)	0.00%
10.5.2640.3502.902.1100	RECRUITING ADDS	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	100.00%
10.5.2640.3800.902.1100	UNEMPLOYMENT	\$0.00	\$0.00	\$7,274.70	(\$7,274.70)	\$0.00	(\$7,274.70)	0.00%
10.5.2640.3801.902.1100	UNEMPLOYMENT SERVICE	\$0.00	\$0.00	\$1,320.00	(\$1,320.00)	\$0.00	(\$1,320.00)	0.00%
10.5.2320.3822.902.1100	INSURANCE	\$66,400.00	\$0.00	\$0.00	\$66,400.00	\$0.00	\$66,400.00	100.00%
10.5.1400.4100.902.1100	OFFICE SUPPLIES LESS \$499	\$65.00	\$0.00	\$0.00	\$65.00	\$0.00	\$65.00	100.00%
10.5.1400.4100.902.6110	OFFICE SUPPLIES LESS \$499	\$225.00	\$0.00	\$0.00	\$225.00	\$0.00	\$225.00	100.00%
10.5.1400.4100.902.6220	OFFICE SUPPLIES LESS \$499	\$450.00	\$0.00	\$0.00	\$450.00	\$0.00	\$450.00	100.00%
10.5.2130.4100.902.1100	OFFICE SUPPLIES LESS \$499	\$1,500.00	\$0.00	\$0.00	\$1,500.00	\$0.00	\$1,500.00	100.00%
10.5.2215.4100.902.1100	OFFICE SUPPLIES LESS \$499	\$400.00	\$0.00	\$0.00	\$400.00	\$0.00	\$400.00	100.00%
10.5.2320.4100.902.1100	OFFICE SUPPLIES LESS \$499	\$800.00	\$0.00	\$0.00	\$800.00	\$0.00	\$800.00	100.00%

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LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 2/1/2022

To Date: 2/28/2022

Fiscal Year: 2021-2022

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.2510.4100.902.1100	OFFICE SUPPLIES LESS \$499	\$1,200.00	\$0.00	\$0.00	\$1,200.00	\$0.00	\$1,200.00	100.00%
10.5.2630.4100.902.1100	OFFICE SUPPLIES LESS \$499	\$1,600.00	\$0.00	\$94.37	\$1,505.63	\$0.00	\$1,505.63	94.10%
10.5.4505.4101.902.6100	SUPPLIES-MEETINGS	\$0.00	\$0.00	\$246.84	(\$246.84)	\$0.00	(\$246.84)	0.00%
10.5.4505.4120.902.6220	CLASSROOM MATERIALS 1	\$0.00	\$0.00	\$1,047.27	(\$1,047.27)	\$0.00	(\$1,047.27)	0.00%
10.5.1400.4199.902.1100	PPE/Covid Supplies	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
10.5.2215.4700.902.1100	SYSTEMS SOFTWARE	\$250.00	\$0.00	\$0.00	\$250.00	\$0.00	\$250.00	100.00%
10.5.1400.6400.902.6110	DUES AND FEES	\$50.00	\$0.00	\$0.00	\$50.00	\$0.00	\$50.00	100.00%
10.5.2320.6400.902.1100	DUES AND FEES	\$2,800.00	\$0.00	\$0.00	\$2,800.00	\$0.00	\$2,800.00	100.00%
10.5.2630.6400.902.1100	DUES AND FEES	\$1,200.00	\$0.00	\$0.00	\$1,200.00	\$0.00	\$1,200.00	100.00%
10.5.1400.7000.902.6110	EQUIPMENT \$500 TO \$4999	\$180.00	\$0.00	\$0.00	\$180.00	\$0.00	\$180.00	100.00%
10.5.2215.7000.902.1100	EQUIPMENT \$500 TO \$4999	\$300.00	\$0.00	\$0.00	\$300.00	\$0.00	\$300.00	100.00%
10.5.2510.7000.902.1100	EQUIPMENT \$500 TO \$4999	\$800.00	\$0.00	\$0.00	\$800.00	\$0.00	\$800.00	100.00%
10.5.2630.7000.902.1100	EQUIPMENT \$500 TO \$4999	\$2,000.00	\$0.00	\$506.99	\$1,493.01	\$0.00	\$1,493.01	74.65%
10.5.1400.1100.903.6110	SALARIES, NON CERTIFIED STAFF	\$0.00	\$2,156.25	\$9,953.01	(\$9,953.01)	\$600.00	(\$10,553.01)	0.00%
10.5.1400.1170.903.6220	SALARY-STUDENT	\$20,671.05	\$0.00	\$13,720.00	\$6,951.05	\$0.00	\$6,951.05	33.63%
10.5.4950.2110.903.6100	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.00	\$34.25	(\$34.25)	\$0.00	(\$34.25)	0.00%
10.5.1200.2130.903.1100	FICA	\$0.00	\$2.64	\$19.80	(\$19.80)	\$2.64	(\$22.44)	0.00%
10.5.1200.2130.903.6100	FICA	\$0.00	\$2.64	\$19.80	(\$19.80)	\$2.64	(\$22.44)	0.00%
10.5.1200.2140.903.1100	MEDICARE	\$0.00	\$0.62	\$4.65	(\$4.65)	\$0.62	(\$5.27)	0.00%
10.5.1200.2140.903.6100	MEDICARE	\$0.00	\$0.62	\$4.65	(\$4.65)	\$0.62	(\$5.27)	0.00%
10.5.1400.2140.903.6110	MEDICARE	\$0.00	\$31.27	\$144.32	(\$144.32)	\$8.70	(\$153.02)	0.00%
10.5.4950.2140.903.6100	MEDICARE	\$0.00	\$0.00	\$39.73	(\$39.73)	\$0.00	(\$39.73)	0.00%
10.5.1400.3100.903.1100	PROFESSIONAL TECHNICAL SERVICE	\$15,000.00	\$0.00	\$0.00	\$15,000.00	\$0.00	\$15,000.00	100.00%
10.5.1400.3104.903.6100	MIS SERVICES	\$0.00	\$2,835.00	\$2,835.00	(\$2,835.00)	\$0.00	(\$2,835.00)	0.00%
10.5.4950.3104.903.6100	MIS SERVICES	\$0.00	\$0.00	\$2,740.00	(\$2,740.00)	\$0.00	(\$2,740.00)	0.00%
10.5.1400.3141.903.6100	STUDENT STIPENDS	\$0.00	\$0.00	(\$18,763.13)	\$18,763.13	\$0.00	\$18,763.13	0.00%
10.5.1400.3141.903.6110	STUDENT STIPENDS	\$15,675.00	\$0.00	(\$1,685.00)	\$17,360.00	\$0.00	\$17,360.00	110.75%
10.5.1400.3230.903.1100	REPAIRS AND MAINTENANCE SERVIC	\$475.00	\$0.00	\$0.00	\$475.00	\$0.00	\$475.00	100.00%
10.5.1400.3230.903.6110	REPAIRS AND MAINTENANCE SERVIC	\$285.00	\$0.00	\$0.00	\$285.00	\$0.00	\$285.00	100.00%
10.5.1400.3310.903.1100	PUPIL TRANSPORTATION	\$2,299.00	\$1,466.18	\$2,360.96	(\$81.96)	\$0.00	(\$81.96)	-2.70%
10.5.1200.3399.903.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$42.74	\$320.55	(\$320.55)	\$192.33	(\$512.88)	0.00%
10.5.1200.3399.903.6100	TRAVEL LOCAL MILEAGE	\$0.00	\$42.74	\$320.55	(\$320.55)	\$192.33	(\$512.88)	0.00%
10.5.1400.3399.903.1100	TRAVEL LOCAL MILEAGE	\$2,375.00	\$0.00	\$516.78	\$1,858.22	\$0.00	\$1,858.22	78.24%
10.5.4505.3399.903.6220	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$66.10	(\$66.10)	\$0.00	(\$66.10)	0.00%
10.5.1400.3400.903.6110	COMMUNICATION-TELEPHONE	\$2,090.00	\$0.00	\$0.00	\$2,090.00	\$0.00	\$2,090.00	100.00%
10.5.2570.3400.903.1100	COMMUNICATION-TELEPHONE	\$0.00	\$59.66	\$540.82	(\$540.82)	\$0.00	(\$540.82)	0.00%
10.5.2570.3401.903.1100	COMMUNICATION-POSTAGE	\$0.00	\$0.00	\$445.67	(\$445.67)	\$0.00	(\$445.67)	0.00%
10.5.1400.3500.903.6110	MARKETING	\$7,362.50	\$0.00	\$0.00	\$7,362.50	\$0.00	\$7,362.50	100.00%
10.5.1400.3600.903.6110	PRINTING AND BINDING	\$1,757.50	\$0.00	\$0.00	\$1,757.50	\$0.00	\$1,757.50	100.00%
10.5.1400.3800.903.6110	UNEMPLOYMENT	\$950.00	\$0.00	\$0.00	\$950.00	\$0.00	\$950.00	100.00%
10.5.1400.4100.903.1100	OFFICE SUPPLIES LESS \$499	\$2,000.00	\$0.00	\$1,028.74	\$971.26	\$0.00	\$971.26	48.56%
10.5.1400.4100.903.6100	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$152.30	(\$152.30)	\$0.00	(\$152.30)	0.00%
10.5.1400.4100.903.6110	OFFICE SUPPLIES LESS \$499	\$5,000.00	\$0.00	\$225.57	\$4,774.43	\$0.00	\$4,774.43	95.49%
10.5.1400.4100.903.6220	OFFICE SUPPLIES LESS \$499	\$12,000.00	\$0.00	\$0.00	\$12,000.00	\$0.00	\$12,000.00	100.00%
10.5.4950.4100.903.6110	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$46.59	(\$46.59)	\$0.00	(\$46.59)	0.00%
10.5.1400.4101.903.6110	SUPPLIES-MEETINGS	\$380.00	\$0.00	\$0.00	\$380.00	\$0.00	\$380.00	100.00%
10.5.4505.4101.903.1100	SUPPLIES-MEETINGS	\$0.00	\$0.00	\$127.91	(\$127.91)	\$0.00	(\$127.91)	0.00%
10.5.4950.4118.903.6110	CURRICULUM	\$0.00	\$0.00	\$6,000.00	(\$6,000.00)	\$0.00	(\$6,000.00)	0.00%
10.5.4950.4120.903.6110	CLASSROOM MATERIALS 1	\$0.00	\$0.00	\$121.23	(\$121.23)	\$0.00	(\$121.23)	0.00%
10.5.1400.4199.903.1100	PPE/Covid Supplies	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 2/1/2022

To Date: 2/28/2022

Fiscal Year: 2021-2022

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.1400.6400.903.1100	DUES AND FEES	\$0.00	\$0.00	\$300.00	(\$300.00)	\$0.00	(\$300.00)	0.00%
10.5.1400.6400.903.6110	DUES AND FEES	\$950.00	\$0.00	\$0.00	\$950.00	\$0.00	\$950.00	100.00%
10.5.1400.7000.903.6110	EQUIPMENT \$500 TO \$4999	\$4,000.00	\$0.00	\$0.00	\$4,000.00	\$0.00	\$4,000.00	100.00%
10.5.2115.1000.904.1100	SALARIES, CERTIFIED STAFF	\$114,480.00	\$9,091.36	\$54,548.16	\$59,931.84	\$54,548.16	\$5,383.68	4.70%
10.5.2115.2110.904.1100	TEACHER'S RETIREMENT (TRS)	\$1,717.20	\$113.64	\$681.84	\$1,035.36	\$113.64	\$921.72	53.68%
10.5.2115.2140.904.1100	MEDICARE	\$1,659.96	\$130.90	\$787.70	\$872.26	\$130.90	\$741.36	44.66%
10.5.2115.2210.904.1100	LIFE INSURANCE	\$138.00	\$13.10	\$78.60	\$59.40	\$13.10	\$46.30	33.55%
10.5.2115.2220.904.1100	MEDICAL INSURANCE	\$21,239.54	\$0.00	\$0.00	\$21,239.54	\$0.00	\$21,239.54	100.00%
10.5.2115.2230.904.1100	DENTAL INSURANCE	\$1,451.38	\$133.88	\$803.28	\$648.10	\$133.88	\$514.22	35.43%
10.5.2540.1100.905.1100	SALARIES, NON CERTIFIED STAFF	\$74,057.00	\$6,034.57	\$43,104.17	\$30,952.83	\$16,605.24	\$14,347.59	19.37%
10.5.2540.2120.905.1100	MUNICIPAL RETIREMENT	\$1,666.28	\$101.78	\$1,126.68	\$539.60	\$92.56	\$447.04	26.83%
10.5.2540.2130.905.1100	FICA	\$4,591.53	\$369.79	\$2,647.83	\$1,943.70	\$334.54	\$1,609.16	35.05%
10.5.2570.2130.905.1100	FICA	\$0.00	\$4.54	\$34.31	(\$34.31)	\$4.54	(\$38.85)	0.00%
10.5.2540.2140.905.1100	MEDICARE	\$1,073.83	\$86.50	\$619.30	\$454.53	\$78.25	\$376.28	35.04%
10.5.2570.2140.905.1100	MEDICARE	\$0.00	\$1.06	\$7.98	(\$7.98)	\$1.06	(\$9.04)	0.00%
10.5.2540.2210.905.1100	LIFE INSURANCE	\$414.00	\$4.60	\$27.60	\$386.40	\$4.60	\$381.80	92.22%
10.5.2540.2220.905.1100	MEDICAL INSURANCE	\$17,250.66	\$1,620.66	\$9,444.92	\$7,805.74	\$1,620.66	\$6,185.08	35.85%
10.5.2540.2230.905.1100	DENTAL INSURANCE	\$1,282.08	\$114.20	\$685.20	\$596.88	\$114.20	\$482.68	37.65%
10.5.2570.3400.905.1100	COMMUNICATION-TELEPHONE	\$0.00	\$75.00	\$562.50	(\$562.50)	\$337.50	(\$900.00)	0.00%
10.5.1207.1100.906.1100	SALARIES, NON CERTIFIED STAFF	\$0.00	\$5,939.26	\$48,542.29	(\$48,542.29)	\$23,742.66	(\$72,284.95)	0.00%
10.5.1200.1104.906.1100	AIDE SALARIES	\$0.00	\$2,056.62	\$12,339.72	(\$12,339.72)	\$8,226.41	(\$20,566.13)	0.00%
10.5.1207.1104.906.1100	AIDE SALARIES	\$187,985.27	\$10,459.12	\$59,138.60	\$128,846.67	\$55,325.48	\$73,521.19	39.11%
10.5.1207.2110.906.1100	TEACHER'S RETIREMENT (TRS)	\$0.00	\$6.25	\$19.07	(\$19.07)	\$0.00	(\$19.07)	0.00%
10.5.1200.2120.906.1100	MUNICIPAL RETIREMENT	\$0.00	\$46.28	\$416.48	(\$416.48)	\$46.27	(\$462.75)	0.00%
10.5.1207.2120.906.1100	MUNICIPAL RETIREMENT	\$4,229.67	\$355.45	\$3,556.17	\$673.50	\$355.11	\$318.39	7.53%
10.5.1200.2130.906.1100	FICA	\$0.00	\$127.52	\$765.11	(\$765.11)	\$127.52	(\$892.63)	0.00%
10.5.1207.2130.906.1100	FICA	\$11,655.09	\$927.11	\$6,108.72	\$5,546.37	\$889.34	\$4,657.03	39.96%
10.5.1200.2140.906.1100	MEDICARE	\$0.00	\$29.82	\$178.94	(\$178.94)	\$29.83	(\$208.77)	0.00%
10.5.1207.2140.906.1100	MEDICARE	\$2,725.79	\$216.82	\$1,435.98	\$1,289.81	\$207.98	\$1,081.83	39.69%
10.5.1200.2210.906.1100	LIFE INSURANCE	\$0.00	\$4.60	\$27.60	(\$27.60)	\$4.60	(\$32.20)	0.00%
10.5.1207.2210.906.1100	LIFE INSURANCE	\$1,104.00	\$34.92	\$227.18	\$876.82	\$34.92	\$841.90	76.26%
10.5.1207.2220.906.1100	MEDICAL INSURANCE	\$82,898.26	\$4,788.52	\$28,809.45	\$54,088.81	\$4,788.52	\$49,300.29	59.47%
10.5.1207.2230.906.1100	DENTAL INSURANCE	\$6,391.41	\$421.40	\$2,644.70	\$3,746.71	\$421.40	\$3,325.31	52.03%
10.5.1207.3399.906.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$22.06	(\$22.06)	\$0.00	(\$22.06)	0.00%
10.5.1207.1000.907.1100	SALARIES, CERTIFIED STAFF	\$453,548.61	\$30,396.96	\$183,521.31	\$270,027.30	\$181,548.62	\$88,478.68	19.51%
10.5.1207.2110.907.1100	TEACHER'S RETIREMENT (TRS)	\$6,803.23	\$378.94	\$2,282.68	\$4,520.55	\$372.35	\$4,148.20	60.97%
10.5.1207.2120.907.1100	MUNICIPAL RETIREMENT	\$0.00	\$1.86	\$20.87	(\$20.87)	\$4.26	(\$25.13)	0.00%
10.5.1207.2130.907.1100	FICA	\$0.00	\$4.06	\$39.52	(\$39.52)	\$9.98	(\$49.50)	0.00%
10.5.1207.2140.907.1100	MEDICARE	\$6,576.45	\$429.87	\$2,604.28	\$3,972.17	\$423.64	\$3,548.53	53.96%
10.5.1207.2210.907.1100	LIFE INSURANCE	\$2,690.00	\$69.00	\$414.00	\$2,276.00	\$69.00	\$2,207.00	82.04%
10.5.1207.2220.907.1100	MEDICAL INSURANCE	\$41,316.68	\$2,718.56	\$15,815.18	\$25,501.50	\$2,718.56	\$22,782.94	55.14%
10.5.1207.2230.907.1100	DENTAL INSURANCE	\$2,888.70	\$187.44	\$1,124.64	\$1,764.06	\$187.44	\$1,576.62	54.58%
10.5.2510.1000.908.1100	SALARIES, CERTIFIED STAFF	\$102,400.00	\$8,583.34	\$64,375.05	\$38,024.95	\$38,624.95	(\$600.00)	-0.59%
10.5.2510.2110.908.1100	TEACHER'S RETIREMENT (TRS)	\$12,021.76	\$1,051.70	\$7,866.05	\$4,155.71	\$1,051.70	\$3,104.01	25.82%
10.5.2570.2120.908.1100	MUNICIPAL RETIREMENT	\$0.00	\$0.77	\$14.31	(\$14.31)	\$1.54	(\$15.85)	0.00%
10.5.2570.2130.908.1100	FICA	\$0.00	\$2.06	\$24.36	(\$24.36)	\$4.04	(\$28.40)	0.00%
10.5.2510.2140.908.1100	MEDICARE	\$1,484.80	\$123.98	\$930.73	\$554.07	\$123.98	\$430.09	28.97%
10.5.2570.2140.908.1100	MEDICARE	\$0.00	\$2.86	\$23.56	(\$23.56)	\$3.32	(\$26.88)	0.00%
10.5.2510.2210.908.1100	LIFE INSURANCE	\$2,000.00	\$21.12	\$126.72	\$1,873.28	\$21.12	\$1,852.16	92.61%
10.5.2510.2220.908.1100	MEDICAL INSURANCE	\$26,885.50	\$2,552.92	\$14,877.84	\$12,007.66	\$2,552.92	\$9,454.74	35.17%

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 2/1/2022

To Date: 2/28/2022

Fiscal Year: 2021-2022

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.2510.2230.908.1100	DENTAL INSURANCE	\$1,814.22	\$176.14	\$1,056.84	\$757.38	\$176.14	\$581.24	32.04%
10.5.2570.3399.908.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$90.00	\$675.00	(\$675.00)	\$405.00	(\$1,080.00)	0.00%
10.5.2570.3400.908.1100	COMMUNICATION-TELEPHONE	\$0.00	\$109.16	\$972.66	(\$972.66)	\$644.89	(\$1,617.55)	0.00%
10.5.2640.1100.909.1100	SALARIES, NON CERTIFIED STAFF	\$92,594.89	\$7,716.24	\$57,871.80	\$34,723.09	\$34,723.09	\$0.00	0.00%
10.5.2640.2120.909.1100	MUNICIPAL RETIREMENT	\$2,083.38	\$173.62	\$2,083.44	(\$0.06)	\$173.62	(\$173.68)	-8.34%
10.5.2640.2130.909.1100	FICA	\$5,740.88	\$469.60	\$3,555.94	\$2,184.94	\$469.60	\$1,715.34	29.88%
10.5.2640.2140.909.1100	MEDICARE	\$1,342.63	\$109.82	\$831.66	\$510.97	\$109.82	\$401.15	29.88%
10.5.2640.2210.909.1100	LIFE INSURANCE	\$138.00	\$13.80	\$82.80	\$55.20	\$13.80	\$41.40	30.00%
10.5.2640.2220.909.1100	MEDICAL INSURANCE	\$24,032.84	\$592.21	\$7,791.09	\$16,241.75	\$0.00	\$16,241.75	67.58%
10.5.2640.2230.909.1100	DENTAL INSURANCE	\$1,814.22	\$114.20	\$716.17	\$1,098.05	\$114.20	\$983.85	54.23%
10.5.2640.3399.909.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$90.00	\$675.00	(\$675.00)	\$405.00	(\$1,080.00)	0.00%
10.5.2640.3400.909.1100	COMMUNICATION-TELEPHONE	\$0.00	\$75.00	\$562.50	(\$562.50)	\$337.50	(\$900.00)	0.00%
10.5.2410.1000.910.1100	SALARIES, CERTIFIED STAFF	\$128,739.39	\$0.00	\$0.00	\$128,739.39	\$0.00	\$128,739.39	100.00%
10.5.2410.2110.910.1100	TEACHER'S RETIREMENT (TRS)	\$15,114.00	\$0.00	\$0.00	\$15,114.00	\$0.00	\$15,114.00	100.00%
10.5.2210.2140.910.1100	MEDICARE	\$0.00	\$1.28	\$9.63	(\$9.63)	\$1.28	(\$10.91)	0.00%
10.5.2410.2140.910.1100	MEDICARE	\$1,866.72	\$0.00	\$0.00	\$1,866.72	\$0.00	\$1,866.72	100.00%
10.5.2410.2210.910.1100	LIFE INSURANCE	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	100.00%
10.5.2410.2220.910.1100	MEDICAL INSURANCE	\$8,423.62	\$0.00	\$0.00	\$8,423.62	\$0.00	\$8,423.62	100.00%
10.5.2410.2230.910.1100	DENTAL INSURANCE	\$598.88	\$0.00	\$0.00	\$598.88	\$0.00	\$598.88	100.00%
10.5.2210.3399.910.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$90.00	\$675.00	(\$675.00)	\$405.00	(\$1,080.00)	0.00%
10.5.1207.1100.911.1100	SALARIES, NON CERTIFIED STAFF	\$0.00	\$1,539.30	\$6,761.02	(\$6,761.02)	\$9,235.77	(\$15,996.79)	0.00%
10.5.2610.1100.911.1100	SALARIES, NON CERTIFIED STAFF	\$346,456.57	\$23,210.38	\$175,180.12	\$171,276.45	\$90,451.72	\$80,824.73	23.33%
10.5.1207.2120.911.1100	MUNICIPAL RETIREMENT	\$0.00	\$34.64	\$202.83	(\$202.83)	\$34.64	(\$237.47)	0.00%
10.5.2610.2120.911.1100	MUNICIPAL RETIREMENT	\$7,795.27	\$522.23	\$6,308.76	\$1,486.51	\$563.01	\$923.50	11.85%
10.5.1207.2130.911.1100	FICA	\$0.00	\$94.72	\$417.76	(\$417.76)	\$94.72	(\$512.48)	0.00%
10.5.2610.2130.911.1100	FICA	\$21,480.31	\$1,364.75	\$10,398.11	\$11,082.20	\$1,326.70	\$9,755.50	45.42%
10.5.1207.2140.911.1100	MEDICARE	\$0.00	\$22.16	\$97.72	(\$97.72)	\$22.16	(\$119.88)	0.00%
10.5.2610.2140.911.1100	MEDICARE	\$5,023.62	\$319.19	\$2,431.82	\$2,591.80	\$310.29	\$2,281.51	45.42%
10.5.1207.2210.911.1100	LIFE INSURANCE	\$0.00	\$4.60	\$20.70	(\$20.70)	\$4.60	(\$25.30)	0.00%
10.5.2610.2210.911.1100	LIFE INSURANCE	\$1,104.00	\$24.84	\$145.14	\$958.86	\$21.76	\$937.10	84.88%
10.5.2610.2220.911.1100	MEDICAL INSURANCE	\$166,960.00	\$11,912.39	\$72,832.35	\$94,127.65	\$10,841.13	\$83,286.52	49.88%
10.5.1207.2230.911.1100	DENTAL INSURANCE	\$0.00	\$46.52	\$93.04	(\$93.04)	\$46.52	(\$139.56)	0.00%
10.5.2610.2230.911.1100	DENTAL INSURANCE	\$12,128.80	\$822.29	\$5,177.39	\$6,951.41	\$751.98	\$6,199.43	51.11%
10.5.1207.3399.911.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$47.38	\$51.86	(\$51.86)	\$0.00	(\$51.86)	0.00%
10.5.2610.3399.911.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$15.21	\$94.80	(\$94.80)	\$0.00	(\$94.80)	0.00%
10.5.1400.1100.912.1100	SALARIES, NON CERTIFIED STAFF	\$0.00	\$4,190.48	\$25,142.88	(\$25,142.88)	\$18,857.12	(\$44,000.00)	0.00%
10.5.1400.1100.912.6100	SALARIES, NON CERTIFIED STAFF	\$123,511.98	\$8,228.44	\$61,713.30	\$61,798.68	\$37,027.90	\$24,770.78	20.06%
10.5.1400.1100.912.6220	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$1,520.00	(\$1,520.00)	\$0.00	(\$1,520.00)	0.00%
10.5.1400.2120.912.1100	MUNICIPAL RETIREMENT	\$0.00	\$94.28	\$848.58	(\$848.58)	\$94.28	(\$942.86)	0.00%
10.5.1400.2120.912.6100	MUNICIPAL RETIREMENT	\$2,779.02	\$185.14	\$2,221.68	\$557.34	\$185.14	\$372.20	13.39%
10.5.1400.2130.912.1100	FICA	\$0.00	\$259.80	\$1,523.64	(\$1,523.64)	\$259.80	(\$1,783.44)	0.00%
10.5.1400.2130.912.6100	FICA	\$8,463.97	\$482.16	\$3,662.03	\$4,801.94	\$482.16	\$4,319.78	51.04%
10.5.1400.2130.912.6220	FICA	\$0.00	\$0.00	\$94.24	(\$94.24)	\$0.00	(\$94.24)	0.00%
10.5.1400.2140.912.1100	MEDICARE	\$0.00	\$60.76	\$356.34	(\$356.34)	\$60.76	(\$417.10)	0.00%
10.5.1400.2140.912.6100	MEDICARE	\$1,790.92	\$112.76	\$856.44	\$934.48	\$112.76	\$821.72	45.88%
10.5.1400.2140.912.6220	MEDICARE	\$0.00	\$0.00	\$22.04	(\$22.04)	\$0.00	(\$22.04)	0.00%
10.5.1400.2210.912.1100	LIFE INSURANCE	\$0.00	\$4.60	\$9.20	(\$9.20)	\$4.60	(\$13.80)	0.00%
10.5.1400.2210.912.6100	LIFE INSURANCE	\$414.00	\$9.20	\$55.20	\$358.80	\$9.20	\$349.60	84.44%
10.5.1400.2220.912.1100	MEDICAL INSURANCE	\$0.00	\$0.00	\$1,980.84	(\$1,980.84)	\$0.00	(\$1,980.84)	0.00%
10.5.1400.2220.912.6100	MEDICAL INSURANCE	\$34,662.02	\$1,989.52	\$12,066.46	\$22,595.56	\$1,989.52	\$20,606.04	59.45%

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 2/1/2022

To Date: 2/28/2022

Fiscal Year: 2021-2022

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.1400.2230.912.1100	DENTAL INSURANCE	\$0.00	\$0.00	\$140.92	(\$140.92)	\$0.00	(\$140.92)	0.00%
10.5.1400.2230.912.6100	DENTAL INSURANCE	\$2,956.15	\$146.10	\$876.60	\$2,079.55	\$146.10	\$1,933.45	65.40%
10.5.1400.3399.912.1120	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$22.74	(\$22.74)	\$0.00	(\$22.74)	0.00%
10.5.1400.3399.912.6100	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$51.60	(\$51.60)	\$0.00	(\$51.60)	0.00%
10.5.2320.1100.913.1100	SALARIES, NON CERTIFIED STAFF	\$57,223.64	\$1,820.69	\$27,985.05	\$29,238.59	\$16,386.21	\$12,852.38	22.46%
10.5.2320.2120.913.1100	MUNICIPAL RETIREMENT	\$1,287.53	\$40.96	\$1,037.86	\$249.67	\$81.92	\$167.75	13.03%
10.5.2320.2130.913.1100	FICA	\$3,547.87	\$110.01	\$1,678.59	\$1,869.28	\$215.46	\$1,653.82	46.61%
10.5.2570.2130.913.1100	FICA	\$0.00	\$0.00	\$6.97	(\$6.97)	\$0.00	(\$6.97)	0.00%
10.5.2320.2140.913.1100	MEDICARE	\$829.74	\$25.73	\$392.59	\$437.15	\$50.40	\$386.75	46.61%
10.5.2570.2140.913.1100	MEDICARE	\$0.00	\$0.00	\$1.62	(\$1.62)	\$0.00	(\$1.62)	0.00%
10.5.2320.2210.913.1100	LIFE INSURANCE	\$2,100.00	\$3.82	\$72.82	\$2,027.18	\$13.80	\$2,013.38	95.88%
10.5.2320.2220.913.1100	MEDICAL INSURANCE	\$26,885.50	\$706.21	\$4,337.45	\$22,548.05	\$2,552.92	\$19,995.13	74.37%
10.5.2320.2230.913.1100	DENTAL INSURANCE	\$1,814.22	\$48.73	\$48.73	\$1,765.49	\$176.14	\$1,589.35	87.61%
10.5.2570.3400.913.1100	COMMUNICATION-TELEPHONE	\$0.00	\$0.00	\$112.50	(\$112.50)	\$0.00	(\$112.50)	0.00%
10.5.2320.1000.914.1100	SALARIES, CERTIFIED STAFF	\$175,000.00	\$15,000.00	\$112,500.00	\$62,500.00	\$67,500.00	(\$5,000.00)	-2.86%
10.5.2320.2110.914.1100	TEACHER'S RETIREMENT (TRS)	\$20,545.00	\$1,837.92	\$13,784.40	\$6,760.60	\$1,837.92	\$4,922.68	23.96%
10.5.2320.2140.914.1100	MEDICARE	\$2,537.50	\$217.12	\$1,628.17	\$909.33	\$217.12	\$692.21	27.28%
10.5.2320.2210.914.1100	LIFE INSURANCE	\$2,000.00	\$31.68	\$190.08	\$1,809.92	\$31.68	\$1,778.24	88.91%
10.5.2320.2220.914.1100	MEDICAL INSURANCE	\$17,250.66	\$1,620.66	\$9,444.92	\$7,805.74	\$1,620.66	\$6,185.08	35.85%
10.5.2320.2230.914.1100	DENTAL INSURANCE	\$1,282.08	\$114.20	\$685.20	\$596.88	\$114.20	\$482.68	37.65%
10.5.1207.1100.915.1100	SALARIES, NON CERTIFIED STAFF	\$704,598.04	\$21,580.97	\$121,186.60	\$583,411.44	\$108,458.37	\$474,953.07	67.41%
10.5.1207.1104.915.1100	AIDE SALARIES	\$0.00	\$34,113.25	\$208,946.66	(\$208,946.66)	\$195,889.90	(\$404,836.56)	0.00%
10.5.1207.2110.915.1100	TEACHER'S RETIREMENT (TRS)	\$0.00	\$3.08	\$11.20	(\$11.20)	\$2.32	(\$13.52)	0.00%
10.5.1207.2120.915.1100	MUNICIPAL RETIREMENT	\$15,853.46	\$1,216.56	\$10,837.47	\$5,015.99	\$1,179.10	\$3,836.89	24.20%
10.5.1207.2130.915.1100	FICA	\$43,685.08	\$3,208.62	\$19,085.22	\$24,599.86	\$3,114.24	\$21,485.62	49.18%
10.5.1207.2140.915.1100	MEDICARE	\$10,216.67	\$753.98	\$4,477.43	\$5,739.24	\$731.03	\$5,008.21	49.02%
10.5.1207.2210.915.1100	LIFE INSURANCE	\$2,346.00	\$66.28	\$380.02	\$1,965.98	\$66.28	\$1,899.70	80.98%
10.5.1207.2220.915.1100	MEDICAL INSURANCE	\$130,085.24	\$11,361.96	\$66,546.92	\$63,538.32	\$11,361.96	\$52,176.36	40.11%
10.5.1207.2230.915.1100	DENTAL INSURANCE	\$9,266.04	\$859.70	\$4,892.90	\$4,373.14	\$859.70	\$3,513.44	37.92%
10.5.1207.3399.915.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$202.79	\$1,800.49	(\$1,800.49)	\$0.00	(\$1,800.49)	0.00%
10.5.2131.1100.916.1100	SALARIES, NON CERTIFIED STAFF	\$2,730,949.74	\$241,226.56	\$1,426,554.31	\$1,304,395.43	\$1,267,736.48	\$36,658.95	1.34%
10.5.2131.2120.916.1100	MUNICIPAL RETIREMENT	\$61,446.37	\$5,364.50	\$47,457.09	\$13,989.28	\$5,268.64	\$8,730.64	14.21%
10.5.2131.2130.916.1100	FICA	\$169,318.88	\$14,026.25	\$83,320.81	\$85,998.07	\$13,740.34	\$72,257.73	42.68%
10.5.2131.2140.916.1100	MEDICARE	\$39,598.77	\$3,280.38	\$19,486.09	\$20,112.68	\$3,213.52	\$16,899.16	42.68%
10.5.2131.2210.916.1100	LIFE INSURANCE	\$5,934.00	\$535.90	\$3,180.90	\$2,753.10	\$529.00	\$2,224.10	37.48%
10.5.2131.2220.916.1100	MEDICAL INSURANCE	\$475,222.41	\$47,762.34	\$278,347.93	\$196,874.48	\$47,438.04	\$149,436.44	31.45%
10.5.2131.2230.916.1100	DENTAL INSURANCE	\$31,796.84	\$3,246.26	\$19,381.98	\$12,414.86	\$3,223.00	\$9,191.86	28.91%
10.5.2131.3399.916.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$171.97	\$859.72	(\$859.72)	\$0.00	(\$859.72)	0.00%
10.5.2131.3399.916.1120	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$23.75	(\$23.75)	\$0.00	(\$23.75)	0.00%
10.5.1200.4100.916.4993	OFFICE SUPPLIES LESS \$499	\$0.00	\$1,500.00	\$1,500.00	(\$1,500.00)	\$0.00	(\$1,500.00)	0.00%
10.5.1200.1100.917.1100	SALARIES, NON CERTIFIED STAFF	\$1,618,061.85	\$126,515.96	\$767,063.80	\$850,998.05	\$618,067.35	\$232,930.70	14.40%
10.5.1200.1100.917.4993	SALARIES, NON CERTIFIED STAFF	\$0.00	\$3,880.00	\$8,040.00	(\$8,040.00)	\$4,100.00	(\$12,140.00)	0.00%
10.5.1200.1104.917.1100	AIDE SALARIES	\$0.00	\$0.00	\$3,498.15	(\$3,498.15)	\$0.00	(\$3,498.15)	0.00%
10.5.1200.2110.917.1100	TEACHER'S RETIREMENT (TRS)	\$0.00	\$1.86	\$19.71	(\$19.71)	\$0.00	(\$19.71)	0.00%
10.5.1200.2110.917.4993	TEACHER'S RETIREMENT (TRS)	\$0.00	\$12.50	\$29.13	(\$29.13)	\$14.50	(\$43.63)	0.00%
10.5.1200.2120.917.1100	MUNICIPAL RETIREMENT	\$36,387.95	\$2,817.84	\$25,354.60	\$11,033.35	\$2,926.55	\$8,106.80	22.28%
10.5.1200.2120.917.4993	MUNICIPAL RETIREMENT	\$0.00	\$74.70	\$150.29	(\$150.29)	\$77.63	(\$227.92)	0.00%
10.5.1200.2130.917.1100	FICA	\$100,296.59	\$7,367.64	\$44,682.50	\$55,614.09	\$7,639.78	\$47,974.31	47.83%
10.5.1200.2130.917.4993	FICA	\$0.00	\$209.83	\$442.58	(\$442.58)	\$225.47	(\$668.05)	0.00%
10.5.1200.2140.917.1100	MEDICARE	\$23,456.46	\$1,723.00	\$10,449.58	\$13,006.88	\$1,786.64	\$11,220.24	47.83%

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 2/1/2022

To Date: 2/28/2022

Fiscal Year: 2021-2022

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.1200.2140.917.4993	MEDICARE	\$0.00	\$54.28	\$112.78	(\$112.78)	\$57.96	(\$170.74)	0.00%
10.5.1200.2210.917.1100	LIFE INSURANCE	\$11,040.00	\$309.26	\$1,894.58	\$9,145.42	\$327.38	\$8,818.04	79.87%
10.5.1200.2220.917.1100	MEDICAL INSURANCE	\$402,217.10	\$31,798.14	\$195,753.68	\$206,463.42	\$31,758.16	\$174,705.26	43.44%
10.5.1200.2230.917.1100	DENTAL INSURANCE	\$29,806.22	\$2,523.50	\$15,654.65	\$14,151.57	\$2,543.90	\$11,607.67	38.94%
10.5.2132.1100.918.1100	SALARIES, NON CERTIFIED STAFF	\$1,174,230.27	\$103,424.96	\$620,635.41	\$553,594.86	\$581,809.05	(\$28,214.19)	-2.40%
10.5.2132.2120.918.1100	MUNICIPAL RETIREMENT	\$26,420.18	\$2,327.06	\$20,946.40	\$5,473.78	\$2,327.06	\$3,146.72	11.91%
10.5.2132.2130.918.1100	FICA	\$72,802.28	\$5,995.24	\$36,107.52	\$36,694.76	\$5,994.39	\$30,700.37	42.17%
10.5.2132.2140.918.1100	MEDICARE	\$17,026.34	\$1,402.16	\$8,444.61	\$8,581.73	\$1,401.97	\$7,179.76	42.17%
10.5.2132.2210.918.1100	LIFE INSURANCE	\$2,346.00	\$207.00	\$1,242.00	\$1,104.00	\$207.00	\$897.00	38.24%
10.5.2132.2220.918.1100	MEDICAL INSURANCE	\$206,168.35	\$20,393.08	\$122,439.08	\$83,729.27	\$20,393.08	\$63,336.19	30.72%
10.5.2132.2230.918.1100	DENTAL INSURANCE	\$15,471.98	\$1,548.76	\$9,292.56	\$6,179.42	\$1,548.76	\$4,630.66	29.93%
10.5.2132.3399.918.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$558.75	(\$558.75)	\$0.00	(\$558.75)	0.00%
10.5.2410.1100.919.1100	SALARIES, NON CERTIFIED STAFF	\$290,323.08	\$16,457.92	\$123,434.40	\$166,888.68	\$74,060.77	\$92,827.91	31.97%
10.5.2410.2120.919.1100	MUNICIPAL RETIREMENT	\$6,532.27	\$370.30	\$4,443.60	\$2,088.67	\$370.30	\$1,718.37	26.31%
10.5.2132.2130.919.1100	FICA	\$0.00	\$5.36	\$40.72	(\$40.72)	\$5.36	(\$46.08)	0.00%
10.5.2410.2130.919.1100	FICA	\$18,000.03	\$997.36	\$7,541.95	\$10,458.08	\$997.36	\$9,460.72	52.56%
10.5.2132.2140.919.1100	MEDICARE	\$0.00	\$1.28	\$9.53	(\$9.53)	\$1.28	(\$10.81)	0.00%
10.5.2410.2140.919.1100	MEDICARE	\$4,209.68	\$233.22	\$1,763.79	\$2,445.89	\$233.22	\$2,212.67	52.56%
10.5.2410.2210.919.1100	LIFE INSURANCE	\$414.00	\$27.60	\$165.60	\$248.40	\$27.60	\$220.80	53.33%
10.5.2410.2220.919.1100	MEDICAL INSURANCE	\$80,656.50	\$5,105.84	\$29,755.68	\$50,900.82	\$5,105.84	\$45,794.98	56.78%
10.5.2410.2230.919.1100	DENTAL INSURANCE	\$5,442.66	\$352.28	\$2,113.68	\$3,328.98	\$352.28	\$2,976.70	54.69%
10.5.2132.3399.919.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$90.00	\$675.00	(\$675.00)	\$405.00	(\$1,080.00)	0.00%
10.5.2410.3399.919.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$90.00	\$675.00	(\$675.00)	\$405.00	(\$1,080.00)	0.00%
10.5.2410.3400.919.1100	COMMUNICATION-TELEPHONE	\$0.00	\$75.00	\$562.50	(\$562.50)	\$337.50	(\$900.00)	0.00%
10.5.2410.1000.920.1100	SALARIES, CERTIFIED STAFF	\$801,754.75	\$62,937.16	\$472,028.70	\$329,726.05	\$283,217.24	\$46,508.81	5.80%
10.5.1200.2110.920.1100	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.00	\$0.86	(\$0.86)	\$0.00	(\$0.86)	0.00%
10.5.2130.2110.920.1100	TEACHER'S RETIREMENT (TRS)	\$0.00	\$1.12	\$4.90	(\$4.90)	\$1.12	(\$6.02)	0.00%
10.5.2410.2110.920.1100	TEACHER'S RETIREMENT (TRS)	\$12,026.32	\$1,967.08	\$14,753.36	(\$2,727.04)	\$1,967.08	(\$4,694.12)	-39.03%
10.5.2570.2110.920.1100	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.00	\$0.72	(\$0.72)	\$0.00	(\$0.72)	0.00%
10.5.1200.2140.920.1100	MEDICARE	\$0.00	\$1.32	\$9.48	(\$9.48)	\$1.32	(\$10.80)	0.00%
10.5.1207.2140.920.1100	MEDICARE	\$0.00	\$1.26	\$9.51	(\$9.51)	\$1.26	(\$10.77)	0.00%
10.5.2110.2140.920.1100	MEDICARE	\$0.00	\$2.38	\$17.85	(\$17.85)	\$2.38	(\$20.23)	0.00%
10.5.2130.2140.920.1100	MEDICARE	\$0.00	\$1.30	\$9.75	(\$9.75)	\$1.30	(\$11.05)	0.00%
10.5.2410.2140.920.1100	MEDICARE	\$11,625.44	\$897.00	\$6,750.42	\$4,875.02	\$897.00	\$3,978.02	34.22%
10.5.2410.2140.920.3200	MEDICARE	\$0.00	\$3.68	\$27.52	(\$27.52)	\$3.68	(\$31.20)	0.00%
10.5.2510.2140.920.1100	MEDICARE	\$0.00	\$1.24	\$9.39	(\$9.39)	\$1.24	(\$10.63)	0.00%
10.5.2570.2140.920.1100	MEDICARE	\$0.00	\$2.16	\$15.83	(\$15.83)	\$2.16	(\$17.99)	0.00%
10.5.2410.2210.920.1100	LIFE INSURANCE	\$1,104.00	\$105.10	\$630.60	\$473.40	\$105.10	\$368.30	33.36%
10.5.2410.2220.920.1100	MEDICAL INSURANCE	\$205,449.15	\$16,084.10	\$93,734.52	\$111,714.63	\$16,084.10	\$95,630.53	46.55%
10.5.2410.2230.920.1100	DENTAL INSURANCE	\$13,981.63	\$1,115.00	\$6,690.00	\$7,291.63	\$1,115.00	\$6,176.63	44.18%
10.5.1200.3399.920.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$93.92	\$657.44	(\$657.44)	\$422.56	(\$1,080.00)	0.00%
10.5.1207.3399.920.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$90.00	\$675.00	(\$675.00)	\$405.00	(\$1,080.00)	0.00%
10.5.2110.3399.920.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$90.00	\$675.00	(\$675.00)	\$405.00	(\$1,080.00)	0.00%
10.5.2130.3399.920.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$90.00	\$675.00	(\$675.00)	\$405.00	(\$1,080.00)	0.00%
10.5.2410.3399.920.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$90.00	\$675.00	(\$675.00)	\$405.00	(\$1,080.00)	0.00%
10.5.2410.3399.920.3200	TRAVEL LOCAL MILEAGE	\$0.00	\$180.00	\$1,350.00	(\$1,350.00)	\$810.00	(\$2,160.00)	0.00%
10.5.2510.3399.920.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$90.00	\$675.00	(\$675.00)	\$405.00	(\$1,080.00)	0.00%
10.5.2110.3400.920.1100	COMMUNICATION-TELEPHONE	\$0.00	\$75.00	\$562.50	(\$562.50)	\$337.50	(\$900.00)	0.00%
10.5.2410.3400.920.3200	COMMUNICATION-TELEPHONE	\$0.00	\$75.00	\$562.50	(\$562.50)	\$337.50	(\$900.00)	0.00%
10.5.2570.3400.920.1100	COMMUNICATION-TELEPHONE	\$0.00	\$153.26	\$1,110.32	(\$1,110.32)	\$689.68	(\$1,800.00)	0.00%

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LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 2/1/2022

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Fiscal Year: 2021-2022

- Subtotal by Collapse Mask
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Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.1400.1100.921.1100	SALARIES, NON CERTIFIED STAFF	\$0.00	\$6,084.92	\$45,636.90	(\$45,636.90)	\$27,382.23	(\$73,019.13)	0.00%
10.5.1400.1100.921.6100	SALARIES, NON CERTIFIED STAFF	\$0.00	\$877.24	\$6,579.30	(\$6,579.30)	\$3,947.59	(\$10,526.89)	0.00%
10.5.1400.1100.921.6220	SALARIES, NON CERTIFIED STAFF	\$0.00	\$773.56	\$5,801.70	(\$5,801.70)	\$3,481.03	(\$9,282.73)	0.00%
10.5.1400.2120.921.1100	MUNICIPAL RETIREMENT	\$0.00	\$136.92	\$1,642.95	(\$1,642.95)	\$136.92	(\$1,779.87)	0.00%
10.5.1400.2120.921.6100	MUNICIPAL RETIREMENT	\$0.00	\$19.74	\$236.88	(\$236.88)	\$19.74	(\$256.62)	0.00%
10.5.1400.2120.921.6220	MUNICIPAL RETIREMENT	\$0.00	\$17.40	\$208.80	(\$208.80)	\$17.40	(\$226.20)	0.00%
10.5.1400.2130.921.1100	FICA	\$0.00	\$375.04	\$2,819.59	(\$2,819.59)	\$375.04	(\$3,194.63)	0.00%
10.5.1400.2130.921.6100	FICA	\$0.00	\$54.06	\$406.47	(\$406.47)	\$54.06	(\$460.53)	0.00%
10.5.1400.2130.921.6220	FICA	\$0.00	\$47.68	\$358.46	(\$358.46)	\$47.68	(\$406.14)	0.00%
10.5.1400.2140.921.1100	MEDICARE	\$0.00	\$87.70	\$659.42	(\$659.42)	\$87.70	(\$747.12)	0.00%
10.5.1400.2140.921.6100	MEDICARE	\$0.00	\$12.64	\$95.04	(\$95.04)	\$12.64	(\$107.68)	0.00%
10.5.1400.2140.921.6220	MEDICARE	\$0.00	\$11.16	\$83.81	(\$83.81)	\$11.16	(\$94.97)	0.00%
10.5.1400.2210.921.1100	LIFE INSURANCE	\$0.00	\$10.86	\$65.16	(\$65.16)	\$10.86	(\$76.02)	0.00%
10.5.1400.2210.921.6100	LIFE INSURANCE	\$0.00	\$1.56	\$9.36	(\$9.36)	\$1.56	(\$10.92)	0.00%
10.5.1400.2210.921.6220	LIFE INSURANCE	\$0.00	\$1.38	\$8.28	(\$8.28)	\$1.38	(\$9.66)	0.00%
10.5.1400.2220.921.1100	MEDICAL INSURANCE	\$0.00	\$2,008.12	\$11,702.88	(\$11,702.88)	\$2,008.12	(\$13,711.00)	0.00%
10.5.1400.2220.921.6100	MEDICAL INSURANCE	\$0.00	\$289.50	\$1,687.16	(\$1,687.16)	\$289.50	(\$1,976.66)	0.00%
10.5.1400.2220.921.6220	MEDICAL INSURANCE	\$0.00	\$255.30	\$1,487.80	(\$1,487.80)	\$255.30	(\$1,743.10)	0.00%
10.5.1400.2230.921.1100	DENTAL INSURANCE	\$0.00	\$138.56	\$831.36	(\$831.36)	\$138.56	(\$969.92)	0.00%
10.5.1400.2230.921.6100	DENTAL INSURANCE	\$0.00	\$19.98	\$119.88	(\$119.88)	\$19.98	(\$139.86)	0.00%
10.5.1400.2230.921.6220	DENTAL INSURANCE	\$0.00	\$17.60	\$105.60	(\$105.60)	\$17.60	(\$123.20)	0.00%
10.5.2140.1000.922.1100	SALARIES, CERTIFIED STAFF	\$1,637,875.20	\$136,400.89	\$846,418.34	\$791,456.86	\$755,071.35	\$36,385.51	2.22%
10.5.2140.2110.922.1100	TEACHER'S RETIREMENT (TRS)	\$24,568.13	\$1,616.30	\$9,973.88	\$14,594.25	\$1,642.09	\$12,952.16	52.72%
10.5.2140.2140.922.1100	MEDICARE	\$23,749.19	\$1,848.47	\$11,484.18	\$12,265.01	\$1,777.06	\$10,487.95	44.16%
10.5.2140.2210.922.1100	LIFE INSURANCE	\$3,312.00	\$276.00	\$1,712.58	\$1,599.42	\$289.80	\$1,309.62	39.54%
10.5.2140.2220.922.1100	MEDICAL INSURANCE	\$301,482.75	\$25,524.64	\$160,229.09	\$141,253.66	\$25,160.12	\$116,093.54	38.51%
10.5.2140.2230.922.1100	DENTAL INSURANCE	\$20,397.96	\$1,773.77	\$11,094.87	\$9,303.09	\$1,753.10	\$7,549.99	37.01%
10.5.2140.3100.922.1100	PROFESSIONAL TECHNICAL SERVICE	\$0.00	\$3,850.00	\$33,950.00	(\$33,950.00)	\$0.00	(\$33,950.00)	0.00%
10.5.2132.3107.922.1100	CONTRACTUAL SERVICES	\$0.00	\$0.00	\$1,575.00	(\$1,575.00)	\$0.00	(\$1,575.00)	0.00%
10.5.2140.3399.922.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$39.42	\$636.24	(\$636.24)	\$0.00	(\$636.24)	0.00%
10.5.2140.4100.922.1100	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$104.24	(\$104.24)	\$0.00	(\$104.24)	0.00%
10.5.2140.1000.923.1100	SALARIES, CERTIFIED STAFF	\$35,000.00	\$2,000.00	\$12,000.00	\$23,000.00	\$8,000.00	\$15,000.00	42.86%
10.5.2140.2110.923.1100	TEACHER'S RETIREMENT (TRS)	\$525.00	\$0.00	\$0.00	\$525.00	\$0.00	\$525.00	100.00%
10.5.2140.2130.923.1100	FICA	\$0.00	\$112.98	\$654.37	(\$654.37)	\$112.98	(\$767.35)	0.00%
10.5.2140.2140.923.1100	MEDICARE	\$507.50	\$26.43	\$153.06	\$354.44	\$26.43	\$328.01	64.63%
10.5.2140.2210.923.1100	LIFE INSURANCE	\$0.00	\$13.80	\$82.80	(\$82.80)	\$13.80	(\$96.60)	0.00%
10.5.2140.2220.923.1100	MEDICAL INSURANCE	\$6,654.66	\$648.60	\$3,751.90	\$2,902.76	\$648.60	\$2,254.16	33.87%
10.5.2140.2230.923.1100	DENTAL INSURANCE	\$479.11	\$46.52	\$279.12	\$199.99	\$46.52	\$153.47	32.03%
10.5.2130.1100.924.1100	SALARIES, NON CERTIFIED STAFF	\$737,924.53	\$61,710.11	\$382,039.99	\$355,884.54	\$319,925.53	\$35,959.01	4.87%
10.5.2130.2110.924.1100	TEACHER'S RETIREMENT (TRS)	\$0.00	\$154.08	\$967.19	(\$967.19)	\$154.08	(\$1,121.27)	0.00%
10.5.2130.2120.924.1100	MUNICIPAL RETIREMENT	\$15,478.30	\$1,112.19	\$10,064.81	\$5,413.49	\$1,140.84	\$4,272.65	27.60%
10.5.2130.2130.924.1100	FICA	\$42,651.32	\$3,083.58	\$18,601.94	\$24,049.38	\$3,133.31	\$20,916.07	49.04%
10.5.2130.2140.924.1100	MEDICARE	\$9,974.91	\$814.37	\$5,055.59	\$4,919.32	\$826.02	\$4,093.30	41.04%
10.5.2130.2210.924.1100	LIFE INSURANCE	\$4,032.00	\$82.74	\$521.92	\$3,510.08	\$85.04	\$3,425.04	84.95%
10.5.2130.2220.924.1100	MEDICAL INSURANCE	\$216,458.61	\$19,719.48	\$119,594.56	\$96,864.05	\$19,877.48	\$76,986.57	35.57%
10.5.2130.2230.924.1100	DENTAL INSURANCE	\$15,206.46	\$1,371.71	\$8,650.73	\$6,555.73	\$1,453.50	\$5,102.23	33.55%
10.5.2130.3399.924.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$40.61	(\$40.61)	\$0.00	(\$40.61)	0.00%
10.5.2130.1000.925.1100	SALARIES, CERTIFIED STAFF	\$0.00	\$1,433.42	\$4,636.69	(\$4,636.69)	\$8,600.51	(\$13,237.20)	0.00%
10.5.2130.2110.925.1100	TEACHER'S RETIREMENT (TRS)	\$0.00	\$17.92	\$57.98	(\$57.98)	\$17.92	(\$75.90)	0.00%
10.5.2130.2120.925.1100	MUNICIPAL RETIREMENT	\$0.00	\$32.26	\$56.62	(\$56.62)	\$32.26	(\$88.88)	0.00%

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LaGrange Area Dept. of Special Education

Monthly Expenditures

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- Subtotal by Collapse Mask
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Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.2130.2130.925.1100	FICA	\$0.00	\$81.16	\$131.75	(\$131.75)	\$78.28	(\$210.03)	0.00%
10.5.2130.2140.925.1100	MEDICARE	\$0.00	\$18.98	\$62.21	(\$62.21)	\$18.30	(\$80.51)	0.00%
10.5.2130.2210.925.1100	LIFE INSURANCE	\$0.00	\$2.36	\$7.08	(\$7.08)	\$2.36	(\$9.44)	0.00%
10.5.2130.2220.925.1100	MEDICAL INSURANCE	\$0.00	\$166.30	\$802.41	(\$802.41)	\$332.60	(\$1,135.01)	0.00%
10.5.2130.2230.925.1100	DENTAL INSURANCE	\$0.00	\$11.93	\$59.61	(\$59.61)	\$23.86	(\$83.47)	0.00%
10.5.1200.1000.926.1100	SALARIES, CERTIFIED STAFF	\$0.00	\$1,113.00	\$6,121.50	(\$6,121.50)	\$6,678.10	(\$12,799.60)	0.00%
10.5.1207.1000.926.1100	SALARIES, CERTIFIED STAFF	\$0.00	\$7,015.78	\$44,527.88	(\$44,527.88)	\$45,014.55	(\$89,542.43)	0.00%
10.5.2110.1000.926.1100	SALARIES, CERTIFIED STAFF	\$1,172,061.38	\$76,446.42	\$473,584.96	\$698,476.42	\$441,189.73	\$257,286.69	21.95%
10.5.2410.1000.926.1100	SALARIES, CERTIFIED STAFF	\$0.00	\$478.50	\$2,871.00	(\$2,871.00)	\$2,871.00	(\$5,742.00)	0.00%
10.5.2570.1005.926.1100	STIPENDS-CERTIFIED	\$0.00	\$207.10	\$1,553.25	(\$1,553.25)	\$932.16	(\$2,485.41)	0.00%
10.5.2110.1100.926.1100	SALARIES, NON CERTIFIED STAFF	\$0.00	\$6,330.70	\$30,363.90	(\$30,363.90)	\$27,216.43	(\$57,580.33)	0.00%
10.5.1207.2110.926.1100	TEACHER'S RETIREMENT (TRS)	\$0.00	\$87.69	\$556.59	(\$556.59)	\$93.78	(\$650.37)	0.00%
10.5.2110.2110.926.1100	TEACHER'S RETIREMENT (TRS)	\$17,580.92	\$955.60	\$5,919.92	\$11,661.00	\$1,046.19	\$10,614.81	60.38%
10.5.2410.2110.926.1100	TEACHER'S RETIREMENT (TRS)	\$0.00	\$5.98	\$35.88	(\$35.88)	\$5.98	(\$41.86)	0.00%
10.5.2570.2110.926.1100	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.18	\$2.01	(\$2.01)	\$0.18	(\$2.19)	0.00%
10.5.2110.2130.926.1100	FICA	\$0.00	\$392.50	\$1,882.51	(\$1,882.51)	\$406.58	(\$2,289.09)	0.00%
10.5.1200.2140.926.1100	MEDICARE	\$0.00	\$16.14	\$88.77	(\$88.77)	\$16.14	(\$104.91)	0.00%
10.5.1207.2140.926.1100	MEDICARE	\$0.00	\$101.75	\$646.41	(\$646.41)	\$108.80	(\$755.21)	0.00%
10.5.2110.2140.926.1100	MEDICARE	\$16,994.89	\$1,121.98	\$6,855.97	\$10,138.92	\$1,235.39	\$8,903.53	52.39%
10.5.2410.2140.926.1100	MEDICARE	\$0.00	\$6.88	\$41.48	(\$41.48)	\$6.88	(\$48.36)	0.00%
10.5.2570.2140.926.1100	MEDICARE	\$0.00	\$2.74	\$21.00	(\$21.00)	\$2.75	(\$23.75)	0.00%
10.5.1207.2210.926.1100	LIFE INSURANCE	\$0.00	\$13.80	\$82.80	(\$82.80)	\$13.80	(\$96.60)	0.00%
10.5.2110.2210.926.1100	LIFE INSURANCE	\$2,622.00	\$179.40	\$1,116.42	\$1,505.58	\$179.40	\$1,326.18	50.58%
10.5.2410.2210.926.1100	LIFE INSURANCE	\$0.00	\$0.70	\$4.20	(\$4.20)	\$0.70	(\$4.90)	0.00%
10.5.2110.2220.926.1100	MEDICAL INSURANCE	\$174,636.21	\$16,988.44	\$101,320.90	\$73,315.31	\$15,894.88	\$57,420.43	32.88%
10.5.2110.2230.926.1100	DENTAL INSURANCE	\$13,034.28	\$1,220.40	\$7,322.40	\$5,711.88	\$1,199.73	\$4,512.15	34.62%
10.5.2410.2230.926.1100	DENTAL INSURANCE	\$0.00	\$7.04	\$42.24	(\$42.24)	\$7.04	(\$49.28)	0.00%
10.5.2110.3399.926.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$697.12	\$4,057.73	(\$4,057.73)	\$0.00	(\$4,057.73)	0.00%
10.5.2110.3399.926.1120	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$426.67	(\$426.67)	\$0.00	(\$426.67)	0.00%
10.5.2150.1000.927.1000	SALARIES, CERTIFIED STAFF	\$0.00	\$0.00	\$27,653.34	(\$27,653.34)	\$706.58	(\$28,359.92)	0.00%
10.5.2150.1000.927.1100	SALARIES, CERTIFIED STAFF	\$2,992,794.91	\$255,782.78	\$1,537,321.41	\$1,455,473.50	\$1,465,472.38	(\$9,998.88)	-0.33%
10.5.2150.2110.927.1000	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.00	\$337.79	(\$337.79)	\$0.00	(\$337.79)	0.00%
10.5.2150.2110.927.1100	TEACHER'S RETIREMENT (TRS)	\$45,991.07	\$3,116.01	\$18,971.79	\$27,019.28	\$3,154.59	\$23,864.69	51.89%
10.5.2150.2130.927.1100	FICA	\$0.00	\$240.94	\$240.94	(\$240.94)	\$106.39	(\$347.33)	0.00%
10.5.2150.2140.927.1000	MEDICARE	\$0.00	\$0.00	\$401.38	(\$401.38)	\$10.25	(\$411.63)	0.00%
10.5.2150.2140.927.1100	MEDICARE	\$44,458.03	\$3,506.60	\$21,176.05	\$23,281.98	\$3,521.61	\$19,760.37	44.45%
10.5.2150.2210.927.1000	LIFE INSURANCE	\$0.00	\$0.00	\$69.00	(\$69.00)	\$0.00	(\$69.00)	0.00%
10.5.2150.2210.927.1100	LIFE INSURANCE	\$6,486.00	\$565.80	\$3,325.80	\$3,160.20	\$565.80	\$2,594.40	40.00%
10.5.2150.2220.927.1100	MEDICAL INSURANCE	\$376,499.78	\$42,281.48	\$240,935.58	\$135,564.20	\$41,916.96	\$93,647.24	24.87%
10.5.2150.2230.927.1100	DENTAL INSURANCE	\$32,715.72	\$3,334.36	\$19,654.72	\$13,061.00	\$3,334.36	\$9,726.64	29.73%
10.5.2150.3399.927.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$324.66	\$1,420.74	(\$1,420.74)	\$0.00	(\$1,420.74)	0.00%
10.5.1000.1000.928.1100	SALARIES, CERTIFIED STAFF	\$0.00	\$11,093.70	\$96,565.32	(\$96,565.32)	\$66,562.11	(\$163,127.43)	0.00%
10.5.1200.1000.928.1100	SALARIES, CERTIFIED STAFF	\$2,604,276.55	\$202,053.79	\$1,177,585.64	\$1,426,690.91	\$1,214,794.43	\$211,896.48	8.14%
10.5.1400.1000.928.6220	SALARIES, CERTIFIED STAFF	\$48,385.92	\$4,838.60	\$29,031.60	\$19,354.32	\$19,354.32	\$0.00	0.00%
10.5.2150.1000.928.1100	SALARIES, CERTIFIED STAFF	\$0.00	\$7,398.46	\$44,390.76	(\$44,390.76)	\$44,390.74	(\$88,781.50)	0.00%
10.5.2210.1000.928.1100	SALARIES, CERTIFIED STAFF	\$0.00	\$4,817.08	\$52,987.88	(\$52,987.88)	\$0.00	(\$52,987.88)	0.00%
10.5.2570.1005.928.1100	STIPENDS-CERTIFIED	\$0.00	\$37.54	\$281.55	(\$281.55)	\$188.99	(\$450.54)	0.00%
10.5.1000.2110.928.1100	TEACHER'S RETIREMENT (TRS)	\$0.00	\$138.66	\$1,207.04	(\$1,207.04)	\$138.66	(\$1,345.70)	0.00%
10.5.1200.2110.928.1100	TEACHER'S RETIREMENT (TRS)	\$39,064.15	\$2,522.59	\$14,690.84	\$24,373.31	\$2,594.00	\$21,779.31	55.75%
10.5.1400.2110.928.6220	TEACHER'S RETIREMENT (TRS)	\$725.79	\$60.48	\$362.88	\$362.91	\$60.48	\$302.43	41.67%

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 2/1/2022

To Date: 2/28/2022

Fiscal Year: 2021-2022

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.2150.2110.928.1100	TEACHER'S RETIREMENT (TRS)	\$0.00	\$92.48	\$554.88	(\$554.88)	\$92.48	(\$647.36)	0.00%
10.5.2210.2110.928.1100	TEACHER'S RETIREMENT (TRS)	\$0.00	\$60.21	\$662.31	(\$662.31)	\$0.00	(\$662.31)	0.00%
10.5.2570.2110.928.1100	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.48	\$2.16	(\$2.16)	\$0.48	(\$2.64)	0.00%
10.5.1200.2120.928.1100	MUNICIPAL RETIREMENT	\$0.00	\$5.49	\$33.17	(\$33.17)	\$6.83	(\$40.00)	0.00%
10.5.1200.2130.928.1100	FICA	\$0.00	\$741.12	\$3,119.19	(\$3,119.19)	\$744.19	(\$3,863.38)	0.00%
10.5.1000.2140.928.1100	MEDICARE	\$0.00	\$152.56	\$1,304.17	(\$1,304.17)	\$152.56	(\$1,456.73)	0.00%
10.5.1200.2140.928.1100	MEDICARE	\$36,314.98	\$2,762.84	\$16,281.26	\$20,033.72	\$2,845.35	\$17,188.37	47.33%
10.5.1400.2140.928.6220	MEDICARE	\$701.60	\$61.96	\$395.22	\$306.38	\$61.96	\$244.42	34.84%
10.5.2150.2140.928.1100	MEDICARE	\$0.00	\$97.86	\$596.00	(\$596.00)	\$97.86	(\$693.86)	0.00%
10.5.2210.2140.928.1100	MEDICARE	\$0.00	\$68.52	\$756.72	(\$756.72)	\$0.00	(\$756.72)	0.00%
10.5.2570.2140.928.1100	MEDICARE	\$0.00	\$0.52	\$3.96	(\$3.96)	\$0.52	(\$4.48)	0.00%
10.5.1000.2210.928.1100	LIFE INSURANCE	\$0.00	\$27.60	\$269.10	(\$269.10)	\$27.60	(\$296.70)	0.00%
10.5.1200.2210.928.1100	LIFE INSURANCE	\$7,382.00	\$503.70	\$2,911.88	\$4,470.12	\$510.88	\$3,959.24	53.63%
10.5.1400.2210.928.6220	LIFE INSURANCE	\$138.00	\$13.80	\$82.80	\$55.20	\$13.80	\$41.40	30.00%
10.5.2150.2210.928.1100	LIFE INSURANCE	\$0.00	\$13.80	\$82.80	(\$82.80)	\$13.80	(\$96.60)	0.00%
10.5.2210.2210.928.1100	LIFE INSURANCE	\$0.00	\$6.90	\$75.90	(\$75.90)	\$0.00	(\$75.90)	0.00%
10.5.1000.2220.928.1100	MEDICAL INSURANCE	\$0.00	\$1,297.20	\$22,404.66	(\$22,404.66)	\$1,297.20	(\$23,701.86)	0.00%
10.5.1200.2220.928.1100	MEDICAL INSURANCE	\$386,268.66	\$29,902.58	\$176,524.49	\$209,744.17	\$29,674.23	\$180,069.94	46.62%
10.5.1400.2220.928.6220	MEDICAL INSURANCE	\$6,489.31	\$2,069.96	\$6,622.56	(\$133.25)	\$2,069.96	(\$2,203.21)	-33.95%
10.5.2150.2220.928.1100	MEDICAL INSURANCE	\$0.00	\$1,340.92	\$7,814.56	(\$7,814.56)	\$1,340.92	(\$9,155.48)	0.00%
10.5.2210.2220.928.1100	MEDICAL INSURANCE	\$0.00	\$324.30	\$3,427.60	(\$3,427.60)	\$0.00	(\$3,427.60)	0.00%
10.5.1000.2230.928.1100	DENTAL INSURANCE	\$0.00	\$93.04	\$1,615.14	(\$1,615.14)	\$93.04	(\$1,708.18)	0.00%
10.5.1200.2230.928.1100	DENTAL INSURANCE	\$26,988.88	\$2,117.54	\$12,589.73	\$14,399.15	\$2,143.66	\$12,255.49	45.41%
10.5.1400.2230.928.6220	DENTAL INSURANCE	\$479.11	\$140.92	\$467.92	\$11.19	\$140.92	(\$129.73)	-27.08%
10.5.2150.2230.928.1100	DENTAL INSURANCE	\$0.00	\$99.58	\$597.48	(\$597.48)	\$99.58	(\$697.06)	0.00%
10.5.2210.2230.928.1100	DENTAL INSURANCE	\$0.00	\$23.26	\$255.86	(\$255.86)	\$0.00	(\$255.86)	0.00%
10.5.1000.3399.928.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$16.80	(\$16.80)	\$0.00	(\$16.80)	0.00%
10.5.1200.3399.928.1020	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$190.95	(\$190.95)	\$0.00	(\$190.95)	0.00%
10.5.1200.3399.928.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$279.39	\$960.10	(\$960.10)	\$0.00	(\$960.10)	0.00%
10.5.1200.3399.928.1120	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$86.24	(\$86.24)	\$0.00	(\$86.24)	0.00%
10.5.2630.1000.929.1100	SALARIES, CERTIFIED STAFF	\$75,000.00	\$0.00	\$0.00	\$75,000.00	\$0.00	\$75,000.00	100.00%
10.5.2630.1100.929.1100	SALARIES, NON CERTIFIED STAFF	\$0.00	\$6,250.00	\$46,875.00	(\$46,875.00)	\$28,125.00	(\$75,000.00)	0.00%
10.5.2630.2120.929.1100	MUNICIPAL RETIREMENT	\$1,687.50	\$140.62	\$1,687.53	(\$0.03)	\$140.62	(\$140.65)	-8.33%
10.5.2630.2130.929.1100	FICA	\$4,650.00	\$371.70	\$2,845.77	\$1,804.23	\$371.70	\$1,432.53	30.81%
10.5.2630.2140.929.1100	MEDICARE	\$1,087.50	\$86.92	\$665.52	\$421.98	\$86.92	\$335.06	30.81%
10.5.2630.2210.929.1100	LIFE INSURANCE	\$138.00	\$13.80	\$82.80	\$55.20	\$13.80	\$41.40	30.00%
10.5.2630.2220.929.1100	MEDICAL INSURANCE	\$21,239.54	\$2,552.92	\$14,877.84	\$6,361.70	\$2,552.92	\$3,808.78	17.93%
10.5.2630.2230.929.1100	DENTAL INSURANCE	\$1,451.38	\$140.92	\$845.52	\$605.86	\$140.92	\$464.94	32.03%
10.5.2570.3400.929.1100	COMMUNICATION-TELEPHONE	\$0.00	\$0.00	(\$448.99)	\$448.99	\$0.00	\$448.99	0.00%
10.5.1400.1100.930.6220	SALARIES, NON CERTIFIED STAFF	\$91,301.53	\$7,808.46	\$57,063.45	\$34,238.08	\$34,238.08	\$0.00	0.00%
10.5.1400.2120.930.6220	MUNICIPAL RETIREMENT	\$2,054.28	\$171.20	\$2,054.31	(\$0.03)	\$171.20	(\$171.23)	-8.34%
10.5.1400.2130.930.6220	FICA	\$5,660.69	\$448.38	\$3,401.30	\$2,259.39	\$448.38	\$1,811.01	31.99%
10.5.1400.2140.930.6220	MEDICARE	\$1,323.87	\$104.86	\$795.44	\$528.43	\$104.86	\$423.57	31.99%
10.5.1400.2210.930.6220	LIFE INSURANCE	\$138.00	\$4.60	\$27.60	\$110.40	\$4.60	\$105.80	76.67%
10.5.1400.2220.930.6220	MEDICAL INSURANCE	\$13,800.53	\$1,340.92	\$7,814.56	\$5,985.97	\$1,340.92	\$4,645.05	33.66%
10.5.1400.2230.930.6220	DENTAL INSURANCE	\$1,025.67	\$99.58	\$597.48	\$428.19	\$99.58	\$328.61	32.04%
10.5.1400.1000.931.1100	SALARIES, CERTIFIED STAFF	\$0.00	\$25.00	\$125.00	(\$125.00)	\$0.00	(\$125.00)	0.00%
10.5.1400.1000.931.6110	SALARIES, CERTIFIED STAFF	\$0.00	\$275.00	\$750.00	(\$750.00)	\$100.00	(\$850.00)	0.00%
10.5.1400.1000.931.6220	SALARIES, CERTIFIED STAFF	\$0.00	\$275.00	\$1,425.00	(\$1,425.00)	\$225.00	(\$1,650.00)	0.00%
10.5.1400.1100.931.6100	SALARIES, NON CERTIFIED STAFF	\$56,227.70	\$5,164.94	\$38,257.75	\$17,969.95	\$23,242.25	(\$5,272.30)	-9.38%

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LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 2/1/2022

To Date: 2/28/2022

Fiscal Year: 2021-2022

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.1400.1100.931.6110	SALARIES, NON CERTIFIED STAFF	\$0.00	\$2,100.72	\$13,778.41	(\$13,778.41)	\$9,453.25	(\$23,231.66)	0.00%
10.5.1400.2120.931.6100	MUNICIPAL RETIREMENT	\$1,265.12	\$116.22	\$1,372.99	(\$107.87)	\$116.22	(\$224.09)	-17.71%
10.5.1400.2120.931.6110	MUNICIPAL RETIREMENT	\$0.00	\$47.26	\$478.23	(\$478.23)	\$47.26	(\$525.49)	0.00%
10.5.1400.2130.931.1100	FICA	\$0.00	\$1.55	\$7.75	(\$7.75)	\$0.00	(\$7.75)	0.00%
10.5.1400.2130.931.6100	FICA	\$3,486.12	\$308.60	\$2,304.41	\$1,181.71	\$308.60	\$873.11	25.05%
10.5.1400.2130.931.6110	FICA	\$0.00	\$147.29	\$900.73	(\$900.73)	\$136.44	(\$1,037.17)	0.00%
10.5.1400.2130.931.6220	FICA	\$0.00	\$17.05	\$88.35	(\$88.35)	\$13.95	(\$102.30)	0.00%
10.5.1400.2140.931.1100	MEDICARE	\$0.00	\$0.37	\$1.82	(\$1.82)	\$0.00	(\$1.82)	0.00%
10.5.1400.2140.931.6100	MEDICARE	\$815.30	\$72.18	\$538.97	\$276.33	\$72.18	\$204.15	25.04%
10.5.1400.2140.931.6110	MEDICARE	\$0.00	\$34.45	\$210.66	(\$210.66)	\$31.91	(\$242.57)	0.00%
10.5.1400.2140.931.6220	MEDICARE	\$0.00	\$3.98	\$20.65	(\$20.65)	\$3.26	(\$23.91)	0.00%
10.5.1400.2210.931.6100	LIFE INSURANCE	\$138.00	\$4.60	\$27.60	\$110.40	\$4.60	\$105.80	76.67%
10.5.1400.2210.931.6110	LIFE INSURANCE	\$0.00	\$0.00	\$18.40	(\$18.40)	\$0.00	(\$18.40)	0.00%
10.5.1400.2220.931.6100	MEDICAL INSURANCE	\$6,654.66	\$648.60	\$3,751.90	\$2,902.76	\$648.60	\$2,254.16	33.87%
10.5.1400.2230.931.6100	DENTAL INSURANCE	\$1,451.38	\$46.52	\$279.12	\$1,172.26	\$46.52	\$1,125.74	77.56%
10.5.1400.3399.931.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$65.99	(\$65.99)	\$0.00	(\$65.99)	0.00%
10.5.1400.3399.931.6110	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$179.90	(\$179.90)	\$0.00	(\$179.90)	0.00%
10.5.1400.3399.931.6220	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$14.28	(\$14.28)	\$0.00	(\$14.28)	0.00%
10.5.2550.1100.932.1100	SALARIES, NON CERTIFIED STAFF	\$0.00	\$3,667.48	\$27,506.10	(\$27,506.10)	\$16,503.54	(\$44,009.64)	0.00%
10.5.2570.1100.932.1100	SALARIES, NON CERTIFIED STAFF	\$0.00	\$75.00	\$562.50	(\$562.50)	\$337.50	(\$900.00)	0.00%
10.5.2550.2120.932.1100	MUNICIPAL RETIREMENT	\$0.00	\$82.52	\$990.24	(\$990.24)	\$82.52	(\$1,072.76)	0.00%
10.5.2550.2130.932.1100	FICA	\$0.00	\$205.50	\$1,574.55	(\$1,574.55)	\$205.50	(\$1,780.05)	0.00%
10.5.2570.2130.932.1100	FICA	\$0.00	\$4.20	\$32.19	(\$32.19)	\$4.20	(\$36.39)	0.00%
10.5.2550.2140.932.1100	MEDICARE	\$0.00	\$48.06	\$368.29	(\$368.29)	\$48.06	(\$416.35)	0.00%
10.5.2570.2140.932.1100	MEDICARE	\$0.00	\$0.98	\$7.50	(\$7.50)	\$0.98	(\$8.48)	0.00%
10.5.2550.2210.932.1100	LIFE INSURANCE	\$0.00	\$4.60	\$27.60	(\$27.60)	\$4.60	(\$32.20)	0.00%
10.5.2550.2220.932.1100	MEDICAL INSURANCE	\$0.00	\$2,552.92	\$14,877.84	(\$14,877.84)	\$2,552.92	(\$17,430.76)	0.00%
10.5.2550.2230.932.1100	DENTAL INSURANCE	\$0.00	\$176.14	\$1,056.84	(\$1,056.84)	\$176.14	(\$1,232.98)	0.00%
10.5.2550.3399.932.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$12.77	(\$12.77)	\$0.00	(\$12.77)	0.00%
10.5.2550.3399.932.1120	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$38.31	(\$38.31)	\$0.00	(\$38.31)	0.00%
10.5.1400.1100.933.1100	SALARIES, NON CERTIFIED STAFF	\$16,343.39	\$0.00	\$0.00	\$16,343.39	\$0.00	\$16,343.39	100.00%
10.5.1400.1100.933.6220	SALARIES, NON CERTIFIED STAFF	\$38,134.57	\$0.00	\$0.00	\$38,134.57	\$0.00	\$38,134.57	100.00%
10.5.1400.2120.933.1100	MUNICIPAL RETIREMENT	\$367.73	\$0.00	\$0.00	\$367.73	\$0.00	\$367.73	100.00%
10.5.1400.2120.933.6220	MUNICIPAL RETIREMENT	\$858.03	\$0.00	\$0.00	\$858.03	\$0.00	\$858.03	100.00%
10.5.1400.2130.933.1100	FICA	\$1,013.29	\$0.00	\$0.00	\$1,013.29	\$0.00	\$1,013.29	100.00%
10.5.1400.2130.933.6220	FICA	\$2,364.34	\$0.00	\$0.00	\$2,364.34	\$0.00	\$2,364.34	100.00%
10.5.1400.2140.933.1100	MEDICARE	\$236.98	\$0.00	\$0.00	\$236.98	\$0.00	\$236.98	100.00%
10.5.1400.2140.933.6220	MEDICARE	\$552.95	\$0.00	\$0.00	\$552.95	\$0.00	\$552.95	100.00%
10.5.1400.2210.933.1100	LIFE INSURANCE	\$41.40	\$0.00	\$0.00	\$41.40	\$0.00	\$41.40	100.00%
10.5.1400.2210.933.6220	LIFE INSURANCE	\$96.60	\$0.00	\$0.00	\$96.60	\$0.00	\$96.60	100.00%
10.5.1400.2220.933.1100	MEDICAL INSURANCE	\$1,996.40	\$0.00	\$0.00	\$1,996.40	\$0.00	\$1,996.40	100.00%
10.5.1400.2220.933.6220	MEDICAL INSURANCE	\$4,658.26	\$0.00	\$0.00	\$4,658.26	\$0.00	\$4,658.26	100.00%
10.5.1400.2230.933.1100	DENTAL INSURANCE	\$143.73	\$0.00	\$0.00	\$143.73	\$0.00	\$143.73	100.00%
10.5.1400.2230.933.6220	DENTAL INSURANCE	\$335.37	\$0.00	\$0.00	\$335.37	\$0.00	\$335.37	100.00%
10.5.1400.1100.934.6100	SALARIES, NON CERTIFIED STAFF	\$0.00	\$2,823.92	\$21,179.40	(\$21,179.40)	\$12,707.60	(\$33,887.00)	0.00%
10.5.1400.1100.934.6220	SALARIES, NON CERTIFIED STAFF	\$0.00	\$3,051.72	\$22,887.90	(\$22,887.90)	\$13,732.90	(\$36,620.80)	0.00%
10.5.2610.1100.934.6220	SALARIES, NON CERTIFIED STAFF	\$38,992.05	\$0.00	\$0.00	\$38,992.05	\$0.00	\$38,992.05	100.00%
10.5.1400.2120.934.6100	MUNICIPAL RETIREMENT	\$0.00	\$63.54	\$762.48	(\$762.48)	\$63.54	(\$826.02)	0.00%
10.5.1400.2120.934.6220	MUNICIPAL RETIREMENT	\$0.00	\$68.66	\$824.01	(\$824.01)	\$68.66	(\$892.67)	0.00%
10.5.2610.2120.934.6220	MUNICIPAL RETIREMENT	\$557.29	\$0.00	\$0.00	\$557.29	\$0.00	\$557.29	100.00%

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 2/1/2022

To Date: 2/28/2022

Fiscal Year: 2021-2022

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.1400.2130.934.6100	FICA	\$0.00	\$169.78	\$1,293.28	(\$1,293.28)	\$169.78	(\$1,463.06)	0.00%
10.5.1400.2130.934.6220	FICA	\$0.00	\$189.20	\$1,419.00	(\$1,419.00)	\$189.20	(\$1,608.20)	0.00%
10.5.2610.2130.934.6220	FICA	\$2,382.88	\$0.00	\$0.00	\$2,382.88	\$0.00	\$2,382.88	100.00%
10.5.1400.2140.934.6100	MEDICARE	\$0.00	\$39.70	\$302.47	(\$302.47)	\$39.70	(\$342.17)	0.00%
10.5.1400.2140.934.6220	MEDICARE	\$0.00	\$44.24	\$331.80	(\$331.80)	\$44.24	(\$376.04)	0.00%
10.5.2610.2140.934.6220	MEDICARE	\$1,283.67	\$0.00	\$0.00	\$1,283.67	\$0.00	\$1,283.67	100.00%
10.5.1400.2210.934.6100	LIFE INSURANCE	\$0.00	\$4.60	\$27.60	(\$27.60)	\$4.60	(\$32.20)	0.00%
10.5.1400.2210.934.6220	LIFE INSURANCE	\$0.00	\$4.60	\$27.60	(\$27.60)	\$4.60	(\$32.20)	0.00%
10.5.2610.2210.934.6220	LIFE INSURANCE	\$276.00	\$0.00	\$0.00	\$276.00	\$0.00	\$276.00	100.00%
10.5.1400.2220.934.6100	MEDICAL INSURANCE	\$0.00	\$2,552.92	\$14,877.84	(\$14,877.84)	\$2,552.92	(\$17,430.76)	0.00%
10.5.1400.2230.934.6100	DENTAL INSURANCE	\$0.00	\$176.14	\$1,056.84	(\$1,056.84)	\$176.14	(\$1,232.98)	0.00%
10.5.1400.1100.935.6220	SALARIES, NON CERTIFIED STAFF	\$0.00	\$716.00	\$14,560.00	(\$14,560.00)	\$736.00	(\$15,296.00)	0.00%
10.5.1400.2120.935.6220	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$40.32	(\$40.32)	\$0.00	(\$40.32)	0.00%
10.5.1400.2130.935.6220	FICA	\$0.00	\$44.40	\$902.73	(\$902.73)	\$45.63	(\$948.36)	0.00%
10.5.1400.2140.935.6220	MEDICARE	\$0.00	\$10.39	\$211.13	(\$211.13)	\$10.67	(\$221.80)	0.00%
	FUND: EDUCATION - 10	\$27,354,110.30	\$2,167,403.27	\$15,373,000.71	\$11,981,109.59	\$8,940,309.41	\$3,040,800.18	11.12%
20.5.2540.3100.000.1100	PROFESSIONAL TECHNICAL SERVICE	\$0.00	\$0.00	\$7,350.61	(\$7,350.61)	\$0.00	(\$7,350.61)	0.00%
20.5.2540.3230.106.1100	REPAIRS AND MAINTENANCE SERVIC	\$0.00	\$0.00	\$10,489.00	(\$10,489.00)	\$0.00	(\$10,489.00)	0.00%
20.5.2540.3230.901.1100	REPAIRS AND MAINTENANCE SERVIC	\$0.00	\$0.00	\$1,967.75	(\$1,967.75)	\$0.00	(\$1,967.75)	0.00%
	FUND: OPERATIONS & MAINTENANCE - 20	\$0.00	\$0.00	\$19,807.36	(\$19,807.36)	\$0.00	(\$19,807.36)	0.00%
Grand Total:		\$27,354,110.30	\$2,167,403.27	\$15,392,808.07	\$11,961,302.23	\$8,940,309.41	\$3,020,992.82	11.04%

End of Report

LaGrange Area Dept. of Special Education

Monthly Revenues

From Date: 2/1/2022

To Date: 2/28/2022

Fiscal Year: 2021-2022

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.4.0000.0000.000.1000	UNDESIGNATED	\$0.00	\$0.00	(\$20.00)	\$20.00	\$0.00	\$20.00	0.00%
10.4.0000.0000.000.2002	UNDESIGNATED	\$0.00	\$0.00	(\$50,000.00)	\$50,000.00	\$0.00	\$50,000.00	0.00%
10.4.4950.0000.000.6110	DHS STEP	\$0.00	\$0.00	(\$603.40)	\$603.40	\$0.00	\$603.40	0.00%
10.4.4998.0000.000.4993	FEDERAL OTHER	\$0.00	(\$38,250.00)	(\$82,806.00)	\$82,806.00	\$0.00	\$82,806.00	0.00%
10.4.1200.1000.000.4000	INSTRUCTION	\$0.00	\$0.00	(\$7,773.58)	\$7,773.58	\$0.00	\$7,773.58	0.00%
10.4.0000.0000.100.1000	UNDESIGNATED	\$0.00	\$0.00	(\$25.00)	\$25.00	\$0.00	\$25.00	0.00%
10.4.1342.0000.100.1000	SCHOOL TUITION	(\$1,826,088.75)	(\$249,657.64)	(\$1,386,813.79)	(\$439,274.96)	\$0.00	(\$439,274.96)	24.06%
10.4.1342.0000.100.1020	SCHOOL TUITION	\$0.00	(\$61,796.43)	(\$61,796.43)	\$61,796.43	\$0.00	\$61,796.43	0.00%
10.4.1510.0000.100.1000	INTEREST	(\$50,000.00)	\$0.00	(\$68,184.85)	\$18,184.85	\$0.00	\$18,184.85	-36.37%
10.4.2210.0000.100.1000	UNDESIGNATED	\$0.00	\$0.00	(\$565.00)	\$565.00	\$0.00	\$565.00	0.00%
10.4.2210.0000.100.1020	TRAINING	\$0.00	\$0.00	(\$3,174.73)	\$3,174.73	\$0.00	\$3,174.73	0.00%
10.4.2215.0000.100.1020	ASSTIVE TECHNOLOGY	\$0.00	\$0.00	(\$41.27)	\$41.27	\$0.00	\$41.27	0.00%
10.4.3110.0000.100.2000	PERSONNEL REIMBURSEMENT	(\$1,650,112.00)	(\$150,010.00)	(\$1,050,070.00)	(\$600,042.00)	\$0.00	(\$600,042.00)	36.36%
10.4.3510.0000.100.2000	TRANSPORTION REIMBURSEMENT	(\$52,000.00)	\$0.00	(\$30,420.08)	(\$21,579.92)	\$0.00	(\$21,579.92)	41.50%
10.4.4900.0000.100.4000	MEDICAID OUTREACH	(\$250,000.00)	(\$9,318.33)	(\$72,390.13)	(\$177,609.87)	\$0.00	(\$177,609.87)	71.04%
10.4.4998.0000.100.1000	FEDERAL OTHER	\$0.00	\$0.00	(\$16,738.00)	\$16,738.00	\$0.00	\$16,738.00	0.00%
10.4.1400.0000.259.4020	VOC SPEC PRG	\$0.00	\$0.00	(\$27,363.17)	\$27,363.17	\$0.00	\$27,363.17	0.00%
10.4.4505.0000.259.4000	WIA	\$0.00	\$0.00	(\$101,759.47)	\$101,759.47	\$0.00	\$101,759.47	0.00%
10.4.4505.0000.259.4020	WIA	\$0.00	\$0.00	(\$56,778.59)	\$56,778.59	\$0.00	\$56,778.59	0.00%
10.4.1342.0000.300.1000	SCHOOL TUITION	(\$9,615,459.80)	(\$1,957,313.57)	(\$6,492,791.56)	(\$3,122,668.24)	\$0.00	(\$3,122,668.24)	32.48%
10.4.1342.0000.300.1020	SCHOOL TUITION	\$0.00	\$0.00	(\$196,833.91)	\$196,833.91	\$0.00	\$196,833.91	0.00%
10.4.1342.0000.302.1000	SCHOOL TUITION	\$0.00	\$0.00	(\$678.90)	\$678.90	\$0.00	\$678.90	0.00%
10.4.1342.0000.430.1000	SCHOOL TUITION	\$0.00	\$0.00	(\$1,274,326.50)	\$1,274,326.50	\$0.00	\$1,274,326.50	0.00%
10.4.1342.0000.436.1000	SCHOOL TUITION	(\$5,687,971.61)	(\$48,087.79)	(\$1,683,072.73)	(\$4,004,898.88)	\$0.00	(\$4,004,898.88)	70.41%
10.4.1342.0000.436.1020	SCHOOL TUITION	\$0.00	\$0.00	(\$106,125.32)	\$106,125.32	\$0.00	\$106,125.32	0.00%
10.4.1342.0000.436.1120	SCHOOL TUITION	\$0.00	\$0.00	(\$33,874.45)	(\$33,874.45)	\$0.00	(\$33,874.45)	0.00%
10.4.1342.0000.440.1000	ECE Classroom	(\$275,684.05)	\$0.00	(\$118,395.45)	(\$157,288.60)	\$0.00	(\$157,288.60)	57.05%
10.4.1342.0000.440.1020	SCHOOL TUITION	\$0.00	\$0.00	\$17,117.66	(\$17,117.66)	\$0.00	(\$17,117.66)	0.00%
10.4.1342.0000.445.1000	SCHOOL TUITION	(\$187,027.51)	(\$6,262.39)	(\$62,621.32)	(\$124,406.19)	\$0.00	(\$124,406.19)	66.52%
10.4.1342.0000.445.1020	SCHOOL TUITION	\$0.00	\$0.00	(\$9,875.44)	\$9,875.44	\$0.00	\$9,875.44	0.00%
10.4.1342.0000.445.1120	SCHOOL TUITION	\$0.00	\$0.00	\$4,380.07	(\$4,380.07)	\$0.00	(\$4,380.07)	0.00%
10.4.1342.0000.453.1000	SCHOOL TUITION	(\$2,032,912.97)	(\$68,522.85)	(\$1,096,365.59)	(\$936,547.38)	\$0.00	(\$936,547.38)	46.07%
10.4.1342.0000.453.1020	SCHOOL TUITION	\$0.00	\$0.00	\$8,098.14	(\$8,098.14)	\$0.00	(\$8,098.14)	0.00%
10.4.1342.0000.454.1000	SCHOOL TUITION	(\$374,220.14)	\$0.00	\$0.00	(\$374,220.14)	\$0.00	(\$374,220.14)	100.00%
10.4.1342.0000.454.1020	SCHOOL TUITION	\$0.00	\$0.00	(\$103,501.57)	\$103,501.57	\$0.00	\$103,501.57	0.00%
10.4.1342.0000.455.1000	ED HS	(\$715,277.96)	\$0.00	\$0.00	(\$715,277.96)	\$0.00	(\$715,277.96)	100.00%
10.4.1342.0000.459.1000	SCHOOL TUITION	(\$85,103.52)	\$0.00	\$0.00	(\$85,103.52)	\$0.00	(\$85,103.52)	100.00%
10.4.1342.0000.459.1020	SCHOOL TUITION	\$0.00	\$0.00	(\$9,368.88)	\$9,368.88	\$0.00	\$9,368.88	0.00%
10.4.1322.0000.470.1000	SUMMER TUITION	(\$329,320.74)	\$0.00	\$0.00	(\$329,320.74)	\$0.00	(\$329,320.74)	100.00%
10.4.1342.0000.471.1020	UNDESIGNATED	\$0.00	\$0.00	(\$298,797.80)	\$298,797.80	\$0.00	\$298,797.80	0.00%
10.4.1342.0000.533.1000	SCHOOL TUITION	(\$215,143.22)	\$0.00	\$0.00	(\$215,143.22)	\$0.00	(\$215,143.22)	100.00%
10.4.1342.0000.542.1000	SCHOOL TUITION	(\$2,619,474.20)	\$0.00	(\$2,196,834.99)	(\$422,639.21)	\$0.00	(\$422,639.21)	16.13%
10.4.1342.0000.542.1020	SCHOOL TUITION	\$0.00	\$0.00	(\$681,426.93)	\$681,426.93	\$0.00	\$681,426.93	0.00%
10.4.1342.0000.542.1120	SCHOOL TUITION	\$0.00	\$0.00	\$1,389.62	(\$1,389.62)	\$0.00	(\$1,389.62)	0.00%
10.4.3510.0000.542.2000	TRANSPORTION REIMBURSEMENT	(\$58,000.00)	\$0.00	(\$32,955.09)	(\$25,044.91)	\$0.00	(\$25,044.91)	43.18%
10.4.1342.0000.571.1000	SCHOOL TUITION	(\$25,000.00)	\$0.00	\$0.00	(\$25,000.00)	\$0.00	(\$25,000.00)	100.00%
10.4.3705.0000.704.2000	PRESCHOOL FOR ALL	(\$588,931.79)	(\$48,680.00)	(\$340,757.00)	(\$248,174.79)	\$0.00	(\$248,174.79)	42.14%
10.4.1342.0000.901.1020	SCHOOL TUITION	\$0.00	\$0.00	(\$857.99)	\$857.99	\$0.00	\$857.99	0.00%
10.4.2210.0000.901.1020	TRAINING	\$0.00	\$0.00	(\$220.00)	\$220.00	\$0.00	\$220.00	0.00%
10.4.4900.0000.901.4020	MEDICAID OUTREACH	\$0.00	\$0.00	(\$88,358.60)	\$88,358.60	\$0.00	\$88,358.60	0.00%

LYONS TOWNSHIP HIGH SCHOOL



DISTRICT 204 OFFICES – 100 S. Brainard Ave., LaGrange, IL 60525-2101

• Tel: (708) 579-6456 • Fax: (708) 579-6454 • EMAIL: epiotrowski@lths.net • Website: www.lths.net

EDWARD M. PIOTROWSKI
Director of Human Resources

TO: Brian P. Waterman, Superintendent
Board of Education

FROM: Edward M. Piotrowski, Director of Human Resources

DATE: March 21, 2022

RE: Administrative and Certified Employee Recommendations

Please find below employment recommendations for administrative and certified employees:

- A. Employment.** We are recommending the following employment.
1. **Buys, Daniel**, Global Studies Division Chair, effective August 1, 2022.
- B. Leave of Absence.** We are recommending the following leave of absence.
1. **Krofl, Stephen**, Science, effective April 25, 2022 through May 31, 2022.

RECOMMENDATION

We recommend the Board approve the recommendations outlined above.

Vita Plena

Lyons Township High School District 204

Certified Staff Employment Recommendations – New Hires
March, 2022

Name	Department	<ul style="list-style-type: none"> • Degree(s) • Date(s) 	<ul style="list-style-type: none"> • College • University 	Experience	<ul style="list-style-type: none"> • Degree • Step 	<ul style="list-style-type: none"> • FTE • Salary
Buys, Daniel	Global Studies	<ul style="list-style-type: none"> Doctorate, 2021 Masters of Education, 2011 Bachelors of Arts, 2010 	<ul style="list-style-type: none"> University of Illinois National Louis University North Central College 	<ul style="list-style-type: none"> Morgan Park HS, Assistant Principal, July 2018 – Present Solorio Academy HS, Resident Principal, July 2017 – June 2018 Solorio Academy HS, College & Career Coach, July 2013-June 2017 		<ul style="list-style-type: none"> \$124,000

LYONS TOWNSHIP HIGH SCHOOL



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EDWARD M. PIOTROWSKI
Director of Human Resources

TO: Brian P. Waterman, Superintendent
Board of Education

FROM: Edward M. Piotrowski

DATE: March 21, 2022

RE: Buildings and Grounds, Classified/Non-Contractual, and ParaEducator
Staff Employment Recommendations

BACKGROUND

Each month, we bring to the Board recommendations for employment, retirement, leaves of absence, resignations, etc., for the Buildings and Grounds, Classified/Non-Contractual, Classified/Non-Contractual Supervisors and Para Educator employees. Below, please find our March 21, 2022 recommendations for these employee groups.

I. Buildings and Grounds

- A. We recommend the Board of Education approve the following individual's retirement.
1. **Cozza, Tom**, Custodian, effective June 1, 2022.

II. Classified/Non-Contractual

- A. We recommend the Board of Education approve the following individual's retirement.
1. **Malekovic, Ron**, Student Assistant Supervisor, effective February 28, 2022.

III. Para Educators

- A. We recommend the Board of Education approve the following individual's employment.
1. **Linden, Matthew**, Para Educator, effective March 17, 2022; hourly rate of pay \$15.45.

RECOMMENDATION:

We recommend that the Board approve the request for employment actions for the individuals as noted above.

LYONS TOWNSHIP HIGH SCHOOL

DISTRICT 204 OFFICES 100 S. Brainard Ave., LaGrange, IL 60525-2101
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EDWARD M. PIOTROWSKI
Director of Human Resources

TO: Brian P. Waterman, Superintendent
Board of Education

FROM: Edward M. Piotrowski, Director of Human Resources

DATE: March 21, 2022

RE: Certified Staff Requests for Leave of Absence

Each year we provide the Board of Education with certified staff requests for leaves of absence for the upcoming school year. We have requests for the 2022-2023 school year as outlined below. Please note that this reflects the FTE number as of March 21, 2022, and is subject to change as indicated through enrollment numbers.

Name	Division	Department	Length of Leave
Bridget Andrews – 0.1-0.9 FTE	Math/Science	Mathematics	August 18, 2022-June 2, 2023

RECOMMENDATION

We recommend that the Board approve the certified requests for leaves of absence as submitted, and as subject to change as indicated through student enrollment numbers.

1301 W. Cossitt LaGrange, IL 60525
Phone: 708.354.5730 Fax: 708.354.0733 TTY: 708.352.5994
www.ladse.org

Ellie Ambuehl, Ed. D
Executive Director

TO: Dr. Brian Waterman, Superintendent

DATE: March 21, 2022

FROM: Ellie Ambuehl, Ed. D

SUBJECT: LADSE Personnel Actions

Background

Each month, we present to the LTHS board recommendations for employment, retirement, leaves of absence, resignations, etc., for LADSE staff. We recommend that the Board approve the following:

Employment Recommendation

Blume, Kayla	1.0 Paraprofessional effective 03/09/2022 at an hourly rate of \$14.71
Husar, Claire	1.0 Paraprofessional effective 03/09/2022 at an hourly rate of \$14.71

Acceptance of Resignation

Fino, Ivette	1.0 Paraprofessional effective 02/23/2022 (<i>job abandonment</i>)
Koch, Clarissa	1.0 Paraprofessional effective 03/25/2022
Maksovic-Mihajlovic, Jasmina	1.0 Social Worker effective 02/22/2022
Ogrodny, Janet	1.0 Paraprofessional effective 02/18/2022
Potvin, Emily	1.0 Special Education Teacher effective 06/03/2022
Rocha, Sophia	1.0 RN/Ed Assistant effective 03/25/2022
Rogus, Brian	1.0 Special Education Teacher effective 06/03/2022
Scott, Gara	1.0 Special Education Teacher effective 06/03/2022

Acceptance of Leave

Irvin, Roger	1.0 Special Education Teacher effective 02/10/2022
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Supporting education for all children in the community school districts:

53 Butler	94 Komarek	102 LaGrange	107 Pleasantdale
61 Darlen	95 Brookfield-LaGrange Park	103 Lyons	204 Lyons Township High School
62 Gower	96 Riverside	105 LaGrange South	208 Riverside Brookfield High School
92 ½ Westchester	101 Western Springs	106 LaGrange Highlands	

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www.ladse.org

Ellie Ambuehl, Ed. D
Executive Director

TO: Dr. Brian Waterman, Superintendent

DATE: March 21, 2022

FROM: Ellie Ambuehl, Ed. D

SUBJECT: Ratification of Employee Dismissal and FTE Reduction Actions

LADSE requests that the Lyons Township High School District #204 Board of Education, acting in its capacity as the administrative district of LADSE, ratify the dismissal and reduction in FTE recommendations as listed below:

Honorable Dismissal of Teachers

Everette, Lisa	0.4 FTE Speech Language Pathologist
Groya, Katherine	0.5 FTE School Psychologist
Meyer, Eileen	0.5 FTE Speech Language Pathologist
Walter, Dena	0.2 FTE School Social Worker

Dismissal of Non-Tenured Teachers Other than Final Year Probationary Teachers

None

Honorable Dismissal and Recall of Teachers

None

Honorable Dismissal of Educational Support Staff and Other Non-Certified Staff

Everson, Courtney	1.0 FTE Interpreter
Manzano, John	1.0 FTE Interpreter
Waldeck, Laurie	0.5 FTE Interpreter

Dismissal of Educational Support Staff and Other Non-Certified Staff

Fabris, Madeline	0.5 FTE Interpreter
------------------	---------------------

Supporting education for all children in the community school districts:

53 Butler	94 Kamarek	102 LaGrange	107 Pleasantdale
61 Darien	95 Brookfield-LaGrange Park	103 Lyons	204 Lyons Township High School
62 Gower	96 Riverside	105 LaGrange South	208 Riverside Brookfield High School
92 ½ Westchester	101 Western Springs	106 LaGrange Highlands	

LA GRANGE AREA DEPARTMENT OF SPECIAL EDUCATION

Executive Summary

March 10, 2022

EXHIBIT A

BOARD OF EDUCATION OF
LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
COOK COUNTY, ILLINOIS
AS ADMINISTRATIVE DISTRICT FOR
LA GRANGE AREA DEPARTMENT OF SPECIAL EDUCATION

RESOLUTION AUTHORIZING THE HONORABLE DISMISSAL OF TEACHERS

WHEREAS, this Board of Education has been duly appointed and serves as the Administrative District for the La Grange Area Department of Special Education, pursuant to certain Articles of Agreement entered into by the members of the La Grange Area Department of Special Education; and

WHEREAS, pursuant to the Articles of Agreement, this Board of Education serves as the legal agent for the La Grange Area Department of Special Education; and

WHEREAS, the Board is required to notify teachers of honorable dismissal at least forty-five days before the close of the school term due to the Board's decision to decrease the number of teachers employed by the Board and or to discontinue some particular type of teaching service; and

WHEREAS, the Directing Board of the La Grange Area Department of Special Education has found and determined, at its regular monthly meeting of March 10, 2022, that it is in the best interests of the La Grange Area Department of Special Education to honorably dismiss the teachers named, and for the reasons set forth, in the attached Exhibit 1 effective at the close of the present 2021-2022 school term.

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of Lyons Township High School District No. 204, Cook County, Illinois, as Administrative District of the La Grange Area Department of Special Education, as follows:

Section 1: That this Board of Education hereby determines that the teachers employed by the La Grange Area Department of Special Education and named, and for the reasons set forth, in Exhibit 1 shall be honorably dismissed as teachers and certificated employees of the La Grange Area Department of Special Education effective at the close of the present 2021-2022 school term.

Section 2: That the President and Secretary of this Board of Education are hereby authorized to serve, or cause to be served, on behalf of this Board of Education and the La Grange Area Department of

LA GRANGE AREA DEPARTMENT OF SPECIAL EDUCATION

Executive Summary

March 10, 2022

Special Education, a Notice of this Board's decision to honorably dismiss by personal service and by certified mail, return receipt requested, at the last known addresses indicated in the records of the La Grange Area Department of Special Education in the time and manner required by law, which notice of honorable dismissal shall be in substantially the form of the attached Exhibit 2.

Section 3: That this Resolution shall be in full force and effect upon its adoption.

ADOPTED this ____ day of _____, 2022 by the following roll call vote:

YES: _____

NO: _____

ABSENT: _____

President, Board of Education of the Lyons Township High School District 204
Cook County, Illinois

Attest:

Secretary, Board of Education of the Lyons Township High School District 204
Cook County, Illinois

LA GRANGE AREA DEPARTMENT OF SPECIAL EDUCATION

Executive Summary

March 10, 2022

EXHIBIT 1

HONORABLE DISMISSAL OF TEACHERS AT THE CLOSE OF THE 2021-2022 SCHOOL TERM

Name

Position

Dena Walter

0.2 FTE School Social Worker

Katey Groya

0.5 FTE School Psychologist

Lisa Everette

0.4 FTE Speech/language Pathologist

Eileen Meyer

0.5 FTE Speech/language Pathologist

1301 W. Cossitt LaGrange, IL 60525
Phone: 708.354.5730 Fax: 708.354.0733
www.ladse.org

NOTICE OF HONORABLE DISMISSAL

March 22, 2022

Lisa Everette
439 S Vine St.
Hinsdale, IL 60521

Dear Lisa,

We regret to inform you that the Board of Education of Lyons Township High School District 204, Cook County, Illinois, as Administrative District for the LaGrange Area Department of Special Education, has determined to decrease the number of teachers employed by LADSE or to discontinue some particular types of teaching services. Therefore, you are honorably dismissed from your current 0.2 FTE School Social Worker position effective at the close of the present 2021-2022 school term and may be recalled into a position for the 2022-2023 school term.

Very truly yours,

BOARD OF EDUCATION OF LYONS TOWNSHIP
HIGH SCHOOL DISTRICT NO. 204
COOK COUNTY, ILLINOIS

By: _____
Its President

Attest: _____
Its Secretary

Personal Service and
Certified Mail, Return Receipt Requested

Supporting education for all children in the community school districts:

- | | | | | | | | |
|--------|-------------|-----|--------------------------|-----|--------------------|-----|----------------------------------|
| 53 | Butler | 94 | Komarek | 102 | LaGrange | 107 | Pleasantdale |
| 61 | Darien | 95 | Brookfield-LaGrange Park | 103 | Lyons | 204 | Lyons Township High School |
| 62 | Gower | 96 | Riverside | 105 | LaGrange South | 208 | Riverside Brookfield High School |
| 92 1/2 | Westchester | 101 | Western Springs | 106 | LaGrange Highlands | | |

1301 W. Cossitt LaGrange, IL 60525
Phone: 708.354.5730 Fax: 708.354.0733
www.ladse.org

NOTICE OF HONORABLE DISMISSAL

March 22, 2022

Lisa Everette
439 S Vine St.
Hinsdale, IL 60521

Dear Lisa,

We regret to inform you that the Board of Education of Lyons Township High School District 204, Cook County, Illinois, as Administrative District for the LaGrange Area Department of Special Education, has determined to decrease the number of teachers employed by LADSE or to discontinue some particular types of teaching services. Therefore, you are honorably dismissed from your current 0.2 FTE School Social Worker position effective at the close of the present 2021-2022 school term and may be recalled into a position for the 2022-2023 school term.

Very truly yours,

BOARD OF EDUCATION OF LYONS TOWNSHIP
HIGH SCHOOL DISTRICT NO. 204
COOK COUNTY, ILLINOIS

By: _____
Its President

Attest: _____
Its Secretary

Personal Service and
Certified Mail, Return Receipt Requested

Supporting education for all children in the community school districts:

- | | | | |
|--------------------|-----------------------------|------------------------|--------------------------------------|
| 53 Butter | 94 Komarek | 102 LaGrange | 107 Pleasantdale |
| 61 Darlen | 95 Brookfield-LaGrange Park | 103 Lyons | 204 Lyons Township High School |
| 62 Gower | 96 Riverside | 105 LaGrange South | 208 Riverside Brookfield High School |
| 92 1/2 Westchester | 101 Western Springs | 106 LaGrange Highlands | |

1301 W. Cossitt LaGrange, IL 60525
Phone: 708.354.5730 Fax: 708.354.0733
www.ladse.org

NOTICE OF HONORABLE DISMISSAL

March 22, 2022

Katherine Groya
187 S Kenmore Ave.
Elmhurst, IL 60126

Dear Katherine,

We regret to inform you that the Board of Education of Lyons Township High School District 204, Cook County, Illinois, as Administrative District for the LaGrange Area Department of Special Education, has determined to decrease the number of teachers employed by LADSE or to discontinue some particular types of teaching services. Therefore, you are honorably dismissed from your current 0.2 FTE School Social Worker position effective at the close of the present 2021-2022 school term and may be recalled into a position for the 2022-2023 school term.

Very truly yours,

BOARD OF EDUCATION OF LYONS TOWNSHIP
HIGH SCHOOL DISTRICT NO. 204
COOK COUNTY, ILLINOIS

By: _____
Its President

Attest: _____
Its Secretary

Personal Service and
Certified Mail, Return Receipt Requested

Supporting education for all children in the community school districts:

- | | | | |
|------------------|-----------------------------|------------------------|--------------------------------------|
| 53 Butler | 94 Komarek | 102 LaGrange | 107 Pleasantdale |
| 61 Darien | 95 Brookfield-LaGrange Park | 103 Lyons | 204 Lyons Township High School |
| 62 Gower | 96 Riverside | 105 LaGrange South | 208 Riverside Brookfield High School |
| 92 ½ Westchester | 101 Western Springs | 106 LaGrange Highlands | |

1301 W. Cossitt LaGrange, IL 60525
Phone: 708.354.5730 Fax: 708.354.0733
www.ladse.org

NOTICE OF HONORABLE DISMISSAL

March 22, 2022

Katherine Groya
187 S Kenmore Ave.
Elmhurst, IL 60126

Dear Katherine,

We regret to inform you that the Board of Education of Lyons Township High School District 204, Cook County, Illinois, as Administrative District for the LaGrange Area Department of Special Education, has determined to decrease the number of teachers employed by LADSE or to discontinue some particular types of teaching services. Therefore, you are honorably dismissed from your current 0.2 FTE School Social Worker position effective at the close of the present 2021-2022 school term and may be recalled into a position for the 2022-2023 school term.

Very truly yours,

BOARD OF EDUCATION OF LYONS TOWNSHIP
HIGH SCHOOL DISTRICT NO. 204
COOK COUNTY, ILLINOIS

By: _____
Its President

Attest: _____
Its Secretary

Personal Service and
Certified Mail, Return Receipt Requested

Supporting education for all children in the community school districts:

- | | | | |
|--------------------|-----------------------------|------------------------|--------------------------------------|
| 53 Butler | 94 Komarek | 102 LaGrange | 107 Pleasantdale |
| 61 Darien | 95 Brookfield-LaGrange Park | 103 Lyons | 204 Lyons Township High School |
| 62 Gower | 96 Riverside | 105 LaGrange South | 208 Riverside Brookfield High School |
| 92 1/2 Westchester | 101 Western Springs | 106 LaGrange Highlands | |

1301 W. Cossitt LaGrange, IL 60525
Phone: 708.354.5730 Fax: 708.354.0733
www.ladse.org

NOTICE OF HONORABLE DISMISSAL

March 22, 2022

Eileen Meyer
936 W Briarcliff
Bolingbrook, IL 60440

Dear Eileen,

We regret to inform you that the Board of Education of Lyons Township High School District 204, Cook County, Illinois, as Administrative District for the LaGrange Area Department of Special Education, has determined to decrease the number of teachers employed by LADSE or to discontinue some particular types of teaching services. Therefore, you are honorably dismissed from your current 0.4 FTE School Social Worker position effective at the close of the present 2021-2022 school term and may be recalled into a position for the 2022-2023 school term.

Very truly yours,

BOARD OF EDUCATION OF LYONS TOWNSHIP
HIGH SCHOOL DISTRICT NO. 204
COOK COUNTY, ILLINOIS

By: _____
Its President

Attest: _____
Its Secretary

Personal Service and
Certified Mail, Return Receipt Requested

Supporting education for all children in the community school districts:

- | | | | | | | | |
|--------|-------------|-----|--------------------------|-----|--------------------|-----|----------------------------------|
| 53 | Butler | 94 | Komarek | 102 | LaGrange | 107 | Pleasantdale |
| 61 | Darien | 95 | Brookfield-LaGrange Park | 103 | Lyons | 204 | Lyons Township High School |
| 62 | Gower | 96 | Riverside | 105 | LaGrange South | 208 | Riverside Brookfield High School |
| 92 1/2 | Westchester | 101 | Western Springs | 106 | LaGrange Highlands | | |

1301 W. Cossitt LaGrange, IL 60525
Phone: 708.354.5730 Fax: 708.354.0733
www.ladse.org

NOTICE OF HONORABLE DISMISSAL

March 22, 2022

Eileen Meyer
936 W Briarcliff
Bolingbrook, IL 60440

Dear Eileen,

We regret to inform you that the Board of Education of Lyons Township High School District 204, Cook County, Illinois, as Administrative District for the LaGrange Area Department of Special Education, has determined to decrease the number of teachers employed by LADSE or to discontinue some particular types of teaching services. Therefore, you are honorably dismissed from your current 0.4 FTE School Social Worker position effective at the close of the present 2021-2022 school term and may be recalled into a position for the 2022-2023 school term.

Very truly yours,

BOARD OF EDUCATION OF LYONS TOWNSHIP
HIGH SCHOOL DISTRICT NO. 204
COOK COUNTY, ILLINOIS

By: _____
Its President

Attest: _____
Its Secretary

Personal Service and
Certified Mail, Return Receipt Requested

Supporting education for all children in the community school districts:

53	Butler	94	Kornarek	102	LaGrange	107	Pleasantdale
61	Darien	95	Brookfield-LaGrange Park	103	Lyons	204	Lyons Township High School
62	Gower	96	Riverside	105	LaGrange South	208	Riverside Brookfield High School
92 ½	Westchester	101	Western Springs	106	LaGrange Highlands		

1301 W. Cossitt LaGrange, IL 60525
Phone: 708.354.5730 Fax: 708.354.0733
www.ladse.org

NOTICE OF HONORABLE DISMISSAL

March 22, 2022

Dena R. Walter
29W347 John Bardeen Dr
Warrenville, IL 60555

Dear Dena,

We regret to inform you that the Board of Education of Lyons Township High School District 204, Cook County, Illinois, as Administrative District for the LaGrange Area Department of Special Education, has determined to decrease the number of teachers employed by LADSE or to discontinue some particular types of teaching services. Therefore, you are honorably dismissed from your current 0.4 FTE School Social Worker position effective at the close of the present 2021-2022 school term and may be recalled into a position for the 2022-2023 school term.

Very truly yours,

BOARD OF EDUCATION OF LYONS TOWNSHIP
HIGH SCHOOL DISTRICT NO. 204
COOK COUNTY, ILLINOIS

By: _____
Its President

Attest: _____
Its Secretary

Personal Service and
Certified Mail, Return Receipt Requested

Supporting education for all children in the community school districts:

53 Butter	94 Komarek	102 LaGrange	107 Pleasantdale
61 Darien	95 Brookfield-LaGrange Park	103 Lyons	204 Lyons Township High School
62 Gower	96 Riverside	105 LaGrange South	208 Riverside Brookfield High School
92 ½ Westchester	101 Western Springs	106 LaGrange Highlands	

1301 W. Cossitt LaGrange, IL 60525
Phone: 708.354.5730 Fax: 708.354.0733
www.ladse.org

NOTICE OF HONORABLE DISMISSAL

March 22, 2022

Dena R. Walter
29W347 John Bardeen Dr
Warrenville, IL 60555

Dear Dena,

We regret to inform you that the Board of Education of Lyons Township High School District 204, Cook County, Illinois, as Administrative District for the LaGrange Area Department of Special Education, has determined to decrease the number of teachers employed by LADSE or to discontinue some particular types of teaching services. Therefore, you are honorably dismissed from your current 0.4 FTE School Social Worker position effective at the close of the present 2021-2022 school term and may be recalled into a position for the 2022-2023 school term.

Very truly yours,

BOARD OF EDUCATION OF LYONS TOWNSHIP
HIGH SCHOOL DISTRICT NO. 204
COOK COUNTY, ILLINOIS

By: _____
Its President

Attest: _____
Its Secretary

Personal Service and
Certified Mail, Return Receipt Requested

Supporting education for all children in the community school districts:

- | | | | |
|--------------------|-----------------------------|------------------------|--------------------------------------|
| 53 Butler | 94 Komarek | 102 LaGrange | 107 Pleasantdale |
| 61 Darien | 95 Brookfield-LaGrange Park | 103 Lyons | 204 Lyons Township High School |
| 62 Gower | 96 Riverside | 105 LaGrange South | 208 Riverside Brookfield High School |
| 92 1/2 Westchester | 101 Western Springs | 106 LaGrange Highlands | |

LA GRANGE AREA DEPARTMENT OF SPECIAL EDUCATION

Executive Summary

March 10, 2022

EXHIBIT B

BOARD OF EDUCATION OF
LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
COOK COUNTY, ILLINOIS
AS ADMINISTRATIVE DISTRICT FOR
LAGRANGE AREA DEPARTMENT OF SPECIAL EDUCATION

RESOLUTION AUTHORIZING THE HONORABLE DISMISSAL OF EDUCATIONAL SUPPORT STAFF AND OTHER NON- CERTIFIED STAFF

WHEREAS, this Board of Education has been duly appointed and serves as the Administrative District for the La Grange Area Department of Special Education, pursuant to certain Articles of Agreement entered into by the members of the La Grange Area Department of Special Education; and

WHEREAS, pursuant to the Articles of Agreement, this Board of Education serves as the legal agent for the La Grange Area Department of Special Education; and

WHEREAS, this Board of Education is required to notify educational support personnel of honorable dismissal at least thirty days before the effective date of dismissal due to the Board's decision to decrease the number of educational support personnel or to discontinue some particular type of educational support services; and

WHEREAS, the Directing Board of the La Grange Area Department of Special Education has found and determined, at its regular monthly meeting of March 10, 2022, that it is in the best interests of the La Grange Area Department of Special Education to reduce the number of educational support personnel employed for the 2022-2023 school term by honorably dismissing the employees identified in the attached Exhibit 3 from the categories of position shown opposite their names effective on the last scheduled work day of the 2021-2022 school term.

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of Lyons Township High School District No. 204, Cook County, Illinois, as Administrative District of the La Grange Area Department of Special Education, as follows:

LA GRANGE AREA DEPARTMENT OF SPECIAL EDUCATION

Executive Summary

March 10, 2022

Section 1: That this Board of Education hereby determines that the educational support personnel listed in the attached Exhibit 3 shall be honorably dismissed from the categories of position shown opposite their names effective on the last scheduled work day of the 2021-2022 school term.

Section 2: That the President and Secretary of this Board of Education are hereby authorized to serve, or cause to be served, on behalf of this Board of Education and the La Grange Area Department of Special Education, the notice of honorable dismissal, which notice of dismissal shall be in substantially the form of the attached Exhibit 4, as soon as reasonably possible by first class mail and by either personal service or certified mail, return receipt requested.

Section 3: That this Resolution shall be in full force and effect upon its adoption.

ADOPTED this ____ day of _____, 2022, by the following roll call vote:

YES: _____

NO: _____

ABSENT: _____

President, Board of Education of the Lyons Township High School District 204
Cook County, Illinois

Attest:

Secretary, Board of Education of the Lyons Township High School District 204
Cook County, Illinois

LA GRANGE AREA DEPARTMENT OF SPECIAL EDUCATION

Executive Summary

March 10, 2022

EXHIBIT 3

EDUCATIONAL SUPPORT PERSONNEL AND OTHER NON-CERTIFIED STAFF TO BE HONORABLY DISMISSED AT THE END OF THE 2021-2022 SCHOOL TERM

<u>Name</u>	<u>Category of Position</u>
Laurie Waldeck	0.5 FTE Interpreter
John Manzanno	1.0 FTE Interpreter
Courtney Everson	1.0 FTE Interpreter

1301 W. Cossitt LaGrange, IL 60525
Phone: 708.354.5730 Fax: 708.354.0733
www.ladse.org

NOTICE OF HONORABLE DISMISSAL

March 22, 2022

Laurie M. Waldeck
9 Elder Lane
LaGrange, IL 60525

Dear Laurie,

We regret to inform you that the Board of Education of Lyons Township High School District 204, Cook County, Illinois, as Administrative District for the LaGrange Area Department of Special Education, has determined to decrease the number of educational support personnel in the category of position for which you are assigned at LADSE and/or to discontinue some particular type of educational service. Accordingly, you are honorably dismissed from your position effective on the last work day of the 2021-2022 school term, and may be recalled into a position for the 2022-2023 school term.

Very truly yours,

BOARD OF EDUCATION OF LYONS TOWNSHIP
HIGH SCHOOL DISTRICT NO. 204
COOK COUNTY, ILLINOIS

By: _____
Its President

Attest: _____
Its Secretary

First Class Mail and
Personal Service or
Certified Mail/Return Receipt Requested

Supporting education for all children in the community school districts:

- | | | | |
|------------------|-----------------------------|------------------------|--------------------------------------|
| 53 Butler | 94 Komarek | 102 LaGrange | 107 Pleasantdale |
| 61 Darien | 95 Brookfield-LaGrange Park | 103 Lyons | 204 Lyons Township High School |
| 62 Gower | 96 Riverside | 105 LaGrange South | 208 Riverside Brookfield High School |
| 92 ½ Westchester | 101 Western Springs | 106 LaGrange Highlands | |

1301 W. Cossitt LaGrange, IL 60525
Phone: 708.354.5730 Fax: 708.354.0733
www.ladse.org

NOTICE OF HONORABLE DISMISSAL

March 22, 2022

Laurie M. Waldeck
9 Elder Lane
LaGrange, IL 60525

Dear Laurie,

We regret to inform you that the Board of Education of Lyons Township High School District 204, Cook County, Illinois, as Administrative District for the LaGrange Area Department of Special Education, has determined to decrease the number of educational support personnel in the category of position for which you are assigned at LADSE and/or to discontinue some particular type of educational service. Accordingly, you are honorably dismissed from your position effective on the last work day of the 2021-2022 school term, and may be recalled into a position for the 2022-2023 school term.

Very truly yours,

BOARD OF EDUCATION OF LYONS TOWNSHIP
HIGH SCHOOL DISTRICT NO. 204
COOK COUNTY, ILLINOIS

By: _____
Its President

Attest: _____
Its Secretary

First Class Mail and
Personal Service or
Certified Mail/Return Receipt Requested

Supporting education for all children in the community school districts:

- | | | | |
|--------------------|-----------------------------|------------------------|--------------------------------------|
| 53 Butler | 94 Komarek | 102 LaGrange | 107 Pleasantdale |
| 61 Darien | 95 Brookfield-LaGrange Park | 103 Lyons | 204 Lyons Township High School |
| 62 Gower | 96 Riverside | 105 LaGrange South | 208 Riverside Brookfield High School |
| 92 1/2 Westchester | 101 Western Springs | 106 LaGrange Highlands | |

1301 W. Cossitt LaGrange, IL 60525
Phone: 708.354.5730 Fax: 708.354.0733
www.ladse.org

NOTICE OF HONORABLE DISMISSAL

March 22, 2022

John T Manzano
24731 Woodstock Dr
Plainfield, IL 60585

Dear John,

We regret to inform you that the Board of Education of Lyons Township High School District 204, Cook County, Illinois, as Administrative District for the LaGrange Area Department of Special Education, has determined to decrease the number of educational support personnel in the category of position for which you are assigned at LADSE and/or to discontinue some particular type of educational service. Accordingly, you are honorably dismissed from your position effective on the last work day of the 2021-2022 school term, and may be recalled into a position for the 2022-2023 school term.

Very truly yours,

BOARD OF EDUCATION OF LYONS TOWNSHIP
HIGH SCHOOL DISTRICT NO. 204
COOK COUNTY, ILLINOIS

By: _____
Its President

Attest: _____
Its Secretary

First Class Mail and
Personal Service or
Certified Mail/Return Receipt Requested

Supporting education for all children in the community school districts:

- | | | | |
|------------------|-----------------------------|------------------------|--------------------------------------|
| 53 Butler | 94 Komarek | 102 LaGrange | 107 Pleasantdale |
| 61 Darien | 95 Brookfield-LaGrange Park | 103 Lyons | 204 Lyons Township High School |
| 62 Gower | 96 Riverside | 105 LaGrange South | 208 Riverside Brookfield High School |
| 92 ½ Westchester | 101 Western Springs | 106 LaGrange Highlands | |

1301 W. Cossitt LaGrange, IL 60525
Phone: 708.354.5730 Fax: 708.354.0733
www.ladse.org

NOTICE OF HONORABLE DISMISSAL

March 22, 2022

John T Manzano
24731 Woodstock Dr
Plainfield, IL 60585

Dear John,

We regret to inform you that the Board of Education of Lyons Township High School District 204, Cook County, Illinois, as Administrative District for the LaGrange Area Department of Special Education, has determined to decrease the number of educational support personnel in the category of position for which you are assigned at LADSE and/or to discontinue some particular type of educational service. Accordingly, you are honorably dismissed from your position effective on the last work day of the 2021-2022 school term, and may be recalled into a position for the 2022-2023 school term.

Very truly yours,

BOARD OF EDUCATION OF LYONS TOWNSHIP
HIGH SCHOOL DISTRICT NO. 204
COOK COUNTY, ILLINOIS

By: _____
Its President

Attest: _____
Its Secretary

First Class Mail and
Personal Service or
Certified Mail/Return Receipt Requested

Supporting education for all children in the community school districts:

- | | | | |
|------------------|-----------------------------|------------------------|--------------------------------------|
| 53 Butler | 94 Komarek | 102 LaGrange | 107 Pleasantdale |
| 61 Darien | 95 Brookfield-LaGrange Park | 103 Lyons | 204 Lyons Township High School |
| 62 Gower | 96 Riverside | 105 LaGrange South | 208 Riverside Brookfield High School |
| 92 ½ Westchester | 101 Western Springs | 106 LaGrange Highlands | |

1301 W. Cossitt LaGrange, IL 60525
Phone: 708.354.5730 Fax: 708.354.0733
www.ladse.org

NOTICE OF HONORABLE DISMISSAL

March 22, 2022

Courtney J. Everson
9240 Fairway Dr
Orland Park, IL 60462

Dear Courtney,

We regret to inform you that the Board of Education of Lyons Township High School District 204, Cook County, Illinois, as Administrative District for the LaGrange Area Department of Special Education, has determined to decrease the number of educational support personnel in the category of position for which you are assigned at LADSE and/or to discontinue some particular type of educational service. Accordingly, you are honorably dismissed from your position effective on the last work day of the 2021-2022 school term, and may be recalled into a position for the 2022-2023 school term.

Very truly yours,

BOARD OF EDUCATION OF LYONS TOWNSHIP
HIGH SCHOOL DISTRICT NO. 204
COOK COUNTY, ILLINOIS

By: _____
Its President

Attest: _____
Its Secretary

First Class Mail and
Personal Service or
Certified Mail/Return Receipt Requested

Supporting education for all children in the community school districts:

- | | | | |
|------------------|-----------------------------|------------------------|--------------------------------------|
| 53 Butler | 94 Komarek | 102 LaGrange | 107 Pleasantdale |
| 61 Darlen | 95 Brookfield-LaGrange Park | 103 Lyons | 204 Lyons Township High School |
| 62 Gower | 96 Riverside | 105 LaGrange South | 208 Riverside Brookfield High School |
| 92 ½ Westchester | 101 Western Springs | 106 LaGrange Highlands | |

1301 W. Cossitt LaGrange, IL 60525
Phone: 708.354.5730 Fax: 708.354.0733
www.ladse.org

NOTICE OF HONORABLE DISMISSAL

March 22, 2022

Courtney J. Everson
9240 Fairway Dr
Orland Park, IL 60462

Dear Courtney,

We regret to inform you that the Board of Education of Lyons Township High School District 204, Cook County, Illinois, as Administrative District for the LaGrange Area Department of Special Education, has determined to decrease the number of educational support personnel in the category of position for which you are assigned at LADSE and/or to discontinue some particular type of educational service. Accordingly, you are honorably dismissed from your position effective on the last work day of the 2021-2022 school term, and may be recalled into a position for the 2022-2023 school term.

Very truly yours,

BOARD OF EDUCATION OF LYONS TOWNSHIP
HIGH SCHOOL DISTRICT NO. 204
COOK COUNTY, ILLINOIS

By: _____
Its President

Attest: _____
Its Secretary

First Class Mail and
Personal Service or
Certified Mail/Return Receipt Requested

Supporting education for all children in the community school districts:

- | | | | |
|------------------|-----------------------------|------------------------|--------------------------------------|
| 53 Butler | 94 Komarek | 102 LaGrange | 107 Pleasantdale |
| 61 Darien | 95 Brookfield-LaGrange Park | 103 Lyons | 204 Lyons Township High School |
| 62 Gower | 96 Riverside | 105 LaGrange South | 208 Riverside Brookfield High School |
| 92 ½ Westchester | 101 Western Springs | 106 LaGrange Highlands | |

LA GRANGE AREA DEPARTMENT OF SPECIAL EDUCATION

Executive Summary

March 10, 2022

EXHIBIT C

BOARD OF EDUCATION OF
LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
COOK COUNTY, ILLINOIS
AS ADMINISTRATIVE DISTRICT FOR
LA GRANGE AREA DEPARTMENT OF SPECIAL EDUCATION

RESOLUTION AUTHORIZING THE DISMISSAL OF EDUCATIONAL SUPPORT STAFF AND OTHER NON-CERTIFIED STAFF

WHEREAS, this Board of Education has been duly appointed and serves as the Administrative District for the La Grange Area Department of Special Education, pursuant to certain Articles of Agreement entered into by the members of the La Grange Area Department of Special Education; and

WHEREAS, pursuant to the Articles of Agreement, this Board of Education serves as the legal agent for the La Grange Area Department of Special Education; and

WHEREAS, the Directing Board of the La Grange Area Department of Special Education has found and determined, at its regular monthly meeting of March 10, 2022, that it is in the best interests of the La Grange Area Department of Special Education to dismiss the Educational Support Staff named in the attached Exhibit 5 effective at the close of the present 2021-2022 school term.

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of Lyons Township High School District No. 204, Cook County, Illinois, as Administrative District of the La Grange Area Department of Special Education, as follows:

Section 1: That this Board of Education hereby determines that the Educational Support Staff employed by the La Grange Area Department of Special Education and named in Exhibit 5 shall be dismissed from the La Grange Area Department of Special Education effective at the close of the present 2021-2022 school term.

Section 2: That the President and Secretary of this Board of Education are hereby authorized to serve, or cause to be served, on behalf of this Board of Education and the La Grange Area Department of Special Education, a Notice of this Board's decision to dismiss by personal service and by certified mail, return receipt requested, at the last known addresses indicated in the records of the La

LA GRANGE AREA DEPARTMENT OF SPECIAL EDUCATION

Executive Summary

March 10, 2022

Grange Area Department of Special Education in the time and manner required by law, which notice of dismissal shall be in substantially the form of the attached Exhibit 6.

Section 3: That this Resolution shall be in full force and effect upon its adoption.

ADOPTED this ____ day of _____, 2022, by the following roll call vote:

YES: _____

NO: _____

ABSENT: _____

President, Board of Education of the Lyons Township High School District 204
Cook County, Illinois

Attest:

Secretary, Board of Education of the Lyons Township High School District 204
Cook County, Illinois

LA GRANGE AREA DEPARTMENT OF SPECIAL EDUCATION

Executive Summary

March 10, 2022

EXHIBIT 5

EDUCATIONAL SUPPORT PERSONNEL AND OTHER NON-CERTIFIED STAFF TO BE DISMISSED AT THE END OF THE 2021-2022 SCHOOL TERM

<u>Name</u>	<u>Category of Position</u>
Madeleine Fabris	0.5 FTE Interpreter

1301 W. Cossitt LaGrange, IL 60525
Phone: 708.354.5730 Fax: 708.354.0733
www.ladse.org

NOTICE OF DISMISSAL

March 22, 2022

Madeline N Fabris
5644 Walnut Ave., Apt 1B
Downers Grove, IL 60516

Dear Madeline:

You are hereby notified that the Board of Education of Lyons Township High School District 204, Cook County, Illinois, as Administrative District for the LaGrange Area Department of Special Education, has dismissed you from the LaGrange Area Department of Special Education effective at the close of the present 2021-2022 school term and therefore you will not be re-employed for the next school term.

Very truly yours,

BOARD OF EDUCATION OF LYONS TOWNSHIP
HIGH SCHOOL DISTRICT NO. 204
COOK COUNTY, ILLINOIS

By: _____
Its President

Attest: _____
Its Secretary

Personal Service and
Certified Mail, Return Receipt Requested

Supporting education for all children in the community school districts:

53 Butler	94 Komarek	102 LaGrange	107 Pleasantdale
61 Darien	95 Brookfield-LaGrange Park	103 Lyons	204 Lyons Township High School
62 Gower	96 Riverside	105 LaGrange South	208 Riverside Brookfield High School
92 ½ Westchester	101 Western Springs	106 LaGrange Highlands	

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HIGH SCHOOL DISTRICT NO. 204
COOK COUNTY, ILLINOIS

By: _____
Its President

Attest: _____
Its Secretary

Personal Service and
Certified Mail, Return Receipt Requested

Supporting education for all children in the community school districts:

- | | | | |
|--------------------|-----------------------------|------------------------|--------------------------------------|
| 53 Butler | 94 Komarek | 102 LaGrange | 107 Pleasantdale |
| 61 Darien | 95 Brookfield-LaGrange Park | 103 Lyons | 204 Lyons Township High School |
| 62 Gower | 96 Riverside | 105 LaGrange South | 208 Riverside Brookfield High School |
| 92 1/2 Westchester | 101 Western Springs | 106 LaGrange Highlands | |

LYONS TOWNSHIP HIGH SCHOOL

DISTRICT 204 OFFICES 100 S. Brainard Ave., LaGrange, IL 60525-2101
• Tel: (708) 579-6456 • Fax: (708) 579-6454 • Email: epiotrowski@lths.net • Website: www.lths.net



EDWARD M. PIOTROWSKI
Director of Human Resources

TO: Dr. Brian Waterman, Superintendent
Board of Education

FROM: Edward M. Piotrowski, Director of Human Resources

DATE: March 21, 2022

RE: Stipend Recommendation

BACKGROUND

During summer, 2021, as LTHS began to formally separate from the Township Treasurer's Office (TTO), the Board and Administration discussed the implementation of a stipend for the additional responsibilities assumed by the Director of Business Services and the Purchasing and Accounting Manager. While the lawsuit is ongoing, the separation from the TTO has been completed. As part of the transition, the Director of Business Services and the Purchasing and Accounting Manager have assumed additional duties related to the district's financial operations.

In recognition of the additional responsibilities for each of the two positions named above, we are recommending the creation of a \$5,000 stipend for each role, to be applied to the 2021-22 school year.

RECOMMENDATION

We recommend that the Board approve the stipend recommendation as provided above.

LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
 BOARD OF EDUCATION
 MINUTES OF COMMITTEE OF THE WHOLE MEETING
 REBER CENTER
 MONDAY, MARCH 14, 2021 – 6:30 PM

BOARD OF EDUCATION

	<u>PRESENT</u>	<u>ABSENT</u>
Kari Dillon, President	<u>X</u>	<u> </u>
Alison Kelly, Vice President	<u>X</u>	<u> </u>
Michael Thomas, Secretary	<u>X</u>	<u> </u>
Dawn Aubert	<u> </u>	<u>X</u>
Jill Beda Daniels	<u>X</u>	<u> </u>
Jill Grech	<u>X</u>	<u> </u>
Julie Swinehart	<u>X</u>	<u> </u>

STAFF PRESENT

Brian Waterman, Supt.	Scott Eggerding	Ed Piotrowski	Brian Stachacz
Leslie Owens	Jennifer Rowe	Jennifer Bialobok	Ed Tennant
Marilyn Zydlo	Kelly Burns		

VISITORS PRESENT

David Guiliani Jeannette Quirk

CALL TO ORDER & ROLL CALL

The meeting was called to order by President Kari Dillon at 6:01 p.m.

ACTION: Adjournment into Closed Session

Member Beda Daniels moved, seconded by Member Swinehart, to adjourn the meeting into Closed Session to discuss pending or probable litigation against, affecting or on behalf of the public body; collective negotiating matters or deliberations concerning salary schedules for one or more classes of employees; and the appointment, employment, compensation, discipline, performance or dismissal of a specific employee or legal counsel for the public body.

The motion was adopted, and at 6:02p.m., President Dillon adjourned the meeting into Closed Session.

At 6:22p.m., the meeting reconvened into Open Session.

At 6:30p.m. President Dillon welcomed everyone in Reber to the Open Session of the Committee of the Whole Meeting.

PUBLIC HEARING: PROPOSED REDUCTION-IN-FORCE OF TEACHING POSITIONS

CLOSING OF PUBLIC HEARING

There being no comments from audience members, the public hearing proposing the reduction-in-force of teaching positions was closed.

COMMUNICATIONS

No requests were received from community members to address the Board for agenda related comments.

NEW BUSINESS

President Dillon made the following statement:

The Human Resources Committee has items for review as a first reading, as well as items with recommended Board action for tonight. The items for action contain requests that affect the staffing recommendations in the first reading. These action items are necessary to establish a complete recommendation for courses that will be offered in 2022-2023 (Capstone and Enrollments Under 18) and to allow the District to determine the necessary staffing levels. The Employment Recommendations and Leaves of Absence items are used to provide the District with an updated staff roster. This information is used to determine which departments will have available positions and which departments have a necessary reduction in force.

ACTION: Capstone Courses and Courses with Enrollments under 18

Member Kelly moved, seconded by Member Swinehart, to approve the recommended capstone courses and enrollments under 18 as presented.

On roll call:

Ayes: Members Beda Daniels, Grech, Kelly, Swinehart, Thomas and Dillon

Nays: None

Absent: Member Aubert

The motion was adopted.

Director of Human Resources Ed Piotrowski reviewed the timeline to present and approve the 2022-2023 staffing recommendations. This timeline is adjusted from previous years with the new Committee of the Whole Structure. Director Piotrowski gave a brief background of how class enrollments are reviewed and evaluated to determine the District's staffing needs. Director Piotrowski stated capstone courses are the culminating courses in a well-defined sequence of study. Courses with enrollments under 18 are courses that would typically not run based on enrollment numbers. Director Piotrowski provided examples of courses with enrollments under 18.

Member Swinehart requested clarification regarding the subset for the group of courses that are not being recommended.

Member Beda Daniels requested additional information for the PE modified classes and what that classes content is and which campus that class is held. Also, additional information regarding some of the music classes enrollments.

President Dillon requested clarification regarding class sizes and the number of sections and enrollments within sections. Additionally, how we communicate to students about classes that are no longer available. Finally, regarding the completion of sequence courses and their availability to students.

Member Thomas asked which grade levels Human Anatomy courses are for.

ACTION: Administrative and Certified Employee Recommendations

Member Swinehart moved, seconded by Member Grech, to approve the Administrative and Certified Employee Recommendations as presented by Director of Human Resources Ed Piotrowski

On roll call:

Ayes: Members Beda Daniels, Grech, Kelly, Swinehart, Thomas and Dillon

Nays: None

Absent: Member Aubert

The motion was adopted.

Director Piotrowski reviewed the Administrative and Certified Employee Recommendations. Approving these recommendations helps Human Resources to determine final staffing needs.

Member Kelly requested information regarding the difference between retirements and resignations.

Member Grech asked for clarification if the majority of resignations have a cyclical pattern including an increase in certain times of year.

Member Kelly requested information regarding if Human Resources conducts exit interviews when people leave or formal processes when people leave. Including information about why they are leaving and where they are going and if that data is kept to adjust for future hiring practices, recruitment and retention.

Member Kelly asked for clarification about why the Board is acting on these items today, at the Committee of the Whole Meeting.

ACTION: Certified Staff Leaves of Absence

Member Kelly moved, seconded by Member Beda Daniels to approve the Certified Staff Leaves of Absence as presented by Director of Human Resources Ed Piotrowski

On roll call:

Ayes: Members Grech, Kelly, Swinehart, Thomas, Beda Daniels and Dillon

Nays: None

Absent: Member Aubert

The motion was adopted.

Director Piotrowski reviewed the Certified Staff Leaves of Absence. Approving these recommendations helps Human Resources to determine final staffing needs.

COMMITTEE REPORTS

HUMAN RESOURCES

Prior to reviewing the Employment Recommendations for 2022-2023, Director Piotrowski provided the Board with information regarding the sectioning process and estimated FTE information, as this information is how the District creates staffing projections.

President Dillon requested clarification on the previous .4 discretionary FTE approved by the Board last year and how many sections/classes/staff that FTE would include.

Administrative and Certified Staff Non-Tenured Employment Recommendations for 2022-2023 – 1st Reading

Director Piotrowski reviewed the Administrative and Certified Non-Tenured Employment Recommendations for 2022-2023. Director Piotrowski discussed the statutory timelines for any reduction-in-force pursuant to School Code. He noted teachers to be honorably dismissed are primarily replacement teachers who were hired to fill in as long-term substitute or replace a full or part-time staff member on a leave of absence. He also noted nine 4th-year probationary (non-tenured) certified staff members are recommended to be placed on tenure at the beginning of the 2022-2023 school year. The Board will take action on these recommendations as a second reading at the Monday, March 21, 2022 Regular Action Meeting.

Member Grech requested clarification about what tenure means and what would benefits be to have tenure.

Member Kelly requested clarification about what protections are included with tenure status.

President Dillon requested clarification if non-tenured staff are evaluated differently from tenured staff. Also, if tenure transfers from school districts with the staff.

Resolution Authorizing the Honorable Dismissal or Reduction of Teachers for 2022-2023 – 1st Reading

Director Piotrowski stated that this is the accompanying resolution for the names included in the employment recommendations discussed above. As this resolution is a first reading, the Board will take formal action at the Regular Action Meeting on March 21, 2022.

Instructional Aide/Paraprofessional Staffing Recommendations for 2022-2023 – 1st Reading

Director Piotrowski stated per the Negotiated Agreement, fourteen 1st – year paraprofessionals (paraeducators) will be released at the end of the 2021-2022 school year. As this is a first reading the Board will take formal action at the Regular Action Meeting on March 21, 2022. When next year’s staffing requirements for this group are determined and positions become available, some or all of the released paraeducators may be recalled based on seniority.

Member Kelly asked for clarification if releasing the Para’s in this process hurts the district when we wish to hire them back? Do we lose some and do they not return?

Member Swinehart requested clarification regarding the typical timeline for Paraeducators to be recalled.

Member Dillon requested clarification regarding the release of 1st year is school code language or our contract information

Administrative Staff Contract Renewals for 2022-2023 – 1st Reading

Director Piotrowski stated the recommendation is to approve the administrative contract renewals for the following 13 administrators, all of whom are tenured employees in the District. As this is a first reading the Board will take formal action at the Regular Action Meeting on March 21, 2022.

Name	Position	Division
Kevin Brown	Associate Principal	Building Administration
Adam Davis	Assistant Principal	Building Administration
Scott Eggerding	Director of Curriculum & Instruction	District Administration
Kelly Fenton	Assistant Principal	Building Administration
John Grundke	Athletics Director	Athletics
Paul Houston	Division Chair	Global Studies
D. Kurt Johns	Division Chair	Physical Welfare
Paula Nardi	Division Chair	Fine Arts
Leslie Owens	Director of Student Services	District Administration
Edward Piotrowski	Director of Human Resources	District Administration
Karen Raino	Division Chair	Language Arts
Katherine Smith	Coordinator	Assessment & Research
Brian Stachacz	Director of Business Services	District Administration

Request for Additional Certified Staff

Director of Student Services Leslie Owens presented the following information requesting additional positions for Student Services. Along with the creation of a new Bilingual Coordinator position.

Student Services Staff Request

The following proposal represents the progression of the Student Services delivery model and staffing plan resulting from an analysis of the previous model to determine where student needs and service delivery/staffing match and where gaps may exist. The driver for the proposal for the multi-phase shifts and changes remains understanding student needs across the academic counseling, post-secondary planning, social/emotional wellness and mental health domains and ensuring that the educators serving in these roles can meet these essential needs as determined. The following goals provide the overarching responsibilities of the Student Services department to the district and school community and provide direction for the service delivery and staffing plan.

1. Ensure legal compliance with regard to Section 504 Plans and Child Find
2. Expand Student Services personnel in order to properly staff current and future needs of students with respect to academic, college, and career planning, as well as to appropriately address the mental health needs of students
3. Shift to a prevention-centered service delivery plan that allows for the implementation of MTSS with particular focus on the services and education to be provided for all students prior to more intensive and/or individualized supports
4. Align professional: student ratios with the recommendations from national, professional organizations and evidence-based practices

During second semester of last school year, our part-time social worker was moved to full-time, to help support the increased social work from our general education students and at the start of SY2021-22, the Student Support Counselors were shifted from those roles onto grade level teams, which alleviated a portion of the significant caseloads of the grade level school counselors and reconciled some of the inequities in workload among the grade level and student support counselors. While these shifts have been positive changes to move the division closer to desired outcomes, there are still critical gaps to be filled, including an additional counselor to bring the current senior team to 4 grade level counselors (in line with all other teams), additional social work support to continue to provide acute intervention, meet the service minutes of students with IEP's and 504's, and engage in systems of prevention, as well as a dedicated Section 504 Coordinator/Assistant Division Chair to provide facilitation of the individuals plans and the resulting legal compliance. The proposal for the 2022-23 School Year is depicted in this chart:

STUDENT SERVICES DIVISION Service Delivery Model for SY 2022-23			
SOUTH CAMPUS Approx. 2,000 Students; 1:250 Counselors:Students 1:665 Social Workers:Students		NORTH CAMPUS Approx. 2,000 Students; 1:250 Counselors:Students 1:665 Social Workers:Students	
9th Grade	10th Grade	11th Grade	12th Grade
School Counselor	School Counselor	School Counselor	School Counselor
School Counselor	School Counselor	School Counselor	School Counselor
School Counselor	School Counselor	School Counselor	School Counselor
School Counselor	School Counselor	School Counselor	School Counselor
Social Worker	Social Worker	Social Worker	Social Worker
Social Worker		Social Worker	
College & Career Counselor			
504 Coordinator/Assistant Division Chair			

It is recommended that District 204 add the following positions to the Student Services Division during the Regular Action Meeting on Monday, March 21, 2022:

- 1.0 School Counselor
- 1.0 Social Worker
- 1.0 504 Coordinator/Assistant Division Chair

Member Thomas requested clarification regarding prior to the pandemic how many 504 Coordinators were on campus also the duties of those Coordinators.

President Dillon asked who has been doing these 504 duties now?

Member Kelly requested clarification of the national recommendation of student to staff ratio for social workers and counselors. She emphatically expressed support to Director Owens recommendations, including additional support for future requests that offer supports to students. Member Kelly wants the students to be able to have all resources available to build success. Making sure that we are following the National average and our District's needs. Member Kelly also asked for clarification regarding the College and Career Counselor role to students and their increased efforts for career path guidance.

Member Swinehart also offered her support along with the support of the Board for these requests and any future requests that need to be made. She looks forward to hearing additional updates.

Member Beda Daniels requested clarification on the difference between national averages and best practices. Or are they interchangeable terms? Also, the difference between national vs. state averages. She also would want to know if we have the appropriate amount of staff to student ratios within the averages and what that comparison looks like.

Member Thomas asked for clarification about the number of psychologists we have.

President Dillon asked for clarification about the percentages of national averages representing not necessarily a specific number of students instead a percentage of the population, as not everyone utilizes the services. However, it is extremely important that we have the services to offer to all of our students. The Board all supports offering whatever support the district needs to be able to offer those student supports. President Dillon also requested additional information regarding the college and career counselor role for next year as a more expanded role for our Freshmen and Sophomores. Also, group guided sessions that are related to college guidance and the process. Also, large group career option sessions for our students. President Dillon also asked for the clarification regarding the individualized connections counselors and students had together this year.

Member Thomas mentioned that due to the pandemic there are gaps amongst the seniors as they were not able to participate in dialogues and sessions and they did not get those advantages from college and career planning. Member Thomas also feels that we need to become stronger with career exploration while still complimenting the college side of planning for students.

Bilingual Coordinator Position Request:

For school year 2022-23, Lyons Township High School has a current English Learner enrollment of 147 students. The range of English Learner enrollments is 110 students, with 37 enrollments in 2009-to 147 students in the current year. This information was gathered through ISBE's electronic record

system, which has records beginning in 2008. While there have been enrollment variations (both increases and decreases) since 2008, overall, there has been an overall 65% increase in the number of English Learners since 2008.

Of our 147 students, 108 students speak Spanish and the other 39 students speak a variety of 17 different languages. Approximately 70% of our EL students are considered long-term EL students because they have received services for longer than 6 years (i.e., prior to enrollment at LTHS). Our current school year program is approved as a part-time Transitional Bilingual Education program; however, given the number of students we have sharing the same home language of Spanish, our program should shift to a full-time Transitional Bilingual Education Program. A full-time TBE has certain required elements such as:

- Content area instruction delivered in both English and native language for ALL core academic subjects
 - Includes all graduation requirements within high school
- Instruction in the history and culture of the country, territory, or a geographic area which is the native land of the students or of their parents AND in the history and culture of the US
- English as a Second Language (ESL)

Upon completion of the ISBE District Self-Assessment Monitoring Report, which includes the key components and success criteria for Bilingual/EL Programming, we identified the following gaps between District 204 and the state benchmarks:

- Implementation of a full-time TBE program
- Infusion of Language Proficiency Standards in all courses
- Infusion of the newly adopted Spanish Language Arts Standards into the curriculum
- Bilingual Specialists
- Broader training for all staff
- Greater BPAC participation and community outreach

These gaps, as well as the ISBE Selection Criteria for District Focused Monitoring which include EL Progress to Proficiency, Disproportionality of Dually Identified Students (EL + Special Education), as well as Documentation Submitted to the State (Bilingual Service Plan, Grants, Parent Complaints, etc.), provide information on the overall health of our program and delineate the opportunities for improvement.

It is recommended that at the March 21, 2022 Regular Action Meeting that District 204 create a 1.0 FTE position for a Bilingual Coordinator. The creation of this position will allow for dedicated oversight and support of:

- 'Push-in' bilingual instructional services within classrooms to address content area instruction needs
- Legal compliance with Bilingual Specialist attendance at IEP meetings for dually identified students, as well as oversight, support, and collaboration with Special Education and Student Services to reduce over-identification
- Improvement of outreach and connections for families with regard to enrollment, educational and post-secondary planning, and district events, committees, & offerings via the coordinator role and BPAC leadership
- Expansion of infusion of Language Proficiency Standards, Spanish Language Arts Standard, SIOP training, and recruiting/retention efforts for ESL endorsed and Bilingual certified staff

President Dillon requested clarification that if this person will have touch point interaction with the families for dual language and programming and connections to support our families.

Member Swinehart requested clarification regarding if the person hired would be for Spanish families only? If not, how does the person provide support for the smaller language populations and expand language proficiency.

President Dillon asked if a language experience would be included in the posting of this new position.

FINANCE

Five-Year Financial Forecast

Director Brian Stachacz presented the following information for the LTHS Five-Year Financial Forecast. Every year as part of the annual budgeting process, Director Stachacz updates a Five-Year Financial Forecast for the district. The purpose of this forecast is to give some definition to the financial trajectory of the district based on current known factors as well as unknown factors and to point out possible issues in the coming years related to those factors. The unknown factors, such as collective bargaining agreements and increases to the tax levy, are estimated for several of the years and unfortunately, they have some of the larger impacts on the future years of the forecast. That is why when reviewing the forecast, it is important to remember that the accuracy of the later years is certainly far from perfect and the assumptions used are based more on the current financial climate. The ultimate outcome is that the information presented here is a “best guess” but certainly may be very different from what actually happens in those years. It is also important to point out that the district has control over some of the factors in its financial health, such as collective bargaining agreements, and has very little or no control over other factors, such as the Consumer Price Index (CPI) which is used as a maximum increase (excluding “New Property”) to the annual tax levy. Please also note that when this is being created, it is done with being “reasonably conservative” in the assumptions that are being used.

We are in excellent financial position right now and updates will be provided as we move forward.

President Dillon requested clarification regarding the fluctuation of medical insurance costs to the Board of Education.

Member Swinehart thanked Director Stachacz for the thorough numbers and the five-year numbers and to see the potential for the future and the future of how the CPI will impact the revenue line and we can afford the capital spending we have planned and still build the fund balance. Member Swinehart views this as a healthy summary and is looking forward to refinements.

President Dillon appreciates the big picture view of our financial health and the grounded perspective it offers for us not getting inflated about our true numbers.

CURRICULUM

2022 Summer Workshop Proposals – 1st Reading

Director Scott Eggerding reviewed the requests for summer workshops being presented for a first reading. For summer work requiring board approval of expenditure, a proposal, review and approval process is utilized involving Division Chairs and the Director of Curriculum and Instruction. The approval process includes prioritized criteria, submission of proposals, individual review with Division Chairs, and Board approval of Workshops.

For the summer of 2022, 22 summer curriculum and program development workshops are brought forward for review and consideration. Highlights include:

- Co-Teaching training and a co-teaching workshop for teachers who will begin coteaching in the fall.
- Training and workshop for Equity Ambassadors to work with Gholdy Muhammed.
- Time for 4 new course teams to make the shift to A-F grading.
- Optional technology and refresher training for teachers.
- Time to plan professional learning for the 2022-2023 school year.
- Workshops based on curriculum change proposals, including:
 - o Introduction to Healthcare Careers
 - o Sustainable Urban Agriculture
 - o Data and Probability
 - o Yoga
 - o English Learner Reading
- Time for integration of new materials and/or methods in English and science.
- Time for integration of SEL practices in PE classes.
- Updated curriculum and vertical articulation of courses for US History, Strength Training, Spanish and Health
- Development of alternative forms of assessment for core math courses.

Proposals as presented for first reading for work to be completed during the summer of 2022 totals \$92,959.50. \$54,107.50 will be paid for by Title I and Title II grants with the remainder, \$38,852, coming from District funds. This district amount is in line with previous years, excepting last year when we committed \$23,000 alone to improving grading practices.

All dollar amounts are estimated at the maximum potential cost using the top-end contractual hourly rate of \$40.50 and assuming all participants can attend all hours. For training, where teachers participate in sessions with a presenter, payment is \$100 per diem. The Board will note that for many of the workshops, teacher names are not included and listed as TBD. These workshops are dependent on staffing considerations and/or teacher availability in the summer. The attached history shows how the approved District cost estimates for workshops are never exceeded, with actual expenses roughly 80% of proposed costs. This would result in an estimated final expenditure of \$74,367 with District costs coming in around \$31,000.

Member Kelly requested clarification regarding the placeholder in the request for the A-F, 4 teams proposed workshops. These are not confirmed, just interested.

Member Swinehart also noted the A-F workshop placeholders as the Board has additional questions for the April Meeting regarding the A-F proposals. What is the timeline and communication for the staff to feel that they need to get these workshops done, when the Board is still questioning A-F. It is optional and not required.

Member Kelly requested clarification regarding the US History if those teachers listed will be moving to A-F?

President Dillon appreciates the summaries and seeing the difference between what is required workshops and what is optional and which faculty and staff have expressed the interest in participation.

Member Grech stated she really appreciates all the options teachers have for summer workshops and the opportunities that are offered. Member Grech requested clarification from the last summer discussions when teachers were working on their grading practices there was discussion about the challenges for shifts mid-year and the time needed to focus on those and accomplish changes. How will those shift mid-year work now and moving forward, how will the teachers find the space to polish grading practices.

Member Swinehart requested clarification regarding the process so that everyone has a voice within their Department to make requests. Also, are their requests that do not make it to the Board Level for presentation, meaning they are denied at the lower level.

Member Thomas mentioned that for the grading teams for the workshops this past summer we did not have as much interest in staff participating as we originally outlined or offered.

President Dillon requested clarification regarding if we are offering workshops that are support related for our staff. President Dillon would like to know if there is an interest in offering more workshops that are support based for faculty and staff.

Director of Equity and Belonging, Jennifer Rowe expressed to the Board that herself and Director Owens are currently offering an Affinity group for staff that is based on wellness and equity.

Member Kelly requested Director Rowe to explain what affinity groups are.

Member Grech asked what the numbers are of participation.

STRATEGIC PLANNING PROCESS

After the time the InspireLT team has spent together this spring, we are over a third of the way toward our goal of having a community-engaged draft strategic plan for the BOE to consider in May or June. The team has administered an environmental scan survey in January, hosted a virtual Orientation Session on January 31, and participated in a full day in-person Data Retreat Workshop on February 24th. The goal of the Data Retreat was to answer the first fundamental question related to “Where are we now?”. During the retreat, the InspireLT team developed a draft SWOT analysis, which of course identifies an organizations strengths, weaknesses, opportunities and threats (SWOT). The team looked at both perception data and evidenced-based data to develop the SWOT. The perception data came primarily from the environmental scan that was administered in January and the evidenced-base data was existing performance data in the areas of student learning, culture and climate, and resources that was shared during three 30-minute presentations at the Data Retreat. All of the materials, data, and information that was utilized with the team on February 24 can be accessed by visiting the InspireLT website at www.lths.net/strategicplan. This includes three data presentations centered on student learning, culture and climate, and resources, the results of the environmental scan that was administered to all stakeholders in January, and all agendas, participant handouts, and articles.

At this time, Dr. Waterman invited our three strategic planning board representatives Alison, Julie, and Michael to share any thoughts and observations that they have regarding the workshop on the 24th. Member Kelly stated that she really enjoyed the day getting together and how powerful it was to be with teachers, Admin, community members, students and all staff. The groupings of people were all inter mixed so well. Member Kelly felt it was powerful to get both the perception data and then analyzing the raw data. It was a very impactful event and it was interesting to see how all 11 teams were similar in the themes of their discussions. Working together in the groups was great.

Member Swinehart also echoed what Member Kelly stated. Member Swinehart also noted the level of engagement was outstanding, efficient and fulsome. You could really feel it and hear it within the room. The wide range of diversity was also appreciated and allowed everyone to arrive at better answers due to the diversity. Member Swinehart feels we are off to a great start and is looking forward to next steps.

Member Thomas said it was good to begin to be able to see and go through the process of reviewing perception data as groups and then seeing the presentation of the evidence-based standards helped the groups to solidify the SWOT and come together and have consensus and hear each other about ideas where each person is coming from. In all the groups then everyone respects and hears the opinions that each have and are bringing to the table. Overall it was a great process.

Since the workshop on the 24th, we have administered a survey to the community to essentially check the team's work, and we are asking the BOE to do the same tonight. Hopefully, the Board has taken the time to review the materials in the packet, which includes the work that 11 tables completed in analyzing the data presented, as well as the draft SWOT developed by the Consortium for Educational Change. Tonight, we are looking for the BOE to provide consensus feedback to Alison, Julie, and Michael that they can provide to the InspireLT team for their work later this week.

Our discussion tonight focuses on three primary questions. As it relates to the SWOT:

- ✓ What does the Board of Education support?
- ✓ What does the Board of Education disagree with?
- ✓ What does the Board of Education feel the InspireLT team missed?

And, ultimately, what consensus feedback would you provide to Alison, Michael, and Julie to take back to the InspireLT team?

Member Kelly mentioned that the SWOT summary is on page 131 of the Board packet to use as reference to have this discussion.

Member Grech is really happy to hear about how the process was to develop the SWOT draft. Using the perception data and the evidence-based data combined shows what people are seeing and thinking. She was happy to see some things that were mentioned at previous times are still listed as what people are thinking about ex. Block scheduling. There are so many buckets and it is great to see.

Member Beda Daniels was blown away by how expansive and thorough it was.

Member Grech requested clarification regarding that from here what is the next step process. Do some responses take more weight over others? How does the prioritization process start? Member Grech also requested clarification regarding the work and research that everyone is doing, is there going to be access to outcome data also? To evaluate all of it as you look at benchmarks?

Member Swinehart mentioned one of the topics that came up in perception and other sessions was that seemingly low percentage of students are involved in clubs etc. and which weakness number that topic would pertain to. The strength is clear and the threat is clear and weaknesses and opportunities meld together and communication is interchangeable with subsets across multiple areas.

Member Thomas under the opportunities bullet, the first item needs to be separated as two different topics.

Member Dillon mentioned that as she looks at threats, you cannot control most of those, we can be responsive to them, but they are outside of our control. The overall list is very comprehensive and covers many buckets.

Member Thomas feels that SPED is a missed opportunity for growth. SPED is more comprehensive and expansive than the Board has knowledge of regarding what is offered and we need a presentation on SPED so we can explore as a Board the population.

President Dillon commended Dr. Waterman how awesome this is. How challenging this work is and how amazing this work is. President Dillon requested how long does this plan last? 5 years? How often would we then reassess and adjust the plan?

Dr. Waterman expressed sincere thanks for all those working on the Strategic Plan process.

So, as we look ahead, the InspireLT team is preparing for Thursday's Vision Retreat. Now that we have answered the fundamental question of "Where are we now?" on Thursday, the team will their attention to the question of "Where do we want to be?"

As we look ahead to the next few months, here are some important dates related to our strategic planning process:

- ✓ Thursday, March 17 – InspireLT Vision Retreat
- ✓ Tuesday, April 19 – InspireLT Setting Direction Retreat
- ✓ Wednesday, May 11 – InspireLT Virtual Workshop (Reviewing the Draft Plan)
- ✓ Monday, May 18 – Tentative Date for BOE Consideration of Draft Strategic Plan

Finally, it is important to note that, in the next several weeks, we will be asking the Board of Education to review additional work of the InspireLT team, which will include our Mission, Motto, Vision, Portraits of a Graduate, Portraits of an Adult, Portraits of a System, and Core Values.

PUBLIC COMMENT

There was one request to address the Board for non-agenda related comments.

Jeannette Quirk thanked the Board and Administration for their continued commitment to the Community. She reflected on her own children's positive experiences at LT and the successes they currently have.

ADJOURNMENT

Member Kelly moved, seconded by Member Swinehart, to adjourn the meeting. By unanimous voice vote, the motion was adopted and the meeting was adjourned at 9:14p.m.

President:

Secretary:

LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
 BOARD OF EDUCATION
 MINUTES OF REGULAR MEETING
 REBER CENTER
 TUESDAY, FEBRUARY 22, 2022 – 7:30 PM

BOARD OF EDUCATION

	<u>PRESENT</u>	<u>ABSENT</u>
Kari Dillon, President	<u>X</u>	<u> </u>
Alison Kelly, Vice President	<u>X</u>	<u> </u>
Michael Thomas, Secretary	<u>X</u>	<u> </u>
Dawn Aubert	<u>X</u>	<u> </u>
Jill Beda Daniels	<u>X</u>	<u> </u>
Jill Grech	<u>X</u>	<u> </u>
Julie Swinehart	<u>X</u>	<u> </u>

STAFF PRESENT

Brian Waterman, Supt.	Scott Eggerding	Ed Piotrowski	Brian Stachacz
Jen Tyrrell	Jennifer Rowe	Leslie Owens	Jennifer Bialobok
Katie Meyers	Andrew Johannes	Jamie Rey	Marilyn Zydlo
Brian Bardy	Nora Bowker	Kelly Burns	Natalie Carlson
Tracy Kraus	Bill Lanspeary	Susan McCallan	Brian Murray
Dave Paske	Beth Rappa	Rebecca Rivan	Jeremy Vrtis
Brian Wolf			

VISITORS PRESENT

Nancy Bramson	Jody Cahill	Kevin Cahill	Lindsay Dillon
Sara Edwards	John Ernst	Patti Ernst	Kaylee F.
Lucas Flanagan	Patricia Garza	Kristen Gale	David Giuliani
Dan H.	Marian Honel-Wilson	Scott Kaspar	Liz Layden
Jim Longino	Cindy Melch	Leslie Mendoza	Mary O’Dowd
R. Popovic	Cathy Quinlan	Mary Ann Quinlan	Ray Ramana
Rebecca Ramana	Michael S.	Addisyn Schaefer	Anne S.
Laura Taylor	Brittany W.	Ann W.	

CALL TO ORDER & ROLL CALL

The meeting was called to order by President Kari Dillon at 7:30 p.m.

ACTION NO. 1: Agenda Approval/Order of Business

Member Kelly moved, seconded by Member Grech to approve the agenda as presented. By unanimous voice vote, the motion was adopted

OPEN SESSION

COMMUNICATIONS

There were 3 requests to address the Board for agenda related comments.

Prior to the comments, President Dillon stated the following: There are two opportunities for audience members to address the Board of Education. We appreciate your participation, but please understand we do not engage in dialogue. If there is a specific question or comment that requires follow up, the appropriate

administrator will respond at a later time. Individuals addressing the Board are expected to conduct themselves with respect and civility, pursuant to Board Policy 8:30. Individuals shall not use vulgar or obscene language, or impede, delay, disrupt, or interfere with a Board meeting. In the event this occurs, you will receive one warning regarding your conduct. If the behavior occurs again, you will be notified that you are in violation of trespassing and will be asked to leave our property. Failure to comply immediately and cooperatively with a directive to leave will result in the involvement of law enforcement officials.

Rose Naseef submitted a statement to be read into the record stating her opinion to not remove the mask mandate yet.

Jim Longino shared his opinions about public safety, thanked the BOE for their hard work and stated his support for the Para Educators.

Leslie Mendoza shared her opinions about her request for Turning Point USA to become a recognized club at LTHS and her opposition to the mask mandates.

LT Education Association President Andrew Johannes thanked the Board for their efforts in maintaining a safe learning environment. The LTEA is hopeful for a for quick resolution to the paraprofessional contract negotiations. The Association encourages everyone to get vaccinated and boosted and noted support for the district's transition to mask recommended. In addition to the data showing academic performance presented last week as part of the Grading Practices Update, Johannes acknowledged the tremendous effort, consistent academic standards, constant curriculum adjustments and grading practices modifications on behalf of teachers. The amount of change experienced over the past two years is unique and unprecedented, and LT's excellent teachers continue to help students grow and succeed. Johannes emphasized the importance of the Grading Task Force continuing to meet and working together to continue meaningful change. President Johannes acknowledged the Student Assistants, LT's unsung heroes who help keep students safe. He also noted that LT teachers disavow all racism and encourage a welcoming environment for all. Teachers respect everyone's right to express opinions, but they do not support disrespectful behavior. While everyone does not have to agree, it is essential to uphold LT's 1st class principals and treat all with dignity and respect. Finally, he congratulated LT's All-State Musicians.

STUDENT REPRESENTATIVE TO THE BOARD OF EDUCATION REPORT

Student Representative to the Board Aamina Qureshi addressed the Board.

Student Representative Qureshi highlighted the following student activities: Steppers performed at the LaGrange Ministerium Black History Month Celebration. MUN is prepping for its conference. Scholastic Bowl took 4th in conference. Theatre Board's musical, Joseph and the Amazing Technicolor Dreamcoat, was a great success. National Honor Society has set April 9 at its Day of Service. Business Professionals of America are preparing for State. Math Team took 1st place at the Lemont Invite. Spring sport tryouts start next week. Color guard -Tall Flags state champs. Competitive Cheer- First time ever at State, top 25 teams in the State. Varsity Poms Champs in Lyrical Dance, JV 4th place Lyrical Dance. Robotics going to State. Girls Gymnastics qualified five for State. Boys Swim and Dive eight heading to State. Lyon Con is this weekend. Eight students were named winners in the 2022 Highland Park Poetry. Eight senior student athletes signed letters of intent to play their respective sports in college. Congratulations to the February Students of the Month.

SUPERINTENDENT'S DISTRICT REPORT

December Graduates

Dr. Waterman began by recognizing students who are December Graduates from LTHS. Their names can be found on page 419 of the Board's packet. Each of these students completed their course of study and all graduation requirements at the conclusion of the first semester of the 2021-22 school year and deserve this recognition. In addition, all of these students have the opportunity to participate in this spring's commencement ceremony. Either way, however, they deserve our congratulations and we celebrate their graduation from Lyons Township High School.

IMEA All-State Musicians

Dr. Waterman celebrated another group of students. Each year, the Illinois Music Educators Association honors the very best musicians from around the state of Illinois and, once again, Lyons Township HS is honored to be represented with a variety of students selected for this honor. I would first like to introduce our Band Director, Mark Dahl shared some information about All-State Music program and how students are selected for their honor.

The students were each recognized with their names called and a presentation of a certificate from President Dillon and Dr. Waterman.

Black History Month

Dr. Waterman took a moment to recognize Black History Month, which LT has celebrated throughout the last few weeks. Black History Month is an annual celebration of achievements by African Americans and a time for recognizing their central role in U.S. history. In addition to visual displays, social media posts, and daily announcements celebrating the achievements of African Americans throughout history, LT also hosted entertainer Maggie Brown, who performed *Legacy: A Wealth of Music* for classes both in person and via live-stream on Friday, February 11. The presentation focused on the history and influence of African American music and lessons on inheriting and leaving a legacy. Later this week, LT will host Virtual Pulitzer Center Journalist Noreen Nasir and the LT Reads Book Club: Angel of Greenwood.

Monthly FOIA Report

A construction company requested bid documents for the SC Asbestos Abatement project and the NC Com Ed electrical services project

A parent rights group requested information surrounding vaccine clinics and LT's ESSER applications, as well as information regarding Board of Education public comment policy and procedures.

A reporter requested information regarding status of a proposed club and public comments procedures at Board meetings.

Three citizens requested information on LT surety bonds and insurance documentation.

The Paraprofessional association requested information regarding district health insurance plans.

A parent requested information regarding LTHS Covid numbers and the re-opening plan.

Dr. Waterman concluded his Superintendent's report with the following statement: To acknowledge the challenges that our school community has encountered throughout the last few weeks. The divisiveness, the disrespect, the racism, and the examples of anger in the form of harassment is not what we are accustomed to seeing at LT, and quite frankly, the anger directed toward schools in our country has never been at the level

it is at now. Emotions are raw, people are hurting emotionally, and this negatively impacts everyone. Staff, parents, community members, and most importantly our students.

At the same time, when I reflect on the last few weeks, I see that, even in these difficult moments, learning continues. Student engagement with our staff continues. Student participation in activities and athletics continues. Students getting support and encouragement from our staff continues. Because that is what our focus always has been and always will be. These last few weeks remind us that it is more important than ever to double down on kindness, compassionate, and tolerance. To double down on cultivating an environment that is conducive for learning and, as adults, to double down on making sure that our actions, not our words, but our actions send a message of hope to our community, and a message of respect for those we interact with. And, I know this community will always choose hope not because the work ahead isn't going to be challenging, but because I know what this community is about, and I know we will get through this together. To our staff, students, parents and community who feel that same sense of hope, we see you and we hear you. And, I know, as this divisiveness continues in school communities all throughout the country, I know this...if there is one school that will overcome this, if there is one school that will re-unite, and do what is best for all students, it's this one. It's LT. And, we will get there by working together. Thanks for listening and that concludes my Superintendent's Report for this evening.

UNFINISHED BUSINESS

ACTION NO. 2: Approval of District Policy Updates (PRESS 108)

Member Aubert moved, seconded by Member Swinehart, to approve the District Policy Updates PRESS 108 as presented.

On roll call:

Ayes: Members Aubert, Beda Daniels, Grech, Kelly, Swinehart, Thomas, Dillon

Nays: None

Abstain: None

Absent: None

The motion was adopted.

Director of Human Resources E. Piotrowski presented the final reading of policies for PRESS 108. There are no changes from the previous 4 presentations. All the policies are recommended to be approved as presented.

President Dillon reminded the board that there have been multiple lengthy discussions about these policies and many questions have been asked and answered.

ACTION NO. 3: Approval of 2022-2023 Textbooks and Instructional Materials

Member Kelly moved, seconded by Member Grech, to approve the 2022-2023 Textbooks and Instructional Materials as presented.

On roll call:

Ayes: Members Beda Daniels, Grech, Kelly, Swinehart, Thomas, Aubert and Dillon

Nays: None

Abstain: None

Absent: None

The motion was adopted.

Director Scott Eggerding reviewed the materials and with no changes from the previous presentation and recommended the approval as presented.

NEW BUSINESS**ACTION NO. 4: Approval of COVID-19 Mitigation Plan**

Member Swinehart moved, seconded by Member Aubert, to approve the COVID-19 Mitigation Plan as presented by Dr. Waterman and Leslie Owens.

On roll call:

Ayes: Members Grech, Kelly, Swinehart, Thomas, Aubert, Beda Daniels, and Dillon

Nays: None

Abstain: None

Absent: None

The motion was adopted.

Dr. Waterman and Director of Student Services Leslie Owens presented the following information:

Throughout the last 2+ weeks, we have monitored the statewide court proceedings and legislative actions related to the *Graves, Robert, Jay Robert, et al. v. Pritzker, Jay Robert et al* case to determine the impact on our COVID-19 Mitigation Plan, including as it relates to our universal masking requirement. Last Thursday evening, the 4th District Appellate Court dismissed the appeal as moot, which essentially affirmed local control. When combined with the decision by the Joint Committee on Administrative Rules (JCAR) to not extend IDPH's emergency rules regarding masking, vaccine, and testing requirements in schools, we believe it was important to review and consider updating our COVID-19 mitigation plan. Also, throughout the last few weeks, our local metrics related to transmission rate, as outlined on our COVID dashboard continue to decline.

As a result of these recent events and the decline in transmission within our community and school, I am recommending an updated COVID-19 mitigation plan that transitions us from universal masking to a mask recommended environment, among other changes. The recommended effective date for this transition is Monday, February 28, 2022, pending Board consideration and approval. The February 28 date is in alignment with the state of Illinois' decision to lift the indoor mask mandate for most public places. The other significant change in our recommended Plan is that students identified as close contacts will no longer be excluded from in-person learning. We believe that building in a transition period will allow us to support our students, staff, and families in the best way possible during what will be a significant change for many. Pending BOE approval, we will be meeting with our staff tomorrow morning to provide resources that they will be able to use in classrooms on Thursday to help prepare students for Monday. This will include classroom discussions on Thursday that will focus on the importance of respecting personal choice and supporting each other.

Tonight, you have been provided with a packet that includes a cover memo, an updated COVID-19 Mitigation Plan, a notification letter that will be used during contact tracing, and a resolution that we are asking the BOE to consider and vote upon.

Member Thomas requested clarification regarding metrics that will be used if transition rates increase and there is a need to return to previous COVID-19 mitigations.

President Dillon requested information regarding what accommodations are being made for immunocompromised individuals.

Member Aubert requested information regarding air filtration/ventilation information in classrooms.

Member Swinehart appreciates the timeline for meeting with staff and communication with students. Regarding the upcoming mitigation changes, Member Swinehart questioned if they will align with the date for Illinois's changes to mask mandates. She asked for clarification if this timeline is enough time to complete the transition and all of its communications to support the LTHS staff and students. In addition, she applauded the efforts of all of the communication that has been being shared and would request the communication would still continue often.

Member Aubert requested clarification regarding the changes in contact tracing close contacts and the changes to updates that will be made on the District dashboard. Member Aubert also requested the definition of an outbreak and what would an outbreak mean in regards to our mitigation efforts.

Member Beda Daniels requested clarification regarding the letter that is shared with close contacts and how that information/letter will be shared and exclusion changes to protocols.

Member Grech requested clarification regarding teachers that would be affected by any changes to mitigation plans and supports we will continue to offer.

President Dillon read the Resolution regarding Updated COVID-19 Mitigation Plan. A copy of this Resolution is attached to these minutes.

ACTION NO. 5: Approval of the contract for the Summer 2022 Floor Tile Abatement Project to Kinsale Contracting in the amount of \$42,585.00.

Member Kelly moved, seconded by Member Grech, to approve the contract for the Summer 2022 Floor Tile Abatement Project to Kinsale Contracting in the amount of \$42,585.00 as presented.

On roll call:

Ayes: Members Kelly, Swinehart, Thomas, Aubert, Beda Daniels, Grech and Dillon

Nays: None

Abstain: None

Absent: None

The motion was adopted.

Director Stachacz stated there were no changes from the Committee of the Whole Meeting presentation. On February 1st, the District received and opened bids for the removal of asbestos containing floor tiles at both North and South Campus. This project is part of the Summer of 2022 building renovation plan. Seven bids were received with the low bid being submitted by Kinsale Contracting in the amount of \$42,585. After a review of the submitted bid and conversations with personnel at Kinsale Contracting, our consulting team at MMLP is recommending the awarding of the contract to Kinsale Contracting.

ACTION NO. 6: Approval of the contracts for the 2022 South Campus Site work to Abbey Paving Company Inc in the amount of \$418,000.00.

Member Swinehart moved, seconded by Member Aubert, to approve the contracts for the 2022 South Campus Site work to Abbey Paving Company Inc in the amount of \$418,000.00. as presented.

On roll call:

Ayes: Members Swinehart, Thomas, Aubert, Beda Daniels, Grech, Kelly and Dillon

Nays: None

Abstain: None

Absent: None

The motion was adopted.

Director Stachacz stated there were no changes from the Committee of the Whole Meeting presentation. On February 1st, the District received and opened bids for the 2022 South Campus Site Work Project and for the 2022 General Remodeling Project. The South Campus Site Work Project includes removal and replacement of the parking lot directly behind the Corral Building as well as sidewalk and curb replacement in various locations. Nine bids were received with the low bid being submitted by Abbey Paving Company, Inc. with a bid of \$418,000. Paul Gajda and Ed Wright from DLA Architects are recommending the contract be awarded to Abbey Paving based on the scope review that they conducted with the company. The General Remodeling Project work includes the addition of drain tile along the North wall of the North Campus Main Building, window replacement in the North Campus Field House and Shop Wing, floor tile replacement in both North and South Campus, Exit 25 flooring repairs at South Campus, installation of additional fire alarm devices throughout the District and the outside venting of a clothes dryer in the pool area of North Campus. Two bids were received with the low bid being submitted by Happ Builders Inc. with a bid of \$874,000. Paul Gajda and Ed Wright from DLA Architects are recommending the contract be awarded to Happ Builders Inc. based on the scope review that they conducted with the company. The awarding of these two contracts will bring the total amount for all awarded contracts related to the summer of 2022 renovation work to \$7.9 million, including the contracts that were awarded at prior Board of Education Meetings.

ACTION NO.7: Approval of the contract for the 2022 District General Remodeling Project to Happ Builders Inc. in the amount of \$874,000.00

Member Kelly moved, seconded by Member Grech, to approve the contract for the 2022 District General Remodeling Project to Happ Builders Inc. in the amount of \$874,000.00 as presented.

On roll call:

Ayes: Members Thomas, Aubert, Beda Daniels, Grech, Kelly, Swinehart and Dillon

Nays: None

Abstain: None

Absent: None

The motion was adopted.

ACTION NO. 8: Approval of the contract for the 2022 Electric Vault Project to BME Electric, Inc. in the amount of \$680,645.

Member Swinehart moved, seconded by Member Aubert, to approve the contract for the 2022 Electric Vault Project to BME Electric, Inc. in the amount of \$680,645.

On roll call:

Ayes: Members Aubert, Beda Daniels, Grech, Kelly, Swinehart, Thomas and Dillon

Nays: None

Abstain: None

Absent: None

The motion was adopted.

Director Stachacz stated there were no changes from the Committee of the Whole Meeting presentation. On February 14th, the District received and opened bids for the 2022 Electric Vault Project. This project includes the removal of electrical equipment from a vault outside of Exit 7 at North Campus to an above ground location to the south near Exit 8. Three bids were received with the low bid being submitted by BME Electric Inc. with a bid of \$680,645. This amount is for the work that needs to be completed by the District and is not related to the work that needs to be performed by ComEd. We are anticipating that the ComEd portion of the work will cost an additional \$130,000 - \$150,000. After a thorough scope review with personnel at BME Electric, Paul Gajda and Ed Wright from DLA Architects are recommending that the contract be awarded to BME Electric.

INFORMATIONAL**Grading Practices update:**

Last week, our team presented an informational item on Grading Practices that included a brief history of the why and the journey we have been on to address significant concerns that were communicated prior to 2017. We shared an update on the most recent history from the fall, the feedback we received and some adjustments that were made in time for the 2nd semester. We also shared 1st Semester Grade Data and some perception data that was collected from the Strategic Planning Environmental Scan. We also shared a teacher testimonial from one of our course teams that is piloting an A-F grade system. For any community member who may have missed last week's presentation, it is available to watch on our Board of Education website.

As a follow-up to the discussion last week, our team is currently working on the following questions:

Does the increase in the number of summative take away concern regarding formatives and retakes (would probably need to follow-up after 2nd semester)?

What is the current status of college/university inclusion of + or – on grades and transcripts.

Following the adjustments made during 1st semester, what will be done to gather feedback on these adjustments?

Can we make corrections before the end of 2nd semester based on feedback received? No. We typically try to stay away from changing the rules in the middle of the game.

Are there expectations amongst course teams for the number of summative? This is something that our Division Chairs discussed with course teams at our January 5 Institute Day.

Question regarding: why our Dual Credit classes don't use this system?

Can we see an example within a Math course?

Quantitative Data around homework completion

Information on surrounding high schools and where they are on their journey to evolve their grading practices.

Dr. Waterman requested hearing additional questions and or need for particular follow up items for future discussions.

Member Grech requested further information regarding more feedback how the faculty are responding to the changes and can the Board hear their input.

Member Swinehart asked if the grading taskforce is representative and how do those not on the taskforce have a voice for their input.

President Dillon requested additional information about how these grading practices may possible effect college application/acceptance processes.

Member Kelly referenced the LTEA minutes regarding wanting additional information for data for students dropping classes to avoid a grade.

Member Thomas has concerns with inconsistencies with the grading, some classes may have A-F vs. some have a points system, meaning there may not be consistent grading across different disciplines. Member Thomas would like additional information for how this works and what the benefits are or why and which classes are doing that. In addition, looking at different report cards for the future, and questioned if this is standards-based grading vs. skills and outcomes.

Member Aubert commented that the Board did not have as thorough of a conversation last week at the Committee of the Whole Meeting due to circumstances that were surrounding the meeting and out of the Board's control, as they have done at other meetings. This was also the first-time grading appeared on an agenda for the Committee of the Whole Meeting, since the new Board was seated and the first opportunity for at least 4 of them to discuss this as a Board. Member Aubert mentioned that this discussion is very important work to the Board and would like to see this on a future Committee of the Whole Meeting Agenda where the Board can have more intensive discussions regarding the data, surveys and other feedback. Member Aubert was concerned with some of the data that she is seeing regarding completion of work and how that pertains to the mastery of classes. Member Aubert also believes that grades do not tell the whole story of how students are doing and/or how they are impacted by the new grading policies. Re-evaluating solutions and options for moving forward to give all the students the best. Also, mentioning that part of the success of the Board is to have the discussion in front of our public and continue to analyze the data.

President Dillon stated that this has been a 4-5 years process so far, and she trusts that the Administration has done the diligence to do what is best. President Dillon has seen a lot of positive things from these new policies and she appreciates Dr. Waterman and the team taking all of the Board's feedback.

Member Aubert requested clarification about the course teams implementing policies within their classes, can the teachers put out a communication in their classes for differences/changes from 2nd semester grading from the 1st semester.

Member Kelly reiterated what Member Aubert said that she would like to have grading added to a future Committee of the Whole Meeting to continue the deeper conversations that are necessary.

Member Grech, additionally would like to have all the answers to the questions regarding grading policies and to meet again to discuss those questions at a future meeting.

Co-Teaching Pilot

Director of Student Services Leslie Owens presented the following information:

District 204 will implement co-teaching in the 2022-23 school year at the Freshman Level within English I and World History classes to provide a necessary service delivery component and take a significant step toward actualizing our district's equity statement and desire for an inclusive school environment in which students feel an authentic sense of belonging while achieving at the highest levels. Co-teaching is an essential service delivery option in an inclusive school district which is provided, in combination with other service delivery options, in order to give students with disabilities the specially designed instruction to which they are entitled while ensuring that they can access the general curriculum in the least restrictive environment. Grounded in federal special education law, as well as educational evidenced-based practices, the general belief and expectation that all students will have the opportunity and resources to meet rigorous curriculum standards compels schools to provide high quality instruction in myriad formats to ensure access for all. Co-teaching capitalizes on the benefit of heterogenous student groupings for general education and special education students and the amplification of learning that occurs when diverse skills and perspectives are included. Initial preparation for this pilot has included research and planning with educators at LT as well as articulation with our Associate School Districts to estimate enrollments and determine final course placement. Course placement for special education students happens via Individualized Education Plan meetings (scheduled between January 31, 2022 and February 18, 2022). These meetings include a member of our Special Education Leadership Team, an LT School Counselor, and the student's current IEP team. Recommendations for course placement will continue to be made by the IEP team based on individual student skills and instructional needs, as demonstrated by standardized assessments, academic achievement,

and social/emotional/functional needs. It is important to note that all of our Associate School Districts utilize a co-teaching model.

Current estimates of enrollment of special education students in English I (Co-Taught) and World History (Co-Taught): Approximately 125 total incoming 8th grade, special education students for SY 2022-23. Nearly 35% of incoming students are currently enrolled (in 8th grade) in co-taught English and/or social studies courses, which is approximately 44 students.

Co-taught courses are general education courses and will follow our traditional class-size maximums of 26 students. In a co-taught classroom, typically 70% of the students are general education students and 30% are special education students. Typically, special education students’ English I course placement aligns with their World History placement, which informed our estimates and co-taught offerings.

Additional preparation for co-teaching includes, but is not limited to, the following elements that have been demonstrated to significantly impact the success of co-teaching implementation: System of support within the district - Common planning periods for co-teaching pairs. Weekly planning and reflection expectations for co-teaching pairs. PLC groupings/attendance. Professional appraisal. Professional learning and ongoing support for co-teachers - Initial training for setting up co-teaching approach (June 2022), Identifying and defining roles, Ongoing problem-solving and support, Continued professional learning and coaching (throughout 2022-23). Logistical considerations: Finalized enrollment and section numbers, Sectioning, FTE, and master scheduling, Impact on IEP documentation and meeting schedules, Expansion of co-taught course offerings -For 10th grade students in SY2023-24 - Add math, science, and other graduation requirements.

For many educators, students, and families within our district, the inclusion of co-teaching within in our continuum of service delivery has been long overdue and the advocacy and efforts of many have allowed the district to move from idea to action. Additional updates and related action will be presented to the Board of Education at the appropriate time.

Member Kelly commended and congratulated Director Owens for this exciting opportunity.

ACTION NO. 9: Approval of Consent Agenda

Member Swinehart moved, seconded by Member Aubert, to approve the consent agenda as presented.

On roll call:

Ayes: Members Beda Daniels, Grech, Kelly, Swinehart, Thomas, Aubert and Dillon

Nays: None

Abstain: None

Absent: None

The motion was adopted.

Payment of Bills and Financial Statements

Approval of Lyons Township High School monthly bills for January in the amount of \$6,531,609.20

Approval of Lyons Township High School financial statements for the month ending January 31, 2022

Approval of LADSE monthly bills for January in the amount of \$2,034,079.47

Approval of LADSE financial statements for the month ending January 31, 2022

Human Resources**LTHS Administrative and Certified Staff Employment Recommendation**Employment

Cody Dailey, College and Career Counselor 1.0 FTE, effective August 18, 2022

LTHS Buildings and Grounds, Classified/Non-Contractual and Para Educator Staff Employment RecommendationsEmployment

Sergio Plascencia, Temporary Groundskeeper, effective January 18, 2022; hourly rate of pay \$12.00

Eric Richter, Groundskeeper, effective March 7, 2022; hourly rate of pay \$21.01

Ella Butler, Student Assistant, effective February 14, 2022; hourly rate of pay \$12.00

Edwin Herrera-Velazquez, Student Assistant, effective February 14, 2022; hourly rate of pay \$12.00

Molly Graff, Registrar, effective February 22, 2022; hourly rate of pay \$15.00

Ryan DePaola, Para Educator, effective January 10, 2022; hourly rate of pay \$17.37

Keri Neuland, Para Educator, effective January 31, 2022; hourly rate of pay \$15.45

Reassignment

Javier Garcia-Cisneros, from Temporary Custodian to Custodian, effective February 3, 2022; hourly Rate of pay \$20.61.

John Malroit, from Custodian to Maintenance, effective February 22, 2022; hourly rate of pay \$25.55

Leave of Absence

Ron Malekovic, Student Assistant Supervisor, effective January 5, 2022 through February 25, 2022

Sharon Grzybek, Para Educator, effective January 20, 2022 through March 11, 2022

Resignation

Daniel Keith Eckmayer, Maintenance, effective January 18, 2022

Karen Coffman, Administrative Assistant/Testing and Research, effective March 3, 2022

Toney Howell, Administrative Assistant/Equity and Belonging, effective January 10, 2022

Molly Graff, Para Educator, effective February 18, 2022

LADSE Staff Employment RecommendationsEmployment

Kaitlyn Burke, 1.0 Paraprofessional, effective February 14, 2022; at an hourly rate of \$14.71

Denise Colangelo, 1.0 Social Worker, effective February 22, 2022; at an annual rate of \$26, 096.19 prorated from \$70,997.00 (shortage applied)

Trivia Day, 1.0 Paraprofessional, effective January 31, 2022; at an hourly rate of \$14.71

Jaclyn Donahue, 0.4 Speech Language Pathologist, effective February 22, 2022 at an annual rate of \$8,82-.92 prorated from \$61, 580.00

Juanita Garcia, 1.0 Paraprofessional, effective February 14, 2022; at an hourly rate of \$14.71

Kari Kavanaugh, 1.0 RN/Ed Assistant, effective February 7, 2021; at an hourly rate of \$28.57

Paulina Mejorada, 1.0 Paraprofessional, effective February 14, 2022; at an hourly rate of \$14.71

Perfecta Mondragon, 1.0 Paraprofessional, effective February 7, 2022; at an hourly rate of \$14.71

Elizabeth Tejada, 1.0 Paraprofessional, effective January 31, 2022; at an hourly rate of \$14.71

Employment Change in Position

Sherri Holton, 1.0 Administrative Assistant to the Program Coordinators to 1.0 Executive Assistant, effective February 14, 2022; at an annual rate of \$18, 206.90 prorated from \$48,000.00

Employment Change in FTE

Theresa Petru, 0.8 Speech Language Pathologist to 0.4, effective March 8, 2022

Acceptance of Retirement (revised)

Francesca Ramirez-Smith, 1.0 DHH Special Education Teacher, effective at the end of the 2021-2022

school year (previously accepted at the end of the 2025-2026 school year)

Acceptance of Resignation

Cristian Favela, 1.0 Paraprofessional, effective February 3, 2022 (job abandonment)

Sharice Felton, 1.0 Paraprofessional, effective February 4, 2022

Elva Ortiz Espinoza, 1.0 Paraprofessional, effective February 4, 2022

Ellie Richards, 1.0 Paraprofessional, effective January 10, 2022

Acceptance of Leave

Elsa Guerrero, 1.0 Paraprofessional, effective August 19, 2021

Jacqueline Loftus, 0.5 Speech Language Pathologist, effective approximately May 23, 2022

Minutes

Regular Meeting (Open and Closed Sessions) – January 18, 2022

Special Board Meeting (Closed Session) – February 8, 2022

Committee of the Whole Meeting (Open and Closed Sessions) – February 14, 2022

December Graduates

Stipend Committee Recommendations

Arabic Culture Club move from pilot states to full club status, with accompanying stipend.

E-Sports stipend change for team sponsors due to program growth.

Overnight Student Travel

Snowball, ISU, February 25-27, 2022

Snowball, Camp MacLean, Burlington WI March 4-5, 2022

Speech Team Congressional IHSA Debate State Series, Bloomington, IL March 17-19, 2022

Tablulae/Yearbook, Los Angeles, VA April 7-10, 2022

Chess Team IHSA State Series, Peoria, IL February 10-12, 2022

Donations

Mr. Bob Murphy made a donation to the Art Department

PUBLIC COMMENT:

President Dillon made the following statement prior to public comments:

There are two opportunities for audience members to address the Board of Education. We appreciate your participation, but please understand we do not engage in dialogue. If there is a specific question or comment that requires follow up, the appropriate administrator will respond at a later time. Individuals addressing the Board are expected to conduct themselves with respect and civility, pursuant to Board Policy 8:30. Individuals shall not use vulgar or obscene language, or impede, delay, disrupt, or interfere with a Board meeting. In the event this occurs, you will receive one warning regarding your conduct. If the behavior occurs again, you will be notified that you are in violation of trespassing and will be asked to leave our property. Failure to comply immediately and cooperatively with a directive to leave will result in the involvement of law enforcement officials

The following parents/community members addressed the Board for non-agenda related comments.

Lisa Hammon spoke about her position as a Para Educator at LTHS and requested a resolution for the LTPA contract negotiations.

Nicholas Castiglione spoke about his position as a Para Educator at LTHS and requested a resolution for the LTPA contract negotiations.

Nancy Bramson spoke about the continued efforts regarding Equity and Inclusion and offered her support.

Kelly Burns spoke about her position as a Para Educator at LTHS and requested a resolution for the LTPA contract negotiations.

Addisyn Schaefer a LT student, spoke about her concerns with masks, racism and student supports at LTHS.

Jane Yount thanked the Board for their service to the community.

Anthony McKenna thanked the Board for their commitment to the community especially over the last 2 years that have been difficult for everyone.

Annette Quick stated her opinion that she is pleased that she did not send her children to LT and that they attend a private school where mask mandates were not as restrictive as LT.

Cris Shepard expressed her support to the Para Educators. Ms. Shepard shared her family’s personal experience with the LT Para Educators and the appreciation she has for their specific work with her son. Ms. Shepard requests that the Board resolve the contract negotiations quickly.

Mary O’Dowd stated her opinion about requesting that Turning Point USA become a recognized LT Club. Ms. O’Dowd also donated for the group to rent the facility for one hour of time at a future time.

ACTION NO.10: Adjournment into Closed Session

Member Aubert moved, seconded by Member Grech, to adjourn the meeting into Closed Session to discuss pending or probable litigation against, affecting or on behalf of the public body; collective negotiating matters or deliberations concerning salary schedules for one or more classes of employees; and the appointment, employment, compensation, discipline, performance, or dismissal of a specific employee or legal counsel for the public body.

The motion was adopted, and at 9:24 p.m., President Dillon adjourned the meeting into Closed Session.

At 10:36 p.m., the meeting reconvened into Open Session.

ACTION NO. 11: Adjournment

Member Kelly moved, seconded by Member Grech, to adjourn the meeting. By unanimous voice vote, the motion was adopted and the meeting was adjourned at 10:37 p.m.

President:

Secretary:



The IHSA governs the equitable participation in interscholastic athletics and activities that enrich the educational experience.

March 2022

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 2022-23 school term, IHSA membership will not require payment for membership dues or state series entry fees per action of the IHSA Board of Directors.**

Your school may renew membership in the Illinois High School Association by confirming that your school continues to be Recognized by the Illinois State Board of Education and by certifying that your Board of Education/Governing Board has voted to adopt and abide by the Constitution, By-laws, Terms and Conditions, and Administrative Procedures, Guidelines, and Policies of the Association for the 2022-23 school term.

Your 2022-23 membership renewal is due by June 30, 2022. Please do not delay. Obtain your Board of Education's action on the membership resolution and email it to general@ihsa.org or fax (309) 663-7479 on or before **June 30**.

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 _____, 2022, 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, 2022, through June 30, 2023.

Principal/Official Representative Signature

Board President or Board Secretary Signature

Print Name and Phone Number

Print Name and Phone Number

_____ High School _____, Illinois
2022-23 Membership Renewal

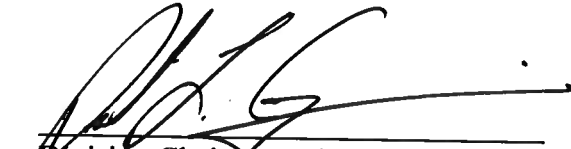
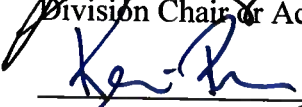
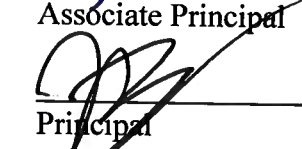
**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
OVERNIGHT TRAVEL REQUEST**

All requests for student travel that include overnight lodging must be submitted for approval to the Superintendent using this form. Please complete your Travel Request with the assistance of your Division Chair or the Director of Student Activities. Your request requires the signatures of all administrative staff members listed below. All requests must be submitted to the Superintendent's office no later than **one month prior** to the next scheduled Board Meeting, unless travel is for unforeseen advancement in a state competition. All District policies and regulations governing student behavior remain in full effect for the duration of the overnight trip, and sponsors and chaperones are expected to fully enforce all applicable rules.

- Group submitting request: Business Professionals of America
- Sponsor's name(s) submitting request: Jennifer Walker & Krista Wilcox
- Destination(s) of trip: BPA National Leadership Conference (Dallas, TX)
- Number of students participating: 7
- Dates of requested travel: May 4 - 8, 2022
- Is this an IHSA or ILMEA event? Yes No
- Will students miss more than one school day? Yes No If Yes, how many days? 3

Overnight Travel Request Funding Summary		
Funding from LTHS adopted budget	\$ 5,000.00	
Additional School Board funding request	\$ 4,113.72	
Total cost to LTHS		\$ 9,113.72
Club Fundraising/Participant funding		\$ 900.00
TOTAL COST OF OVERNIGHT TRAVEL		\$ 10,013.72

APPROVALS

Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		<u>7 MARCH 2022</u>
	Division Chair or Activities Director	Date
Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		<u>3/7/22</u>
	Associate Principal	Date
Yes <input type="checkbox"/> No <input type="checkbox"/>		<u>3/7/22</u>
	Principal	Date
Yes <input type="checkbox"/> No <input type="checkbox"/>	_____	_____
	Director of Business Services	Date
Yes <input type="checkbox"/> No <input type="checkbox"/>	_____	_____
	Superintendent	Date

For Office Use Only:
Please send completed copies to all individuals listed on this page, the Business Office, and the person requesting the trip.

COST DETAIL

If you are seeking LTHS Board of Education funding, please indicate which level by checking one of the boxes below.

- Funding Level I:** In-State sanctioned competitions or National competitions subsequent to advancement at the state level

The Board of Education will fund lodging, transportation, registration, and meals.

*All chaperone costs will be covered, including meals (with itemized receipts).

- Funding Level II:** Invitational competition

The Board of Education will fund lodging and registration.

*All chaperone costs will be covered, including meals (with itemized receipts).

- Funding Level III:** All other overnight trips

The Board of Education will not fund any expenses, including chaperone costs. All costs must be funded by the group and/or paid for by the travelers.

Cost to LTHS						
Level Requested	Registration	Lodging	Transportation	Meals (\$25/day)	Other costs	Total
Level I	\$ 1,125.00	\$ 4,038.72	\$ 3,050.00	\$ 900.00	\$ 900.00	\$ 10,013.72
Level II						\$ 0.00
Cost to School Group and/or Participants/Family						
Level Requested	Registration	Lodging	Transportation	Meals (\$25/day)	Other costs	Total
Level II						\$ 0.00
Level III						\$ 0.00

Total Cost of Level II trip	\$ 0.00
------------------------------------	----------------

Individual Cost per Traveler						
Traveler	Registration	Lodging	Transportation	Meals (\$25/day)	Other costs	Total
Student						\$ 0.00
Chaperone						\$ 0.00
Per student total cost, per travel agent (Level III only)						

Overnight Travel Request Funding Summary		
Board account number(s)	10E000 1517 3318 00 540000	
Student Activity account number(s)	98L000 9078	
Funding from LTHS adopted budget	\$ 5,000.00	
Additional School Board funding request	\$ 4,113.72	
Total cost to LTHS		\$ 9,113.72
Student Activity Account funding	\$ 900.00	
Participant funding	\$ 0.00	
Club Fundraising/Participant funding		\$ 900.00
TOTAL COST OF OVERNIGHT TRAVEL		\$ 10,013.72

List the adult chaperones:

Jennifer Walker

Krista Wilcox

If you plan to use funds from Student Activity Accounts, how will these funds be used?

Funds will be used to take students on one of the BPA-organized tours during their non-competition time.

Has your group or any partnering parent organization completed any fundraising for this trip? No.

If yes, please explain: We did not specifically fundraise this year, but we have activity funds leftover from previous years, when Nationals was canceled due to the COVID-19 pandemic.

TRIP RATIONALE

1. Please explain in detail the purpose of the trip: Students attending this trip have performed well and have advanced from regionals to state to the national BPA competition. Each year, we have students advance in different competitions. This is a national competition, so students have an opportunity to compete against students from 31 other states. It is practice for them both academically and socially. They must learn to prepare, present, speak clearly, and use proper business etiquette.

2. Would you describe this trip as a competition or an educational opportunity? Please explain:

This trip is both a competition and an educational opportunity. Students must study and become proficient at various aspects of business, including marketing, financial statement analysis, accounting, digital production, human resource management, computer science, and many other areas.

3. Has LT sent students on this trip before? Is it an annual trip? Please provide any history or background regarding this particular trip: LT has sent students on this annual trip in the past. In the last several years, 32 LT students have competed in Indiana, Florida, Texas, and California, as well as eleven virtual competitors in 2021.

4. How were students selected for this trip and how will their experience benefit the school? Students must place in the top two, three, or five of their individual group competitions (depending on the event qualifications) at the state BPA competition. BPA prepares students to learn about all aspects of the field of business. Competing at the various competitions against students from all over the United States helps them gain experience in various aspects of the business world and helps to improve their presentation skills. Their experience will benefit their teammates for many years to come.

5. What grade are the student participants currently in? 10 - 12

6. Describe the itinerary. If it is easier to attach an itinerary, please do so. Please also attach any forms, publicity materials, or other resources explaining the trip:
May 4: Travel to Dallas, TX
May 4 - 7: National Leadership Conference & competitive events
May 8: Return home

*We have included the NLC Preview Guide, which includes the conference schedule, beginning on page 43.

7. Has a travel agent or tour company been used? Yes No
If Yes, attach all contact information and proof of insurance coverage provided by the company.

8. Please submit a comprehensive list of all students who will participate.

Geddeis, Peter

From: Walker, Jennifer
Sent: Thursday, 3 March, 2022 1:26 PM
To: Geddeis, Peter
Cc: Wilcox, Krista
Subject: FW: BPA State Competition Results

Follow Up Flag: Follow up
Flag Status: Completed

Sorry for the oversight!
Jennifer

From: Wilcox, Krista
Sent: Sunday, February 27, 2022 5:28 PM
To: Business Ed <BusinessEd@lths.net>; Tyrrell, Jennifer <jtyrrell@lths.net>; Waterman, Brian <bwaterman@lths.net>; Brown, Kevin (NC Assoc Princ) <kwbrown@LTHS.NET>
Subject: BPA State Competition Results

Congratulations to all BPA members for a successful State Competition!! We are very proud of the members for their hard work and professionalism. They represented LT well!

National Qualifiers (NQ): National Competition in Dallas, TX in May

Contest	Place	Name
Computer Network Technology (NQ)	1	Patrick Furey
Network Design Team (NQ)	1	Patrick Furey Savvy Miller Lucas Pender
Intermediate Word Processing (NQ)	3	Charlotte Sands
Device Configuration & Troubleshooting (NQ)	3	Owen Cutler
Device Configuration & Troubleshooting (NQ)	4	Lucas Pender
Fundamental Word Processing (NQ)	5	Adam Almuhtaseb
Intermediate Word Processing (NQ)	5	Yoonho Cho
Computer Programming Concepts (NQ)	Q	Savvy Miller

Top 10

Contest	Place	Name
Human Resource Management	4	Morgan Fry
Presentation Management Team	5	Morgan Fry Nicole Rentz Charlotte Sands
Python Programming	6	Michael Pister

BUSINESS PROFESSIONALS OF AMERICA



GO

BEYOND

YOUR

LIMITS

2021 - 2022

MAY 4-8, 2022

NATIONAL LEADERSHIP
CONFERENCE
PREVIEW GUIDE

PRESENTED BY:

CERTIPORT®

A PEARSON VUE BUSINESS

Nondiscrimination Policy

It is the policy of Business Professionals of America that no person on the basis of race, color, religion, national origin or ancestry, age, sex, marital status, sexual orientation or disability shall be discriminated against, excluded from participation in, denied the benefits of, or otherwise be subject to discrimination of any program or activity for which it is responsible.

Publication, Promotional Release, and Use of Images and Materials

You understand and acknowledge that, in conjunction with your participation in the NLC, BPA may capture photos, video, and other recordings of participants before, during, and after events at the NLC. You expressly authorize BPA and grant to BPA, without further consent, an irrevocable limited license to use, display, and reproduce any and all photos, video and/or other recordings of you captured before, during and after events at the NLC by BPA in any medium or format. You acknowledge and agree you have no right to review or approve such materials before they are used, displayed, or reproduced. BPA may, but is not required to, use, display, and reproduce such photos, video, and other recordings of you in future print materials, online materials (including the BPA website and its official social media accounts), signage, slideshows, podcasts, videos, and other uses in physical and digital forms. By participating in the NLC, you waive and release BPA from any and all claims relating to the use, display, and reproduction of such photos, videos, and recordings.

Event Participation Assumption of Risk, Release and Waiver

An inherent risk of exposure to COVID-19 exists in any public place where people are present, even with the use of personal protective equipment and social distancing. COVID-19 is an extremely contagious virus that can lead to severe illness and death. Although Business Professionals of America ("BPA") has implemented necessary and appropriate safety and sanitation measures, attendance at the National Leadership Conference ("NLC") may be hazardous and involve an unavoidable risk of illness due to contact with or proximity to people or things exposed to the coronavirus.

By attending the NLC with the express understanding of such potential hazards, you knowingly and voluntarily acknowledge and assume the risk of such hazards. You expressly waive and release, to the fullest extent permitted by the law, any and all claims and potential causes of action, of any nature, against BPA on account of any and all injury, illness, and/or death arising out of or attributable to attendance at the NLC, COVID-19 related or otherwise.

You understand and acknowledge that BPA, its adult leaders and representatives may not be present at all times during NLC and cannot guarantee your safety or mitigate all risks involved in your participation in the NLC. Attendees should, at all times, follow BPA staffs' instructions and use their best judgment. BPA is not responsible for lost, stolen, or damaged property.

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Health & Well-Being

Business Professionals of America welcomes you back to an in-person National Leadership Conference! In an effort to host a safe event, please follow the event's well-being protocols below to help prevent the spread of COVID-19.

Attendee Requirements

Wear a Mask

All attendees are required to wear a mask in all indoor spaces at the 2022 BPA National Leadership Conference. Masks must be worn over the nose and mouth by everyone. The mask requirement includes during competitive events, in hotel and conference public spaces, on BPA chartered buses/transportation, and during all BPA activities and events.

Exceptions to the mask-wearing requirement are when the individual attendee is 1) actively eating or drinking, 2) in their hotel room, or 3) outdoors and socially distanced from others. Official conference speakers, such as the Keynote speaker and workshop presenters, may remove their masks when addressing the audience and remaining socially distanced.

Stay Back If You're Sick

Attendees should not attend the conference if they are experiencing or exhibiting any COVID-19 related symptoms, or if they have become recently exposed to a person with a positive and confirmed case of COVID-19, within 10 days of travel. Advisors with an attendee in this situation should contact the National Center to discuss further options.

Any attendee experiencing symptoms of and/or testing positive for COVID-19 during NLC should immediately leave the event and quarantine in their hotel room away from other attendees. Advisors with an attendee in this situation will need to contact the Competitive Events Headquarters to discuss options pertaining to competitive event participation and next steps.

Note: Any attendee who is known to have COVID-19 is not permitted to travel by air or any other method of public transportation. Alternative transportation to leave NLC must be arranged in coordination with the attendee's parent/guardian (if applicable).

Attendee Recommendations

Follow Local Guidelines

Discuss the details of your chapter's attendance with your local school and/or district administration. The established guidelines and mandates at your school should serve as a baseline of the rules you must follow when traveling to, from and throughout the National Leadership Conference. This conversation will help to prepare the chapter for registration, as your administration may determine who may travel and how, as well as the number of individuals who may share a hotel room, etc.

Get Vaccinated

The Centers for Disease Control and Prevention (CDC) and Dallas County Health and Human Services both say that the best way to prevent the spread of COVID-19 is to get the vaccine. Everyone ages 5 and up are eligible to receive the vaccine, which is free and widely available.

Test for COVID-19

Attendees should get a COVID-19 test 1-3 days prior to leaving for NLC in Dallas. If the test results are positive, and/or if an attendee experiences any COVID-19 related symptoms, they should not travel to NLC. Attendees should also test for COVID-19 after returning from NLC and self-quarantine if experiencing any symptoms.

Social Distance

Within the capacity of the conference spaces, events at NLC have been reconfigured to promote social distancing. All attendees should practice social distancing to the extent of their comfort level while at NLC.

Wash/Sanitize Hands Frequently

Attendees should clean their hands often to help prevent the spread of and protect themselves from COVID-19. This can be done by washing hands often and/or using a hand sanitizer with at least 60% alcohol. The conference hotels will have hand sanitizer stations readily available, however, attendees should bring personal bottles of hand sanitizer for times when it is not available, such as during travel.

Color Interaction System

To help attendees facilitate better networking, and to understand how to approach and interact with others, a green, yellow, and red color interaction system will be utilized. Attendees will choose their interaction color based on their personal comfort level and place the corresponding colored sticker on their attendee name badge.

- **Green:** Handshakes and hugs are welcome.
- **Yellow:** Elbow bumps only; I'm a bit cautious.
- **Red:** My bubble is still 6 feet.

Note: There may be circumstances during the conference where it might be a challenge to practice these interactions. We kindly ask attendees to actively look for the color indicator and be conscious of how to approach others.

Registration Fees and Deadlines (Cont.)

Credit Card Payment for National Conference Registration Invoices

Credit card payment may be made by MasterCard, VISA, American Express or Discover.

Payments by credit card can be made online [here](#). You will need the invoice number and access code, both found directly on the invoice, to make an online payment. For assistance with conference registration payments, contact Michele Gordon by email (mgordon@bpa.org) or telephone (614.895.7277 x7479).

Purchase Orders

- School purchase orders are not accepted as a form of payment.
- Purchase order numbers cannot be added to submitted invoice(s).
- The National Center is unable to change dates to submitted invoices; therefore, you are responsible to follow your school district's purchase order procedures prior to submitting any invoices.
- You are responsible to follow-up with your school's business office to ensure invoices are paid in full prior to attending NLC. Log on to the [Conference Registration System](#) to view all submitted conference invoices.
- Any outstanding conference invoice balance will need to be paid in full prior to receiving conference materials.

NLC Refund Policy

All eligible refunds will be paid after the conclusion of NLC to advisors requesting them by the required deadline.

[Refund Requests](#) must be submitted online.

All eligible refund requests completed using the online form on or before April 21, 2022, will receive a 75% refund.

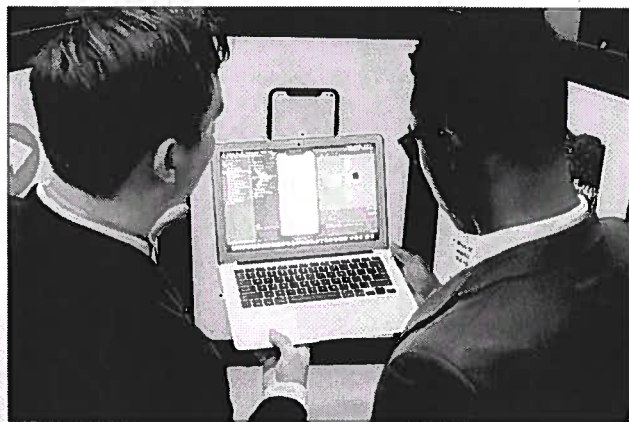
Refunds will not be given for an optional or last-minute change on the part of the delegate or advisor or for delayed travel.

Tour refunds will be made in full for those tours which are cancelled by BPA. Refunds cannot be made due to inclement weather.

Note: Conference invoices can only be changed within five (5) business days of invoice submission. Invoices that need correction after this period require completion of a Refund Request.

Helpful Hints

- Hotel reservations must be completed along with your Conference Registration.
- Print out your invoice before hitting the submit button, but don't forget to hit the submit button.
- Keep a copy of all forms submitted for your records. Bring your copies with you.



Important Deadlines

February 15: To be eligible to compete at the NLC, national membership dues must be postmarked/submitted by this date.

March 1: BPA Cares submissions are due (Professional Awards)

March 25: BPA Cares submissions are due (Service Learning and Special Recognition Awards).

March 25: Ambassador Torch Award résumés must be completed by students online and approved/submitted online by a local advisor/reviewer by this date to be eligible.

April 1: Scholarship Application Deadline

April 1: NLC online housing reservations must be submitted. All hotel registrations after this date will be available on a first-come, first-served basis.

April 1: Online contest registration closes. After this date, contact Patrick Schultz, Director of Education & Technology Integration, at pschultz@bpa.org.

April 2 – April 8: Final online registration rate period.

April 8: Last day for online conference pre-registration. Conference registration after this date must be on-site at your time of arrival.

April 14: All NLC payments due to the National Center.

April 21: Deadline for all Refund Requests. All requests must be submitted using the online form.

April 22: All guestroom deposits or advanced full prepayment due to assigned conference hotel.

May 2: National Staff will be on site in Dallas, TX. The National Center will be closed May 2 – May 13.

Contest Related Deadlines: Please read the WSAP Competitive Event Guidelines and note the important deadlines in your calendar where applicable.

Online Conference Registration Instructions (Cont.)

Step 3: Finalize Your Registration

- Select the "Accept Disclaimers" button. Thoroughly read the Disclaimer content, and then select the appropriate checkboxes prior to selecting "Confirm".
- Select the "Status" checkbox next to each member record that you wish to be on the same invoice. If all registrations can be on one invoice, you can select the "Select All" button.
- Click "Submit Registration." This will generate an e-mail confirmation to you, your state advisor, and the National Center.
- Print a copy of the registration invoice and housing reservation invoice.
- Your state advisor will approve your contest selection.
- Repeat the above process until all registrations have been invoiced (only applicable when needing to separate attendee registrations across multiple invoices).

Adding On After Submitting an Invoice

You can add on new attendees or add items to previously registered attendees

Adding on New Attendees:

- Log back in with your username and password.
- Follow Steps 1-3 as listed above.

Adding Items to Previously Registered Attendees:

- Log back in with your username and password.
- Select the "Conferences" tab in the chapter portal.
- Locate the appropriate attendee record and select the "+" icon found under the "Add/Edit Items" column.
- Follow steps listed above for adding items.
- Select "Finish" and "Submit Registration" to receive a new invoice for the added items. While you will receive a new invoice, there are no charges for adding new contests.

Cancelling/Substituting Items to Previously Registered Attendees

- Log back in with your username and password.
- Select the "Conferences" tab in the chapter portal.
- Select the "Cancel/Substitute Request" button.
- Locate the appropriate attendee record and select the "+" icon found under the "Expand Items" column.
- Select the item(s) you wish to cancel or substitute, and then select the appropriate action checkbox from the options "Substitution" or "Cancel".
- Select the appropriate Cancellation/Substitution Reason and/or leave any applicable comments.
- Click "Submit Cancel/Substitute Request" button.

Modifying Existing Housing Reservations

- Prior to or on April 2, email Jonathan Smith, Director of Strategic Programs & Experiences, at jsmith@bpa.org to make any changes to an existing housing reservation. This includes deleting and adding rooms.
- Please note that it may take up to 10 business days to receive revised confirmation information and invoice from the hotel after making changes to your initial reservation.

Sharing A Room With Attendees From Other Chapters (Mixed Reservations)

Chapters are permitted to share rooms with other chapters. To complete a mixed reservation:

- Chapters must determine who will be responsible for making the reservation.
- The chapter charged with booking the reservation will select the "Housing" button located in the CRS. Then, select the "Add Additional Individual" button found on the reservation page.
- Locate the attendee's name by filtering the other chapter's state and chapter name.
- The chapter NOT booking the reservation for the attendee(s) must wait until the other chapter assigns the attendee(s) to room(s) on their reservations before being able to complete the chapter's housing reservations/conference registration. The chapter must make arrangements for payment with the chapter booking the reservation as the fee for the room will only appear on the booking chapter's invoice.
- If you have a chapter where ALL attendees are sharing with another chapter, and therefore you are booking NO rooms, you must wait until the other chapter assigns the attendee(s) to room(s) on their reservations before being able to complete the chapter's conference registration. The chapter must make arrangements for payment with the chapter booking the reservation as the fee for the room will only appear on the booking chapter's invoice.

Helpful Hints

- Collect all necessary information prior to starting your online registration.
- If sharing hotel rooms with another chapter, ensure you complete the housing reservations for both chapters at the same time to ensure you are assigned to the same hotel. Hotels may fill up and it is possible your state may be assigned to multiple hotels if the state block is exceeded.
- Check hotel availability prior to booking a flight with arrival and departures outside of the official conference stay dates (arrival prior to May 4 and/or departure after May 8).
- If you have questions or concerns regarding general conference registration or housing reservations, contact Jonathan Smith, Director of Strategic Programs & Experiences, at jsmith@bpa.org.

Registration Details

NLC Advisor Assignments

Advisors are an essential part of the overall success of the National Leadership Conference. Advisors support the overall program by assisting in more than 900 different conference areas. There is definitely something for everyone!

Advisors are required to select an NLC Assignment upon registration. Advisors may select from a wide variety of assignments including, but not limited to: Competitive Event Administrator, Proctor or Grader (APG), Competitive Event Judge, Registration, Exhibit Hall and much more!

Advisor assignments are 2-4 hours in length. If you are interested in a specific Advisor position, but want more information, please feel free to contact the National Center before completing your registration. We understand that you are busy and that your students are the number one priority while at NLC. We thank you in advance for your time, talent, and effort. By utilizing advisor expertise, we are able to help guarantee our students a wonderful experience and keep registration costs down.

For additional information regarding the duties and responsibilities of Administrators, Proctors and Graders, please visit the Administrators, Proctors and Graders Handbook found [online](#).

Conference Photos

The official conference photographer will be on-site throughout the entire conference. Photos will be available online following the conference.

Emergency Medical Authorization Form

BPA recommends that the advisor/chaperone collect and maintain completed Emergency Medical Authorization Forms for each chapter participant attending the NLC. This form will provide the advisor/chaperone and medical personnel the necessary information and authorization to provide treatment to the individual in need of medical attention. These forms should remain with the advisor/chaperone, be kept private unless needed, and should be destroyed upon the conclusion of the NLC. You may use the Emergency Medical Authorization Form provided in the back of this Guide or the form used by your chartering organization/school.

2022 NLC Conference T-Shirt

During registration, advisors can order official conference T-shirts for themselves, their students, chaperones and guests. T-Shirts are \$18.00 each (all available sizes).

Sizes Available

XS

S

M

L

XL

XXL

3XL

4XL



2022 Conference Highlights



AICPA/Advisor Reception

BPA and Premier Level Sponsor AICPA are excited to welcome advisors to Dallas, TX and recognize our award recipients, including the Local Certified Advisors, at the 2022 BPA Advisor Reception. Mix and mingle with fellow advisors and celebrate NLC 2022! Pre-registration and ticket required.

Date: Wednesday, May 4
Time: 7:00 pm – 8:00 pm
Location: Wedgwood Ballroom

START HERE, GO PLACES. >>

Presented by AICPA

AICPA/BPA Secondary Student Networking Event

Test your networking skills while meeting with business, finance and accounting professionals at this exclusive Secondary student networking event sponsored by the team from Start Here, Go Places.® Open by invitation only to students in select Secondary accounting and finance competitions, the AICPA Student Networking Event is your opportunity to meet and greet the Start Here, Go Places. team, network with fellow BPA students and enjoy some down-time away from competitions. If you are a Secondary Division accounting and finance student, look for your invitation soon!

Date: Friday, May 6
Time: 2:30 pm – 4:30 pm
Location: TBA

NLC Exhibitor Showcase

Day 1

Date: Thursday, May 5
Time: 9:00 am – 5:00 pm
Location: East Atrium

Day 2

Date: Friday, May 6
Time: 9:00 am – 5:00 pm
Location: East Atrium

Make plans to stop by this year's Exhibitor Showcase, meet conference sponsors and exhibitors and while you're at it, fine tune your networking skills. This is your one-stop shop to learn about new and innovative fundraising, meet with partnering companies to brainstorm ideas, talk with college representatives and find solutions and products to take back to your classroom.

You won't want to miss out on this great networking opportunity. There's bound to be something for everyone in this year's Exhibitor Showcase!

NLC Open Certification Labs

This year, students and advisors have access to a number of industry certifications at a significant value. Partners Certipoint and Precision Exams will be offering one and three day pass options for attendees. These day passes

can be used interchangeably between the two labs, offering even more opportunity to earn certifications!

Dates: Thursday, May 5 – Saturday, May 7
Time: 10:00 am – 4:00 pm
Location: Grand Ballroom

Cost	Pre-Conference Registration	On-Site Registration
1-Day Pass	\$10.00	\$15.00
3-Day Pass	\$20.00	\$25.00

Passes are unlimited and seats are first-come-first-serve.

Go Beyond Your Limits with the Executive Council

Date: Friday, May 6
Time: 8:00 am – 8:50 am
Location: Stemmons Ballroom

Join the Executive Council as they present a series of mini-workshops, all with a theme of overcoming limitations. Spend time working through the various table-top discussions, which will include:

- Content Creation Station
- How to Plan a Social Start-Up
- How to Stay Involved with the Post-secondary Division
- Neurodiversity in the Workplace
- Professionally Organizing Your Life with Schoolwork, BPA and Other Experiences
- Own IT
- Sustainability and Environment Awareness
- Using BPA to Strengthen Your Personal Brand

National Showcase

Date: Friday, May 6
Set-up: 7:30 am – 9:00 am
Showcase Time: 10:00 am – 12:30 pm
Location: Imperial Ballroom

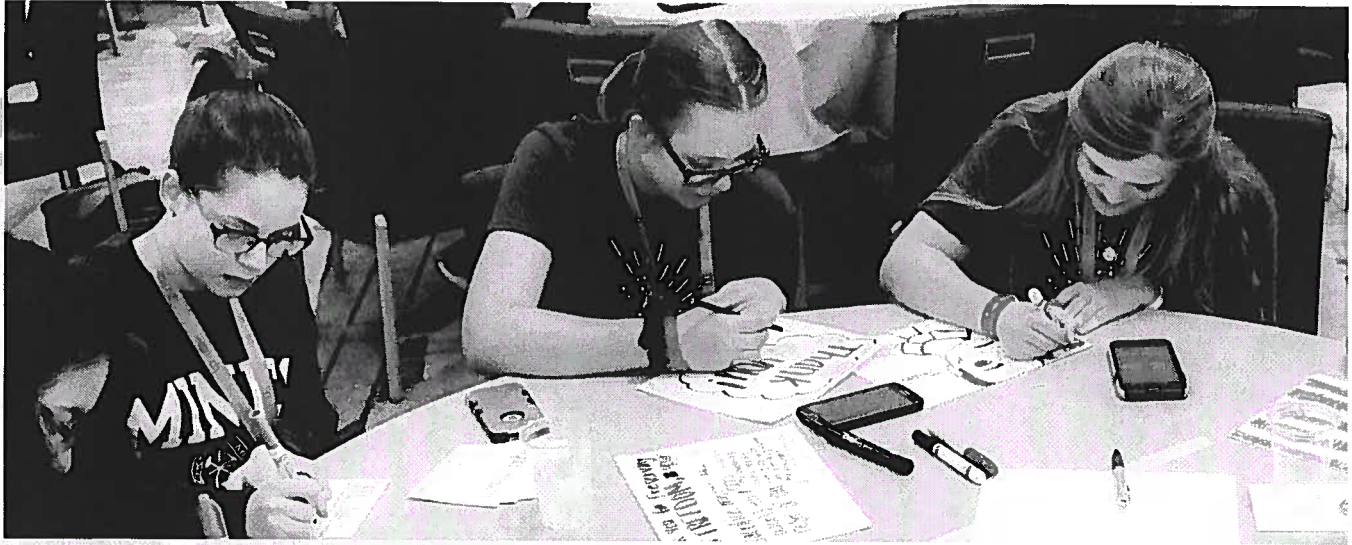
The National Showcase is the culminating event of months of hard work in the National Virtual Events. Visit this high-energy space and interact with the Top 10 competitors in each of the ten (10) National Virtual Events as they showcase their final projects and presentations. Competitors will share how their projects were developed and provide you with vital insight on how you can compete next year! Come experience amazing projects, such as:

- Custom Developed Video Games
- Market Ready Mobile Apps
- Professionally Created Video Projects
- Future Enterprise-Ready Businesses
- Photography Works of Art

BPA Day of Service Event Activities

Date: May 6 • **Time:** 3:00 pm– 6:00 pm • **Location:** Hilton Anatole

Leadership is about Service. We are given opportunities every day to extend our hand and help people get and give better. Be the Change! Make a Difference!



Confirmed Day of Service Activities

A Million Thanks

With more than seven million letters sent to date, A Million Thanks supports our active, reserve and veteran military by sending millions of letters of thanks and encouragement directly to our service members.

Join us as we write letters to thank members of our Armed Forces.

Special Olympics Chain of Love

Make a donation*, design a link, and add it to our chain! A donation of \$1.00 will provide one link. For every extra dollar, you will receive an additional link to contribute. Our walkers will carry the Chain during the Walk for Special Olympics, so help support Special Olympics and build the largest Chain of Love in BPA history!

Walk for Special Olympics Posters - 2022

Help us support our Walk for Special Olympics participants by making encouraging posters and signs for our cheer team to have all along the course of the walk. Bring energy, motivation and words of inspiration to our walkers through these colorful and uplifting posters.

Walk for Special Olympics

Help us kick off our Texas Hoedown by joining the Executive Council as we walk in spirit for Dallas area Special Olympics athletes!

Executive Officer Pie in the Face

Who loves pie?! Make a donation* of \$5 or more for an opportunity to pie an Executive Officer in the face! All proceeds will be donated to the Dallas area Special Olympics.

A Smile A Day Thank You Cards

Saying thank you may not repay the good things someone did for you, but it can certainly put a smile on their face. While at NLC, show your gratitude for those who work behind the scenes to make this conference a success. Whether it's the bellman who helps you with your bags, or the housekeeper who keeps your room clean, write A Smile A Day Thank You Card for the amazing individuals who made a difference in your conference experience.

BPA Coloring Books for Kids

Help give hospitalized children a chance to add some color to their day. The National Officer Team invites you to join us in either donating a brand new coloring book for kids, or coming to the BPA Day of Service and creating special BPA coloring books that will be distributed to local area hospitals. Come join the fun and help put a smile on a child's face.

*Donations can be made during the online conference registration process or on-site in the service activity room.

Housing Overview (Cont.)

- Complimentary dessert with purchase of dinner in SER or Media Grill restaurants
- Complimentary meal for kids with purchase of adult entrée
- Daily access to JadeWaters resort pool complex (only open weekends)

Payment Instructions

A one night's deposit per hotel room reserved is required. The hotel W-9 can be found at the end of this Guide.

School purchase orders are not accepted as payment at any hotel.

Do not send payment to hotel until after Friday, April 8! After this date, the hotel will have a record of your hotel reservations. All reservation confirmations for requested accommodations will be emailed from the hotel to the advisor who submitted the housing reservations in the online registration/reservation system. All deposits and/or full prepayment must be received by the hotel on or before Friday, April 22. Reservations that do not have a paid one night's deposit after this date will not be guaranteed and are subject to cancellation.

Credit Card Payments: Guests using a credit card for payment must call BPA's designated housing coordinator, Juanita Tessmar, at **214.761.7213** to make payment over the phone. The one night's deposit and/or full prepayment will be immediately charged to the card provided. Any remaining balance must be paid by credit card at check-in, or by check that must be received on or before Friday, April 22.

Check Payments: Payments via check must be mailed to the hotel address found on the Housing Invoice. The check, along with a list of all guestroom confirmation numbers and your contact information, must be received by the hotel on or before Friday, April 22. If paying by check, plan to prepay in full as checks will not be accepted by the hotel after this date or on-site at check-in.

Note: A credit card will be required at time of check-in to cover incidentals.

Sheraton Dallas

400 Olive Street
Dallas, TX 75201

Assigned States: DE, IA, IL, MI(ML), NM, OH, OK

Accommodations

King (1-2 persons): guestroom with one (1) King size bed.
Rate: \$219.00
One-night Cost: \$252.42 including taxes & fees

King with Sofa Bed (2-3 persons): guestroom with one (1) King size bed and one (1) sleeper sofa bed.

Rate: \$219.00

One-night Cost: \$252.42 including taxes & fees

Double Queen (3-4 persons): guestroom with two (2) Queen size beds

Rate: \$219.00

One-night Cost: \$252.42 including taxes & fees

Executive Suite – King with Sofa Bed (1-3 persons): suite includes a bedroom with one (1) King size bed and a separate parlor with one (1) sleeper sofa bed.

Rate: \$259.00

One-night Cost: \$298.52 including taxes & fees

Executive Suite – Double Queen with Sofa Bed (2-4 persons): suite includes a bedroom with two (2) Queen size beds and a separate parlor with one (1) sleeper sofa bed.

Rate: \$259.00

One-night Cost: \$298.52 including taxes & fees.

Payment Instructions

A one night's deposit per hotel room reserved is required. The hotel W-9 can be found at the end of this Guide.

School purchase orders are not accepted as payment at any hotel.

Do not send payment to hotel until after Friday, April 8! After this date, the hotel will have a record of your hotel reservations. All reservation confirmations for requested accommodations will be emailed from the hotel to the advisor who submitted the housing reservations in the online registration/reservation system. All deposits and/or full prepayment must be received by the hotel on or before Friday, April 22. Reservations that do not have a paid one night's deposit after this date will not be guaranteed and are subject to cancellation.

Credit Card Payments: Guests using a credit card for payment will receive a secure link from the hotel at time of email confirmation by which to input payment details. The one night's deposit and/or full prepayment will be immediately charged to the card provided. Any remaining balance must be paid by credit card at check-in, or by check that must be received on or before Friday, April 22.

Check Payments: Payments via check must be mailed to the hotel address found on the Housing Invoice. The check, along with a list of all guestroom confirmation numbers and your contact information, must be received by the hotel on or before Friday, April 22. If paying by check, plan to prepay in full as checks will not be accepted by the hotel after this date or on-site at check-in.

Note: A credit card will be required at time of check-in to cover incidentals.

Business Professionals of America Social Media Policy

Social media presents a powerful and acceptable platform to broadcast the activities and camaraderie experienced at Business Professionals of America events. Remember that as a BPA member your social media activities reflect upon the brand and perception of BPA to others. Members are encouraged to:

- Promote upcoming BPA activities and events on Facebook, Instagram, LinkedIn, Snapchat, and Twitter;
- Share your BPA activities and accomplishments on public social media platforms using #hashtags and mentions to attract positive attention to your individual contributions and to the work of BPA;
- Promote official BPA social media channels;
- Support fellow members for their efforts;
- Retweet, repost, or “like” news content that has been released through web and social media channels;
- Effectively and positively communicate with friends, family, and others in your social circles;
- Use social media to engage and network with BPA members and chapters.

BPA reminds all members that you are never anonymous on social media and that your posts will never disappear. Your social media activities will build your digital footprint one post at a time, and this digital portfolio will be used to assess your character, credentials and credibility for college admissions, scholarships and employment. BPA encourages all members to use social media in a pragmatic, productive and positive way.

As such, any malicious use of social media platforms shall not be tolerated. Malicious use may include, but not be limited to:

- Photos, videos, or comments that are unprofessional, derogatory, demeaning, incriminating, or threatening toward any other individual or entity (examples: derogatory comments regarding conference properties, taunting comments aimed at another BPA member, and derogatory comments against race and/or gender);
- Photos, videos, or comments that depict or encourage unacceptable, violent or illegal activities (examples: hazing, sexual harassment/assault, gambling, discrimination, fighting, vandalism, academic dishonesty, underage drinking, or illegal drug use).

Business Professionals of America (BPA) will not tolerate any type of inappropriate behavior from any individual involved, engaged or associated with BPA, or BPA members participating in any BPA activities on the Local, Regional, State and National Level including but not limited to the Workplace Skills Assessment Program Competitive Events. Inappropriate behavior includes behavior on and off of social media including, but not limited to: discrimination, sexual harassment, bullying, inappropriate photography, etc. inappropriate use of social media (such as, but not limited to) any illegal action, etc. Anyone found violating this policy may be expelled from the event or conference, and their membership can be terminated. If necessary, appropriate legal actions may be taken. BPA reserves the right to modify the consequences, as appropriate.

Business Professionals of America reserves the right to monitor, restrict, prohibit, block, suspend, terminate, delete, remove or discontinue any users' access to any National BPA social media site at any time, without notice or consent. Additionally, Business Professionals of America, at its sole discretion, may remove, delete, block, filter or restrict any comment or post that is deemed objectionable, inappropriate, distasteful, harmful, defamatory, harassing, libelous, slanderous, offensive, or criminal in nature.



Middle Level Division Computer Software List

Provided at National Level Competition — Software provided at state level may vary!

PCs with Microsoft® Windows format will be used for all events

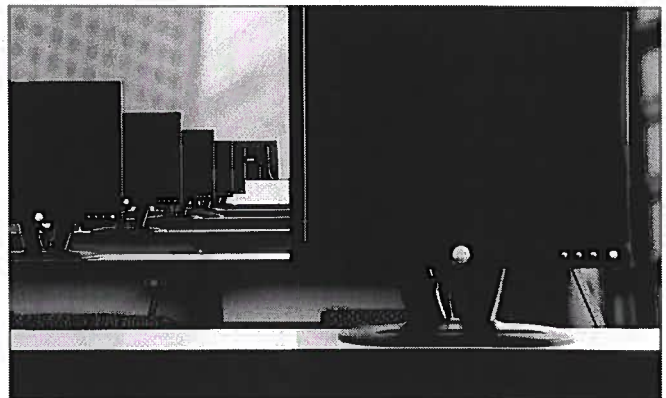
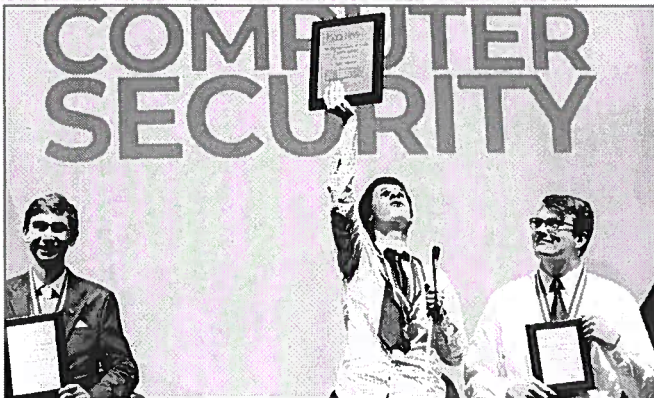
Event	Software Packages
(915) Administrative Support Team (ML)	MS Word 2019 MS Excel 2019 MS PowerPoint 2019, MS Access 2019, and MS Publisher 2019
(925) Introduction to Word Processing (ML)	MS Word 2019
(930) Spreadsheet Applications (ML)	MS Excel 2019

Check individual event guidelines for information regarding the use of a member's own computer. Members who bring their own computer for events, as permitted, must also bring all supporting devices (including portable printer, software, extension cords, power strips, paper, etc.) as outlined in event guidelines. Electrical power will be provided. Carry-in and set-up of equipment must be done solely by the contestant(s) and must take place within the time allotted.

Members must bring their own visual display technology for:

- (940) Digital Game Design Team (ML)
- (950) Introduction to Video Production Team (ML)
- (955) Website Design Team (ML)
- (970) Entrepreneurship Exploration (ML)
- (985) Presentation Management Team (ML)

Business Professionals of America assumes no responsibility for hardware/software provided by the contestant(s). Contestants who experience failure problems with their equipment will not be rescheduled. Contestants bringing their own computers and software should note that contests are authored for the software listed above and may not run on alternate software.



Secondary/Post-secondary Computer Software List

Provided at National Level Competition — Software provided at state level may vary!

PCs with Microsoft® Windows format will be used for all events

Event	Software Packages
Administrative Support Team (S PS) (255)	MS Office 2019
Advanced Desktop Publishing (S PS) (415)	Adobe InDesign® CC, Adobe Illustrator® CC, Adobe Photoshop® CC
Advanced Office Systems & Procedures (S PS) (225)	MS Office 2019
Advanced Spreadsheet Applications (S PS) (235)	MS Excel 2019
Advanced Word Processing (S PS) (210)	MS Office 2019
Basic Office Systems & Procedures (S PS) (220)	MS Office 2019
Database Applications (S PS) (240)	MS Access 2019
Fundamental Desktop Publishing (S PS) (400)	MS Office 2019, MS Publisher 2019, Adobe InDesign® CC, Adobe Illustrator® CC, Adobe Photoshop® CC
Fundamental Spreadsheet Applications (S PS) (230)	MS Excel 2019
Fundamental Word Processing (S PS) (200)	MS Office 2019
Fundamentals of Web Design (S PS) (405)	Notepad
Health Administration Procedures (S PS) (250)	MS Office 2019
Integrated Office Applications (S PS) (215)	MS Office 2019
Intermediate Word Processing (S PS) (205)	MS Office 2019
Legal Office Procedures (S PS) (245)	MS Office 2019

Check individual event guidelines for information regarding the use of contestant's own computers. Contestants who bring their own computer for events, as permitted, must also bring all supporting devices (including portable printer, software, extension cords, power strips, paper, etc.) as outlined in event guidelines. Contestants must bring their own computer, power and equipment for C++, C#, Java, and Python Programming. Printers are not needed for any programming contests in Management Information Systems. If a contestant wishes to use a projector for a presentation event, they must supply their own.

Electrical power is provided. Carry-in and set-up of equipment must be done solely by the contestant(s), and must take place within the time allotted for orientation/warm-up.

Business Professionals of America assumes no responsibility for hardware/software provided by the member(s). Members who experience failure problems with their equipment will not be rescheduled. Members bringing their own computers and software should note that contests are authored for the software listed above and may not run on alternate software. Portable media (flash drive, etc.), if needed, will be provided for members by the National Center.

Secondary/Post-secondary National BPA Deadlines

NLC Hotel Reservations	Online by April 1, 2022	http://www.bpa.org/nlc/registration
NLC Registration Refund Requests	Submitted by April 21, 2022	https://www.bpa.org/nlc/deadlines-and-fees
Executive Council Candidate Application	Submitted by March 25, 2022	Submit as outlined in the BPA Executive Officer Applicant Handbook
BPA Cares Awards	Submitted by March 25, 2022	Submit as outlined in BPA Cares Handbook
Torch Award—Ambassador	Submitted by March 25, 2022	http://bpa.org/torch-awards/

2022 WSAP Open Events Lab

Students, Advisors and Alumni are invited to test in the WSAP Open Events Lab.

The WSAP Open Events Lab is located at the Hilton Anatole Chantilly Ballroom West.

Hours:

Date: Wednesday, May 4
 Time: 12:00 pm – 5:00 pm
 (Last exam administered at 4:30 pm)

Date: Thursday, May 5
 Time: 12:00 pm – 5:00 pm
 (Last exam administered at 4:30 pm)

Date: Friday, May 6
 Time: 12:00 pm – 5:00 pm
 (Last exam administered at 4:30 pm)

The WSAP Open Events do not require pre-advancement qualification or pre-registration.

- WSAP Open Events Lab**
- Business Communication Skills Concepts (995) – ML
 - Business Fundamentals Concepts (996) – ML
 - Business Math Concepts (997) – ML
 - Computer Literacy Concepts (998) – ML
-
- Administrative Support Concepts (290) – S | PS
 - Business Meeting Management Concepts (590) – S | PS
 - Computer Programming Concepts (390) – S | PS
 - Digital Communication & Design Concepts (490) – S | PS
 - Digital Marketing Concepts (594) – S | PS
 - Financial Math & Analysis Concepts (190) – S | PS
 - Information Technology Concepts (391) – S | PS
 - Management, Marketing, & Human Resources Concepts (591) – S | PS
 - Medical Terminology Concepts – Pilot (690) – S | PS
 - Parliamentary Procedure Concepts (592) – S | PS
 - Project Management Concepts (593) – PS
-
- BPA Merit Scholar – ML | S | PS | Advisors | Alumni

CERTIPORT®

A PEARSON VUE BUSINESS

The Certiport Open Certification Lab returns to NLC with even more opportunities for our students and advisors to earn industry recognized certifications!

Please remember that some certification tests are embedded in Workplace Skills Assessment Program (WSAP) competitions at the national level. Be sure to read the guidelines for your event carefully to see if a certification is in fact part of your competition.

If your WSAP event includes a certification test, you will automatically be listed at no cost and scheduled for the test on Thursday, May 5th. Be sure to check the guidelines for your event to see if it includes a certification test at NLC.

All participants planning to take a certification test (competitive event or stand-by) need to register with Certiport (www.certiport.com) before attending NLC. Students must include their BPA member ID in their Certiport profile when they register online.

Open certifications will be offered at NLC to registered advisors and students only (guests cannot take the certification exams offered at NLC).

Onsite registration will also be available. To register for a certification onsite, please check-in at the Grand Ballroom directly and speak with a Certification Coordinator. Please note that onsite registration is based on time and space availability.

Certification Lab Details:

Date: Thursday, May 5 – Saturday, May 7

Time: 10:00 am – 4:00 pm

Location: Grand Ballroom

Cost	Pre-Conference Registration	On-Site Registration
1-Day Pass	\$10.00	\$15.00
3-Day Pass	\$20.00	\$25.00

2021 - 2022

Certifications Available:

Adobe Certified Associate (ACA)

Visual effects & motion graphics using Adobe After Effects
Multiplatform animation using Adobe Animate CC
Web authoring using Adobe Dreamweaver
Graphic design & illustration using Adobe Illustrator
Print & digital media publication using Adobe InDesign
Visual design using Photoshop
Digital video using Adobe Premiere Pro

Microsoft Office Specialist (MOS)

Word 2016
Excel 2016
PowerPoint 2016
Access 2016
Outlook 2016
Word Expert 2016
Excel Expert 2016
Word O365/2019
Excel O365/2019
PowerPoint O365/2019
Outlook O365/2019
Word Expert O365/2019
Excel Expert O365/2019
Access Expert O365/2019

IT Specialist

Device Configuration and Management
HTML and CSS
Network Security
Networking
Databases
Java
Python
JavaScript
HTML5 Application Development
Artificial Intelligence
Cloud Computing
Computational Thinking
Cybersecurity
Software Development

Other

QuickBooks Certified User Desktop/Online
Entrepreneurship & Small Business (ESB)
EC-Council Cyber Forensic Associate (CFA)
EC-Council Ethical Hacking Associate (EHA)
Communication Skills for Business (CSB)
IC3 Certifications
Unity Certified User: Programmer
Unity Certified User: Artist
App Development with Swift Associate (Apple)
App Development with Swift Certified User (Apple)
PMI Project Management Ready

Globally Recognized
OFFICIAL INDUSTRY CERTIFICATIONS
for College & Career Readiness



Workshops at a Glance

Designed to enhance the leadership and life skill development of our members, participants have the opportunity to engage in exciting professional and educational development sessions sponsored and provided by many BPA partners, alumni, and other prominent speakers! Business Professionals of America is committed to the development of our membership through professional sessions led by industry experts.

This year's workshop sessions offer a number of opportunities to hear from experienced professionals and experts on a variety of topics. With both student and advisor focused sessions, there is certain to be something for everyone at this year's NLC!

Leadership Passport Workshop
Success Principles for Thinking and Achieving Beyond Your Boundaries

Date: Thursday, May 5
Time: 8:00 am-8:50 am

Speaker/Sponsor: Michael Ivanov | Motivational Speaker

Learn the specific thought processes, actions steps, and habits of extraordinary people. Students will be challenged to unlearn self-canceling ideas by learning how to daily increase their skills and abilities to open the flood gates of opportunity. Students will learn how they can expand their mind to produce great ideas and then put those ideas into action by implementing the following 5 principles:

- 1 "To each, according to their abilities"
2. "A talent buried is a talent lost"
3. "The time is now!"
4. "Do not concern yourself with your neighbor's wages"
5. "Those who invest will receive more, those who wait will lose everything"

Leadership Passport and Advisor Workshop
Engaging Personalities in Life and the Classroom – Amazing Strategies to Improve Soft Skills

Date: Thursday, May 5
Time: 9:00 am-10:30 am

Speaker/Sponsor: Joe McClary | Executive Director, NBEA

This session will unlock research-based principles teachers, and leaders need to better communicate and understand others with diverse personalities. This interactive and engaging event will help you identify the personality types of others, and most importantly, yourself, to provide you with new skills for building soft skills in business and the classroom. This session is not passive. Be prepared to engage with your peers with new skills that will change your life.

Leadership Passport Workshop

Poetic Storytelling for Leaders: How to Use Your Voice to Drive Change

Date: Thursday, May 5
Time: 1:00 pm-1:50 pm

Speaker/Sponsor: Tucker Bryant | Poet & Professional Speaker

In the Information Age, having a unique idea is no longer enough to make us stand out. Rather, how we share those ideas and the way we make our audience feel is what allows us to capture the world's imagination and drive real impact. Join poet and speaker Tucker Bryant as he reveals powerful and tangible strategies for crafting and delivering a story that leaves an unforgettable impression on your audience that drives action - whether that audience is in the classroom, the boardroom or the living room.

Leadership Passport Workshop
National Alumni Division Panel

Date: Thursday, May 5
Time: 2:00 pm-2:50 pm

Speaker/Sponsor: National BPA Alumni Division

Life is what you make of it and BPA gives you an extra set of tools to leverage. Join members of the BPA Alumni Division for an inspiring panel discussion and hear advice from them on a range of topics that include everything from industry knowledge, how to apply to college, great networking advice and staying involved with BPA after graduation.

Leadership Passport Workshop
Team Building and Strategy with Student Star

Date: Thursday, May 5
Time: 3:00 pm-3:50 pm

Speaker/Sponsor: Jenelle Lareche | Program Manager, Dell Technologies

This Shark Tank inspired activity has students work together to create a campaign for an assigned product and compete against other groups in front of "investors". Each group will work as a company and have assigned roles like PR Rep, Project Manager, Lead Marketer, etc., and contribute within the scope of their roles.

Leadership Passport Workshop
Go Beyond Your Limits with the Executive Council

Date: Friday, May 6
Time: 8:00 am-8:50 am

Speaker/Sponsor: 2021-2022 Executive Council

Join the Executive Council as they present a series of mini-workshops, all with a theme of overcoming limitations. Spend time working through the various table-top discussions, which will include:

- **Content Creation Station:** defining challenges for the everyday person and offering easy to use examples within the CreativeCloud. Walk through how to take an idea from scratch and use innovative technology to produce content on the fly.

PRECISION EXAMS

by youscience

Date: Thursday, May 5 – Saturday, May 7

Time: 10:00 am – 4:00 pm

Location: Grand Ballroom

Cost	Pre-Conference Registration	On-Site Registration
1-Day Pass	\$10.00	\$15.00
3-Day Pass	\$20.00	\$25.00

The Precision Exams by YouScience Certification Lab returns this year full of opportunities to earn certifications over three conference days. In partnership with Precision Exams by YouScience, students and advisors can earn multiple certifications across a wide variety of business, media, and technology topics. The full lineup of certifications that will be available to NLC attendees can be found [online](#). Take advantage of this great opportunity to walk away from NLC certified in one or multiple Precision Exams certifications!

2022 NLC National Anthem Contest

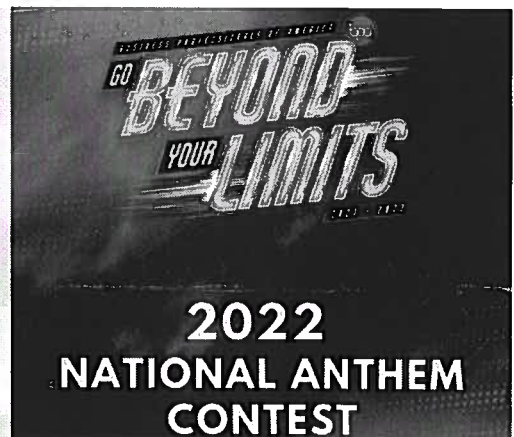
Oh Say Can You Sing?

Do you want a chance to sing the National Anthem at this year's National Leadership Conference in Dallas, TX this May? Submit a video of your best performance of the National Anthem for a chance to be selected to sing the National Anthem during this year's NLC Opening General Session!

Entries are accepted through Sunday, March 13, 2022. The top singer will be chosen and notified around Friday, March 18. The big

announcement of this year's National Anthem Contest Winner will be featured as our Feature Friday profile on Friday, March 25!

In order to be eligible, you must be a member of Business Professionals of America and planning to attend the National Leadership Conference in Dallas, TX. To enter, contestants must complete an Entry Form and submit a video performing the National Anthem (*both A Capella soloists and groups will be considered*). Students can [apply](#) online.



Executive Officer Elections

Run for a Position on your Division's Executive Council

Executive Officer Candidates

As a student-focused organization, BPA seeks experienced student leaders willing to lead all members by applying to become an Executive Officer candidate. If your student is interested in serving and has strong leadership skills, contact your State Advisor for more details. You can also download the [Executive Officer Applicant Handbook](#). Candidates will be running for a place on their division's Executive Council and may not apply or run for a specific office.

Prior to NLC

Candidate 100-word statements, answers to specific questions, and videos will be posted on the BPA website the Monday before NLC. Once the items are posted on the website and the link given is sent out over the official National BPA's social media platforms, candidates can announce their candidacy on social media platforms.

At NLC Election/Voting Procedures

The Policy & Procedures Rule, which states that Head Voting Delegates must attend the Candidate/Head Voting Delegate Briefing Meeting, will be strictly enforced. States not complying will lose all their votes.

Candidate/Head Voting Delegate Briefing Meetings for Secondary and Post-secondary Divisions

Date: Wednesday, May 4
Time: 3:00 pm – 4:00 pm
Location: Senator's Lecture Hall

This meeting is required for all Candidates, Campaign Managers, and Head Voting Delegates. General Voting Delegates are invited, but not required to attend.

Candidates will be introduced at the Opening Session and can immediately begin distributing business cards. Only the Candidate and the Campaign Manager can campaign prior to the rally and may only distribute business cards.

Speeches will be given at divisional business meetings. There will be a Campaign Rally during which materials for each Executive Officer Candidate will be distributed to delegates. Only the Candidate and the Campaign Manager are allowed to campaign. All campaign materials must be distributed only in the room designated for the Campaign Rally and only during the specified time period except for the business cards by the Candidate.

If needed, based on the number of candidates, a primary election will be held by secret ballot during the Campaign Rally at the time specified in the program. Every student member attending NLC will have an opportunity to cast a ballot during the primary election.

There will be no nominations from the floor. Any violation of the rules will be brought before the Grievance Committee. All grievances must be filed using the Grievance Form and following the proper Grievance Policy Guidelines. Any damage charges by the hotel resulting from inappropriate campaigning will be charged to the Candidate's State Association.

Schedules will be distributed prior to the State Caucuses. The top 10 candidates for each division will have an opportunity to caucus.

The primary election results will be pro-rated based on the number of voting delegates allocated to each State Association, which is determined by memberships submitted to the National Center by Tuesday, February 15, 2022. Only designated Voting Delegates will cast votes in the general election and transact all other business.

Offices will be filled by the six (6) candidates receiving the highest majority votes for the Secondary Division and the four (4) candidates receiving the highest majority votes for the Post-secondary Division. Once the six (6) Secondary officers and the four (4) Post-secondary officers have been elected, a placement committee will slate the officers in specific office positions. Candidates will be interviewed by this committee before placement. Members of the committee will include two (2) Board Members, Executive Officer Coordinator, Executive Director, one (1) former National Officer, and one (1) Alumni Member.

Secondary Division Voting Delegates

The number of Secondary Voting Delegates is determined by granting each State Association five (5) votes plus additional votes, based on their paid student memberships received in the National Center by Tuesday, February 15, 2022. Membership dues received after Friday, February 15, if postmarked prior to February 15, and if mailed first class, shall qualify for the February 15 deadline. Additional votes will be determined by multiplying the state student membership total by a factor of .003 and rounding to the nearest whole number.

Post-secondary Division Voting Delegates

The number of Post-secondary Voting Delegates is determined by granting each State Association three (3) votes plus additional votes, based on their paid student memberships received in the National Center by Tuesday, February 15, 2022. Membership dues received after February 15, if postmarked prior to February 15, and if mailed first class, shall qualify for the February 15 deadline. Additional votes will be determined by multiplying the state student membership total by a factor of .008 and rounding to the nearest whole number.

2022 Tour Descriptions

AT&T Stadium Tour

Cost: \$84.00

Take a VIP Tour of the home of the Dallas Cowboys and Super Bowl XLVI! The tour includes stops at the Main Club, a private suite, the radio and print media boxes, the Cotton Bowl offices, and more. The tour will conclude with stops at the Dallas Cowboys Locker Room, Dallas Cowboys Cheerleaders Locker Room, and finally some free time out on the field. Remember to bring a football to toss around!

Option #1

Date: Wednesday, May 4th
Time: 1:00 pm-4:45 pm

Option #2

Date: Wednesday, May 4th
Time: 2:00 pm-5:45 pm

Option #3

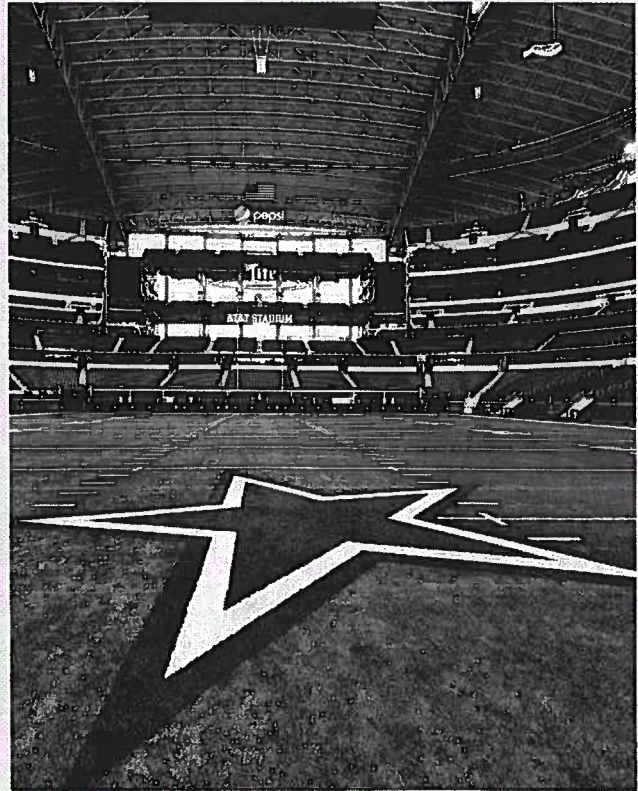
Date: Thursday, May 5th
Time: 11:00 am-2:45 pm

Option #4

Date: Thursday, May 5th
Time: 1:00 pm-4:45 pm

Option #5

Date: Friday, May 6th
Time: 10:00 am-1:45 pm



Dallas World Aquarium

Cost: \$75.00

Nature and animal lovers rejoice! The Dallas World Aquarium was designed for you! The adventure begins at the top of the rainforest exhibit where exotic birds and endangered species can be seen. Move on to the aquarium portion which displays interesting marine life, Black-footed and Blue penguins, sharks, sea rays, and so much more!

Option #1

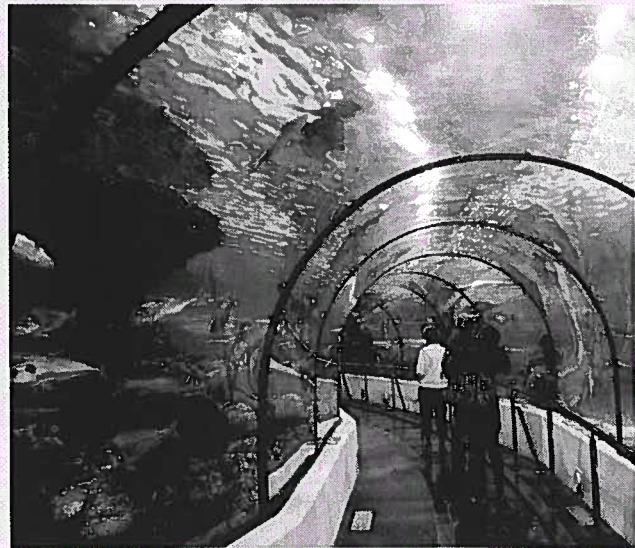
Date: Wednesday, May 4th
Time: 1:30 pm-5:15 pm

Option #2

Date: Thursday, May 5th
Time: 1:30 pm-5:15 pm

Option #3

Date: Friday, May 6th
Time: 9:30 am-1:15 pm



2022 Tour Descriptions (Cont.)

Fort Worth Stock Yards

Cost: \$73.00

Step back in time to the Wild West by visiting the Historic Fort Worth Stockyards! This tour offers stops at the Texas Cowboy Hall of Fame, Stockyards Museum, and the world-famous honky tonk Billy Bob's Texas. Top off the trip by witnessing the Old West come to life with the twice-daily Fort Worth Herd's cattle drive.

Option #1

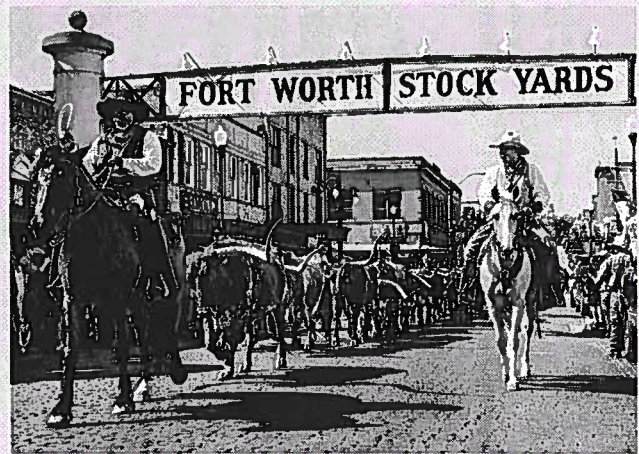
Date: Thursday, May 5th

Time: 12:30 pm-5:00 pm

Option #2

Date: Saturday, May 7th

Time: 9:30 am-2:00 pm



Instagram Moments and Shopping

Cost: \$60.00

Tour Deep Ellum, the new hotspot of Dallas! The area always has a sense of creativity through its colorful murals, the Traveling Man sculptures, and vibrant graffiti. Your guide will tell you about the area's jazz roots and make stops at various famous, insta-worthy murals and street art. You'll then visit the Dallas Farmers Market, once a humble horse-and-wagon wholesale business, but now a hub for artisanal vendors and a mixture of local specialty shops. Explore the shops and vendors on your own, grab a bite to eat, or enjoy a cup of coffee while taking in a view of the Dallas skyline.

Option #1

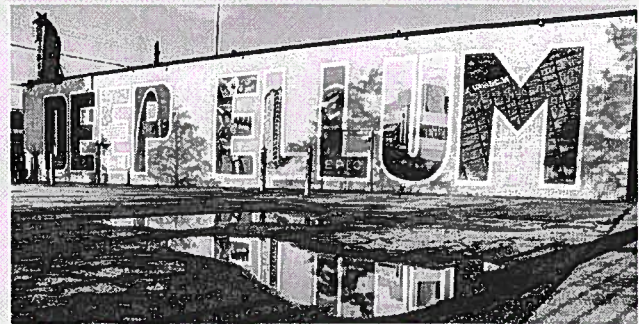
Date: Thursday, May 5th

Time: 2:30 pm-7:00 pm

Option #2

Date: Friday, May 6th

Time: 2:30 pm-7:00 pm



2021 - 2022

2022 Tour Descriptions (Cont.)

The Sixth Floor Museum

Cost: \$63.00

Go back in time to November 22, 1963. This was the day those fatal shots rang out and changed the world as we knew it. Visit Dealey Plaza and the Grassy Knoll for a guided tour to discuss the theories behind the assassination of President John F. Kennedy. Then proceed into the Sixth Floor Museum where you will take a self-guided audio tour of the steps and final hours of President Kennedy's visit to Dallas and Fort Worth.

Option #1

Date: Wednesday, May 4th

Time: 1:30 pm-4:30 pm

Option #2

Date: Thursday, May 5th

Time: 10:00 am-1:00 pm

Option #3

Date: Friday, May 6th

Time: 1:30 pm-4:30 pm

Option #4

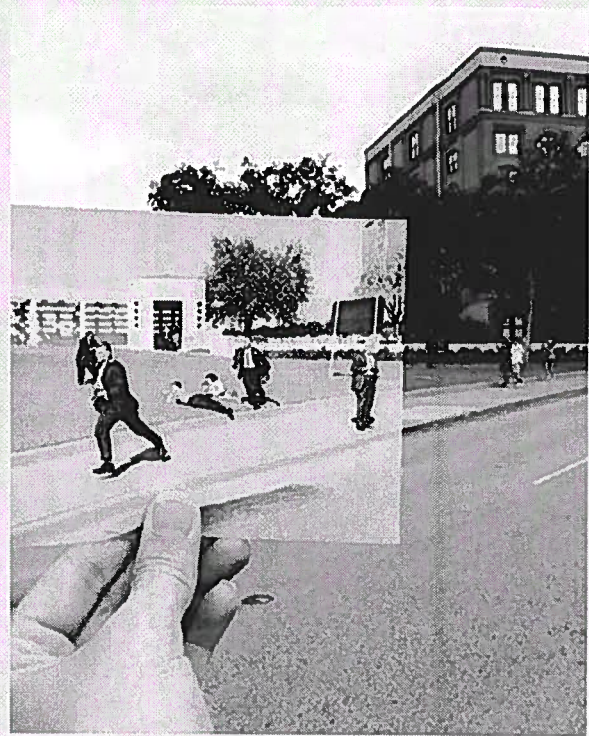
Date: Saturday, May 7th

Time: 10:00 am-1:00 pm

Option #5

Date: Saturday, May 7th

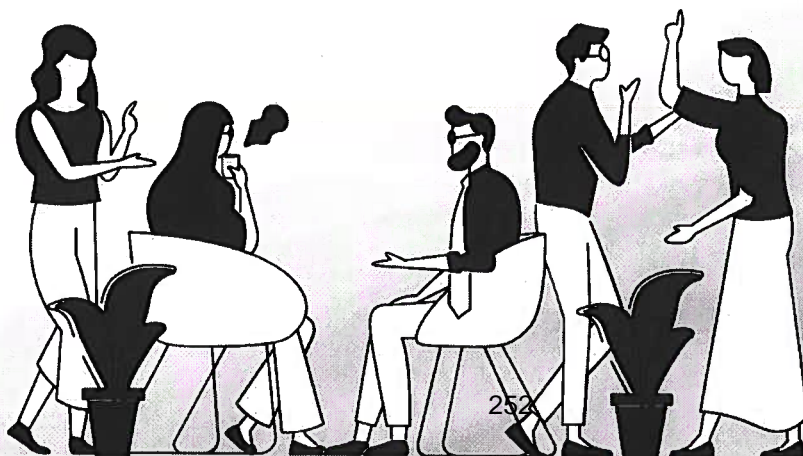
Time: 1:30 pm-4:30 pm



STUKENT

Advisor Lounge

A space reserved for advisors only



Thu, May 5: 8 am-5 pm | Fri, May 6: 8 am-5 pm | Sat, May 7: 8 am-12 pm

Transportation and Logistics (Cont.)

Accident Insurance

Accident/Medical insurance is provided for all conference attendees. You will need to contact Michele Gordon with Business Professionals of America in the event of an accident. Michele Gordon will be available on-site at the NLC Finance Desk or after the conference at 614.895.7277.

Please have the information below available when reporting a claim. Remember that this is accident insurance and it does not cover illness not caused by an accident (sunburn is not considered an accident).

Information to be submitted:

- Name of Insured
- Date and time of accident
- Location of accident
- Medical service company
- Description of accident
- Names of witnesses

Non-Conference Activities

A full schedule of activities has been planned for all conference delegates. This year's NLC has many conference-related activities planned to keep each delegate busy. Please plan non-conference activities around the scheduled conference activities.

Attendance Supervision Ratios/Student Travel

Attendance supervision is based on a ratio of seven (7) delegates to one (1) advisor/chaperone at the Middle School level, ten (10) delegates to one (1) advisor/chaperone at the Secondary level and fifteen (15) delegates to one (1) advisor/chaperone at the Post-secondary level.

Students are not permitted to attend the NLC without an advisor or chaperone. Students may travel with designated advisors other than their own only with written notice to the National Center. Please email alternative chaperone travel assignments to jsmith@bpa.org.



Helpful Hints for Advisors

Here are some hints that will provide help in preparing for and attending the NLC:

- Schedule a meeting with members who are likely to attend and discuss the conference.
- Review the conference schedule and plan your activities.
- Plan for delegates to attend all General Sessions.
- Make copies of all conference forms and bring copies with you.
- Make sure you've paid all invoices. Membership dues must be postmarked by February 15, 2022 to be eligible to compete at the NLC. There are very few exceptions to this deadline. If you feel you may qualify for an exception, please contact Jonathan Smith, Director of Strategic Programs & Experiences, at jsmith@bpa.org.
- Compile a budget; include known and estimated expenses.
- Discuss proper clothing, behavior, activity guidelines, packing techniques, and safety regarding health, accidents, or fire.

Tips for Safe Travel

- Remember to pass all pertinent travel information on to someone at home.
- Travel in a group.
- Do not travel in areas of which you are not familiar.
- Remember to take off your name badge when you are not on conference property; however, you must keep your wristband on at ALL TIMES.
- Please prepare for all types of weather.
- Bring and WEAR Sunscreen.
- Do not share hotel room numbers with other guests.
- Do not invite guests to your hotel room.
- Use social media responsibly when traveling. Keep locations and schedule details vague/general and/or private.
- Use the official BPA social media platforms to promote conference scheduled activities through re-tweets, re-posts and shares.
- Review the Risk Management Plan found in your Conference Program app This can also be viewed at the Registration Desk on-site.
- Use ground transportation and tour activities scheduled and recommended by Business Professionals of America.

2022 Schedule for Conference

2022 BPA National Leadership Conference

Tentative Schedule of Events – Events will be held at the Hilton Anatole

Date	Time	Event
Tuesday, May 3	12:00 pm-6:00 pm	Competitive Events Center
Tuesday, May 3	3:00 pm-10:00 pm	Registration/Information Desk
Tuesday, May 3	3:00 pm-10:00 pm	Finance Desk
Tuesday, May 3	3:00 pm-10:00 pm	Conference Headquarters
Tuesday, May 3	4:00 pm-5:00 pm	Administrator's/Proctor's/Grader's Orientation
Tuesday, May 3	5:00 pm-6:00 pm	Student Volunteer Orientation
Tuesday, May 3	7:00 pm-8:00 pm	Host Committee Reception
Tuesday, May 3	8:30 pm-10:00 pm	Executive Director's Reception

General Events

Wednesday, May 4	7:00 am-8:00 am	Administrator's/Proctor's/Grader's Orientation
Wednesday, May 4	7:00 am-7:00 pm	Tour Desk
Wednesday, May 4	7:00 am-7:00 pm	Registration/Information Desk
Wednesday, May 4	7:00 am-7:00 pm	Finance Desk
Wednesday, May 4	8:00 am-7:00 pm	Conference Headquarters
Wednesday, May 4	8:00 am-8:00 pm	Competitive Events Center/Test Distribution
Wednesday, May 4	8:30 am-9:30 am	Student Volunteer Orientation
Wednesday, May 4	9:00 am-4:00 pm	Student Volunteer Desk
Wednesday, May 4	10:00 am-5:00 pm	BPA Store
Wednesday, May 4	1:00 pm-5:00pm	Conference Pin & Prepaid Merchandise Pick-Up (Conference t-shirts, tassels, honor cords)
Wednesday, May 4	3:00 pm-4:00 pm	Candidate/Head Voting Delegate/Voting Delegate Briefing Meeting All candidates & head voting delegates are required to attend. General Voting Delegates are invited to attend, but not required.
Wednesday, May 4	4:00 pm-5:00 pm	Candidate Meeting and Testing
Wednesday, May 4	4:00 pm-5:00 pm	Administrator's/Proctor's/Grader's Orientation
Wednesday, May 4	4:00 pm-5:00 pm	Parade of Flags Rehearsal (State Rep Must Attend)
Wednesday, May 4	5:00 pm-6:00 pm	CEAC Meeting
Wednesday, May 4	5:00 pm-6:00 pm	SAAC Meeting
Wednesday, May 4	5:00 pm-9:00 pm	Grading Room
Wednesday, May 4	5:30 pm-6:30 pm	Student Volunteer Orientation
Wednesday, May 4	6:30 pm-7:30 pm	State Meetings
Wednesday, May 4	6:30 pm-7:30 pm	Alaska
Wednesday, May 4	6:30 pm-7:30 pm	Idaho
Wednesday, May 4	6:30 pm-7:30 pm	Illinois
Wednesday, May 4	6:30 pm-7:30 pm	Iowa-S
Wednesday, May 4	6:30 pm-7:30 pm	Iowa-PS
Wednesday, May 4	6:30 pm-7:30 pm	Massachusetts
Wednesday, May 4	6:30 pm-7:30 pm	Michigan
Wednesday, May 4	6:30 pm-7:30 pm	Minnesota-S

2022 Schedule for Conference (Cont.)

Thursday, May 5	7:00 am-8:30 am	State Officers' Breakfast
Thursday, May 5	7:00 am-5:00 pm	Registration/Information Desk
Thursday, May 5	7:00 am-5:00 pm	Finance Desk
Thursday, May 5	7:00 am-5:00 pm	Tour Desk
Thursday, May 5	8:00 am-8:50 am	Leadership Passport Workshop – Success Principles for Thinking and Achieving Beyond Your Boundaries Presented by Michael Ivanov, Professional Speaker
Thursday, May 5	8:00 am-9:00 am	Administrator's/Proctor's/Grader's Orientation
Thursday, May 5	8:00 am-5:00 pm	Conference Headquarters
Thursday, May 5	8:00 am-5:00 pm	Written Event Conflict Room
Thursday, May 5	9:00 am-10:30 am	Leadership Passport Workshop – Engaging Personalities in Life and the Classroom-Amazing Strategies to Improve Soft Skills Presented by Joe McClary, Executive Director, NBEA
Thursday, May 5	9:00 am-11:00 am	Post-secondary Candidate Placement Committee & Candidate Interviews
Thursday, May 5	9:00 am-4:00 pm	Student Volunteer Desk
Thursday, May 5	9:00 pm-5:00 pm	BPA Store
Thursday, May 5	9:00 am-5:00 pm	Conference Pin & Prepaid Merchandise Pick-Up (Conference t-shirts, tassles, honor cords)
Thursday, May 5	9:00 am-5:00 pm	Grading Room
Thursday, May 5	9:00 am-5:00 pm	NLC Exhibitor Showcase
Thursday, May 5	10:00 am-4:00 pm	Certiport Open Certification Lab
Thursday, May 5	10:00 am-4:00 pm	YouScience Open Certification Lab
Thursday, May 5	12:00 pm-1:00 pm	Competitive Event Judge's Orientation (Judged Event Administrators are permitted to attend Orientation) *Ticket Required
Thursday, May 5	1:00 pm-1:50 pm	Leadership Passport Workshop – Poetic Storytelling for Leaders: How to Use Your Voice to Drive Change Presented by Tucker Bryant, Poet and Professional Speaker
Thursday, May 5	2:00 pm-2:50 pm	Leadership Passport Workshop – National Alumni Division Panel Presented by National BPA Alumni Division
Thursday, May 5	2:30 pm-3:30 pm	Student Volunteer Orientation
Thursday, May 5	3:00 pm-3:50 pm	Leadership Passport Workshop – Team Building and Strategy with Student Star Presented by Jenelle Lareche, Program Manager, Dell Technologies
Thursday, May 5	3:00 pm-4:00 pm	Secondary Division Campaign Rally Set-Up
Thursday, May 5	4:00 pm-5:00 pm	Alumni Division Business Meeting
Thursday, May 5	5:00 pm-7:00 pm	Secondary Division Business Meeting
Thursday, May 5	Following Business Meeting	Secondary Division Campaign Rally
Thursday, May 5	6:30 pm-7:30 pm	Post-secondary Division Campaign Rally Set-Up
Thursday, May 5	8:00 pm-10:30 pm	Executive Council Election Tabulation Meeting
Thursday, May 5	8:00 pm-10:30 pm	Post-secondary Division Business Meeting
Thursday, May 5	Following Business Meeting	Post-secondary Division Campaign Rally
Thursday, May 5	Following Campaign Rally	Post-secondary Caucus
Thursday, May 5		Alaska
Thursday, May 5		Florida

2022 Schedule for Conference (Cont.)

Thursday, May 5	8:00 am-12:00 pm	Graphic Design Promotion (ML)
Thursday, May 5	8:00 am-12:00 pm	Graphic Design Promotion (PS)
Thursday, May 5	8:00 am-12:00 pm	Graphic Design Promotion (S)
Thursday, May 5	8:00 am-12:00 pm	Introduction to Video Production Team (ML)
Thursday, May 5	8:00 am-12:00 pm	Presentation Management Individual (S)
Thursday, May 5	8:00 am-12:00 pm	Video Production Team (PS)
Thursday, May 5	8:00 am-12:00 pm	Video Production Team (S)
Thursday, May 5	9:00 am-11:00 am	Administrative Support Team (ML/S/PS) – Section 1
Thursday, May 5	9:30 am-11:30 am	Payroll Accounting (PS)
Thursday, May 5	9:30 am-11:30 am	Payroll Accounting (S)
Thursday, May 5	10:30 am-12:30 pm	C++ Programming (S/PS)
Thursday, May 5	10:30 am-1:30 pm	Digital Citizenship (ML)
Thursday, May 5	10:30 am-1:30 pm	Advanced Word Processing (S/PS)
Thursday, May 5	10:30 am-1:30 pm	Linux Operating System Fundamentals (S/PS)
Thursday, May 5	10:30 am-1:30 pm	Server Administration Using Microsoft (S/PS)
Thursday, May 5	12:00 pm-2:00 pm	Advanced Accounting (S)
Thursday, May 5	12:00 pm-2:00 pm	Advanced College Accounting (PS)
Thursday, May 5	12:00 pm-5:00 pm (Last exam administered at 4:30 pm)	WSAP Open Events Lab
Thursday, May 5		Administrative Support Concepts (S/PS)
Thursday, May 5		Business Communication Skills Concepts (ML)
Thursday, May 5		Business Fundamentals Concepts (ML)
Thursday, May 5		Business Meeting Management (S/PS)
Thursday, May 5		Business Math Concepts (ML)
Thursday, May 5		Computer Literacy Concepts (ML)
Thursday, May 5		Computer Programming Concepts (S/PS)
Thursday, May 5		Digital Communications & Design Concepts (S/PS)
Thursday, May 5		Digital Marketing Concepts (S/PS)
Thursday, May 5		Financial Math & Analysis Concepts (S/PS)
Thursday, May 5		Information Technology Concepts (S/PS)
Thursday, May 5		Management/Marketing/Human Resources Concepts (S/PS)
Thursday, May 5		Medical Terminology Concepts – Pilot (S/PS)
Thursday, May 5		BPA Merit Scholar (Open to all attendees)
Thursday, May 5		Parliamentary Procedure Concepts (S/PS)
Thursday, May 5		Project Management Concepts (PS)
Thursday, May 5	1:00 pm-4:00 pm	Java Programming (S/PS)
Thursday, May 5	1:00 pm-5:00 pm	Advanced Interview Skills (PS)
Thursday, May 5	1:00 pm-5:00 pm	Advanced Interview Skills (S)
Thursday, May 5	1:00 pm-5:00 pm	Broadcast News Production Team (PS)
Thursday, May 5	1:00 pm-5:00 pm	Broadcast News Production Team (S)
Thursday, May 5	1:00 pm-5:00 pm	Computer Animation Team (S)
Thursday, May 5	1:00 pm-5:00 pm	Entrepreneurship Exploration (ML)
Thursday, May 5	1:00 pm-5:00 pm	Entrepreneurship (PS)
Thursday, May 5	1:00 pm-5:00 pm	Entrepreneurship (S)

2022 Schedule for Conference (Cont.)

Friday, May 6	10:00 am-12:30 pm	BPA National Showcase
Friday, May 6		V01 Virtual Multimedia & Promotion Individual
Friday, May 6		V02 Virtual Multimedia & Promotion Team
Friday, May 6		V03 Software Engineering Team
Friday, May 6		V04 Web Application Team
Friday, May 6		V05 Mobile Applications
Friday, May 6		V06 Promotional Photography
Friday, May 6		V07 Cybersecurity/Digital Forensics
Friday, May 6		V08 Start-up Enterprise Team
Friday, May 6		V09 Financial Portfolio Management Team
Friday, May 6		V10 Virtual Branding Team
Friday, May 6	10:00 am-4:00 pm	Certiport Open Certification Lab
Friday, May 6	10:00 am-4:00 pm	YouScience Open Certification Lab
Friday, May 6	11:00 am-11:50 am	Leadership Passport Workshop – The Poetic Innovation Process Presented by Tucker Bryant, Poet and Professional Speaker
Friday, May 6	12:00 pm-1:00 pm	Competitive Event Judge's Orientation (Judged Event Administrators are permitted to attend Orientation) *Ticket Required
Friday, May 6	12:30 pm-2:00 pm	National Honor Awards Ceremony
Friday, May 6	2:00 pm-2:50 pm	Administrator's/Proctor's/Grader's Orientation
Friday, May 6	2:00 pm-3:50 pm	BPA Trivia Extravaganza <i>Presented by the National BPA Alumni Division</i>
Friday, May 6	2:30 pm-4:30 pm	AICPA Secondary Division Accounting Student Networking Event
Friday, May 6	3:00 pm-6:00 pm	BPA Day of Service
Friday, May 6	6:00 pm-7:00 pm	Walk for Special Olympics
Friday, May 6	7:00 pm-10:00 pm	Special Event: Texas Hoedown
Friday, May 6	Midnight	Curfew (Secondary & Middle Level)
Competitive Events		
Friday, May 6	7:00 am-5:00 pm	Broadcast News Production Team Finals (S) <i>Students will complete projects 7:00 am-10:00 am</i>
Friday, May 6	7:00 am-5:00 pm	Video Production Team Finals (S/PS) <i>Students will complete projects 7:00 am-10:00 am</i>
Friday, May 6	7:30 am-9:30 am	Administrative Support Team (ML/S/PS) – Section 2
Friday, May 6	8:00 am-9:30 am	Health Administration Procedures (S/PS)
Friday, May 6	8:00 am-9:30 am	Intermediate Word Processing (S/PS)
Friday, May 6	8:00 am-9:30 am	Spreadsheet Applications (ML)
Friday, May 6	8:00 am-12:00 pm	Administrative Support Research Project (S)
Friday, May 6	8:00 am-12:00 pm	Economic Research Team (S)
Friday, May 6	8:00 am-12:00 pm	Financial Analyst Team (PS)
Friday, May 6	8:00 am-12:00 pm	Financial Analyst Team (S)
Friday, May 6	8:00 am-12:00 pm	Human Resource Exploration – Pilot (ML)
Friday, May 6	8:00 am-12:00 pm	Human Resource Management (PS)
Friday, May 6	8:00 am-12:00 pm	Human Resource Management (S)
Friday, May 6	8:00 am-12:00 pm	Parliamentary Procedure Team (S)

2022 Schedule for Conference (Cont.)

Friday, May 6	1:00 pm-5:00 pm	Prepared Speech (S)
Friday, May 6	1:00 pm-5:00 pm	User Experience Design Team Using Adobe XD – Pilot (S)
Friday, May 6	3:00 pm-4:00 pm	Financial Literacy (ML)
Friday, May 6	3:00 pm-4:00 pm	Network Administration Using Cisco (S/PS)
Friday, May 6	3:00 pm-6:00 pm	SQL Database Fundamentals (S/PS)
Friday, May 6	4:30 pm-5:30 pm	Business Law & Ethics (S/PS)
Friday, May 6	4:30 pm-5:30 pm	ICD-10-CM Medical Diagnostic Coding (S/PS)
Friday, May 6	4:30 pm-6:30 pm	Fundamental Spreadsheet Applications (S/PS)
General Events		
Saturday, May 7	6:00 am-12:00 pm	Competitive Events Center/Test Distribution
Saturday, May 7	7:00 am-8:00 am	Competitive Event Judge's Orientation (Judged Event Administrators are permitted to attend Orientation) *Ticket Required
Saturday, May 7	7:00 am-12:00 pm	Grading Room
Saturday, May 7	7:00 am-12:00 pm	Registration/Information Desk
Saturday, May 7	7:00 am-12:00 pm	Finance Desk
Saturday, May 7	7:00 am-12:00 pm	Tour Desk
Saturday, May 7	7:00 am - 3:00 pm	BPA Store
Saturday, May 7	7:00 am-3:00 pm	Conference Pin & Prepaid Merchandise Pick-Up (Conference t-shirts, tassles, honor cords)
Saturday, May 7	8:00 am-12:00 pm	Conference Headquarters
Saturday, May 7	9:00 am-12:00 pm	Student Volunteer Desk
Saturday, May 7	10:00 am-11:00 am	Executive Council Reception (By Invitation Only)
Saturday, May 7	10:00 am-4:00 pm	Certiport Open Certification Lab
Saturday, May 7	10:00 am-4:00 pm	YouScience Open Certification Lab
Saturday, May 7	2:00 pm-3:00 pm	Joint CEAC/SAAC Meeting
Saturday, May 7	2:00 pm-4:00 pm	Contest Review Drop in as needed to review the contest of your choice
Saturday, May 7	3:00 pm-4:00 pm	CEAC Meeting
Saturday, May 7	3:00 pm-4:00 pm	SAAC Meeting
Saturday, May 7	6:00 pm-8:00 pm	Post-secondary Division Awards Session Finale
Saturday, May 7	8:30 pm-11:30 pm	Secondary/Middle Level Divisions Awards Session Finale
Saturday, May 7	Immediately following Awards Sessions	New Executive Council Team Meeting
Saturday, May 7	Midnight	Curfew (Secondary & Middle Level)
Competitive Events		
Saturday, May 7	7:30 am-12:00 pm	Extemporaneous Speech Finals (ML)
Saturday, May 7	7:30 am-12:00 pm	Extemporaneous Speech Finals (S)
Saturday, May 7	7:30 am-12:00 pm	Financial Analyst Team Finals (S)
Saturday, May 7	7:30 am-12:00 pm	Human Resource Management Finals (S)
Saturday, May 7	7:30 am-12:00 pm	Network Design Team Finals (S)
Saturday, May 7	7:30 am-12:00 pm	Parliamentary Procedure Team Finals (S)
Saturday, May 7	7:30 am-12:00 pm	Small Business Management Team Finals (S)

NLC Texas Hoedown

Date: Friday, May 6

Time: 7:00pm-10:00pm

Location: Hilton Anatole Trinity Ballroom

Join us for a night full of fun activities at the 2022 NLC Texas Hoedown! How good are you with a lasso? Find out by testing your skill with the rollo roper! There will also be:

- A Mini Golf Course
- Caricature Artist
- Arcade and Carnival Games
- 360° Photo Booth
- Line Dancing and a DJ
- Armadillo Races
- A live longhorn to interact with and more!

There's definitely going to be something for everyone! So put on your cowboy hat and boots because it's going to be a hootin' and hollerin' good time!

Note: If under the age of 18, certain activities at the BPA Texas Hoedown Special Event will require a parent or guardian's permission in order to participate. Please have the respective parent or guardian review and sign the "Assumption of Risk and Release of Liability Agreement" provided by ACCESS DMC at the back of this publication for each participant. This form will be collected at the Special Event.



Emergency Medical Authorization Form

PART I. The purpose of this form is to authorize the provision of emergency treatment for chapter members in the unlikely event that they become ill or injured while traveling with their advisor. It is imperative the following information be furnished so that the member will be cared for properly. The authorization does not cover major surgery unless the medical opinions of two licensed physicians or dentists, concurring in the necessity for such surgery, are obtained prior to the performance of such surgery.

Please print neatly and use black ink.

I, _____ of _____
Member member name Street, City, State, ZIP Code

hereby give my consent for (1) the administration of any emergency treatment deemed necessary by a licensed physician or dentist, (2) the transfer to any hospital reasonable accessible, and (3) consent to release the medical information provided.

 Member signature

 Date (month/day/year)

 Parent or guardian signature (if member is under age 18)

 Date (month/day/year)

 Parent or guardian name (printed)

 Parent or guardian phone (including area code)

 Alternate contact name

 Alternate contact phone (including area code)

The information below is needed by any hospital or practitioner not having access to the member's medical history. If any item is marked "Yes", please explain in the right-hand column. If taking medication, include the name, dosage amount, and the time it is taken.

Allergies		
Food	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Medications	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Other (insects, etc.)	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Health problems or physical disabilities	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Respiratory problems	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Diabetes	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Epilepsy	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Chronic disease	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Emotional or psychological problems	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Current medications	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Eyeglasses: <input type="checkbox"/> Yes <input type="checkbox"/> No Contact lenses: <input type="checkbox"/> Yes <input type="checkbox"/> No Hearing devices: <input type="checkbox"/> Yes <input type="checkbox"/> No		
Required immunizations up to date? <input type="checkbox"/> Yes <input type="checkbox"/> No Date of last tetanus booster: _____		

Press Release Template

Instructions for Chapter Advisors: Local news outlets such as newspapers, radio or television stations and even your school district's communications office like to receive information about noteworthy student achievements. Use the press release template below to announce your chapter's participation in the National Leadership Conference (NLC). *The editable Word version of this is available in the BPA Member Gateway.*

To distribute the press release: Replace the highlighted sections with the information needed to localize the announcement about your NLC participant(s). If your school does not have a communications office that distributes press releases to local media, you can gather a list of media email addresses from news organizations' websites. The best contact may be an education reporter, the managing editor or an assignment editor. Email the completed press release (and participant photographs with captions if you have images available for release). If you have not heard back from a reporter within a few days, call to confirm the press release was received, and offer to answer any questions the reporter or editor may have.

For Immediate Release

Contact Person: [*Advisor or other school contact for questions from reporters or editors*] _____

Phone: [*Contact's phone number*] _____

Email: [*Contact's email*] _____

Address: [*School name and address*] _____

Date: [*Date the release will be distributed*] _____

[*School Name*] **Students to Attend Business Professionals of America National Leadership Conference in Dallas.**

Students from [*School's] Business Professionals of America (BPA) chapter will attend the 2022 BPA National Leadership Conference in Dallas, Texas, May 4–8.

The conference will bring together an estimated six thousand delegates from across the country to vie for top honors in business, finance, technology, marketing and health administration skills competitions; attend leadership and professional development workshops; receive awards for community service activities and elect BPA's 2022–2023 national student leadership team.

The 2022 National Leadership Conference is presented by Certiport, a Pearson VUE business, the leading provider of certification exam development, delivery and program management services. Conference attendees have the option to complete software certifications from Certiport during the event in Dallas.

"For students and chapter advisors attending the National Leadership Conference, the event is the culmination of a year's work," said Dr. Brenda Jacobsen, Chair of BPA's National Board of Trustees. "We applaud these BPA members for the energy they have devoted to advancing to nationals in competitive events, sharpening their career skills and contributing to community betterment through service initiatives."

The [*student/students*] from the [*School*] BPA chapter attending the conference [*is/are*]:

- [*List the student(s) attending the NLC and their competitive event(s), honors and awards or other activities that earned conference attendance.*]

[*Add a quote from the chapter advisor or a school administrator about the important role BPA plays in the school or the unique opportunities and benefits it provides for your students.*]

While in Dallas, participants will also have opportunities to network with other BPA members and industry representatives, visit famous attractions in the region and participate in a walk that raises money for Special Olympics, BPA's national service project.

About Business Professionals of America

Founded in 1966, Business Professionals of America (BPA) is the premier Career and Technical Student Organization (CTSO) for middle, high school and college students preparing for careers in business, finance, management information systems and related fields. BPA provides members with opportunities for growth through education, competition, community service and personal development. The organization has more than 35,000 members in 1,600 chapters across 25 states and Puerto Rico and an international presence in China, Haiti and Peru. *Learn more at www.bpa.org.*

Request for Taxpayer Identification Number and Certification

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

Give Form to the requester. Do not send to the IRS.

Print or type. See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
BUSINESS PROFESSIONALS OF AMERICA

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

Individual/sole proprietor or single-member LLC

C Corporation

S Corporation

Partnership

Trust/estate

Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

Other (see instructions) ▶ _____

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) 5

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.
700 MORSE ROAD, SUITE 201 [PHYSICAL ADDRESS]

6 City, state, and ZIP code
COLUMBUS, OHIO 43214

7 List account number(s) here (optional)

Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Social security number

			-			-				
--	--	--	---	--	--	---	--	--	--	--

OR

Employer identification number

3	1	-	1	1	3	5	7	1	2
---	---	---	---	---	---	---	---	---	---

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here Signature of U.S. person ▶  CFO

Date ▶ 11/16/2021

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
 - Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
 - Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
 - Form 1099-S (proceeds from real estate transactions)
 - Form 1099-K (merchant card and third party network transactions)
 - Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
 - Form 1099-C (canceled debt)
 - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

Request for Taxpayer Identification Number and Certification

**Give Form to the
requester. Do not
send to the IRS.**

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type. See Specific Instructions on page 3.	<p>1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. EC Dallas Partners, LLC</p> <p>2 Business name/disregarded entity name, if different from above Sheraton Dallas Hotel</p> <p>3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.</p> <p> <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input checked="" type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____ <small>Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</small> <input type="checkbox"/> Other (see instructions) ▶ _____ </p>	<p>4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):</p> <p>Exempt payee code (if any) _____</p> <p>Exemption from FATCA reporting code (if any) _____</p> <p><small>(Applies to accounts maintained outside the U.S.)</small></p>
	<p>5 Address (number, street, and apt. or suite no.) See instructions. 400 North Olive Street</p> <p>6 City, state, and ZIP code Dallas, Texas 75201-4005</p> <p>7 List account number(s) here (optional)</p>	<p>Requester's name and address (optional)</p>

<p>Part I Taxpayer Identification Number (TIN)</p> <p>Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see <i>How to get a TIN</i>, later.</p> <p>Note: If the account is in more than one name, see the instructions for line 1. Also see <i>What Name and Number To Give the Requester</i> for guidelines on whose number to enter.</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="10" style="text-align: center;">Social security number</td> </tr> <tr> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> </tr> <tr> <td colspan="10" style="text-align: center;">or</td> </tr> <tr> <td colspan="10" style="text-align: center;">Employer identification number</td> </tr> <tr> <td style="width: 25px; height: 25px; text-align: center;">8</td> <td style="width: 25px; height: 25px; text-align: center;">2</td> <td style="width: 25px; height: 25px; text-align: center;">-</td> <td style="width: 25px; height: 25px; text-align: center;">3</td> <td style="width: 25px; height: 25px; text-align: center;">0</td> <td style="width: 25px; height: 25px; text-align: center;">1</td> <td style="width: 25px; height: 25px; text-align: center;">6</td> <td style="width: 25px; height: 25px; text-align: center;">7</td> <td style="width: 25px; height: 25px; text-align: center;">4</td> <td style="width: 25px; height: 25px; text-align: center;">4</td> </tr> </table>	Social security number																				or										Employer identification number										8	2	-	3	0	1	6	7	4	4
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8	2	-	3	0	1	6	7	4	4																																										

Part II Certification	<p>Under penalties of perjury, I certify that:</p> <ol style="list-style-type: none"> The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and I am a U.S. citizen or other U.S. person (defined below); and The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct. <p>Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.</p>
Sign Here	<p>Signature of U.S. person ▶ </p> <p>Date ▶ <u>11/1/2021</u></p>

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
OVERNIGHT TRAVEL REQUEST

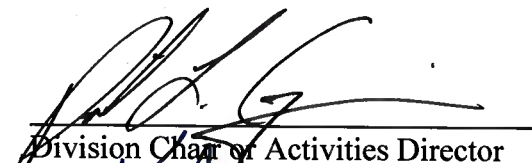
All requests for student travel that include overnight lodging must be submitted for approval to the Superintendent using this form. Please complete your Travel Request with the assistance of your Division Chair or the Director of Student Activities. Your request requires the signatures of all administrative staff members listed below. All requests must be submitted to the Superintendent's office no later than **one month prior** to the next scheduled Board Meeting, unless travel is for unforeseen advancement in a state competition. All District policies and regulations governing student behavior remain in full effect for the duration of the overnight trip, and sponsors and chaperones are expected to fully enforce all applicable rules.

1. Group submitting request: LT Robotics Team
2. Sponsor's name(s) submitting request: Blake Sauders & Chris Bonifas
3. Destination(s) of trip: VEX Robotics World Championship (Dallas, TX)
4. Number of students participating: 14
5. Dates of requested travel: May 4 - 8, 2022
6. Is this an IHSA or ILMEA event? Yes No
7. Will students miss more than one school day? Yes No If Yes, how many days? 3

Overnight Travel Request Funding Summary		
Funding from LTHS adopted budget	\$ 5,000.00	
Additional School Board funding request	\$ 14,964.51	
Total cost to LTHS		\$ 19,964.51
Club Fundraising/Participant funding		\$ 2,400.00
TOTAL COST OF OVERNIGHT TRAVEL		\$ 22,364.51

APPROVALS

Yes No


 Division Chair of Activities Director

14 MARCH 2022
 Date

Yes No


 Associate Principal

3/15/22
 Date

Yes No


 Principal

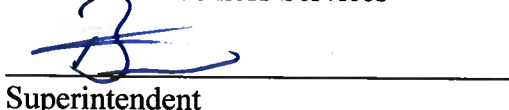
3/16/22
 Date

Yes No


 Director of Business Services

3/16/22
 Date

Yes No


 Superintendent

3/16/22
 Date

For Office Use Only:

Please send completed copies to all individuals listed on this page, the Business Office, and the person requesting the trip.

COST DETAIL

If you are seeking LTHS Board of Education funding, please indicate which level by checking one of the boxes below.

- Funding Level I: In-State** sanctioned competitions or National competitions subsequent to advancement at the state level

The Board of Education will fund lodging, transportation, registration, and meals.

*All chaperone costs will be covered, including meals (with itemized receipts).

- Funding Level II:** Invitational competition

The Board of Education will fund lodging and registration.

*All chaperone costs will be covered, including meals (with itemized receipts).

- Funding Level III:** All other overnight trips

The Board of Education will not fund any expenses, including chaperone costs. All costs must be funded by the group and/or paid for by the travelers.

Cost to LTHS						
Level Requested	Registration	Lodging	Transportation	Meals (\$25/day)	Other costs	Total
Level I	\$ 2,400.00	\$ 11,839.51	\$ 6,000.00	\$ 2,125.00	\$ 0.00	\$ 22,364.51
Level II						\$ 0.00

Cost to School Group and/or Participants/Family						
Level Requested	Registration	Lodging	Transportation	Meals (\$25/day)	Other costs	Total
Level II						\$ 0.00
Level III						\$ 0.00

Total Cost of Level II trip	\$ 0.00
------------------------------------	----------------

Individual Cost per Traveler						
Traveler	Registration	Lodging	Transportation	Meals (\$25/day)	Other costs	Total
Student						\$ 0.00
Chaperone						\$ 0.00
Per student total cost, per travel agent (Level III only)						

Overnight Travel Request Funding Summary						
Board account number(s)		10E000 1517 3318 00 540000, 10E000 1517 3902 00 540000				
Student Activity account number(s)		98L000 9315				
Funding from LTHS adopted budget			\$ 5,000.00			
Additional School Board funding request			\$ 14,964.51			
Total cost to LTHS					\$ 19,964.51	
Student Activity Account funding			\$ 2,400.00			
Participant funding			\$ 0.00			
Club Fundraising/Participant funding					\$ 2,400.00	
TOTAL COST OF OVERNIGHT TRAVEL						\$ 22,364.51

List the adult chaperones:

Blake Sauders

Chris Bonifas

Female chaperone TBD

If you plan to use funds from Student Activity Accounts, how will these funds be used?

Registration.

Has your group or any partnering parent organization completed any fundraising for this trip? No.

If yes, please explain:

TRIP RATIONALE

1. Please explain in detail the purpose of the trip: The LT Robotics Team has qualified for the 2022 VEX Robotics World Championship in Dallas, Texas. Students from two LT teams will compete against roughly 800 high school teams from around the world.

2. Would you describe this trip as a competition or an educational opportunity? Please explain:

This trip is both a competition and an educational opportunity for the students. They will compete against thousands of students from around the world. During this time, they will be partnered with many of these students as the competition progresses. They will have to overcome obstacles to work together with these other teams so that their team has a chance at being successful.

3. Has LT sent students on this trip before? Is it an annual trip? Please provide any history or background regarding this particular trip: Yes, we competed in Louisville, Kentucky in 2018. In 2020 we competed in a virtual form of this tournament. Last year, we competed remotely and were named the 2021 Design Award World Champions. Officially recognized by Guinness World Records as the largest robotics competition on earth, this week-long competitive robotics event brings more than 1,400 of the best VEX teams (high school, middle school, and university), leading technology companies, and volunteers together to celebrate the students' achievements in STEM.

4. How were students selected for this trip and how will their experience benefit the school? At the beginning of the school year, Robotics Team members formed their own teams. We encourage them to select a variety of skills to be successful as a team. This requires builders, programmers, strategists, public relations, and other jobs that the students feel best suit the team. The sponsors maintain final say over the teams and do make changes as deemed necessary.

5. What grade are the student participants currently in? 9 - 12

6. Describe the itinerary. If it is easier to attach an itinerary, please do so. Please also attach any forms, publicity materials, or other resources explaining the trip:

May ~~4~~: Travel to Dallas

May 5-7: Daily competition from 7:00 a.m. to 7:00 p.m.

May 7-8: Return to La Grange

*VEX has not set the final itinerary at this time, nor have we finalized our travel arrangements.

7. Has a travel agent or tour company been used? Yes No
If Yes, attach all contact information and proof of insurance coverage provided by the company.

8. Please submit a comprehensive list of all students who will participate.

Last Name	First Name	Student ID	Team
Bischoff	Kenneth	512187	C
Foster	Michael	509007	C
Kasprzak	Maksymilian	512840	C
Kuehnle	Alexander	508290	C
Ou	Yanfu	508193	C
Sherman	Evan	508881	C
Vizgirda	Tyler	509227	C
Banos	Molly	512017	D
Curtin	Caitlyn	510904	D
Fournier	Vasiliki	511940	D
Hendricks	Cali	510909	D
Husmann	Josiah	510926	D
Mugenis	Paulius	512905	D
Villarreal	Sophia	511014	D


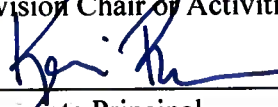

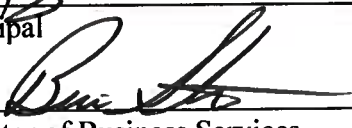
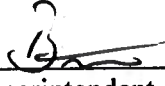
**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
OVERNIGHT TRAVEL REQUEST**

All requests for student travel that include overnight lodging must be submitted for approval to the Superintendent using this form. Please complete your Travel Request with the assistance of your Division Chair or the Director of Student Activities. Your request requires the signatures of all administrative staff members listed below. All requests must be submitted to the Superintendent's office no later than **one month prior** to the next scheduled Board Meeting, unless travel is for unforeseen advancement in a state competition. All District policies and regulations governing student behavior remain in full effect for the duration of the overnight trip, and sponsors and chaperones are expected to fully enforce all applicable rules.

1. Group submitting request: Marching Band
2. Sponsor's name(s) submitting request: Mark Dahl
3. Destination(s) of trip: Walt Disney World, Florida
4. Number of students participating: 150
5. Dates of requested travel: March 3-6, 2023
6. Is this an IHSA or ILMEA event? Yes No
7. Will students miss more than one school day? Yes No If Yes, how many days? _____

Overnight Travel Request Funding Summary		
Funding from LTHS adopted budget	\$ 200.00	
Additional School Board funding request	\$ 0.00	
Total cost to LTHS		\$ 200.00
Club Fundraising/Participant funding		\$ 0.00
TOTAL COST OF OVERNIGHT TRAVEL		\$ 200.00

APPROVALS

Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	<u></u> Division Chair of Activities Director	<u>03/08/2022</u> Date
Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	<u></u> Associate Principal	<u>3/8/22</u> Date
Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	<u></u> Principal	<u>3/8/22</u> Date
Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	<u></u> Director of Business Services	<u>3/9/22</u> Date
Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	<u></u> Superintendent	<u>3/9/22</u> Date

For Office Use Only:
Please send completed copies to all individuals listed on this page, the Business Office, and the person requesting the trip.

COST DETAIL

If you are seeking LTHS Board of Education funding, please indicate which level by checking one of the boxes below.

- Funding Level I: In-State** sanctioned competitions or National competitions subsequent to advancement at the state level

The Board of Education will fund lodging, transportation, registration, and meals.

*All chaperone costs will be covered, including meals (with itemized receipts).

- Funding Level II: Invitational** competition

The Board of Education will fund lodging and registration.

*All chaperone costs will be covered, including meals (with itemized receipts).

- Funding Level III: All other** overnight trips

The Board of Education will not fund any expenses, including chaperone costs. All costs must be funded by the group and/or paid for by the travelers.

Cost to LTHS						
Level Requested	Registration	Lodging	Transportation	Meals (\$25/day)	Other costs	Total
Level I						\$ 0.00
Level II						\$ 0.00

Cost to School Group and/or Participants/Family						
Level Requested	Registration	Lodging	Transportation	Meals (\$25/day)	Other costs	Total
Level II						\$ 0.00
Level III						\$ 0.00

Total Cost of Level II trip	\$ 0.00
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Individual Cost per Traveler						
Traveler	Registration	Lodging	Transportation	Meals (\$25/day)	Other costs	Total
Student	\$ 1,500.00					\$ 1,500.00
Chaperone	\$ 1,000.00					\$ 1,000.00
Per student total cost, per travel agent (Level III only)						\$ 1,500.00

Overnight Travel Request Funding Summary						
Board account number(s)						
Student Activity account number(s)		9232				
Funding from LTHS adopted budget			\$ 200.00			
Additional School Board funding request						
Total cost to LTHS					\$ 200.00	
Student Activity Account funding						
Participant funding						
Club Fundraising/Participant funding					\$ 0.00	
TOTAL COST OF OVERNIGHT TRAVEL						\$ 200.00

List the adult chaperones:

Mark Dahl

Paul Meiste

Additional chaperones TBA

If you plan to use funds from Student Activity Accounts, how will these funds be used?

Has your group or any partnering parent organization completed any fundraising for this trip? Yes

If yes, please explain: There will be multiple fundraising opportunities which should allow students who fully participate to earn a large portion of their trip. We have students who earn their entire trip every year. All fundraising will be individual and go directly into the trip account of the individual student.

TRIP RATIONALE

1. Please explain in detail the purpose of the trip: Please see attached.

2. Would you describe this trip as a competition or an educational opportunity? Please explain:
Please see attached.

3. Has LT sent students on this trip before? Is it an annual trip? Please provide any history or background regarding this particular trip: Please see attached.

4. How were students selected for this trip and how will their experience benefit the school? Please see attached.

5. What grade are the student participants currently in? 9-12

6. Describe the itinerary. If it is easier to attach an itinerary, please do so. Please also attach any forms, publicity materials, or other resources explaining the trip: Please see attached.

7. Has a travel agent or tour company been used? Yes No
If Yes, attach all contact information and proof of insurance coverage provided by the company.

8. Please submit a comprehensive list of all students who will participate.

TRIP RATIONALE

1. Please explain the purpose of the trip:

Proposal:

1. Marching Band performance down Main Street U.S.A in Walt Disney World Orlando, Florida in 2023.
2. Professional recording musician experience and instrumental workshop, "Soundtrack Sessions." This clinic provides students the unique opportunity to experience the life, skills and priorities needed to be a professional recording musician.
3. Participation in "Disney's Auxiliration" clinic. This gives our color guard the opportunity to audition, rehearse and perform in a simulated Disney production.

Rationale:

Professional performance and observation opportunities are fundamental to the growth and motivation of performance based ensembles. The L. T. Marching Band currently marches three community parades and five home football games for local audiences. This experience would provide them with the unparalleled opportunity to march for an international audience of 30,000 to 40,000 people.

This tour also provides students with a chance to experience the occupation of a professional recording musician. Nowhere but at Disney can students have the opportunity to sight-read, rehearse and record as a large ensemble under the guide of one of Disney's professional clinicians. The workshop culminates with the group recording a portion of a soundtrack to a feature Disney film while it is simultaneously being synced to video and projected in front of the ensemble. This is truly a unique experience.

As the world's largest employer of entertainers our color guard will get to experience what it would be like to audition, rehearse and perform in a Disney production.

Additionally, the band members would have the experience of seeing backstage at Disney (this is not open to the general public) and understanding the work and preparation needed for daily operations of the world's largest live shows department.

2. Would you describe this trip as a competition or educational opportunity? Explain:

Educational opportunities unique to a Disney World performance:

- The Walt Disney Company is the largest employer of entertainers in the world, and they are the worldwide leader in live entertainment production. Disney employs singers, dancers, musical theatre musicians, stunt performers, stage technicians, actors, and gymnasts. Our students will be allowed an inside look at the entertainment opportunities available to them and will get a taste of “backstage Disney” by performing as a featured act throughout Disney World.
- Through an audition, our group has been selected to give a full performance in Disney World. This is wonderful national exposure and recognition for our students and a unique opportunity to perform for enormous audiences in a world famous venue. For a marching band, there is no experience equal to the scope and professionalism of a Disney performance.
- As stated above, nowhere but at Disney will the students have access to a facility and clinician which can provide them with the experience of the demands and opportunities of being a professional recording musician.
- Each group will receive a clinic with a seasoned Disney staff member. This clinic, which is given on the day of their performance, provides them with special “backstage” instructions and performance tips from Disney staff.

Goals and Objectives:

The incentive of a tour coupled with unique educational opportunities and the obligation of a prestigious performance opportunity contributes to each member’s professional performance experiences and raises their level of commitment to the ensemble. These opportunities are one of a kind and are aligned with the Illinois State Fine Arts Goals. This tour will further develop the following learning standards:

Illinois Arts Learning Standards: Music

Anchor Standard 3: Revise, refine and complete artistic work

Anchor Standard 4: Select, Analyze, and interpret artistic work for presentation

Anchor Standard 5: Develop and refine artistic techniques and work for presentation

Anchor Standard 6: Convey meaning through the presentation of artistic work

Anchor Standard 10: Synthesize and relate knowledge and personal experiences to make art.

3. Has LT sent students on this trip before? Is it an annual trip? Please explain any history or background regarding this particular trip:

The LT marching band has traditionally taken this trip every two years. Our last trip scheduled for 2020 was cancelled due to COVID. This trip would be the 8th time LT has participated in this tour. While there are other experiences available to marching bands, no other experience holds the educational value of this experience. Additionally, while students in our top ensembles have additional performance experiences, this trip is a chance to involve the entire band program so every student has the opportunity to travel and perform regardless of their ability level.

4. How were students selected for this trip and how will their experience benefit them academically and/or personally?

As stated above, this trip is open to any member of the LT Marching Band and will benefit each member through professional performance and observation experiences, unique clinic and workshop settings and the opportunity to be part of the largest live shows department and employer in the world.

5. What grade are the student participants currently in?

9-12

6. Describe the itinerary. If it is easier to attach an itinerary, please do so. Please also attach any forms, publicity materials or other resources explaining the trip:

General Schedule for Marching Band performance at Disney World

Friday, March 3

AM	Motorcoach to Chicago airport.
	Fly to Florida, check in at hotel.
Time TBA	Students will have time in the park based on travel times.

Saturday, March 4

Time TBA	Performance Workshop "Soundtrack Sessions." Students have the unique opportunity to learn what it is like to be a professional studio musician. Clinic includes information on performance techniques and sight reading and culminates with a special recording of the students playing the music for a portion of a Disney film. (4–5 hrs.)
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Colorguard will attend "Disney's Auxiliration" Workshop. They complete a lesson, audition and simulated performance of a Disney Cast Member. (4-5 hrs.)

Time TBA Students will have time before or after to spend in the park depending on time and location of workshop.

Sunday, March 5

Time TBA Performance in Walt Disney World! This is typically a 5-6 hour time commitment depending on location and time of performance. Time includes being back stage at Disney and tips and instructions from Disney staff.

Time TBA Students will have time before or after to spend in the park depending on time and location of performance.

Monday, March 6

Time TBA Students will have time before or after to spend in the park based on travel times.

Evening Flight back home, motorcoach to L.T.

7. Tour Company Information:

Entourage Management

Lena Mulcahy

1093 A1A Beach Blvd # 203

St. Augustine, FL 32080

(270) 842-1148

lana@entourage-management.com



Lyons Township High School

WALT DISNEY WORLD

March 3-6, 2023

Updated 2/21/22



CLIENT CONTACT INFO

Lyons Township High School
100 S. Brainard
La Grange, IL 60525
708-579-6500

Mark Dahl
mdahl@lths.net
708-296-6545



FLYING

Day 1 – Friday, March 3, 2023

Meals: \$30.00 Disney Dining Card

- **Pre-departure Chaperone Meeting & Itinerary Review**
- **Meet & Greet by your Entourage Management Tour Director**
- Transfer via **Deluxe Motorcoach to Chicago Airport**
- **Fly to Orlando, Florida**
- Visit to **Disney's Animal Kingdom Theme Park**
- **Overnight accommodations**
- **Private Group Security from 11:00 pm – 6:00 am**

Day 2 – Saturday, March 4, 2023

Included Meals: Breakfast, \$30.00 Disney Dining Card

- **Breakfast** at your hotel
- **Bottled Water** will be made available prior to entering the Theme Park
- Visit to **Epcot Theme Park**
- **Disney Performing Arts Workshop – You're Instrumental (Band)**. Students learn how to execute a pitch-perfect performance as they hone their sight-reading skills under the guidance of an experienced Disney Teaching Artist. End your session with a very special finale: a recording of your ensemble performing Disney music accompanied by footage from a classic Disney animated film!
- **Overnight accommodations**
- **Private Group Security from 11:00 pm – 6:00 am**

Day 3 – Sunday, March 5, 2023

Included Meals: Breakfast, \$30.00 Disney Dining Card

- **Breakfast** at your hotel
- **Bottled Water** will be made available prior to performances and entering the Theme Park
- Visit to **Disney's Magic Kingdom Theme Park**
- ♫ **Lyons Township High School Marching Band** - Disney Performing Arts march at a Walt Disney World venue.
- **Overnight accommodations**
- **Private Group Security from 11:00 pm – 6:00 am**

Day 4 – Monday, March 6, 2023

Included Meals: Breakfast, \$30.00 Disney Dining Card

- **Breakfast** at your hotel
- **Bottled Water** will be made available prior to performances and entering the Theme Park
- ♪ Visit to **Disney's Hollywood Studios**
- Evening flight back home
- Transfer via **Deluxe Motorcoach** to LTHS.



PACKAGE BENEFITS

- Roundtrip deluxe motorcoach transportation from school to Chicago Airport
- Roundtrip air transportation from Chicago, IL to Orlando, FL (\$350.00 budgeted)
- Deluxe Motorcoach Transportation in Orlando as required by your itinerary
- Three (3) nights of lodging in the Lake Buena Vista area
- Private Security guard to monitor your room block for 7 hours each evening
- Disney Imagination Campus Performance Program
 - ☞ Four (4) day Disney Park Starter tickets – allowing visits to all 4 of the Disney Theme Parks
 - ☞ Group performance in a Walt Disney World area
 - ☞ Special Performing Arts OnStage Gift (varies)
- *Disney's Soundtrack Sessions: Instrumental Workshop* (Students & Director only)
- Entourage Theme Park Ticket Holder, Backpack & Special Gift-of-the-Days
- Snacks & Bottled Water available throughout the trip
- Meals: 3 breakfasts, \$120 in Disney Dining Cards
- Hotel Taxes, Tolls & Parking charges
- Luggage Tags
- Gratuities on all included features
- Entourage Management Itinerary Planning
- Detailed Chaperone packages including theme park maps, first aid information, special announcements, hotel information, & more
- Brochure & Registration Design & Development
- Online Registration & Payment Processing (including credit card fees)
- Services of an Entourage Management Tour Director Door-to-Door
- REMIND Text communication with trip participants & parents at home throughout the trip

FLYING TOUR COST

Tour cost is subject to a minimum number of paying participants per coach. Tour cost is subject to revision if you do not meet the minimum paying passenger requirements. Pricing is subject to availability and confirmation at the time of booking.

Minimum of 40 paying participants per coach

\$ 1,499.00 - \$1,599.00 per person, based on 4 to a room

\$ 1,559.00 - \$1,659.00 per person, based on 3 to a room

\$ 1,679.00 - \$1,779.00 per person, based on 2 to a room

\$ 2,029.00 - \$2,129.00 per person, based on 1 to a room

Disney Genie + service can be added on to your package for an **additional \$64.00** per person.

NOTE: We have allowed a budget of \$350.00 for airfare and an allowance for oversized baggage. The lower end of the price point is if we are able to confirm air with Southwest Airlines and do not have to pay individual baggage fees. The higher end of the price point would be if we have to factor in baggage fees for each checked item on the flight. We have also allowed for an allowance for oversized/overweight bags to be transferred to Orlando by a volunteer team provided by the school. Oversized/overweight bags can be extremely costly to transport on the plane.

SPECIAL CONSIDERATIONS

Director: You will earn two (2) complimentary single occupancy director packages with a minimum of 120 paying participants.

Super Duper Chaperones: Chaperones will receive a \$500 package discount. You will earn these at a ratio of 1:10 paying participants.

DISNEY PERFORMING ARTS

It is the responsibility of Lyons Township High School to apply for the **Disney Performing Arts program**. Online applications will open 1 year prior to your travel dates. When applying with Disney, please make sure that your video submission is as close as possible to the size group that you anticipate bringing to Orlando. If your group falls above a 10% size change, you may be required to resubmitted your application for approval.

AIRFARE CONFIRMATION

We have allowed a budget of \$350.00 per person, roundtrip for your roundtrip flight and baggage fees to Orlando. We will be able to confirm availability and pricing at 330 days prior to your travel dates. We will continue to monitor airfare when Southwest Airlines opens their schedules as well.

The lower end of the price point is if we are able to confirm air with Southwest Airlines and do not have to pay individual baggage fees. The higher end of the price point would be if we have to factor in baggage fees for each checked item on the flight. We have also allowed for an allowance for oversized/overweight bags to be transferred to Orlando by a volunteer team provided by the school. Oversized/overweight bags can be extremely costly to transport on the plane.

Final trip pricing will be determined once we are able to confirm air for you.

CANCELLATION POLICY

Entourage Management begins working for your school from the moment we create your contract. Should the entire group cancel at any time, there will be administrative fees and non-recoverable costs that have been incurred during the time that we have been working for you. We will do everything that we can to keep the school and the participants informed of any expected costs at the time that they may have to cancel.

Group Cancellation. If the entire group cancels after **DATE TBD UPON TIME OF CONTRACT**, there will be a **\$ 500.00 cancellation penalty plus credit card processing fees for funds collected, registration fees and any non-recoverable expenses.** If the group has elected to process online registration payments through Entourage Management, any credit card processing fees for deposit payments processed prior to the cancellation of the group will be billed back to the school. These costs will be passed back to the school for cancellations received at any time.

Individual cancellations are subject to the following cancellation penalties:

Up to 90 days prior	Refund less \$75.00 administrative fee and any non-coverable expenses
89 - 60 days prior	50% trip cost cancellation penalty
59 - 00 days prior	No refund

TripMate Trip Cancellation & Interruption Coverage will be offered to individual participants at an additional cost at the time of their registration. We highly recommend that participants purchase coverage. They will have an option for **Cancel for Any Reason coverage** that would cover up to **75% of their trip costs** for cancellations received 2 or more days prior to the trip departure date. This protection will waive the cancellation penalties and non-refundable fees involved in the trip in the event that a person needs to cancel due to documented illness, injury, or death in the immediate family. This trip protection is a non-refundable fee, payable with the initial booking deposit.

Premium cost

Standard Coverage (4.55% of trip cost covered) **Enhanced Coverage** (7.02% of trip cost covered)

Benefits	Maximum Benefit Amount	Standard Plan F560S	Enhanced Plan F560E
Cancel For Any Reason	75% of Non-Refundable Trip Cost		✓
Trip Cancellation	Trip Cost	✓	✓
Trip Interruption	Trip Cost	✓	✓
Missed Connection	\$500	✓	✓
Travel Delay	\$750 (Up to \$150 Per Day)	✓	✓
Medical Expense/Emergency			
Accident & Medical Expense	\$20,000	✓	✓
Emergency Medical Evacuation, Medical Repatriation, and Return of Remains	\$100,000		
Non-Medical Emergency Evacuation	\$25,000	✓	✓
Baggage & Personal Effects	\$1,500	✓	✓
Baggage Delay	\$300	✓	✓

COVID-19 SAFETY PROTOCOLS

All participants will be expected to follow local safety protocols in regards to COVID-19. We will keep everyone advised of what to expect in the areas that they are traveling closer to the trip's departure date. Policies are continuing to change and evolve.

It is recommended that all participants be fully vaccinated or have a negative COVID-19 test prior to travel.

TOUR DIRECTOR

Your travel experience is made ever so much richer and more relaxing by your **Entourage Management Tour Director**. Our enthusiastic Tour Director will look after the details, so you don't have to. Check-ins, payment of admissions and keeping you informed on what's coming up with the goal of enhancing your comfort and enjoyment. And you might just have a little extra fun with your group along the way.

Tour Director Gratuities. Gratuities or thank you gifts are at your own discretion at the end of the tour.

ITINERARY CHANGES

Entourage Management reserves the right to make any necessary adjustments to your itinerary should we encounter inclement weather or traffic conditions during your tour. Our tour director will work closely with you to approve any adjustments if necessary.

RESPONSIBILITY

Entourage Management, LLC and its agents act only in the capacity of agents for the passengers in all matters pertaining to hotel accommodations, sightseeing tour & transportation, whether by motorcoach, air craft, railroad, automobile or cruise ship, and as such will not be liable for any injury, personal injury, damage, loss, accident, delay or irregularity which may be occasioned whether by default of any hotel, carrier, common carrier, restaurant, company, or person rendering any of the services included in the tour of by act of God. Further, Entourage Management, LLC will not be responsible to the group and/or any of the group members for any damage or delay due to sickness, pilferage, labor dispute, machinery breakdown, quarantine, government restraints, weather or causes beyond our control, and we will also not be responsible for any additional expense, omission, delay, re-routing or act of government authority.



Visiting the Walt Disney World Resort Theme Parks and Resort Hotels

POLICIES

Prior to traveling:

- We expect you to consider whether a traveler is or will be fully vaccinated for COVID-19 before your trip dates. According to CDC guidance, persons should wait 2 weeks after completing vaccination for COVID-19 before traveling. **Vaccination is not required and documentation of vaccination will not be collected by or provided to Disney Imagination Campus.**
- We expect you to confirm that each traveler, **not fully vaccinated**, has a negative viral test taken no more than 1–3 days before travel. **Test results will not be collected by or provided to Disney Imagination Campus.** You are required to prohibit any members of your group with confirmed positive test results from traveling to Walt Disney World Resort.
- We expect that all members of your group, **not fully vaccinated**, 10 days before travel, follow strict CDC guidelines, including physical distancing, wearing face coverings when not at home, avoiding unnecessary travel, and refrain from indoor social gatherings with people outside of their households, to reduce the exposure of COVID-19.

Stay home if you or other members of your party:

- Are experiencing any of the following symptoms of COVID-19 identified by the CDC: Cough, shortness of breath or difficulty breathing, fatigue, fever or chills, muscle pain or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, new onset of nausea, diarrhea or vomiting.
- Have been in contact with someone with confirmed or suspected COVID-19 symptoms without completing a 10-day quarantine.
- Are under any self-quarantine order.

FACE COVERINGS

Parade Performance – Band (cohorts)

- If non-vaccinated, a mask is required at all times when backstage.
- Masks are not required during performance for Band members (cohorts).
- Performers must remain 6 ft from curbs/guests at all times when performing on the parade route.

Outdoor Stage Performance (cohorts)

- If non-vaccinated, a mask is required at all times, including backstage.
- Masks are not required during performance for performers (cohorts).

Workshops and Festival Disney Performance (cohorts)

- Masks are required at all times while indoors pre/post Workshop/indoor performance, for all.
- Masks are required during workshop/indoor performance (dance, theatre, choral) for cohorts, unless actively playing musical instrument (instrumental); when not playing, masks should be on.

Please visit <https://disneyworld.disney.go.com/experience-updates/#drawer-card-faceCoverings> for the latest updates and details related to face coverings.

HANDWASHING PROCEDURES

- The CDC recommends washing your hands with soap and water for at least 20 seconds.
- If you cannot get to a hand washing station or a restroom, you can use hand sanitizer with at least 60% alcohol.

These are necessary measures to make sure that you and your group can enjoy your time at the Walt Disney World Resort. What's most important is that you are keeping yourself, your fellow travelers, friends and family healthy and safe. An inherent risk of exposure to COVID-19 exists in any public place when people are present. You can also check disneyworld.disney.go.com/experience-updates/ for the latest updates and details.



LYONS TOWNSHIP HIGH SCHOOL

District 204

NORTH CAMPUS
100 S. Brainard Ave.
LaGrange, IL 60525

SOUTH CAMPUS
4900 S. Willow Springs Rd.
Western Springs, IL 60558

TO: Brian Waterman
FROM: Paula Nardi
DATE: March 8, 2022
RE: **Donation**

The Music Department has received the following donation from community member,

Mr. Matthew G. Hunt
419 8th Ave
LaGrange, IL 60525-6417

Monetary donation: \$500.00

This donation will be used by the Music program.

We greatly appreciate Mr. Hunt's generous donation and ask that you please forward this information to the Board of Education for their approval. Thank you.