



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

**Room 103-104
100 South Brainard Avenue
La Grange, Illinois 60525
Tuesday, June 20, 2023 - 7:30 PM**

AGENDA

I. OPENING & ROLL CALL

II. PLEDGE OF ALLEGIANCE

III. AGENDA APPROVAL/ORDER OF BUSINESS

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IV. PUBLIC PARTICIPATION

V. SUPERINTENDENT'S DISTRICT REPORT

- A. Miscellaneous
- B. Monthly FOIA Report

VI. UNFINISHED BUSINESS

- A. Action
 - 1. Policy Updates - PRESS 111
 - 2. Update to Policy 2:150

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VII. NEW BUSINESS

- A. Action
 - 1. Recognition of Resigning Board Member
Resolution - Adoption of resolution commending and celebrating Julie Swinehart for her years of service on the District 204 Board of Education
 - 2. Authorization of Bid Specifications for the Projects Related to the 2023/2024 Bond Sale
 - 3. Approval of the Board of Education Meeting Dates for the 2023-2024 School Year
 - 4. Approval of the 2023-2024 LTHS Student Handbook
- B. Information
 - 1. 2022- 2023 End of School Year Principal Report
 - 2. Summer 2024 Bond Sale Financial Information

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VIII. CONSENT AGENDA

- A. Payment of Bills and Financial Statements
 - 1. Lyons Township High School - Approval is requested for payment of bills within various funds

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| 2. Lyons Township High School - The financial statement for the month ending May 31, 2023, is presented for Board approval | 177 |
| 3. La Grange Area Department of Special Education (LADSE) - Approval is requested for payment of bills within various funds | 180 |
| 4. La Grange Area Department of Special Education (LADSE) - The financial statement for month ending May 31, 2023, is presented for Board approval | 183 |
| 5. La Grange Area Department of Special Education (LADSE) FY2024 Budget Information | 213 |
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| B. Business Services | |
| 1. Re-Appointment of Treasurer Position with New Board | 259 |
| 2. Approval of Despositories/Signers | 263 |
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| C. Human Resources | |
| 1. LTHS Certified and/or Classified Staff Employment Recommendations | |
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| 3. Stipend Committee Recommendations | 265 |
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| D. Minutes | |
| 1. Regular Action Meeting - May 22, 2023 (Open and Closed Sessions) | |
| 2. Committee of the Whole Meeting - June 5, 2023 (Open and Closed Sessions) | |
| 3. Special Meeting - June 12, 2023 (Open and Closed Sessions) | |
| 4. Special Meeting - June 14, 2023 (Open and Closed sessions) | |
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| E. Overnight Student Travel | |
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| 2. Snowball - Summer Leadership Training Retreat, The Corral, June 26-27, 2023 (A. Patel) | 274 |
| 3. Competitive Cheer (JV and Varsity) - Carthage College, NCA Cheer Camp, July 10-12, 2023 (S. Lupo) | 281 |
| 4. Student Council - Outdoor Wisconsin Leadership School, Williams Bay, WI, August 19-20, 2023 (P. Geddeis) | 286 |

IX. PUBLIC PARTICIPATION

X. CLOSED SESSION

The appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational, or educational setting, or a volunteer of the public body or against legal counsel for the public body to determine its validity. 5 ILCS 120/2(c)(1)

XI. ADJOURNMENT

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

To: Board of Education
From: Brian Waterman
Date: June 20, 2023
Re: Agenda Approval/Order of Business

Suggested Motion

. . . that the Board of Education approves the agenda as presented.

TO: Board of Education
FROM: Brian Waterman, Superintendent
DATE: June 20, 2023
RE: PRESS 111 Update/Additional Policy Review

The District maintains its policies through the PRESS service provided by the Illinois Association of School Boards (IASB). We recently received PRESS issue 111 updates. Recommendations are outline below. If the policy was reviewed by our legal counsel, Franczek, that information is also attached.

Section 1: Review and Monitoring. Similar to a 5-year update, these policies have not been included in a recent 5-year update and PRESS is recommending a review now.

- Policy 4:40 Incurring Debt
- Policy 5:285 Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers
- Policy 6:210 Instructional Materials
- Policy 8:70 Accommodating Individuals with Disabilities
 - Recommended Title Change (Accommodations for Individuals with Disabilities)

Section 2: Draft Updates The following policy revisions are draft updates and can include changes of an administrative nature, such as updates to legal references, footnotes, terminology, or responses to recent legislation, or other language suggestions.

- Policy 2:110 Qualifications, Term and Duties of Board Officers
- Policy 4:60 Purchases and Contracts
- Policy 5:125 Electronic Communications/Media Use
- Policy 5:150 Personnel Records
- Policy 5:260 Student Teachers
- Policy 5:30 Hiring Process and Criteria
- Policy 5:90 Abused and Neglected Child Reporting (Franczek Review)
- Policy 6:135 Accelerated Placement Program
- Policy 6:230 Library Media Program (Franczek Review)
- Policy 8:20 Community Use of School Facilities

*Policy 6:230 Library Media Program – The Administration recommendation is to NOT follow legal counsel’s recommendations (in the attached Franczek memo) but instead follow PRESS’ recommendations which are included in the green additions on the draft attached from PRESS.

REVIEW & MONITORING

Document Status: Review and Monitoring

OPERATIONAL SERVICES

4:40 Incurring Debt

The Chief School Business Official shall provide early notice to the Board of Education of the District's need to borrow money. The Chief School Business Official or designee shall prepare all documents and notices necessary for the Board, at its discretion, to: (1) issue State Aid Anticipation Certificates, tax anticipation warrants, working cash fund bonds, bonds, notes, and other evidence of indebtedness, or (2) establish a line of credit with a bank or other financial institution. The Chief School Business Official shall notify the State Board of Education before the District issues any form of long-term or short-term debt that will result in outstanding debt that exceeds 75% of the debt limit specified in State law.^{[PRESSPlus1](#)}

Bond Issue Obligations

In connection with the Board's issuance of bonds, the Superintendent shall be responsible for ensuring the District's compliance with federal securities laws, including the anti-fraud provisions of the Securities Act of 1933, as amended and, if applicable, the continuing disclosure obligations under [Rule 15c2-12](#) of the Securities Exchange Act of 1934, as amended.

Additionally, in connection with the Board's issuance of bonds, the interest on which is excludable from *gross income* for federal income tax purposes, or which enable the District or bond holder to receive other federal tax benefits, the Board authorizes the Chief School Business Official to establish written procedures for post-issuance compliance monitoring for such bonds to protect their tax-exempt (or tax-advantaged) status.

The Board may contract with outside professionals, such as bond counsel and/or a qualified financial consulting firm, to assist it in meeting the requirements of this subsection.

LEGAL REF.:

Securities Act of 1933, [15 U.S.C. §77a et seq.](#)

Securities Exchange Act of 1934, [15 U.S.C. §78a et seq.](#)

[17 C.F.R. §240.15c2-12.](#)

Bond Authorization Act, [30 ILCS 305/2](#)

Bond Issue Notification Act, [30 ILCS 352/](#)

Local Government Debt Reform Act, [30 ILCS 350/.](#)

Tax Anticipation Note Act, [50 ILCS 420/.](#)

[105 ILCS 5/17-16, 5/17-17, 5/18-18, and 5/19-1 et seq.](#)

CROSS REF.: 4:10 (Fiscal and Business Management)⁶

Adopted: January 22, 2019

PRESSPlus Comments

PRESSPlus 1. This policy is suggested to be reviewed by the Board. According to policy 2:240, *Board Policy Development*, "[t]he Board will periodically review its policies for relevancy, monitor its policies for effectiveness, and consider whether any modifications are required." IASB suggests that each policy in the Board's policy manual be reviewed at a minimum of every five years. As part of the review, the Board may choose to:

- Compare the adopted version to the current PRESS sample (available at PRESS Online by logging in at www.iasb.com), discussing any differences and/or options noted in the footnotes to determine whether local changes are necessary
- Update the policy language due to changes in local conditions
- Make no changes, but update the adoption date to reflect that the policy has been reviewed and re-adopted

Issue 111, March 2023

Document Status: Review and Monitoring

Educational Support Personnel

5:285 Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers

The District shall adhere to federal law and regulations requiring a drug and alcohol testing program for school bus and commercial vehicle drivers. [PRESSPlus1](#)

This program shall comply with the requirements of federal law. The Superintendent or designee shall adopt and enact regulations consistent with the federal regulations, defining the circumstances and procedures for the testing. This policy shall not be implemented, and no administrative procedures will be needed, until it is reasonably foreseeable that the District will hire staff for a position(s) requiring a commercial driver's license.

LEGAL REF.:

[625 ILCS 5/6-106.1](#) and [5/6-106.1c](#).

[49 U.S.C. §31306](#), Alcohol and Controlled Substances Testing (Omnibus Transportation Employee Testing Act of 1991, [P.L. 102-143](#)).

[49 C.F.R. Parts 40](#) (Procedures for Transportation Workplace Drug and Alcohol Testing Programs), [382](#) (Controlled Substance and Alcohol Use and Testing), and [395](#) (Hours of Service of Drivers).

CROSS REF.: 4:110 (Transportation), 5:30 (Hiring Process and Criteria), 5:280 (Duties and Qualifications)

~~ADOPTED: January 16, 2018~~

PRESSPlus Comments

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Issue 111, March 2023

Document Status: Review and Monitoring

INSTRUCTION

6:210 Instructional Materials

All District classrooms and learning centers should be equipped with a wide assortment of instructional materials. These materials should provide quality learning experiences for students and: [PRESSPlus1](#)

1. To provide materials that will enrich and support the curriculum, taking into consideration the varied interests, abilities, maturity, and developmental levels of students;
2. To provide materials that will stimulate growth in knowledge, literary appreciation, aesthetic values, and ethical standards;
3. To provide background information that will enable students to make intelligent judgments in their daily lives;
4. To provide materials on opposing sides of controversial issues so students may develop the practices of critical thinking and critical analysis;
5. To provide materials representatives of sex, race, religion, nationality, ethnic origin, sexual orientation, disability, or any other differences that may exist;
6. To place principle above personal opinion and reason above prejudice in the selection of materials of the highest quality in order to assure a comprehensive collection appropriate for students;
7. To provide a current, balanced collection of materials which may include the following:
Textbooks, books, reference materials, periodicals, all forms of media, and experiences (e.g., Field trips, assemblies, speakers and which depict the cultural diversity and the pluralistic nature of American society; and
8. To provide instructional materials that are appropriate to the standards of courses and departments.

The Superintendent or designee shall annually provide a list or description of textbooks and instructional materials used in the District to the School Board. Anyone may inspect any textbook or instructional material. Objections to or complaints about instructional materials shall be presented to the Board of education only after the person making the objection or complaint has complied with the procedures established by the Superintendent or designee.

Instructional Materials Selection and Adoption

The Superintendent shall recommend to the Board for consideration and adoption all textbooks and instructional materials and shall include the following information: (1) title, publisher, copyright dates, number of copies desired, and cost; (2) any texts being replaced; and (3) rationale for recommendation. The School Code governs the adoption and purchase of textbooks and instructional materials.

LEGAL REF.:

[105 ILCS 5/10-20.8](#) and [5/28-19.1](#).

CROSS REF.: 6:30 (Organization of Instruction), 6:40 (Curriculum Development), ~~6:80 (Teaching About Controversial Issues)~~, 6:170 (Title I Programs), 6:260 (Complaints About Curriculum, Instructional Materials, and Programs), 7:10 (Equal Educational Opportunities), 7:15 (Student and Family Privacy Rights), 8:110 (Public Suggestions and Concerns)

~~ADOPTED: January 16, 2018~~

PRESSPlus Comments

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Issue 111, March 2023

Document Status: Review and Monitoring

COMMUNITY RELATIONS

8:70 Accommodating Individuals with Disabilities

Individuals with disabilities shall be provided an opportunity to participate in all school-sponsored services, programs, or activities and will not be subject to illegal discrimination. When appropriate, the District may provide to persons with disabilities aids, benefits, or services that are separate or different from, but as effective as, those provided to others. [PRESSPlus1](#)

The District will provide auxiliary aids and services when necessary to afford individuals with disabilities equal opportunity to participate in or enjoy the benefits of a service, program, or activity.

Each service, program, website, or activity operated in existing facilities shall be readily accessible to, and useable by, individuals with disabilities. New construction and alterations to facilities existing before January 26, 1992, will be accessible when viewed in their entirety.

The Superintendent or designee is designated the Title II Coordinator and shall:

1. Oversee the District's compliance efforts, recommend necessary modifications to the Board of Education, and maintain the District's final Title II self-evaluation document, update it to the extent necessary, and keep it available for public inspection for at least three years after its completion date.
2. Institute plans to make information regarding Title II's protection available to any interested party.

Individuals with disabilities should notify the Superintendent or Building Principal if they have a disability that will require special assistance or services and, if so, what services are required. This notification should occur as far in advance as possible of the school-sponsored function, program, or meeting.

Individuals with disabilities may allege a violation of this policy or federal law by reporting it to the Superintendent or designated Title II Coordinator, or by filing a grievance under the Uniform Grievance Procedure.

LEGAL REF.:

Americans with Disabilities Act, [42 U.S.C. §§12101 et seq.](#) and [12131 et seq.](#); [28 C.F.R. Part 35.](#)

Rehabilitation Act of 1973 §104, [29 U.S.C. §794](#) (2006).

[105 ILCS 5/10-20.51.](#)

[410 ILCS 25/](#), Environmental Barriers Act.

[71 Ill.Admin.Code Part 400](#), Illinois Accessibility Code.

CROSS REF.: 2:260 (Uniform Grievance Procedure), 4:150 (Facility Management and Building Programs)

PRESSPlus Comments

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Issue 111, March 2023

DRAFT UPDATES

Document Status: Draft Update

SECTION 2 -BOARD OF EDUCATION

2:110 Qualifications, Term, and Duties of Board Officers

The Board of Education officers are: President, Vice President, Secretary, and Treasurer. These officers are elected or appointed by the Board at its organizational meeting.

President

The Board elects a President from its members for a two-year term. The duties of the President are to:

1. Preside at all meetings;
2. Focus the Board meeting agendas on appropriate content;
3. Make all Board committee appointments, unless specifically stated otherwise;
4. Attend and observe any Board committee meeting at his or her discretion;
5. Represent the Board on other boards or agencies;
6. Sign official District documents requiring the President's signature, including Board minutes and Certificate of Tax Levy;
7. Call special meetings of the Board;
8. Serve as the *head of the public body* for purposes of the Open Meetings Act and Freedom of Information Act;
9. Ensure that a quorum of the Board is physically present at all Board meetings, except as otherwise provided by the Open Meetings Act;
10. Administer the oath of office to new Board members or assign task to a designee;
11. Serve as or appoint the Board's official spokesperson to the media;
12. Except when the Board President is the subject of a complaint of sexual harassment, a witness, or otherwise conflicted, appoint a qualified outside investigator to conduct an independent review of allegations of sexual harassment made against a Board member by another Board member or elected official or designate the Superintendent to make such appointment; and
13. Ensure that all fingerprint-based criminal history records information checks, screenings, and sexual misconduct related employment history reviews (EHRs) ^{PRESSPlus1} required by State law and policy 5:30. *Hiring Process and Criteria*, are completed for the Superintendent. ^{PRESSPlus2}

The President is permitted to participate in all Board meetings in a manner equal to all other Board members, including the ability to make and second motions.

The Vice President fills a vacancy in the Presidency.

Vice President

The Board elects a Vice President from its members for a two-year term. The Vice President performs the duties of the President if:

1. The office of President is vacant;

2. The President is absent; or
3. The President is unable to perform the office's duties.

A vacancy in the Vice Presidency is filled by a special Board election.

Secretary

The Board elects a Secretary for a two-year term. The Secretary is required to be a Board member. The duties of the Secretary are to:

1. Keep minutes for all Board meetings, and keep the verbatim record for all closed Board meetings;
2. Mail meeting notification and agenda to news media who have officially requested copies;
3. Keep records of the Board's official acts, and sign them, along with the President, before submitting them to the Treasurer at such times as the Treasurer may require;
4. Report to the Treasurer on or before July 7, annually, such information as the Treasurer is required to include in the Treasurer's report to the appropriate Intermediate Service Center Executive Director;
5. Act as the local election official for the District;
6. Arrange public inspection of the budget before adoption;
7. Publish required notices;
8. Sign official District documents requiring the Secretary's signature; and
9. Maintain Board policy and such other official documents as directed by the Board.

The Secretary may delegate some or all of these duties, except when State law prohibits the delegation. The Board appoints a secretary pro tempore, who may or may not be a Board member, if the Secretary is absent from any meeting or refuses to perform the duties of the office. A permanent vacancy in the office of Secretary is filled by special Board election.

Recording Secretary

The Board may appoint a Recording Secretary who is a staff member. The Recording Secretary shall:

1. Assist the Secretary by taking the minutes for all open Board meetings;
2. Assemble Board meeting material and provide it, along with prior meeting minutes, to Board members before the next meeting; and
3. Perform the Secretary's duties, as assigned, except when State law prohibits the delegation.

In addition, the Recording Secretary or Superintendent receives notification from Board members who desire to attend a Board meeting by video or audio means.

Treasurer

Qualifications, appointment, and duties of the Treasurer for the School District shall be provided in the School Code.

LEGAL REF.:

~~5 ILCS 120/7 and 420/4A-106.~~

105 ILCS 5/8-1, 5/8-2, 5/8-3, 5/8-6, 5/8-16, 5/8-17, 5/10-1, 5/10-5, 5/10-7, 5/10-8, 5/10-13, 5/10-13.1, 5/10-14, 5/10-16.5, 5/10-21.9, 5/17-1, 5/21B-85, and 5/22-94.

5 ILCS 120/7. Open Meetings Act.

5 ILCS 420/4A-106. III. Governmental Ethics Act.

CROSS REF.: 2:80 (Board Member Oath and Conduct), 2:105 (Ethics and Gift Ban), 2:150 (Committees), 2:210 (Organizational Board of Education Meeting), 2:220 (Board of Education Meeting Procedure), 5:30 (Hiring Process and Criteria)

Adopted: February 22, 2022

PRESSPlus Comments

PRESSPlus 1. Updated in response to 105 ILCS 5/22-94, amended by P.A. 102-702, eff. 7-1-23, requiring a sexual misconduct related employment history review (EHR) to be initiated prior to hiring an applicant that will have direct contact with children or students. *Direct contact with children or students* is defined as “the possibility of care, supervision, guidance, or control of children or students or routine interaction with children or students.” **Issue 111, March 2023**

PRESSPlus 2. The School Code continues to define the board president’s role in conducting criminal background investigations and receiving the results of these investigations, including the results for employees of district contractors. 105 ILCS 5/10-21.9. Many districts delegate this task in the hiring process to a human resources department. For more information, see the subhead entitled Screening in policy 4:175, *Convicted Child Sex Offender; Screening; Notifications*, and the subhead entitled Investigations in policy 5:30, *Hiring Process Criteria*. **Issue 108, November 2021 and Issue 111, March 2023**

Document Status: Draft Update

OPERATIONAL SERVICES

4:60 Purchases and Contracts

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

Standards for Purchasing and Contracting

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

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

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

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

1. Supplies, materials, or work involving an expenditure in excess of \$25,000 must comply with the State law bidding procedure, [105 ILCS 5/10-20.21](#), unless specifically exempted. Contracts for repair, maintenance, remodeling, renovation, or construction, or a single project involving an expenditure not to exceed \$50,000 and not involving a change or increase in the size, type or extent of an existing facility.
2. Construction, lease, or purchase of school buildings must comply with State law and Board policy 4:150, *Facility Management and Building Programs*.
3. Guaranteed energy savings must comply with [105 ILCS 5/19b-1 et seq.](#)
4. Third party non-instructional services must comply with [105 ILCS 5/10-22.34c](#).
5. Goods and services that are intended to generate revenue and other remunerations for the District in excess of \$1,000, including without limitation vending machine contracts, sports and other attire, class rings, and photographic services, must comply with [105 ILCS 5/10-20.21\(b-5\)](#). The Superintendent or designee shall keep a record of: (1) each vendor, product, or service provided, (2) the actual net revenue and non-monetary remuneration from each contract or agreement, and (3) how the revenue was used and to whom the non-monetary remuneration was distributed. The Superintendent or designee shall report this information to the Board by completing the necessary forms that must be attached to the District's annual budget.
6. Any contract to purchase food with a bidder or offeror must comply with [105 ILCS 5/10-20.21\(b-10\)](#).
7. The purchase of paper and paper products must comply with [105 ILCS 5/10-20.19c](#) and Board

policy 4:70, *Resource Conservation*.

8. Each contractor with the District is bound by each of the following:

- a. In accordance with [105 ILCS 5/10-21.9\(f\)](#): (1) prohibit any of its employees who is or was found guilty of a criminal offense listed in [105 ILCS 5/10-21.9\(c\)](#) and [5/21B-80\(c\)](#) to have direct, daily contact at a District school or school-related activity with one or more student(s); (2) prohibit any of the contractor's employees from having direct, daily contact with one or more students if the employee was found guilty of any offense in [5/21B-80\(b\)](#) (certain drug offenses) until seven years following the end of the employee's sentence for the criminal offense; and (3) require each of its employees who will have direct, daily contact with student(s) to cooperate during the District's fingerprint-based criminal history records check on him or her.
- b. In accordance with 105 ILCS 5/22-94: (1) prohibit any of its employees from having direct contact with children or students if the contractor has not performed a sexual misconduct related employment history review (EHR) of the employee or if the District objects to the employee's assignment based on the employee's involvement in an instance of sexual misconduct as provided in 105 ILCS 5/22-94(j)(3), which the contractor is required to disclose; (2) discipline, up to and including termination or denial of employment, any employee who provides false information or willfully fails to disclose information required by the EHR; (3) maintain all records of EHRs and provide the District access to such records upon request; and (4) refrain from entering into any agreements prohibited by 105 ILCS 5/22-94(g).^{PRESSPlus1}
- c. In accordance with 105 ILCS 5/24-5: (1) concerning each new employee of a contractor that provides services to students or in schools, provide the District with evidence of physical fitness to perform the duties assigned and freedom from communicable disease ~~if the employee will have direct, daily contact with one or more student(s);~~ and (2) require any new or existing employee who ~~has and will have direct, daily contact with one or more~~ provides services to student(s) or in schools to complete additional health examinations as required by the District and be subject to additional health examinations, including tuberculosis screening, as required by the Ill. Department of Public Health rules or order of a local health official.

9. ~~After 1-1-23,~~ Any pavement engineering project using a coal tar-based sealant product or high polycyclic aromatic hydrocarbon sealant product for pavement engineering-related use must comply with the Coal Tar Sealant Disclosure Act.

10. Purchases made with federal or State awards must comply with [2 C.F.R. Part 200](#) and [30 ILCS 708/](#), as applicable, and any terms of the award.

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

LEGAL REF.:

[2 C.F.R. Part 200](#).

[105 ILCS 5/10-20.19c](#), [5/10-20.21](#), [5/10-21.9](#), [5/10-22.34c](#), [5/19b-1 et seq.](#), [5/22-94](#), and [5/24-5](#).

[30 ILCS 708/](#), Grant Accountability and Transparency Act.

[410 ILCS 170/](#), Coal Tar Sealant Disclosure Act. 18

[820 ILCS 130/](#), Prevailing Wage Act.

CROSS REF.: 2:100 (Board Member Conflict of Interest), 4:70 (Resource Conservation), 4:150 (Facility Management and Building Programs), 4:175 (Convicted Child Sex Offender; Screening; Notifications), [5:90 \(Abused and Neglected Child Reporting\)](#)

Adopted: February 22, 2022

PRESSPlus Comments

PRESSPlus 1. Updated in response to 105 ILCS 5/22-94, added by P.A. 102-702, eff. 7-1-23. See 4:60-AP4, *Sexual Misconduct Related Employment History Review(EHR) of Contractor Employees*, available at PRESS Online by logging in at www.iasb.com.

For the definition of *sexual misconduct*, see 105 ILCS 5/22-85.5(c), added by P.A. 102-676 and policy 5:120, *Employee Ethics; Code of Professional Conduct; and Conflict of Interest*.

Direct contact with children or students is defined as “the possibility of care, supervision, guidance, or control of children or students or routine interaction with children or students.” 105 ILCS 5/22-94(b), added by P.A. 102-702, eff. 7-1-23. This standard, which triggers the EHR, appears on its face to be broader than the *direct, daily contact* standard that triggers the *complete criminal history records check* in 105 ILCS 5/10-21.9(f). See 5:30-AP2, *Investigations*, 4:60-AP3, *Criminal History Records Check of Contractor Employees*, and 4:60-AP4, *Sexual Misconduct Related Employment History Review(EHR) of Contractor Employees*, for more information. For example, a contracted night custodian who may have some passing, routine interaction with students who are on campus for afterschool events, but does not have direct, daily contact with students triggers an EHR but not necessarily a *complete criminal history records check*. It is less clear if the reverse scenario could arise where a *complete criminal history records check* under 105 ILCS 5/10-21.9(f) would be required but an EHR would not be required. For ease of administration, a district may wish to require contractors to undergo a *complete criminal history records check* whenever the obligation to conduct an EHR is triggered, and vice versa.

105 ILCS 5/22-94(g), added by P.A. 102-702, eff. 7-1-23, prohibits contractors from entering any agreement that: (1) has the effect of suppressing information concerning a pending or completed investigation in which an allegation of sexual misconduct was substantiated, (2) affects the ability of the contractor to report sexual misconduct to the appropriate authorities, or (3) requires the contractor to expunge information about allegations or findings of suspected sexual misconduct, unless an allegation is found to be false, unfounded, or unsubstantiated following an investigation. **Issue 111, March 2023**

Document Status: Draft Update

General Personnel

5:125 Electronic Communications/Social Media Use

Lyons Township High School District 204 recognizes that electronic communication and social media may be useful tools for employee/student/parent communication about instructional matters. To ensure a safe and appropriate school environment, all electronic communications between employees, employees and students, and employees and parents must be consistent with and in accordance with the following stated policy: [PRESSPlus1](#)

Employees may communicate with currently enrolled Lyons 204 students only about school-related matters and only through district-approved or district-hosted electronic accounts and applications, such as district e-mail addresses, professional social media pages as defined below, and the official district website with the "[lths.net](#)" domain. A district employee who wishes to utilize any technology (e.g. cell phones, including texting) for electronic communication other than those listed above to communicate with current Lyons 204 students must notify his/her building principal and obtain express written or electronic consent from the student's parent(s) before utilizing the technology.

For the purposes of this policy, "social media" is any form of online publication or presence that allows interactive communication, including, but not limited to, social networks, blogs, internet websites, and internet forums, such as Facebook, Fan Page, Twitter and Google+.

Professional Social Media Use

District employees may only use "professional social media" pages to communicate with currently enrolled students or about school-related matters. A page or publication will be considered "professional social media" only if it meets the following conditions:

- The page is public and created using a District email and other contact/identifying information;
- The page's content is exclusively controlled by the employee/creator and contains settings that do not allow others to post comments, photos, videos or links;
- Parents are notified at the beginning of each semester that the employee will be communicating with students and parents in this manner; and
- No personal or private matters are discussed or conducted on the page.

Employees are prohibited from communicating with currently enrolled Lyons 204 students or conducting school-related business via any social media page, site or email that is not a "professional social media" page as set forth above. Employees shall not accept "friend" or other communication requests from current District students through social media or electronic communication. This policy does not apply to: (1) communication between employees and their student relatives; (2) communication with alumni of the Lyons 204 School District having no current relationship with the District; or (3) emergency situations requiring such communication, as long as the Employee notifies his/her supervisor of the communication as soon as possible.

When using professional social media, employees may not, under any circumstances:

- Disclose student record information including student work, photographs of students, names of

students or any other personally identifiable information about students;

- Engage in any communication or activity which violates any district policy or practice, including, but not limited to, the district's anti-harassment and Internet Acceptable Use Policies;
- Make or post discriminatory, confidential, threatening, libelous, disparaging, obscene or slanderous comments about the district, its employees, students or parents. Employees are personally liable for their own commentary.

No Expectation of Privacy

Any employee who uses District technology has no expectation of privacy from the District regarding such communications. Any employee who communicates with students, parents, or other employees about District business through electronic communication and/or social media (regardless of whether it occurs on District technology or personal technology) has no expectation of privacy from the District regarding those communications. Use of electronic communication and/or social media to communicate with students, parents, and employees regarding District business is an agreement by the District employee that the District, at its discretion, may require the employee to relinquish control over personal electronic forms of communication and/or personal technology for the District to review such communications to the extent permitted by law.

Violations of the above policy are subject to disciplinary review, up to and including termination.

LEGAL REF:

Illinois School Student Record Act, [105 ILCS 10/1 et seq.](#)

FERPA 1974, [20 USC Section 1232g](#)

CROSS REF: 4:165 (Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors), 5:20 (Workplace Harassment Prohibited), 6:235 (Access Electronic Networks)

Adopted: February 22, 2022

PRESSPlus Comments

PRESSPlus 1. This policy's content is unique to the district. Please consult the author and the **PRESS** sample, available by logging in at www.iasb.com, to determine whether changes are necessary. **Issue 111, March 2023**

Document Status: Draft Update

General Personnel

5:150 Personnel Records

Maintenance and Access to Records

The Superintendent or designee shall manage the maintenance of personnel records in accordance with State and federal law and Board of Education policy. Records, as determined by the Superintendent, are retained for all employment applicants, employees, and former employees given the need for the District to document employment-related Decisions, evaluate program and staff effectiveness, and comply with government recordkeeping and reporting requirements. Personnel records shall be maintained in the District's administrative office, under the Superintendent's direct supervision.

Access to personnel records is available as follows:

1. An employee will be given access to his or her personnel records according to State law and guidelines developed by the Superintendent.
2. An employee's supervisor or other management employee who has an employment or business-related reason to inspect the record is authorized to have access.
3. Anyone having the respective employee's written consent may have access.
4. Access will be granted to anyone authorized by State or federal law to have access.

All other requests for access to personnel information are governed by Board policy 2:250, *Access to District Public Records*.

An employee will be given access to his or her personnel records according to State law and guidelines developed by the Superintendent. No one else may have access to an employee's personnel files and personal information except for: (1) a supervisor or management employee who has an employment or business-related reason to inspect the record, or (2) anyone who has the employee's written consent.

Also please refer to the following current agreement: Agreement Between Board of Education of Lyons Township High School District 204, Cook County, Illinois and Lyons Township ParaEducators Association (LTPA)

Prospective Employer Inquiries Concerning a Current or Former Employee's Job Performance

The Superintendent or designee shall manage a process for responding to inquiries by a prospective employer concerning a current or former employee's job performance. The Superintendent shall:

1. Execute the requirements in the Abused and Neglected Child Reporting Act whenever another school district asks for a reference concerning an applicant who is or was a District employee and was the subject of a report made by a District employee to Ill. Dept. of Children and Family Services (DCFS); and
2. Comply with the federal law prohibiting the District from assisting an employee, contractor, or

agent that District knows, or has probable cause to believe, has engaged in sexual misconduct regarding a student or minor in violation of the law, with obtaining a new job. The Superintendent or designee may follow routine procedures regarding the transmission of administrative or personnel files for that employee without violating this policy.

3. Manage the District's responses to employer requests for sexual misconduct related employment history review (EHR) information in accordance with Faith's Law^{PRESSPlus1}

LEGAL REF.:

[20 U.S.C. §7926.](#)

[105 ILCS 5/22-94.](#)

[325 ILCS 5/4](#), Abused and Neglected Child Reporting Act.

[745 ILCS 46/10](#), Employment Record Disclosure Act.

[820 ILCS 40/](#), Personnel Record Review Act.

[23 Ill.Admin.Code §1.660.](#)

CROSS REF.: 2:250 (Access to District Public Records), 5:90 (Abused and Neglected Child Reporting), 7:340 (Student Records)

Adopted: February 21, 2023

PRESSPlus Comments

PRESSPlus 1. Updated in response to 105 ILCS 5/22-94(e), added by P.A. 102-702, eff. 7-1-23. **Issue 111, March 2023**

Document Status: Draft Update

Professional Personnel

5:260 Student Teachers

The Superintendent is authorized to accept students from university-approved teacher-training programs to do student teaching in the District. No individual who has been convicted of a criminal offense that would subject him or her to license suspension or revocation pursuant to [Section 5/21B-80](#) of the School Code [PRESSPlus1](#) or who has been found to be the perpetrator of sexual or physical abuse of a minor under 18 years of age pursuant to proceedings under Article II of the Juvenile Court Act of 1987 is permitted to student teach.

Before permitting an individual to student teach or begin a required internship in the District, the Superintendent or designee shall ensure that:

1. The District performed a [105 ILCS 5/10-21.9\(g\) Check](#) as described below; and
2. The individual furnished evidence of physical fitness to perform assigned duties and freedom from communicable disease pursuant to [105 ILCS 5/24-5](#).

A [105 ILCS 5/10-21.9\(g\) Check](#) shall include:

1. Fingerprint-based checks through (a) the Illinois State Police (ISP) for criminal history records information (CHRI) pursuant to the Uniform Conviction Information Act ([20 ILCS 2635/1](#)), and (b) the FBI national crime information databases pursuant to the Adam Walsh Child Protection and Safety Act ([P.L. 109-248](#));
2. A check of the Illinois Sex Offender Registry (see the Sex Offender Community Notification Law ([730 ILCS 152/101 et seq.](#)); and
3. A check of the Illinois Murderer and Violent Offender Against Youth Registry (Murderer and Violent Offender Against Youth ~~Community Notification Law~~ [Registration Act \(730 ILCS 154/75-105\)](#)).

The School Code requires each individual student teaching or beginning a required internship to provide the District with written authorization for, and pay the costs of, his or her [105 ILCS 5/10-21.9\(g\) check](#) (including any applicable vendor's fees). Upon receipt of this authorization and payment, the Superintendent or designee will submit the student teacher's name, sex, race, date of birth, social security number, fingerprint images, and other identifiers, as prescribed by the ~~Department of Ill.~~ State Police ([ISP](#)), to the ~~Department of State Police~~ [ISP](#). The Superintendent or designee will provide each student teacher with a copy of his or her report.

Assignment

The Superintendent or designee shall be responsible for coordinating placements of all student teachers within the District. Student teachers should be assigned to supervising teachers whose qualifications are acceptable to the District and the students' respective colleges or universities.

LEGAL REF.:

~~Uniform Conviction Information Act, 20 ILCS 2635/1, Uniform Conviction Information Act.~~

[105 ILCS 5/10-21.9](#), [5/10-22.34](#), and [5/24-5](#).

CROSS REF.: 5:190 (Teacher Qualifications), 4:175 (Convicted Child Sex Offender; Screening; Notifications)

Adopted: February 21, 2023

PRESSPlus Comments

PRESSPlus 1. Consult the board attorney for guidance regarding whether student teachers or interns, who are typically unpaid, qualify as *employees* who must also undergo the sexual misconduct related employment history review (EHR) required by 105 ILCS 5/22-94, added by P.A. 102-702, eff. 7-1-23. Whether or not a student or intern is paid by a district may be determinative. See 5:30-AP3, *Sexual Misconduct Related Employment History Review(EHR)*, available at PRESS Online by logging in at www.iasb.com. If a district has an agreement with a post-secondary institution for the placement of student interns, consult the board attorney regarding whether the institution qualifies as a contractor under 105 ILCS 5/22-94(b) that must perform an EHR of the intern. See 4:60-AP4, *Sexual Misconduct Related Employment History Review(EHR) of Contractor Employees. Issue 111, March 2023*

Document Status: Draft Update

General Personnel

5:30 Hiring Process and Criteria

The District hires the most qualified personnel consistent with budget and staffing requirements and in compliance with Board of Education policy on equal employment opportunity and minority recruitment. The Superintendent or designee is responsible for recruiting personnel and making hiring recommendations to the Board. The Superintendent may select personnel on a short-term basis for a specific project or emergency condition before the Board's approval. No individual will be employed who has been convicted of a criminal offense listed in [105 ILCS 5/21B-80\(c\)](#).

All applicants must complete a District application in order to be considered for employment.

Job Descriptions

The Board maintains the Superintendent's job description and directs, through policy, the Superintendent, in his or her charge of the District's administration.

The Superintendent shall develop and maintain a current comprehensive job description for each position or job category; however, a provision in a collective bargaining agreement or individual contract will control in the event of a conflict.

Investigations

The Superintendent or designee shall ensure that a fingerprint-based criminal history records check and a check of the Statewide Sex Offender Database and Violent Offender Against Youth Database is performed on each applicant as required by State law. When the applicant is a successful superintendent candidate who has been offered employment by the Board, the Board President shall ensure that these checks are completed. The Superintendent or designee, or if the applicant is a successful superintendent candidate, then the Board President shall notify an applicant if the applicant is identified in either database. Pursuant to the School Code, the Board President or designee shall keep a conviction record confidential and share it only with the Superintendent, appropriate Intermediate Service Center Executive Director, State Superintendent, State Teacher Certification Board, any other person necessary to the hiring decision, the Ill. ~~Dept. of~~ State Police and/or Statewide Sex Offender Database for purposes of clarifying the information, and/or the Teachers' Retirement System of the State of Illinois when required by law. The Board reserves its right to authorize additional background inquiries beyond a fingerprint-based criminal history records check when it deems it appropriate to do so, in accordance with applicable laws.

Each newly hired employee must complete a U.S. Citizenship and Immigration Services Form as required by federal law.

The District retains the right to discharge any employee whose criminal background investigation reveals a conviction for committing or attempting to commit any of the offenses outlined in [105 ILCS 5/21B-80](#) or who falsifies, or omits facts from, his or her employment application or other employment documents. If an indicated finding of abuse or neglect of a child has been issued by the Ill. Department of Children and Family Services or by a child welfare agency of another jurisdiction for any applicant for student teaching, applicant for employment, or any District employee, then the Board must consider

that person's status as a condition of employment.

The Superintendent shall ensure that the District does not engage in any investigation or inquiry prohibited by law and complies with each of the following:

1. The District uses an applicant's credit history or report from a consumer reporting agency only when a satisfactory credit history is an established bona fide occupational requirement of a particular position.
2. The District does not screen applicants based on their current or prior wages or salary histories, including benefits or other compensation, by requiring that the wage or salary history satisfy minimum or maximum criteria.
3. The District does not request or require a wage or salary history as a condition of being considered for employment, being interviewed, continuing to be considered for an offer of employment, an offer of employment, or an offer of compensation.
4. The District does not request or require an applicant to disclose wage or salary history as a condition of employment.
5. The District does not ask an applicant or applicant's current or previous employers about wage or salary history, including benefits or other compensation in violation of the Equal Pay Act of 2003.
6. The District does not ask an applicant or applicant's previous employers about claim(s) made or benefit(s) received under the Workers' Compensation Act.
7. The District does not request of an applicant or employee access in any manner to his or her personal online account, such as social networking websites, including a request for user names and passwords to any such accounts.
8. The District provides equal employment opportunities to all persons. See policy 5:10, *Equal Employment Opportunity and Minority Recruitment*.

Sexual Misconduct Related Employment History Review (EHR) [PRESSPlus1](#)

Prior to hiring an applicant for a position involving *direct contact with children or students*, [PRESSPlus2](#) the Superintendent shall ensure that an EHR is performed as required by State law. When the applicant is a superintendent candidate, the Board President shall ensure that the EHR is initiated before a successful superintendent candidate is offered employment by the Board.

Physical Examinations

Each new employee must furnish evidence of physical fitness to perform assigned duties and freedom from communicable disease. The physical fitness examination must be performed by a physician licensed in Illinois, or any other state, to practice medicine and surgery in any of its branches, a licensed advanced practice registered nurse, or a licensed physician assistant. The employee must have the physical examination performed no more than 90 days before submitting evidence of it to the District.

Any employee may be required to have an additional examination by a physician who is licensed in Illinois to practice medicine and surgery in all its branches, a licensed advanced practice registered nurse, or a licensed physician assistant, if the examination is job-related and consistent with business necessity. The Board will pay the expenses of any such examination.

Orientation Program

The District's staff will provide an orientation program for new employees to acquaint them with the

District's policies and procedures, the school's rules and regulations, and the responsibilities of their position. Before beginning employment, each employee must sign the *Acknowledgement of Mandated Reporter Status* form as provided in policy 5:90, *Abused and Neglected Child Reporting*.

LEGAL REF.:

[42 U.S.C. §12112](#), Americans with Disabilities Act; [29 C.F.R. Part 1630](#).

[15 U.S.C. § 1681](#) et seq., Fair Credit Reporting Act.

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

[105 ILCS 5/10-16.7](#), [5/10-20.7](#), [5/10-21.4](#), [5/10-21.9](#), [5/10-22.34](#), [5/10-22.34b](#), [5/21B-10](#), [5/21B-80](#), [5/21B-85](#), [5/22-6.5](#), [5/22-94](#), and [5/24-5](#).

[20 ILCS 2630/3.3](#), Criminal Identification Act.

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

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

Duldulao v. St. Mary of Nazareth Hospital, 136 Ill. App. 3d 763 (1st Dist. 1985), *aff'd in part and remanded* 115 Ill.2d 482 (Ill. 1987).

Kaiser v. Dixon, 127 Ill. App. 3d 251 (2nd Dist. 1984).

Molitor v. Chicago Title & Trust Co., 325 Ill. App. 124 (1st Dist. 1945).

CROSS REF.: 2:260 (Uniform Grievance Procedure), 3:50 (Administrative Personnel Other Than the Superintendent), 4:60 (Purchases and Contracts), 4:175 (Convicted Child Sex Offender; Screening; Notifications), 5:10 (Equal Employment Opportunity and Minority Recruitment), 5:40 (Communicable and Chronic Infectious Disease), 5:90 (Abused and Neglected Child Reporting), [5:120 \(Employee Ethics; Code of Professional Conduct; and Conflict of Interest\)](#), 5:125 (Personal Technology and Social Media; Usage and Conduct), 5:280 (Duties and Qualifications)

Adopted: February 21, 2023

PRESSPlus Comments

PRESSPlus 1. Updated in response to 105 ILCS 5/22-94, added by P.A. 102-702, eff. 7-1-23, requiring districts to initiate an EHR prior to hiring an applicant who will have *direct contact with children or students*. See sample administrative procedure 5:30-AP3, *Sexual Misconduct Related Employment History Review(EHR)*, available at PRESS Online by logging in at www.iasb.com, for the process, timing, and positions requiring an EHR. See policy 4:60, *Purchases and Contracts*, and sample administrative procedure 4:60-AP4, *Sexual Misconduct Related Employment History Review(EHR) of Contractor Employees*, for EHR requirements for employees of contractors who have *direct contact with children or students*. **Issue 111, March 2023**

PRESSPlus 2. *Direct contact with children or students* is defined as “the possibility of care, supervision, guidance, or control of children or students or routine interaction with children or students.” 105 ILCS 5/22-94(b), added by P.A. 102-702, eff. ~~7~~²⁸1-23. **Issue 111, March 2023**

Document Status: Draft Update

General Personnel

5:90 Abused and Neglected Child Reporting

Any District employee who suspects or receives knowledge that a student may be an abused or neglected child or, for a student aged 18 through 22, an abused or neglected individual with a disability, shall: (1) immediately report or cause a report to be made to the Ill. Dept. of Children and Family Services (DCFS) on its Child Abuse Hotline 1-800-25-ABUSE (1-800-252-2873) (within Illinois); 1-217-524-2606 (outside of Illinois); or 1-800-358-5117 (TTY), and (2) follow directions given by DCFS concerning filing a written report within 48 hours with the nearest DCFS field office. Any District employee who believes a student is in immediate danger of harm, shall first call 911. The employee shall also promptly notify the Superintendent or Building Principal that a report has been made. Negligent failure to report occurs when a District employee personally observes an instance of suspected child abuse or neglect and reasonably believes, in his or her professional or official capacity, that the instance constitutes an act of child abuse or neglect under the Abused and Neglected Child Reporting Act (ANCRA) and he or she, without willful intent, fails to immediately report or cause a report to be made of the suspected abuse or neglect to DCFS.

Any District employee who discovers child pornography on electronic and information technology equipment shall immediately report it to local law enforcement, the National Center for Missing and Exploited Children's CyberTipline 1-800-THE-LOST (1-800-843-5678) or online at report.cybertip.org/ or www.missingkids.org. The Superintendent or Building Principal shall also be promptly notified of the discovery and that a report has been made.

Any District employee who observes any act of hazing that does bodily harm to a student must report that act to the Building Principal, Superintendent, or designee who will investigate and take appropriate action. If the hazing results in death or great bodily harm, the employee must first make the report to law enforcement and then to the Superintendent or Building Principal. Hazing is defined as any intentional, knowing, or reckless act directed to or required of a student for the purpose of being initiated into, affiliating with, holding office in, or maintaining membership in any group, organization, club, or athletic team whose members are or include other students.

Abused and Neglected Child Reporting Act (ANCRA), School Code, and Erin's Law Training

The Superintendent or designee shall provide staff development opportunities for District employees in the detection, reporting, and prevention of child abuse and neglect.

All District employees shall:

1. Before beginning employment, sign the *Acknowledgement of Mandated Reporter Status* form provided by DCFS. The Superintendent or designee shall ensure that the signed forms are retained.
2. Complete mandated reporter training as required by law within three months of initial employment and at least every three years after that date.
3. Complete an annual evidence-informed training related to child sexual abuse, grooming behaviors (including sexual misconduct as defined in Faith's Law), [PRESSPlus1](#) and boundary

violations as required by law and policy 5:100, *Staff Development Program*.

Alleged Incidents of Sexual Abuse; Investigations

An *alleged incident of sexual abuse* is an incident of sexual abuse of a child, as defined in [720 ILCS 5/11-9.1A](#), that is alleged to have been perpetrated by school personnel, including a school vendor or volunteer, that occurred: on school grounds during a school activity; or outside of school grounds or not during a school activity.

In the event that a District employee reports an alleged incident of sexual abuse to DCFS and DCFS accepts the report for investigation, the Superintendent or designee will proceed in accordance with [Section 22-85 of the Illinois School Code](#).

The existence of a DCFS and/or law enforcement investigation will not preclude the District from conducting its own parallel investigation into the alleged incident of sexual abuse in accordance with policy 7:20, *Harassment of Students Prohibited* and [Section 22-85 of the Illinois School Code](#).

Special Superintendent Responsibilities

The Superintendent shall execute the requirements in Board policy 5:150, *Personnel Records*, whenever another school district requests a reference concerning an applicant who is or was a District employee and was the subject of a report made by a District employee to DCFS.

When the Superintendent has reasonable cause to believe that a license holder (1) committed an intentional act of abuse or neglect with the result of making a child an abused child or a neglected child under ANCRA or an act of sexual misconduct under *Faith's Law*, [PRESSPlus2](#) and (2) that act resulted in the license holder's dismissal or resignation from the District, ~~he or she~~ the Superintendent shall notify the State Superintendent and the ~~Regional Superintendent~~ [appropriate Intermediate Service Center Executive Director](#) in writing, providing the Ill. Educator Identification Number as well as a brief description of the misconduct alleged. The Superintendent must make the report within 30 days of the dismissal or resignation and mail a copy of the notification to the license holder.

The Superintendent shall develop procedures for notifying a student's parents/guardians when a District employee, contractor, or agent is alleged to have engaged in sexual misconduct with the student as defined in *Faith's Law*. The Superintendent shall also develop procedures for notifying the student's parents/guardians when the Board takes action relating to the employment of the employee, contractor, or agent following the investigation of sexual misconduct. Notification shall not occur when the employee, contractor, or agent alleged to have engaged in sexual misconduct is the student's parent/guardian, and/or when the student is at least 18 years of age or emancipated. [PRESSPlus3](#)

The Superintendent shall execute the recordkeeping requirements of *Faith's Law*. [PRESSPlus4](#)

Special Board of Education Member Responsibilities

Each individual Board member must, if an allegation is raised to the member during an open or closed Board meeting that a student is an abused child as defined in ANCRA, direct or cause the Board to direct the Superintendent or other equivalent school administrator to comply with ANCRA's requirements concerning the reporting of child abuse.

If the Board determines that any District employee, other than an employee licensed under [105 ILCS 5/21B](#), has willfully or negligently failed to report an instance of suspected child abuse or neglect as required by ANCRA, the Board may dismiss that employee immediately.

When the Board learns that a licensed teacher was convicted of any felony, it must promptly report it to the State agencies listed in policy 2:20, *Powers and Duties of the Board of Education; Indemnification*.

LEGAL REF.:

[20 U.S.C. §7926](#), Elementary and Secondary Education Act.

105 ILCS 5/10-21.9, 5/10-23.13, and 5/21B-85, [5/22-85.5](#), and [5/22-85.10](#).

[20 ILCS 1305/1-1](#) et seq., Department of Human Services Act.

[325 ILCS 5/](#), Abused and Neglected Child Reporting Act.

[720 ILCS 5/12C-50.1](#), Criminal Code of 2012.

CROSS REF.: 2:20 (Powers and Duties of the School Board; Indemnification), 3:40 (Superintendent), 3:50 (Administrative Personnel Other Than the Superintendent), 3:60 (Administrative Responsibility of the Building Principal), [4:60 \(Purchases and Contracts\)](#), 4:165 (Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors), 5:20 (Workplace Harassment Prohibited), 5:30 (Hiring Process and Criteria), 5:100 (Staff Development Program), 5:120 (Employee Ethics; Code of Professional Conduct; and Conflict of Interest), 5:150 (Personnel Records), 5:200 (Terms and Conditions of Employment and Dismissal), 5:290 (Employment Termination and Suspensions), 6:120 (Education of Children with Disabilities), 6:250 (Community Resource Persons and Volunteers), 7:20 (Harassment of Students Prohibited), 7:150 (Agency and Police Interviews)

Adopted: February 22, 2022

PRESSPlus Comments

PRESSPlus 1. *Sexual misconduct* under *Faith's Law* defined in 105 ILCS 5/22-85.5(c), added by P.A. 102-676.

The Abused and Neglected Child Reporting Act (ANCRA) covers abuse and neglect of children. 325 ILCS 5/3. The Dept. of Human Services Act (DHSA) covers abuse and neglect of adult students with a disability. 20 ILCS 1305/1-17(b). Abuse may be generally understood as any physical or mental injury or sexual abuse inflicted on a child or adult student with a disability other than by accidental means or creation of a risk of such injury or abuse by a person who is responsible for the welfare of a child or adult student with a disability. Neglect may be generally understood as abandoning a child or adult student with a disability or failing to provide the proper support, education, medical, or remedial care required by law by one who is responsible for the child's or adult student with a disability's welfare.

Abuse covered by ANCRA also includes *grooming* as defined in the Ill. Criminal Code of 2012 (720 ILCS 5/11-25). 325 ILCS 5/3(i), added by P.A. 102-676 (*a/k/a Faith's Law*).

The School Code goes further and prohibits school employees from engaging in *grooming behaviors* and *sexual misconduct*. 105 ILCS 5/10-23.13(b), amended by P.A. 102-610 (*a/k/a Erin's Law*); 105 ILCS 5/22-85.5(c), added by P.A. 102-676 (*a/k/a Faith's Law*). To streamline implementation, policy 5:120, *Employee Ethics; Code of Professional Conduct; and Conflict of Interest*, defines prohibited *grooming behaviors* to include *sexual misconduct* and it explicitly prohibits employees from engaging in *grooming, grooming behaviors, and sexual misconduct*. While it is possible for low-level *grooming*

behaviors and/or sexual misconduct to not amount to grooming prohibited by ANCRA, best practice is to report suspected *grooming behaviors* and *sexual misconduct* to DCFS. **Issue 111, March 2023**

PRESSPlus 2. Updated in response to 105 ILCS 5/10-21.9(e-5), amended by P.A. 102-702, eff. 7-1-23. **Issue 111, March 2023**

PRESSPlus 3. Updated in response to 105 ILCS 5/22-85.10, added by P.A. 102-702, eff. 7-1-23. See sample procedure 5:90-AP2, *Parent/Guardian Notification of Sexual Misconduct*, available at PRESS Online by logging in at www.iasb.com. **Issue 111, March 2023**

PRESSPlus 4. Updated in response to 105 ILCS 5/22-94(e), added by P.A. 102-702, eff. 7-1-23. See sample procedure 5:150-AP, *Personnel Records*, available at PRESS Online by logging in at www.iasb.com. **Issue 111, March 2023**

Document Status: Draft Update

INSTRUCTION

6:135 Accelerated Placement Program

The District provides an Accelerated Placement Program (APP). The APP advances the District's goal of providing educational programs with opportunities for each student to develop to his or her maximum potential. The APP provides an educational setting with curriculum options usually reserved for students who are older or in higher grades than the student participating in the APP. APP options include, but may not be limited to: (a) accelerating a student in a single subject; and (b) other grade-level acceleration. Participation in the APP is open to all students who demonstrate high ability and who may benefit from accelerated placement. It is not limited to students who have been identified as gifted and talented. Eligibility to participate in the District's APP shall not be conditioned upon the protected classifications identified in Board policy 7:10, *Equal Educational Opportunities*, or any factor other than the student's identification as an accelerated learner.

The Superintendent or designee shall implement an APP that includes:

1. Decision-making processes that are fair, equitable, and involve multiple individuals, e.g. District administrators, teachers, and school support personnel, and a student's parent(s)/guardian(s);
2. Notification processes that notify a student's parent(s)/guardian(s) of a decision affecting a student's participation in the APP;
3. Assessment processes that include multiple valid, reliable indicators; and
4. ~~By the fall of 2023,~~ The automatic enrollment, in the following school term, [PRESSPlus1](#) of a student into the next most rigorous level of advanced coursework offered by the high school if the student meets or exceeds State standards in English language arts, mathematics, or science on a State assessment administered under [105 ILCS 5/2-3.64a-5](#), as follows:
 - a. A student who meets or exceeds State standards in English language arts shall be automatically enrolled into the next most rigorous level of advanced coursework in English, social studies, humanities, or related subjects.
 - b. A student who meets or exceeds State standards in mathematics shall be automatically enrolled into the next most rigorous level of advanced coursework in mathematics.
 - c. A student who meets or exceeds State standards in science shall be automatically enrolled into the next most rigorous level of advanced coursework in science.

The Superintendent or designee shall annually notify the community, parent(s)/guardian(s), students, and school personnel about the APP, the process for referring a student for possible evaluation for accelerated placement, and the methods used to determine whether a student is eligible for accelerated placement, including strategies to reach groups of students and families who have been historically underrepresented in accelerated placement programs and advanced coursework. Notification may: (a) include varied communication methods, such as student handbooks and District or school websites; and (b) be provided in multiple languages, as appropriate.

LEGAL REF.:

[105 ILCS 5/14A.](#)

23 Ill.Admin.Code Part 227, Gifted Education.

CROSS REF.: 6:10 (Educational Philosophy and Objectives), ~~6:130 (Program for the Gifted)~~, 7:10 (Equal Educational Opportunities), 7:50 (School Admissions and Student Transfers To and From Non-District Schools)

Adopted: February 22, 2022

PRESSPlus Comments

PRESSPlus 1. Updated in response to ISBE's *Accelerated Placement Policy Guidance for Districts Frequently Asked Questions* (September 2022), at: www.isbe.net/Documents/Accelerated-Placement-Act-FAQ.pdf, which explains that districts must “have the automatic enrollment policy in place prior to the start of the school year 2023-24 and districts will use scores from that school year to automatically enroll students during school year 2024-25.” **Issue 111, March 2023**

Document Status: Draft Update

INSTRUCTION

6:230 Library Media Program

The Superintendent or designee shall manage the District's library media program to comply with, (1) State law and Ill. State Board of Education (ISBE) rule, and (2) the following standards:

1. The program includes an organized collection of resources available to students and staff to supplement classroom instruction, foster reading for pleasure, enhance information literacy, and support research, as appropriate to students of all abilities in the grade levels served.
2. Financial resources for the program's resources and supplies are allocated to meet students' needs.
3. Students in all grades served have equitable access to library media resources.
4. The advice of an individual who is qualified according to ISBE rule is sought regarding the overall direction of the program, including the selection and organization of materials, provision of instruction in information and technology literacy, and structuring the work of library paraprofessionals.
5. Staff members are invited to recommend additions to the collection.
6. Students may freely select resource center materials as well as receive guided selection of materials appropriate to specific, planned learning experiences.
7. The program is guided by the principles of the American Library Association's *Library Bill of Rights* and its interpretation for school libraries.^{PRESSPlus1}

Parents/guardians, employees, and community members who believe that library media program resources violate rights guaranteed by any law or Board policy may file a complaint using Board policy 2:260, *Uniform Grievance Procedure*.^{PRESSPlus2}

The Superintendent or designee shall establish criteria consistent with this policy for the review of objections. Parents/guardians, employees, and community members with suggestions or complaints about library media program resources may complete a *Library Media Resource Objection Form*. The Superintendent or designee shall inform the parent/guardian, employee, or community member, as applicable, of the District's decision.^{PRESSPlus3}

LEGAL REF.:

23 Ill.Admin.Code §1.420(o).

CROSS REF.: 6:60 (Curriculum Content), 6:170 (Title I Programs), 6:210 (Instructional Materials)

ADOPTED: January 21, 2014

PRESSPlus Comments

following:

1. Books and other library resources should be provided for the interest, information, and enlightenment of all people of the community the library serves. Materials should not be excluded because of the origin, background, or views of those contributing to their creation.
2. Libraries should provide materials and information presenting all points of view on current and historical issues. Materials should not be proscribed or removed because of partisan or doctrinal disapproval.
3. Libraries should challenge censorship in the fulfillment of their responsibility to provide information and enlightenment.
4. Libraries should cooperate with all persons and groups concerned with resisting abridgment of free expression and free access to ideas.
5. A person's right to use a library should not be denied or abridged because of origin, age, background, or views.
6. Libraries which make exhibit spaces and meeting rooms available to the public they serve should make such facilities available on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use.
7. All people, regardless of origin, age, background, or views, possess a right to privacy and confidentiality in their library use.
8. Libraries should advocate for, educate about, and protect people's privacy, safeguarding all library use data, including personally identifiable information.

See <https://www.ala.org/advocacy/intfreedom/librarybill> and its interpretation for school libraries at: <https://www.ala.org/advocacy/intfreedom/librarybill/interpretations/accessresources>. The ALA's interpretation of its *Library Bill of Rights* acknowledges that the educational level and program of the school necessarily shape the resources and services of a school library, but it states that the principles of the *Library Bill of Rights* apply equally to all libraries, including school libraries. **Issue 111, March 2023**

PRESSPlus 2. Limiting the scope of complainants in this policy to parents/guardians, employees, and community members aligns with sample policy 2:260, *Uniform Grievance Procedure*. **Issue 111, March 2023**

PRESSPlus 3. Updated in response to subscriber and Ill. Council of School Attorneys member feedback regarding management of library book challenges. The issue of school library book removals is an unsettled area of law that is often litigated; consult the board attorney for advice regarding challenges to school library books or other library resources. In the only U.S. Supreme Court case to address this issue, *Island Trees Union Free Sch. Dist. No. 26 v. Pico*, 457 U.S. 852 (1982), the Court issued a plurality (not a majority) opinion finding a board could not remove books it had characterized as "anti-American, anti-Christian, anti-Semitic, and just plain filthy," if the removal was motivated by partisan or political reasons; to do so would violate students' Constitutional right to receive information and ideas. Four dissenting justices, however, disagreed that students have a right to receive information and ideas under the First Amendment and would have deferred to the judgment of the local school board.

See sample administrative procedure 6:230-AP, *Responding to Complaints About Library Media Resources*, and sample exhibit 6:230-AP, E, *Library Media Resource Objection Form*, available at PRESS Online by logging in at www.iasb.com. **Issue 111, March 2023**

Document Status: Draft Update

COMMUNITY RELATIONS

8:20 Community Use of School Facilities

School facilities are available to community organizations during non-school hours when such use does not: (1) interfere with any school function or affect the safety of students or employees, or (2) affect the property or liability of the School District. The use of school facilities for school purposes has precedence over all other uses. The District reserves the right to cancel previously scheduled use of facilities by community organizations and other groups. The use of school facilities requires the prior approval of the Superintendent or designee and is subject to applicable procedures.

Persons on school premises must abide by the District's conduct rules at all times.

Student groups, school-related organizations, government agencies, and non-profit organizations are granted the use of school facilities at no costs during regularly staffed hours. Fees and costs shall apply during non-regularly staffed hours and to other organizations granted use of facilities at any time. A fee schedule and other terms of use shall be prepared by the Superintendent and be subject to annual approval by the Board.

LEGAL REF.: [PRESSPlus1](#)

[Boy Scouts of America Equal Access Act, 20 U.S.C. §7905, Boy Scouts of America Equal Access Act.](#)

10 ILCS 5/11-4.19-2.2, [Election Code.](#)

105 ILCS 5/10-20.410, 5/10-22.10, and 5/29-3.5.

[Good News Club v. Milford Central School, 121 S.Ct. 2093, 533 U.S. 98 \(2001\).](#)

[Lamb's Chapel v. Center Moriches Union Free School District, 113 S.Ct. 2141, 508 U.S. 384 \(1993\).](#)

[Rosenberger v. Rector and Visitors of Univ. of Va., 515 U.S. 819 \(1995\).](#)

CROSS REF.: 7:330 (Student Use of Buildings - Equal Access), 8:25 (Advertising and Distributing Materials in Schools Provided by Non-School Related Entities), 8:30 (Visitors to and Conduct on School Property)

~~ADOPTED: January 21, 2014~~

PRESSPlus Comments

PRESSPlus 1. The Legal References are updated. **Issue 111, March 2023**

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: District #204 Board of Education

FROM: Brian Waterman, Superintendent

DATE: Tuesday, June 20, 2023

RE: Policy 2:150 Recommendation

During the January 9 Committee of the Whole meeting, in conjunction with a review of PRESS 110, the Board requested additional information regarding Policy 2:150. With the recent change in committee structure, the existing policy no longer matches the Board's practice. As a result, Franczek has provided additional guidance and is recommending the Board approve an updated Policy 2:150, as outlined in the attachment.

This update was also reviewed during the May 22, 2023 Regular Action Meeting.

This update reflects the current Board committee structure and includes a Parent-Teacher/Behavioral Interventions Committee to the list of standing board committee.

Recommended Action

I recommend the Board approve the attached updated Policy 2:150.

SECTION 2 -BOARD OF EDUCATION

2:150 Committees

The Board of Education may establish committees to assist with the Board's governance function and, in some situations, to comply with State law requirements. These committees are known as Board committees and report directly to the Board. Committee members may include both Board members and non-Board members depending on the committee's purpose. The Board President makes all Board committee appointments, including assigning a chair to each committee, unless specifically stated otherwise. Board committee meetings shall comply with the Open Meetings Act. A Board committee may not take final action on behalf of the Board - it may only make recommendations to the Board.

Special Board Committees

A special committee may be created for specific purposes. A special committee is automatically dissolved after presenting its final report to the Board or at the Board's discretion.

Standing Board Committees

A standing committee is created for an indefinite term. Except for the Committee of the Whole, the membership of a standing committee may fluctuate. Standing committees are:

1. Committee of the Whole. Committee of the Whole meetings are working sessions of the entire Board of Education in which specific topics are discussed in greater detail, and may replace meetings of other standing board committees. Separate meetings of individual standing board committees may still be convened at the discretion of the assigned committee chairs.
2. Parent-Teacher Advisory/Behavioral Interventions Committee. This committee assists in the development of student behavior policy and procedure. In addition to at least one Board member, its members are parents/guardians and teachers, and may include persons whose expertise or experience is needed. The committee reviews such issues as administering medication in the schools, reciprocal reporting between the School District and local law enforcement agencies regarding criminal offenses committed by students, student discipline, disruptive classroom behavior, school bus safety procedures, and the dissemination of student conduct information. At the Board President's or designee's discretion, this committee develops and monitors procedures for using behavioral interventions in accordance with Board policy 7:230, *Misconduct by Students with Disabilities*. Committee reports and recommendations are made to the Board upon its request.

Nothing in this policy limits the authority of the Superintendent or designee to create and use committees that report to him or her or to other staff members. These are administrative committees and are not subject to the Open Meetings Act, unless more than two Board members participate on the committee.

LEGAL REF.:

[5 ILCS 120/](#), Open Meetings Act.

[105 ILCS 5/10-20.14](#) and [5/14-8.05](#).

CROSS REF.: 2:110 (Qualifications, Term, and Duties of Board Officers), 2:200 (Types of Board of Education Meetings), 2:240 (Board Policy Development), 7:190 (Student Behavior), 7:230

(Misconduct by Students with Disabilities)

ADOPTED: _____, 2023

Lyons Township High School District 204

SECTION 2 -BOARD OF EDUCATION

2:150 Committees

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A special committee may be created for specific purposes or to investigate special issues. A special committee is automatically dissolved after presenting its final report to the Board or at the Board's discretion.

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Behavioral Interventions Committee. At the Board President's or designee's discretion, this committeee- District's Parent-Teacher Advisory Committee develops and monitors procedures for using behavioral interventions in accordance with Board policy 7:230, Misconduct by Students with Disabilities. Committee reports and recommendations are made to the Board upon its request.
3. Finance Committee.
4. Human Resources Committee.
5. Technology Committee.
6. Facilities Committee.
7. Curriculum Committee.
8. Litigation Committee.
9. Negotiations Committee.
10. Policy Committee.

Nothing in this policy limits the authority of the Superintendent or designee to create and use committees that report to him or her or to other staff members. These are administrative committees and are not subject to the Open Meetings Act, unless more than two Board members participate on the committee.

LEGAL REF.:

[5 ILCS 120/](#), Open Meetings Act. [105](#)

[ILCS 5/10-20.14](#) and [5/14-8.05](#).

CROSS REF.: 2:110 (Qualifications, Term, and Duties of Board Officers), 2:200 (Types of Board of Education Meetings), 2:240 (Board Policy Development), 7:190 (Student Behavior), 7:230 (Misconduct by Students with Disabilities)

ADOPTED: _____, ~~2023~~ ~~January 21, 2014~~

**Lyons Township High School District
204**

RESOLUTION

**COMMENDATION OF SERVICES BY
JULIE SWINEHART**

WHEREAS, Julie Swinehart faithfully served as a member of the Board of Education since 2021 and during her tenure served as Chairperson of the Finance Committee and a member on the Facilities committee; and a member of the LTCAC and

WHEREAS, the aforementioned School Board members have given generously of themselves to the task of providing quality education for all of the students at Lyons Township High School; and

WHEREAS, the aforementioned School Board member has unselfishly devoted her time and energies not only to their duties as members of the School Board but also her understanding and appreciation of public education in our American society.

NOW, THEREFORE, BE IT RESOLVED that the Board of Education of Lyons Township High School District 204 warmly expresses its gratitude and appreciation to Julie Swinehart; pays tribute to her leadership, abilities, and accomplishments; and wishes her continued success during the years ahead.

Signed this 20th day of June, 2023

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LYONS TOWNSHIP HIGH SCHOOL

DISTRICT 204 OFFICES 100 S. Brainard Ave., LaGrange, IL 60525-2101
· Tel: (708) 579-6462 · Fax: (708) 579-6454 · Email: bstachacz@lths.net · Website: www.lths.net



Brian Stachacz
Director of Business Services

Memorandum

To: Dr. Brian Waterman, Board of Education
From: Brian Stachacz
Date: 6/13/2023
Re: Bond Sale Capital Improvements Beginning in Summer of 2024

Information: At tonight's meeting we will be reviewing preliminary plans and budgets for the building renovations that will be paid for with the upcoming bond sale proceeds. We are anticipating that the district will be able to sell \$25.0 million of bonds in late 2023 or early 2024 to fund the renovations that we are discussing tonight.

The process of presenting these projects to the Committee began with the creation of Goal Five of the Strategic Plan. As you may recall, one of the Strategies in Goal Five is to upgrade the district facilities to support 21st century learning needs of students and staff. With that goal in mind, we continued the process by surveying the students, staff, parents and community in September of 2022 about the condition of the current district facilities and the needs moving forward. Using the information from the survey as well as input from the District Administration, a revised Facilities Study was generated and presented to the Board in February of 2023. The revised Facilities Plan broke the recommended/needed renovations in to multiple phases. The Phase 1 renovations in the plan are being presented for discussion tonight. All of the recommended Phase 1 projects are included for discussion with the exception of an additional elevator at North Campus. We believe that an additional elevator is needed at North Campus but more research with the architects will need to be done in order to find an appropriate location for its construction.

In addition to the aforementioned steps in this process, additional feedback was sought during the development of these projects. Over the last several months, student and staff focus groups were consulted regarding the specific needs of the renovated classrooms/areas of the buildings. These

focus groups were led by our architects and they were able to receive valuable feedback that has been incorporated in to the drawings and plans that you see here tonight.

It is worth noting that if the project costs provided are accurate, the District would need to contribute \$6.0 - \$10.0 million of additional funds above the \$25.0 million that could be obtained through the bond sale process. Additionally, there will be costs for architectural services and for asbestos removal. In discussions with our architects, we believe that their total fee will range from \$2.3 million to \$2.7 million for all of the projects. We will work with our asbestos consulting firm to have cost estimates for the August meetings. The final determination of additional amounts needed above the bond sale amount will be determined after formal bids have been received and we have firm pricing for the projects. We would then be able to make decisions about moving forward with the projects based on financial considerations.

Should you have any questions prior to the meeting, please do not hesitate to contact me.

Recommendation: The Board of Education approve creation of the bid specifications for the projects as presented.



**LYONS TOWNSHIP DISTRICT 204
HIGH SCHOOL
2022 LONG RANGE PLAN BUDGETS
January 9, 2023**

PHASE I

Common Spaces

South Campus

- Cafeteria Remodeling including Air Conditioning \$7,000,000 - \$8,000,000

Air Conditioning and Temperature Control

North Campus

- Replace 4 air handling units AH-1A, AHU-J, AHU-K and AHU-Q and replace with one serving all floors in the southwest corner of the building. Include new cooling tower, chiller and piping. \$5,500,000 - \$6,500,000

Modernization of Classroom Spaces

North Campus

- Southwest corner of building all floors \$3,000,000 - \$3,500,000

Accessibility Improvements

North Campus

- Upgraded existing elevator \$500,000 - \$600,000
- New elevator \$1,500,000 - \$1,750,000
- Toilet room stack at entry 3 and 4 \$1,500,000 - \$1,750,000

South Campus

- Toilet rooms in A-Wing at library, B-Wing and C-Wing both floors \$1,650,000 - \$1,900,000

Improve Physical Welfare

North Campus

- Option 1 - West Field
New turf field, storm sewer and underground detention system as required by Village and the MWRD (Includes minor updates to West Field)
*Reflected in total. \$3,000,000 - \$3,500,000

South Campus

- Option 2 - New Multi-use Turf Field \$2,500,000 - \$3,000,000

Miscellaneous

South Campus

- D-Wing Cafeteria Roofs \$500,000 - \$600,000

Phase 1 Subtotal

*\$26,650,000- \$31,100,000

For each project, energy efficiency, conservation and sustainability can be considered as part of the facility improvement process to meet the districts initiatives.

REMAINING WORK

Air Conditioning/Mechanical and Temperature Control

North Campus

- Remaining MEP/FP \$2,200,000 - \$2,500,000

Vaughan Building

- Remaining MEP/FP \$5,300,000 - \$6,100,000

South Campus

- Remaining MEP/FP \$9,800,000 - \$11,300,000

Corral Building

- Remaining MEP/FP \$850,000 - \$1,000,000

Modernization of Classroom Spaces

North Campus

- Remaining classroom spaces. \$10,187,500 - \$11,000,000

Vaughan Building

- Remaining classroom spaces. \$2,275,000- \$2,650,000

South Campus

- Remaining classroom spaces. \$16,150,000 - \$19,000,000

Corral Building

- Remaining classroom spaces. \$2,275,000 - \$2,550,000

Accessibility Improvements

North Campus

- Coaches Locker Room. \$1,000,000 - \$ 2,000,000



**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
TENTATIVE 2023/24 PHASE 1 PROJECT SCHEDULE**

Introduction of Potential Projects to BOE February 06, 2023

Pending Approval of BOE to Move Forward with Conceptual Design

| | |
|--|-------------------------------|
| Kick-off Meetings with Departments | February 2023 |
| Programming/Conceptual Floor Plans | March 2023 |
| Review Conceptual Plans with Administration | Week of April 03, 2023 |
| Revise Plans Based on Feedback | Week of April 10, 2023 |
| Review Conceptual Plans with Departments | Week of April 17, 2023 |
| Revise Plans Based on Feedback | Week of April 24, 2023 |
| Develop Conceptual Elevations & Budgets | May 2023 |
| Review Concepts and Budgets with Admin | Week of May 22, 2023 |
| Present Concepts and Budgets to BOE | June 05, 2023 |

Pending Approval of BOE to Move Forward with Bid Documents

| | |
|--|---------------------------------|
| Schematic Design Phase | June 2023 – July 2023 |
| Design Development Phase | July 2023 – August 2023 |
| Construction Document Phase | July 2023 – October 2023 |
| Release Bid Documents | November 2023 |
| Present Bid Results to BOE for Approval | December 2023 |

Pending Approval of BOE to Accept Bids

Potential Spring Start Phase

March 2024

Summer Start Phase

June 2024

Substantial Completion

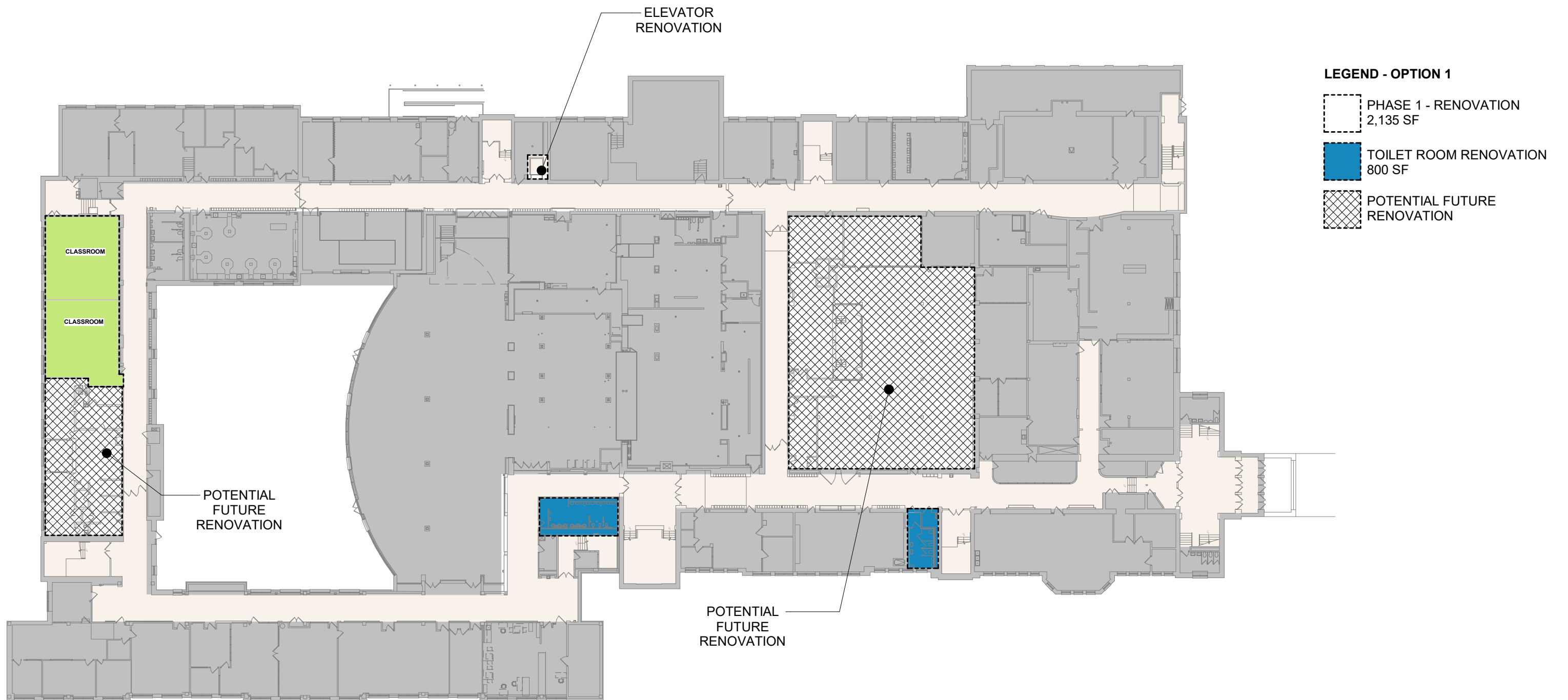
Varies Based on Projects



LYONS TOWNSHIP HIGH SCHOOL

PROGRAMMING CONCEPTS





OPTION 1 - LOWER LEVEL
1" = 40'-0"

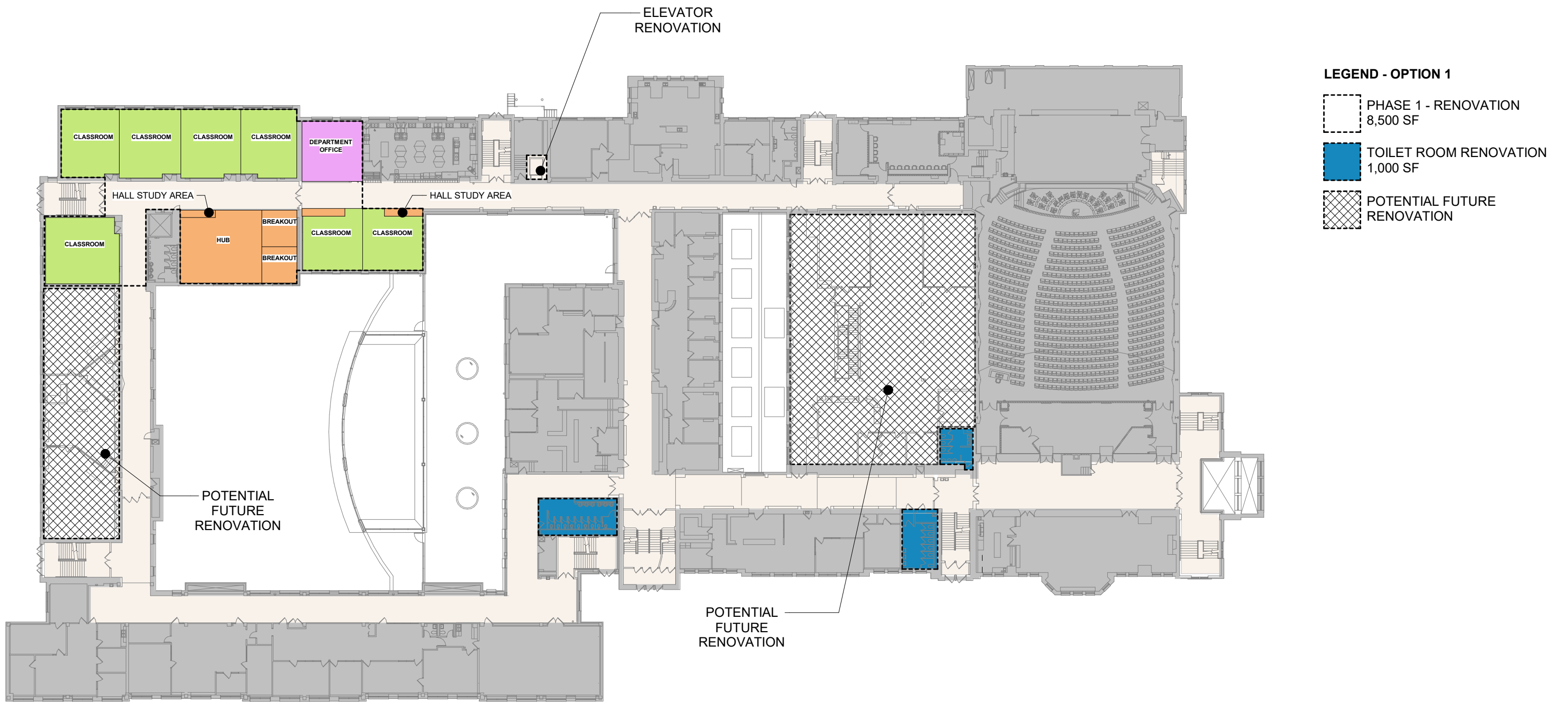
CLASSROOM RENOVATIONS CONCEPTS

NORTH HIGH SCHOOL - SCHOOL DISTRICT 204

05/31/2023

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LEGEND - OPTION 1

PHASE 1 - RENOVATION
8,500 SF

TOILET ROOM RENOVATION
1,000 SF

POTENTIAL FUTURE
RENOVATION

OPTION 1 - FIRST FLOOR
1" = 40'-0"

CLASSROOM RENOVATIONS CONCEPTS

NORTH HIGH SCHOOL - SCHOOL DISTRICT 204

05/31/2023

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CLASSROOM RENOVATIONS CONCEPTS

NORTH HIGH SCHOOL - SCHOOL DISTRICT 204

05/31/2023

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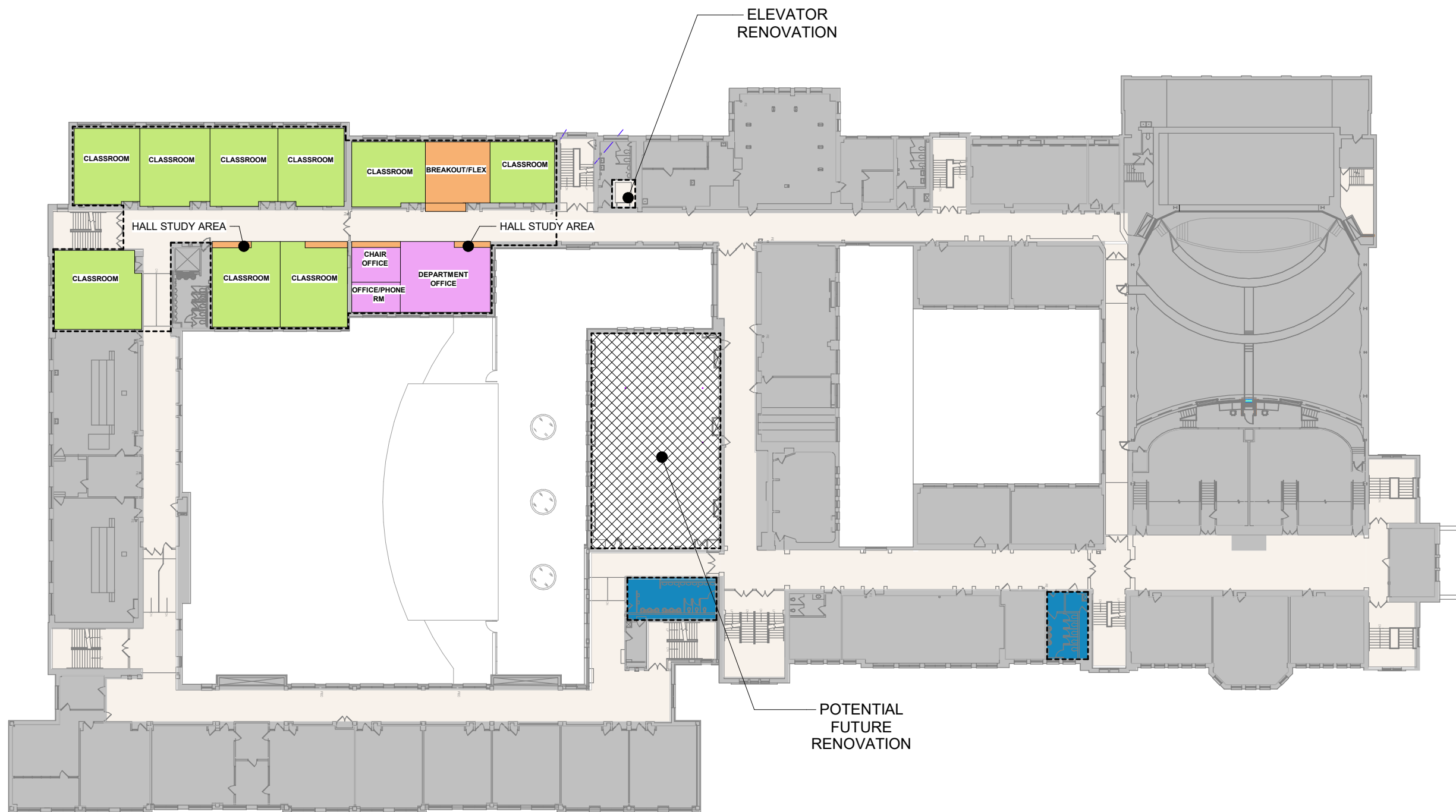


CLASSROOM RENOVATIONS CONCEPTS

NORTH HIGH SCHOOL - SCHOOL DISTRICT 204

05/31/2023

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LEGEND - OPTION 1

PHASE 1 - RENOVATION
8,370 SF

TOILET ROOM RENOVATION
800 SF

POTENTIAL FUTURE
RENOVATION

OPTION 1 - SECOND FLOOR
1" = 40'-0"

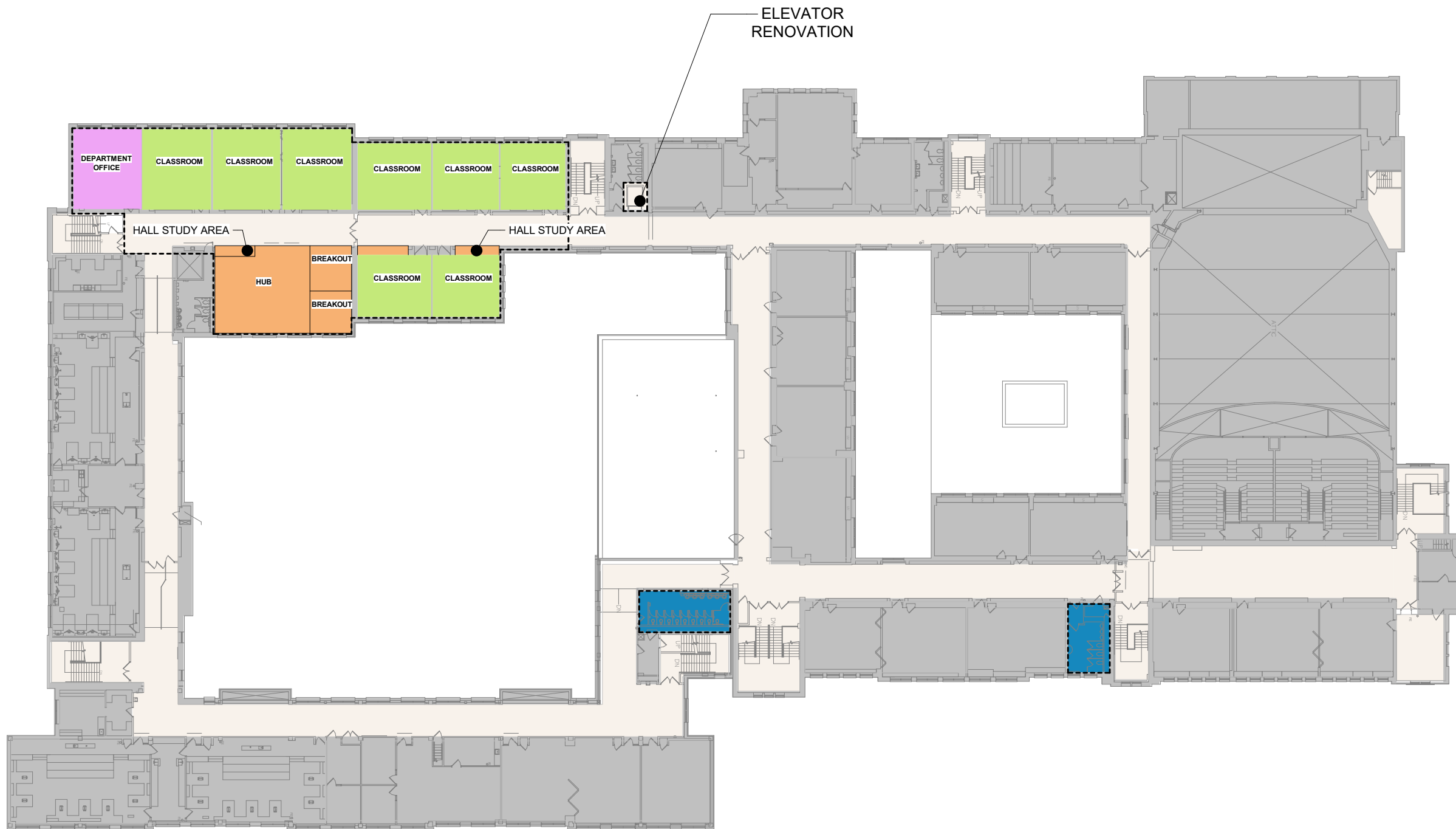
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05/31/2023

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LEGEND - OPTION 1

- PHASE 1 - RENOVATION
9,180 SF
- TOILET ROOM RENOVATION
800 SF
- POTENTIAL FUTURE RENOVATION

OPTION 1 - THIRD FLOOR
1" = 40'-0"

CLASSROOM RENOVATIONS CONCEPTS

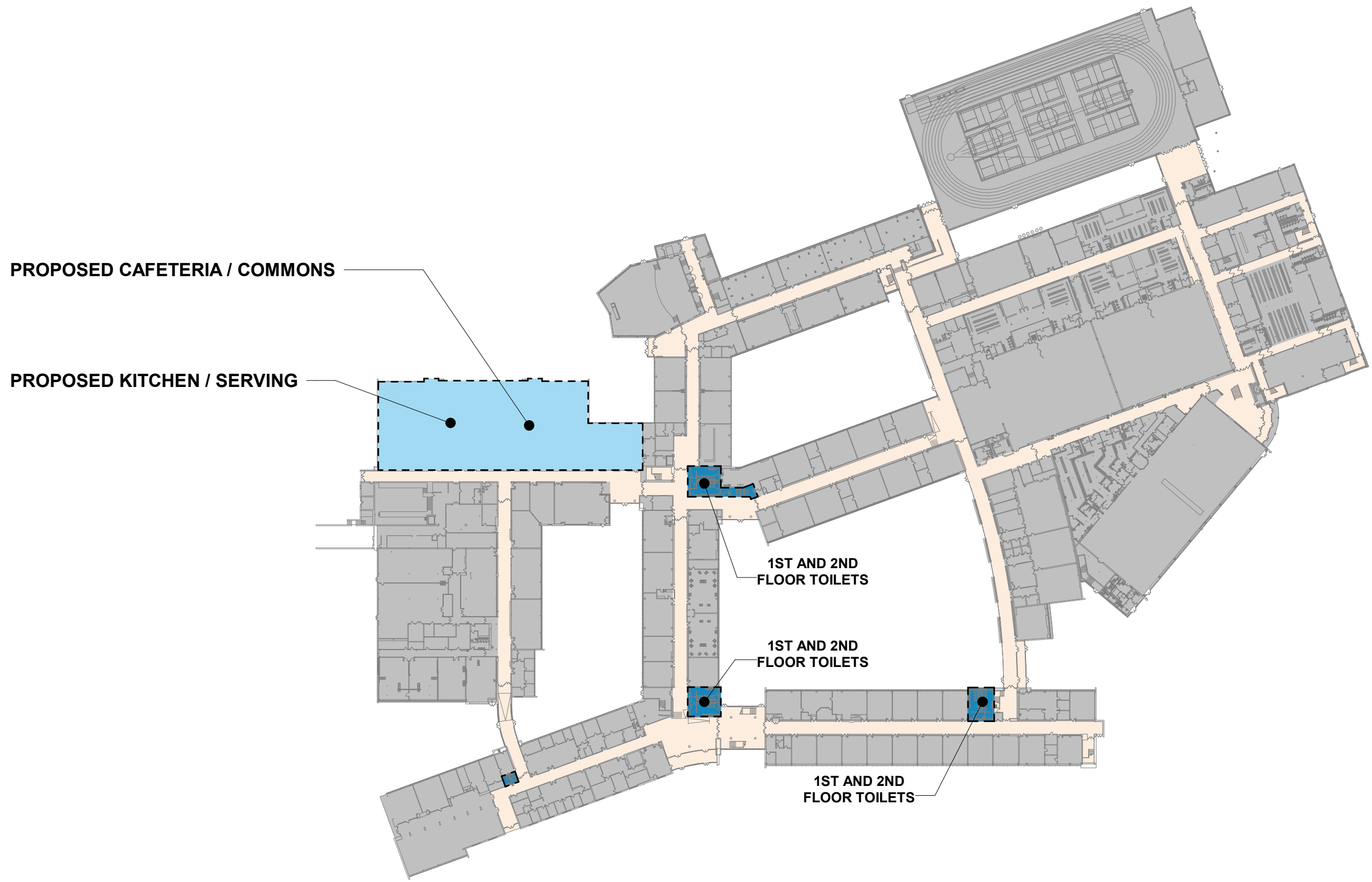
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05/31/2023

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LEGEND - OPTION 1

 RENOVATION / SECOND FLOOR ADDITION
23,600 SF

 TOILET RENOVATION
6,000 SF

PROPOSED CAFETERIA / COMMONS

PROPOSED KITCHEN / SERVING

1ST AND 2ND FLOOR TOILETS

1ST AND 2ND FLOOR TOILETS

1ST AND 2ND FLOOR TOILETS

OPTION 1 PLAN
1" = 100'-0"

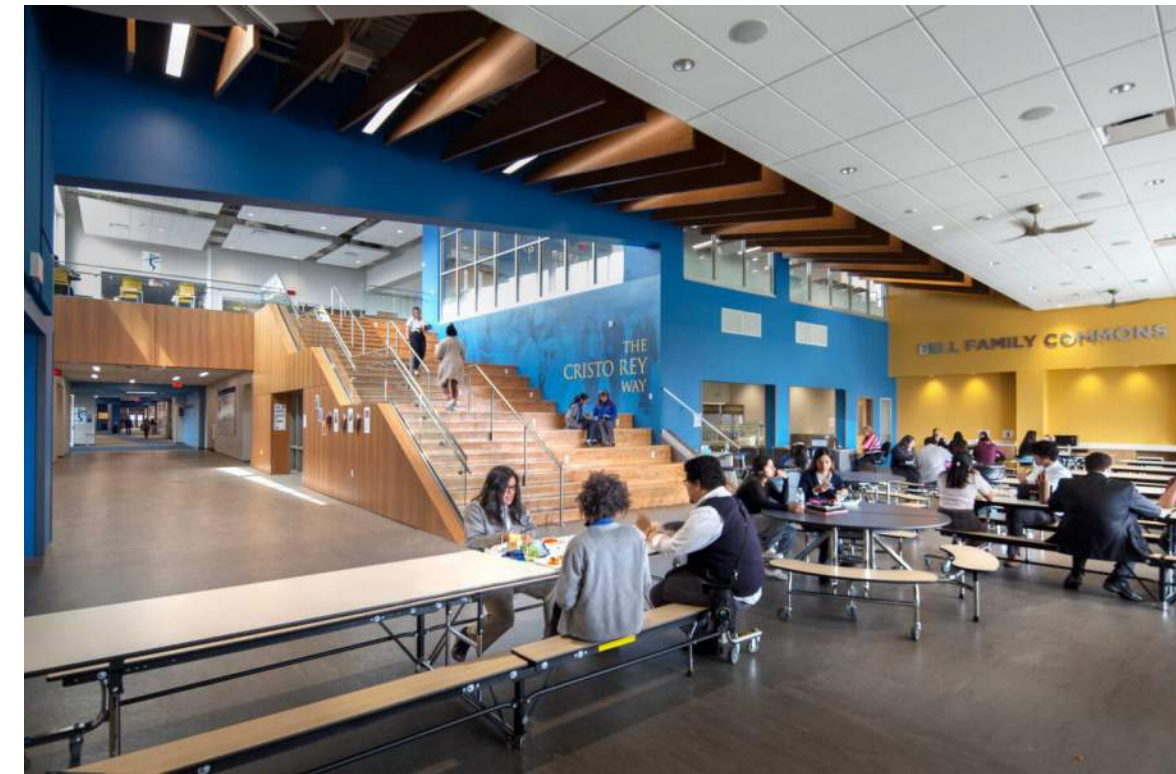
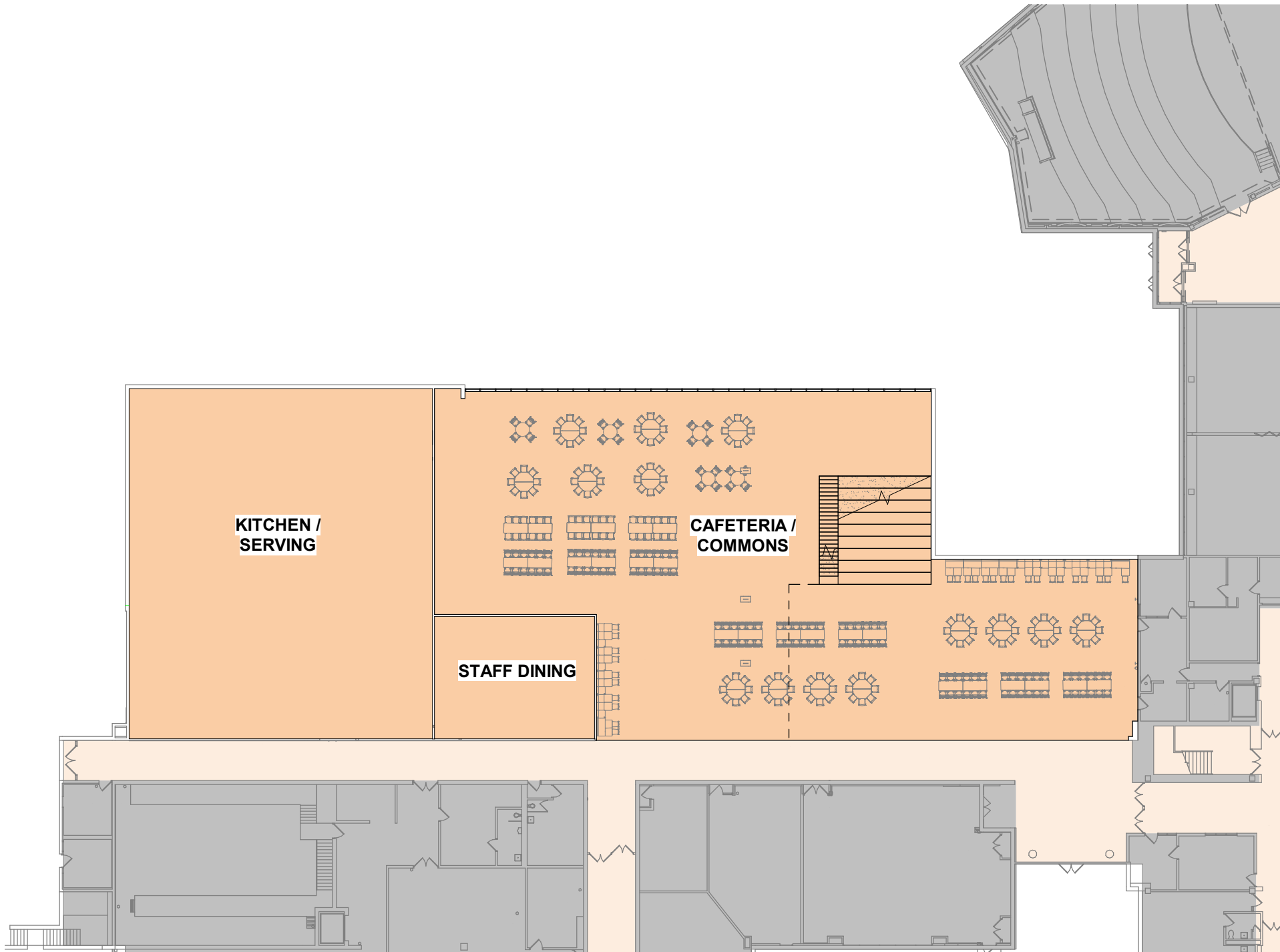
CAFETERIA EXPANSION CONCEPTS

SOUTH HIGH SCHOOL - SCHOOL DISTRICT 204

05/31/2023

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OPTION 1 PLAN FIRST FLOOR ENLARGED
1/32" = 1'-0"

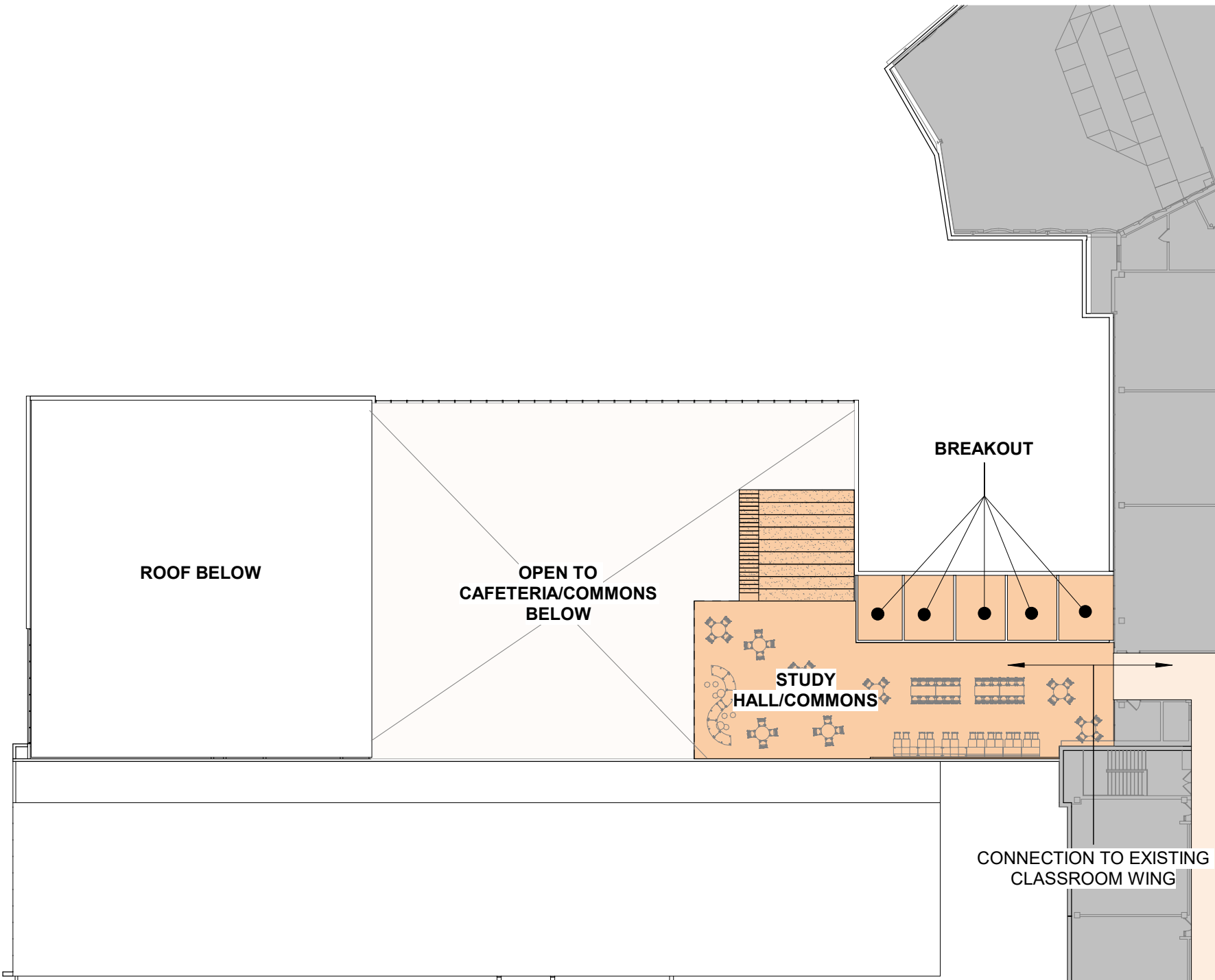
CAFETERIA EXPANSION CONCEPTS

SOUTH HIGH SCHOOL - SCHOOL DISTRICT 204

05/31/2023

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OPTION 1 PLAN SECOND FLOOR ENLARGED
 1/32" = 1'-0"

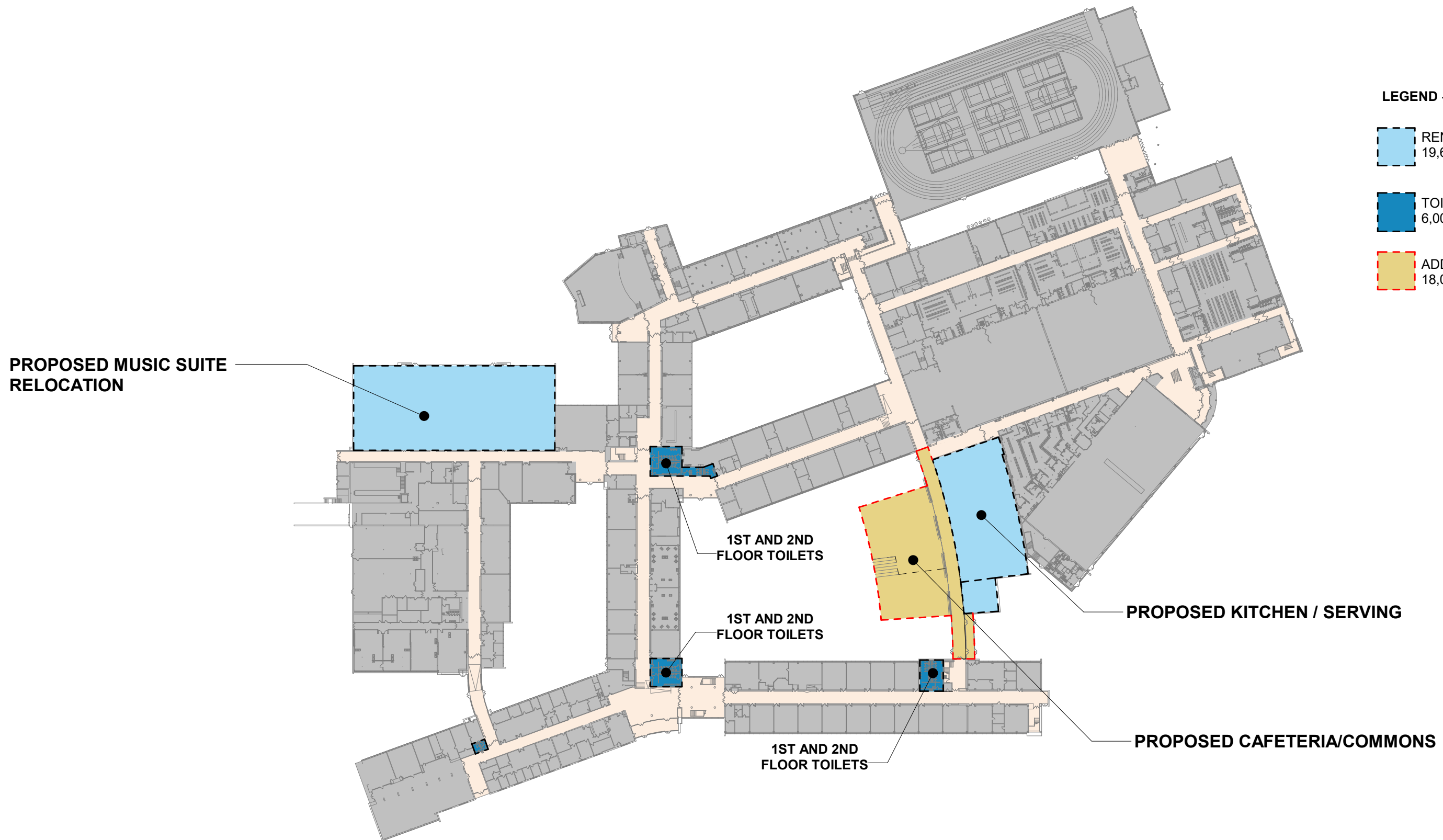
CAFETERIA EXPANSION CONCEPTS

SOUTH HIGH SCHOOL - SCHOOL DISTRICT 204

05/31/2023

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- LEGEND - OPTION 2**
- RENOVATION - OPTION 2
19,600 SF
 - TOILET RENOVATION
6,000 SF
 - ADDITION - OPTION 2
18,000 SF

**PROPOSED MUSIC SUITE
RELOCATION**

**1ST AND 2ND
FLOOR TOILETS**

**1ST AND 2ND
FLOOR TOILETS**

**1ST AND 2ND
FLOOR TOILETS**

PROPOSED KITCHEN / SERVING

PROPOSED CAFETERIA/COMMONS

OPTION 2 - FIRST FLOOR PLAN
1" = 100'-0"

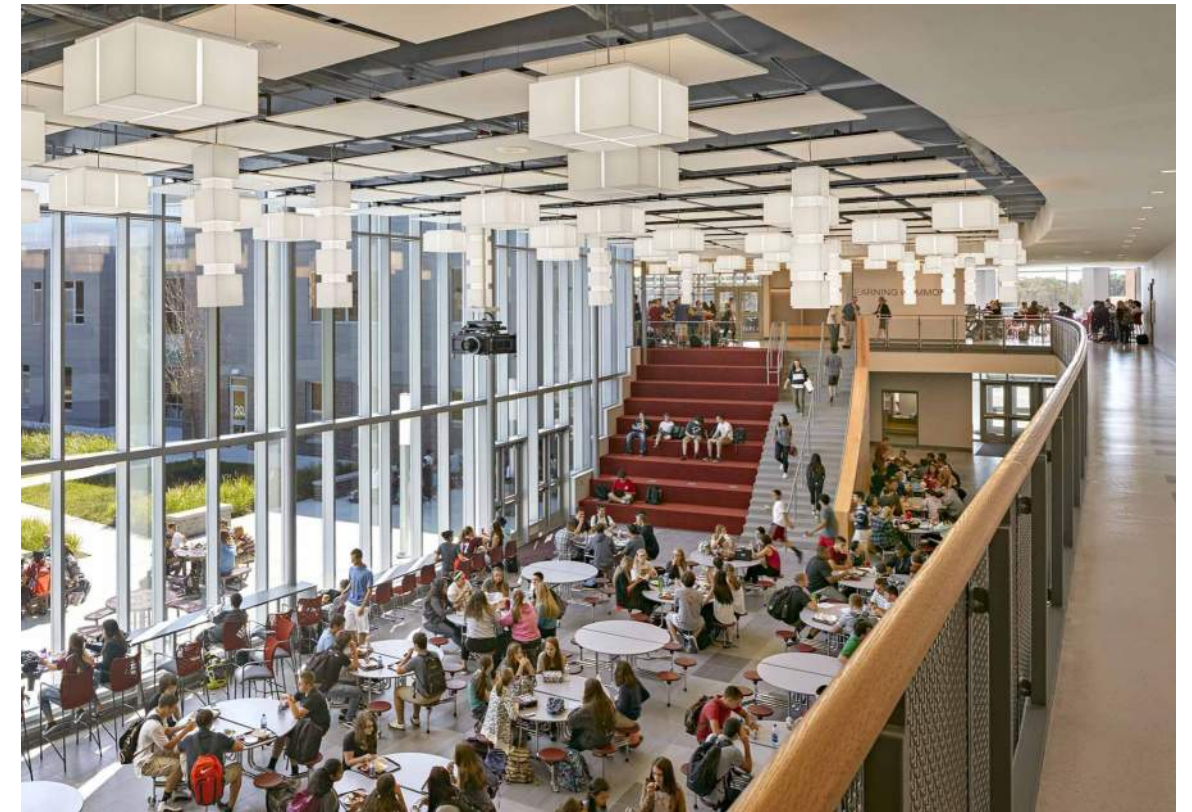
CAFETERIA EXPANSION CONCEPTS

SOUTH HIGH SCHOOL - SCHOOL DISTRICT 204

05/31/2023

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OPTION 2 PLAN ENLARGED FIRST LEVEL CAFETERIA
 1/32" = 1'-0"

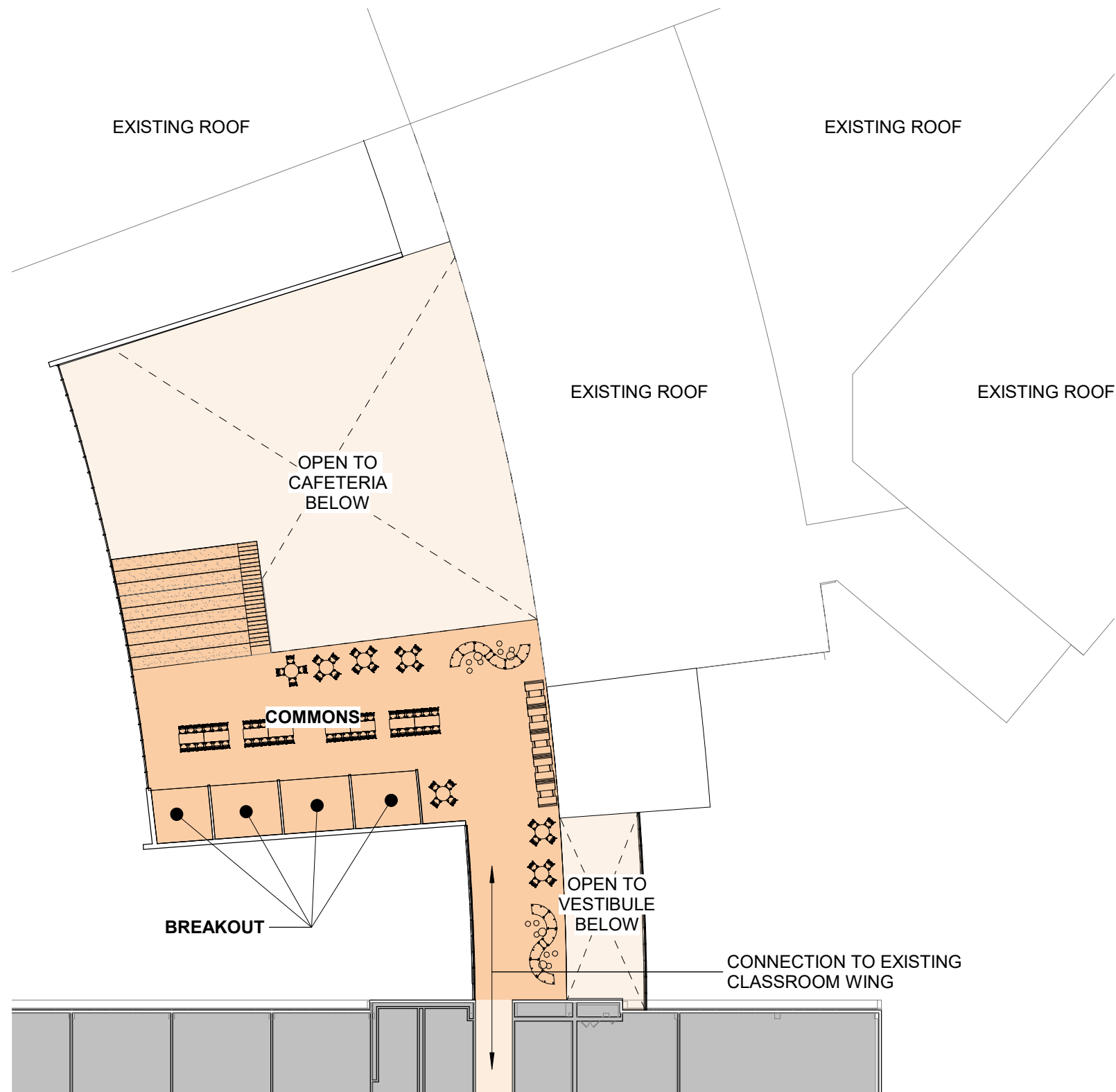
CAFETERIA EXPANSION CONCEPTS

SOUTH HIGH SCHOOL - SCHOOL DISTRICT 204

05/31/2023

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OPTION 2 PLAN ENLARGED SECOND LEVEL CAFETERIA
 1/32" = 1'-0"

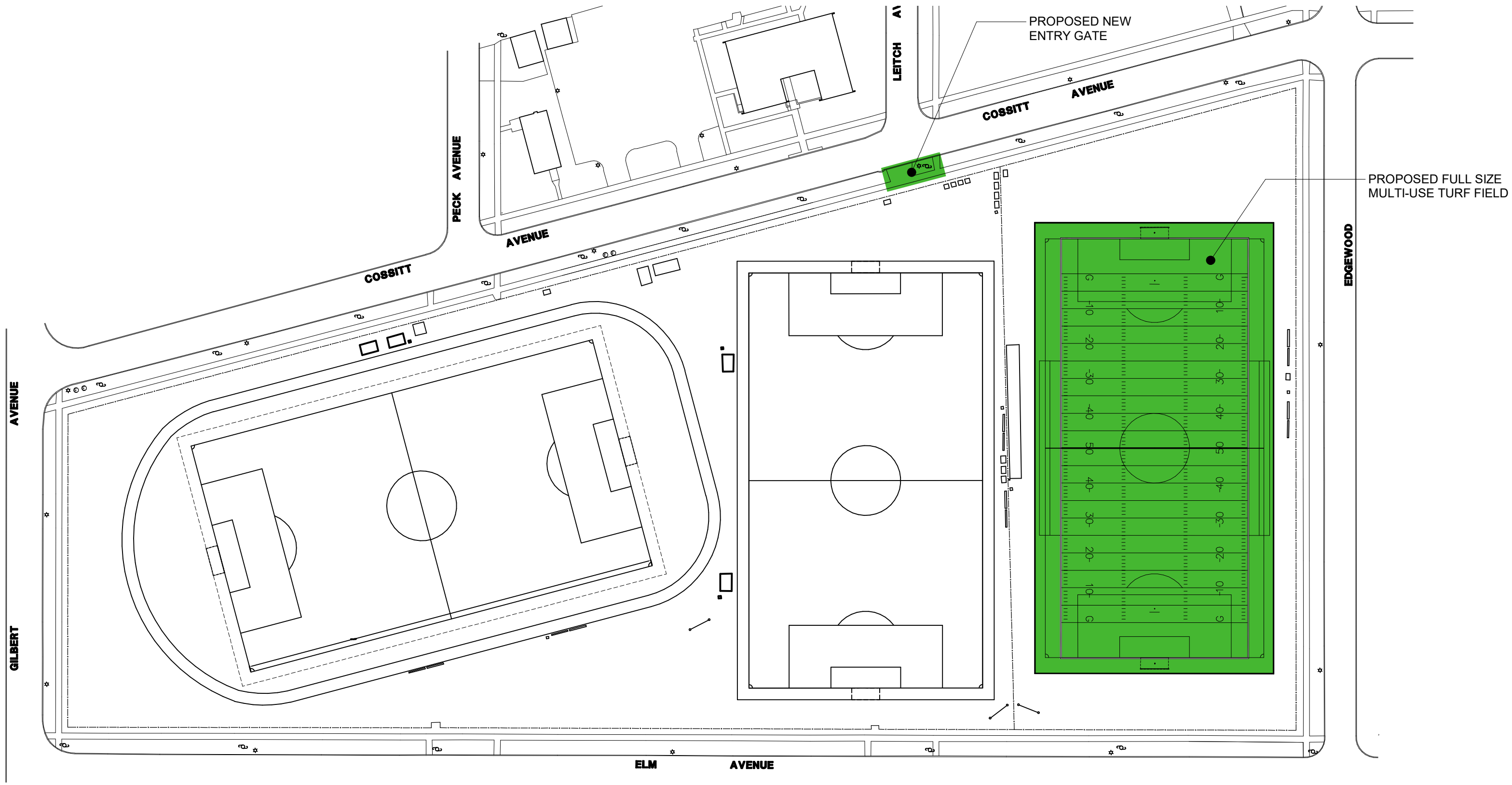
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05/31/2023

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 NORTH CAMPUS WEST FIELD
1" = 80'-0"

NORTH CAMPUS WEST FIELD
 NORTH HIGH SCHOOL - SCHOOL DISTRICT 204
 05/31/2023
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ARCHITECTS

LYONS TOWNSHIP DISTRICT 204
HIGH SCHOOL
CAPITAL IMPROVEMENTS BUDGETS
May 31, 2023

OPTION I

North Campus

Air Conditioning and Modernization of Classroom Spaces

- Replace 4 air handling units with one serving all floors in the southwest corner of the building. Modernize classrooms in the southwest corner of the building. \$10,500,000 - \$11,500,000

Accessibility Improvements

- Upgraded existing elevator \$500,000 - \$600,000
- Toilet room stack at entry 3 and 4 \$1,500,000 - \$1,750,000

Improve Physical Welfare

- West Field
New turf field, storm sewer and underground detention system as required by Village and the MWRD. \$3,000,000 - \$3,500,000

North Campus Option 1 Subtotal ***\$15,500,000- \$17,350,000**

South Campus

Cafeteria/Commons

- Remodel cafeteria in current location including adding air conditioning and a new roof. \$7,500,000 - \$8,600,000

Accessibility Improvements

- Toilet rooms in A-Wing at library, B-Wing and C-Wing both floors \$1,650,000 - \$1,900,000

South Campus Option 1 Subtotal ***\$9,150,000- \$10,500,000**

Both Campuses Option 1 Total ***\$24,650,000- \$27,850,000**

For each project, energy efficiency, conservation and sustainability can be considered as part of the facility improvement process to meet the districts initiatives.

OPTION 2

North Campus

North Campus Option 2 Subtotal (Same as Option 1) ***\$15,500,000- \$17,350,000**

South Campus

Cafeteria/Commons

- New Cafeteria/Commons addition. Remodel existing music area into kitchen and serving area. \$9,000,000 - \$10,000,000

Music Wing

- Relocate music to old Cafeteria including adding air conditioning and a new roof. \$5,000,000 - \$5,600,000

Accessibility Improvements

- Toilet rooms in A-Wing at library, B-Wing and C-Wing both floors \$1,650,000 - \$1,900,000

South Campus Option 2 Subtotal ***\$15,650,000- \$17,500,000**

Both Campuses Option 2 Total ***\$31,150,000- \$34,850,000**

For each project, energy efficiency, conservation and sustainability can be considered as part of the facility improvement process to meet the districts initiatives.

***Cost estimates do not include A/E fees and a based on 2023 construction pricing of similar projects**



LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204

ESTABLISHMENT OF BOARD OF EDUCATION MEETING DATES FOR AUGUST 2023 – JUNE 2024

SUGGESTED MOTION:

BOARD MEMBER: “I move that the Board of Education establish the following Committee of the Whole and Regular Action meeting dates for August 2023 – June 2024.”

August

Monday, August 7, 2023 Committee of the Whole
Monday, August 21, 2023 Regular Action Meeting

September

Tuesday, September 5, 2023 Committee of the Whole
Monday, September 18, 2023 Regular Action Meeting

October

Monday, October 2, 2023 Committee of the Whole
Monday, October 16, 2023 Regular Action Meeting

November

Monday, November 6, 2023 Committee of the Whole
Monday, November 20, 2023 Regular Action Meeting

December

Monday, December 4, 2023 Committee of the Whole
Monday, December 18, 2023 Regular Action Meeting

January

Tuesday, January 9, 2024 Committee of the Whole
Monday, January 22, 2024 Regular Action Meeting

February

Monday, February 5, 2024 Committee of the Whole
Tuesday, February 20, 2024 Regular Action Meeting

March

Monday, March 4, 2024 Committee of the Whole
Monday, March 18, 2024 Regular Action Meeting

April

Tuesday, April 2, 2024 Committee of the Whole
Monday, April 15, 2024 Regular Action Meeting

May

Monday, May 6, 2024 Committee of the Whole
Monday, May 20, 2024 Regular Action Meeting

June

Monday, June 3, 2024 Committee of the Whole
Monday, June 17, 2024 Regular Action Meeting

*Please note: Committee of the Whole Meetings will begin at 6:30 p.m. and Regular Action Meetings will begin at 7:30 p.m.

LYONS TOWNSHIP HIGH SCHOOL

DISTRICT 204 OFFICES 100 S. Brainard Ave., LaGrange, IL 60525-2101
Tel: (708) 579-6429 | Email: lowens@lths.net | Website: www.lths.net



Leslie C. Owens, Ph.D.
Director of Student Services

Memorandum

To: Dr. Brian Waterman, Board of Education
From: Dr. Leslie C. Owens
Date: 5/31/23
Re: Student Handbook Revision

Throughout the course of the 2022-23 school year, a multidisciplinary committee completed a comprehensive review and revision of the Student Handbook. The committee met on six occasions over the course of five months and utilized the Illinois Principals' Association Model Handbook and other local, Illinois school district handbooks as points of reference and comparison. During team meetings, particular attention was paid to making changes that created an organized, user friendly handbook with updated language that is aligned with Illinois School Code and Board Policy. Hyperlinks to specific legal references, school code, and board policy are included.

The Student Handbook Committee included:

| | |
|--------------------|--|
| Carlson, Natalie | Teacher |
| Cushing, Joan | Social Worker |
| Johannes, Andrew | Teacher/LTEA President |
| Johns, Kurt | Division Chair for Physical Welfare |
| Mathis, Darrell | Assistant Principal |
| McDougal, Gina | Parent |
| Moore, Melissa Dr. | Division Chair for Special Education |
| Owens, Leslie Dr. | Co-Facilitator, Director of Student Services |
| Plichta, Lisa | Teacher |
| Radavich, Bryan | Assistant Principal |
| Rowe, Jennifer Dr. | Director of Equity |
| Shakir, Sofia Dr. | Parent |
| Smith, Carol Ann | Parent |
| Tyrrell, Jen Dr. | Co-Facilitator, Principal |
| Weiler, Jenni | Administrative Assistant |

The committee's work signifies the beginning of a new, annual cycle for updating the handbook that goes beyond minor changes to ensure that substantive updates, aligned with School Code, Board Policy, and the District's Strategic Plan, are incorporated and presented in a document that is an easily accessible resource for all students, families, and staff.

Each section will be reviewed annually in a process led by the Director of Student Services that includes all necessary administrators, staff, and stakeholders. This process will ensure continuity, alignment, and relevance. It is important to note that changes to school code, board policy, and the related administrative processes/procedures can and do change throughout the course of the year. Every attempt to notify all students, parents/guardians and staff will be made to highlight mid-year changes that occur after the full handbook is approved. It is anticipated that the full, updated handbook will be presented to the Board of Education at the end of each school year.

RECOMMENDATION:

It is recommended that District 204 approve the 2023-2024 Student Handbook.



LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204

2023-2024 District 204 Student Handbook

The District 204 Student Handbook may be amended during the year without notice.

The District 204 Student Handbook is only a summary of Board of Education policies governing the school district. Board of Education Policies are available to the public through the online policy manual https://www.boardpolicyonline.com/?b=lyons_204 and at the school district office.

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District Information

District 204 Administrative Offices

100 S Brainard Ave
La Grange, IL 60525
708-579-6300

District 204 Central Leadership

Superintendent – Brian Waterman, Ed.D.
Principal – Jennifer Tyrrell, Ed.D.
Director of Human Resources – Ed Piotrowski
Director of Business Services – Brian Stachacz
Director of Curriculum and Instruction – Scott Eggerding
Director of Equity and Belonging – Jennifer Rowe, Ed.D.
Director of Student Services – Leslie Owens, Ph.D.
Director of Technology – Ed Tennant
Coordinator of Assessment and Research – Kristine Zieman
Coordinator of Community Relations – Mary Lin Muscolino

District 204 Board of Education

Regular Meetings of the Board of Education will be held monthly following the Board’s Schedule of Regular Meetings <https://www.lths.net/Page/5369>. Meeting notices and agendas will be posted according to Open Meetings Act requirements confirming meeting date, location, start time, and the agenda and will be posted in BoardBook <https://meetings.boardbook.org/Public/Organization/1797>.

For more information visit <https://www.lths.net/Page/8073> or contact the District 204 Administrative Office at 708-579-6300

Board of Education Members

Dawn Aubert – Board President
Jill A. Grech – Board Vice President
Tim Albores – Board Secretary
Jill Beda Daniels – Member
Kari Dillon - Member
Julie M. Swinehart - Member
Michael Thomas - Member

District 204 Mission, Vision and Values



OUR VISION

All students graduate prepared for life, career, and college success.



OUR MISSION

Honor our tradition of excellence, foster innovation, and empower all students in their quest for a fulfilling life.



OUR MOTTO

Vita Plena: The quest for a fulfilling life.
EXCELLENCE INNOVATION
EMPOWERMENT

The Lyons Township High School District 204 Strategic Plan was developed with engagement from our entire school community, and identified past performance, core values, needs, and future trajectory of the district. The LTHS Strategic Plan represents these efforts.

The steps to bringing the District’s vision for progress into action are identified in our Strategic Plan *Scorecard*, which presents the five goals of the District, along with the metrics that will measure our progress moving forward. The vision for our district will be achieved through the implementation of the aligned strategies outlined in the Strategic Plan.

The core values presented in our Strategic Plan center on our commitment to equity, inclusion, and the belief that all students can achieve individual levels of life, career, and college success. The District 204 Equity Statement and commitment to applying an equity lens to all aspects of our systemic work will help to ensure that we identify obstacles and eliminate barriers to student achievement. The Scorecard will serve as the platform to present the student progress and District success taking place with fidelity and transparency to all stakeholders.

Our tradition of academic *excellence* will continue to be at the heart of all that we do to foster *innovation* and cultivate student *empowerment* toward a strong future.

Employee Ethics; Code of Professional Conduct; and Conflict of Interest – District 204

Professional and Appropriate Conduct

All District employees are expected to maintain high standards in their school relationships to demonstrate integrity and honesty to be considerate and cooperative and to maintain professional and appropriate relationships with students, parents, staff members and others. In addition, the Code of Ethics for Illinois Educators adopted by the Illinois State Board of Education is incorporated by reference into this policy. Any employee who sexually harasses a student, willfully or negligently fails to report an instance of suspected child abuse or neglect as required by the Abused and Neglected Child Reporting Act ([325 ILCS 5.](#)), engages in grooming as defined in [720 ILCS 5/11-25](#), engages in grooming behaviors, violates boundaries for appropriate school employee-student conduct, or otherwise violates an employee conduct standard or this policy will be subject to discipline up to and including dismissal.

Professional and appropriate employee conduct are important Board goals that impact the quality of a safe learning environment and the school community, increasing students' ability to learn and the District's ability to educate. To protect students from sexual misconduct by employees, and employees from the appearance of impropriety, State law also recognizes the importance for District employees to constantly maintain professional and appropriate relationships with students by following established expectations and guidelines for employee-student boundaries.

The Superintendent or designee shall identify appropriate employee conduct standards and communicate them to all District's employees. The employee conduct standards will require that, at a minimum:

1. Employees complete required training on educator ethics, child abuse, grooming behaviors, and employee-student boundary violations as required by law and policies 2:265, Title IX Sexual Harassment Grievance Procedure; 4:165, Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors; 5:90, Abused and Neglected Child Reporting; and 5:100, Staff Development Program.

2. Employees maintain professional relationships with students, including maintaining employee-student boundaries based upon students' age and developmental levels and following District established guidelines for specific situations, including but not limited to:
 - a. Transporting a student;
 - b. Taking or possessing a photo or video of a student; and
 - c. Meeting with a student or contacting a student outside the employee's professional role.

3. Employees comply with reporting requirements of Abused and Neglected Child Reporting Act ([325 ILCS 5/](#)), Title IX of the Education Amendments of 1972 ([20 U.S.C. § 1681](#) et seq.) and report prohibited behaviors and/or boundary violations pursuant to Board Policies 2:260, Uniform Grievance Procedure; 2:265, Title IX Sexual Harassment Grievance Procedure; and 5:90, Abused and Neglected Child Reporting.

4. Employees be subject to discipline up to and including dismissal will occur for any employee who violates an employee conduct standard or engages in any of the following:
 - a. Violates boundaries for appropriate school employee-student conduct or expectations and guidelines for employee-student boundaries.
 - b. Sexually harasses a student.
 - c. Willfully or negligently fails to follow reporting requirements of the Abused and Neglected Child Reporting Act ([325 ILCS 5/](#)), or Title IX of the Education Amendments of 1972 ([20 U.S.C. §1681](#) et seq.)..
 - d. Engages in grooming as defined in [720 ILCS 5/11-25](#).
 - e. Engages in grooming behaviors. Prohibited grooming behaviors include, at a minimum, sexual misconduct. Sexual misconduct is any act, including but not limited to, any verbal, nonverbal, written, or electronic communication or physical activity, by an employee with direct contact with a student, that is directed toward or with a student to establish a romantic or sexual relationship with the student. Examples include, but are not limited to:
 - i. A sexual or romantic invitation⁷⁶
 - ii. Dating or soliciting a date.

- iii. Engaging in sexualized or romantic dialog.
- iv. Making sexually suggestive comments that are directed toward or with a student.
- v. Self-disclosure or physical exposure of a sexual, romantic, or erotic nature.
- vi. A sexual, indecent, romantic, or erotic contact with the student.

Statement of Economic Interests

The following employees must file a Statement of Economic Interests as required by the Ill. Governmental Ethics Act:

1. Superintendent;
2. Building Principal;
3. Head of any department;
4. Any employee who, as the District's agent, is responsible for negotiating one or more contracts, including collective bargaining agreement(s), in the amount of \$1,000 or greater;
5. Hearing officer;
6. Any employee having supervisory authority for 20 or more employees; and
7. Any employee in a position that requires an administrative or a chief school business official endorsement.

Prohibited Interests; Conflict of Interest; and Limitation of Authority

In accordance with [105 ILCS 5/22-5](#), "no school officer or teacher shall be interested in the sale, proceeds, or profits of any book, apparatus, or furniture used or to be used in any school with which such officer or teacher may be connected," except when the employee is the author or developer of instructional materials listed with ISBE and adopted for use by the Board. An employee having an interest in instructional materials must file an annual statement with the Board Secretary.

For the purpose of acquiring profit or personal gain, no employee shall act as an agent of the District nor shall an employee act as an agent of any business in any transaction with the District. This includes participation in the selection, award, or administration of a contract supported by a federal award or State award governed by the Grant Accountability and Transparency Act (GATA) ([30 ILCS 708/](#)) when the employee has a real or apparent conflict of interest. A conflict of interest arises when an employee or any of the following individuals has a financial or other interest in or a tangible benefit from the entity selected for the contract:

1. Any person that has a close personal relationship with an employee that may compromise or impair the employee's fairness and impartiality, including a member of the employee's immediate family or household;
2. An employee's business partner; or
3. An entity that employs or is about to employ the employee or one of the individuals listed in one or two above.

Employees shall neither solicit nor accept gratuities, favors, or anything of monetary value from contractors, potential contractors, or parties to agreements or subcontracts. Situations in which the interest is not substantial or the gift is an unsolicited item of nominal value must comply with State law and Board policy 2:105, Ethics and Gift Ban.

Outside Employment

Employees shall not engage in any other employment or in any private business during regular working hours or at such other times as are necessary to fulfill appropriate assigned duties.

Incorporated by reference: 5:120-E (Code of Ethics for Ill. Educators)

LEGAL REF.:

[2 C.F.R. §200.318\(c\)\(1\).](#)

[5 ILCS 420/4A-101](#), Ill. Governmental Ethics Act.

[5 ILCS 430/](#), State Officials and Employee Ethics Act.

[30 ILCS 708/](#), Grant Accountability and Transparency Act.

[50 ILCS 135/](#), Local Governmental Employees Political Rights Act.

[105 ILCS 5/10-22.39](#), [5/10-23.13](#), [5/22-5](#), [5/22-85.5](#), and [5/22-93](#).

[325 ILCS 5/](#), Abused and Neglected Child Reporting Act.

[720 ILCS 5/11-25](#), Criminal Code of 2012.

[775 ILCS 5/5A-102](#), Ill. Human Rights Act.

[23 Ill.Admin.Code Part 22](#), Code of Ethics for Ill. Educators.

[Pickering v. Board of Township H.S. Dist. 205](#), 391 U.S. 563 (1968).

[Garcetti v. Ceballos](#), 547 U.S. 410 (2006).

CROSS REF.: 2:105 (Ethics and Gift Ban), 2:265 (Title IX Sexual Harassment Grievance Procedure), 4:60 (Purchases and Contracts), 4:165 (Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors), 5:90 (Abused and Neglected Child Reporting), 5:100 (Staff Development Program), 5:125 (Personal Technology and Social Media; Usage and Conduct), 5:200 (Terms and Conditions of Employment and Dismissal), 5:290 (Employment Terminations and Suspensions), 7:20 (Harassment of Students Prohibited)

Adopted: February 21, 2023

District Calendar

School Calendar

<https://www.lths.net/calendar#calendar41072/20230501/month>

E-Learning Day

In the event of inclement weather and the decision has been made to close school and implement an e-learning day, teachers will engage students for five hours a day.

Teachers will provide an asynchronous lesson by 9am via Canvas. Asynchronous lessons will:

- Focus only on essential outcomes and skills.
- Demand no more than 45 minutes of student activity, including homework, for each asynchronous lesson for each e-learning day.
- Provide opportunities for students to process new information, request feedback and get help upon return from e-learning.
- Students can complete the work at any time throughout the day.

Every effort will be made to ensure students take home their Chromebooks prior to the declaration of an e-learning day.

- Teachers will create paper assignments equivalent to online assignments to the extent possible for those who experience technology access issues.
- Depending on the length of the e-learning event, paper assignments may not be made available until students return to school.
- Time will be provided to do work that could not be accessed during e-learning upon return to school.

Student attendance and participation

Students will need to complete the attendance survey each day, which will be sent to students via email.

Expectations

- Teachers will help ensure appropriate learning opportunities for students with special needs.
- All 504 and IEP meetings scheduled on e-learning day will be rescheduled.
- Faculty will be available between 9am and 3pm to provide timely, but not necessarily immediate, responses to student questions via email.
- Zoom will not be used for the asynchronous lessons. Should a school closure extend beyond a few days, additional guidance, schedules and expectations will be shared.

Emergency School Closing

Closures, e-learning days and delays will be communicated to D204 families through email, phone and text message. To ensure you receive all pertinent information this winter, we suggest doing the following:

1. Contact information is gathered from [Infinite Campus](#). If your contact information has changed recently or if you are unsure whether we have contact information on file, you are encouraged to call your campus main office.
2. If you would like text message notifications about school delays, closures and e-learning days, text the word START to 91201 to enroll. After you receive a reply, text YES to confirm that you would like to receive text messages.
3. Follow D204 on [Facebook](#) and [Twitter](#). School delays and closures will be posted to these social media channels.

If you do not receive a phone message, email or text or find emergency closing information listed on the website, posted to the District's social media pages or in the media, then assume that school is in session.

Nondiscrimination & Grievance Procedures

Nondiscrimination

Lyons Township High School District 204 is committed to a policy of nondiscrimination and equal opportunity in its education programs and activities and employment. The District complies with all laws and applicable regulations that prohibit discrimination, harassment, and retaliation by and in the District, including the following:

1. Title II of the Americans with Disabilities Act
2. Title IX of the Education Amendments of 1972
3. Section 504 of the Rehabilitation Act of 1973
4. Title VI of the Civil Rights Act, 42 U.S.C. § 2000d *et seq.*
5. Title VII of the Civil Rights Act, 42 U.S.C. § 2000e *et seq.*
6. The Age Discrimination in Employment Act of 1967
7. The State Officials and Employees Ethics Act
8. The Illinois Human Rights Act
9. Sections 10-22.5, 27-1, and 20.60 of the School Code and 23 Illinois Administrative Code Part 200

Victims' Economic Security and Safety Act, 820 ILCS 108/

Illinois Equal Pay Act of 2003, 820 ILCS 112/

Illinois Genetic Information Privacy Act (GINA), 410 ILCS 513/ and Title II of the Genetic Information

Nondiscrimination Act (GINA), 42 U.S.C. § 2000ff *et seq.*

1. Employee Credit Privacy Act, 820 ILCS 70/

In addition, the District provides equal access to the Boy Scouts and other designated youth groups in accordance with the Boy Scouts of America Equal Access Act.

The District will use the grievance procedures in Board of Education Policies [2:260 \(Uniform Grievance Procedure\)](#) and [2:265 \(Title IX Sexual Harassment Grievance Procedure\)](#) to process complaints based on alleged violations of law or Board policy.

No student, parent/guardian, employee, or other member of the District community will be subjected to retaliation as prohibited under any law or Board policy, including those laws identified above. Retaliation is an adverse act imposed because a person has asserted a right or participated in a process involving the assertion of a right, including reporting a violation of law or Board policy or participating in the grievance processes used to process complaints based on alleged violations of law or Board policy.

Any person who believes any student, employee, or third party or the District generally has engaged in conduct prohibited by the laws cited above or Board policy, including discrimination, harassment, or retaliation, or who has inquiries about the application of the laws cited above or Board policy should contact a District Nondiscrimination/Title IX Coordinator, using the contact information below:

Edward Piotrowski
Director of Human Resources
Lyons Township High School District 204
100 S. Brainard Avenue
LaGrange, IL 60525
epiotrowski@d204.lths.net
708-579-6456

The following agencies may also be able to answer inquiries about some of the laws cited above:

U.S. Department of Education
Office for Civil Rights (OCR)
Chicago Office
JCK Federal Building
230 S. Dearborn Street, 37th Floor
Chicago, IL 60604

Telephone: (312) 730-1560
Facsimile: (312) 730-1576
Email: ocr.chicago@ed.gov
Website: www.ed.gov/ocr

U.S. Equal Employment Opportunity Commission (EEOC)
Chicago District Office
JCK Federal Building
Chicago, IL 60604
Telephone: (312) 872-9744
Facsimile: 312-588-1260
info@eeoc.org
Website: www.eeoc.gov

Illinois Department of Human Rights (IDHR)
Springfield Office
535 West Jefferson
1st Floor
Intake Unit
Springfield, IL 62702
Telephone: (217) 785-5100
Facsimile: (217) 785-5106
Email: idhr.webmail@illinois.gov
Website: www.illinois.gov

More information on the Board policies prohibiting discrimination, harassment, and retaliation can be found in Board policy, including, for example, Board policies 5:10 (*Equal Employment Opportunity and Minority Recruitment*), 5:20 (*Workplace Harassment Prohibited*), 7:10 (*Equal Educational Opportunities*), 7:20 (*Harassment of Students Prohibited*); 7:180 (*Prevention of and Response to Bullying, Intimidation, and Harassment*) More information about how to report discrimination, harassment, or retaliation can be found in Board policies 2:260 (*Uniform Grievance Procedure*) and 2:265 (*Title IX Sexual Harassment Grievance Procedure*). The Board's policy handbook is available online at https://www.boardpolicyonline.com/?b=lyons_204

TITLE IX TRAINING MATERIALS

- [**Title IX Basic Training K-12 Materials \(LTHS\)**](#)
- [**Title IX Coordinator Training K-12 \(LTHS\)**](#)
- [**Title IX Decision Maker Training \(LTHS\)**](#)
- [**Title IX Informal Resolution Training \(LTHS\)**](#)
- [**Title IX Investigator Training \(LTHS\)**](#)

Residency

Resident Students

Only students who are residents of the District may attend a District school without a tuition charge, except as otherwise provided below or in State law. A student's residence is the same as the person who has legal custody of the student.

A person asserting legal custody over a student, who is not the child's natural or adoptive parent, shall complete a signed statement, stating: (a) that he or she has assumed and exercises legal responsibility for the child, (b) the reason the child lives with him or her, other than to receive an education in the District, and (c) that he or she exercises full control over the child regarding daily educational and medical decisions in case of emergency. If the District knows the current address of the child's natural or adoptive parent, the District shall request in writing that the person complete a signed statement or affidavit stating: (a) the role and responsibility of the person with whom their child is living, and (b) that the person with whom the child is living has full control over the child regarding daily educational and medical decisions in case of emergency.

A student whose family moves out of the District during the school year will be permitted to attend school for the remainder of the year without payment of tuition.

Requests for Nonresident Student Admission

Non-resident students may attend District schools upon the approval of a request submitted by the student's parent(s)/guardian(s) for non-resident admission. The Superintendent may approve the request subject to the following:

1. The student will attend on a year-to-year basis. Approval for any one year is not authorization to attend a following year.
2. The student will be accepted only if there is sufficient room.
3. The student's parent(s)/guardian(s) will be charged the maximum amount of tuition as allowed by State law.
4. The student's parent(s)/guardian(s) will be responsible for transporting the student to and from school.

Admission of Nonresident Students Pursuant to an Agreement or Order

Nonresident students may attend District schools tuition-free pursuant to:

1. A written agreement with an adjacent school district to provide for tuition-free attendance by a student of that district, provided both the Superintendent or designee and the adjacent district determine that the student's health and safety will be served by such attendance.
2. A written agreement with cultural exchange organizations and institutions supported by charity to provide for tuition-free attendance by foreign exchange students and nonresident pupils of charitable institutions.
3. According to an intergovernmental agreement.
4. Whenever any State or federal law or a court order mandates the acceptance of a nonresident student.

Military Residence

When a student's change of residence is due to the military service obligation of the student's legal custodian, the student's residence is deemed to be unchanged for the duration of the custodian's military service obligation if the student's custodian made a written request. The District, however, is not responsible for the student's transportation to or from school.

If, at the time of enrollment, a dependent child of military personnel is housed in temporary housing located outside of the District, but will be living within the District within six months after the time of initial enrollment, the child is allowed to enroll, subject to the requirements of State law, and must not be

charged tuition.

Attendance

Attendance Philosophy

Lyons Township High School is committed to forming a partnership with parents to maintain regular student attendance and to prepare students for work/career expectations. Lyons Township High School is committed to the philosophy that every student should attend all of their classes every day. This does not include students that are medically unable to attend.

Students must be present in school in order to participate in athletics/activities events, or with prior approval from the athletics/activities director or assistant principal. Regular attendance and promptness in all classes are expected as essential for good performance. Excessive absences result in a loss of instructional time, making it more difficult to show mastery of material, thus potentially affecting the class grade or in a loss of class credit.

Lyons Township High School must enforce the State of Illinois law regarding compulsory attendance. The law specifies that parents/guardians have the obligation to see that their children are in regular attendance. In order to comply with State of Illinois law, the school reserves the right to determine if an absence is unexcused and/or constitutes truancy, in the school's sole discretion.

Compulsory Attendance

Compulsory School Attendance This policy applies to individuals who have custody or control of a child: (a) between the ages of six (on or before September 1) and 17 years (unless the child has graduated from high school), or (b) who is enrolled in any of grades kindergarten through 12 in the public school regardless of age.

Subject to specific requirements in State law, the following children are not required to attend public school: (1) any child attending a private school (including a home school) or parochial school, (2) any child who is physically or mentally unable to attend school (including a pregnant student suffering medical complications as certified by her physician), (3) any child lawfully and necessarily employed, (4) any child over 12 and under 14 years of age while in confirmation classes, (5) any child absent because of religious reasons, including to observe a religious holiday, for religious instruction, or because his or her religion forbids secular activity on a particular day(s) or time of day, (6) any child 16 years of age or older who is employed and is enrolled in a graduation incentives program, (7) any child absent for the purpose of sounding "Taps" at a military honors funeral held in this State for a deceased veteran, and (8) any child absent because a parent or legal guardian has been called to active military duty, is on leave from military duty, or has immediately returned from deployment to a combat zone or combat support posting.

The Illinois *School Code* and [Board Policy 7:70](#), considers VALID CAUSE (excused) for a student's absence to be:

1. Illness (including mental health or behavioral health of the student)
2. Observance of a religious holiday
3. Death in the immediate family
4. Attendance at a civic event (one per school year by following the pre-arranged absence procedures)
5. Family emergency
6. Other situations beyond the control of the students as determined by the Board of Education
7. Voting (see Board Policy 7:90, *Release During School Hours*)
8. Circumstances that cause reasonable concern to the parent/guardian for the student's mental, emotional, or physical health or safety
9. Other reason as approved by the Superintendent or designee
 - a. Hospitalization
 - b. Court dates
 - c. College visits – when Pre-Arranged Absence Procedures are followed

Attendance Guidelines

The attendance guidelines for Lyons Township High School are as follows:

Excused Absences

It is the parents'/guardians' responsibility to call the Lyons Township High School Assistant Principals' Office. Calls are expected on the day of the absence. Only calls from parents or legal guardians will be recognized. Emancipated students are allowed to report their own absences. Turning 18 does not grant that authority. It is important to note that a student who has been sick with a fever or vomiting must be symptom-free for 24 hours before returning to school.

Students with excused absences have the responsibility to take the initiative to make up work they have missed. **LTHS has a limit of 7 parent/guardian-initiated absences from a class per semester.** When a student has 7+ absences in any class, the school requires written documentation for any subsequent absences, such as a medical doctor's/treating physician's note or judicial summons immediately upon returning to school. If such documentation is not provided, the absences will be considered unexcused and result in consequences or loss of privileges. Students with multiple or extended absences due to illness may be required to attend a meeting with an Assistant Principal and Student Support Team members. Parents/guardians must accompany the student at this meeting to discuss academic progress and educational plans.

Mental Health Days

Pursuant to Illinois law, students may take up to five (5) mental health days per year. A student is not required to provide a medical note for a mental health absence. Students will be given the opportunity to make up any schoolwork missed during a mental health absence. Following the **third** mental health day, a student may be referred to the grade-level Student Support Team and families will be contacted after the **fifth** mental health day of absence. Mental Health absences do count toward the seven parental/guardian excused absence total.

| Reason for absence | Parent/Guardian needs to call? | Counts toward Parent/Guardian Excused Total | Does not count toward Parent/Guardian Excused Total | Documentation Required |
|----------------------------|--------------------------------|---|---|------------------------|
| Court | Yes | | X | X |
| Field Trip | No | | X | |
| Funeral | Yes | | X | |
| Homebound | No | | X | |
| Illness | Yes | X | | |
| Medical/Dental | Yes | | X | X |
| Mental Health | Yes | X | | |
| Nurse/Guidance/Admin Visit | No | | X | |
| Official College Visit | Yes | | X | X |
| Parent/Guardian Request | Yes | X | | |
| Religious Holiday | Yes | | X | |
| Suspension | No | | X | |
| Testing | No | | X | |
| Vacation | Yes | X | | |

South Campus Attendance Line: 708-579-6528

North Campus Attendance Line: 708-354-4700

Unexcused Absences

A student's absence will be considered unexcused if the Assistant Principals' Office has not received a phone call from the student's parent or guardian, or a student has exceeded their **7**, parentally excused absences (without medical documentation). Unexcused absences are subject to disciplinary action as follows:

1. **First Unexcused Absence:** The Assistant Principals' Office will contact the student's parent or guardian and the student will conference with the Assistant Principal.
2. **Second Unexcused Absence:** The Assistant Principals' Office will contact the student's parent or guardian; and the student will be assigned a detention.
3. **Third or greater Unexcused Absence:** The Assistant Principals' Office will contact the student's parent or guardian; and the student will be assigned a Saturday detention.

As grade-level Assistant Principals monitor the attendance of students and reasons for absences, students will be referred to Student Support Teams and meetings will be scheduled with parents/guardians.

Cuts

When a student misses a class period, multiple periods, or the entire school day, without parental approval it is classified as a cut. Students will be issued one hour of detention per class period cut.

Partial Day Absence

When leaving the building during the school day, a parent must call to inform the attendance office of the time the student is to leave PRIOR to that time, preferably first thing in the morning. The student then must check out in the Assistant Principal's Office before leaving the building or it will not be considered an excused absence. When returning from appointments, the student must check back in at the Assistant Principal's Office. Failure to follow described check in/check out procedures will result in disciplinary consequences. The school reserves the right to contact doctors' offices to confirm appointments and/or to review documentation from court appearances.

Pre-Planned Absence

In the event of a planned absence from school the parent must contact the Assistant Principals' Office. The student must contact the teacher to obtain assignments.

Illness During the School Day

If a student should become ill during the school day, they must obtain a pass from a classroom teacher to the Nurse's Office. Students should see the school nurse for medical attention, rather than contacting parents directly. The nurse will assess the student and contact the parent if it is determined that the student needs to go home. Students who violate these provisions will be considered unexcused for all class periods missed.

Tardy Procedures

In order to maximize instructional time, students are expected to arrive to all classes and study halls by the time the bell rings. Individual classroom teachers will be involved early in the intervention process so that they can be proactive in encouraging their students to be in class ready to work. Students who are more than 10 minutes late will be marked unexcused absent from that class. The tardy policy for students arriving within the first 10 minutes of class is:

| Accrued Tardies | Response |
|-----------------|---|
| 1 - 3 | <ul style="list-style-type: none"> Teacher/student problem solving conference An auto generated email sent to the parents/guardians. |
| 4 | <ul style="list-style-type: none"> Teacher/student conference Notification to student that next tardy will result in an automated referral (through Infinite Campus) to the Assistant Principals' Office for one-hour detention An auto generated email sent to the parents/guardians. |
| 5 - 6 | <ul style="list-style-type: none"> Automated referral through Infinite Campus to the Assistant Principals' Office. Student will be assigned a one-hour detention. A parent/guardian will also be contacted. |
| 7 - 8 | <ul style="list-style-type: none"> Automated referral through Infinite Campus to the Assistant Principals' Office. Student will be assigned a 2-hour Saturday or Wednesday Extended Day detention. A parent/guardian will also be contacted. |
| 9 | <ul style="list-style-type: none"> Automated referral through Infinite Campus to the Assistant Principals' Office. Student will be assigned a 4-hour Saturday or 3-hour Wednesday Extended Day detention. A parent/guardian will also be contacted. |
| 10 | <ul style="list-style-type: none"> Automated referral through Infinite Campus to the Assistant Principals' Office. Student will be assigned an In-School Suspension. A parent/guardian will also be contacted. Continued tardy referrals may result in the student receiving an escort to their classes. |

Students Making Up Work When Absent

It is the student's responsibility to request information from their teachers about make-up work upon returning to class when they have missed part or all of a class period(s).

Make-up Work for Excused & Unexcused Absences - Students who have an absence are allowed to make up work and tests and receive credit. Assignments given before the days of absence will be due upon the student's return to class. Students will have 2 days for every one day of excused absence to make up missed work. Students should arrange with teachers the times to make up missed tests. If a test date was announced before the day of the student's absence, the student should be prepared to take the test upon their return to school. Teachers have the right to modify their make-up policies to meet individual needs and circumstances.

Make-up Work for Students with In-School Suspension - Students assigned to In-School Suspension will have the right to make up tests and assignments missed while serving In-School Suspensions.
Make-up Work for Students Suspended Out-of-School - Students have a right to make up work missed while suspended out-of-school. It is the responsibility of the student to contact their teachers to get missed assignments and arrange for any make-up tests. Students will have 1 day for every day they were suspended out-of-school to make-up missed work.

Study Hall

Study Hall is a part of the student schedule. Regular attendance and tardy expectations are the same as in the classroom. Athletes with athletic study hall must go to PE for the first week of the semester. Any disciplinary action in the athletic study hall may include the student being returned to PE class.

Chronic Absenteeism

Student attendance is critical to the learning process. Every day of school matters. Being absent too many days from school can make it difficult for students to stay on-track academically and maintain the momentum to graduate from school. Absenteeism is therefore a serious issue and will be dealt with in a serious manner by the school and district. Students who miss 10% or more of the most recent school year, including absences with and without VALID CAUSE (see page 16) and out-of-school suspensions, have chronic absence. Students who are chronically absent will be offered diagnostic procedures to be used for identifying the causes of unexcused student absenteeism, which shall, at a minimum, include interviews with the student, his or her parent or guardian, and any school officials who may have information about the reasons for the student's attendance problem. If chronic absenteeism persists after services and other

resources are made available, the District will take further action, including:

1. Reporting to officials under the Juvenile Court Act
2. Referral to the State's Attorney
3. Appropriate school discipline

Chronic Truancy

Student attendance is critical to the learning process. Truancy is therefore a serious issue and will be dealt with in a serious manner by the school and district. Students who miss 5% (9 school days) or more of the previous 180 regular school days without VALID CAUSE (see page 16) are considered chronic truants. Students who are chronic truants will be offered support services and resources aimed at correcting the truancy issue, including, but not limited to, parent conferences, student counseling, family counseling, and information about existing community services that are available to truant and chronically truant students and relevant to their needs. A parent or guardian who knowingly and willfully permits a child to be truant is in violation of the Illinois State Law.

If chronic truancy persists after service and other resources are made available, the District will take further action, including:

1. Referral to the truancy officer
2. Reporting to officials under the Juvenile Court Act
3. Referral to the State's Attorney
4. Appropriate school discipline

Please see [School Board Policy 7:70](#) for more information on the District's Attendance and Truancy Policy.

Student Health

Health Services

The Health Services Office at each campus is open to students daily Monday through Friday during regular school hours. After school hours, a message may be left for the School Nurse. You may also wish to visit the Health Services Office's webpage, where you will find a variety of resources as well as access to student health-related forms.

The Health Services Office provides general health-related services for students during the school day, including emergency first aid, health assessment, vision and hearing screening, health record compliance, blood pressure monitoring, elevator keys, and physical education (PE) medical excuses.

Except in the case of an emergency or illness, students must have a timed pass from their current period teacher before coming to the Health Services Office. As a general rule, students may not rest in the Health Services Office for a full academic period. If a brief rest will help a student stay in school, a rest may be allowed, but only if the student has a pass from the current class teacher and is not missing a quiz, test, or presentation. Any student who is ill and unable to return to class cannot be released from school until a parent/guardian or alternate emergency contact is notified. For this reason, it is imperative that the school have telephone numbers that are current. It is the parent/guardian's responsibility to update this information immediately in the event of any change.

Parents/guardians of a student with an identified health-related need (e.g., asthma, diabetes, migraines, seizure disorders, severe allergic reactions, or daily medication) must notify the Health Services Office **prior** to the student entering school.

Lyons Township High School Health Services: <https://www.lths.net/domain/36>

South Campus Health Office: 708-579-6531/6532 Fax: 708-784-9574

North Campus Health Office: 708-579-6363/6364 Fax: 708-579-6002

Health Examinations and Immunizations

In order to attend school, a student's parent/guardian must submit proof of State-mandated health examination and immunizations **prior to** the first day of the school year. For additional information, please refer to [Board Policy 7:100 Health, Eye, and Dental Examinations; Immunizations, and Exclusion of Students](#).

A student's parent/guardian must submit proof that the student received a health examination, with proof of the required immunizations, within one year prior to:

1. Entering the ninth grade; and
2. Enrolling in an Illinois school, regardless of the student's grade, including students transferring into Illinois from out-of-state or out-of-country).

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

Students may not attend school until proof of required health examination and immunizations are received and approved by the School Nurse.

Unless an exemption or extension applies, the failure to submit proof of the required health examination and immunizations **by the first day of school of the school year will result in the student's exclusion from school until the required health forms are submitted.** New students who register after the first day of school of the current school year have 30 days following registration to comply with the health examination and immunization requirement.

If a medical reason prevents a student from receiving a required immunization by the first day of school, the student must present an immunization schedule and a statement of the medical reasons causing the delay. The schedule and statement of medical reasons must be signed by the physician, advanced practice registered nurse, physician assistant, or local health department responsible for administering

the immunizations. New students who register after the first day of school of the current school year shall have 30 days following registration to comply with the health examination and immunization regulations.

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

Eye Examination

Parents/guardians are encouraged to have their children undergo an eye examination by a physician licensed to practice medicine in all of its branches or a licensed optometrist whenever health examinations are required. Parents/guardians of students entering an Illinois school for the first time shall present proof before October 15 of the current school year that the student received an eye examination within one year prior to entry of the school. If a student's parent/guardian fails to present the required proof by October 15, District 204 may hold the student's report card until the student's parent/guardian presents proof: (1) of a completed eye examination, or (2) that an eye examination will take place within 60 days after October 15.

Dental Examination

Parents/guardians of students entering ninth grade must present proof of the student being examined by a licensed dentist before May 15 of the school year. If the student's parent/guardian fails to present proof by May 15, District 204 may hold the student's report card until the student's parent/guardian presents proof: (1) of a completed dental examination, or (2) that a dental examination will take place within 60 days after May 15.

Exemptions

A student may be exempted from the health examinations and immunization requirements on religious or medical grounds as set forth in the Illinois School Code, Illinois Department of Public Health regulations, and [Board Policy 7:100 Health, Eye, and Dental Examinations; Immunizations, and Exclusion of Students](#). For an exemption on religious grounds, the student's parent/guardian must present the IDPH's Certificate of Religious Exemption form to the Director of Deans. For an exemption on medical grounds, the student's examining physician, advanced practice registered nurse, or physician assistant provides written verification.

For the eye and dental examination requirements, if a student's parent/guardian shows an undue burden or a lack of access to a physician licensed to practice medicine in all of its branches who provides eye examinations or a licensed optometrist, or a licensed dentist, respectively, the parent/guardian may submit the IDPH waiver form to the School Nurse. The forms can be retrieved from the Health Service Office.

The notice also must inform parents/guardians of the availability of a waiver of this requirement for students who show an undue burden or a lack of access to a dentist. The Illinois Department of Public Health waiver form must be included with the notice.

Vision and Hearing Screenings

Vision and hearing screenings will be performed, as mandated, for the following students: teacher referral, transfer students, and students with individualized education plans. Vision screening is not a substitute for a complete eye and vision evaluation by an eye doctor. Your child is not required to undergo the vision screening if an optometrist or ophthalmologist has completed and signed a report indicating that an examination has been administered within the previous 12 months.

Information on the **flu vaccine** and **meningococcal vaccine** is available on the Illinois Department of Public Health (IDPH) website: <https://www.dph.illinois.gov/>.

Care for Sick or Injured Students

Each campus health office is staffed by a full-time certified school nurse and a Paraeducator. This office is responsible for maintaining student health records, providing basic first aid care to students and providing consultation to students and parents regarding health-related issues and concerns.

If the reason for a Health Office visit does not require emergency care, the student is to report to their class and get a pass from the teacher. The student will return the pass from the Health Office to the teacher upon return to the classroom. For student safety, students should not contact parent via text message or personal cell phone. Parents will be contacted as needed after the student has been assessed in the Health Office. Students with a fever of 100°F or greater or vomiting are sent home by the School Nurse after a parent/emergency contact is notified. **It is important to note that a student who has been sick with a fever or vomiting must be symptom-free for 24 hours before returning to school.** The student may return the same day ONLY if the student is seen by a physician and brings a note to the health office staff.

Medication

Consistent with State law and Board [Policy 7:270 Administering Medicines to Students](#), students should not take medication during school hours or during school-related activities unless it is necessary for a student's health and well-being. When a student's licensed health care provider and parent/guardian believe that it is necessary for the student to take a medication during school hours or school-related activities, the parent/guardian must request that the school dispense the medication to the child or authorize the student to self-administer the medication and otherwise follow the District's procedures on dispensing or self-administering medication.

No District 204 employee shall administer to any student, or supervise a student's self-administration of, any prescription or non-prescription medication until a completed and signed **School Medication Authorization Form** [available on the Health Services webpage] is submitted by the student's parent/guardian. No student shall possess or consume any prescription or non-prescription medication on school grounds or at a school-related function other than as provided for in this policy and its implementing procedures. Tylenol (generic) tablets may be administered if OLR signature or a parent permission form is on file for the student in the health office. Information on medications, including Authorization, can be found on the Health Services page of the LTHS website.

Nothing in this policy shall prohibit any school employee from providing emergency assistance to students, including administering medication.

Self-Administration of Medication

A student may possess an epinephrine auto-injector, e.g., EpiPen, and/or asthma medication prescribed for use at the student's discretion, provided the student's parent/guardian has completed and signed a *School Medication Authorization Form*. The Superintendent or designee will ensure an Emergency Action Plan is developed for each self-administering student.

A student may self-administer medication required under a *qualifying plan*, provided the student's parent/guardian has completed and signed a **School Medication Authorization Form** [available in the Health Services section of your building webpage]. A qualifying plan means: (1) an asthma action plan, (2) an Individual Health Care Action Plan, (3) an Ill. Food Allergy Emergency Action Plan and Treatment Authorization Form, (4) a plan pursuant to Section 504 of the Federal Rehabilitation Act of 1973, or (5) a plan pursuant to the federal Individuals with Disabilities Education Act. A student may self-administer insulin or glucagon under a diabetes care plan.

The District shall incur no liability, except for willful and wanton conduct, as a result of any injury arising from a student's self-administration of medication or use of devices for the self-administration of medication, including asthma medication or epinephrine injectors, or medication or devices required under a qualifying plan or diabetes care plan. A student's parent/guardian must indemnify and hold harmless the District and its employees and agents, against any claims, except a claim based on willful and wanton conduct, arising out of a student's self-administration of an epinephrine auto-injector, asthma medication, and/or a medication required under a qualifying plan.

Undesignated Medication Supplies

School District Supply of Undesignated Asthma Medication

The Superintendent or designee shall implement 105 ILCS 5/22-30(f) and maintain a supply of undesignated asthma medication in the name of the District and provide or administer them as necessary according to State law. Undesignated asthma medication means an asthma medication prescribed in the name of the District or one of its schools. A school nurse or trained personnel, as defined in State law, may administer an undesignated asthma medication to a person when they, in good faith, believe a person is having respiratory distress. Respiratory distress may be characterized as mild-to-moderate or severe. Each building administrator and/or his or her corresponding school nurse shall maintain the names of trained personnel who have received a statement of certification pursuant to State law.

School District Supply of Undesignated Epinephrine Injectors

The Superintendent or designee shall implement 105 ILCS 5/22-30(f) and maintain a supply of undesignated epinephrine injectors in the name of the District and provide or administer them as necessary according to State law. *Undesignated epinephrine injector* means an epinephrine injector prescribed in the name of the District or one of its schools. A school nurse or trained personnel, as defined in State law, may administer an undesignated epinephrine injector to a person when they, in good faith, believe a person is having an anaphylactic reaction. Each building administrator and/or his or her corresponding school nurse shall maintain the names of trained personnel who have received a statement of certification pursuant to State law.

School District Supply of Undesignated Opioid Antagonists

The Superintendent or designee shall implement 105 ILCS 5/22-30(f) and maintain a supply of undesignated opioid antagonists in the name of the District and provide or administer them as necessary according to State law. *Opioid antagonist* means a drug that binds to opioid receptors and blocks or inhibits the effects of opioids acting on those receptors, including, but not limited to, naloxone hydrochloride or any other similarly acting drug approved by the U.S. Food and Drug Administration. *Undesignated opioid antagonist* is not defined by the School Code; for purposes of this policy it means an opioid antagonist prescribed in the name of the District or one of its schools. A school nurse or trained personnel, as defined in State law, may administer an undesignated opioid antagonist to a person when they, in good faith, believe a person is having an opioid overdose. Each building administrator and/or his or her corresponding school nurse shall maintain the names of trained personnel who have received a statement of certification pursuant to State law. See the website for the Ill. Dept. of Human Services for information about opioid prevention, abuse, public awareness, and a toll-free number to provide information and referral services for persons with questions concerning substance abuse treatment.

School District Supply of Undesignated Glucagon

The Superintendent or designee shall implement 105 ILCS 145/27 and maintain a supply of undesignated glucagon in the name of the District in accordance with the manufacturer's instructions.

When a student's prescribed glucagon is not available or has expired, a school nurse or delegated care aide may administer an undesignated glucagon only if he or she is authorized to do so by a student's diabetes care plan.

Administration of Medical Cannabis

The Compassionate Use of Medical Cannabis Program Act allows a *medical cannabis infused product* to be administered to a student by one or more of the following individuals:

1. A parent/guardian of a student who is a minor who registers with the Ill. Dept. of Public Health (IDPH) as a *designated caregiver* to administer medical cannabis to their child. A designated caregiver may also be another individual other than the student's parent/guardian. Any designated caregiver must be at least 21 years old and is allowed to administer a *medical cannabis infused product* to a child who is a student on the premises of his or her school or on his or her school bus if:
 - a. Both the student and the designated caregiver possess valid registry identification cards

- issued by IDPH;
 - b. Copies of the registry identification cards are provided to the District;
 - c. That student's parent/guardian completed, signed, and submitted a *School Medication Authorization Form – Medical Cannabis*; and
 - d. After administering the product to the student, the designated caregiver immediately removes it from school premises or the school bus.
2. A properly trained school nurse or administrator, who shall be allowed to administer the *medical cannabis infused product* to the student on the premises of the child's school, at a school-sponsored activity, or before/after normal school activities, including while the student is in before-school or after-school care on school-operated property while being transported on a school bus.
 3. The student him or herself when the self-administration takes place under the direct supervision of a school nurse or administrator.

Medical cannabis infused products (product) includes oils, ointments, foods, and other products that contain usable cannabis but are not smoked or vaped. Smoking and/or vaping medical cannabis is prohibited.

The product may not be administered in a manner that, in the opinion of the District or school, would create a disruption to the educational environment or cause exposure of the product to other students. A school employee shall not be required to administer the product.

Discipline of a student for being administered a product by a designated caregiver, or by a school nurse or administrator, or who self-administers a product under the direct supervision of a school nurse or administrator pursuant to this policy is prohibited. The District may not deny a student attendance at a school solely because he or she requires administration of the product during school hours.

Void Policy

The **School District Supply of Undesignated Asthma Medication** section of the policy is void whenever the Superintendent or designee is, for whatever reason, unable to: (1) obtain for the District a prescription for undesignated asthma medication from a physician or advanced practice nurse licensed to practice medicine in all its branches, or (2) fill the District's prescription for undesignated school asthma medication.

The **School District Supply of Undesignated Epinephrine Injectors** section of the policy is void whenever the Superintendent or designee is, for whatever reason, unable to: (1) obtain for the District a prescription for undesignated epinephrine injectors from a physician or advanced practice nurse licensed to practice medicine in all its branches, or (2) fill the District's prescription for undesignated school epinephrine injectors.

The **School District Supply of Undesignated Opioid Antagonists** section of the policy is void whenever the Superintendent or designee is, for whatever reason, unable to: (1) obtain for the District a prescription for opioid antagonists from a health care professional who has been delegated prescriptive authority for opioid antagonists in accordance with Section 5-23 of the Substance Use Disorder Act, or (2) fill the District's prescription for undesignated school opioid antagonists.

The **School District Supply of Undesignated Glucagon** section of the policy is void whenever the Superintendent or designee is, for whatever reason, unable to: (1) obtain for the District a prescription for glucagon from a qualifying prescriber, or (2) fill the District's prescription for undesignated school glucagon.

The **Administration of Medical Cannabis** section of the policy is void and the District reserves the right not to implement it if the District or school is in danger of losing federal funding.

Administration of Undesignated Medication

Upon any administration of an undesignated medication permitted by State law, the Superintendent or designee(s) must ensure all notifications required by State law and

administrative procedures occur.

Undesignated Medication Disclaimers

Upon implementation of this policy, the protections from liability and hold harmless provision applicable under State law apply.

No one, including without limitation, parents/guardians of students, should rely on the District for the availability of undesignated medication. This policy does not guarantee the availability of undesignated medications. Students and their parents/guardians should consult their own physician regarding these medication(s).

School Counseling Services

District 204's school counseling services are the foundation of a planned program of secondary education, encompassing all facets of college and career planning, academic decision-making, and personal-social development. Our Counseling & Student Support Division's comprehensive services complement other quality educational programs within the school and provide further commitments to the intellectual, physical, social, cultural, career, and occupational development of the individual student as they move into our community and world. Students may make an appointment with their counselor via email or by stopping by the Student Services Office at their campus. You may also visit the School Counseling portion of Student Resources tab on the district's website for additional information.

<https://www.lths.net/domain/783>

Board Policy 6:270 Guidance and School Counseling Program

School counselors are assigned to students by grade-level cohort and follow students throughout their four years at LTHS. Additionally, a College and Career Coordinator supports students throughout their four years. Through a combination of the developmentally-appropriate and successive group-guidance curriculum, as well as individual counseling appointments, the school counseling staff addresses the three major school counseling domains of academic development, postsecondary plan development, and personal/social development.

Throughout a student's years at LTHS, the school counseling staff will:

- Assist students to acquire the attitudes, knowledge, and skills that contribute to effective learning throughout their lifespans
- Assist students to complete school with academic preparation essential to choose from a wide range of postsecondary options
- Assist students to understanding the relationship of academics to their future
- Assist students to acquire the skills to investigate career choices in relationship to self-understanding and current career trends
- Assist students to understand the relationship among personal qualities, educational and training opportunities, and careers
- Assist students to learn decision-making strategies for future career choices
- Assist students to acquire the attitudes, knowledge, and interpersonal skills to help them understand and respect themselves and others
- Assist students to make decisions, set goals, and take necessary action to achieve goals
- Assist students to apply effective problem-solving and conflict resolution skills to make safe and healthy choices

School Social Work

The Social Work staff offer a variety of services to promote the social and emotional well-being of students. Depending on the needs of individual students, social workers may provide direct and/or consultative services and also work to facilitate collaboration between LTHS and community agencies/services. School Social Workers are assigned to students by grade-level cohort, with few exceptions for Special Education programming, and follow students throughout their four years at LTHS.

School social workers may:

- Assess and provide district-wide instruction and programs for preventative services
- Evaluate students to determine the need for social work services and make recommendations as appropriate
- Deliver individual and group social work services to all students based on need
- Participate on problem-solving teams
- Complete threat assessments and participate in crisis response
- Consult and collaborate with school staff regarding student needs and intervention implementation
- Serve as liaison between school, families, and community agencies/services
- Collaborate with community agencies in planning and delivering intermediate and long-term support services

Student Support Teams (SST)

Student Intervention Teams meet weekly to identify and support students encountering difficulty in school.

1. Each grade level has a team. Each team includes an Assistant Principal, School Social Worker, School Counselors, School Nurse, School Psychologist, and other support personnel.
2. Purpose of the team:
 - a) To identify students with unsatisfactory academic progress
 - b) To identify students with disabilities impacting free and appropriate educational access
 - c) To support, intervene, or offer outside resources for alcohol and substance use, social emotional issues, and mental illness
3. To investigate referrals by parents, faculty, students, or team members.

School Resource Officer

The School Resource Officers in District 204 are members of the Western Springs Police Department for South Campus and the La Grange Police Department for North Campus. The SROs have been assigned to the respective schools for the purpose of assisting in the maintenance of a safe environment for all students and staff.

The School Resource Officer works in a proactive and professional manner with students, parents, guardians, and staff.

Bookstore

The bookstore is open on school days (Monday – Friday) with open times posted in the hallway at each campus for the following:

- Textbook rentals
- Workbooks and paperbacks
- PE clothes, supplies & gym bags
- Driver Ed books
- Classroom supplies (pens/pencils, folders, notebooks, & poster board)

The book store accepts cash, checks, Visa, Mastercard, & Discover for purchases only – no ATM cash services available.

Library Media Center

The Library Media Centers in District 204 are resource rich learning spaces. The certified librarians partner with classroom instructors to teach a full range of research, reading, technology and multimedia applications and programs. The libraries offer access to a variety of quality resources which support the curriculum and meet the diverse needs and interests of our school community in a vibrant learning environment. This includes 24/7 access to the online catalog for print and digital books as well as online research databases. Student IDs serve as library cards. Fines accrue for overdue materials. Students, and their parents/guardians, are responsible for any lost materials. Students are welcome to use library space and services before and after school as well as during their study hall and/or lunch period. Behavior expectations in the library are aligned with district policies.

Testing Center/Test Make Up Center

The Testing Center at each campus allows students to take make-up tests and quizzes only after they complete the registration form. Please visit the Testing Center webpage for their hours and registration requirements. <https://www.lths.net/site/default.aspx?DomainID=1123>

Testing Center conditions for use:

- LTHS current student photo identification is required
- Books, notes etc. are not allowed, unless stated on the test.
- Cell phones, backpacks, and other personal belongings are not allowed in the testing area.
- Food and beverages are not allowed in the testing area.
- Once a test is distributed, a student may not leave the testing center until the test is complete.

described in the instructor's policy on academic dishonesty in the course syllabus. **Any appearance of cheating or plagiarism may result in the loss of Testing Center privileges for the remainder of the semester for all courses.**

ALOP (Alternative Learning Opportunities Program) West40

District 204 partners with West40, which is an Intermediate Service Center (ISC) that is funded by the State of Illinois and the 41 school districts served within West40. Currently, LTHS participates in West40's Student Advocacy and ALOP opportunities, as well as with the Regional Safe School, other specialized support services, and professional development. Referrals for West40 supports and programming are made through the grade-level Student Support Teams. Please contact Mr. Drew Eder, Division Chair for School Counseling and Support Services if you have questions about eligibility at 708-579-6433 or aeder@d204.lths.net

<https://www.west40.org/>

Registrar & Transcripts

The Office of the Registrar services includes student registration, withdrawals, transfers, and requests for high school transcripts. Other services provided by this office include: verification of grades for insurance purposes, full-time student letters, graduation verification for employment purposes, social security forms completed upon request, and residency verification for all changes of address.

Technology Center of DuPage

The Technology Center of DuPage (TCD), located in Addison, specializes in preparing students for career fields such as science and technology occupations, health and human services, business opportunities, and more. TCD offers area high school juniors and seniors 20 career and technical education programs (CTE) as part of their high school curriculum. Its mission is to provide an educational environment that supports and encourages individual learning styles, develops occupational skills and professionalism, promotes academic growth, and assists students in discovering their potential. A number of TCD's programs offer articulated credit with local colleges. Log onto www.tcdupage.org for further information. Bus transportation is provided to students. Students will not be allowed to provide their own transportation to TCD.

Cafeteria Services

District 204 contracts with Sodexo to provide healthy, balanced menu items for all students.

<https://lyonstownshiphsd.sodexomyway.com/>

North Campus Cafeteria:

- In addition to lunch services, the NC Cafeteria is open for student breakfast service daily from 7:15 – 7:40AM, except Late Arrival Wednesdays when breakfast is available from 8:40-9:10AM
- <https://www.lths.net/Page/11549> (for weekly and monthly NC menus)

South Campus Cafeteria:

- In addition to lunch services, the SC Cafeteria is open for student breakfast service daily from 7:20 – 7:40AM, except Late Arrival Wednesdays when breakfast is available from 8:40-9:10AM
- <https://www.lths.net/Page/11552> (for weekly and monthly SC menus)

Cafeteria Prepayments

All students have a cafeteria prepayment account. To add funds to the account, students may bring cash to the cafeteria or deposits may be made online with credit or debit cards through the Infinite Campus Parent/Student Portal connection with the web store, hosted by Rev-Trak. Login to the Infinite Campus Parent/Student Portal and select "More" and then "Online Payments" from the menu of options. Choose "Make One-Time Payment" or "Sign in to Set up Auto Replenish." Follow the on-screen instructions to complete the transaction."

Year End Balances: At year end, funds remaining in a student's account will roll-over to the following school year.

- For graduating seniors with accounts over \$10, funds will be transferred to younger siblings or refunded after graduation.
- Parents requesting a refund for a student leaving the district must send a written request,

letter or email, to Kathy Moran in the Business Office (kmoran@d204.lths.net)

- o No cash refunds will be issued to students through the cafeteria and checks will be mailed to parents in June. Seniors should spend balances of less than \$10 since no refund will be issued for this amount or less.

Work Permits

The issuance of work permits by Lyons Township High School is a service we provide students under the age of sixteen who have been hired for employment. Procedures for obtaining work permits are determined by the Illinois Department of Labor. To apply for a work permit, Students/families must do the following:

1. Obtain a letter (MUST BE ON LETTERHEAD) from your employer that is signed and dated, stating the type of work and approximate number of hours per week you will be working. Students under the age of 16 may not work more than 3 hours per day on a school day and 8 hours on either Saturday or Sunday. When there is a school holiday the student is permitted to work 8 hours on that day. NO STUDENT UNDER 16 MAY WORK BETWEEN 7:00pm and 7:00am FROM LABOR DAY UNTIL JUNE 1, OR BETWEEN 9:00pm AND 7:00am FROM LABOR DAY UNTIL JUNE 1, OR BETWEEN 9:00PM and 7:00am FROM JUNE 1 UNTIL LABOR DAY.
2. Obtain a letter of permission from your parent or guardian. The letter must be signed and dated.
3. Provide a birth certificate. (Students enrolled at Lyons Township High School do not need to provide this as we have one on file.)
4. Obtain a **CERTIFICATE OF PHYSICAL FITNESS** from the South Campus Main Office or **PRINT ONE HERE**. This form needs to be completed by an MD, DO, APN or PA. Physical forms for work permits cannot be the physical that was provided at the beginning of the year during the enrollment process.
5. Students/Families that are requesting work permits for child performers must provide additional documentation. These requirements can be found on the **ILLINOIS DEPARTMENT OF LABOR WEBSITE**.

Work permits will only be processed when all of the required documentation has been provided. Work permit documentation can be brought to the South Campus Office Monday through Friday between 8:00am and 3:00PM, excluding holidays and building closures.

The state of Illinois sends approved work permits to the School. Staff at Lyons Township high school will contact families to let them know they can pick up their work permit. Please allow a minimum of three business days for processing.

Questions regarding work permits can be directed to the South Campus Main Office at 708-579-6500

Insurance

The District annually procures student accident insurance to provide supplemental insurance on a case by case basis to families that have a student injured while participating in school sponsored and supervised activities on or off school premises. This includes activities during regular school hours, and clubs and athletics that are sponsored and supervised by the District. If you need to have a claim form issued, please contact the person who is in charge of the activity and give them all of the information related to the injury.

Safety Drills

Safety drills will occur at times established by the administration. Students are required to be silent and shall comply with the directives of school officials during emergency drills. There will be a minimum of three (3) evacuation drills to address and prepare students and school personnel for fire incidents (one of these three drills shall require the participation of the local fire department or district), a minimum of one (1) severe weather (shelter-in-place) drill to address and prepare students and school personnel for possible tornado incidents, a minimum of one (1) law enforcement drill to address a school shooting incident and to evaluate the preparedness of school personnel and students, and a minimum of one (1) bus evacuation drill each school year. There may be other drills at the direction of the administration. For additional information on the District's Safety Drills, please see [Board Policy 4:170 Safety](#).

AED and CPR Video

District 204 encourages parents and staff to view the ⁹⁸[cardiopulmonary resuscitation and automated](#)

[external defibrillators training video](#) posted on the Illinois High School Association’s website as required by Public Act 098-0305 which took effect in August 2013.

Visitors

Visitors must adhere to [Board Policy 8:30](#)—*Visitors to and Conduct on School Property*.

Adults

- All visitors should park in the marked Visitor Parking spots at North Campus and South Campus.
- All school visitors must comply at all times with Board of Education policies, administrative rules and school regulations.
- Visitors must schedule an appointment with the person(s) they wish to see in advance. At the discretion of the administration, such prior authorization may be waived. Visitors wishing to conference with teachers or administrators during the course of the school day must make arrangements in advance. Visitors are required to proceed immediately to their location in a quiet manner.
 - LT does not allow “drop-in” visitors. LT graduates wishing to visit their former teachers may do so by making an appointment.
- Visits to the building may be prohibited at certain times, such as during safety drills or while standardized assessments are being conducted.
- All visitors must enter through the main entrance and present a valid, government-issued photo ID. Visitors will be required to leave their ID at the desk and will receive a red visitor lanyard and an ID sticker/badge that must be visibly displayed and worn at all times. At the conclusion of the visit, the visitor must stop by the front desk to retrieve their ID and return the visitor lanyard. Visitors with an appointment, including, but not limited to, parents, alumni and siblings are required to enter through the front door of the building and proceed immediately to the main office or check-in desk. Visitors should present a valid state-issued ID and inform office personnel of their reason for being at school.

Students

- Students attending LTHS may not bring guests to school during the school day.
- LT students who attend off-campus sites must get prior approval from their grade-level Assistant Principal before they come to campus. The Assistant Principal will notify the front desk of the student’s name, date and time of visit, and where in the building the student will be. Students not following this procedure are subject to trespassing sanctions.
- Shadowing must be pre-approved by the Assistant Principal. Shadowing is defined as a current LT student wishing to bring a guest to school for the purposes of experiencing a day at LT. Requests for a shadow experience must be made at least 72 hours in advance. Consideration for such a request will be reserved for potential guests who live outside of a 50 mile radius from the school. Host students must be in “good standing” as determined by an administrator.

Exceptions to Visitor Requirements. Parents/guardians or LTHS community members who have been invited to visit LTHS as part of a scheduled open house, special event, scheduled performance by a class, team or group, or other adult participants in organized and school-approved activities during off-school hours, are exempt from all but Convicted Child Sex Offender requirements.

- Convicted child sex offenders are not permitted on the campus unless certain conditions exist and they have received prior approval from school officials. LTHS reserves the right to deny any individual the right to visit. All volunteers must be screened upon entering the building.
- Classrooms and other instructional areas are the most vulnerable to disruption. Therefore, access to classrooms or other instructional areas of the school may be restricted upon the recommendation of the teacher or as otherwise deemed necessary by the administration.
- The administration has the authority to exclude from the school premises any person who disrupts or who appears likely to become a disruption to the educational program. Any such individual shall be directed to leave the school premises immediately and law enforcement authorities shall be called if necessary.

Messages and Deliveries to Students

In order to avoid disruption to the educational process, telephone messages will not be delivered to students to remind them of doctor/dental appointments, pick-up times/places, and other non-emergency messages. District staff will not accept deliveries for food or other items from outside vendors (DoorDash, GrubHub, UberEats, etc., or restaurants). Items such as gifts (flowers, balloons, etc.) will not be accepted. Messages from custodial parents in the case of emergency will be permitted.

Fee Waivers

Families facing financial difficulties and need assistance may apply for a fee waiver. For more information on fee waivers, including eligibility and the application process, [please access this link](#) or contact:

South Campus Assistant Principals' Office – 708-579-6528

North Campus Assistant Principals' Office – 708-354-4700

Free and Reduced-Price Lunch

Free and reduced-price food services, including breakfast and lunch, is provided to eligible students. For more information on fee waivers, including eligibility and the application process, please contact the School Business Office at 708-579-6467.

Sex Offender Notification Law

State law prohibits a convicted child sex offender from being present on school property or loitering within 500 feet of school property when children under the age of 18 are present, unless the offender meets either of the following two exceptions.

1. The offender is a parent/guardian of a student attending the school and has notified the Building Principal of his or her presence at the school for the purpose of: (i) attending a conference with school personnel to discuss the progress of his or her child academically or socially, (ii) participating in child review conferences in which evaluation and placement decisions may be made with respect to his or her child regarding special education services, or (iii) attending conferences to discuss other student issues concerning his or her child such as retention and promotion; or
2. The offender received permission to be present from the Board of Education, Superintendent, or Superintendent's designee. If permission is granted, the Superintendent or Board President shall provide the details of the offender's upcoming visit to the Building Principal.

If the child sex offender is permitted to be near or on school property, the offender must notify the Principal's Office immediately upon arrival on school property and upon departure from school property. A designated school official will supervise the child sex offender at all times the offender is in a child's vicinity. It is the responsibility of the offender to remain under the direct supervision of the school official.

Information regarding sex offenders is available to the public pursuant to the Sex Offender Community Notification Law. For additional information, refer to:

[Board Policy 4:175 Convicted Child Sex Offender; Screening; Notifications.](#)

Mandated Reporting

Student safety is of paramount importance to the District 204 Board of Education, administration, faculty, and staff. As mandated reporters, District employees must report suspected child maltreatment immediately to the Department of Children and Family Services (DCFS) when they have reasonable cause to believe that a child known to them in their professional or official capacity may be an abused or neglected child. Child abuse is the maltreatment of a child under the age of 18, which can be physical, sexual, or emotional, including by a parent/guardian or an adult in the role of caretaker. Child neglect includes the failure to provide adequate supervision, food, clothing, shelter, medical treatment, or other basics for a child, as well as abandonment without a proper plan of care. The following procedures have been established to protect the safety and well-being of our students.

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Student Responsibilities - When a child believes that they have been victimized, he/she should

immediately seek the help of an adult whom they trust, such as a teacher, counselor, social worker, parent/guardian, Assistant Principal, School Resource Officer, or a building administrator. Students who are aware that a peer has been abused or neglected also are encouraged to forward information to a trusted adult. If the student does not feel there is an adult he/she can trust, he/she should immediately call the abuse hotline number listed below.

Staff Responsibilities – Any District employee who suspects or receives knowledge that a student may be an abused or neglected child or, for a student aged 18 through 21, an abused or neglected individual with a disability, must notify DCFS via the child abuse hotline. District employees receive training regarding this responsibility.

For additional information, please refer to [Board Policy 5:90 Abused and Neglected Child Reporting](#).

– **DCFS Child Abuse Hotline: 1-800-25-ABUSE (22873) or 1-800-358-5117 (TTY)** –

Suicide Awareness and Prevention Policy

[7:290 Suicide and Depression Awareness and Prevention](#)

Youth suicide impacts the safety of the school environment. It also affects the school community, diminishing the ability of surviving students to learn and the school's ability to educate. Suicide and depression awareness and prevention are important Board goals.

Suicide and Depression Awareness and Prevention Program

The Superintendent or designee shall develop, implement, and maintain a suicide and depression awareness and prevention program (Program) that advances the Board's goals of increasing awareness and prevention of depression and suicide. This program must be consistent with the requirements of Ann Marie's Law listed below; each listed requirement, 1-6, corresponds with the list of required policy components in the School Code [Section 5/2-3.166\(c\)\(2\)-\(7\)](#). The Program shall include:

1. Protocols for administering youth suicide awareness and prevention education to students and staff.
 - a. For students, implementation will incorporate Board policy 6:60, Curriculum Content, which implements [105 ILCS 5/2-3.139](#) and [105 ILCS 5/27-7](#) (requiring education for students to develop a sound mind and a healthy body).
 - b. For staff, implementation will incorporate Board policy 5:100, Staff Development Program, and teacher's institutes under [105 ILCS 5/3-14.8](#) (requiring coverage of the warning signs of suicidal behavior).
2. Procedures for methods of suicide prevention with the goal of early identification and referral of students possibly at risk of suicide. Implementation will incorporate:
 - a. The training required by [105 ILCS 5/10-22.39](#) for licensed school personnel and administrators who work with students to identify the warning signs of suicidal behavior in youth along with appropriate intervention and referral techniques, including methods of prevention, procedures for early identification, and referral of students at risk of suicide; and
 - b. Ill. State Board of Education (ISBE)-recommended guidelines and educational materials for staff training and professional development, along with ISBE-recommended resources for students containing age-appropriate educational materials on youth suicide and awareness, if available pursuant to Ann Marie's Law on ISBE's website.
3. Methods of intervention, including procedures that address an emotional or mental health safety plan for use during the school day and at school-sponsored events for a student identified as being at increased risk of suicide including those students who: (A) suffer from a mental health disorder; (B) suffer from a substance abuse disorder; (C) engage in self-harm or have previously attempted

suicide; (D) reside in an out-of-home placement; (E) are experiencing homelessness; (F) are identified as lesbian, gay, bisexual, transgender, and/or identify as (LGBTQ); (G) are bereaved by suicide; or (H) have a medical condition or certain types of disabilities. Implementation will incorporate paragraph number 2, above, along with Board policies:

- a. 6:65, Student Social and Emotional Development, implementing the goals and benchmarks of the Ill. Learning Standards and [405 ILCS 49/15\(b\)](#) (requiring student social and emotional development in the District's educational program);
- b. 6:120, Education of Children with Disabilities, implementing special education requirements for the District; 7:290 7:290 1 of 3
- c. 6:140, Education of Homeless Children, implementing provision of District services to students who are homeless;
- d. 6:270, Guidance and Counseling Program, implementing guidance and counseling program(s) for students, and [105 ILCS 5/10-22.24a](#) and [22.24b](#), which allow a qualified guidance specialist or any licensed staff member to provide school counseling services;
- e. 7:10, Equal Educational Opportunities, and its implementing administrative procedure and exhibit, implementing supports for equal educational opportunities for students who are LGBTQ;
- f. 7:50, School Admissions and Student Transfers To and From Non-District Schools, implementing State law requirements related to students who are in foster care;
- g. 7:250, Student Support Services, implementing the Children's Mental Health Act, [405 ILCS 49/](#) (requiring protocols for responding to students with social, emotional, or mental health issues that impact learning ability); and
- h. State and/or federal resources that address emotional or mental health safety plans for students who are possibly at an increased risk for suicide, if available on the ISBE's website pursuant to Ann Marie's Law.

4. Methods of responding to a student or staff suicide or suicide attempt. Implementation of this requirement shall incorporate building-level Student Support Committee(s) established through Board policy 7:250, Student Support Services.

5. Reporting procedures. Implementation of this requirement shall incorporate Board policy 6:270, Guidance and Counseling Program, and Board policy 7:250, Student Support Services, in addition to other State and/or federal resources that address reporting procedures.

6. A process to incorporate ISBE-recommended resources on youth suicide awareness and prevention programs, including current contact information for such programs in the District's Suicide and Depression Awareness and Prevention Program.

Illinois Suicide Prevention Strategic Planning Committee

The Superintendent or designee shall attempt to develop a relationship between the District and the Illinois Suicide Prevention Strategic Planning Committee, the Illinois Suicide Prevention Coalition Alliance, and/or a community mental health agency. The purpose of the relationship is to discuss how to incorporate the goals and objectives of the Illinois Suicide Prevention Strategic Plan into the District's Suicide Prevention and Depression Awareness Program.

Monitoring

The Board will review and update this policy pursuant to Ann Marie's Law and Board policy 2:240, Board Policy Development.

Information to Staff, Parents/Guardians, and Students

The Superintendent shall inform each school district employee about this policy and ensure its posting on the District's website. The Superintendent or designee shall provide a copy of this policy to the parent or legal guardian of each student enrolled in the District. Student identification (ID) cards, the District's website, and student handbooks and planners will contain the support information as required by State law.

Implementation

This policy shall be implemented in a manner consistent with State and federal laws, including the Student Confidential Reporting Act, [5 ILCS 860/](#), Children's Mental Health Act, [405 ILCS 49/](#), Mental 7:290 7:290 2 of 3 Health and Developmental Disabilities Confidentiality Act, [740 ILCS 110/](#), and the Individuals with Disabilities Education Act, [42 U.S.C. §12101](#) et seq.

The District, Board, and its staff are protected from liability by the Local Governmental and Governmental Employees Tort Immunity Act. Services provided pursuant to this policy: (1) do not replace the care of a physician licensed to practice medicine in all of its branches or a licensed medical practitioner or professional trained in suicide prevention, assessments and counseling services, (2) are strictly limited to the available resources within the District, (3) do not extend beyond the school day and/or school-sponsored events, and (4) cannot guarantee or ensure the safety of a student or the student body.

LEGAL REF.:

[42 U.S.C. § 1201](#) et seq. Individuals with Disabilities Education Act.

[105 ILCS 5/2-3.166](#), [105 ILCS 5/2-3.139](#), [5/3-14.8](#), [5/10-20.76](#), [5/10-20.81](#), [5/10-22.24a](#), [5/10-22.24b](#), [5/10-22.39](#), [5/14-1.01](#) et seq., [5/14-7.02](#), and [5/14-7.02b](#), [5/27-7](#).

[5 ILCS 860/](#), Student Confidential Reporting Act.

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

[740 ILCS 110/](#), Mental Health and Developmental Disabilities Confidentiality Act.

[745 ILCS 10/](#), Local Governmental and Governmental Tort Immunity Act.

CROSS REF.: 2:240 (Board Policy Development), 5:100 (Staff Development Program), 6:60 (Curriculum Content), 6:65 (Student Social and Emotional Development), 6:120 (Education of Children with Disabilities), 6:270 (Guidance and Counseling Program), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:250 (Student Support Services)

Adopted: February 21, 2023

Crisis Text Line: Text HOME to 741741 to connect to a crisis counselor

National Suicide Prevention Lifeline: 988; 988 lifeline.org

Safe2Help Illinois Helpline: 844-4-SAFEIL (723345); Text SAFE2 (72332); Email-HELP@Safe2HelpIL.com; or Download App

Specialized Services and Instruction

English Learners

District 204 provides English Learners (ELL) the opportunity to complete courses with appropriate linguistic support through our EL/Bilingual program. Students who qualify as English Learners have access to EL and Bilingual specific courses designed for beginning and intermediate level students in this program as determined by ACCESS testing. If you have questions regarding the District's EL/Bilingual Program, please contact the Bilingual Coordinator, Ms. Julie Jacobo, at 708-579-6552.

Accommodating Individuals with Disabilities

Individuals with disabilities will be provided an opportunity to participate in all school-sponsored services, programs, and/or activities. Individuals with disabilities should notify an Associate Principal if they have a disability that will require special assistance or services and, if so, what services are required. This notification should occur as far in advance as possible of the school-sponsored function, program, or meeting.

Students with Disabilities

District 204 provides a free appropriate public education in the least restrictive environment and necessary related services to all children with disabilities enrolled in the school. The term "children with disabilities" means children between ages 3 and the day before their 22nd birthday for whom it is determined that special education services are needed, except those children with disabilities who turn 22 years of age during the school year are eligible for special education services through the end of the school year. Students who are identified as having a disability that adversely affects academic performance and as being in need of special education and related services are eligible for special education and related services pursuant to State and Federal law and [Board Policy 6:120—Education of Children with Disabilities](#).

It is the intent of the school to ensure that students with disabilities are identified, evaluated, and provided with appropriate educational services. Any student who exhibits difficulties that indicate the child may have a disability and need special education services to benefit from an education should be referred to the building Student Services Team via the student's counselor, social worker, Assistant Principal, or building school psychologist to determine if a case study evaluation is necessary. A variety of services and supports are available to meet the unique needs of each student.

For more detailed information, refer to [the "Notice of Procedural Safeguards for Parents/Guardians of Students with Disabilities"](#).

Students are identified as eligible for special education services through a referral process and a case study evaluation of the student. The results of the case study evaluation are used to develop an Individualized Education Plan (IEP) for the student. Parents, general and special education teachers, and administrators meet regularly to review student progress, identify individual student needs, and monitor the implementation of the IEP. If you have questions regarding special education programs at District 204 or would like to refer your child to be considered for a case study evaluation, please contact:

Dr. Melissa Moore
Division Chair for Special Education
mmoore@d204.lths.net
708-579-6521

Section 504 of the Rehabilitation Act of 1973

Students with disabilities who do not qualify for an IEP, as required by the federal Individuals with Disabilities Education Act and implementing provisions of the Code, may qualify for services under Section 504 of the federal Rehabilitation Act of 1973 if the child (i) has a physical or mental impairment that substantially limits one or more major life activities, (ii) has a record of a physical or mental impairment, or (iii) is regarded as having a physical or mental impairment.

Section 504 of the Rehabilitation Act of 1973 was enacted to prohibit discrimination based on disability in programs or activities receiving federal funds. Students who are unable to participate in school programs

or activities because of a disability that affects one of their major life activities (such as caring for oneself, performing manual tasks, walking, seeing, hearing, speaking, breathing, and learning) may be eligible for accommodations through a Section 504 plan. Inquiries about 504 plans should be directed to:

Ms. Kate Wohlgemuth
Section 504 Coordinator
kwohlgemuth@d204.lths.net
708-579-6343

Prior Written Notice

District 204 will provide prior written notice to parents/guardians of any decision (a) proposing to initiate or change, or (b) refusing to initiate or change the identification, evaluation, or educational placement of the child or the provision of a free appropriate public education to their child, and the reason for the change or the refusal to change. For more information see the [Notice of Procedural Safeguards for Parents/Guardians of Students with Disabilities](#).

Assistive Technology

Children with disabilities may need and are entitled to special equipment and services to ensure that they have access to a free and appropriate public education (FAPE).

Assistive technology includes both devices and services. As defined in IDEA:

- an assistive technology device means any item, piece of equipment, or product system, whether acquired commercially off the shelf, modified, or customized, that is used to increase, maintain, or improve the functional capabilities of a child with a disability. (34 CFR 300.5)
- an assistive technology service means any service that directly assists a child with a disability in the selection, acquisition, or use of an assistive technology device. (34 CFR 300.6)

During the IEP process, assistive technology will be considered for every child and then provided if required in a child's IEP to access a free and appropriate public education (FAPE). Additional information can be found at ISBE website: <https://www.isbe.net/Pages/Special-Education-Assistive-Technology.aspx> or by contacting:

Illinois Assistive Technology Program
1020 S. Spring St.
Springfield, IL 62704
Phone/TTY: (800) 852-5110
Fax: (217) 522-8067
<http://www.iltech.org>

Delegation of Rights for Special Education Students

Student's educational rights transfer from the parents/guardians to the student on the student's 18th birthday. For more information, [visit ISBE Required Notice and Consent Forms – Delegation of Rights](#).

Right to Review Student Records Prior to Eligibility or IEP Meeting

District 204 provides parents/guardians with a copy of all written material that will be considered at eligibility or IEP meetings so that they can participate as a fully informed member of the IEP team. Please note that nothing will be decided regarding your child's eligibility for special education services and/or the content of the IEP until the IEP team meets, discusses all relevant information, and makes its final determinations.

If you have any records, reports, or other information that you would like the IEP team to also consider, please provide it to your child's case manager as soon as possible.

Written requests to inspect and/or copy the student records should be submitted to Dr. Melissa Moore, Division Chair for Special Education, Lyons Township High School District 204, 4700 S Willow Springs Rd, Western Springs, IL 60558.

Related Service Logs

For a student with an individualized education program (IEP), District 204 will maintain related service logs that record the type and minutes of each related service that has been administered. Copies of any related service logs will be available at your student's annual review IEP meeting. You may also request a copy of the related service logs at any time.

If you would like to receive copies of your child's related service logs, please send your written request to your child's case manager.

Interpretation Services

Interpretation services are available at IEP meetings for parents whose native language is other than English, or who are deaf, to assist with participation in the meeting. If you would like an interpreter at your child's IEP meeting, please contact your child's case manager, the LEA Representative listed on the Notification of Conference, or the LTHS Special Education office at (708) 579-6521. You have the right to request that the interpreter serve no other role in the IEP meeting other than as an interpreter and the District will make reasonable efforts to fulfill this request.

Please contact the Special Education Division Chair at (708) 579-6521 if you have any questions or complaints about interpretation services.

Request to Access Classroom or Personnel for Special Education Evaluation or Observation

The parent/guardian of a student receiving special education services, or being evaluated for eligibility, is afforded reasonable access to educational facilities, personnel, classrooms, and buildings. This same right of access is afforded to an independent educational evaluator or a qualified professional retained by or on behalf of a parent or child.

For further information, please contact the Special Education Division Chair at (708) 579-6521.

Students Who are Deaf, Hard of Hearing, Blind, or Visually Impaired

If a child is deaf, hard of hearing, blind, or visually impaired, he or she may be eligible to receive services from the Illinois School for the Deaf or the Illinois School for the Visually Impaired. The Illinois Department of Human Services (IDHS) has developed one-page fact sheets which includes information on each of these schools. [IDHS, Services for People Who Are Deaf or Hard of Hearing.](#)

Graduation

Students with IEPs who require services beyond 4 years of high school have the right to participate in District 204 Graduation Ceremonies and receive a certificate of completion.

Discipline of Students with Disabilities

Behavioral Interventions

Behavioral interventions shall be used with students with disabilities to promote and strengthen desirable behaviors and reduce identified inappropriate behaviors. The School Board will establish and maintain a committee to develop, implement, and monitor procedures on the use of behavioral interventions for children with disabilities.

Discipline of Special Education Students

District 204 shall comply with the Individuals with Disabilities Education Improvement Act of 2004 and the Illinois State Board of Education's Special Education rules when disciplining special education students. No special education student shall be expelled if the student's particular act of gross disobedience or misconduct is a manifestation of his or her disability.

Isolated Time Out, Time Out, and Physical Restraint

Isolated time out, time out, and physical restraint shall only be used if the student's behavior presents an imminent danger of serious physical harm to the student or others, and other less restrictive and intrusive measures were tried and proven ineffective. District 204 will not use isolated

time out, time out, or physical restraint as discipline or punishment, convenience for staff, retaliation, as a substitute for appropriate educational or behavioral support, a routine safety matter, or to prevent property damage in the absence of imminent danger of serious physical harm to the student or others. The use of prone restraint is prohibited.

Parents/Guardians Legal Protections When a Public Agency Seeks to Access Public Benefits or Insurance

Your child's individual education plan (IEP) includes special education and related services provided by our special education staff. One or more of the services included on your child's IEP qualifies for reimbursement from Medicaid. Schools routinely access Medicaid funding to help meet costs of providing special education services. Federal special education law requires that school districts seek parental permission prior to submitting bills for reimbursement from public insurers such as Medicaid. This letter is asking your permission to bill Medicaid for services listed in your child's IEP.

Granting this permission to bill Medicaid will not reduce your ability to seek other Medicaid-covered health-related services outside the school setting. This permission will not decrease lifetime coverage, increase premiums, or lead to the discontinuation of benefits, as Medicaid does not have a maximum number of eligible visits or a lifetime maximum for services.

Along with this request to bill Medicaid, it is also necessary that the district ("the School") obtain your written permission to release information to Medicaid. This permission must be obtained prior to the School ever releasing your child's personal information from educational records for billing purposes to a public benefits or insurance program. Medicaid requires documentation of the services our staff provided prior to making payment to the School.

You have the right to withdraw consent at any time. Your child's free appropriate public education and related services will continue regardless of consent, refusal of consent, or withdrawal. If you choose to refuse consent or withdraw your consent, the school district is still required to provide the required services at no cost to the parents.

Homebound or Hospitalized Services/Tutoring While Homebound or Hospitalized

A child qualifies for home or hospital instruction if it is anticipated that, due to a medical condition, the child will be unable to attend school, and instead must be instructed at home or in the hospital, for a period of 2 or more consecutive weeks or on an ongoing intermittent basis. "Ongoing intermittent basis" means that the child's medical condition is of such a nature or severity that it is anticipated that the child will be absent from school due to the medical condition for periods of at least 2 days at a time multiple times during the school year totaling at least 10 days or more of absences. There shall be no requirement that a child be absent from school a minimum number of days before the child qualifies for home hospital instruction. In order to establish eligibility for home or hospital services, a student's parent or guardian must submit to the District a written statement from a physician licensed to practice medicine in all of its branches, a licensed physician assistant, or a licensed advanced practice registered nurse stating the existence of such medical condition, the impact on the child's ability to participate in education, and the anticipated duration or nature of the child's absence from school. Home or hospital instruction may commence upon receipt of a written physician's, physician assistant's, or advanced practice registered nurse's statement in accordance with the Illinois School Code but no later than five school days after the school district receives the physician's, physician assistant's, or advance practice registered nurse's statement. For additional information, please refer to [Board Policy 6:150 Home and Hospital Instruction](#). If you believe your student may qualify for home/hospital instruction, please contact your student's school counselor.

Students Experiencing Homelessness

The **McKinney-Vento Homeless Education Assistance Act** ensures the educational rights and protections of homeless children and youth so that they may enroll in school, attend regularly, and be successful. The Act requires a local homeless education liaison in every school district to assist children and unaccompanied youth in their efforts to attend school. This act guarantees homeless children and youth the following:

- The right to immediate enrollment in school, even if lacking paperwork normally required for enrollment.
- The right to attend school in the school of origin¹⁰⁷ (if this is requested by the parent and is feasible) or in the school in the attendance area where the family or youth is currently residing.

- The right to receive transportation to his/her school of origin, if this is requested by the parent.
- The right to services comparable to those received by housed schoolmates, including transportation, supplemental educational services, and meal programs.
- The right to attend school along with children not experiencing homelessness. Segregation based on a student's status as homeless is strictly prohibited.
- The posting of homeless students' rights in all schools and other places around the community.

It is the goal of District 204 to create public awareness of the rights of homeless children and youth and to ensure compliance with the law at State and local levels.

Homeless children and youth, as defined by the Act are individuals who lack a fixed, regular, and adequate nighttime residence, and includes:

- Children and youths who are sharing the housing of other persons due to loss of housing, economic hardship or similar reasons; are living in motels, hotels, trailer parks or camping grounds due to the lack of alternative accommodations; are living in emergency or transitional shelters; are abandoned in hospitals; or are awaiting foster care placement.
- Children and youths who have a primary nighttime residence that is a public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings.
- Children and youths who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus/train stations or similar settings.
- Migratory children who qualify as homeless for the purposes of this subtitle because the children are living in circumstances described above.

If you have any questions regarding homeless status and provision of educational services, please contact the Homeless Liaison for District 204 at 708-579-6300. The State Coordinator for the Education of Homeless Children and Youth can be reached at homeless@isbe.net.

For additional information, please refer to [Board Policy 6:140 Education of Homeless Children](#)

[Board Policy 6:120—Education of Children with Disabilities.](#)

It is the intent of the school to ensure that students with disabilities are identified, evaluated, and provided with appropriate educational services. Any student who exhibits difficulties that indicate the child may have a disability and need special education services to benefit from an education should be referred to the building Student Services Team via the student's counselor, social worker, Assistant Principal, or building school psychologist to determine if a case study evaluation is necessary. A variety of services and supports are available to meet the unique needs of each student.

For more detailed information, refer to [the "Notice of Procedural Safeguards for Parents/Guardians of Students with Disabilities"](#).

The District shall provide a free appropriate public education in the least restrictive environment and necessary related services to all children with disabilities enrolled in the District.

Academic Program and Policies

Academic Program Guide: <https://www.lths.net/domain/179>

Age of Majority

Students who reach the age of 18 will continue to be subject to Board of Education Policy and District and school rules and regulations.

Academic Integrity

Personal integrity is important. You are responsible for your integrity and your education. As a student, it is your duty to understand what is required on an assignment, to work honestly to fulfill it, and to guarantee that your final product is entirely your own work. Academic dishonesty is an obstacle to learning and to reaching your full potential. It is essential that a partnership in learning exists at the district among students, parents/guardians, and staff, and values the integrity of student performance and reinforces the intent of this academic integrity policy.

See Student Discipline section for more information regarding Academic Dishonesty.

Grading and Promotion

For additional information on the District's Grading and Promotion policies, please see [Board Policy 6:280 Grading and Promotion](#).

Students earn academic grade level promotion based upon the following earned academic credit sequence

- a. In order to be promoted from grade 9 to grade 10, a student must pass a minimum of 5.00 units of academic credit.
- b. In order to be promoted from grade 10 to grade 11, a student must pass a minimum of 10.00 units of academic credit.
- c. In order to be promoted from grade 11 to grade 12, a student must pass a minimum of 15.00 units of academic credit.
- d. In order to graduate and earn a diploma from Lyons Township High School District 204, a student must pass a minimum of 23.00 academic credits and fulfill all other District 204 requirements for high school graduation.

School counselors will meet with any of their advisees who are in jeopardy of not passing the required units of credit for promotion to the next grade level after 1st quarter, semester, and 3rd quarter grades have been issued. Counselors will inform students of their deficiency in credits and the possibility of not being promoted to the next grade level. Counselors will discuss with the student the various options available to remediate the deficiencies. Once failure notices are received at the end of a school year and the following summer school session, counselors will contact students to make any necessary adjustments in the selection of courses for the following academic year.

Graduation Requirements

For additional information on the District's Graduation Requirements, please see [Board Policy 6:300 Graduation Requirements](#).

A student must successfully complete all graduation requirements as specified by Board Policy 6:300 Graduation Requirements, the Illinois State Board of Education, and The School Code of Illinois.

| Subject Area/Course | Required Credits |
|-------------------------|------------------|
| Civics | 0.5 |
| Consumer Education | 0.5 |
| Creative/Practical Arts | 1.0 |
| Driver Education | 0.5 |
| English | 4.0 |
| Health Education | 0.5 |
| Mathematics | 3.0 |
| Physical Education | 3.5 |
| Science | 2.0 |
| United States History | 1.0 |
| World History | 1.0 |
| Additional Electives | 5.5 |
| Total | 23.0 |

High School Credit for Non-District Experiences

For additional information on the District's policies for awarding credit for non-District experiences, please see [Board Policy 6:310 High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students](#).

Academic Grading System

The grading system at Lyons Township High School is consistent throughout the school, equitable and fair to all students, and reflective of student performance. Consistent grading practices ensure that a grade communicates a student's level of achievement toward identified learning objectives at a point in time. This means:

1. A common syllabus is used by all teachers of the same course.
2. A common gradebook is used by all teachers of the same course.
3. Coursework is included in semester grades and accounts for no more than 10% of the final grade.
 - o Coursework directly impacts student performance on summative assessments.
4. "M" grades are used to indicate missing work in the Infinite Campus gradebook.
5. Attendance is excluded from the academic grade.
6. Students receive individual grades for work completed in groups. Group grades are not applied.
7. Extra credit is not given.
8. In all courses, assessments of the learning objectives counted as part of the achievement grade can be retaken or revised without penalty or restrictions on the grade.
 - o Students are required to turn in summative work on time. If a student fails to turn in a summative assessment on the date it is due without a valid excuse or excused absence, the student will not have an opportunity to retake or revise the summative assessment.
 - o Students are required to submit the majority of their coursework prior to the initial summative to be eligible for a retake/revision.
 - o There is a two-week window to submit summative missing work before the grade turns into a zero. Teachers will record a grade of Missing (M=0) until the work is turned in.
 - o Students are required to submit the majority of their coursework prior to the initial summative to be eligible for a retake/revision.
 - o Course teams may choose to limit students to one retake/revision per summative assessment.
 - o Course teams may choose to limit the amount of retakes/revisions to a number that is equal to 50 percent of the total number of summative assessments eligible for retakes administered during the semester.
9. Course Teams will choose one of four options for final exam experiences.
 - o A Cumulative Final Exam
 - o A Final (Last) Summative Exam

- A Final Project or Performance
- An Opportunity to Retake, Revise or Reflect on the Work from the Semester

Academic achievement is represented by the letter grades as follows:

| | | | |
|------------|-----------------|-----------------------|-------------------------|
| A=Superior | B=Above Average | C=Average | D-Below Average |
| F=Failure | W=Withdrawal | WF=Withdrawal Failing | I=Incomplete |
| CR=Credit | NC=No Credit | AS=Audit Successfully | AU=Audit Unsuccessfully |

A grade of "W" (Withdrawal) is used when a student drops or is removed from a course between the 10th day of a semester through the last day of the first or third quarter (see page 14 of the Academic Program Guide for acceptable circumstances). The grade "W" will appear on the report card and transcript thereafter. The "W" grade does not receive a grade point value, and is therefore not part of the weighted/unweighted GPA, or Honor roll computation.

A grade of "WF" (Withdrawal Failure) is used when a student drops a course during the second or fourth quarters (i.e., the halfway point or later of a semester) or is removed from a course at any time. The "WF" grade will appear on the report card and transcript thereafter. The "WF" grade receives a grade point value of 0 and is part of the weighted/unweighted GPA, class rank, and Honor Roll computation.

Course Levels

Academic courses at LTHS are assigned levels based on their academic difficulty. Student placement in course levels is accomplished through a variety of measures including but not limited to prior academic performance, test results, teacher recommendation, and parent input. Brief descriptions of course levels are given below. More detailed information may be found in the Academic Program Guide.

1. Level III (Prep) – Preparatory courses are planned for students who have attained basic skills and who are working toward higher competencies. Preparatory courses are designed to prepare students for post-high school education.
2. Level IV (Accel) – Accelerated courses are planned for students working at a higher challenge level or at an accelerated pace.
3. Level V (Hon/AP) (see Board Policy [6:135](#)—Accelerated Placement Program) – Honors and AP courses are planned for students with exceptionally rapid learning abilities or who are preparing for an Advanced Placement examination.

Course Level Changes

Level changes need review and approval by the Division Chair. Students requesting a change from initial course placement may include:

1. Level change (courses designated at different levels, and the content varies in scope, sequence and rigor). There are two windows of opportunity for requesting level changes-- during course selection in the winter and during the first four weeks of each semester.
2. The change must be initiated within the first four weeks of a given semester.
3. Space must be available in the desired course and any other courses that may need to be changed to accommodate the request.
4. No existing course may be dropped to accommodate a level change after the start of a semester.
5. The grade from the previous course will not travel with the student.
6. The student will be required to make up major assignments. These will be determined by courses and departments so they are consistent among teachers who teach the same courses.

Please note the master school schedule is built based on student requests during winter registration; consequently, any changes beyond that may not be possible due to space availability. Therefore, approved level changes are not a guarantee of schedule changes when seats are not available to accommodate the change.

Student changes of mind on course preferences (teacher, period, time of day) are not considered for a level change and will not be accommodated.

Any appeals on schedule adjustments should be directed to:

Mr. Drew Eder, Division Chair for Counseling & Student Supports
aeder@d204.lths.net
 708-579-6433

Weighted/Unweighted Grades

In computing a student’s GPA, the grade point value for each letter grade earned in each course is added together. The sum is then divided by the total number of courses taken per semester. The un-weighted grade point value table is based on a 4-3-2-1-0 scale and is standard among many colleges/universities. The weighted grade point value table has as its norm the 4-3-2-1-0 scale at Level III courses and is adjusted based on rigor for Accelerated and Honors. Grade point values are based on whole grades only. + and - grades are advisory only and do not factor into the GPA.

A student receives both an unweighted and weighted GPA. All semester grades that a student has earned in all courses are used to compute both unweighted and weighted GPA. The exceptions to this are Credit/No Credit (CR/NC) grades (including credit for Driver Education taken at private/commercial/non-approved driver education school); Audit Unsuccessfully completed (AU), Audit Successfully completed (AS), Incomplete (I), and Withdrawal (W).

1. The un-weighted GPA reflects a student’s achievement in courses when compared to all class grade members (9, 10, 11, or 12).
2. The weighted GPA reflects a student’s achievement based on the academic rigor of their courses.

The tables used to determine weighted and unweighted GPA are as follows:

Weighted Grade Point Value Table

| | III | IV | V |
|---|-----|----|---|
| A | 4 | 5 | 6 |
| B | 3 | 4 | 5 |
| C | 2 | 3 | 4 |
| D | 1 | 2 | 3 |
| F | 0 | 0 | 0 |

Unweighted Grade Point Value Table

| | III | IV | V |
|---|-----|----|---|
| A | 4 | 4 | 4 |
| B | 3 | 3 | 3 |
| C | 2 | 2 | 2 |
| D | 1 | 1 | 1 |
| F | 0 | 0 | 0 |

Schedule Changes

Once initial student academic ability level placement is made, a student's placement may be reviewed periodically to ensure that he/she is placed at an appropriately challenging level. Academic ability level changes may be made for students seeking a challenge (to a higher level) or for students experiencing exceptional difficulty (to a lower level). District guidelines for academic ability level changes are necessarily restrictive to ensure space is available in classes and that students begin the year in the best possible placement in an appropriate class. Barring significant exceptions, schedule requests are received in late February and schedules are shared with families prior to the start of the given semester. North Campus students who drop a 1st or 8th period class are not eligible for an unscheduled study hall.

1. Adding a Course - A course may be added to a student schedule during the first 10 days of the semester if the following criteria are met:
 - a) The student has a study hall that can be replaced by a course AND there is available space in the class during the same semester AND same period.
2. Necessary Course Adjustments - Individual courses can be adjusted based on the following criteria:
 - a) An adjustment necessitated by completion or non-completion of summer courses
 - b) An adjustment necessitated by first or second semester failures
 - c) An adjustment necessitated by a student's Individualized Educational Plan (IEP) supports
 - d) Documented change of college/career plans requiring a different course that cannot be accomplished during the 4-year academic plan, summer or remaining school years prior to graduation. This requires review by the College & Career Coordinator.
3. Requests to drop a class for a Study Hall after the 10th day of a semester are considered by Student Support Teams on a case-by-case basis.

Honor Roll

Lyons Township High School maintains one honor roll that recognizes the academic achievement of its students. The LT honor roll is calculated, awarded and announced at the end of first and second semesters and is based on the entire semester work, including final semester examinations or projects. Honor roll is determined by using the unweighted or weighted grade point value table for grades earned. All grades earned by a student apply toward honor roll determination with the exception of Audit (AS/AU) and Credit/No Credit (CR/NC) courses. Summer School grades do not apply to Honor Rolls.

To qualify for honor roll status, a student:

1. must obtain a grade point average of 3.125 or higher using either the semester weighted or unweighted calculation.
2. cannot receive an F or WF.
3. must be enrolled in at least 4 courses for which he/she received grades of A, B, C, or D.
4. must be enrolled in at least 5 courses, each of which carries .5 credit. (Students enrolled in courses at TCD, or the Teaching Internship - Elementary 1 & 2 courses may be exempt from 4.)

Credit/No Credit

Students may elect a course on a credit/no credit (CR/NC) basis instead of earning a traditional letter grade (see Board Policies [6:310](#)—Credit for Alternative Courses and Programs, and Course Substitutions; [6:320](#)—High School Credit for Proficiency). (Note: Some colleges may not accept credit/no credit courses which are needed for college entrance.)

1. CR/NC courses are not used in GPA.
2. Only courses designated CR/NC in the Academic Program Guide may be taken as follows:
 - a. Minimum of five (5) subjects must be carried, exclusive of Physical or Driver Education.
 - b. Students may enroll in only one course for (CR/NC) per semester or per summer term.
 - c. All students must submit a completed application within the first 4 weeks of a semester.
 - d. An annual course may be selected at the start of its second semester for (CR/NC) even

though it was not selected first semester, provided all conditions are still met. Students selecting both semesters of an annual course as (CR/NC) must apply for each semester separately.

- e. Students taking courses for the (CR/NC) option must earn grades of C- or higher in order to receive credit for these courses.
- f. Independent study courses may not be taken as (CR/NC).

Report Cards/Progress Reports – Infinite Campus

Parents/guardians and students have 24-hour online access to student's grades through Infinite Campus. Infinite Campus provides real-time access to interim progress reports and final semester grades. Report cards are only available online through your Infinite Campus account. Only semester grades are included on a student's transcript. Individual class rank is no longer printed on student transcripts, publicly announced, or posted.

For more information on Infinite Campus access, [please visit this link](#).

Summer Programs

Lyons Township High School District 204 offers Summer Academic and Activity tuition programs for students in the community. The program is designed to help students make up credits, accelerate their progress, and/or enrich their high school programs.

Information on Summer Academic Programs is available in the Academic Program Guide and on the LTHS website.

Field Trips

Field trips are planned by classes and other school groups as part of the student's educational experience. No field trips will take place during the last two weeks of each semester. When a field trip involves only a partial absence, students are to attend all other classes that day which are not affected by the duration of the field trip. The school reserves the right to exclude a student from participating on a field trip. Such a decision would be determined on the basis of the student's conduct and/or attendance in school. Students are required to ride the bus to and from the field trip.

Locker Assignments

School lockers are the property of District 204. Lockers are assigned to students prior to the start of the school year. Combinations should not be shared with any other students. Only one (1) student may use a given locker. Lockers are subject to inspection by school authorities to protect the health and welfare of the students, faculty and staff. Additional pad or combination locks will be removed unless permission for an alternate lock is given by administration. Please see [Board Policy 7:140 Search and Seizure](#).

It is the responsibility of each student to thoroughly clean out any and all lockers issued to them. Locker clean out needs to be completed by noon on the last day of second semester finals.

Any school supplies found in lockers after the last day of second semester finals will be disposed of or donated to a charitable organization. Personal items will be collected, tagged, and stored for one week. Items can be claimed through the main office at each campus.

Family School Compact Parent's Right to Know

On December 10, 2015, President Barack Obama signed the Every Student Succeeds Act (ESSA) into law. ESSA replaces the No Child Left Behind Act (NCLB). In accordance with ESSA, school districts who receive Title I funds to support students' academic success are required to notify families they have the right to request, and receive in a timely manner, information regarding the professional qualifications of the student's classroom teachers, including, at a minimum, the following:

1. has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;
2. is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived; and
3. is teaching in the field of discipline of the certification of the teacher.
4. Whether the child is provided services by paraprofessionals and, if so, their qualifications.

In addition to the information stated above, parents of students in schools that receive funds under this part may request:

(I) Information on the level of achievement and academic growth of the student, if applicable and available, on each of the State academic assessments required under this part; and

(II) timely notice that the student has been assigned, or has been taught for 4 or more consecutive weeks by, a teacher who does not meet applicable State certification or licensure requirements at the grade level and subject area in which the teacher has been assigned.

As we begin the 2023-2024 school year, all teachers have met state qualifications and licensing criteria and are teaching in a field for which they are certified. Likewise, all paraprofessionals are qualified to participate in the programs to which they have been assigned. Our staff is committed to helping your child develop the academic knowledge and critical thinking he/she needs to succeed in school and beyond. That commitment includes making sure that all of our teachers and paraprofessionals are highly skilled. If you have any questions about your child's assignment to a teacher or paraprofessional, please contact:

Mr. Scott Eggerding, Director of Curriculum and Instruction
seggerding@d204.lths.net
708-579-6470

Assessment and Research

The office of Assessment and Research measures and communicates student learning and growth to the LTHS community.

Purpose

The Assessment and Research office supports student learning through data collection, data analysis, and data-driven decision making. When interpreted correctly and used in conjunction with other data points, assessment data helps teachers and administrators identify areas of strength and opportunities for growth. This information helps drive student programming and instructional practices to improve teaching and learning for ALL students at Lyons Township High School.

Assessments

The Office of Assessment and Research oversees the following assessments:

| Assessment Name | Purpose | Assessment Window |
|---|--|---|
| ACCESS for ELLs | ACCESS for ELLs is a state-required English language proficiency assessment for all English Language Learners. Students are assessed in listening, speaking, reading, and writing. This test is required by the federal and state government for all EL students in grades 9 -12. Students who have waived EL services are still required to test. | January - February 2024 |
| Advanced Placement (AP) Exams | A standardized assessment that measures student mastery of specific course content. Students who enroll in AP classes are strongly encouraged to take the corresponding AP exam to earn potential college credit. | May 2024 |
| Armed Services Vocational Aptitude Battery (ASVAB) | The ASVAB assesses abilities and skills that predict a student's future success in the military. Scores from this assessment can be used for entrance into the military and to help students find a military job that fits their skill set. The ASVAB is an optional assessment recommended for 11th and 12th graders interested in a military career. | November 2023 |
| Dynamic Learning Maps - Alternate Assessment (DLM-AA) | The Dynamic Learning Maps – Alternate Assessment (DLM-AA) is the alternate English, Mathematics, and Science assessment for students with the most significant cognitive disabilities. This assessment is required by the Illinois State Board of Education for students in grades 9 -11 and select grade 12 students. | March - May 2024 |
| Illinois Science Assessment | The Illinois Science Assessment (ISA) is the state science assessment for students in grade 11. The ISA is a general science assessment that covers life science, physical science, and earth and space science. Engineering and technology practices are embedded throughout the assessment. | March 2024 |
| NWEA MAP Growth | NWEA MAP Growth is a computer adaptive assessment used to measure student achievement and growth in Reading and Mathematics. Students in English I Prep and all levels of Algebra 1 will complete the assessment three times a year. Students with an Individualized Education Plan (IEP) will complete NWEA MAP Growth if they have an IEP goal for reading and/or mathematics achievement. | Fall 2023 Winter 2024 Spring 2024 |
| PSAT/NMSQT | The PSAT/NMSQT is a preliminary SAT that provides students, parents/guardians, teachers, and school staff information about a | October 2023 |

| | | |
|--------------------------|--|------------|
| | student's academic growth. The PSAT/NMSQT is used to identify National Merit Scholars and award merit scholarships. This assessment is administered to all Grade 11 students. | |
| SAT Suite of Assessments | The SAT Suite of Assessments comprises the PSAT 8/9, PSAT 10, and SAT. Students are assessed using the PSAT 8/9 during the spring of their freshman year, the PSAT 10 during the spring of their sophomore year, and the SAT during the spring of their junior year. The SAT suite is aligned to Illinois Learning Standards in English Language Arts and mathematics. The SAT is a graduation requirement for all Grade 11 students. Students who do not complete the assessment in Grade 11 must test in Grade 12. | April 2024 |

National Assessments

College admissions examinations may be required of students who plan to pursue higher education. A student who wishes to take an additional SAT assessment may register at www.collegeboard.org/sat/registration. LTHS School Code: 142483

The anticipated test dates for the 2023 – 2024 school year are below:

- August 26, 2023*
- October 7, 2023
- November 4, 2023*
- December 2, 2023
- March 9, 2024*
- May 4, 2024*

*LTHS hosts.

Testing and Technology Disclaimer

Cell phones, smart watches, wireless headphones (airpods), and personal electronic devices of any kind are prohibited in exam rooms AND during breaks. Students who access (touch) a cell phone, smart watch, wireless headphones, or personal electronic device during the test or during a break will be dismissed from testing, their device will be confiscated, and no score or refund will be provided.

Testing Accommodations

Students and parent(s)/guardian(s) should reach out to their 504 case manager or IEP case manager for questions regarding testing accommodations.

Test Preparation

Parents/Guardians can assist their students achieve their best performance by doing the following:

- Encourage students to work hard and study throughout the year;
- Ensure students get a good night's sleep the night before exams;
- Ensure students eat well the morning of the exam, particularly ensuring they eat sufficient protein;
- Remind students and emphasize the importance of good performance on standardized testing;
- Ensure students are on time and prepared for tests, with appropriate materials;
- Teach students the importance of honesty and ethics during the performance of these and other tests;
- Encourage students to relax on testing day.

The Office of Assessment and Research offers three different standardized test prep classes. More information can be found at www.lths.net/Page/6275.

PSAT/NMSQT Prep Class

This course will provide students with an opportunity to become familiar with each subtest of the PSAT, review essential English and math concepts, learn and apply PSAT-focused test-taking strategies, and practice on several recently-released PSAT tests. Participation in the course may help students qualify for recognition from the National Merit Scholarship Program.

SAT Prep Class

This course will provide students with an opportunity to become familiar with each subtest of the SAT, review essential English and math concepts, learn and apply SAT-focused test-taking strategies, and practice on several recently-released SAT tests.

SAT Readiness Course for Students with an IEP

This SAT preparation course is specifically designed to accommodate the learning styles of students with IEPs by focusing on key concepts and learning strategies necessary to manage the SAT assessment.

Surveys

The Office of Assessment and Research also supports student perception surveys.

Panorama Student Perception Survey

Students and teachers at Lyons Township High School District 204 will complete a 15-20 minute Panorama Student Perception Survey in the fall and spring of each school year. All participants will answer questions regarding overall school safety, climate, teacher-student relationships, sense of belonging, engagement, rigorous expectations, and diversity and inclusion.

Equal Opportunity Schools Survey

Students at Lyons Township High School District 204 will complete a Survey in the fall of each school year. Questions on the survey are designed to inquire about future plans, identify trusted adult(s) at LT, measure belonging, determine supports necessary to help students reach their academic goals, determine individual student learning mindsets, and identify barriers to enrollment in higher level courses.

5Essentials Survey

The 5Essentials Survey identifies five indicators that lead to improved outcomes for all students, including improved attendance and larger test score gains. The five indicators that positively affect school success are: Effective Leaders, Collaborative Teachers, Involved Families, Supportive Environments, and Ambitious Instruction. Students, teachers, and families will complete this survey during the winter of each school year.

Freshman Preparedness Survey

In the spring of their freshman year, students complete a survey about their transition for junior high/middle school to high school. The survey asks students to report on the junior high experiences and their perceptions on how well they were prepared for high school.

Safe School Environment

School and Classroom Safety – To maintain a safe learning environment, students are expected to follow school and classroom safety procedures. Students who violate safety rules will receive consequences that could include disciplinary action and/or removal from class.

Student Behavior Expectations

[Established by Board Policy 7:190](#) - The goals and objectives of this policy are to provide effective discipline practices that:

1. Prioritize the safety and dignity of students and staff.
2. Maintain a positive, weapons-free, and drug-free learning environment.
3. Keep school property and the property of others secure.
4. Address the causes of a student's misbehavior and to the extent possible and practical, provide opportunities for all individuals involved in an incident to participate in its resolution.
5. Teach students positive behavioral skills to become independent, self-disciplined citizens in the school community and society.

Theft Prevention - The school provides reasonable security measures. Students are responsible for their personal property and should secure it while at school

Bullying Reporting Procedures (see Board Policies [7:20](#)—Harassment of Students Prohibited and [7:180](#)—Prevention of and Response to Bullying, Intimidation, and Harassment):

- a. R.O.A.R. against bullies (Reach Out And Report) tell a staff-member, teacher, counselor, coach/sponsor, assistant principal, student assistant.
- b. Tell your parents/guardians
- c. Use the Speak Up line (708-588-7326) or speakupline@lths.net. Remember to include: Your first and last name and a description of your bullying issue
- d. Keep a written record of all bullying instances. Include the date, time and specifics.
- e. A full investigation will be conducted when bullying is reported to an Assistant Principal. Consequences may include but are not limited to: parent notification, counselor involvement, detentions, and in-school or out of school suspension.

Weapons (see Board Policies [7:190](#)—Student Behavior, [7:200](#)—Suspension Procedures, and [7:210](#)—Expulsion Procedures):

- a. Possession/use/delivery/distribution/sale of weapons to include any firearm, include air or spring gun, knife, fireworks, ammunition, explosives, martial arts weapons or destructive devices, pepper spray/mace or any look-alike for any variety of weapons or other devices defined by the criminal code is strictly prohibited and will be cause for a 10-day out-of-school suspension from school and recommendation for expulsion from school. The police department will be notified. The following weapon violations may result in up to a two (2) calendar year expulsion, except that the expulsion period may be modified by the Superintendent, and the Superintendent's determination may be modified by the Board of Education on a case by case basis.
- b. Possession, use, control, or transfer of any gun, rifle, shotgun, weapon as defined by Section 921 of Title 18, United States Code, firearm as defined in Section 1.1 of the Firearm Owners Identification Act, or use of a weapon as defined in Section 24-1 of the Criminal Code
- c. Any other object if used or attempted to be used to cause bodily harm
- d. "Look a likes" of any weapon as defined in this Section
- e. Pursuant to the Firearm Concealed Carry Act, 430 ILCS 66/1 et seq., All persons on school property, including students, teachers, other District staff

members, parents, volunteers, and other District visitors are prohibited from carrying a firearm into or onto any school building, real property, or parking area under the control of the School District, unless specifically permitted by State or federal law. This prohibition applies to all firearms, including concealed firearms for which a person has a concealed carry license.

Violence and Harassment - Pursuant to Board Policy [7:20](#)—*Harassment of Students Prohibited* and State and local law, the District strives to maintain an orderly and appropriate learning and working environment where safety prevails. To these ends, the Board of Education of District 204 attempts to ensure students, teachers, administrators, school personnel and third parties, regardless of race, religion, gender, or sexual orientation, are respected and not subjected to violence, threats, harassment, intimidation, demeaning verbal abuse, or otherwise confrontational or inappropriate behaviors that disrupt the school’s educational atmosphere.

For purposes of this policy, the following definitions apply:

- a. “School personnel” includes all employees, teachers, administrators, school board members, agents, volunteers, chaperones, contractors, and other persons subject to the supervision and control of the District.
- b. “Students” includes District 204 students as well as students from other districts who are present on school grounds, at a school-sponsored activity, or at any activity that bears a reasonable relationship to school.
- c. “Third parties” include persons, other than school personnel and students, who are on school grounds, at a school-sponsored activity, or at any activity that bears a reasonable relationship to school. Third parties may include parents.
- d. Prohibited Conduct - District 204 prohibits school personnel, students, and third parties from engaging in any of the following conduct:
 - i. Any and all harassment, including, but not limited to, racial, religious, and/or sexual harassment;
 - ii. Violence and/or threats of violence;
 - iii. Intimidation;
 - iv. Cyber bullying;
 - v. Demeaning verbal abuse; and/or inappropriate confrontational behavior

Reporting

Any person who believes he or she has been the victim of prohibited conduct as defined in this policy (i.e., harassment, violence or threats of violence, intimidation, demeaning verbal abuse and/or inappropriate confrontational behavior by school personnel, students or third parties) should report the conduct immediately to the campus Assistant Principal.

If the Assistant Principal is the alleged perpetrator, the report should be made to the campus Associate Principal. Any person with knowledge or belief of conduct which may constitute prohibited conduct is required to report the conduct immediately to the campus Assistant Principal, or if the Assistant Principal is the alleged perpetrator, to the campus Associate Principal.

Any school personnel or student who fails to report prohibited conduct may be subject to disciplinary action. The District encourages reporting parties to use the report form available in all administrative offices on both campuses, but oral reports shall be considered complaints as well. The investigation will be conducted in a manner that protects the confidentiality of those involved to the greatest extent possible, consistent with the District’s obligation to investigate, take appropriate actions, and comply with any discovery or disclosure obligations. School personnel involved in an investigation are expected to refrain from discussing it with others. The Superintendent shall be informed of every complaint or report made pursuant to this policy.

Investigation

Upon receipt of a report of complaint alleging prohibited conduct, District 204 shall promptly investigate all allegations. The investigation may be conducted by district officials or third parties designed by the District.

Concurrent with the investigation, the District may take immediate action to protect the complainant, students, school personnel and/or third parties.

Early Identification – Aggressive Behavior

Any school staff member, who identifies a student as having demonstrated aggressive behavior, or behaviors that put the student at risk for aggressive behavior, shall refer the student to the building administrator. Lyons Township High School complies with the provisions set forth in the School Safety Act regarding the creation of a Threat Assessment Team and Threat Assessment protocols. The building administrator shall notify the student’s parents/guardian of the referral and shall attempt to schedule a parent-teacher conference to discuss the referral, the findings of the Threat Assessment team and to recommend such available intervention procedures as are deemed reasonably appropriate.

Re-Engagement of Returning Students

The Superintendent or designee shall maintain a process to facilitate the re-engagement of students who are returning from an out-of-school suspension, expulsion, or an alternative school setting (see Board Policies [7:200—Suspension Procedures](#) and [7:210—Expulsion Procedures](#)). The goal of re- engagement shall be to support the student’s ability to be successful in school following a period of exclusionary discipline and shall include the opportunity for students who have been suspended to complete or make up work for equivalent academic credit.

Corrective Action

District 204 shall take appropriate disciplinary action against school personnel, students, and third parties found to have violated this policy. Disciplinary action may include, but is not limited to, warning, suspension, exclusion, expulsion, transfer, remediation, termination or discharge. District action for violations of this policy shall be consistent with applicable Board of Education policies, collective bargaining agreements, and Illinois federal law. District 204 shall immediately report potential criminal activity to appropriate law enforcement personnel, and may file a criminal complaint against any person violating this policy. In addition, District 204 may initiate a civil action against any person violating this policy.

Retaliation

District 204 prohibits retaliation against a person because the person has opposed what he or she believes in good faith to be prohibited conduct, or because he or she has made a report, filed a complaint, testified, assisted or participated in an investigation, proceeding or hearing regarding prohibited conduct. Retaliation includes any form of intimidation, reprisal or harassment. Any person engaging in retaliatory conduct shall be subject to disciplinary action, up to and including discharge, suspension/expulsion, and/or exclusion.

Annual Reviews and Updating

District 204 shall review this policy annually in order to ensure it is consistent with the current Board of Education policies, collective bargaining agreements within the District, and Illinois and federal law, and in an effort to continue to ensure no school personnel, students or third parties are subjected to harassment, violence or threats of violence, intimidation, demeaning verbal abuse and/or inappropriate confrontational behavior.

Sexual Harassment

Sexual harassment of students is prohibited (see Board Policies [2:260—Uniform Grievance Procedure](#), [2:265—Title IX Sexual Harassment Grievance Procedure](#), [7:20—Harassment of Students Prohibited](#), [7:180—Prevention of and Response to Bullying, Intimidation, and Harassment](#), [7:10—Equal Educational Opportunities](#), [7:185—Teen Dating Violence Prohibited](#), and [7:190—Student Behavior](#)).

1. For all reports or complaints alleging “Title IX Sexual Harassment” as defined in the District’s Title IX Sexual Harassment Grievance Process, the Title IX Sexual Harassment Grievance Process pursuant to Board Policy [2:265—Title IX Sexual Harassment Grievance Procedure](#) will be used to process the report or complaint. Processing a report or complaint under the Title IX Sexual Harassment Grievance Process does not preclude processing some or all allegations of a report or complaint under other policies and procedures, to the extent allowed by Title IX and other laws.
2. For all other reports or complaints of sexual harassment other than Title IX Sexual Harassment, the following process will be used (see Board Policy [7:20—](#)

Harassment of Students Prohibited):

- a. Students are encouraged to report claims or incidents of sexual harassment to the Nondiscrimination Coordinator, Building Principal, Associate Principals, Assistant Principals, a Complaint Manager, or any employee with whom the student is comfortable speaking. A student may choose to report to a person of the student's same gender. Complaints will be kept confidential to the extent practicable, subject to the District's duty to investigate and maintain an educational environment that is productive, respectful, and free of unlawful discrimination, including harassment.
- b. For any report or complaint alleging sexual harassment that, if true, would implicate Title IX, the Nondiscrimination Coordinator or designee will determine whether action under Board Policy [2:265](#)—Title IX Sexual Harassment Grievance Procedure will be initiated.
- c. For any other alleged sexual harassment that does not require action under Board Policy [2:265](#), the Nondiscrimination Coordinator or Complaint Manager or designee will consider whether an investigation under Board Policy [2:265](#)—Uniform Grievance Procedure; [7:180](#)—Prevention of and Response to bullying; and/or [7:190](#)—Student Behavior should be initiated, regardless of whether a written report or complaint is filed.

Access to Student Social Networking Passwords and Websites

School authorities may request a student or his or her parent or guardian to provide a password or other related account information in order to gain access to the student's account or profile on a social networking website if school authorities have reasonable cause to believe that a student's account on a social networking website contains evidence that a student has violated a school disciplinary rule or procedure.

Electronic Media Policy

(see Board Policy [6:235](#)—*Access to Electronic Networks*) - The use of personal electronic devices, including but not limited to smartphones, personal audio players, recording devices, and smart watches on school property is a privilege extended to students for purposes of educational and social enrichment in designated non-instructional areas such as the student cafeteria, study halls and hallways during passing periods. The use of electronic devices for educational purposes during instructional time will be at the sole discretion of the classroom teacher. The use of such devices is restricted to legal use as permitted by current state and federal laws and the institutional policies set forth in this policy. Any use of a personal electronic device that violates state or federal laws or the institutional policies defined in the Electronic Media Policy is strictly prohibited and is subject to the disciplinary process. The Electronic Media Policy remains in effect within all of our facilities, while on field trips or while functioning as a representative of the school (i.e. athletics and activities).

Where a quiet atmosphere is expected, such as classrooms, the counseling office, library, detention or performances, use of devices is prohibited, unless explicit permission is granted. At no time, may a student record the class (audio or visual) or take a picture in any fashion unless the student has written permission from the teacher and the recording device is visible to everyone in the classroom. Video recording is not permitted on campus without written consent from the administration or for the express purpose of a classroom assignment.

Privacy is expected, at all times, in locker rooms, restrooms, Assistant Principals' Office, Student Services and Counseling and the Health Office. Electronic device use in these areas is strictly prohibited.

As a result of the sophisticated nature of electronic devices, unless specifically authorized by the teacher, any student with an electronic device that is being utilized during a test or quiz will be considered cheating and will be subject to the Cheating and Plagiarism disciplinary procedures. This includes all standardized assessments (ACT, SAT, PSAT, AP, etc.) that are administered at LTHS.

Information on the District’s Technology Services, including the Acceptable Use Policy, can be found in Board Policy [6:235](#)—*Access to Electronic Networks*.

| Level | Examples of Violations of the Network Access Agreement | Potential Consequences |
|------------------|---|---|
| Level I | Non-destructive violations of the Technology Contract (e.g., chewing gum, consuming food/drink in labs near equipment, playing music loudly, playing games, accessing social media sites and personal email except before and after school, using telephones, disruptive behavior in the labs). | First offense – handled within the classroom/lab. Repeated offenses will receive student misconduct. |
| Level II | Repeat of a Level I violation. Using another student’s ID to access the Discovery Center or Library. Wasteful use of resources (e.g. excessive printing, loading or maintaining excessive non-educational files on network, streaming media not related to academic activities during school hours, etc.) Tampering with District-owned equipment or settings. Bypassing or attempting to bypass the District’s Internet and/or email protective filters/firewalls.) | Loss of tech privileges for two weeks and/or additional discipline determined by the Assistant Principal. |
| Level III | Repeat of a Level II violation. Accessing the network, applications and/or online services with another user’s ID/password. Accessing another user’s electronic folders and/or files. Producing and/or accessing files, applications and/or online services that are obscene, profane, drug or gang related, or otherwise inappropriate in violation of the Child Internet Protection Act. Accessing, copying and/or transferring system files. Copying commercial software and/or another user’s file(s). Utilizing any sort of technological means to bully, intimidate and/or harass others. | Loss of tech privileges for four weeks and/or additional discipline determined by the Assistant Principal. |
| Level IV | Repeat of a Level III violation. Altering and/or distributing system files. Malicious destruction of equipment or software. Stealing equipment or software. Illegal activity. | Loss of tech privileges for at least one year and/or suspension as determined by the Assistant Principal and/or legal prosecution. Possible recommendation for expulsion. |

Depending on the violation, the following are possible consequences for misuse: device search, loss of privilege, confiscation, notice to parents, detention, suspension or expulsion and/or notice to law enforcement authorities. If a student has lost privileges and requires use of technology resources during a class to complete course assignments, he/she may be permitted to do so with the approval of the Assistant Principal and timely notice to the Discovery Center staff. For offenses categorized as Level III or IV, approval of the Director of Technology is also required.

Prevention of and Response to Bullying, Intimidation, and Harassment

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

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

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

[Definitions from 105 ILCS 5/27-23.7](#)

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

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

The services, activities, or privileges provided by a school.

Bullying may take various forms, including without limitation one or more of the following: harassment, threats, intimidation, stalking, physical violence, sexual harassment, sexual violence, theft, public humiliation, destruction of property, or retaliation for asserting or alleging an act of bullying. This list is meant to be illustrative and non-exhaustive.

Cyberbullying means bullying through the use of technology or any electronic communication, including without limitation any transfer of signs, signals, writing, images, sounds, data, or intelligence of any nature transmitted in whole or in part by a wire, radio, electromagnetic system, photo-electronic system, or photo-optical system, including without limitation electronic mail, Internet communications, instant messages, or facsimile communications. *Cyberbullying* includes the creation of a webpage or weblog in which the creator assumes the identity of another person or the knowing impersonation of another person as the author of posted content or messages if the creation or impersonation creates any of the effects enumerated in the definition of *bullying*. *Cyberbullying* also includes the distribution

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

Restorative measures means a continuum of school-based alternatives to exclusionary discipline, such as suspensions and expulsions, that: (i) are adapted to the particular needs of the school and community, (ii) contribute to maintaining school safety, (iii) protect the integrity of a positive and productive learning climate, (iv) teach students the personal and interpersonal skills they will need to be successful in school and society, (v) serve to build and restore relationships among students, families, schools, and communities, (vi) reduce the likelihood of future disruption by balancing accountability with an understanding of students' behavioral health needs in order to keep students in school, and (vii) increase student accountability if the incident of bullying is based on religion, race, ethnicity, or any other protected category that is identified in the Ill. Human Rights Act.

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

Bullying Prevention and Response Plan

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

1. The District uses the definition of *bullying* as provided in this policy.
2. Bullying is contrary to State law and the policy of this District. However, nothing in the District's bullying prevention and response plan is intended to infringe upon any right to exercise free expression or the free exercise of religion or religiously based views protected under the [First Amendment to the U.S. Constitution](#) or under [Section 3 of Article I of the Illinois Constitution](#).
3. Students are encouraged to immediately report bullying. A report may be made orally or in writing to the Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, Dean of Students, a Complaint Manager, or any staff member with whom the student is comfortable speaking. Anyone, including staff members and parents/guardians, who has information about actual or threatened bullying is encouraged to report it to the District named officials or any staff member. The District named officials and all staff members are available for help with a bully or to make a report about bullying. Anonymous reports are also accepted; however, this shall not be construed to permit formal disciplinary action solely on the basis of an anonymous report.

Nondiscrimination Coordinator/Title XI Coordinator:

Ed Piotrowski, Director of Human Resources
100 S. Brainard
LaGrange, IL 60525
epiotrowski@d204.lths.net
708-579-6456

Complaint Managers:

Greg Gardner, Associate Principal South Campus
4900 S. Willow Spring Rd
Western Spring, IL 60558
708-579-6500
ggardner@d204.lths.net

Kevin Brown, Associate Principal North Campus

4. Consistent with federal and State laws and rules governing student privacy rights, the Superintendent or designee shall promptly inform parent(s)/guardian(s) of all students involved in an alleged incident of bullying and discuss, as appropriate, the availability of social work services, counseling, school psychological services, other interventions, and restorative measures.
5. The Superintendent or designee shall promptly investigate and address reports of bullying, by, among other things:
 - a. Making all reasonable efforts to complete the investigation within 10 school days after the date the report of the incident of bullying was received and taking into consideration additional relevant information received during the course of the investigation about the reported incident of bullying.
 - b. Involving appropriate school support personnel and other staff persons with knowledge, experience, and training on bullying prevention, as deemed appropriate, in the investigation process.
 - c. Notifying the Building Principal or school administrator or designee of the report of the incident of bullying as soon as possible after the report is received.
 - d. Consistent with federal and State laws and rules governing student privacy rights, providing parents and guardians of the students who are parties to the investigation information about the investigation and an opportunity to meet with the principal or school administrator or his or her designee to discuss the investigation, the findings of the investigation, and the actions taken to address the reported incident of bullying.The Superintendent or designee shall investigate whether a reported incident of bullying is within the permissible scope of the District's jurisdiction and shall require that the District provide the victim with information regarding services that are available within the District and community, such as counseling, support services, and other programs.
6. The Superintendent or designee shall use interventions to address bullying, which may include, but are not limited to, school social work services, restorative measures, social-emotional skill building, counseling, school psychological services, and community-based services.
7. A reprisal or retaliation against any person who reports an act of bullying **is prohibited**. Any person's act of reprisal or retaliation may be treated as either: (1) bullying, (2) acts subject to disciplinary action, up to and including suspension, and /or expulsion, and/or (3) both options (1) and (2) for purposes of determining any consequences or other appropriate remedial actions.
8. A student will not be punished for reporting bullying or supplying information, even if the District's investigation concludes that no bullying occurred. However, knowingly making a false accusation or providing knowingly false information will be treated as either: (1) *bullying*, (2) acts subject to disciplinary action up to and including suspension and/or expulsion, and/or (3) both (1) and (2) for purposes of determining any consequences or other appropriate remedial actions.
9. The District's bullying prevention and response plan is based on the engagement of a range of school stakeholders, including students and parents/guardians.
10. The Superintendent or designee shall post this policy on the District's website, if any, and include it in the student handbook, and, where applicable, post it where other policies, rules, and standards of conduct are currently posted. The policy must be distributed annually to parents/guardians, students, and school personnel (including new employees when hired), and must also be provided periodically throughout the school year to students and faculty.
11. Pursuant to State law and policy 2:240, ¹²⁶ *Board Policy Development*, the Board monitors this

policy every two years by conducting a review and re-evaluation of this policy to make any necessary and appropriate revisions. The Superintendent or designee shall assist the Board with its re-evaluation and assessment of this policy's outcomes and effectiveness. Updates to this policy will reflect any necessary and appropriate revisions. This process shall include, without limitation:

- a. The frequency of victimization;
- b. Student, staff, and family observations of safety at a school;
- c. Identification of areas of a school where bullying occurs;
- d. The types of bullying utilized; and
- e. Bystander intervention or participation.

The evaluation process may use relevant data and information that the District already collects

for other purposes. The Superintendent or designee will post the information developed as a result of the policy evaluation on the District's website, or if a website is not available, the information will be provided to school administrators, Board Members, school personnel, parents/guardians, and students.

12. The Superintendent or designee shall fully implement the Board policies, including without limitation, the following:

- a. 2:260, *Uniform Grievance Procedure*. A student may use this policy to complain about bullying.
- b. 2:265, *Title IX Sexual Harassment Grievance Procedure*. Any person may use this policy to complain about sexual harassment in violation of Title IX of the Education Amendments of 1972.
- c. 6:60, *Curriculum Content*. Bullying prevention and character instruction is provided in all grades in accordance with State law.
- d. 6:65, *Student Social and Emotional Development*. Student social and emotional development is incorporated into the District's educational program as required by State law.
- e. 6:235, *Access to Electronic Networks*. This policy states that the use of the District's electronic networks is limited to: (1) support of education and/or research, or (2) a legitimate business use.
- f. 7:20, *Harassment of Students Prohibited*. This policy prohibits any person from harassing, intimidating, or bullying a student based on an identified actual or perceived characteristic (the list of characteristics in 7:20 is the same as the list in this policy).
- g. 7:185, *Teen Dating Violence Prohibited*. This policy prohibits teen dating violence on school property, at school sponsored activities, and in vehicles used for school-provided transportation.
- h. 7:190, *Student Behavior*. This policy prohibits, and provides consequences for, hazing, bullying, or other aggressive behaviors, or urging other students to engage in such conduct.
- i. 7:315, *Restrictions on Publications; High Schools*. This policy prohibits students from and provides consequences for: (1) accessing and/or distributing at school any written, printed, or electronic material, including material from the Internet, that will cause substantial disruption of the proper and orderly operation and discipline of the school or school activities, and (2) creating and/or distributing written, printed, or electronic material, including photographic material and blogs, that causes substantial disruption to school operations or interferes with the rights of other students or staff members.

LEGAL REF.:

[105 ILCS 5/10-20.14](#), [5/10-22.6\(b-20\)](#), [5/24-24](#), and [5/27-23.7](#).

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

[775 ILCS 5/1-103](#), Ill. Human Rights Act.

[23 Ill.Admin.Code §§1.240](#), [1.280](#), and [1.295](#).

CROSS REF.: 2:240 (Board Policy Development), 2:260 (Uniform Grievance Procedure), 2:265 (Title IX Sexual Harassment Grievance Procedure), 4:170 (Safety), 5:230 (Maintaining Student Discipline), 6:60 (Curriculum Content), 6:65 (Student Social and Emotional Development), 6:235 (Access to Electronic Networks), 7:20 (Harassment of Students Prohibited), 7:185 (Teen Dating Violence Prohibited), 7:190 (Student Behavior), 7:220 (Bus Conduct), 7:230 (Misconduct by Students with Disabilities), 7:240 (Conduct Code for Participants in Extracurricular Activities), 7:285 (Anaphylaxis Prevention, Response, and Management Program), 7:315 (Restrictions on Publications; High Schools)

Adopted: February 21, 2023

Teen Dating Violence Prohibited [Board Policy 7:185](#)

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

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

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

Building Principal, Assistant Building Principal, Dean of Students, or a Complaint Manager.

5. Notifies students and parents/guardians of this policy.

Incorporated

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

LEGAL REF.:

[105 ILCS 110/3.10.](#)

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

Adopted: November 16, 2020

Speak Up Line

The Speak Up Line is an anonymous reporting system. Students and families may call the Speak Up Line at 708-588-7326 or may email speakupline@lths.net. All calls and emails are directed to designated school administrators. Administrators and/or school resource officers will follow up on all tips and respond in an appropriate manner.

Please provide as much information as possible so that every effort can be made to resolve the issue. If the situation is an emergency, call 911.

Please Note:

Tips will not be monitored outside of school hours, on student non-attendance days, weekends, school breaks (including summer), or holidays. Tips should include specific details about who, what, where, and when. All messages left during these times will be reviewed the next school day.

Tips may include information on the following non-exhaustive types of concerns: bullying, hate speech, drugs, fighting, personal crisis, student well-being, safety risk, threat, vandalism, and weapons. All concerns will be investigated in a timely manner by the appropriate personnel.

Student Discipline

Students are expected to behave appropriately in school, on school property (including school transportation), and at school-related activities and events at all times. School administrators are authorized to discipline students for violations of school rules and gross disobedience or misconduct as set forth in District 204 Board of Education policies. If an administrator determines that a person poses a “clear and present danger” to himself, herself, or to others, the administrator must notify the Department of State Police within 24 hours of the determination (405 ILCS 5/6-103.3; 20 Ill. Admin. Code § 1230.120)

Please see [Board Policy 7:190 Student Behavior](#) for the full policy.

Discipline

Violation of Regulations - Actions that will subject a student to discipline include, but are not limited to, those set forth in Board Policy [7:190—Student Behavior](#) and/or the following:

1. Aiding and Abetting – Any student who assists another student in the commission of a crime or violation of a school rule will receive consequences accordingly.
2. Arson/possessing any fire-starting/explosive materials, including but not limited to fireworks and smoke bombs.
3. Threats to school safety that may include, false safety alarm activation or threat, bomb threats, false 911 calls, and/or any false or true threat aimed at school safety or security.
4. Bullying/Harassment - bullying other students verbally or physically will not be tolerated. Bullying is a conscious, willful, deliberate activity intended to harm where the perpetrator(s) get pleasure from the targeted person’s pain/and or misery. It can be verbal, physical, and/or relational; have as its overlay race, ethnicity, religion, gender (including sexual orientation), physical, or mental ability; includes all forms of hazing and cyberbullying. It can be, and often is, continuous and repeated over time, but does not have to be. Once is enough to constitute bullying.
5. Bus Misconduct - School buses and bus stops are considered school property; therefore, school rules governing student conduct apply to buses (and other such district vehicles, i.e., vans, cars, etc.) used in daily transportation, field trips, or sporting events. The bus route number on the face of the ID card must match the route number of the vehicle being boarded. Students are not permitted to ride a bus other than the one assigned. As agents of LTHS, bus drivers have authority to enforce school’s discipline policies.
6. Academic Dishonesty
 - a. Cheating is an attempt through fraud or collusion to gain unfair advantage for a student which undermines learning, the primary focus of our school. Cheating always involves the loss of academic integrity and inhibits the student’s opportunity to learn. Therefore, any student involved in cheating will be subject to corrective action.
 - b. Plagiarism is the act of taking, in part or in whole, someone else’s original ideas without appropriately crediting the source and presenting them as one’s own. The ideas may be presented in written, visual, auditory, computational, electronic, or other forms. Plagiarism, like other kinds of cheating, sacrifices academic integrity. Students who plagiarize will be subject to not only corrective action, but also possible legal consequences.
 - c. Due Process: All divisions will follow the same disciplinary procedures relating to cheating and plagiarism as outlined below. At any stage of this process (First, Second, or Third Offense), the student may also be disciplined for other misconduct (i.e. impersonation, theft, etc.) which may include suspension and/or recommendation for expulsion at the discretion of the administration. If, during the process of setting up a conference to remediate the behavior, a teacher finds another instance of plagiarism prior to the completion of the steps outlined in the policy, the student will be subject to the consequence of the next offense as well. Violations are cumulative during a student’s enrollment at Lyons Township.

First Offense: On the first offense, the teacher contacts both the student and parent, and completes a behavioral referral in Infinite Campus. The Assistant Principal then meets with the student (and parent when appropriate) in regards to the incident. At the conference, the student will be required to participate in a restorative intervention that includes a written reflection, I serve a one-hour detention before/after school. Once this has been completed, the student will have the opportunity to retake the original or alternative assignment provided by the teacher to demonstrate learning of the material. The student will receive a "M" as a placeholder until the assignment is completed. If the assignment is not completed within the timeline outlined in the teacher's syllabus, the grade will be converted to the lowest grade given in the course.

Second Offense: On the second offense, the teacher contacts both the student and parent, and completes a behavioral referral in Infinite Campus. A conference is held with the Assistant Principal, student, and the parent. The student will be required to participate in a restorative intervention that includes a statement, reflection questions, and academic monitoring with the Assistant Principal. In addition, he/she will serve a four-hour Saturday detention to complete the original or alternative assignment provided by the teacher to demonstrate learning of the material. The student will receive a "M" as a placeholder until the assignment is completed. If the assignment is not completed within the timeline outlined in the teacher's syllabus, the grade will be converted to the lowest grade given in the course.

Third or Subsequent Offense: On the third or any subsequent offense, the teacher contacts both the student and parent, and completes a behavioral referral in Infinite Campus. A conference will be held with the student, parent, and Assistant Principal. The student will be required to participate in a restorative intervention that includes a statement, reflection questions, and academic monitoring with the Assistant Principal. In addition, he/she will serve a one day of in school suspension to complete the original or alternative assignment provided by the teacher to demonstrate learning of the material. The student will receive a "M" as a placeholder until the assignment is completed. If the assignment is not completed within the timeline outlined in the teacher's syllabus, the grade will be converted to the lowest grade given in the course.

Examples – Cheating and plagiarism can be observed or detected through, but not limited to, the following behaviors:

- copying homework (whether you give it to, or receive it from someone else)
- looking on another students' test or quiz
- letting another student look on your test or quiz
- using other methods of getting or giving answers on a test or quiz (including accessing the internet or other electronic devices)
- working with others on any assignment that was meant to be done by individuals or had not been explicitly assigned by the teacher as a collaborative assignment
- taking content in part or in whole from the Internet, other publications, or other students
- taking information from another source that is not properly attributed
- taking any part of a test to use or to give to another student
- taking material from the teacher without permission

Note: The teacher may use computer software to determine the extent of plagiarism on any assignment.

7. Derogatory language, symbols or activities intended to offend or harass. They may include but are not limited to racial and ethnic slurs/expressions.
8. Deceiving/not cooperating with school personnel or staff
9. Excessive displays of affection

10. Drugs, Alcohol, Controlled Substances - Possession, delivery, solicitation, use or sale and being under the influence of alcoholic beverages, behavior-affecting drugs, controlled substances, "look-alike" drugs, intoxicating compounds, synthetic marijuana, medical marijuana or drug paraphernalia, including vaporizers, on school property, while attending, or in route to school or school sponsored activities are strictly prohibited. Violations are cumulative during a student's enrollment at Lyons Township. Local police will be advised of the incident.

Definitions:

Possession is defined as having on one's person or having control, e.g., having alcohol or drugs in school locker, in vehicle or in another place to which the individual has access. Behavior-affecting drugs are defined as controlled substances and substances legally obtained, e.g., glue, but improperly used to alter a person's mood, perceptions, or behavior.

Controlled substances are defined as illegal and legal drugs used in a manner different from what was prescribed by a doctor. Sale or distribution is defined as a student selling, distributing or in possession of substance (alcoholic beverages, behavior-affecting drugs, controlled-substances or "look-alike" drugs) in amounts other than for personal use, will be suspended out-of-school immediately and recommended for expulsion.

Breathalyzers/Health Assessment Screening - If a student is suspected of being under the influence, he or she may be asked to breathe into the breathalyzer and/or participate in a health assessment screening. If the breathalyzer indicates that a student has been drinking alcohol, parents will be contacted and the student may be turned over to the local police. The school's drug and alcohol policy will be enforced. Should a student refuse to take a breathalyzer or participate in a health assessment screening, the school administration will also call the parent to inform them and may turn the student over to the police. Students who refuse to take the breathalyzer and/or participate in the health assessment screening, will be assumed to be under the influence and receive consequences accordingly.

First Offense (other than sale or distribution):

1. Parent notified; student will be suspended from school
2. Student will be referred to the local police agency.
3. At the discretion of the administration the student may be recommended for an assessment and participate in a district approved Alternative to Suspension program. If the student successfully completes the assessment and recommended program, the out-of-school suspension shall be reduced. Failure to complete this program will result in a reinstatement of the original suspension.

Second Offense (other than sale or distribution):

- a. Parent notified, student will be suspended from school
- b. The student will be referred to the local police agency.
- c. Expulsion may be recommended; such proceedings may be abated, at the discretion of the administration, if the student enrolls and participates in an approved treatment program at parent expense.

Sale or Distribution - Students selling, distributing or possessing any substance in an amount other than for personal use.

- a. Parent notified.
- b. Suspension out-of-school
- c. Student will be referred to the local police agency.
- d. Expulsion will be recommended

11. Electronic Media Policy Violation (see Student Expectations)

12. Extortion

13. Failure to follow schedule
14. Failure to report to an LTHS employee a known act of misconduct which violates any policy or procedure of the School District that has been committed or threatened by another student
15. Failure to report to detention or follow detention/ISS rules
16. Forgery/Impersonation - Students are expected to turn in all documents with authentic information and signatures on them. Any student falsifying a signature or information on a document or knowingly turning in a document with false information or signatures is guilty of forgery. A list, although not inclusive, of possible documents where forgery may occur are: Field Trip cards, Credit/No Credit form, Hall Passes, Athletic Physical forms, Medical Notes, Outside Guest Dance forms, Pre-Approved Absence forms, Parent Permission forms, Level Change forms, Add/Drop forms. Impersonation includes representing a parent when in contact with the school (attendance and otherwise). Consequences vary from loss of participation to suspension from school.
17. Fundraising or Solicitation - Selling or purchasing of any kind for non-school organizations is prohibited by law and by the Board of Education unless approved by LT administration. Flyers are not to be distributed unless approved by the Building Administration.
18. Gambling
19. Gang/non-sanctioned organizations – “Gang” is defined as any group, club or organization of two or more persons whose purposes include the commission of illegal acts. No student on or about school property or at any school activity or whenever the student’s conduct is reasonably related to a school activity, shall: (1) wear, possess, use, distribute, display, or sell any clothing, jewelry, tattoos, paraphernalia or other items which reasonably could be regarded as gang symbols; commit any act or omission, or use either verbal or nonverbal gestures, or handshakes showing membership or affiliation in a gang; or (2) use any speech or commit any act or omission in furtherance of the interest of any gang activity, including, but not limited to, soliciting others for membership in any gangs; or (3) request any person to pay protection or otherwise intimidate, harass or threaten any person; (4) commit any other illegal act or other violation of district policies; (5) or incite other students to act with physical violence upon another person.
20. Blatant disrespect to students or staff
21. Hazing - Any act directed against a student for the purpose of being initiated into, affiliated with, holding office in, or maintaining membership in any organization, club or athletic team, or participation in any initiation ritual is strictly prohibited.
22. ID Policy Violation
23. Inappropriate behavior
24. Injurious behavior to persons or property - For example throwing snowballs, skateboarding, etc.
25. Inciting mob action
26. Insubordination/Failure to follow directions: Every student is expected to immediately comply with any reasonable request given by a member of the school staff, including the School Resource Officer, or by any adult selected to assist a staff member. Failure to comply will be treated as insubordination. A parent or student has the right to appeal the order before consequences for insubordination are levied. Such an appeal should be made with the Assistant Principal.
27. Intent to do bodily harm
28. Intimidation and retaliation

29. Off-campus without permission - Upon arrival, students are required to remain on campus until departure. Once a student departs campus, the school is no longer responsible for providing transportation via bus.
30. Physical Confrontation/Fighting - Use of physical means to resolve disputes will not be tolerated. Use of physical force will be subject to discipline unless the student who used physical force did so in reasonable self-defense. Self-defense does not include hitting the other student.
31. Making an explicit threat on an Internet website against a school employee, a student, or any school- related personnel if the Internet website through which the threat was made is a site that was accessible within the school at the time the threat was made or was available to third parties who worked or studied within the school grounds at the time the threat was made, and the threat could be reasonably interpreted as threatening to the safety and security of the threatened individual because of his or her duties or employment status or status as a student inside the school.
32. Pornography - Possession, distribution, and/or the attempt to obtain pornography is prohibited. Any student found in violation of this policy shall be subject to disciplinary action.
33. Possession of stolen property
34. Profanity/Inappropriate language
35. Refusal to identify self to district personnel /failure to carry school identification
36. Sexual Harassment and Teen Dating Violence
37. Violence and Harassment
38. Tardy to class (see Attendance)
39. Theft
40. Tobacco and Vape Policy - It is against school policy to be in possession of or use any tobacco products (cigarettes, e-cigarettes/vape pens, loose tobacco, chewing tobacco, non-THC containing liquids including CBD oils or edibles, and vape paraphernalia) or paraphernalia (lighters, matches, and rolling papers), regardless of the age of the student, on school grounds, on property adjacent to the school, or at any school function. Tobacco products and paraphernalia will be confiscated from students and not returned to them. In addition, the village ordinances for Western Springs and LaGrange requiring a fine for minors, under the age of 18, who are seen smoking, or who have tobacco in their possession, will be strictly enforced.
41. Vandalism, damage to, or on school property – in addition to disciplinary consequences students will be required to make restitution for repair and/or replacement costs, including labor and materials. The student may be referred to the local police agency.
42. Verbal Confrontation
43. Weapons Policy-See Safe School Environment for more information

Disciplinary Consequences

When violations of school rules and regulations occur, it is the responsibility of involved teachers and administrators to work with the student, his or her parents and other support personnel to help the student correct his or her behavior. All disciplinary actions shall be directed toward protecting the welfare of the school community.

When determining the response for a specific violation of discipline, school personnel will consider the nature of the act, the student's previous school history,¹³⁴ the student's previous disciplinary record, his or her age and maturation, the impact on the educational objectives for the students, any mitigating

circumstances, and the effect of his or her actions on the welfare of the school community. LTHS will provide information to victims to facilitate filing appropriate criminal charges. The Superintendent is authorized to follow the provisions of the School Code of Illinois to create administrative regulations which include guideline procedures to establish and maintain a reciprocal reporting system between the District and local law enforcement agencies regarding criminal offenses committed by students. Disciplinary responses are governed by Board Policies [7:190—Student Behavior](#), [7:200—Suspension Procedures](#), and [7:210—Expulsion Procedures](#) and may include but are not limited to the following:

1. Conference with student and/or parent may be required. District personnel, e.g., teachers, counselors and assistant principals, may participate in the conference at the discretion of the Administration.
2. School sponsored community service, when available.
3. Bus suspension or assigned bus seat.
4. Detention may be assigned before school, during lunch time, after school or Saturday. Detentions may be assigned from 25 minutes – four hours.
5. Loss of student privileges - not to exceed one year. Loss of privileges may include:
 - a. Co-curricular sports
 - b. Co-curricular activities
 - c. Special events (athletic competitions, performance and/or dance)
 - d. Behind-the-wheel instruction
 - e. Parking permits
 - f. Pass restriction
 - g. Study Hall restrictions
 - h. Access to technology
 - i. Access to personal electronic devices
 - j. Bus Service
 - k. Field trip participation, including overnight trips
 - l. Participation in commencement ceremony or other senior activities
6. In-School Suspension (ISS) - assigned compulsory school attendance when school is in session. Students may be assigned In-School Suspension for infractions of school rules or while waiting for the finalizing of expulsion procedures in accordance with Board Policy [7:200—Suspension Procedures](#). Students are required to take schoolwork to In-School Suspension and follow the governing rules, including no use of electronic media. Full credit will be received for completed work. Failure to follow the In-School Suspension rules may result in an Out-of-School Suspension.
7. A behavior/attendance contract may be created to address specific problematic behaviors, to include consequences if the contract is violated.
8. Disciplinary removal from class - students who refuse to cooperate with classroom teachers by disrupting other students may be temporarily removed from that classroom for other students' welfare.
9. Out-of-School Suspension (OSS) - exclusion from school for up to 10 school days by a Principal, Associate Principal, or Assistant Principal for an act of misconduct pursuant to Board Policy [7:210—Expulsion Procedures](#).
 - a. Suspended students may not participate in extra-curricular activities or after school events (either home or away). If the suspension occurs on and or includes a Friday, this rule applies to the weekend also. These activities include all athletic practices and events, dances, plays, musicals, concerts, club meetings, and all other school sponsored activities. A suspension officially ends upon the student's first day of return to school.
 - b. Suspended students may not be on grounds of either campus. FAILURE TO COMPLY is considered trespassing and may result in ARREST AND/OR EXPULSION.

- c. Students returning from long-term suspensions (greater than 3 days) will be required to complete a meeting with the assistant principal or designee.

10. Probation - return of a student on a trial basis according to prearranged terms and conditions.

11. Expulsion - formal action of Board of Education for school exclusion for up to two calendar years, occurring after a due process hearing at which time the student may be represented by his/her attorney.

12. Police referral when deemed necessary

Teacher Initiated Conference/Detention

Teachers may assign detention or afterschool conferences with a student with 24-hour notice. This detention takes priority over activities, athletics, and/or employment. Failure to attend will be considered as insubordination and the teacher will submit a behavioral referral to the Assistant Principal.

(See Board Policy [7:190](#)—*Student Behavior*)

Behavioral Intervention Policy for Students with Disabilities

The use of positive behavioral interventions with students with disabilities will be given the highest priority in District 204. When behavioral interventions are used, they will be used in consideration of the student's physical freedom and social interaction and be administered in a manner that respects human dignity and ensures a student's right to placement in the least restrictive environment. The most effective and humane manner of reducing an undesirable behavior is by developing, strengthening, or generalizing desirable behaviors to compete with and displace the unwanted behavior. Behavior leading to repeated use of a more restrictive intervention, suspension, or a pattern of behavior which interferes significantly with the student's learning may result in the development or revision of a written behavior intervention plan. The development or revision of a behavior intervention plan will be accompanied by careful planning and monitoring of the intervention procedures and systematic evaluation of outcomes. Students will be informed annually of the existence of the policy in the District Student Handbook.

Student Dress

Lyons Township High School strives to create an atmosphere where all students, staff and members of our community feel safe and respected, and where diversity is welcomed and celebrated. (see Board Policy [7:160](#)—*Student Appearance*)

1. Students have the right to make clothing and accessory selections so that they feel comfortable and confident at school.
2. Students have the responsibility to make clothing and accessory selections that are appropriate for the educational environment. Clothing choices should not disrupt the educational process, interfere with the maintenance of a positive teaching and learning climate, or compromise reasonable standards of health, safety, and decency.
3. Hats and headgear: Students may wear scarves and other items that honor and celebrate their cultural identity. Students should not wear hats and will be asked to lower hoodies if their use obscures their face.
4. Apparel that promotes or advertises weapons, drugs, alcohol, tobacco products, or other inappropriate activities is not permitted.
5. Items and or behaviors determined to be symbolic of gang membership are prohibited.
6. Tattoos or piercings, if determined to be inappropriate or a material disruption, will require clothing or other coverage.
7. Shoes must be worn at all times.

Office for a conference and provided three alternative options to comply with the school dress code expectations.

1. Students will be asked to put on their own alternative clothing, if already available at school.
2. Students will be provided with a school clothing option for the day.
3. If necessary, students' parents/guardians may be called during the school day to bring alternative clothing for the student to wear.

If a student refuses to comply with one of the three alternative options provided, they will be subject to administrative removal from class until they select one of the appropriate options or for the remainder of the day. Students with multiple dress code violations may be subject to further disciplinary interventions.

Student ID Cards

Students at all times during the school day and at all school activities must carry a student ID card. A student ID card must be presented when requested by any staff member at any time, including when students board school buses, check in/out of offices and drop in centers, check out materials from the library or student help desk, attend school events, and take standardized tests. Students not in possession of a student ID card may be denied admission to buses or school activities, and will receive consequences for not being in possession of proper identification.

Freedom of Expression

1. The School Board reaffirms the right guaranteed in the U.S. Constitution.
2. The school reserves the right to maintain a safe and orderly learning environment.
3. Expressions must be in accordance with established board policies and administrative procedures, including but not limited to, Board Policies [7:20—Harassment of Students](#); [7:160—Student Appearance](#); [7:180—Prevention of and Response to Bullying, Intimidation, and Harassment](#); [7:185—Teen Dating Violence Prohibited](#); [7:190—Student Behavior](#); [7:315—Restrictions on Publications](#).
4. Board policies and procedures available from building Principal or at School Board office.

Lunchroom Expectations

1. Students must eat in the school cafeteria during their assigned lunch period.
2. Students are to arrive at the cafeteria within 2 minutes after the bell.
3. Students are responsible for having their own lunch or lunch money. Borrowing of food/money is prohibited.
4. Students are to maintain cleanliness of the tables and floors, clean up spills, dispose of trash properly, and return trays to the appropriate place.
5. Students are to treat cafeteria staff and supervisors with respect and follow their directions.
6. Cafeteria seating is on a first-come, first-serve basis.
7. Lunch deliveries from 3rd party vendors are strictly prohibited.

The school reserves the right to assign student(s) to a specific table and/or lunch period. Students who fail to follow these expectations will be subject to disciplinary action(s).

Transportation

Bus Transportation

The District shall provide free transportation for any student who resides: one and one-half miles or more from his or her assigned school where walking to school or to a pick-up point or bus stop would constitute a serious hazard due to vehicular traffic or rail crossing, and adequate public transportation is not available. The school may provide transportation for other students residing within one and one-half miles from their assigned school. Write a letter of request at the beginning of the school year to the South Campus Associate Principal, include the student's name, ID #, and their year in school, address and phone number. Parents must, at the beginning of the school year, select one bus stop at which a student is to be picked up, and one stop at which a student is to be dropped off. Students are not permitted to ride a bus other than the bus to which they are assigned. Exceptions must be approved in advance by the building administration.

While students are on the bus, they are under the supervision of the bus driver. In most cases, bus discipline problems can be handled by the bus driver. In the case of a written disciplinary referral, student bus problems will be investigated and handled by the building principal.

Students are expected to follow all school rules while on the bus (see Board Policy [7:190—Student Behavior](#); [7:220—Bus Conduct](#)). Students may be suspended from riding the school bus for up to 10 consecutive school days for violating school rules or for engaging in other gross disobedience or misconduct. The school board may suspend the student from riding the school bus for a period in excess of 10 days for safety reasons pursuant to [7:220—Bus Conduct](#). The district's regular suspension procedures shall be used to suspend a student's privilege to ride a school bus (see Board Policy [7:200—Suspension Procedures](#)).

In the interest of the student's safety and in compliance with State law, students are also expected to observe the following:

1. Dress properly for the weather. Make sure all drawstrings, ties, straps, etc. on all clothing, backpacks and other items, are shortened or removed to lessen the likelihood of them getting caught in bus doors, railings or aisles.
2. Arrive on time at the bus stop, and stay away from the street while waiting for the bus.
3. Stay away from the bus until it stops completely and the driver signals you to board. Enter in a single file without pushing. Always use the handrail.
4. Take a seat right away and remain seated facing forward. Keep your hands, arms, and head inside the bus.
5. Talk quietly on the bus. No shouting or creating loud noises that may distract the driver. Tablets, iPads®, smart phones, and other electronic devices must be silenced on the bus unless a student uses headphones.
6. Help keep the bus neat and clean. Keep belongings out of the aisle and away from emergency exits. Eating and drinking are not allowed on the bus.
7. Always listen to the driver's instructions. Be courteous to the driver and other students. Sit with your hands to yourself and avoid making noises that would distract the driver or bother other passengers. Remain seated, keeping your hands, arms, and head inside the bus at all times.
8. Wait until the bus pulls to a complete stop before standing up. Use the handrail when exiting the bus.
9. Stay out of the danger zone next to the bus where the driver may have difficulty seeing you. Walk away from the bus and out of the danger zone, until you can see the driver and the driver sees you. Never crawl under a bus.
10. If you must cross the street after you get off the bus, wait for the driver's signal and then cross in front of the bus. Cross the street only after checking both ways for traffic.
11. Never run back to the bus, even if you dropped or forgot something.

Video and audio cameras may be active on buses to record student conduct and may be used for the purposes of investigation into misconduct or accidents on the bus.

For questions regarding bus transportation issues, contact:
Mr. Greg Gardner, South Campus Associate Principal
ggardner@d204.lths.net
708-579-6500

Personal Vehicles

Students must register vehicles in Assistant Principals' office when driving to school and parking on school property. Misuse of a vehicle within the area of school may result in loss of driving privileges or other disciplinary consequences.

Parking

Parking – There are a limited number of available student parking spaces at each campus. Please consult the Assistant Principals page on the website for current parking information.

Searches

School officials may search and temporarily seize property such as, but not limited to, gym bags, backpacks, purses, lockers, electronic devices while on school property. This includes automobiles in the LT parking lot. (see Board Policy [7:140](#)—*Search and Seizure*)

Appeals Process

LTHS encourages communication and supports the rights of individuals to express academic or disciplinary concerns appropriately without interfering with the education process. Most issues are easily resolved if begun directly with the person involved.

12. Student/parent concerns start with the individual staff member. (Counselor may mediate at request of any of above.)
13. If unresolved, the next contact is the division chair, athletic director, or activities director.
14. If still unresolved, the next contact is the appropriate Administrator (Assistant Principal or Associate Principal).
15. If still unresolved, appeal to the building Principal.

| Area | First Level | Second Level | Third Level | Fourth Level |
|---|---------------|--|--|--|
| Attendance | Staff Member | Assistant Principal | Associate Principal | Principal |
| Cheating and/or Plagiarism | Teacher | Assistant Principal | Associate Principal | |
| Co-Curricular | Coach Sponsor | Athletic Director Activities Director | Principal | |
| Curriculum/ Instruction | Teacher | Division Chair | Assistant Principal or Associate Principal | Director of Curriculum Instruction |
| Discipline note: Any disciplinary appeal must be made within ten (10) calendar days of the infraction. | Staff | Assistant Principal | Associate Principal (1-9 day suspension n) | 10 day suspension (Principal) Expulsion (Superintendent/School Board) |

| | | | | |
|--|--|---|---|-----------|
| *Discrimination/ Harassment | Assistant Principal | Associate Principal Division Chair | Principal Dir. of Human Resources | |
| Fee Waiver | Assistant Principal | Principal | | |
| Grades | Teacher | Division Chair | Principal | |
| Level Change | Teacher | Division Chair | | |
| Medical PE Waiver | Nurse | Division Chair for Physical Welfare | | Principal |
| PE Waiver | Division Chair for Physical Welfare | Principal | | |
| Scheduling | Counselor | Associate Principal | | |
| Special Education | Teacher | Special Education Division Chair | Due process as prescribed by law | |
| Transportation | SC Associate Principal | | | |

Student Records Notice

Annual Notice Concerning Student Records and Your Privacy Rights Regarding Student Records

The Board of Education has adopted a policy ([Board Policy 7:340 Student Records](#)) governing student records, which are available upon request from the District Office. The Board Policy is designed to comply with and clarify your rights under federal and Illinois law; specifically, the Illinois School Student Records Act ("ISSRA") and the federal Family Educational Rights and Privacy Act ("FERPA"), and their corresponding regulations. The following explains the types of student records the District maintains and your rights regarding those records.

Permanent Record & Temporary Record

The District maintains both a Permanent Record and Temporary Record for each student.

The **Permanent Record** consists of the minimal personal information necessary to a school in the education of the student. Such information includes the student's basic identifying information concerning the student, including the student's name and address, his/her parents' names and addresses, the student's gender, and the student's date/place of birth; a certified copy of the child's birth certificate; academic transcript, including grades, graduation date, grade level, scores on college entrance examinations, if requested by the student, parent, or person who enrolled the student, unique student identifier, any applicable Advanced Placement designations, any applicable designation of the student's achievement of the State Seal of Biliteracy; attendance record; health record; scores received on all State assessment tests administered in grades 9-12; and a record of release of permanent record information. It also may contain a record of honors and awards received, and information concerning participation in school sponsored activities and organizations.

The **Temporary Record** consists of all information contained in a school student record, but not contained in the student permanent record. It must a completed home language survey form; information regarding serious disciplinary infractions (i.e., those involving drugs, weapons, or bodily harm to another) that resulted in expulsion, suspension, or the imposition of punishment or sanction; information regarding an indicated report pursuant to the Abused and Neglected Child Reporting Act, 325 ILCS 5/8.6; information contained in service logs; health-related information; and accident reports. The Temporary Record also may include family background information; intelligence test scores; aptitude test scores; psychological evaluation reports; elementary and secondary achievement level test results; participation in extracurricular activities (including any offices held in school-sponsored clubs or organizations); honors and awards received; other disciplinary information; special education records; records associated with plans developed under Section 504 of the Rehabilitation Act of 1973; and any verified reports or information from non-educational persons, agencies, or organizations of clear relevance to the education of the student.

No person may condition the granting or withholding of any right, privilege, or benefit, or make as a condition of employment, credit, or insurance the securing by any individual of any information from a student's temporary record which such individual may obtain through the exercise of any right secured under the ISSRA or regulations.

Right to Inspect and Copy

A parent, or any person designated as a representative by a parent, has the right to inspect and copy the student's permanent and temporary records, except as limited by the Board Policy or Illinois or federal law. A student has the right to inspect or copy his or her permanent record. All rights of the parent become the exclusive rights of the student upon the student's 18th birthday, graduation from secondary school, marriage, or entry into military service, whichever comes first.

In order to review the student's record, a parent must make a written request to the campus Associate Principal. The request will be granted within 10 business days after the date of receipt of the request, unless a 5-business day extension is required. The District may charge a reasonable fee for copies of the record. This fee will be waived when the parent is unable to pay.

Release of Information

The District may not disclose student records to any outside party without the parent's written, signed consent. However, as provided by law, the District will release information contained in student records without parental notice or consent to the following individuals or in the following circumstances:

1. to a District or State Board of Education employee or official with a current demonstrable educational or administrative interest in the student, in furtherance of such interest;
2. to any person for the purpose of research, statistical reporting, or planning, provided that no student or parent can be identified from the released information and the person receiving the information signs an affidavit agreeing to comply with all applicable rules and statutes pertaining to school student records;
3. pursuant to a court order where a parent of a student is named in the court order;
4. to juvenile authorities when necessary for the discharge of their official duties who request information prior to adjudication of the student and who certify in writing that the information will not be disclosed to any other party except as provided under law or order of court;
5. in connection with an emergency, to appropriate persons if the knowledge of such information is necessary to protect the health or safety of the student or other persons (the parent must be notified no later than the next school day after the date the information is released, of the date of the release, the person, agency or organization to whom the release was made, and the purpose of the release);
6. to a governmental agency, or social service agency contracted by a governmental agency, in furtherance of an investigation of a student's school attendance pursuant to the compulsory student attendance laws of Illinois, provided that the records are released to the agency's employees or agents who are designated by the agency to be working on behalf of the District;
7. as allowed under the Serious Habitual Offender's Compensation Action Program;
8. to the Illinois Department of Healthcare and Family Services for purposes of school breakfast and lunch programs;
9. to the State Board or another State government agency or between or among State government agencies in order to evaluate or audit federal and state programs or perform research and planning;
10. if the information is directory information, as explained below, and the parent has not informed the District that such information is not to be released; or
11. to other persons as required by Illinois or federal law.

The District also may release student records without parental consent to the following individuals or in the following circumstances, as long as, to the extent required by law, parents are first notified of their right to inspect, copy, or challenge the contents of the records to be released, unless otherwise allowed by law:

1. to the records custodian of a school to which the student has transferred or intends to transfer;
2. pursuant to a court order where a parent of a student is not named in the court order;
3. pursuant to a reciprocal reporting agreement; or
4. to any person as required by Illinois or federal law.

Any other release of information requires the prior written consent of the parent. The parent has the right to request a copy of any released records.

No person who is prohibited by an order of protection from inspecting or obtaining school records of a student pursuant to the Illinois Domestic Violence Act of 1986 or the Code of Criminal Procedure of 1963 shall have any right of access to, or inspection of, the school records of that student. The District shall maintain the copy of any order of protection in the record of the child or children enrolled in the District whose parent is the petitioner of an order of protection. In addition, the District prohibits the disclosure by school employees to any person against whom the District has received a certified copy of an order of protection the location or address of the petitioner for the order of protection or the identity of the schools in the District in which the petitioner's child or children are enrolled.

Request for Inclusion of College Entrance Examination Score on Academic Transcript

A parent has the right to request inclusion on his/her child's academic transcript of one or more scores received on college entrance examinations by submitting a request in writing to the Registrar at the school of attendance. In the written request, the parent must state the name of each college entrance examination that is the subject of the request and the dates of the score(s) that are to be included in the academic transcript.

Challenging a Record

A parent has the right to challenge the accuracy, relevance, or propriety of any entry in the student's school record, except for academic grades and the name and contact information of the District's Official Records Custodian. In addition, if the challenge is made at the time the student's school records are being forwarded to another school to which the student is transferring, a parent shall not have the right to challenge references in those records to expulsions or out-of-school suspensions or to academic grades. Board [Policy 7:340 Student Records](#), and its accompanying Administrative Procedures, provide for hearing and appeal procedures and an opportunity to include a written statement in the student's school record of reasonable length setting forth the parent's position on any disputed information contained in that record. To challenge a record or entry, the parent must contact the campus Associate Principal NC 708-579-6300/SC 708-579-6500.

Parents may obtain a copy of the Board Policy, and its accompanying Administrative Procedures, from the campus Associate Principal or District Office. The Board Policy also is available in the District's online policy manual at https://www.boardpolicyonline.com/?b=lyons_204

Destruction of Records

The District will notify parents of the destruction schedule for a student's records at the time of graduation, transfer, or permanent withdrawal from the District. Permanent records are kept for 60 years after the student leaves the District. Temporary records are kept for the period of their usefulness to the school, but in no case less than 5 years after the student leaves the District. A parent has the right to copy any student record, or information contained in it, proposed to be destroyed or deleted.

Student temporary records are reviewed by the District every 4 years or when a student changes attendance centers.

Upon graduation or permanent withdrawal of a student with a disability, special education records, and other information contained in the student's temporary record that may be of continued

assistance to the student may, after 5 years, be transferred to the custody of the parent or to the student if the student has succeeded to the rights of the parents.

Destruction of biometric information collected by the District, if any, shall instead conform to the requirements of Section 10-20.40 of the Illinois School Code (105 ILCS 5/10-20.40).

Release of Student Directory Information

Under the Illinois School Student Records Act ("ISSRA") and the federal Family Educational Rights and Privacy Act ("FERPA"), student record information is generally confidential and cannot be released without parent consent. There are a few exceptions, one of which allows the District to release certain basic identifying information about its students to third parties upon request. This exception known is as Directory Information.

Directory Information

The District has designated the following as Directory Information:

- Identification--name, address, gender, grade level, birthdate and place, parents' names and addresses
- Length of school attendance

Student social security numbers, student identifications, and unique student identifiers are NOT designated as directory information.

No photograph highlighting individual faces shall be used for commercial purposes, including solicitation, advertising, promotion or fundraising without the prior, specific, dated and written consent of the parent or student, as applicable; and no image on a school security videotape recording shall be designated as directory information.

Media/Publication

As part of our community relations efforts and student recognition programs, Lyons Township High School District 204 may periodically release or publish information regarding students and their accomplishments (see Board Policy [7:340](#)—*Student Records*). Student information and/or images may be included in District publications, on the District website, television/radio station and District administered social media websites. Furthermore, D204 may allow the media in the school to cover non-public events, accomplishments and news stories and to use names, images, photographs or likenesses of students in electronic, video or printed form.

All exclusionary requests must be mailed to Lyons Township High School, 100 S. Brainard Avenue, LaGrange, IL 60525 to the attention of the Community Relations Coordinator within the first 30 days of school.

Parents/guardians should understand that if they withhold consent, none of the student's information would be released. This includes examples such as information/photograph for the yearbook, award listings such as honor roll and classroom projects highlighted in digital and print form.

Images/Names of Students Taken by Non-school Personnel

While the district limits access to school buildings by outside photographers/news media outlets (see Board Policy [8:10](#)—*Connection with the Community*), it has no control over other students, news media, or outside entities that may post/publish a picture of an identified or unidentified student. District/school staff members will not identify a student for a photographer/reporter who was not pre-approved to be on district grounds by district/school officials.

This form does not include photographs or videos that do not feature your student but where your student appears in the background which may be released or published without parent authorization. In addition, images of students participating in extracurricular activities (e.g, athletic events, theatrical productions), which by their very nature involve exposure to the public, may also be released or published without authorization from parents.

Students Receiving Special Education Services

Under the Individuals with Disabilities Education Act (IDEA), the District must provide students with disabilities with appropriate special education and related services to address their education needs. Parents have the right to review and copy their student's school student records prior to any special education eligibility or IEP program review meeting, subject to the requirements of applicable federal and state law. Parents also may request a copy of their student's related service logs developed and maintained by the District for the following related services: speech and language services, occupational therapy services, physical therapy services, school social work services, school counseling services, school psychology services, and school nursing services. These related service logs include information regarding the type and duration of the related services administered to their student. Please contact Dr. Melissa Moore, Division Chair for Special Education at 708-579-6521 or mmoore@d204.lths.net, if you have questions regarding your student's special education services.

Military Recruiters & Institutions of Higher Education

The District's notice for Military Recruiters & Institutions of Higher Education is available here from the Official Records Custodian or District Office.

If you believe the District has violated or is violating your rights under the Board Policy or ISSRA or FERPA, you have the right to file a complaint pursuant to ISSRA or with the United States Department of Education concerning the District's alleged violation of your rights. The name and address of the Office that administers FERPA is: Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue SW, Washington DC, 20202-4605.

Please contact the campus Associate Principal NC 708-579-6300/SC 708-579-6500 with questions regarding your student's records.

Student Online Protection Privacy Act Notice

School districts throughout the State of Illinois contract with different educational technology vendors for beneficial K-12 purposes such as providing personalized learning and innovative educational technologies, and increasing efficiency in school operations.

Under Illinois' Student Online Personal Protection Act, or SOPPA (105 ILCS 85/), educational technology vendors and other entities that operate Internet websites, online services, online applications, or mobile applications that are designed, marketed, and primarily used for K-12 school purposes are referred to in SOPPA as operators. SOPPA is intended to ensure that student data collected by operators is protected, and it requires those vendors, as well as school districts and the Ill. State Board of Education, to take a number of actions to protect online student data.

Depending upon the particular educational technology being used, our District may need to collect different types of student data, which is then shared with educational technology vendors through their online sites, services, and/or applications. Under SOPPA, educational technology vendors are prohibited from selling or renting a student's information or from engaging in targeted advertising using a student's information. Such vendors may only disclose student data for K-12 school purposes and other limited purposes permitted under the law.

In general terms, the types of student data that may be collected and shared include personally identifiable information (PII) about students or information that can be linked to PII about students, such as:

- Basic identifying information, including student or parent/guardian name and student or parent/guardian contact information, username/password, student ID number
- Demographic information
- Enrollment information
- Assessment data, grades, and transcripts
- Attendance and class schedule
- Academic/extracurricular activities
- Special indicators (e.g., disability information, English language learner, free/reduced meals or

- homeless/foster care status)
- Conduct/behavioral data
- Health information
- Food purchases
- Transportation information
- In-application performance data
- Student-generated work
- Online communications
- Application metadata and application use statistics
- Permanent and temporary school student record information

Operators may collect and use student data only for K-12 purposes, which are purposes that aid in the administration of school activities, such as:

- Instruction in the classroom or at home (including remote learning)
- Administrative activities
- Collaboration between students, school personnel, and/or parents/guardians
- Other activities that are for the use and benefit of the school district

Protection of Pupil Rights Amendment (PPRA) Notice

PPRA affords parents of elementary and secondary students certain rights regarding the conduct of surveys, collection and use of information for marketing purposes, and certain physical exams. These include, but are not limited to, the right to:

Consent before students are required to submit to a survey that concerns one or more of the following protected areas (“protected information survey”) if the survey is funded in whole or in part by a program of the U.S. Department of Education (ED):

1. Political affiliations or beliefs of the student or student’s parent;
2. Mental or psychological problems of the student or student’s family;
3. Sex behavior or attitudes;
4. Illegal, anti-social, self-incriminating, or demeaning behavior;
5. Critical appraisals of others with whom respondents have close family relationships;
6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
7. Religious practices, affiliations, or beliefs of the student or student’s parent; or
8. Income, other than as required by law to determine program eligibility.

Receive notice and an opportunity to opt a student out of:

1. Any other protected information survey, regardless of funding;
2. Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under State law; and
3. Activities involving collection, disclosure, or use of personal information collected from students for marketing or to sell or otherwise distribute the information to others. (This does not apply to the collection, disclosure, or use of personal information collected from students for the exclusive purpose of developing, evaluating, or providing educational products or services for, or to, students or educational institutions.

Inspect, upon request and before administration or use:

1. Protected information surveys of students and surveys created by a third party;
2. Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
3. Instructional material used as part of the educational curriculum.

These rights transfer from the parents to a student who is 18 years old or an emancipated minor under State law.

District 204 will develop and adopt policies, in consultation with parents, regarding these rights, as well as arrangements to protect student privacy in the administration of protected information surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes. District 204 will directly notify parents of these policies at least annually at the start of each school year and after any substantive changes. District 204 will also directly notify, such as through U.S. Mail or email, parents of students who are scheduled to participate in the specific activities or surveys noted below and will provide an opportunity for the parent to opt his or her child out of participation of the specific activity or survey. District 204 will make this notification to parents at the beginning of the school year if the District has identified the specific or approximate dates of the activities or surveys at that time. For surveys and activities scheduled after the school year starts, parents will be provided reasonable notification of the planned activities and surveys listed below and be provided an opportunity to opt their child out of such activities and surveys. Parents will also be provided an opportunity to review any pertinent surveys. Following is a list of the specific activities and surveys covered under this direct notification requirement:

- Collection, disclosure, or use of personal information collected from students for marketing, sales, or other distribution.
- Administration of any protected information survey not funded in whole or in part by ED.
- Any non-emergency, invasive physical examination or screening as described above.

Parents who believe their rights have been violated may file a complaint with:

Student Privacy Policy Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, D.C. 20202

Electronic Recordings on School Buses

[Board Policy 7:220 Bus Conduct](#) provides for use of electronic visual and audio recordings on school buses to monitor conduct and to promote and maintain a safe environment for students and employees when transportation is provided for any school related activity. Notice of electronic recordings shall be displayed on the exterior of the vehicle's entrance door and front interior bulkhead in compliance with State law and the rules of the Illinois Department of Transportation, Division of Traffic Safety.

Students are prohibited from tampering with electronic recording devices. Students who violate this policy shall be disciplined in accordance with the Board's discipline policy and shall reimburse the School District for any necessary repairs or replacement.

Additional information on student records is available in [Board Policy 7:340 Student Records](#).

Birth Certificate

Pursuant to Illinois School Code (325 ILCS 50/5; 20 Ill.Adm.Code § 1290.60) District 204 requires that the person enrolling a child within 30 days must provide the District with a certified copy of the child's birth certificate.

Data Sharing Agreement with Associate Districts

ISSRA and FERPA also authorize the District to share, without parental consent, student information under certain conditions with feeder schools that are conducting studies to improve instruction. The District contracts with its Associate schools/school districts to provide student standardized testing information, such as Measurements of Academic Progress (MAP), to authorized representatives of its feeder schools.

The goal of this data sharing is to improve instruction at the feeder schools so as to improve student performance in District 204 and to enable District 204 to evaluate its own educational programs

Student Activities and Athletics

Policy 6:190 Extracurricular and Co-Curricular Activities

Athletics

Variety of interscholastic sports and activities offers opportunity to improve athletic abilities and develop desirable, intrinsic qualities derived from competition. Every participating student in athletics or activities MUST complete an online Student Activities Registration Form and MUST complete a Student Activities Code of Conduct agreement form.

| Sports | | | |
|---------------|----------------------------------|---------------|----------------------------------|
| Boys | | Girls | |
| <i>Fall</i> | | <i>Fall</i> | |
| | Cross Country | | Cross Country |
| | Football | | Golf |
| | Golf | | Tennis |
| | Soccer | | Swimming |
| | | | Volleyball |
| | | | |
| <i>Winter</i> | Basketball | <i>Winter</i> | Basketball |
| | Bowling | | Competitive Cheer |
| | Special Olympics Basketball | | Gymnastics |
| | Swimming | | Pom Poms |
| | Wrestling | | Special Olympics Basketball |
| | | | Wrestling |
| <i>Spring</i> | Baseball | <i>Spring</i> | Badminton |
| | Bass Fishing | | Bass Fishing |
| | Gymnastics | | |
| | Lacrosse | | Lacrosse |
| | Special Olympics Track and Field | | Soccer |
| | Tennis | | Softball |
| | Track & Field | | Special Olympics Track and Field |
| | Volleyball | | Track and Field |
| | Water Polo | | Water Polo |

LTHS competes under rules and regulations of Silver Division of West Suburban Conference, and IL High School Association.

School Districts of the Silver Division, West Suburban Conference

| | |
|---------------------|-----------------------|
| Downers Grove North | Glenbard West |
| Hinsdale Central | Lyons Township |
| Proviso West | Oak Park-River Forest |
| York Community | |

School Districts of the Gold Division, West Suburban Conference

| | |
|----------------|---------------------|
| Addison Trail | Downers Grove South |
| Hinsdale South | Leyden |
| Morton | Proviso East |
| Willowbrook | |

Athletic Study Hall

An athletic study hall is available to junior and senior athletes only (as per Illinois School Code) during the season of their IHSA sport. An Athletic Study Hall substitutes a Study Hall period during the student's schedule Physical Education class to allow school study time for time spent practicing. Only study hall may be substituted (i.e., not another course). Any abuse of this privilege can result in a) appropriate discipline and b) an immediate return to Physical Education class.

Performing Activities

These include:

1. Cheerleading--spirit-supporting team for interscholastic sports
2. Eurythmics--modern dance performing team
3. Pom-Pon--dance rhythm performing team

Intramural Activities

Intramural Activities offered by Athletic Department include:

| | | |
|---------------------------|------------------|------------------------------|
| Archery | Floor Hockey | Rock Climbing |
| Badminton | Gymnastics | Ultimate Frisbee |
| Baseball/Softball Hitting | Indoor Soccer | Volleyball |
| Basketball | Lacrosse | Weight Training/Conditioning |
| 3-on-3 Basketball | Pool (Billiards) | |

Information regarding intramural activities can be found on the LT website and in announcements, the bulletin, or athletic department office.

Student Activities

Working with other students in school activities encourages a student to become a part of LT either as a member of a club or committee, dramatic production, music ensemble, or interest team. Collaboration with fellow students builds school spirit, friendships, personal achievement, and a feeling of belonging. LTHS has a place for everyone in its wide-ranging activities. Sufficient student interest in other activities may result in other activities being added to the intramural program.

Student Activities & Clubs

| | | |
|---|---|---|
| A cappella Club | Family, Career and Community Leaders of America (FCCLA) | National Honor Society |
| Arabic Culture Club | Fishing Club | Peaceable Schools Initiative (PSI) |
| Archery Club | French Club | Peer Leadership |
| Art Club | Future Healthcare Professionals (FHP) | Pep Band |
| ASL Club | German Club | Photography Club |
| Astronomy Club | Girls in Engineering, Math and Science (GEMS) | Pinball Club |
| Athlete Leadership Program | Greek Club | Ping Pong Club |
| Auto Club | Improvisation Society of Geniuses | Poms |
| Aviation Club | Interact Club | PRISM |
| Baccalaureate | Investment Club | Programming Club |
| Best Buddies | Italian Club | Recycling Club |
| BIZ Concessions | Jazz Band | Robotics Team |
| Black & Multi-Culture Club | Jazz Lab Band | Rock Climbing Club |
| Board Games Club | Jazz Strings | Roundnet Club |
| Bowling Club | Latin Club/Junior Classical League | SAVE Promise Club |
| Breakfast with Barbells | Latinos Juntos | Scholastic Bowl |
| Business Professionals of America (BPA) | Lifeguard Club | Science Olympiad |
| Catering Club | <i>The Lion</i> Newspaper | Snowball |
| Chamber Orchestra | Lions Den Student Section | Social Action Project |
| Cheerleading (Spirit) | LTTV (TV Production Club) | Spanish Club |
| Chess Team | Marching Band | Speech Team |
| Class Boards | Math Team | STEM Club |
| Color Guard/Winter Guard | <i>Menagerie</i> (Literary & Art Magazine) | Steppers |
| Congressional Debate | Minorities in Agriculture, | Student Athletic Training (Sports Medicine) |
| The Corral | Natural Resources and Related Sciences (MANRRS Club) | Student Council |
| Creative Writing Group | Model UN | Sustainability Club |
| Cyber Defense Club | | <i>Tabulae</i> Yearbook |
| D&D Club | | Theatre Board |

| | | |
|---|--|---|
| <p>East Asian Culture Club</p> <p>eSports Club</p> <p>Eurythmic Dance Company</p> <p>Fashion Club</p> | | <p>Ultimate Frisbee</p> <p>WLTL (Radio Production Club)</p> <p>Yoga & Wellness Club</p> <p>Zoology Club</p> |
|---|--|---|

Every participating student in activities or athletics must complete a Student Activities Registration Form for each activity, review the Code of Conduct, and complete a Student Activities Code of Conduct agreement form.

Students are also required to comply with Board Policies [6:190](#)—*Extracurricular and Co-Curricular Activities*; [7:240](#)—*Conduct Code for Participants in Extracurricular Activities*; and [7:300](#)—*Extracurricular Athletics*.

CO-CURRICULAR AND EXTRACURRICULAR STUDENT ACTIVITIES CODE OF CONDUCT

Participating in student activities is considered an extension of, but separate from, the regular high school program. While the regular curricular program is a right afforded to each student, participation in the extracurricular program is a privilege and, as such, carries certain expectations beyond those found in the normal classroom situation. The goals of the activities programs are to give students direction in developing healthful living habits, discipline, leadership, teamwork, and respect for rules and regulations. It is to these ends that a student activity code is established for young people taking part in the student activity program. The student must agree to abide by the following expectations for all four years at Lyons Township High School. The consequences listed below for ALCOHOL, STEROIDS, DRUGS, CONTROLLED SUBSTANCES and TOBACCO are cumulative during the student's four-year career. The consequences for other school offenses will be dealt with on an annual basis and do not carry over from one school year to the next.

EXPECTATIONS

In addition to the expectations set forth below and in Board Policies [6:190](#), [7:240](#), and [7:300](#), each activity may also establish approved additional expectations.

1. Students should regularly attend school, practice and events. Participants are expected to attend school on the day of the activity.
2. The IHSA requires a student to pass at least 25 credit hours (5 classes) the semester prior to participation and maintain passing grades to 25 credit hours (5 classes) while involved in IHSA activities.
3. Students must travel on school arranged transportation for all events away from Lyons Township High School.
4. Students must be responsible for all equipment and/or clothing issued for activity and the return of such at the end of the activity.
5. Students should attend all Awards Nights.
6. Students should carry the school ID card at all times.
7. Students should submit an annual physical for participation in athletic activities.
8. Students must adhere to Board policy, all rules set forth in the student handbook, and display conduct becoming a District 204 representative, including after school, on days when school is not in session, whether on or off school property, and in public communications posted on social media sites. (School consequences supersede the Student Activities Code of Conduct when the violation carries a stiffer penalty.)

ALCOHOL, STEROIDS, AND CONTROLLED SUBSTANCES

Students will not use or attend parties where there is underage drinking of alcohol, steroids and/or controlled substances seven days a week, twelve months a year, whether or not school is in session, for all four years at LT.

Consequences:

First offense – suspension from all activities for ten percent of the competitive season or two events, whichever is less, with the student expected to participate in all practices and attend all contests during that time. The student must attend a school-approved chemical education program at their own expense. Failure to do so will lead to further suspension.

Second offense – loss of extracurricular opportunities for one year. If the student agrees to an assessment at a school approved program, at the parent's expense, and follows the program recommendations, he will be suspended for a total of six weeks of the competitive season. The student must participate in all practices and attend all contests during the time they are serving their consequence. This could result in the consequence being served over two seasons.

Third offense – loss of extracurricular opportunities for one calendar year from the date of the infraction, which would include all practices.

Fourth offense – termination of all extracurricular opportunities for the remainder of their high school career.

TOBACCO

Students will not use or possess smoking tobacco and/or smokeless tobacco products seven days a week, twelve months a year, whether or not school is in session, for all four years at LT.

Consequences

First offense – suspension from all activities for ten percent of the competitive season or two events, whichever is less, with the student expected to participate in all practices and attend all contests during that time. The student must attend a school-approved chemical education program at their own expense. Failure to do so will lead to further suspension.

Second offense – loss of extracurricular opportunities for one year. If the student agrees to an assessment at a school approved program, at the parent's expense, and follows the program recommendations, he will be suspended for a total of six weeks of the competitive season. The student must participate in all practices and attend all contests during the time they are serving their consequence. This could result in the consequence being served over two seasons.

Third offense – loss of extracurricular opportunities for one calendar year from the date of the infraction, which would include all practices.

Fourth offense – termination of all extracurricular opportunities for the remainder of their high school career.

DANCES

Informal and formal dances are held at various times during the school year. These social events are for the enjoyment of the students enrolled at Lyons Township High School. If you would like someone who is not a Lyons Township High School student to accompany you, guest request forms are available online at www.lths.net or at the bookstore.

- Guests must be of high school age and no older than 20 years of age to be allowed to attend.
- Eligibility for hosting a guest will be available only to students who are in "good standing". The principal and/or his/her designee will determine what is "good standing".
- Guest forms must be turned in to the Assistant Principals' Office by the Monday before the dance.
- Guest tickets may be purchased any time after receiving approval. The district reserves the right to refuse admission of any non-LT guest at any time.
- The presentation of your current school ID card will be required for admission to all dances. Any guest must also present a current school ID or government issued photo I.D. to be permitted into the dance.

Dances are held from 7:30 p.m. to 10:30 p.m. The curfew for arrival at dances is 8:30 p.m. No one will be admitted one hour after the start of the dance. Tickets for semi-formal dances must be purchased in advance and presented for admission. Students are encouraged to leave valuable items at home. *How you choose to dance at an LTHS-sponsored event matters. LTHS reserves the right to determine whether a student's choice of dance style is appropriate for a high school dance. You may be asked to leave if you fail to comply with the expectations and/or directives of LTHS staff.*

BREATHALYZERS

Is it true that there are Breathalyzers at all school events?

Yes, it is true. Underage drinking is illegal. Coming to school under the influence is not only illegal; it violates our student policy, our athletic/activities code, and is not exercising good judgment. If a student is suspected of being under the influence, he or she may be asked to breathe into the Breathalyzer. If the Breathalyzer should show that a student has been drinking alcohol, we will call the parent to inform them and the student may be turned over to the local police. The school's drug and alcohol policy will be enforced (page 17 of student handbook). Should a student refuse to take a Breathalyzer, the school administration will also call the parent to inform them and may turn the student over to the police. Our policy states that students who refuse to take the Breathalyzer will be assumed to be under the influence and receive consequences accordingly. Again, the school's drug and alcohol policy will be enforced. Be smart and choose to live a drug-free/alcohol-free lifestyle—help your friends make the right choices, too.

SUSPENSION FROM CO-CURRICULAR AND/OR EXTRACURRICULAR ACTIVITIES

Students will adhere to all school rules and display conduct becoming a District 204 representative, including but not limited to, those identified in [7:240—Conduct Code for Participants in Extracurricular Activities](#) and [7:190—Student Behavior](#). This includes after school, on days when school is not in session, whether on or off school property, and in public communications posted on social media sites. Failure to abide by relevant Board policy and/or student conduct expectations as set forth in this Handbook may subject a student to discipline, including but not limited to, the following:

Consequences

First offense – suspension from all activities for ten percent of the competitive season or two events, whichever is less, with the student expected to participate in all practices and attend all contests during that time

Second offense – suspension for a total of six weeks of the season which could result in the consequence being served over two seasons. The participant must participate in all practices and attend all contests during the time they are serving the consequence.

Third offense – loss of extracurricular opportunities for one calendar year from the date of the infraction, which would include all practices.

Fourth offense – termination of all extracurricular opportunities for the remainder of the high school career.

APPEAL PROCESS

The coach/sponsor is charged with the responsibility of enforcing the consequences in the Student Activities Code. The expectation is that, except in unusual cases, the stated consequences will be applied. The consequences may be appealed to the Principal or his designee.

I have read the above information and will abide by the Student Activities Code:

| | |
|---|---------------------|
| <i>Student Name (Print):</i> | |
| <i>Student Signature:</i> | <i>Date:</i> |
| <i>Coach/Sponsor Signature</i> | <i>Date:</i> |
| <i>Parent/Guardian Signature</i> | <i>Date:</i> |

LYONS TOWNSHIP HIGH SCHOOL

District Office • 100 S. Brainard Ave. • LaGrange, IL 60525 • (708) 579-6451

To: Marilyn Zydlo
From: Dr. Jennifer Tyrrell
Date: June 14, 2023
Re: 2022-2023 End of Year Report

I have attached my 2022-2023 Principal End of Year Report to be shared with the Board of Education for the June 20, 2023 Regular Action Meeting.

On Wednesday, May 31, 2023, Lyons Township High School hosted the Class of 2023 Commencement Ceremony, thus concluding a successful 2022-23 school year. The students of LTHS excelled in the classroom, within extra-curricular activities, and within interscholastic athletics throughout the school year. The following information provides various highlights and celebrations from the 2022-23 school year.

Academics

Based on the scholarships and awards submitted to us by May 5, the class of 2022 reported that its students will utilize 16 million 23 thousand dollars toward its future education goals.

In addition, LTHS students were awarded the following:

- Twenty-four (23) National Merit Commended Students
- Ten (10) were named Semi-finalists and nine (9) Finalists
- One Hundred Fifteen (115) qualified as “High Honor Status”
- One Hundred Ninety Six (196) achieved the status of Illinois State Scholar
- 91% of the students in the Class of 2023 will continue post-high school education at two and four year colleges, technical schools, apprenticeships, or the military.

Student Activities

Preliminary analysis finds that 80.0% of LT students participated in at least one extracurricular activity (sport, club, or intramural), with 59.4% participating in two or more. Also, 89.9% of students took part in at least one element of our co-curricular program (athletics, intramurals, clubs, or special events). These numbers may increase as the final rosters and attendance numbers are being finalized.

On October 28, LT successfully hosted simultaneous student leadership conferences at both campuses, with over 700 students attending either the Illinois Directors of Student Activities (South Campus) or the WSC (North Campus). IDSA was so impressed by LT’s execution of their event that they immediately asked LT to host the 2023 edition.

Four sponsors were recognized at the 2023 IDSA State Convention for Student Activities: Will Meuer (Community Educator recognition for Recycling Club), Lawrence Keller (Distinguished Service recognition for Theatre Board), Pat Callahan (Educational Leadership recognition for SAVE Promise Club), and Emily Fellmann (Activity Advisor recognition for French Club).

Battle of the Books: This club hosted the first-ever high school competition, defeating Marist High School two games to one.

BPA: Twenty students qualified for State in 26 events, with 12 students in 13 events advancing to the National Conference in Anaheim. Also, one of our sponsors, Krista Wilcox, was elected Vice Chair of the BPA State Board.

Chess Team: The team finished its sixth year with a 21-14 record. They took 5th at Sectionals, and tied for 9th at State (21st after tiebreakers), by far the program’s best finish. Individually, Luke Nowak earned a state medal

by winning six of his seven matches. At the U.S. Chess Federation National High School Championships, the Under-1900 team finished 9th and the Unrated team finished 5th. Individually, Pablo Espinosa finished 3rd in the Unrated section of the Blitz (high-speed chess) Tournament, and Jaden Smiley finished 15th in the Unrated section of the National Tournament.

Congressional Debate: The team earned 23 individual awards during the regular season. At the IHSA State Series, four students advanced to the semifinal round, with sophomore Elle St. Arnaud earning 4th in State. (This was Elle's second year qualifying for finals.)

Cyber Defense Club: Both our Platinum and Gold teams finished 4th in the State of Illinois. This qualified the Gold Team for the National Semifinals, where they finished 10th overall and first among Illinois teams.

eSports: The Valorant team advanced to one National Semifinal competition, and placed second nationally in the Valhallan Esports Tournament's Alpha Division.

Fashion Club: Collected unused and new toiletries for the Constance Morris House.

Future Healthcare Professionals: Hosted a Healthcare Careers Day in December.

GEMS: Welcomed thirty-eight participants to their annual Introduce a Girl to STEM Day on Saturday, February 11.

Interact: Dropped off handmade thank-you cards, sweets, and donuts at the La Grange Fire Department in December. Collaborated with Social Action Club on a coat drive.

Jazz Band and Jazz Lab Band: Performed seven concerts this year, including the Spring Festival of Music and were featured performers in the Evanston Jazz Festival on February 11.

Junior Class Board: Volunteered at the Hinsdale Humane Society in February before turning their attention to fundraising for Senior Year.

Latin Club: Two teams earned six top three finishes at this year's Certamen competitions. At the State Convention in February, the Latin 1 team earned a 5th place award. The team as a whole won the Overall Convention Spirit Award (Medium Schools). Students brought home 18 top-five finishes.

Lifeguard Club: Collected pet supplies for local animal shelters throughout December and January.

The Lion Newspaper: The 2022-23 paper was recognized by two separate journalistic organizations:

- Northern Illinois School Press Association (NISPA)
 - Print version – “Gold Medal”
 - Website – “Gold Medal”
 - Fourteen students won eleven individual awards, including three Blue Ribbons and seven Honorable Mentions.
- National Scholastic Press Association (NSPA)
 - NSPA Pacemaker 100 (one of the top 100 high school publications to receive awards during the organization's 100-year existence).

- 10th Place “Best in Show” for the November 10, 2022 issue.
- Five students were recognized for their work, including one Superior recognition and four Honorable Mentions.

Lions Den: Revitalized itself this year, with 82 students regularly attending planning meetings and events throughout the school year.

LTTV: At this year’s MMEA Video Festival, students brought home seven top-five awards.

Marching Band: Performed their *West Side Story*-themed halftime show at four home football games, the La Grange Memorial Day and Pet Parades, and at Walt Disney World in March.

Math Team: Had an extremely strong year, winning the WSML Conference championship (6 wins and 11 top-three finishes). At ICTM State, the team finished 11th, with top-ten finishes in three events.

Menagerie: The 2021-22 edition, *The Lapidarist*, received the following awards during the 2022-23 school year:

- "First Place with Special Merit" - American Scholastic Press Association
- “Outstanding Art” - American Scholastic Press Association
- "First Class with One Mark of Distinction" - National Scholastic Press Association
- "Pacemaker finalist" - National Scholastic Press Association
- "Superior" - National Council of Teachers of English, REALM
- "Best in Show - 2nd Place" - JEA/NSPA - Fall National HS Journalism Convention
- "Best in Show - 3rd Place" - JEA/NSPA - Spring National HS Journalism Convention

Model UN: In eight conferences this year, LTMUN won the following team awards: four Best Delegation, one Outstanding Delegation, and one Honorable Mention. Students brought home 61 individual awards, including 21 Best Delegate, 15 Outstanding Delegate, 17 Honorable Mention, six Delegates’ Choice, and two Best Position Papers.

NHS: Planned a Week of Service (April 10-14), with numerous activities for Members (and other LT students and community members) to take part.

Older Adult Connections: Collaborated with Bethlehem Woods on seven events throughout the school year, including game nights, a bean bag tournament, and holiday gatherings.

Peer Leaders: Partnered with the Congress Park Elementary (District 102) PTO to watch/engage with Congress Park students every other month during PTO meetings. Wrote “pet bios” for the Hinsdale Humane Society’s website, to help with their adoption efforts.

Poms: Varsity finished 3rd at the WSC Conference Championships, 5th in their IHSA Sectional, and 22nd at the IHSA State Series (the sixth straight year that they have qualified). At the IDTA State Competition, they brought home four championships: 3A Grand Champions (overall award), 3A High Point Award (the highest score across all competitions, for their Lyrical performance), State Champions in Lyrical/Contemporary, and State Champions in Open Pom.

The JV team took 2nd place at the WSC Conference Championships and finished 11th in the JV Poms State Championship. At the IDTA State Competition, JV earned four awards: State Champions in Kick, 2nd Place in both Lyrical/Contemporary and Jazz, and the 2nd Place JV Grand Champions (overall award).

PSI: Hosted approximately 1,500 students at their various events, including a “Meet & Eat” event with SAVE Promise Club in September 2022, Student-Administrator Forums at each campus, Final Exam Study Breaks each semester, and their annual PEP (Peers Educating Peers) Fair at South Campus in the spring.

Robotics Team: Three teams qualified for the VEX State Competition, with one advancing to the World Championships in Dallas. Two teams also qualified for the CREATE U.S. Open Championship in Council Bluffs, Iowa.

Scholastic Bowl: Finished 4-3 in the regular season and advanced to the Regional final.

Science Olympiad: Eleventh place team finish, with five top-five event finishes.

Snowball: Twenty-eight Staff & Theatre members welcomed 187 students to the three-day fall retreat in early November, with an additional 100 taking part in early March’s two-day retreat.

Social Action Club: Made blankets for Ronald McDonald House, volunteered at BEDS and the St. Cletus and Westchester food pantries.

Speech Team: Five top five tournament finishes as a team this year, with 58 individual top-five awards. At Regionals, the team took 3rd, with 13 events finishing in the top four and advancing to Sectionals. The team finished 5th at Sectionals, with six events making it to finals and three advancing to State. Courtney McMullen and Nicholas Barbera brought home a 2nd Place trophy for Dramatic Duet Acting.

Steppers: Invited to perform at the United Center before the March 17 Chicago Bulls game. (They so impressed the organizers that they have already been invited to participate in next year’s event.) They were also special guests at Brook Park Elementary School’s spirit assembly in March. The team finished top five in three of their “regular season” competitions before finishing 4th at the Youth Step USA Regional (hosted by our LT Steppers), which qualified them to compete at the Youth Step USA National Championships in Newark, NJ. They finished strong, taking second place at Nationals.

Student Council: Planned the Homecoming Dance and the All-School Assembly. Also took part in a number of philanthropic endeavors, including

- The 2022 Mr. LT Pageant raised \$5,166.50 for the Jack Kunkle Memorial Scholarship.
- Hosted two community blood drives. Over 100 students plus several staff and community members donated approximately 80 “blood products”, potentially providing treatment for over 200 patients.
- This year’s Secret Santa program was our most successful effort ever, supporting 198 area families in collaboration with the La Grange Rotary Club.

Sustainability Club: Partnered with **Art Club** to reinvent the SC Biology Courtyard and the NC Pollinator Garden (with a huge financial assist from the Boosters and Parent-Teacher Council).

Tabulae: The 2021-22 edition of the yearbook, *Illuminate*, received the following awards:

- “Most Outstanding High School Yearbook” - American Scholastic Press Association
- “First Place with Special Merit” - American Scholastic Press Association
- “First Place” - National Scholastic Press Association
- “All-KEMPA” - Kettle Moraine Press Association
- “Gold Medal” - Northern Illinois Scholastic Press Association

Theatre Board: Produced another successful season of seven productions:

- *So Blank You'll Blank 14: The ___ and the ___*
- *The Shop Around the Corner*
- *The Good Doctor*
- *She Kills Monsters*
- *Fiddler on the Roof*
- *The Donna Mavros Festival of One-Act Plays*
- *Tens by Teens*

Winter Guard: Won their second straight 3A Tall Flag State Championship. This was also their 3rd State Championship in four years.

WLTL: Earned their 8th “Best Station in the Nation” recognition at the annual John Drury Radio Awards. The station was nominated for 12 individual awards, bringing home four: Best Radio Drama, Best Newscast, Best Podcast, and Best Website. Rock-a-Thon raised \$26,694 for WLTL and LTTV.

Interscholastic Athletics

Fall

- **Girls Swimming and Diving** – Finished in 9th place at state
- **Football** – Advanced to the quarterfinals and finished in the top 8 teams in 8A in state
- **Boys Soccer** – IHSA Regional Champions
- **Boys Cross Country** – IHSA State Finish 7th place at the State Meet
- **Boys Golf** – IHSA Regional Champions
- **Girls Volleyball** – IHSA Regional Champions, Ranked 6th place in state
- **Girls Cross Country** – IHSA State Finish 7th place at the State Meet

Winter

- **Girls Basketball** – West Suburban Conference Champions, IHSA Regional Champions, Finished the Year Ranked 21st in the State
- **Boys Basketball** – IHSA Regional Champions, Finished the Year Ranked 18th in State
- **Bowling** – Qualified for State as a Team, Finished in 18th Place in IHSA State
- **Girls Gymnastics** – Qualified for IHSA Sectional as a Team
- **Boys Swimming** – Finished in 21st Place as a Team at IHSA State
- **Competitive Cheer** – Qualified for State as a Team, Finished in 22nd Place in IHSA State
- **Pom Pon** – Qualified for State as a Team, Finished in 23rd Place in IHSA State

- **Special Olympics Basketball** – White Team finished the Year in 4th Place in the State, Blue Team Finished the Year in 3rd Place in the State

Spring

- **Badminton** – IHSA Sectional Champions, 21st Place Finish at IHSA State
- **Boys Gymnastics** – West Suburban Conference Champions, IHSA Sectional Champions, 2nd Place Trophy at IHSA State
- **Boys Water Polo** – IHSA Sectional Champions, 3rd Place Trophy at IHSA State
- **Girls Water Polo** – WSC Tournament Champions, Finished the Year Ranked 6th Place in State
- **Boys Track** – 25th Place Finish at IHSA State
- **Girls Track** – IHSA Sectional Champions
- **Baseball** – IHSA Regional Champions
- **Softball** – IHSA Regional Champions
- **Boys Lacrosse** – Finished the Year Ranked 18th Place in State
- **Boys Tennis** – IHSA Sectional Champions, Finished in 10th place in the IHSA State Tournament
- **Girls Soccer** – IHSA Regional Champions, Advanced to the Sweet 16, Finished the Year Ranked 4th Place in the State
- **Boys Volleyball** – IHSA Regional Champions, Sectional Champions, 2nd Place Trophy at IHSA State

LYONS TOWNSHIP HIGH SCHOOL

DISTRICT 204 OFFICES 100 S. Brainard Ave., LaGrange, IL 60525-2101
· Tel: (708) 579-6462 · Fax: (708) 579-6454 · Email: bstachacz@lths.net · Website: www.lths.net



Brian Stachacz
Director of Business Services

Memorandum

To: Dr. Brian Waterman, Board of Education
From: Brian Stachacz
Date: 6/13/2023
Re: 2023/2024 Bond Sale

Information: During the meeting on June 20th, we will begin the conversation on the process of selling bonds later in 2023 or early in 2024. As we have discussed previously, the history of the District is to sell bonds every ten years and use the proceeds for capital improvements to the facilities. Our current outstanding bonds will be paid in full in December of 2023 and the District will have the opportunity to sell bonds once again. Currently, we believe that the District will be able to sell and receive estimated proceeds of \$25.7 million, however, that number will continue to fluctuate until the day of the actual sale. The fluctuation is due to market conditions related to bond sales, including interest rates.

Elizabeth Hennessey, Managing Director with Raymond James, will be in attendance at the meeting to present information related to the bond sale including the timeline and process that needs to be followed. Both timeline and process information are included with this packet. The District has successfully utilized Elizabeth's services for prior bond sales and she is a leader in the industry.

The Board will not need to take any action during the meeting however, as is outlined in the proposed schedule, the Board will need to take action to approve a resolution of intent for the bond sale at the Committee of the Whole meeting on August 7th. The vote will need to be at the Committee of the Whole meeting because we need at least 30 days for a petition period and there are not 30 days between the regular August meeting and the regular September meeting.

We will discuss this process thoroughly during the meeting, however, should you have any questions prior, please do not hesitate to contact me.

Recommendation: For Information.

Raymond James Public Finance

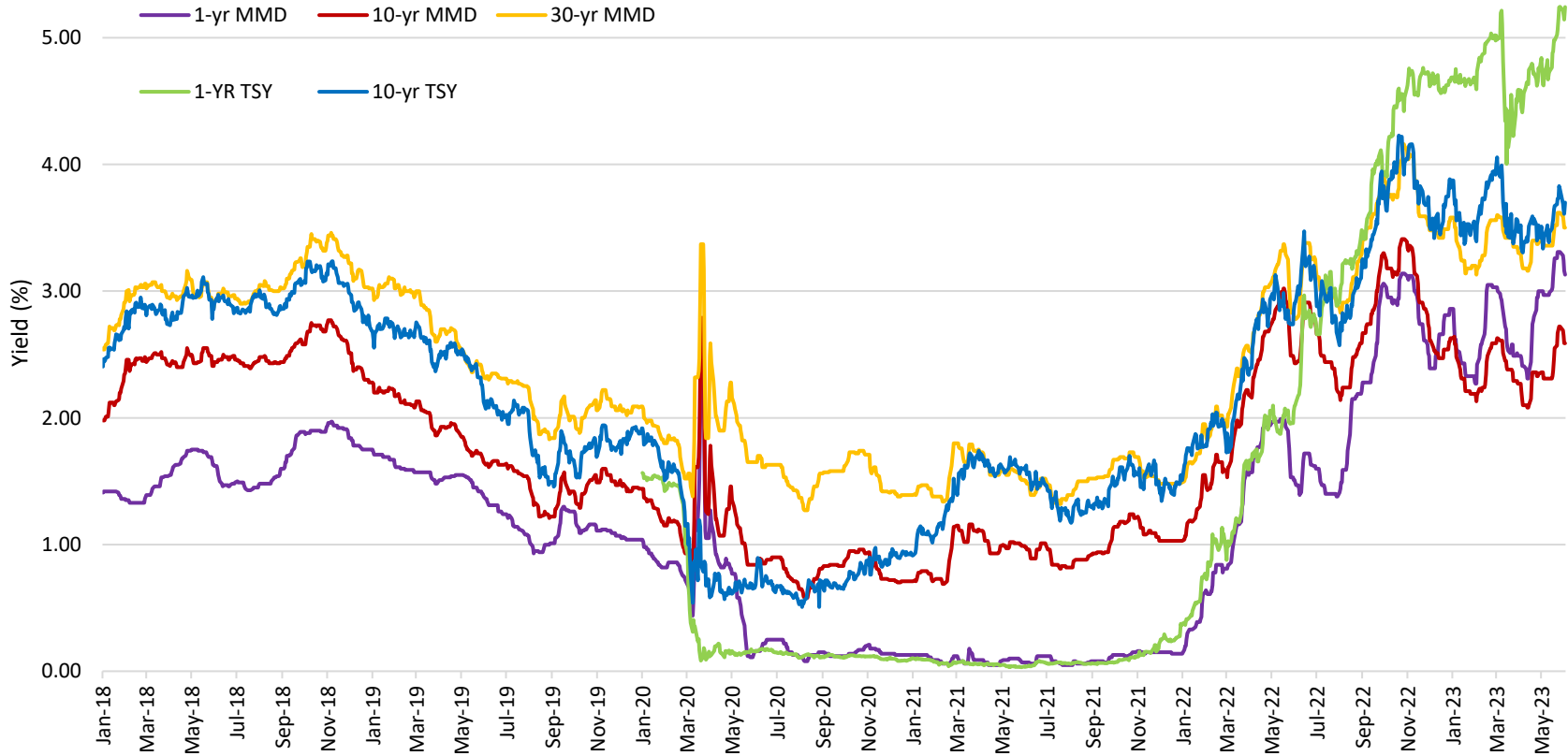
PREPARED BY: Elizabeth Hennessy, Managing Director

PREPARED FOR

Lyons Township HSD 204, Cook County, Illinois
June 20, 2023

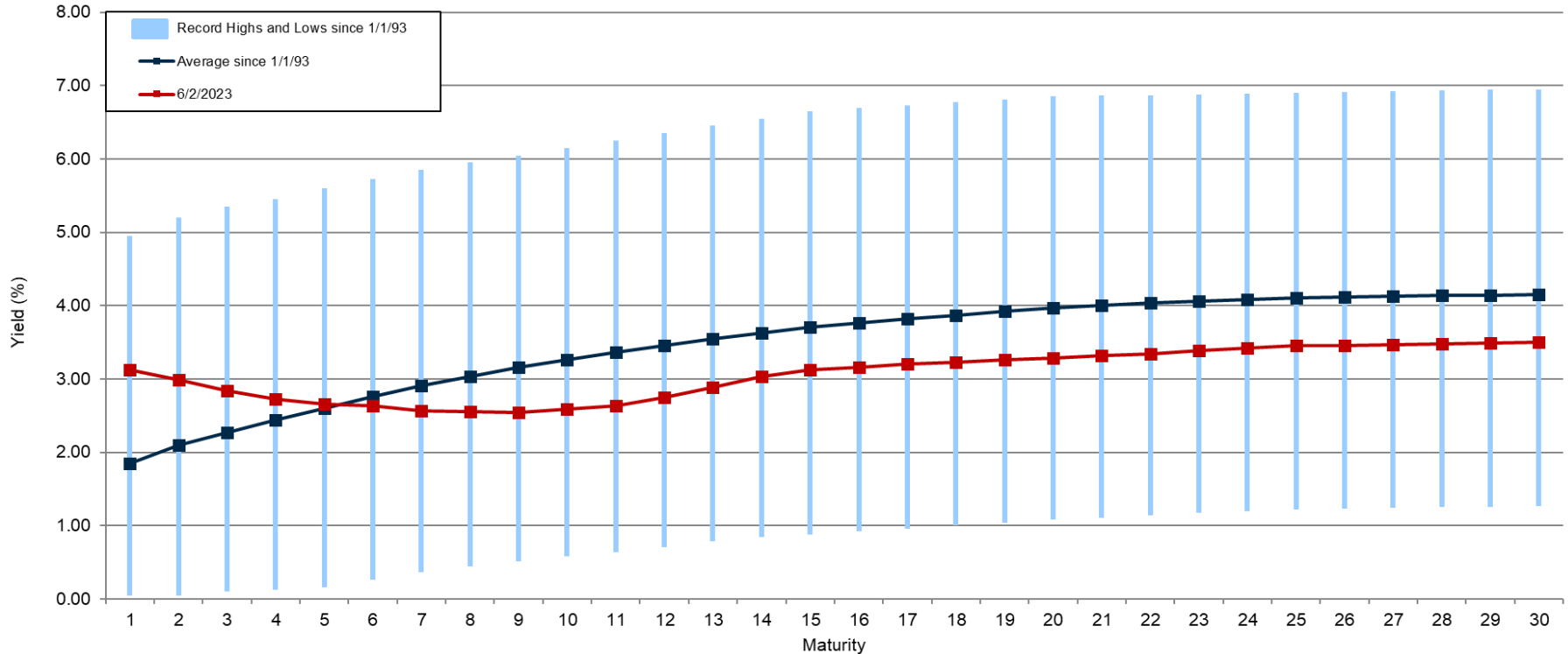


AAA-MMD Index and Treasury Rates



HISTORICAL AAA MMD RATES

- The graph below shows the range between the record highs and lows of AAA MMD at each maturity since 1993, along with average rates over this time frame and the current rates.



| | 1 | 5 | 10 | 15 | 20 | 25 | 30 |
|--------------------------|------|------|------|------|------|------|------|
| Record Low since 1/1/93 | 0.05 | 0.16 | 0.58 | 0.88 | 1.08 | 1.22 | 1.27 |
| Record High since 1/1/93 | 4.95 | 5.60 | 6.15 | 6.65 | 6.85 | 6.90 | 6.95 |
| Average since 1/1/93 | 1.85 | 2.60 | 3.26 | 3.71 | 3.97 | 4.11 | 4.15 |
| Current (06/02/23) | 3.13 | 2.66 | 2.59 | 3.12 | 3.28 | 3.45 | 3.50 |

CURRENT SITUATION: SUMMARY OF OUTSTANDING DEBT

| | | | |
|------------------------------------|--|-----------|---------------|
| Dated | December 19, 2013 | | |
| Issue | GO LTD TAX SCHOOL BONDS | | |
| Series | 2013 | | |
| Original Par | \$9,540,000 | | |
| Earliest Call | Non-Callable | | |
| Maturity | December 15 | | |
| | Amount | | Coupon |
| Rating / Credit Enhancement | [AAA Underlying] | | |
| | 2023 | 2,605,000 | 4.25%/2.95% |
| Callable | \$0 | | |
| Non-Callable | 2,605,000 | | |
| <i>Refunded</i> | 0 | | |
| Total Outstanding | \$2,605,000 | | |
| Purpose/ Notes | Working cash fund purposes for capital projects Reber Center, North Cafeteria and locker room, South entrance renovation | | |

| Statutory Debt Limit | |
|-------------------------------------|--------------------|
| Equalized Assessed Value | 3,514,376,604 |
| Times 6.9% | 6.90% |
| Subtotal | 242,491,986 |
| | |
| Less: Outstanding Principal on Debt | (2,605,000) |
| | |
| Net Debt Limit | 239,886,986 |

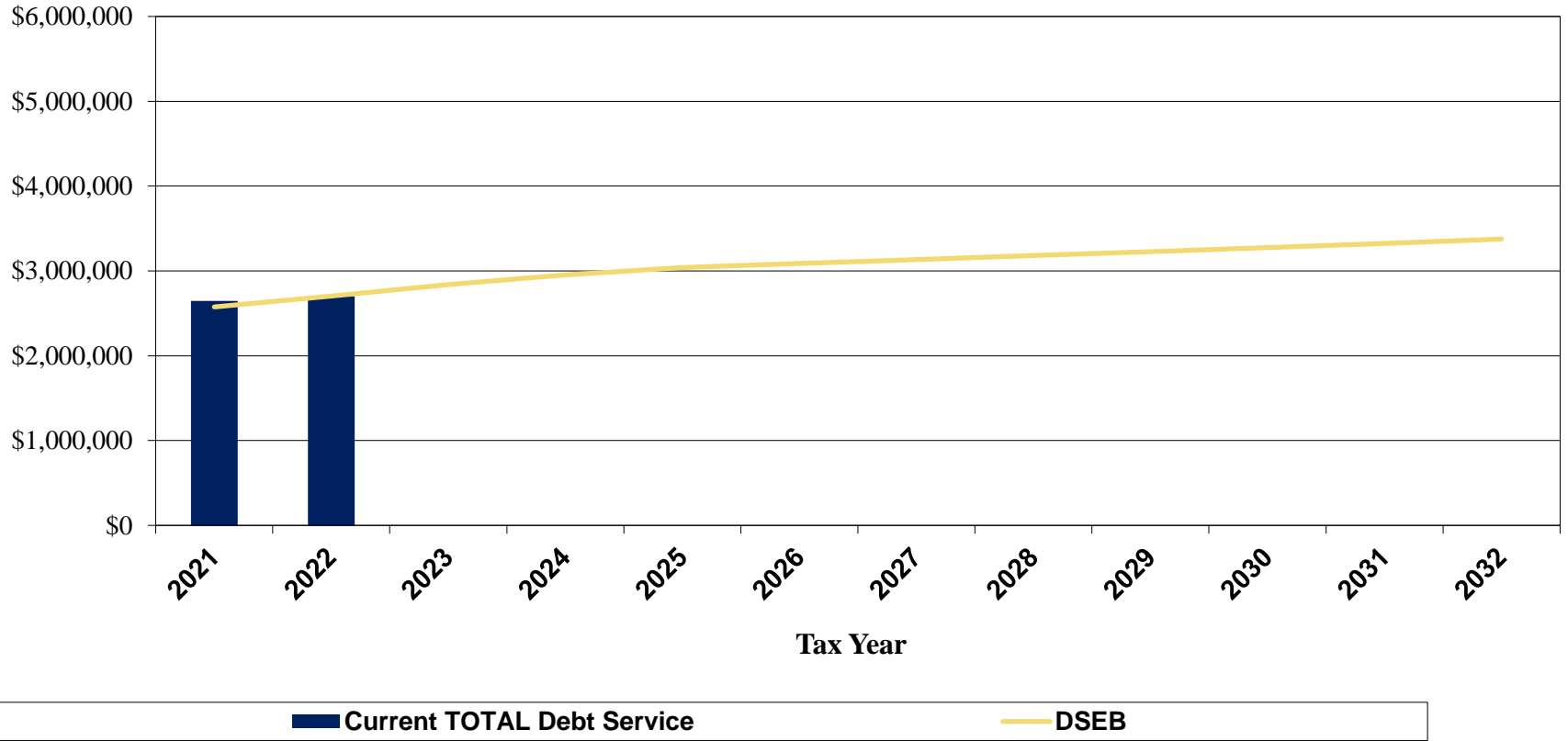
| Working Cash Fund Statutory Formula | |
|--|----------------------------|
| Equalized Assessed Value | 3,514,376,604 |
| Times Max Ed Fund Rate | 3.50% |
| Subtotal | 123,003,181 |
| Plus: | |
| CPPRT | 4,514,884 |
| EBF Funding | 4,207,075 |
| Subtotal | 131,725,140 |
| Times 85% | 111,966,369 |
| Less: Greater of Outstanding Working Cash Fund Bonds or Working Cash Fund Balance | (2,605,000) (3,979,893) |
| | - |
| Net Working Cash Fund Bonding Authority | 107,986,476 |

OUTSTANDING DEBT SERVICE AND TAX RATE

| Tax Year | Equalized Assessed Valuation | % EAV Increase | Debt Service Extension Base | CPI % Increase in DSEB | Series 2013 Debt Service | Series 2014 Debt Service | Current TOTAL Debt Service | Remaining Debt Service Extension Base | Tax Rate for Debt Service |
|----------|------------------------------|----------------|-----------------------------|------------------------|--------------------------|--------------------------|----------------------------|---------------------------------------|---------------------------|
| 2021 | 3,514,376,604 | -7.6% | 2,575,605 | 1.4% | 2,647,585 | - | 2,647,585 | (71,980) | 0.08 |
| 2022 | 3,514,376,604 | 0.0% | 2,704,385 | 5.0% | 2,701,348 | - | 2,701,348 | 3,037 | 0.08 |
| 2023 | 3,514,376,604 | 0.0% | 2,839,604 | 5.0% | - | - | - | 2,839,604 | - |
| 2024 | 3,514,376,604 | 0.0% | 2,953,188 | 4.0% | - | - | - | 2,953,188 | - |
| 2025 | 3,514,376,604 | 0.0% | 3,041,784 | 3.0% | - | - | - | 3,041,784 | - |
| 2026 | 3,514,376,604 | 0.0% | 3,087,411 | 1.5% | - | - | - | 3,087,411 | - |
| 2027 | 3,514,376,604 | 0.0% | 3,133,722 | 1.5% | - | - | - | 3,133,722 | - |
| 2028 | 3,514,376,604 | 0.0% | 3,180,728 | 1.5% | - | - | - | 3,180,728 | - |
| 2029 | 3,514,376,604 | 0.0% | 3,228,439 | 1.5% | - | - | - | 3,228,439 | - |
| 2030 | 3,514,376,604 | 0.0% | 3,276,865 | 1.5% | - | - | - | 3,276,865 | - |
| 2031 | 3,514,376,604 | 0.0% | 3,326,018 | 1.5% | - | - | - | 3,326,018 | - |
| 2032 | 3,514,376,604 | 0.0% | 3,375,909 | 1.5% | - | - | - | 3,375,909 | - |
| | | | | | 10,940,488 | 4,471,800 | 15,412,288 | | |

CPI estimated at 5% in LY 2023, 4% in 2024, 3% in 2025, and 1.5% thereafter.

Lyons Township High School District Number 204
Debt Service Capacity with CPI Increase



\$25.6M DSEB BONDS, TEN YEAR PAYBACK ISSUED NOVEMBER 7, 2023

PUBLIC FINANCE

| Tax Year | Equalized Assessed Valuation | % EAV Increase | Debt Service Extension Base | CPI % Increase in DSEB | Outstanding Debt Service | PROPOSED NEW MONEY | | Remaining Debt Service Extension Base | Tax Rate for Debt Service |
|--------------|------------------------------|----------------|-----------------------------|------------------------|--------------------------|-----------------------------------|-----------------------------|---------------------------------------|---------------------------|
| | | | | | | Proposed Series 2023 Debt Service | Proposed Total Debt Service | | |
| 2021 | 3,514,376,604 | -7.6% | 2,575,605 | 1.4% | 2,647,585 | | | (71,980) | 0.08 |
| 2022 | 3,514,376,604 | 0.0% | 2,704,385 | 5.0% | 2,701,348 | | | 3,037 | 0.08 |
| 2023 | 3,514,376,604 | 0.0% | 2,839,604 | 5.0% | - | 2,835,800 | 2,835,800 | 3,804 | 0.08 |
| 2024 | 3,514,376,604 | 0.0% | 2,953,188 | 4.0% | - | 2,953,000 | 2,953,000 | 188 | 0.08 |
| 2025 | 3,514,376,604 | 0.0% | 3,041,784 | 3.0% | - | 3,041,500 | 3,041,500 | 284 | 0.09 |
| 2026 | 3,514,376,604 | 0.0% | 3,087,411 | 1.5% | - | 3,086,000 | 3,086,000 | 1,411 | 0.09 |
| 2027 | 3,514,376,604 | 0.0% | 3,133,722 | 1.5% | - | 3,133,250 | 3,133,250 | 472 | 0.09 |
| 2028 | 3,514,376,604 | 0.0% | 3,180,728 | 1.5% | - | 3,177,750 | 3,177,750 | 2,978 | 0.09 |
| 2029 | 3,514,376,604 | 0.0% | 3,228,439 | 1.5% | - | 3,224,250 | 3,224,250 | 4,189 | 0.09 |
| 2030 | 3,514,376,604 | 0.0% | 3,276,865 | 1.5% | - | 3,272,250 | 3,272,250 | 4,615 | 0.09 |
| 2031 | 3,514,376,604 | 0.0% | 3,326,018 | 1.5% | - | 3,321,250 | 3,321,250 | 4,768 | 0.09 |
| 2032 | 3,514,376,604 | 0.0% | 3,375,909 | 1.5% | - | 3,375,750 | 3,375,750 | 159 | 0.10 |
| 2033 | 3,514,376,604 | 0.0% | 3,426,547 | 1.5% | - | - | - | 3,426,547 | - |
| 2034 | 3,514,376,604 | 0.0% | 3,477,945 | 1.5% | - | - | - | 3,477,945 | - |
| 2035 | 3,514,376,604 | 0.0% | 3,530,115 | 1.5% | - | - | - | 3,530,115 | - |
| 2036 | 3,514,376,604 | 0.0% | 3,583,066 | 1.5% | - | - | - | 3,583,066 | - |
| 2037 | 3,514,376,604 | 0.0% | 3,636,812 | 1.5% | - | - | - | 3,636,812 | - |
| 2038 | 3,514,376,604 | 0.0% | 3,691,364 | 1.5% | - | - | - | 3,691,364 | - |
| 2039 | 3,514,376,604 | 0.0% | 3,746,735 | 1.5% | - | - | - | 3,746,735 | - |
| 2040 | 3,514,376,604 | 0.0% | 3,802,936 | 1.5% | - | - | - | 3,802,936 | - |
| 2041 | 3,514,376,604 | 0.0% | 3,859,980 | 1.5% | - | - | - | 3,859,980 | - |
| Total | | | | | 7,942,268 | 31,420,800 | 39,363,068 | | |

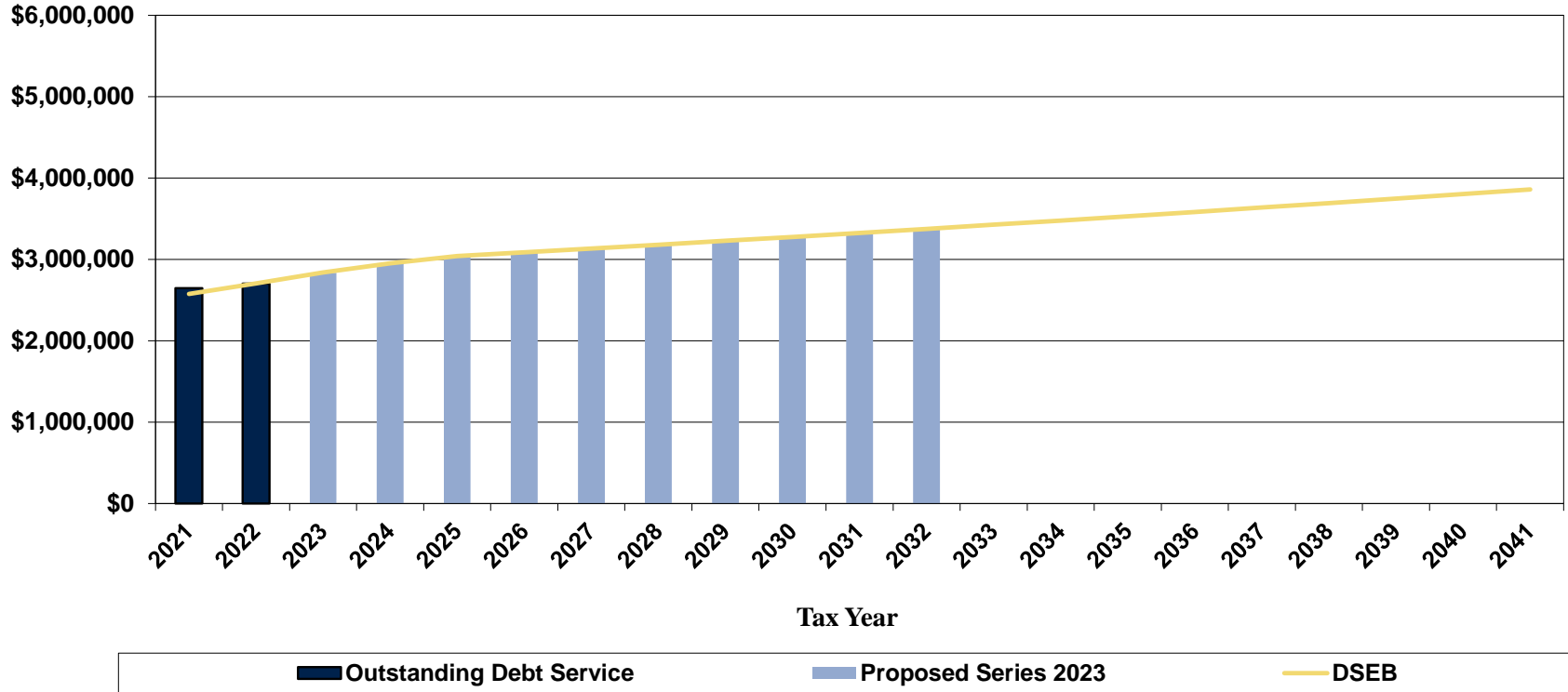
3.71% All-in True Interest Cost

\$25,674,982 Total Proceeds

CPI estimated at 5% in LY 2023, 4% in LY2024, 3% in LY2025, and 1.5% thereafter.

* Rates used are based on current market rates for AAA IL transactions, using MMD Index as of June 5, 2023, plus 0.50% cushion.

Lyons Township High School District Number 204
Debt Service



| Date | Activity |
|---|--|
| June 20, 2023 Board Meeting | Discuss plan of finance and schedule |
| August 4, 2023 | Publish Notice of Public Hearing |
| August 7, 2023 Board Meeting | Hold Public Hearing on Issuance of Bonds Approve Resolution of intent to issue up to \$25M in non-referendum bonds |
| Week of August 9, 2023 | Publish Notice of Intent in local newspaper beginning 30 day petition period |
| September 18, 2023 Board Meeting | Approve parameters bond resolution authorizing sale of bonds with approval of Board delegates (typically Board President and CSBO) |
| September 25, 2023 | Rating meeting with Standard and Poor's |
| October 17, 2023 | Sell bonds with approval of Board delegates, assuming appropriate market conditions |
| November 7, 2023 | Close bond issue and receive proceeds |

The information contained herein is solely intended to facilitate discussion of potentially applicable financing applications and is not intended to be a specific buy/sell recommendation, nor is it an official confirmation of terms. Any terms discussed herein are preliminary until confirmed in a definitive written agreement. While we believe that the outlined financial structure or marketing strategy is the best approach under the current market conditions, the market conditions at the time any proposed transaction is structured or sold may be different, which may require a different approach.

The analysis or information presented herein is based upon hypothetical projections and/or past performance that have certain limitations. No representation is made that it is accurate or complete or that any results indicated will be achieved. In no way is past performance indicative of future results. Changes to any prices, levels, or assumptions contained herein may have a material impact on results. Any estimates or assumptions contained herein represent our best judgment as of the date indicated and are subject to change without notice. Examples are merely representative and are not meant to be all-inclusive.

Raymond James shall have no liability, contingent or otherwise, to the recipient hereof or to any third party, or any responsibility whatsoever, for the accuracy, correctness, timeliness, reliability or completeness of the data or formulae provided herein or for the performance of or any other aspect of the materials, structures and strategies presented herein. This Presentation is provided to you for the purpose of your consideration of the engagement of Raymond James as an underwriter and not as your financial advisor or Municipal Advisor (as defined in Section 15B of the Exchange Act of 1934, as amended), and we expressly disclaim any intention to act as your fiduciary in connection with the subject matter of this Presentation. The information provided is not intended to be and should not be construed as a recommendation or "advice" within the meaning of Section 15B of the above-referenced Act. Any portion of this Presentation which provides information on municipal financial products or the issuance of municipal securities is only given to provide you with factual information or to demonstrate our experience with respect to municipal markets and products. Municipal Securities Rulemaking Board ("MSRB") Rule G-17 requires that we make the following disclosure to you at the earliest stages of our relationship, as underwriter, with respect to an issue of municipal securities: the underwriter's primary role is to purchase securities with a view to distribution in an arm's-length commercial transaction with the issuer and it has financial and other interests that differ from those of the issuer.

Raymond James does not provide accounting, tax or legal advice; however, you should be aware that any proposed transaction could have accounting, tax, legal or other implications that should be discussed with your advisors and/or legal counsel.

Raymond James and affiliates, and officers, directors and employees thereof, including individuals who may be involved in the preparation or presentation of this material, may from time to time have positions in, and buy or sell, the securities, derivatives (including options) or other financial products of entities mentioned herein. In addition, Raymond James or affiliates thereof may have served as an underwriter or placement agent with respect to a public or private offering of securities by one or more of the entities referenced herein.

This Presentation is not a binding commitment, obligation, or undertaking of Raymond James. No obligation or liability with respect to any issuance or purchase of any Bonds or other securities described herein shall exist, nor shall any representations be deemed made, nor any reliance on any communications regarding the subject matter hereof be reasonable or justified unless and until (1) all necessary Raymond James, rating agency or other third party approvals, as applicable, shall have been obtained, including, without limitation, any required Raymond James senior management and credit committee approvals, (2) all of the terms and conditions of the documents pertaining to the subject transaction are agreed to by the parties thereto as evidenced by the execution and delivery of all such documents by all such parties, and (3) all conditions hereafter established by Raymond James for closing of the transaction have been satisfied in our sole discretion. Until execution and delivery of all such definitive agreements, all parties shall have the absolute right to amend this Presentation and/or terminate all negotiations for any reason without liability therefor. Thomson Reuters Municipal Market Data ("MMD") is a proprietary yield curve which provides the offer-side of AAA rated state general obligation bonds as determined by the MMD analyst team. Raymond James & Associates, Inc., member New York Stock Exchange/SIPC.

**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
SUMMARY OF MAY 2023 EXPENSES
FOR BOARD OF EDUCATION APPROVAL ON JUNE 20, 2023**

| ACCOUNTS PAYABLE | PAID | TOTAL |
|-------------------------------|------------------------|-------------------------------|
| EDUCATION FUND | \$ 1,045,659.40 | |
| OPERATIONS BLDG MAINT | \$ 363,896.60 | |
| TRANSPORTATION | \$ 149,700.97 | |
| CAPITAL PROJECTS | <u>\$ 1,208,519.27</u> | |
| TOTAL ACCOUNTS PAYABLE | | <u>\$ 2,767,776.24</u> |
| PAYROLL | | |
| EDUCATION FUND | \$ 5,295,813.68 | |
| OPERATIONS BLDG MAINT | \$ 388,034.21 | |
| IMRF/FICA/MEDICARE | <u>\$ 338,659.14</u> | |
| TOTAL PAYROLL | | <u>\$ 6,022,507.03</u> |
| TOTAL EXPENDITURES | | <u>\$ 8,790,283.27</u> |

The Undersigned do hereby certify that the Accounts Payable and Payroll Expenditures in the amount of \$8,790,283.27 approved for payment at the Lyons Township High School District 204 Board of Education Meeting, Cook County, Illinois held on June 20, 2023.

Dawn Aubert, President

Tim Albores, Secretary

**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
SUMMARY OF REVENUES - FISCAL YEAR 2022-23
FOR THE MONTH OF MAY 2023**

| | AMENDED BUDGET | MONTHLY REVENUES | FISCAL YTD REVENUES | TRANSFERS | BUDGET BALANCE | % REALIZED |
|-----------------------------------|---------------------------|-----------------------------|--------------------------------|------------------------|---------------------------|-----------------------|
| <u>OPERATING FUNDS</u> | | | | | | |
| EDUCATION - 10 | \$ 75,314,355.00 | \$ 2,579,603.00 | \$ 71,560,760.92 | \$ - | \$ 3,753,594.08 | 95.02% |
| OPERATIONS & MAINTENANCE - 20 | \$ 14,426,355.00 | \$ 62,155.80 | \$ 18,206,484.52 | \$ - | \$ (3,780,129.52) | 0.00% |
| TRANSPORTATION - 40 | \$ 3,690,175.00 | \$ 22,266.50 | \$ 3,706,016.33 | \$ - | \$ (15,841.33) | 0.00% |
| IMRF/SOCIAL SECURITY - 50/51 | \$ 3,261,101.00 | \$ 7,689.50 | \$ 3,268,406.60 | \$ - | \$ (7,305.60) | 0.00% |
| TOTAL | \$ 96,691,986.00 | \$ 2,671,714.80 | \$ 96,741,668.37 | \$ - | \$ (49,682.37) | 100.05% |
| <u>NON OPERATING FUNDS</u> | | | | | | |
| DEBIT SERVICE - 30 | \$ 2,674,974.00 | \$ 6,692.34 | \$ 2,581,071.81 | \$ - | \$ 93,902.19 | 96.49% |
| CAPITAL PROJECTS - 60 | \$ 1,000.00 | \$ 6,802.99 | \$ 28,915.16 | \$ 5,761,517.00 | \$ 5,733,601.84 | 0.00% |
| TOTAL | \$ 2,675,974.00 | \$ 13,495.33 | \$ 2,609,986.97 | \$ 5,761,517.00 | \$ 93,902.19 | 97.53% |
| <u>WORKING CASH</u> | | | | | | |
| WORKING CASH - 70 | \$ 30,000.00 | \$ 17,862.22 | \$ 118,839.46 | \$ - | \$ (88,839.46) | 0.00% |
| TOTAL | \$ 30,000.00 | \$ 17,862.22 | \$ 118,839.46 | \$ - | \$ (88,839.46) | 0.00% |
| TOTAL | \$ 99,397,960.00 | \$ 2,703,072.35 | \$ 99,470,494.80 | \$ 5,761,517.00 | \$ (44,619.64) | 100.07% |

**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
SUMMARY OF EXPENSES - FISCAL YEAR 2022-23
FOR THE MONTH OF MAY 2023**

| | AMENDED BUDGET | MONTHLY EXPENSES | FISCAL YTD EXPENSES | TRANSFERS | BUDGET BALANCE | % REALIZED |
|-----------------------------------|---------------------------|-----------------------------|--------------------------------|--------------------------|---------------------------|-----------------------|
| <u>OPERATING FUNDS</u> | | | | | | |
| EDUCATION - 10 | \$ 73,914,355.00 | \$ 6,072,542.50 | \$ 61,088,993.90 | \$ (500,000.00) | \$ 12,325,361.10 | 82.65% |
| OPERATIONS & MAINTENANCE - 20 | \$ 9,304,838.00 | \$ 749,816.96 | \$ 21,286,512.91 | \$ (5,261,517.00) | \$ (6,720,157.91) | 0.00% |
| TRANSPORTATION - 40 | \$ 3,480,175.00 | \$ 149,700.97 | \$ 2,297,194.04 | \$ - | \$ 1,182,980.96 | 66.01% |
| IMRF/SOCIAL SECURITY - 50/51 | \$ 3,256,101.00 | \$ 338,659.14 | \$ 2,696,397.94 | \$ - | \$ 559,703.06 | 82.81% |
| TOTAL | \$ 89,955,469.00 | \$ 7,310,719.57 | \$ 87,369,098.79 | \$ (5,761,517.00) | \$ 7,347,887.21 | 97.12% |
| <u>NON OPERATING FUNDS</u> | | | | | | |
| DEBIT SERVICE - 30 | \$ 2,604,466.00 | \$ - | \$ 2,556,292.50 | \$ - | \$ 48,173.50 | 98.15% |
| CAPITAL PROJECTS - 60 | \$ 7,782,979.00 | \$ 1,208,519.27 | \$ 4,229,391.82 | \$ - | \$ 3,553,587.18 | 54.34% |
| TOTAL | \$ 10,387,445.00 | \$ 1,208,519.27 | \$ 6,785,684.32 | \$ - | \$ 3,601,760.68 | 65.33% |
| <u>WORKING CASH</u> | | | | | | |
| WORKING CASH - 70 | \$ - | \$ - | \$ - | \$ - | \$ - | 0.00% |
| TOTAL | \$ - | \$ - | \$ - | \$ - | \$ - | 0.00% |
| TOTAL | \$ 100,342,914.00 | \$ 8,519,238.84 | \$ 94,154,783.11 | \$ (5,761,517.00) | \$ 10,949,647.89 | 93.83% |

LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
FUND BALANCE FINANCIAL REPORT - FISCAL YEAR 2022-23
FOR THE MONTH OF MAY 2023

| | FUND BALANCE JULY 1, 2022 | FISCAL YTD REVENUES | FISCAL YTD EXPENSES | TRANSFERS | FUND BALANCE |
|-----------------------------------|------------------------------|-------------------------|-------------------------|--------------------------|-------------------------|
| <u>OPERATING FUNDS</u> | | | | | |
| EDUCATION - 10 | \$ 34,503,713.19 | \$ 71,560,760.92 | \$ 61,088,993.90 | \$ (500,000.00) | \$ 44,475,480.21 |
| OPERATIONS & MAINTENANCE - 20 | \$ 8,906,064.91 | \$ 18,206,484.52 | \$ 21,286,512.91 | \$ (5,261,517.00) | \$ 5,826,036.52 |
| TRANSPORTATION - 40 | \$ 3,732,195.14 | \$ 3,706,016.33 | \$ 2,297,194.04 | \$ - | \$ 5,141,017.43 |
| IMRF/SOCIAL SECURITY - 50/51 | \$ 1,291,296.41 | \$ 3,268,406.60 | \$ 2,696,397.94 | \$ - | \$ 1,863,305.07 |
| TOTAL | \$ 48,433,269.65 | \$ 96,741,668.37 | \$ 87,369,098.79 | \$ (5,761,517.00) | \$ 57,305,839.23 |
| <u>NON OPERATING FUNDS</u> | | | | | |
| DEBIT SERVICE - 30 | \$ 1,496,069.65 | \$ 2,581,071.81 | \$ 2,556,292.50 | \$ - | \$ 1,520,848.96 |
| CAPITAL PROJECTS - 60 | \$ - | \$ 28,915.16 | \$ 4,229,391.82 | \$ 5,761,517.00 | \$ 1,561,040.34 |
| TOTAL | \$ 1,496,069.65 | \$ 2,609,986.97 | \$ 6,785,684.32 | \$ 5,761,517.00 | \$ 3,081,889.30 |
| <u>WORKING CASH</u> | | | | | |
| WORKING CASH - 70 | \$ 3,979,893.15 | \$ 118,839.46 | \$ - | \$ - | \$ 4,098,732.61 |
| TOTAL | \$ 3,979,893.15 | \$ 118,839.46 | \$ - | \$ - | \$ 4,098,732.61 |
| TOTAL | \$ 53,909,232.45 | \$ 99,470,494.80 | \$ 94,154,783.11 | \$ - | \$ 64,486,461.14 |

LADSE

The LaGrange Area Department of Special Education

LA GRANGE AREA DEPARTMENT OF SPECIAL EDUCATION

SUMMARY OF BILLS AND PAYROLLS

Presented

June 20 2023

SUMMARY FINANCIAL REPORT OF REVENUE - May 2023

| OPERATING FUNDS | BUDGET | TRANSFERS | CURRENT | YTD REVENUES | BALANCE | PERCENT |
|--------------------------|-------------------|------------------|----------------|---------------------|------------------|----------------|
| EDUCATION FUND | 28,540,064 | - | 350,443 | 24,396,541 | 4,143,523.38 | 85.48% |
| VOCATIONAL ACTIVITY FUND | - | - | 50 | 991 | 991 | 0.00% |
| O&M FUND | - | - | - | 179,193 | 179,193 | 0.00% |
| TOTAL | 28,540,064 | - | 350,494 | 24,576,725 | 3,963,339 | 86.11% |

SUMMARY FINANCIAL REPORT OF EXPENSE - May 2023

| OPERATING FUNDS | BUDGET | TRANSFERS | CURRENT | YTD | BALANCE | PERCENT |
|--------------------------|-------------------|------------------|------------------|-------------------|------------------|----------------|
| EDUCATION FUND | 28,540,064 | - | 2,326,207 | 22,175,842 | 6,364,222 | 77.70% |
| VOCATIONAL ACTIVITY FUND | - | - | - | 1,297 | (1,297) | 0.00% |
| O&M FUND | - | - | 7,182 | 312,742 | (312,742.06) | 0.00% |
| TOTAL | 28,540,064 | - | 2,333,389 | 22,489,881 | 6,050,183 | 78.80% |

MONTHLY FUND BALANCE REPORT FOR - May 2023

| OPERATING FUNDS | JULY 1ST EQUITY | YEAR TO DATE | YEAR TO DATE | BALANCE |
|--------------------------|------------------------|---------------------|---------------------|------------------|
| EDUCATION FUND | 2,134,054 | 24,396,541 | (22,175,842) | 4,354,753 |
| VOCATIONAL ACTIVITY FUND | 15,103 | 991 | (1,297.00) | 14,798 |
| O&M FUND | 158,090 | 179,193 | (312,742.06) | 24,541 |
| TOTAL | 2,307,248 | 24,576,725 | (22,489,881) | 4,394,091 |

SUMMARY OF EXPENSES FOR MAY 2023 BOARD OF EDUCATION APPROVAL ON JUNE 20, 2023

| | EXPENSES | EXPENSES | TOTAL |
|--------------------------|----------------------|-------------|----------------------|
| EDUCATION FUND | \$ 169,044.72 | | \$ 169,044.72 |
| VOCATIONAL ACTIVITY FUND | \$ - | \$ - | \$ - |
| TOTAL A/P | \$ 169,044.72 | \$ - | \$ 169,044.72 |

| PAYROLL | | | |
|----------------------|--|--|------------------------|
| EDUCATION FUND | | | \$ 1,676,672.82 |
| BOARD SHARE EXPENSES | | | \$ 487,671.52 |
| TOTAL PAYROLL | | | \$ 2,164,344.34 |

| | | | |
|----------------------|--|--|----------|
| VOCATIONAL FUND | | | - |
| BOARD SHARE EXPENSES | | | - |
| TOTAL PAYROLL | | | - |

2,333,389

| |
|--|
| <p>THE UNDERSIGNED DO HEREBY CERTIFY THAT ACCOUNTS PAYABLE LISTINGS AND PAYROLLS IN THE AMOUNT OF \$2,333,389.06 WERE APPROVED FOR PAYMENT AT THE MEETING OF THE BOARD OF EDUCATION OF SCHOOL DISTRICT #204, COOK COUNTY, ILLINOIS HELD ON JUNE 20, 2023 AND AUTHORIZE THE SCHOOL TRUSTEES OF TOWNSHIP 38, RANGE 12 TO PAY THE SAME.</p> |
|--|

PRESIDENT

SECRETARY

LADSE

The LaGrange Area Department of Special Education

LA GRANGE AREA DEPARTMENT OF SPECIAL EDUCATION

SUMMARY OF BILLS AND PAYROLLS

Presented

June 20 2023

LaGrange Area Dept. of Special Education

Fund Balances

Fiscal Year: 2022-2023

Month: May
 Year: 2023
 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 | \$2,134,054.28 | \$24,396,540.62 | (\$22,175,842.01) | \$0.00 | \$4,354,752.89 |
| 20 | OPERATIONS & MAINTENANCE | \$158,090.06 | \$179,192.90 | (\$312,742.06) | \$0.00 | \$24,540.90 |
| 99 | ACTIVITY FUND - SHREDDER WORKS | \$15,103.23 | \$991.39 | (\$1,297.00) | \$0.00 | \$14,797.62 |
| Grand Total: | | \$2,307,247.57 | \$24,576,724.91 | (\$22,489,881.07) | \$0.00 | \$4,394,091.41 |

End of Report

LAGRANGE AREA DEPT. OF SPECIAL EDUCATION VOUCHER

Voucher No: 1188

Voucher Date: 05/09/2023

Prepared By:

B. Chappell

Printed: 05/08/2023 02:45:29 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 \$950.00 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2022 to June 30, 2023 (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 5.8.2023
Jacquelyn Bogan Director of Business Services

LAGRANGE AREA DEPT. OF SPECIAL
EDUCATION

| Fund | Amount |
|--------------|-----------------|
| 10 EDUCATION | \$950.00 |
| | \$950.00 |

LaGrange Area Dept. of Special Education

Check Listing

Fiscal Year: 2022-2023

Criteria:

Bank Account: OPERATING 2045 184641

From Date: 5/9/2023
From Check: 245810891
From Voucher: 1188

To Date: 5/9/2023
To Check: 245810891
To Voucher: 1188

| Check Number | Date | Payee | Amount | Voucher | Status | Type | Cleared? | Clear Date | Void Date |
|--------------|------------|-------------|----------|---------|---------|---------|--------------------------|------------|-----------|
| 245810891 | 05/09/2023 | Juan Valdez | \$950.00 | 1188 | Printed | Expense | <input type="checkbox"/> | | |

Total Amount: \$950.00

End of Report

LAGRANGE AREA DEPT. OF SPECIAL EDUCATION VOUCHER

Voucher No: 1189

Voucher Date: 05/15/2023

Prepared By:

B. Chappelle
Printed: 05/11/2023 11:51:42 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 \$24,008.41 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2022 to June 30, 2023 (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 5-12-23
Jacquelyn Bogan Director of Business Services

LAGRANGE AREA DEPT. OF SPECIAL
EDUCATION

| Fund | Amount |
|--------------|--------------------|
| 10 EDUCATION | \$24,008.41 |
| | \$24,008.41 |

LaGrange Area Dept. of Special Education

Voucher Detail Listing

Voucher Batch Number: 1189 05/15/2023

Fiscal Year: 2022-2023

| Vendor Remit Name Description | Vendor # | QTY | PO No. | Invoice Invoice Date | Account | Amount |
|----------------------------------|----------|-----|--------|-----------------------------|--|--------------------|
| Holy Guardian Angels Parish | | | | | | |
| Check Group: | | | | | | |
| ROOM RENTALS | | 1 0 | | 052023-01 5/10/2023 | 10.5.2570.3250.900.1100 ROOM RENTALS | \$4,879.21 |
| ROOM RENTALS | | 1 0 | | Rent June 2023 5/10/2023 | 10.5.2570.3250.900.1100 ROOM RENTALS | \$16,233.65 |
| | | | | | Check #: 0 | |
| | | | | | PO/InvoiceTotal: | <u>\$21,112.86</u> |
| | | | | | Vendor Total: | <u>\$21,112.86</u> |
| Richard Rickelman | | | | | | |
| Check Group: | | | | | | |
| AIDE SALARIES | | 1 0 | | 11 5/10/2023 | 10.5.1200.3100.453.1100 PROFESSIONAL TECHNICAL SERVICES | \$2,873.28 |
| TRAVEL LOCAL MILEAGE | | 1 0 | | 20230420 5/10/2023 | 10.5.1200.3399.453.1100 TRAVEL LOCAL MILEAGE | \$22.27 |
| | | | | | Check #: 0 | |
| | | | | | PO/InvoiceTotal: | <u>\$2,895.55</u> |
| | | | | | Vendor Total: | <u>\$2,895.55</u> |
| | | | | | Grand Total: | <u>\$24,008.41</u> |

End of Report

LAGRANGE AREA DEPT. OF SPECIAL EDUCATION VOUCHER

Voucher No: 1190 Voucher Date: 05/15/2023

Prepared By:

Printed: 05/11/2023 01:51:09 PM

Bchappell

LAGRANGE AREA DEPT. OF SPECIAL EDUCATION is hereby authorized to draw warrants against LAGRANGE AREA DEPT. OF SPECIAL EDUCATION funds for the sum of \$150,242.93 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2022 to June 30, 2023 (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.

Jasqueelyn Bogan 5.12.23
Director of Business Services

LAGRANGE AREA DEPT. OF SPECIAL EDUCATION

| Fund | Amount |
|-----------------------------|---------------------|
| 10 EDUCATION | \$143,061.07 |
| 20 OPERATIONS & MAINTENANCE | \$7,181.86 |
| | \$150,242.93 |

LaGrange Area Dept. of Special Education

Reprint Check Listing

Fiscal Year: 2022-2023

Criteria:

Bank Account: OPERATING 2045 184641

From Date:
From Check: 245810892
From Voucher:

To Date:
To Check: 245811022
To Voucher:

| Check Number | Date | Payee | Amount | Voucher | Status | Type | Cleared? | Clear Date | Void Date |
|--------------|------------|--------------------------|-------------|---------|---------|---------|--------------------------|------------|-----------|
| 245810892 | 05/15/2023 | Albertsons Safeway | \$126.33 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810893 | 05/15/2023 | Amazon Capital Services | \$937.23 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810894 | 05/15/2023 | At & T | \$1,397.28 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810895 | 05/15/2023 | Athas, Heidi S | \$13.82 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810896 | 05/15/2023 | Bmo Corporate Mastercard | \$23,362.12 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810897 | 05/15/2023 | Bonistalli, Carolyn | \$120.00 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810898 | 05/15/2023 | Boss, Terri J | \$120.00 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810899 | 05/15/2023 | BrightStar Care | \$8,208.00 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810900 | 05/15/2023 | Brunswick, Wendy S | \$120.00 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810901 | 05/15/2023 | Burcor Properties | \$2,360.00 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810902 | 05/15/2023 | Burke, Jennifer L | \$102.05 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810903 | 05/15/2023 | Butler, Madeleine M | \$311.92 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810904 | 05/15/2023 | Bylsma, Karen | \$54.96 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810905 | 05/15/2023 | Caccavale, Jovi L | \$120.00 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810906 | 05/15/2023 | Cameron, Jennifer L | \$112.48 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810907 | 05/15/2023 | Canon Solutions America | \$2,073.31 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810908 | 05/15/2023 | Carey, Veronica | \$62.41 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810909 | 05/15/2023 | Carrie Speakman | \$350.00 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810910 | 05/15/2023 | Cdw Government Inc | \$2,621.78 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810911 | 05/15/2023 | Cervenka, Carrie E | \$120.00 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810912 | 05/15/2023 | Chambers, Darelyn T | \$120.00 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810913 | 05/15/2023 | Chappell, Barbara A | \$1,550.00 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810914 | 05/15/2023 | Chapski, Deanna | \$161.25 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810915 | 05/15/2023 | Clemens, Marlene M | \$85.15 | 1190 | Printed | Expense | <input type="checkbox"/> | | |

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LaGrange Area Dept. of Special Education

Reprint Check Listing

Fiscal Year: 2022-2023

Criteria:

Bank Account: OPERATING 2045 184641

From Date:
From Check: 245810892
From Voucher:

To Date:
To Check: 245811022
To Voucher:

| Check Number | Date | Payee | Amount | Voucher | Status | Type | Cleared? | Clear Date | Void Date |
|--------------|------------|-----------------------------------|------------|---------|---------|---------|--------------------------|------------|-----------|
| 245810916 | 05/15/2023 | Cleveland, Jenelle | \$138.01 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810917 | 05/15/2023 | ComEd | \$3,475.50 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810918 | 05/15/2023 | COTG | \$1,504.50 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810919 | 05/15/2023 | Craig, Kathryn | \$32.52 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810920 | 05/15/2023 | Crisis Prevention Institute | \$1,549.00 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810921 | 05/15/2023 | Crumrine, Diane M | \$33.54 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810922 | 05/15/2023 | Cruz-Walsh, Lisa | \$120.00 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810923 | 05/15/2023 | Current Technologies Corp | \$472.50 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810924 | 05/15/2023 | Dahme Mechanical Industries, Inc. | \$1,419.50 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810925 | 05/15/2023 | Dazlyn Lopez | \$163.71 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810926 | 05/15/2023 | Delgado, Christine J | \$118.62 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810927 | 05/15/2023 | DelliCarpini, Michael | \$119.84 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810928 | 05/15/2023 | Dmochowski, Kathy | \$277.58 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810929 | 05/15/2023 | Dore, Heidi L | \$120.00 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810930 | 05/15/2023 | Duvall, Danika R | \$159.30 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810931 | 05/15/2023 | Eliza Cattani | \$4.59 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810932 | 05/15/2023 | Espinosa, Cynthia A | \$155.70 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810933 | 05/15/2023 | Evans, Lila M | \$97.50 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810934 | 05/15/2023 | Favela Mata, Isabel | \$120.00 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810935 | 05/15/2023 | Fisher, Alexandra E | \$36.66 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810936 | 05/15/2023 | Flinn Scientific | \$625.62 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810937 | 05/15/2023 | Foster, Laura A | \$120.00 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810938 | 05/15/2023 | Gallagher, Susan C | \$529.83 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810939 | 05/15/2023 | Garlinger, Amy | \$40.68 | 1190 | Printed | Expense | <input type="checkbox"/> | | |

LaGrange Area Dept. of Special Education

Reprint Check Listing

Fiscal Year: 2022-2023

Criteria:

Bank Account: OPERATING 2045 184641

From Date:
From Check: 245810892
From Voucher:

To Date:
To Check: 245811022
To Voucher:

| Check Number | Date | Payee | Amount | Voucher | Status | Type | Cleared? | Clear Date | Void Date |
|--------------|------------|--|------------|---------|---------|---------|--------------------------|------------|-----------|
| 245810940 | 05/15/2023 | Groenendyk, Isaac J | \$135.20 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810941 | 05/15/2023 | Guerrero, Elsa R | \$7.50 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810942 | 05/15/2023 | Gullapalli, Girija M | \$120.00 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810943 | 05/15/2023 | Guzman, Ivonne J | \$162.58 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810944 | 05/15/2023 | Hansen, Amy C | \$53.65 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810945 | 05/15/2023 | High Quality Flooring | \$6,995.00 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810946 | 05/15/2023 | Horton'S Of La Grange | \$21.07 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810947 | 05/15/2023 | IDRT | \$1,440.00 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810948 | 05/15/2023 | Illinois ASBO | \$525.00 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810949 | 05/15/2023 | Illinois Depart of Public Health | \$400.00 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810950 | 05/15/2023 | Institutue for Multi Sensory Education | \$4,500.00 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810951 | 05/15/2023 | Jamie Nick | \$143.58 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810952 | 05/15/2023 | Jelinek, Katelyn | \$132.48 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810953 | 05/15/2023 | Kaplan'S School Supply Corp. | \$3,518.48 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810954 | 05/15/2023 | King, Marisol K | \$120.00 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810955 | 05/15/2023 | Kriha Law LLC | \$648.00 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810956 | 05/15/2023 | Kubistal, Laura L | \$120.00 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810957 | 05/15/2023 | Laurie Waldeck | \$270.00 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810958 | 05/15/2023 | Learning without Tears | \$30.65 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810959 | 05/15/2023 | LMByrne, Ltd. | \$1,150.00 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810960 | 05/15/2023 | Loftus, Jacqueline | \$54.11 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810961 | 05/15/2023 | Loranger, Thomas A | \$120.00 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810962 | 05/15/2023 | Lyons, Shannon | \$120.00 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810963 | 05/15/2023 | Martin, Courtney AH | \$843.75 | 1190 | Printed | Expense | <input type="checkbox"/> | | |

LaGrange Area Dept. of Special Education

Reprint Check Listing

Fiscal Year: 2022-2023

Criteria:

Bank Account: OPERATING 2045 184641

From Date:

From Check: 245810892

From Voucher:

To Date:

To Check: 245811022

To Voucher:

| Check Number | Date | Payee | Amount | Voucher | Status | Type | Cleared? | Clear Date | Void Date |
|--------------|------------|--------------------------|-------------|---------|---------|---------|--------------------------|------------|-----------|
| 245810964 | 05/15/2023 | Maruyama, Blythe J | \$79.52 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810965 | 05/15/2023 | Massanisso, Lisa M | \$6.10 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810966 | 05/15/2023 | Maxim Staffing Solutions | \$14,236.05 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810967 | 05/15/2023 | Mayra Romero | \$125.00 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810968 | 05/15/2023 | McCracken, Elizabeth J | \$120.00 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810969 | 05/15/2023 | McDermott, Callan P | \$169.98 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810970 | 05/15/2023 | McKenna, Catherine A | \$28.23 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810971 | 05/15/2023 | McMahon, Susan M | \$120.00 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810972 | 05/15/2023 | McPartland, Madeleine F | \$167.11 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810973 | 05/15/2023 | Miller, Brandi | \$120.00 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810974 | 05/15/2023 | Morfoot, Carrie A | \$924.06 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810975 | 05/15/2023 | Murphy, Donna | \$120.00 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810976 | 05/15/2023 | O'Malley, Paul E | \$93.80 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810977 | 05/15/2023 | OConnell, James N | \$149.61 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810978 | 05/15/2023 | Omni Group (The) | \$19.50 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810979 | 05/15/2023 | Orkin Pest Control | \$78.99 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810980 | 05/15/2023 | Pace Van Pool | \$300.00 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810981 | 05/15/2023 | Pavone, Adriana M | \$145.70 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810982 | 05/15/2023 | Peckhart, Melissa | \$120.00 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810983 | 05/15/2023 | Pender, Leanne M | \$120.00 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810984 | 05/15/2023 | Pennacchio, Elizabeth C | \$75.25 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810985 | 05/15/2023 | Perla Avilze | \$250.00 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810986 | 05/15/2023 | Pieczynski, Kristen M | \$170.24 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810987 | 05/15/2023 | Plank, Nora T | \$120.00 | 1190 | Printed | Expense | <input type="checkbox"/> | | |

LaGrange Area Dept. of Special Education

Reprint Check Listing

Fiscal Year: 2022-2023

Criteria:

Bank Account: OPERATING 2045 184641

From Date:
From Check: 245810892
From Voucher:

To Date:
To Check: 245811022
To Voucher:

| Check Number | Date | Payee | Amount | Voucher | Status | Type | Cleared? | Clear Date | Void Date |
|--------------|------------|-------------------------------|-------------|---------|---------|---------|--------------------------|------------|-----------|
| 245810988 | 05/15/2023 | Precision Printing | \$307.00 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810989 | 05/15/2023 | Priority Print | \$234.25 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810990 | 05/15/2023 | ProCare Therapy | \$8,016.00 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810991 | 05/15/2023 | Quadient Leasing | \$281.20 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810992 | 05/15/2023 | Quest FMS | \$4,856.16 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810993 | 05/15/2023 | Rcm Data Corp. | \$180.70 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810994 | 05/15/2023 | Rebecca Peary | \$29.79 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810995 | 05/15/2023 | Richter, Julie A | \$120.00 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810996 | 05/15/2023 | Riggs, Joy A | \$120.00 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810997 | 05/15/2023 | Ro Health, LLC | \$6,990.35 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810998 | 05/15/2023 | Ruthanne Focht | \$54.29 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245810999 | 05/15/2023 | Safeguard Self Storage | \$1,302.00 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245811000 | 05/15/2023 | Schultz, Kimberly A | \$120.00 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245811001 | 05/15/2023 | Schwartz, Janet A | \$120.00 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245811002 | 05/15/2023 | Searcy Medical Solutions, Inc | \$750.00 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245811003 | 05/15/2023 | Shaw Media | \$186.86 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245811004 | 05/15/2023 | Smart, Katherine H | \$46.31 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245811005 | 05/15/2023 | Smith, Hannah M | \$120.00 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245811006 | 05/15/2023 | Soliant Health | \$8,081.13 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245811007 | 05/15/2023 | Speech Plus | \$10,458.00 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245811008 | 05/15/2023 | Starling, Danielle M | \$122.99 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245811009 | 05/15/2023 | Stoffer, Kellie A | \$116.27 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245811010 | 05/15/2023 | Strejc, Kasey L | \$3.67 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245811011 | 05/15/2023 | Sypkens, Maureen B | \$348.01 | 1190 | Printed | Expense | <input type="checkbox"/> | | |

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LaGrange Area Dept. of Special Education

Reprint Check Listing

Fiscal Year: 2022-2023

Criteria:

Bank Account: OPERATING 2045 184641

From Date:
From Check: 245810892
From Voucher:

To Date:
To Check: 245811022
To Voucher:

| Check Number | Date | Payee | Amount | Voucher | Status | Type | Cleared? | Clear Date | Void Date |
|--------------|------------|-------------------------------|------------|---------|---------|---------|--------------------------|------------|-----------|
| 245811012 | 05/15/2023 | The Stepping Stones Group LLC | \$5,831.28 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245811013 | 05/15/2023 | U.S. Postal Service | \$3,000.00 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245811014 | 05/15/2023 | Ugel, Caitlyn A | \$64.33 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245811015 | 05/15/2023 | Vance, Rebecca E | \$120.00 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245811016 | 05/15/2023 | Warehouse Direct, Inc. | \$629.68 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245811017 | 05/15/2023 | Wasilewski, Rebecca E | \$132.52 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245811018 | 05/15/2023 | Windy City Music | \$1,158.00 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245811019 | 05/15/2023 | WM Corporate Services, Inc | \$518.16 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245811020 | 05/15/2023 | Yeager, Andrea | \$49.00 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245811021 | 05/15/2023 | Yorke, Jodi L | \$120.00 | 1190 | Printed | Expense | <input type="checkbox"/> | | |
| 245811022 | 05/15/2023 | Yurchak, Carol T | \$120.00 | 1190 | Printed | Expense | <input type="checkbox"/> | | |

Total Amount: \$150,242.93

End of Report

LAGRANGE AREA DEPT. OF SPECIAL EDUCATION VOUCHER

Voucher No: 1197

Voucher Date: 05/22/2023

Prepared By: _____

Printed: 05/19/2023 02:21:46 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 \$2,052.00 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2022 to June 30, 2023 (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 5.19.23

Jacquelyn Bogan

Director of Business Services

LAGRANGE AREA DEPT. OF SPECIAL
EDUCATION

| Fund | | Amount |
|------|-----------|-------------------|
| 10 | EDUCATION | \$2,052.00 |
| | | \$2,052.00 |

LaGrange Area Dept. of Special Education

Check Listing

Fiscal Year: 2022-2023

Criteria:

Bank Account: OPERATING 2045 184641

From Date: 5/22/2023
From Check: 245811023
From Voucher: 1197

To Date: 5/22/2023
To Check: 245811023
To Voucher: 1197

| Check Number | Date | Payee | Amount | Voucher | Status | Type | Cleared? | Clear Date | Void Date |
|---------------|------------|----------------------|------------|---------|---------|---------|--------------------------|------------|-----------|
| 245811023 | 05/22/2023 | Budziszewski, Alexai | \$2,052.00 | 1197 | Printed | Expense | <input type="checkbox"/> | | |
| Total Amount: | | | \$2,052.00 | | | | | | |
| End of Report | | | | | | | | | |

LaGrange Area Dept. of Special Education

Function Summary - Revenues

From Date: 5/1/2023

To Date: 5/31/2023

Fiscal Year: 2022-2023

- 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 | (\$43,656.75) | \$43,656.75 | \$0.00 | \$43,656.75 | 0.00% |
| 10.4.1200.0000.000.0000 | UNDESIGNATED | \$0.00 | \$0.00 | (\$980.38) | \$980.38 | \$0.00 | \$980.38 | 0.00% |
| 10.4.1300.0000.000.0000 | UNDESIGNATED | (\$24,915,716.00) | (\$133,289.00) | (\$21,183,678.54) | (\$3,732,037.46) | \$0.00 | (\$3,732,037.46) | 14.98% |
| 10.4.1400.0000.000.0000 | UNDESIGNATED | \$0.00 | (\$56,309.51) | (\$150,205.32) | \$150,205.32 | \$0.00 | \$150,205.32 | 0.00% |
| 10.4.1500.0000.000.0000 | UNDESIGNATED | (\$100,000.00) | \$0.00 | (\$117,842.98) | \$17,842.98 | \$0.00 | \$17,842.98 | -17.84% |
| 10.4.1900.0000.000.0000 | UNDESIGNATED | \$0.00 | (\$9,334.82) | (\$9,334.82) | \$9,334.82 | \$0.00 | \$9,334.82 | 0.00% |
| 10.4.2500.0000.000.0000 | UNDESIGNATED | \$0.00 | (\$1,500.00) | (\$1,500.00) | \$1,500.00 | \$0.00 | \$1,500.00 | 0.00% |
| 10.4.3100.0000.000.0000 | UNDESIGNATED | (\$1,650,112.00) | (\$150,010.00) | (\$1,500,100.00) | (\$150,012.00) | \$0.00 | (\$150,012.00) | 9.09% |
| 10.4.3500.0000.000.0000 | UNDESIGNATED | (\$110,000.00) | \$0.00 | (\$58,111.40) | (\$51,888.60) | \$0.00 | (\$51,888.60) | 47.17% |
| 10.4.3700.0000.000.0000 | UNDESIGNATED | (\$584,496.00) | \$0.00 | (\$486,795.00) | (\$97,701.00) | \$0.00 | (\$97,701.00) | 16.72% |
| 10.4.4500.0000.000.0000 | UNDESIGNATED | (\$313,082.00) | \$0.00 | (\$57,819.71) | (\$255,262.29) | \$0.00 | (\$255,262.29) | 81.53% |
| 10.4.4900.0000.000.0000 | UNDESIGNATED | (\$866,658.00) | \$0.00 | (\$786,515.72) | (\$80,142.28) | \$0.00 | (\$80,142.28) | 9.25% |
| | FUND: EDUCATION - 10 | (\$28,540,064.00) | (\$350,443.33) | (\$24,396,540.62) | (\$4,143,523.38) | \$0.00 | (\$4,143,523.38) | 14.52% |
| 20.4.1500.0000.000.0000 | UNDESIGNATED | \$0.00 | \$0.00 | (\$2,261.70) | \$2,261.70 | \$0.00 | \$2,261.70 | 0.00% |
| 20.4.2500.0000.000.0000 | UNDESIGNATED | \$0.00 | \$0.00 | (\$176,931.20) | \$176,931.20 | \$0.00 | \$176,931.20 | 0.00% |
| | FUND: OPERATIONS & MAINTENANCE - 20 | \$0.00 | \$0.00 | (\$179,192.90) | \$179,192.90 | \$0.00 | \$179,192.90 | 0.00% |
| 99.4.1300.0000.000.0000 | UNDESIGNATED | \$0.00 | (\$50.45) | (\$772.81) | \$772.81 | \$0.00 | \$772.81 | 0.00% |
| 99.4.1500.0000.000.0000 | UNDESIGNATED | \$0.00 | \$0.00 | (\$218.58) | \$218.58 | \$0.00 | \$218.58 | 0.00% |
| | FUND: ACTIVITY FUND - SHREDDER WORKS - 99 | \$0.00 | (\$50.45) | (\$991.39) | \$991.39 | \$0.00 | \$991.39 | 0.00% |
| | Grand Total: | (\$28,540,064.00) | (\$350,493.78) | (\$24,576,724.91) | (\$3,963,339.09) | \$0.00 | (\$3,963,339.09) | 13.89% |

End of Report

LaGrange Area Dept. of Special Education

Monthly Revenues

From Date: 5/1/2023

To Date: 5/31/2023

Fiscal Year: 2022-2023

- 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 |
|-------------------------|--------------------------------|--------------------------|-----------------------|--------------------------|-------------------------|---------------|-------------------------|---------------|
| 10.4.0000.0000.000.2002 | UNDESIGNATED | \$0.00 | \$0.00 | (\$40,500.00) | \$40,500.00 | \$0.00 | \$40,500.00 | 0.00% |
| 10.4.0000.0000.000.4000 | UNDESIGNATED | \$0.00 | \$0.00 | (\$3,156.75) | \$3,156.75 | \$0.00 | \$3,156.75 | 0.00% |
| 10.4.4950.0000.000.6110 | DHS STEP | \$0.00 | \$0.00 | (\$292,777.68) | \$292,777.68 | \$0.00 | \$292,777.68 | 0.00% |
| 10.4.4998.0000.000.4993 | FEDERAL OTHER | \$0.00 | \$0.00 | (\$188,797.00) | \$188,797.00 | \$0.00 | \$188,797.00 | 0.00% |
| 10.4.1342.0000.100.1000 | SCHOOL TUITION | (\$1,630,098.00) | \$0.00 | (\$1,992,908.68) | \$362,810.68 | \$0.00 | \$362,810.68 | -22.26% |
| 10.4.1510.0000.100.1000 | INTEREST | (\$100,000.00) | \$0.00 | (\$117,842.98) | \$17,842.98 | \$0.00 | \$17,842.98 | -17.84% |
| 10.4.1999.0000.100.1000 | MISC REVENUES | \$0.00 | (\$9,334.82) | (\$9,334.82) | \$9,334.82 | \$0.00 | \$9,334.82 | 0.00% |
| 10.4.3110.0000.100.2000 | PERSONNEL REIMBURSEMENT | (\$1,650,112.00) | (\$150,010.00) | (\$1,500,100.00) | (\$150,012.00) | \$0.00 | (\$150,012.00) | 9.09% |
| 10.4.3510.0000.100.2000 | TRANSPORTION REIMBURSEMENT | (\$52,000.00) | \$0.00 | (\$27,893.46) | (\$24,106.54) | \$0.00 | (\$24,106.54) | 46.36% |
| 10.4.4900.0000.100.4000 | MEDICAID OUTREACH | (\$325,000.00) | \$0.00 | (\$304,941.04) | (\$20,058.96) | \$0.00 | (\$20,058.96) | 6.17% |
| 10.4.1342.0000.259.1000 | SCHOOL TUITION | \$0.00 | \$0.00 | (\$140.00) | \$140.00 | \$0.00 | \$140.00 | 0.00% |
| 10.4.1342.0000.300.1000 | SCHOOL TUITION | (\$10,260,857.00) | \$0.00 | (\$9,058,832.22) | (\$1,202,024.78) | \$0.00 | (\$1,202,024.78) | 11.71% |
| 10.4.1342.0000.300.1120 | SCHOOL TUITION | \$0.00 | \$0.00 | (\$218,261.52) | \$218,261.52 | \$0.00 | \$218,261.52 | 0.00% |
| 10.4.1342.0000.436.1000 | SCHOOL TUITION | (\$5,911,721.00) | \$0.00 | (\$4,321,769.07) | (\$1,589,951.93) | \$0.00 | (\$1,589,951.93) | 26.89% |
| 10.4.1342.0000.436.1120 | SCHOOL TUITION | \$0.00 | \$0.00 | (\$357,111.04) | \$357,111.04 | \$0.00 | \$357,111.04 | 0.00% |
| 10.4.1342.0000.440.1000 | ECE Classroom | (\$364,696.00) | \$0.00 | (\$224,579.80) | (\$140,116.20) | \$0.00 | (\$140,116.20) | 38.42% |
| 10.4.1342.0000.440.1120 | SCHOOL TUITION | \$0.00 | \$0.00 | (\$36,989.84) | \$36,989.84 | \$0.00 | \$36,989.84 | 0.00% |
| 10.4.1342.0000.445.1000 | SCHOOL TUITION | (\$202,114.00) | \$0.00 | (\$85,380.15) | (\$116,733.85) | \$0.00 | (\$116,733.85) | 57.76% |
| 10.4.1342.0000.445.1120 | SCHOOL TUITION | \$0.00 | \$0.00 | \$539.92 | (\$539.92) | \$0.00 | (\$539.92) | 0.00% |
| 10.4.1342.0000.453.1000 | SCHOOL TUITION | (\$2,213,709.00) | \$0.00 | (\$1,662,321.28) | (\$551,387.72) | \$0.00 | (\$551,387.72) | 24.91% |
| 10.4.1342.0000.453.1120 | SCHOOL TUITION | \$0.00 | \$0.00 | (\$159,367.51) | \$159,367.51 | \$0.00 | \$159,367.51 | 0.00% |
| 10.4.1342.0000.454.1000 | SCHOOL TUITION | (\$540,265.00) | \$0.00 | \$0.00 | (\$540,265.00) | \$0.00 | (\$540,265.00) | 100.00% |
| 10.4.1342.0000.454.1120 | SCHOOL TUITION | \$0.00 | \$0.00 | (\$150,513.50) | \$150,513.50 | \$0.00 | \$150,513.50 | 0.00% |
| 10.4.1342.0000.455.1000 | ED HS | (\$651,882.00) | \$0.00 | (\$632,693.36) | (\$19,188.64) | \$0.00 | (\$19,188.64) | 2.94% |
| 10.4.1342.0000.455.1120 | SCHOOL TUITION | \$0.00 | \$0.00 | (\$406,317.04) | \$406,317.04 | \$0.00 | \$406,317.04 | 0.00% |
| 10.4.1342.0000.459.1000 | SCHOOL TUITION | (\$109,161.00) | \$0.00 | \$0.00 | (\$109,161.00) | \$0.00 | (\$109,161.00) | 100.00% |
| 10.4.1322.0000.470.1000 | SUMMER TUITION | (\$369,366.00) | \$0.00 | \$0.00 | (\$369,366.00) | \$0.00 | (\$369,366.00) | 100.00% |
| 10.4.1342.0000.533.1000 | SCHOOL TUITION | (\$304,192.00) | \$0.00 | \$0.00 | (\$304,192.00) | \$0.00 | (\$304,192.00) | 100.00% |
| 10.4.1342.0000.542.1000 | SCHOOL TUITION | (\$2,308,466.00) | (\$133,289.00) | (\$1,734,495.75) | (\$573,970.25) | \$0.00 | (\$573,970.25) | 24.86% |
| 10.4.1342.0000.542.1120 | SCHOOL TUITION | \$0.00 | \$0.00 | (\$142,537.70) | \$142,537.70 | \$0.00 | \$142,537.70 | 0.00% |
| 10.4.3510.0000.542.2000 | TRANSPORTION REIMBURSEMENT | (\$58,000.00) | \$0.00 | (\$30,217.94) | (\$27,782.06) | \$0.00 | (\$27,782.06) | 47.90% |
| 10.4.1207.3150.542.1000 | LOW INCIDENT DIAGNOSTIC TESTIN | \$0.00 | \$0.00 | (\$980.38) | \$980.38 | \$0.00 | \$980.38 | 0.00% |
| 10.4.1342.0000.571.1000 | SCHOOL TUITION | (\$49,189.00) | \$0.00 | \$0.00 | (\$49,189.00) | \$0.00 | (\$49,189.00) | 100.00% |
| 10.4.3705.0000.704.2000 | PRESCHOOL FOR ALL | (\$584,496.00) | \$0.00 | (\$486,795.00) | (\$97,701.00) | \$0.00 | (\$97,701.00) | 16.72% |
| 10.4.2540.4100.901.1000 | OFFICE SUPPLIES LESS \$499 | \$0.00 | (\$1,500.00) | (\$1,500.00) | \$1,500.00 | \$0.00 | \$1,500.00 | 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 | \$0.00 | (\$57,819.71) | \$57,819.71 | \$0.00 | \$57,819.71 | 0.00% |
| 10.4.4950.0000.903.4000 | DHS STEP | (\$541,658.00) | \$0.00 | \$0.00 | (\$541,658.00) | \$0.00 | (\$541,658.00) | 100.00% |
| 10.4.1400.3141.903.6100 | VOC SPEC PRG | \$0.00 | (\$56,289.51) | (\$150,105.32) | \$150,105.32 | \$0.00 | \$150,105.32 | 0.00% |
| 10.4.1400.3141.903.6110 | STUDENT STIPENDS | \$0.00 | (\$20.00) | (\$100.00) | \$100.00 | \$0.00 | \$100.00 | 0.00% |
| 20.4.1510.0000.000.0000 | INTEREST | \$0.00 | \$0.00 | (\$2,261.70) | \$2,261.70 | \$0.00 | \$2,261.70 | 0.00% |
| 20.4.2540.0000.901.1100 | BLDG SVCS | \$0.00 | \$0.00 | (\$146,889.94) | \$146,889.94 | \$0.00 | \$146,889.94 | 0.00% |
| 20.4.2540.0000.901.4998 | BLDG SVCS | \$0.00 | \$0.00 | (\$30,041.26) | \$30,041.26 | \$0.00 | \$30,041.26 | 0.00% |
| 99.4.1510.0000.000.0000 | INTEREST | \$0.00 | \$0.00 | (\$218.58) | \$218.58 | \$0.00 | \$218.58 | 0.00% |
| 99.4.1342.0000.259.1000 | UNDESIGNATED | \$0.00 | (\$50.45) | (\$772.81) | \$772.81 | \$0.00 | \$772.81 | 0.00% |
| Grand Total: | | (\$28,540,064.00) | (\$350,493.78) | (\$24,576,724.91) | (\$3,963,339.09) | \$0.00 | (\$3,963,339.09) | 13.89% |

End of Report

LaGrange Area Dept. of Special Education

Function Summary - Expenses

From Date: 5/1/2023

To Date: 5/31/2023

Fiscal Year: 2022-2023

- 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 | \$4,293.95 | (\$4,293.95) | \$0.00 | (\$4,293.95) | 0.00% |
| 10.5.1000.0000.000.0000 | UNDESIGNATED | \$0.00 | \$13,262.04 | \$118,824.06 | (\$118,824.06) | \$35,197.31 | (\$154,021.37) | 0.00% |
| 10.5.1200.0000.000.0000 | UNDESIGNATED | \$7,885,720.04 | \$670,721.76 | \$5,893,813.98 | \$1,991,906.06 | \$1,229,972.36 | \$761,933.70 | 9.66% |
| 10.5.1300.0000.000.0000 | UNDESIGNATED | \$0.00 | \$499.98 | (\$47,913.56) | \$47,913.56 | \$535.20 | \$47,378.36 | 0.00% |
| 10.5.1400.0000.000.0000 | UNDESIGNATED | \$857,673.36 | \$74,877.50 | \$772,290.81 | \$85,382.55 | \$88,841.90 | (\$3,459.35) | -0.40% |
| 10.5.2100.0000.000.0000 | UNDESIGNATED | \$14,292,473.99 | \$1,264,978.46 | \$11,404,435.78 | \$2,888,038.21 | \$2,480,011.57 | \$408,026.64 | 2.85% |
| 10.5.2200.0000.000.0000 | UNDESIGNATED | \$286,411.00 | \$25,715.76 | \$179,952.38 | \$106,458.62 | \$8,748.01 | \$97,710.61 | 34.12% |
| 10.5.2300.0000.000.0000 | UNDESIGNATED | \$695,950.42 | \$26,534.02 | \$665,817.15 | \$30,133.27 | \$30,577.83 | (\$444.56) | -0.06% |
| 10.5.2400.0000.000.0000 | UNDESIGNATED | \$1,879,750.38 | \$111,125.88 | \$1,133,045.21 | \$746,705.17 | \$139,022.55 | \$607,682.62 | 32.33% |
| 10.5.2500.0000.000.0000 | UNDESIGNATED | \$1,153,805.03 | \$43,709.05 | \$766,641.29 | \$387,163.74 | \$33,119.05 | \$354,044.69 | 30.68% |
| 10.5.2600.0000.000.0000 | UNDESIGNATED | \$916,599.85 | \$89,524.28 | \$820,391.58 | \$96,208.27 | \$88,372.64 | \$7,835.63 | 0.85% |
| 10.5.3700.0000.000.0000 | UNDESIGNATED | \$571,680.00 | \$0.00 | \$377,587.30 | \$194,092.70 | \$0.00 | \$194,092.70 | 33.95% |
| 10.5.4500.0000.000.0000 | UNDESIGNATED | \$0.00 | \$1,600.72 | \$2,677.56 | (\$2,677.56) | \$139.90 | (\$2,817.46) | 0.00% |
| 10.5.4900.0000.000.0000 | UNDESIGNATED | \$0.00 | \$3,657.75 | \$83,984.52 | (\$83,984.52) | \$1,154.17 | (\$85,138.69) | 0.00% |
| | FUND: EDUCATION - 10 | \$28,540,064.07 | \$2,326,207.20 | \$22,175,842.01 | \$6,364,222.06 | \$4,135,692.49 | \$2,228,529.57 | 7.81% |
| 20.5.0000.0000.000.0000 | UNDESIGNATED | \$0.00 | \$0.00 | \$2,691.67 | (\$2,691.67) | \$0.00 | (\$2,691.67) | 0.00% |
| 20.5.2300.0000.000.0000 | UNDESIGNATED | \$0.00 | \$0.00 | \$1,922.50 | (\$1,922.50) | \$0.00 | (\$1,922.50) | 0.00% |
| 20.5.2500.0000.000.0000 | UNDESIGNATED | \$0.00 | \$7,181.86 | \$308,127.89 | (\$308,127.89) | \$0.00 | (\$308,127.89) | 0.00% |
| | FUND: OPERATIONS & MAINTENANCE - 20 | \$0.00 | \$7,181.86 | \$312,742.06 | (\$312,742.06) | \$0.00 | (\$312,742.06) | 0.00% |
| 99.5.1400.0000.000.0000 | UNDESIGNATED | \$0.00 | \$0.00 | \$1,297.00 | (\$1,297.00) | \$0.00 | (\$1,297.00) | 0.00% |
| | FUND: ACTIVITY FUND - SHREDDER WORKS - 99 | \$0.00 | \$0.00 | \$1,297.00 | (\$1,297.00) | \$0.00 | (\$1,297.00) | 0.00% |
| | Grand Total: | \$28,540,064.07 | \$2,333,389.06 | \$22,489,881.07 | \$6,050,183.00 | \$4,135,692.49 | \$1,914,490.51 | 6.71% |

End of Report

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 5/1/2023

To Date: 5/31/2023

Fiscal Year: 2022-2023

- 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 |
|-------------------------|--------------------------------|-------------|---------------|--------------|----------------|-------------|----------------|----------|
| 10.5.0000.0000.000.2002 | UNDESIGNATED | \$0.00 | \$0.00 | \$4,295.13 | (\$4,295.13) | \$0.00 | (\$4,295.13) | 0.00% |
| 10.5.1200.4100.000.4993 | OFFICE SUPPLIES LESS \$499 | \$0.00 | \$0.00 | \$103.47 | (\$103.47) | \$0.00 | (\$103.47) | 0.00% |
| 10.5.4900.6600.000.1100 | FLOW THOUGH | \$0.00 | \$0.00 | \$49,175.35 | (\$49,175.35) | \$0.00 | (\$49,175.35) | 0.00% |
| 10.5.2215.4100.236.3100 | OFFICE SUPPLIES LESS \$499 | \$0.00 | \$0.00 | \$64.96 | (\$64.96) | \$0.00 | (\$64.96) | 0.00% |
| 10.5.2630.3050.259.6110 | APPS AND SOFTWARE | \$0.00 | \$0.00 | \$33.00 | (\$33.00) | \$0.00 | (\$33.00) | 0.00% |
| 10.5.1400.4100.259.1100 | OFFICE SUPPLIES LESS \$499 | \$0.00 | \$0.00 | (\$250.00) | \$250.00 | \$0.00 | \$250.00 | 0.00% |
| 10.5.1400.3399.260.1100 | TRAVEL LOCAL MILEAGE | \$0.00 | \$0.00 | \$111.88 | (\$111.88) | \$0.00 | (\$111.88) | 0.00% |
| 10.5.1342.0000.300.1120 | UNDESIGNATED | \$0.00 | \$0.00 | \$9,100.24 | (\$9,100.24) | \$0.00 | (\$9,100.24) | 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% |
| 10.5.2630.7000.301.1100 | EQUIPMENT \$500 TO \$4999 | \$850.00 | \$0.00 | \$899.00 | (\$49.00) | \$0.00 | (\$49.00) | -5.76% |
| 10.5.2630.3050.302.1100 | APPS AND SOFTWARE | \$0.00 | \$0.00 | \$358.20 | (\$358.20) | \$0.00 | (\$358.20) | 0.00% |
| 10.5.2110.3100.302.1100 | PROFESSIONAL TECHNICAL SERVICE | \$0.00 | \$0.00 | \$4,013.54 | (\$4,013.54) | \$0.00 | (\$4,013.54) | 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% |
| 10.5.2630.3196.302.1100 | CONTRACTUAL RELATED SERVICES | \$0.00 | \$0.00 | \$1,150.00 | (\$1,150.00) | \$0.00 | (\$1,150.00) | 0.00% |
| 10.5.2630.3230.302.1100 | REPAIRS AND MAINTENANCE SERVIC | \$1,000.00 | \$0.00 | \$0.00 | \$1,000.00 | \$265.00 | \$735.00 | 73.50% |
| 10.5.2630.3230.302.1120 | REPAIRS AND MAINTENANCE SERVIC | \$0.00 | \$0.00 | \$22.97 | (\$22.97) | \$0.00 | (\$22.97) | 0.00% |
| 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 | \$167.67 | \$3,193.26 | (\$3,193.26) | \$0.00 | (\$3,193.26) | 0.00% |
| 10.5.2570.3401.302.1100 | COMMUNICATION-POSTAGE | \$0.00 | \$360.00 | \$921.52 | (\$921.52) | \$0.00 | (\$921.52) | 0.00% |
| 10.5.1200.4100.302.1100 | OFFICE SUPPLIES LESS \$499 | \$500.00 | \$0.00 | \$206.57 | \$293.43 | \$0.00 | \$293.43 | 58.69% |
| 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 | \$37.99 | \$2,734.99 | (\$234.99) | \$0.00 | (\$234.99) | -9.40% |
| 10.5.1322.1000.318.1100 | SALARIES, CERTIFIED STAFF | \$0.00 | \$0.00 | \$4,000.00 | (\$4,000.00) | \$0.00 | (\$4,000.00) | 0.00% |
| 10.5.1322.1000.318.1110 | SALARIES, CERTIFIED STAFF | \$0.00 | \$0.00 | \$32,780.00 | (\$32,780.00) | \$0.00 | (\$32,780.00) | 0.00% |
| 10.5.1322.1100.318.1110 | SALARIES, NON CERTIFIED STAFF | \$0.00 | \$0.00 | \$11,220.00 | (\$11,220.00) | \$0.00 | (\$11,220.00) | 0.00% |
| 10.5.1322.2110.318.1100 | TEACHER'S RETIREMENT (TRS) | \$0.00 | \$0.00 | \$49.50 | (\$49.50) | \$0.00 | (\$49.50) | 0.00% |
| 10.5.1322.2110.318.1110 | TEACHER'S RETIREMENT (TRS) | \$0.00 | \$0.00 | \$298.37 | (\$298.37) | \$0.00 | (\$298.37) | 0.00% |
| 10.5.1322.2120.318.1110 | MUNICIPAL RETIREMENT | \$0.00 | \$0.00 | \$245.04 | (\$245.04) | \$0.00 | (\$245.04) | 0.00% |
| 10.5.1322.2130.318.1110 | FICA | \$0.00 | \$0.00 | \$753.11 | (\$753.11) | \$0.00 | (\$753.11) | 0.00% |
| 10.5.1322.2140.318.1100 | MEDICARE | \$0.00 | \$0.00 | \$57.98 | (\$57.98) | \$0.00 | (\$57.98) | 0.00% |
| 10.5.1322.2140.318.1110 | MEDICARE | \$0.00 | \$0.00 | \$637.14 | (\$637.14) | \$0.00 | (\$637.14) | 0.00% |
| 10.5.2130.2110.320.1100 | TEACHER'S RETIREMENT (TRS) | \$0.00 | \$0.00 | \$0.19 | (\$0.19) | \$0.00 | (\$0.19) | 0.00% |
| 10.5.2130.2140.320.1100 | MEDICARE | \$0.00 | \$0.44 | \$4.65 | (\$4.65) | \$0.22 | (\$4.87) | 0.00% |
| 10.5.2130.3100.320.1100 | PROFESSIONAL TECHNICAL SERVICE | \$500.00 | \$0.00 | \$676.00 | (\$176.00) | \$0.00 | (\$176.00) | -35.20% |
| 10.5.2130.3107.320.1100 | CONTRACTUAL SERVICES | \$0.00 | \$36,089.03 | \$224,274.53 | (\$224,274.53) | \$0.00 | (\$224,274.53) | 0.00% |
| 10.5.2130.3107.320.1120 | CONTRACTUAL SERVICES | \$0.00 | \$0.00 | \$3,385.50 | (\$3,385.50) | \$0.00 | (\$3,385.50) | 0.00% |
| 10.5.2132.3107.320.1100 | CONTRACTUAL SERVICES | \$0.00 | \$0.00 | \$10,962.00 | (\$10,962.00) | \$0.00 | (\$10,962.00) | 0.00% |
| 10.5.2630.3230.320.1100 | REPAIRS AND MAINTENANCE SERVIC | \$0.00 | \$145.60 | \$145.60 | (\$145.60) | \$0.00 | (\$145.60) | 0.00% |
| 10.5.2130.3400.320.1100 | COMMUNICATION-TELEPHONE | \$0.00 | \$30.00 | \$315.00 | (\$315.00) | \$45.00 | (\$360.00) | 0.00% |
| 10.5.2130.4100.320.1100 | OFFICE SUPPLIES LESS \$499 | \$2,000.00 | \$0.00 | \$758.63 | \$1,241.37 | \$41.46 | \$1,199.91 | 60.00% |
| 10.5.2130.4199.320.1100 | PPE/Covid Supplies | \$1,000.00 | \$0.00 | \$0.00 | \$1,000.00 | \$0.00 | \$1,000.00 | 100.00% |
| 10.5.2630.7000.320.1100 | EQUIPMENT \$500 TO \$4999 | \$3,000.00 | \$0.00 | \$384.02 | \$2,615.98 | \$2,343.78 | \$272.20 | 9.07% |
| 10.5.1200.1000.321.1100 | SALARIES, CERTIFIED STAFF | \$0.00 | \$0.00 | \$19.97 | (\$19.97) | \$11.98 | (\$31.95) | 0.00% |
| 10.5.2131.1000.321.1000 | SALARIES, CERTIFIED STAFF | \$0.00 | \$0.00 | \$26.45 | (\$26.45) | \$0.00 | (\$26.45) | 0.00% |
| 10.5.2630.3050.321.1100 | APPS AND SOFTWARE | \$400.00 | \$3.99 | \$362.19 | \$37.81 | \$0.00 | \$37.81 | 9.45% |
| 10.5.2131.3100.321.1100 | PROFESSIONAL TECHNICAL SERVICE | \$5,000.00 | \$0.00 | \$40,053.91 | (\$35,053.91) | \$0.00 | (\$35,053.91) | -701.08% |
| 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% |
| 10.5.2630.3230.321.1100 | REPAIRS AND MAINTENANCE SERVIC | \$2,000.00 | \$107.96 | \$471.96 | \$1,528.04 | \$0.00 | \$1,528.04 | 76.40% |
| 10.5.2630.3230.321.1120 | REPAIRS AND MAINTENANCE SERVIC | \$0.00 | \$0.00 | \$71.26 | (\$71.26) | \$0.00 | (\$71.26) | 0.00% |
| 10.5.2570.3250.321.1100 | ROOM RENTALS | \$2,250.00 | \$572.88 | \$6,606.52 | (\$4,356.52) | \$0.00 | (\$4,356.52) | -193.62% |

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LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 5/1/2023

To Date: 5/31/2023

Fiscal Year: 2022-2023

- 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 |
|-------------------------|--------------------------------|--------------|---------------|-------------|---------------|-------------|----------------|---------|
| 10.5.1020.1000.360.1100 | SALARIES, CERTIFIED STAFF | \$0.00 | \$0.00 | \$720.00 | (\$720.00) | \$0.00 | (\$720.00) | 0.00% |
| 10.5.1020.2140.360.1100 | MEDICARE | \$0.00 | \$0.00 | \$10.44 | (\$10.44) | \$0.00 | (\$10.44) | 0.00% |
| 10.5.1020.3399.360.1100 | TRAVEL LOCAL MILEAGE | \$0.00 | \$0.00 | \$41.50 | (\$41.50) | \$0.00 | (\$41.50) | 0.00% |
| 10.5.1342.0000.430.1120 | UNDESIGNATED | \$0.00 | \$0.00 | \$3,023.86 | (\$3,023.86) | \$0.00 | (\$3,023.86) | 0.00% |
| 10.5.2630.3050.430.1100 | APPS AND SOFTWARE | \$0.00 | \$752.25 | \$2,364.15 | (\$2,364.15) | \$0.00 | (\$2,364.15) | 0.00% |
| 10.5.1200.3100.430.1100 | PROFESSIONAL TECHNICAL SERVICE | \$0.00 | \$0.00 | \$70.31 | (\$70.31) | \$0.00 | (\$70.31) | 0.00% |
| 10.5.1200.3107.430.1100 | CONTRACTUAL SERVICES | \$0.00 | \$0.00 | \$1,060.05 | (\$1,060.05) | \$0.00 | (\$1,060.05) | 0.00% |
| 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% |
| 10.5.1200.3196.430.1100 | CONTRACTUAL RELATED SERVICES | \$0.00 | \$0.00 | \$59.50 | (\$59.50) | \$0.00 | (\$59.50) | 0.00% |
| 10.5.2630.3230.430.1100 | REPAIRS AND MAINTENANCE SERVIC | \$1,350.00 | \$153.63 | \$1,053.63 | \$296.37 | \$0.00 | \$296.37 | 21.95% |
| 10.5.2630.3230.430.1120 | REPAIRS AND MAINTENANCE SERVIC | \$0.00 | \$0.00 | \$120.93 | (\$120.93) | \$0.00 | (\$120.93) | 0.00% |
| 10.5.2570.3250.430.1100 | ROOM RENTALS | \$200,000.00 | \$0.00 | \$0.00 | \$200,000.00 | \$0.00 | \$200,000.00 | 100.00% |
| 10.5.1200.3310.430.1120 | PUPIL TRANSPORTATION | \$0.00 | \$0.00 | \$266.56 | (\$266.56) | \$0.00 | (\$266.56) | 0.00% |
| 10.5.2550.3310.430.1100 | PUPIL TRANSPORTATION | \$8,500.00 | \$0.00 | \$923.00 | \$7,577.00 | \$0.00 | \$7,577.00 | 89.14% |
| 10.5.2550.3310.430.1120 | PUPIL TRANSPORTATION | \$0.00 | \$0.00 | \$299.88 | (\$299.88) | \$0.00 | (\$299.88) | 0.00% |
| 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 | \$382.48 | \$5,323.69 | \$6,476.31 | \$945.11 | \$5,531.20 | 46.87% |
| 10.5.1200.4100.430.1120 | OFFICE SUPPLIES LESS \$499 | \$0.00 | \$0.00 | \$240.13 | (\$240.13) | \$0.00 | (\$240.13) | 0.00% |
| 10.5.1200.4100.430.4993 | OFFICE SUPPLIES LESS \$499 | \$0.00 | \$3,518.48 | \$13,587.09 | (\$13,587.09) | \$0.00 | (\$13,587.09) | 0.00% |
| 10.5.2630.4100.430.1120 | OFFICE SUPPLIES LESS \$499 | \$0.00 | \$0.00 | \$7.64 | (\$7.64) | \$0.00 | (\$7.64) | 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 | \$5,000.00 | \$0.00 | \$1,807.45 | \$3,192.55 | \$432.96 | \$2,759.59 | 55.19% |
| 10.5.1200.4118.430.1100 | CURRICULUM | \$27,713.00 | \$0.00 | \$22,485.76 | \$5,227.24 | \$596.00 | \$4,631.24 | 16.71% |
| 10.5.1200.4120.430.1100 | CLASSROOM MATERIALS 1 | \$800.00 | \$0.00 | \$542.87 | \$257.13 | \$0.00 | \$257.13 | 32.14% |
| 10.5.1200.4121.430.1100 | CLASSROOM MATERIALS 2 | \$800.00 | \$211.78 | \$629.78 | \$170.22 | \$140.82 | \$29.40 | 3.68% |
| 10.5.1200.4122.430.1100 | CLASSROOM MATERIALS 3 | \$1,320.00 | \$0.00 | \$726.79 | \$593.21 | \$0.00 | \$593.21 | 44.94% |
| 10.5.1200.4122.430.1120 | CLASSROOM MATERIALS 3 | \$0.00 | \$0.00 | \$39.15 | (\$39.15) | \$0.00 | (\$39.15) | 0.00% |
| 10.5.1200.4122.430.4993 | CLASSROOM MATERIALS 3 | \$0.00 | \$0.00 | \$376.73 | (\$376.73) | \$0.00 | (\$376.73) | 0.00% |
| 10.5.1200.4123.430.1100 | CLASSROOM MATERIALS 4 | \$860.00 | \$0.00 | \$866.89 | (\$6.89) | \$0.00 | (\$6.89) | -0.80% |
| 10.5.1200.4124.430.1100 | CLASSROOM MATERIALS 5 | \$800.00 | \$66.11 | \$890.70 | (\$90.70) | \$19.95 | (\$110.65) | -13.83% |
| 10.5.1200.4125.430.1100 | CLASSROOM MATERIALS 6 | \$900.00 | \$0.00 | \$1,038.01 | (\$138.01) | \$39.98 | (\$177.99) | -19.78% |
| 10.5.1200.4126.430.1100 | CLASSROOM MATERIALS 7 | \$850.00 | \$0.00 | \$612.62 | \$237.38 | \$0.00 | \$237.38 | 27.93% |
| 10.5.1200.4127.430.1100 | CLASSROOM MATERIALS 8 | \$1,465.00 | \$0.00 | \$868.70 | \$596.30 | \$0.00 | \$596.30 | 40.70% |
| 10.5.1200.4128.430.1100 | CLASSROOM MATERIALS 9 | \$800.00 | \$0.00 | \$236.07 | \$563.93 | \$0.00 | \$563.93 | 70.49% |
| 10.5.1200.4129.430.1100 | CLASSROOM MATERIALS 10 | \$600.00 | \$0.00 | \$473.00 | \$127.00 | \$586.42 | (\$459.42) | -76.57% |
| 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 | \$5,588.92 | (\$5,588.92) | \$0.00 | (\$5,588.92) | 0.00% |
| 10.5.1200.7000.430.4993 | EQUIPMENT \$500 TO \$4999 | \$0.00 | \$2,621.78 | \$2,621.78 | (\$2,621.78) | \$0.00 | (\$2,621.78) | 0.00% |
| 10.5.2630.7000.430.1100 | EQUIPMENT \$500 TO \$4999 | \$14,860.00 | \$0.00 | \$4,958.60 | \$9,901.40 | \$4,593.00 | \$5,308.40 | 35.72% |
| 10.5.2630.3050.436.1100 | APPS AND SOFTWARE | \$0.00 | \$752.25 | \$2,185.05 | (\$2,185.05) | \$0.00 | (\$2,185.05) | 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% |
| 10.5.1200.3100.436.1100 | PROFESSIONAL TECHNICAL SERVICE | \$0.00 | \$0.00 | \$338.61 | (\$338.61) | \$0.00 | (\$338.61) | 0.00% |
| 10.5.2210.3100.436.4993 | PROFESSIONAL TECHNICAL SERVICE | \$0.00 | \$0.00 | \$5,417.50 | (\$5,417.50) | \$0.00 | (\$5,417.50) | 0.00% |
| 10.5.1200.3107.436.1100 | CONTRACTUAL SERVICES | \$0.00 | \$0.00 | \$1,072.00 | (\$1,072.00) | \$0.00 | (\$1,072.00) | 0.00% |
| 10.5.1200.3196.436.1100 | CONTRACTUAL RELATED SERVICES | \$0.00 | \$0.00 | \$1,931.35 | (\$1,931.35) | \$0.00 | (\$1,931.35) | 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% |
| 10.5.2630.3230.436.1100 | REPAIRS AND MAINTENANCE SERVIC | \$0.00 | \$429.39 | \$802.68 | (\$802.68) | \$0.00 | (\$802.68) | 0.00% |
| 10.5.2570.3250.436.1100 | ROOM RENTALS | \$150,000.00 | \$260.40 | \$3,002.96 | \$146,997.04 | \$0.00 | \$146,997.04 | 98.00% |
| 10.5.1200.3310.436.1120 | PUPIL TRANSPORTATION | \$0.00 | \$0.00 | \$599.76 | (\$599.76) | \$0.00 | (\$599.76) | 0.00% |
| 10.5.2550.3310.436.1100 | PUPIL TRANSPORTATION | \$6,600.00 | \$0.00 | \$723.00 | \$5,877.00 | \$0.00 | \$5,877.00 | 89.05% |

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LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 5/1/2023

To Date: 5/31/2023

Fiscal Year: 2022-2023

- 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 |
|-------------------------|--------------------------------|--------------|---------------|-------------|---------------|-------------|----------------|---------|
| 10.5.1200.3100.453.1100 | PROFESSIONAL TECHNICAL SERVICE | \$0.00 | \$2,873.28 | \$2,873.28 | (\$2,873.28) | \$0.00 | (\$2,873.28) | 0.00% |
| 10.5.1200.3104.453.1100 | MIS SERVICES | \$0.00 | \$27.93 | \$2,441.05 | (\$2,441.05) | \$0.00 | (\$2,441.05) | 0.00% |
| 10.5.1200.3107.453.1100 | CONTRACTUAL SERVICES | \$0.00 | \$0.00 | \$3,494.09 | (\$3,494.09) | \$0.00 | (\$3,494.09) | 0.00% |
| 10.5.1200.3107.453.1120 | CONTRACTUAL SERVICES | \$0.00 | \$0.00 | \$149.81 | (\$149.81) | \$0.00 | (\$149.81) | 0.00% |
| 10.5.1200.3196.453.1100 | CONTRACTUAL RELATED SERVICES | \$0.00 | \$3,884.92 | \$11,590.45 | (\$11,590.45) | \$0.00 | (\$11,590.45) | 0.00% |
| 10.5.1200.3230.453.1100 | REPAIRS AND MAINTENANCE SERVIC | \$0.00 | \$0.00 | \$425.00 | (\$425.00) | \$0.00 | (\$425.00) | 0.00% |
| 10.5.2630.3230.453.1100 | REPAIRS AND MAINTENANCE SERVIC | \$1,500.00 | \$705.93 | \$913.47 | \$586.53 | \$0.00 | \$586.53 | 39.10% |
| 10.5.2630.3230.453.1120 | REPAIRS AND MAINTENANCE SERVIC | \$0.00 | \$0.00 | \$242.72 | (\$242.72) | \$0.00 | (\$242.72) | 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% |
| 10.5.1200.3310.453.1100 | PUPIL TRANSPORTATION | \$0.00 | \$0.00 | \$52.65 | (\$52.65) | \$0.00 | (\$52.65) | 0.00% |
| 10.5.2550.3310.453.1100 | PUPIL TRANSPORTATION | \$7,200.00 | \$0.00 | \$6,610.80 | \$589.20 | \$0.00 | \$589.20 | 8.18% |
| 10.5.2550.3310.453.1120 | PUPIL TRANSPORTATION | \$0.00 | \$0.00 | \$733.04 | (\$733.04) | \$0.00 | (\$733.04) | 0.00% |
| 10.5.2550.3310.453.4993 | PUPIL TRANSPORTATION | \$0.00 | \$0.00 | \$15,638.44 | (\$15,638.44) | \$0.00 | (\$15,638.44) | 0.00% |
| 10.5.2210.3325.453.1100 | CONFERENCE REGISTRATION | \$0.00 | \$8.99 | \$8.99 | (\$8.99) | \$0.00 | (\$8.99) | 0.00% |
| 10.5.1200.3399.453.1100 | TRAVEL LOCAL MILEAGE | \$1,000.00 | \$22.27 | \$22.27 | \$977.73 | \$0.00 | \$977.73 | 97.77% |
| 10.5.2570.3400.453.1100 | COMMUNICATION-TELEPHONE | \$2,100.00 | \$125.76 | \$2,393.27 | (\$293.27) | \$0.00 | (\$293.27) | -13.97% |
| 10.5.2570.3401.453.1100 | COMMUNICATION-POSTAGE | \$0.00 | \$90.00 | \$230.36 | (\$230.36) | \$0.00 | (\$230.36) | 0.00% |
| 10.5.2630.3900.453.1100 | SOFTWARE LICENSES | \$1,500.00 | \$89.36 | \$94.65 | \$1,405.35 | \$0.00 | \$1,405.35 | 93.69% |
| 10.5.2630.3900.453.1120 | SOFTWARE LICENSES | \$0.00 | \$0.00 | \$304.00 | (\$304.00) | \$0.00 | (\$304.00) | 0.00% |
| 10.5.1200.4100.453.1100 | OFFICE SUPPLIES LESS \$499 | \$15,000.00 | \$3,401.40 | \$11,530.39 | \$3,469.61 | \$1,616.24 | \$1,853.37 | 12.36% |
| 10.5.1200.4100.453.1120 | OFFICE SUPPLIES LESS \$499 | \$0.00 | \$0.00 | \$934.80 | (\$934.80) | \$0.00 | (\$934.80) | 0.00% |
| 10.5.1200.4100.453.4993 | OFFICE SUPPLIES LESS \$499 | \$0.00 | \$1,055.45 | \$7,439.23 | (\$7,439.23) | \$13,986.52 | (\$21,425.75) | 0.00% |
| 10.5.1200.4104.453.1100 | INK | \$1,500.00 | \$0.00 | \$185.98 | \$1,314.02 | \$0.00 | \$1,314.02 | 87.60% |
| 10.5.1200.4118.453.1100 | CURRICULUM | \$7,500.00 | \$3,487.78 | \$9,520.60 | (\$2,020.60) | \$123.12 | (\$2,143.72) | -28.58% |
| 10.5.1200.4118.453.4993 | CURRICULUM | \$0.00 | \$0.00 | \$1,292.16 | (\$1,292.16) | \$0.00 | (\$1,292.16) | 0.00% |
| 10.5.1200.4120.453.1100 | CLASSROOM MATERIALS 1 | \$0.00 | \$0.00 | \$94.19 | (\$94.19) | \$0.00 | (\$94.19) | 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% |
| 10.5.1200.6400.453.1100 | DUES AND FEES | \$4,158.00 | \$0.00 | \$5,040.00 | (\$882.00) | \$0.00 | (\$882.00) | -21.21% |
| 10.5.1200.7000.453.1100 | EQUIPMENT \$500 TO \$4999 | \$0.00 | \$786.14 | \$786.14 | (\$786.14) | \$0.00 | (\$786.14) | 0.00% |
| 10.5.1200.7000.453.4993 | EQUIPMENT \$500 TO \$4999 | \$0.00 | \$0.00 | \$5,400.00 | (\$5,400.00) | \$3,746.70 | (\$9,146.70) | 0.00% |
| 10.5.2630.7000.453.1100 | EQUIPMENT \$500 TO \$4999 | \$5,800.00 | \$28.52 | \$7,425.22 | (\$1,625.22) | \$0.00 | (\$1,625.22) | -28.02% |
| 10.5.1322.1000.454.1110 | SALARIES, CERTIFIED STAFF | \$0.00 | \$0.00 | \$13,928.07 | (\$13,928.07) | \$0.00 | (\$13,928.07) | 0.00% |
| 10.5.1322.2110.454.1110 | TEACHER'S RETIREMENT (TRS) | \$0.00 | \$0.00 | \$174.10 | (\$174.10) | \$0.00 | (\$174.10) | 0.00% |
| 10.5.1322.2130.454.1110 | FICA | \$0.00 | \$0.00 | \$59.52 | (\$59.52) | \$0.00 | (\$59.52) | 0.00% |
| 10.5.1322.2140.454.1110 | MEDICARE | \$0.00 | \$0.00 | \$197.08 | (\$197.08) | \$0.00 | (\$197.08) | 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 | \$90.00 | \$75.00 | (\$75.00) | \$0.00 | (\$75.00) | 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% |
| 10.5.2570.3400.454.1100 | 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 | \$90.00 | \$230.36 | (\$230.36) | \$0.00 | (\$230.36) | 0.00% |
| 10.5.1200.4100.454.1100 | OFFICE SUPPLIES LESS \$499 | \$1,500.00 | \$0.00 | \$1,524.12 | (\$24.12) | \$109.89 | (\$134.01) | -8.93% |
| 10.5.1200.7000.454.1100 | EQUIPMENT \$500 TO \$4999 | \$0.00 | \$31.85 | \$3,627.85 | (\$3,627.85) | \$0.00 | (\$3,627.85) | 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% |
| 10.5.1200.3104.455.1100 | MIS SERVICES | \$0.00 | \$0.00 | \$2,249.52 | (\$2,249.52) | \$0.00 | (\$2,249.52) | 0.00% |
| 10.5.2540.3104.455.1100 | MIS SERVICES | \$500.00 | \$0.00 | \$0.00 | \$500.00 | \$0.00 | \$500.00 | 100.00% |
| 10.5.1200.3107.455.1100 | CONTRACTUAL SERVICES | \$0.00 | \$0.00 | \$2,856.43 | (\$2,856.43) | \$0.00 | (\$2,856.43) | 0.00% |
| 10.5.1200.3196.455.1100 | CONTRACTUAL RELATED SERVICES | \$0.00 | \$971.24 | \$9,369.86 | (\$9,369.86) | \$0.00 | (\$9,369.86) | 0.00% |
| 10.5.2540.3210.455.1100 | PROPERTY SERVICES-DISPOSAL | \$500.00 | \$0.00 | \$0.00 | \$500.00 | \$0.00 | \$500.00 | 100.00% |

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LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 5/1/2023

To Date: 5/31/2023

Fiscal Year: 2022-2023

- 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 |
|-------------------------|--------------------------------|-------------|---------------|------------|--------------|-------------|----------------|---------|
| 10.5.2131.1100.470.1111 | SALARIES, NON CERTIFIED STAFF | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$300.00 | (\$300.00) | 0.00% |
| 10.5.2132.1100.470.1100 | SALARIES, NON CERTIFIED STAFF | \$0.00 | \$0.00 | \$40.00 | (\$40.00) | \$0.00 | (\$40.00) | 0.00% |
| 10.5.2140.1100.470.1100 | SALARIES, NON CERTIFIED STAFF | \$0.00 | \$0.00 | \$970.00 | (\$970.00) | \$0.00 | (\$970.00) | 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% |
| 10.5.1322.1105.470.1100 | STIPENDS- NON CERTIFIED | \$0.00 | \$0.00 | \$7,300.00 | (\$7,300.00) | \$0.00 | (\$7,300.00) | 0.00% |
| 10.5.1200.2110.470.1110 | TEACHER'S RETIREMENT (TRS) | \$142.00 | \$0.00 | \$0.00 | \$142.00 | \$0.00 | \$142.00 | 100.00% |
| 10.5.2140.2110.470.1100 | TEACHER'S RETIREMENT (TRS) | \$0.00 | \$0.00 | \$12.13 | (\$12.13) | \$0.00 | (\$12.13) | 0.00% |
| 10.5.2140.2110.470.1110 | TEACHER'S RETIREMENT (TRS) | \$0.00 | \$0.00 | \$271.47 | (\$271.47) | \$0.00 | (\$271.47) | 0.00% |
| 10.5.2150.2110.470.1110 | TEACHER'S RETIREMENT (TRS) | \$0.00 | \$0.00 | \$23.38 | (\$23.38) | \$0.00 | (\$23.38) | 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% |
| 10.5.1322.2120.470.1100 | MUNICIPAL RETIREMENT | \$0.00 | \$0.00 | \$33.95 | (\$33.95) | \$0.00 | (\$33.95) | 0.00% |
| 10.5.2130.2120.470.1110 | MUNICIPAL RETIREMENT | \$0.00 | \$0.00 | \$68.40 | (\$68.40) | \$0.00 | (\$68.40) | 0.00% |
| 10.5.2131.2120.470.1100 | MUNICIPAL RETIREMENT | \$0.00 | \$0.00 | \$7.42 | (\$7.42) | \$0.00 | (\$7.42) | 0.00% |
| 10.5.2131.2120.470.1110 | MUNICIPAL RETIREMENT | \$0.00 | \$0.00 | \$82.81 | (\$82.81) | \$0.90 | (\$83.71) | 0.00% |
| 10.5.2132.2120.470.1100 | MUNICIPAL RETIREMENT | \$0.00 | \$0.00 | \$0.90 | (\$0.90) | \$0.00 | (\$0.90) | 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% |
| 10.5.1322.2130.470.1100 | FICA | \$0.00 | \$0.00 | \$452.60 | (\$452.60) | \$0.00 | (\$452.60) | 0.00% |
| 10.5.2130.2130.470.1110 | FICA | \$0.00 | \$0.00 | \$293.88 | (\$293.88) | \$0.00 | (\$293.88) | 0.00% |
| 10.5.2131.2130.470.1100 | FICA | \$0.00 | \$0.00 | \$19.13 | (\$19.13) | \$0.00 | (\$19.13) | 0.00% |
| 10.5.2131.2130.470.1110 | FICA | \$0.00 | \$0.00 | \$227.48 | (\$227.48) | \$2.29 | (\$229.77) | 0.00% |
| 10.5.2132.2130.470.1100 | FICA | \$0.00 | \$0.00 | \$2.19 | (\$2.19) | \$0.00 | (\$2.19) | 0.00% |
| 10.5.2150.2130.470.1110 | FICA | \$0.00 | \$0.00 | \$52.08 | (\$52.08) | \$0.00 | (\$52.08) | 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% |
| 10.5.1322.2140.470.1100 | MEDICARE | \$0.00 | \$0.00 | \$105.85 | (\$105.85) | \$0.00 | (\$105.85) | 0.00% |
| 10.5.2130.2140.470.1110 | MEDICARE | \$0.00 | \$0.00 | \$68.73 | (\$68.73) | \$0.00 | (\$68.73) | 0.00% |
| 10.5.2131.2140.470.1100 | MEDICARE | \$0.00 | \$0.00 | \$4.47 | (\$4.47) | \$0.00 | (\$4.47) | 0.00% |
| 10.5.2131.2140.470.1110 | MEDICARE | \$0.00 | \$0.00 | \$53.21 | (\$53.21) | \$0.53 | (\$53.74) | 0.00% |
| 10.5.2132.2140.470.1100 | MEDICARE | \$0.00 | \$0.00 | \$0.51 | (\$0.51) | \$0.00 | (\$0.51) | 0.00% |
| 10.5.2140.2140.470.1100 | MEDICARE | \$0.00 | \$0.00 | \$14.63 | (\$14.63) | \$0.00 | (\$14.63) | 0.00% |
| 10.5.2140.2140.470.1110 | MEDICARE | \$0.00 | \$0.00 | \$110.79 | (\$110.79) | \$0.00 | (\$110.79) | 0.00% |
| 10.5.2150.2140.470.1110 | MEDICARE | \$0.00 | \$0.00 | \$35.69 | (\$35.69) | \$0.00 | (\$35.69) | 0.00% |
| 10.5.2410.2140.470.1110 | MEDICARE | \$114.00 | \$0.00 | \$0.00 | \$114.00 | \$0.00 | \$114.00 | 100.00% |
| 10.5.2610.2140.470.1110 | 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% |
| 10.5.1322.3100.470.1100 | PROFESSIONAL TECHNICAL SERVICE | \$0.00 | \$0.00 | \$5,177.40 | (\$5,177.40) | \$0.00 | (\$5,177.40) | 0.00% |
| 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 | \$182.28 | \$2,102.06 | (\$2,102.06) | \$0.00 | (\$2,102.06) | 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% |
| 10.5.2550.3310.470.1100 | PUPIL TRANSPORTATION | \$0.00 | \$0.00 | \$55.66 | (\$55.66) | \$0.00 | (\$55.66) | 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 | 204 | \$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 | \$1,381.82 | (\$1,381.82) | \$0.00 | (\$1,381.82) | 0.00% |

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 5/1/2023

To Date: 5/31/2023

Fiscal Year: 2022-2023

- 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 |
|-------------------------|--------------------------------|--------------|---------------|--------------|----------------|-------------|----------------|---------|
| 10.5.2630.4100.542.1100 | OFFICE SUPPLIES LESS \$499 | \$5,000.00 | \$0.00 | \$0.00 | \$5,000.00 | \$0.00 | \$5,000.00 | 100.00% |
| 10.5.1207.4101.542.1100 | Supplies (DHH community based) | \$0.00 | \$420.46 | \$3,011.60 | (\$3,011.60) | \$0.00 | (\$3,011.60) | 0.00% |
| 10.5.1207.4102.542.1100 | DHH SCHOLARSHIPS | \$0.00 | (\$1,586.29) | (\$400.00) | \$400.00 | \$0.00 | \$400.00 | 0.00% |
| 10.5.1207.4104.542.1100 | INK | \$0.00 | \$0.00 | \$33.97 | (\$33.97) | \$0.00 | (\$33.97) | 0.00% |
| 10.5.1200.4118.542.1100 | CURRICULUM | \$0.00 | \$2,187.84 | \$8,074.24 | (\$8,074.24) | \$6,655.79 | (\$14,730.03) | 0.00% |
| 10.5.1207.4118.542.1100 | CURRICULUM | \$800.00 | \$426.62 | \$797.52 | \$2.48 | \$0.00 | \$2.48 | 0.31% |
| 10.5.1207.4118.542.1120 | CURRICULUM | \$0.00 | \$0.00 | \$82.07 | (\$82.07) | \$0.00 | (\$82.07) | 0.00% |
| 10.5.1207.4199.542.1100 | PPE/Covid Supplies | \$3,000.00 | \$0.00 | \$0.00 | \$3,000.00 | \$0.00 | \$3,000.00 | 100.00% |
| 10.5.1207.6400.542.1100 | DUES AND FEES | \$0.00 | \$0.00 | \$15,260.20 | (\$15,260.20) | \$0.00 | (\$15,260.20) | 0.00% |
| 10.5.1207.7000.542.1100 | EQUIPMENT \$500 TO \$4999 | \$15,000.00 | \$0.00 | \$8,755.40 | \$6,244.60 | \$2,350.00 | \$3,894.60 | 25.96% |
| 10.5.1207.7000.542.1120 | EQUIPMENT \$500 TO \$4999 | \$0.00 | \$0.00 | \$2,609.70 | (\$2,609.70) | \$0.00 | (\$2,609.70) | 0.00% |
| 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% |
| 10.5.1322.1000.571.1110 | SALARIES, CERTIFIED STAFF | \$0.00 | \$0.00 | \$2,060.00 | (\$2,060.00) | \$0.00 | (\$2,060.00) | 0.00% |
| 10.5.1322.1100.571.1110 | SALARIES, NON CERTIFIED STAFF | \$0.00 | \$0.00 | \$1,811.69 | (\$1,811.69) | \$0.00 | (\$1,811.69) | 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% |
| 10.5.1207.2110.571.1110 | TEACHER'S RETIREMENT (TRS) | \$234.00 | \$0.00 | \$0.00 | \$234.00 | \$0.00 | \$234.00 | 100.00% |
| 10.5.1322.2110.571.1110 | TEACHER'S RETIREMENT (TRS) | \$0.00 | \$0.00 | \$25.75 | (\$25.75) | \$0.00 | (\$25.75) | 0.00% |
| 10.5.1207.2120.571.1110 | MUNICIPAL RETIREMENT | \$333.00 | \$0.00 | \$0.00 | \$333.00 | \$0.00 | \$333.00 | 100.00% |
| 10.5.1322.2120.571.1110 | MUNICIPAL RETIREMENT | \$0.00 | \$0.00 | \$29.30 | (\$29.30) | \$0.00 | (\$29.30) | 0.00% |
| 10.5.1207.2130.571.1110 | FICA | \$188.00 | \$0.00 | \$0.00 | \$188.00 | \$0.00 | \$188.00 | 100.00% |
| 10.5.1322.2130.571.1110 | FICA | \$0.00 | \$0.00 | \$112.32 | (\$112.32) | \$0.00 | (\$112.32) | 0.00% |
| 10.5.1207.2140.571.1110 | MEDICARE | \$286.00 | \$0.00 | \$0.00 | \$286.00 | \$0.00 | \$286.00 | 100.00% |
| 10.5.1322.2140.571.1110 | MEDICARE | \$0.00 | \$0.00 | \$56.15 | (\$56.15) | \$0.00 | (\$56.15) | 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% |
| 10.5.1207.4100.571.1110 | 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 | \$1,000.00 | \$0.00 | \$0.00 | \$1,000.00 | \$0.00 | \$1,000.00 | 100.00% |
| 10.5.3705.4100.704.2100 | OFFICE SUPPLIES LESS \$499 | \$4,680.00 | \$0.00 | \$4,803.53 | (\$123.53) | \$0.00 | (\$123.53) | -2.64% |
| 10.5.3705.4118.704.2100 | CURRICULUM | \$0.00 | \$0.00 | \$7,205.77 | (\$7,205.77) | \$0.00 | (\$7,205.77) | 0.00% |
| 10.5.3705.6600.704.2100 | FLOW THOUGH | \$566,000.00 | \$0.00 | \$363,778.00 | \$202,222.00 | \$0.00 | \$202,222.00 | 35.73% |
| 10.5.2570.3250.900.1100 | ROOM RENTALS | \$0.00 | \$21,112.86 | \$245,475.33 | (\$245,475.33) | \$0.00 | (\$245,475.33) | 0.00% |
| 10.5.1200.4100.900.1100 | OFFICE SUPPLIES LESS \$499 | \$0.00 | \$464.24 | \$484.23 | (\$484.23) | \$0.00 | (\$484.23) | 0.00% |
| 10.5.1200.4100.900.1120 | OFFICE SUPPLIES LESS \$499 | \$0.00 | \$0.00 | (\$425.00) | \$425.00 | \$0.00 | \$425.00 | 0.00% |
| 10.5.2540.4100.900.1100 | OFFICE SUPPLIES LESS \$499 | \$0.00 | \$170.93 | \$217.97 | (\$217.97) | \$0.00 | (\$217.97) | 0.00% |
| 10.5.2540.4100.900.1120 | OFFICE SUPPLIES LESS \$499 | \$0.00 | \$0.00 | \$791.53 | (\$791.53) | \$0.00 | (\$791.53) | 0.00% |
| 10.5.0000.0000.901.1000 | UNDESIGNATED | \$0.00 | \$0.00 | (\$1.18) | \$1.18 | \$0.00 | \$1.18 | 0.00% |
| 10.5.2210.1005.901.1100 | STIPENDS-CERTIFIED | \$25,000.00 | \$10,873.00 | \$20,684.50 | \$4,315.50 | \$3,169.00 | \$1,146.50 | 4.59% |
| 10.5.2210.1005.901.4993 | STIPENDS-CERTIFIED | \$0.00 | \$0.00 | \$260.00 | (\$260.00) | \$0.00 | (\$260.00) | 0.00% |
| 10.5.2210.1100.901.4993 | SALARIES, NON CERTIFIED STAFF | \$0.00 | \$0.00 | \$480.00 | (\$480.00) | \$0.00 | (\$480.00) | 0.00% |
| 10.5.2540.1100.901.1100 | SALARIES, NON CERTIFIED STAFF | \$0.00 | \$0.00 | \$6,067.50 | (\$6,067.50) | \$0.00 | (\$6,067.50) | 0.00% |
| 10.5.2210.1105.901.4993 | STIPENDS- NON CERTIFIED | \$0.00 | \$0.00 | \$80.00 | (\$80.00) | \$0.00 | (\$80.00) | 0.00% |
| 10.5.2130.2110.901.1100 | TEACHER'S RETIREMENT (TRS) | \$0.00 | \$0.00 | \$0.15 | (\$0.15) | \$0.00 | (\$0.15) | 0.00% |
| 10.5.2210.2110.901.1100 | TEACHER'S RETIREMENT (TRS) | \$0.00 | \$0.00 | \$96.91 | (\$96.91) | \$8.68 | (\$105.59) | 0.00% |
| 10.5.2210.2120.901.1100 | MUNICIPAL RETIREMENT | \$0.00 | \$0.00 | \$31.56 | (\$31.56) | \$0.00 | (\$31.56) | 0.00% |
| 10.5.2210.2130.901.1100 | FICA | \$0.00 | \$195.05 | \$277.96 | (\$277.96) | \$0.00 | (\$277.96) | 0.00% |
| 10.5.2210.2130.901.4993 | FICA | \$0.00 | \$0.00 | \$25.97 | (\$25.97) | \$0.00 | (\$25.97) | 0.00% |
| 10.5.2540.2130.901.1100 | FICA | \$0.00 | \$0.00 | \$376.20 | (\$376.20) | \$0.00 | (\$376.20) | 0.00% |

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 5/1/2023

To Date: 5/31/2023

Fiscal Year: 2022-2023

- 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 |
|-------------------------|--------------------------------|--------------|---------------|--------------|---------------|-------------|----------------|-----------|
| 10.5.2210.3250.901.1100 | ROOM RENTALS | \$10,500.00 | \$30.99 | \$30.99 | \$10,469.01 | \$0.00 | \$10,469.01 | 99.70% |
| 10.5.2210.3250.901.4993 | ROOM RENTALS | \$0.00 | \$277.50 | \$277.50 | (\$277.50) | \$0.00 | (\$277.50) | 0.00% |
| 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 | \$173.96 | \$3,154.58 | (\$1,154.58) | \$0.00 | (\$1,154.58) | -57.73% |
| 10.5.2570.3251.901.1120 | COPIER RENTAL | \$0.00 | \$0.00 | \$526.80 | (\$526.80) | \$0.00 | (\$526.80) | 0.00% |
| 10.5.2210.3322.901.1100 | EXPENSE REIMBURSEMENT | \$15,550.00 | \$0.00 | \$3,738.34 | \$11,811.66 | \$0.00 | \$11,811.66 | 75.96% |
| 10.5.2320.3322.901.1100 | EXPENSE REIMBURSEMENT | \$50.00 | \$0.00 | \$0.00 | \$50.00 | \$0.00 | \$50.00 | 100.00% |
| 10.5.1200.3325.901.1100 | CONFERENCE REGISTRATION | \$0.00 | \$0.00 | \$120.00 | (\$120.00) | \$0.00 | (\$120.00) | 0.00% |
| 10.5.1200.3325.901.1120 | CONFERENCE REGISTRATION | \$0.00 | \$0.00 | \$1,142.85 | (\$1,142.85) | \$0.00 | (\$1,142.85) | 0.00% |
| 10.5.2210.3325.901.1100 | CONFERENCE REGISTRATION | \$75,000.00 | \$6,870.82 | \$24,345.88 | \$50,654.12 | \$225.93 | \$50,428.19 | 67.24% |
| 10.5.2210.3325.901.1120 | CONFERENCE REGISTRATION | \$0.00 | \$0.00 | \$2,398.09 | (\$2,398.09) | \$0.00 | (\$2,398.09) | 0.00% |
| 10.5.2210.3325.901.4993 | CONFERENCE REGISTRATION | \$0.00 | \$0.00 | \$6,589.00 | (\$6,589.00) | \$0.00 | (\$6,589.00) | 0.00% |
| 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 | \$225.00 | \$1,494.84 | \$53,505.16 | \$0.00 | \$53,505.16 | 97.28% |
| 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% |
| 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 | \$10.19 | \$235.48 | (\$175.48) | \$0.00 | (\$175.48) | -292.47% |
| 10.5.2630.3399.901.1120 | TRAVEL LOCAL MILEAGE | \$0.00 | \$0.00 | \$21.62 | (\$21.62) | \$0.00 | (\$21.62) | 0.00% |
| 10.5.2130.3400.901.1100 | COMMUNICATION-TELEPHONE | \$0.00 | \$22.50 | \$236.25 | (\$236.25) | \$33.75 | (\$270.00) | 0.00% |
| 10.5.2570.3400.901.1100 | COMMUNICATION-TELEPHONE | \$5,000.00 | \$272.47 | \$5,664.36 | (\$664.36) | \$0.00 | (\$664.36) | -13.29% |
| 10.5.2630.3400.901.1100 | COMMUNICATION-TELEPHONE | \$0.00 | \$61.26 | \$61.26 | (\$61.26) | \$0.00 | (\$61.26) | 0.00% |
| 10.5.2630.3400.901.1120 | COMMUNICATION-TELEPHONE | \$0.00 | \$0.00 | \$498.90 | (\$498.90) | \$0.00 | (\$498.90) | 0.00% |
| 10.5.2570.3401.901.1100 | COMMUNICATION-POSTAGE | \$500.00 | \$1,446.84 | \$2,429.48 | (\$1,929.48) | \$0.00 | (\$1,929.48) | -385.90% |
| 10.5.2640.3502.901.1100 | RECRUITING ADDS | \$500.00 | \$2,550.01 | \$3,485.17 | (\$2,985.17) | \$0.00 | (\$2,985.17) | -597.03% |
| 10.5.2640.3502.901.1120 | RECRUITING ADDS | \$0.00 | \$0.00 | \$241.95 | (\$241.95) | \$0.00 | (\$241.95) | 0.00% |
| 10.5.2540.3700.901.1100 | PROPERTY SERVICES-WATER SERVIC | \$2,000.00 | \$0.00 | \$1,061.32 | \$938.68 | \$0.00 | \$938.68 | 46.93% |
| 10.5.2640.3801.901.1100 | UNEMPLOYMENT SERVICE | \$0.00 | \$0.00 | \$292.50 | (\$292.50) | \$0.00 | (\$292.50) | 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 | \$135,000.00 | \$0.00 | \$183,100.00 | (\$48,100.00) | \$0.00 | (\$48,100.00) | -35.63% |
| 10.5.1200.4100.901.1100 | OFFICE SUPPLIES LESS \$499 | \$0.00 | \$123.55 | \$123.55 | (\$123.55) | \$0.00 | (\$123.55) | 0.00% |
| 10.5.2131.4100.901.1100 | OFFICE SUPPLIES LESS \$499 | \$0.00 | \$146.00 | \$146.00 | (\$146.00) | \$0.00 | (\$146.00) | 0.00% |
| 10.5.2210.4100.901.1100 | OFFICE SUPPLIES LESS \$499 | \$1,200.00 | \$0.00 | \$2,572.30 | (\$1,372.30) | \$0.00 | (\$1,372.30) | -114.36% |
| 10.5.2210.4100.901.1120 | OFFICE SUPPLIES LESS \$499 | \$0.00 | \$0.00 | \$159.74 | (\$159.74) | \$0.00 | (\$159.74) | 0.00% |
| 10.5.2210.4100.901.4993 | OFFICE SUPPLIES LESS \$499 | \$0.00 | \$0.00 | \$4,517.35 | (\$4,517.35) | \$0.00 | (\$4,517.35) | 0.00% |
| 10.5.2215.4100.901.1100 | OFFICE SUPPLIES LESS \$499 | \$3,200.00 | \$144.89 | \$1,012.82 | \$2,187.18 | \$0.00 | \$2,187.18 | 68.35% |
| 10.5.2215.4100.901.1120 | OFFICE SUPPLIES LESS \$499 | \$0.00 | \$0.00 | \$470.15 | (\$470.15) | \$0.00 | (\$470.15) | 0.00% |
| 10.5.2320.4100.901.1100 | OFFICE SUPPLIES LESS \$499 | \$200.00 | \$1,535.20 | \$2,383.69 | (\$2,183.69) | \$0.00 | (\$2,183.69) | -1091.85% |
| 10.5.2320.4100.901.1120 | OFFICE SUPPLIES LESS \$499 | \$0.00 | \$0.00 | \$10.00 | (\$10.00) | \$0.00 | (\$10.00) | 0.00% |
| 10.5.2410.4100.901.1100 | OFFICE SUPPLIES LESS \$499 | \$0.00 | \$119.85 | \$119.85 | (\$119.85) | \$0.00 | (\$119.85) | 0.00% |
| 10.5.2510.4100.901.1100 | OFFICE SUPPLIES LESS \$499 | \$300.00 | \$86.38 | \$4,755.10 | (\$4,455.10) | \$26.95 | (\$4,428.05) | -1494.02% |
| 10.5.2510.4100.901.1120 | OFFICE SUPPLIES LESS \$499 | \$0.00 | \$0.00 | \$126.90 | (\$126.90) | \$0.00 | (\$126.90) | 0.00% |
| 10.5.2520.4100.901.1100 | OFFICE SUPPLIES LESS \$499 | \$0.00 | \$541.25 | \$1,202.15 | (\$1,202.15) | \$0.00 | (\$1,202.15) | 0.00% |
| 10.5.2540.4100.901.1100 | OFFICE SUPPLIES LESS \$499 | \$15,000.00 | (\$31,576.05) | (\$3,992.04) | \$18,992.04 | \$777.97 | \$18,214.07 | 121.43% |
| 10.5.2540.4100.901.1120 | OFFICE SUPPLIES LESS \$499 | \$0.00 | \$0.00 | \$412.59 | (\$412.59) | \$0.00 | (\$412.59) | 0.00% |
| 10.5.2570.4100.901.1100 | OFFICE SUPPLIES LESS \$499 | \$0.00 | \$0.00 | \$13,590.06 | (\$13,590.06) | \$0.00 | (\$13,590.06) | 0.00% |
| 10.5.2570.4100.901.1120 | OFFICE SUPPLIES LESS \$499 | \$0.00 | \$0.00 | \$13.80 | (\$13.80) | \$0.00 | (\$13.80) | 0.00% |
| 10.5.2630.4100.901.1100 | OFFICE SUPPLIES LESS \$499 | \$400.00 | \$270.13 | \$388.23 | \$11.77 | \$0.00 | \$11.77 | 2.94% |

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LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 5/1/2023

To Date: 5/31/2023

Fiscal Year: 2022-2023

- 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 |
|-------------------------|--------------------------------|-------------|---------------|--------------|---------------|-------------|----------------|----------|
| 10.5.2630.3161.902.1100 | 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 | \$20,800.00 | \$800.00 | \$0.00 | \$800.00 | 3.70% |
| 10.5.2320.3172.902.1100 | TREASURER'S FEE | \$86,400.00 | \$0.00 | \$115,664.20 | (\$29,264.20) | \$0.00 | (\$29,264.20) | -33.87% |
| 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% |
| 10.5.2630.3196.902.1100 | CONTRACTUAL RELATED SERVICES | \$0.00 | \$0.00 | \$187.50 | (\$187.50) | \$0.00 | (\$187.50) | 0.00% |
| 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 | \$34.25 | (\$19.25) | \$0.00 | (\$19.25) | -128.33% |
| 10.5.2215.3230.902.1100 | REPAIRS AND MAINTENANCE SERVIC | \$100.00 | \$0.00 | \$0.00 | \$100.00 | \$0.00 | \$100.00 | 100.00% |
| 10.5.2540.3230.902.1100 | REPAIRS AND MAINTENANCE SERVIC | \$0.00 | \$0.00 | \$440.89 | (\$440.89) | \$0.00 | (\$440.89) | 0.00% |
| 10.5.2630.3230.902.1100 | REPAIRS AND MAINTENANCE SERVIC | \$1,600.00 | \$681.33 | \$836.53 | \$763.47 | \$0.00 | \$763.47 | 47.72% |
| 10.5.2630.3230.902.1120 | REPAIRS AND MAINTENANCE SERVIC | \$0.00 | \$0.00 | \$444.00 | (\$444.00) | \$0.00 | (\$444.00) | 0.00% |
| 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 | \$695.82 | \$7,625.66 | \$374.34 | \$0.00 | \$374.34 | 4.68% |
| 10.5.2570.3251.902.1120 | COPIER RENTAL | \$0.00 | \$0.00 | \$2,107.20 | (\$2,107.20) | \$0.00 | (\$2,107.20) | 0.00% |
| 10.5.2550.3310.902.6110 | PUPIL TRANSPORTATION | \$0.00 | \$0.00 | \$200.00 | (\$200.00) | \$0.00 | (\$200.00) | 0.00% |
| 10.5.2320.3322.902.1100 | EXPENSE REIMBURSEMENT | \$200.00 | \$0.00 | \$0.00 | \$200.00 | \$0.00 | \$200.00 | 100.00% |
| 10.5.2210.3325.902.6100 | CONFERENCE REGISTRATION | \$0.00 | \$299.00 | \$667.00 | (\$667.00) | \$0.00 | (\$667.00) | 0.00% |
| 10.5.1200.3399.902.1100 | TRAVEL LOCAL MILEAGE | \$0.00 | \$0.00 | \$1.13 | (\$1.13) | \$0.00 | (\$1.13) | 0.00% |
| 10.5.1200.3399.902.6100 | TRAVEL LOCAL MILEAGE | \$0.00 | \$0.00 | \$1.13 | (\$1.13) | \$0.00 | (\$1.13) | 0.00% |
| 10.5.1400.3399.902.1100 | TRAVEL LOCAL MILEAGE | \$125.00 | \$0.00 | \$0.00 | \$125.00 | \$0.00 | \$125.00 | 100.00% |
| 10.5.1400.3399.902.1120 | TRAVEL LOCAL MILEAGE | \$0.00 | \$0.00 | \$7.32 | (\$7.32) | \$0.00 | (\$7.32) | 0.00% |
| 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 | \$5.01 | \$115.92 | \$124.08 | \$0.00 | \$124.08 | 51.70% |
| 10.5.2630.3399.902.1120 | TRAVEL LOCAL MILEAGE | \$0.00 | \$0.00 | \$10.64 | (\$10.64) | \$0.00 | (\$10.64) | 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 | \$236.25 | (\$236.25) | \$33.75 | (\$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 | \$489.04 | \$9,697.08 | \$14,302.92 | \$0.00 | \$14,302.92 | 59.60% |
| 10.5.2630.3400.902.1100 | COMMUNICATION-TELEPHONE | \$0.00 | \$245.01 | \$245.01 | (\$245.01) | \$0.00 | (\$245.01) | 0.00% |
| 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 | \$585.00 | \$1,497.44 | \$1,502.56 | \$0.00 | \$1,502.56 | 50.09% |
| 10.5.2630.3502.902.1120 | RECRUITING ADDS | \$0.00 | \$0.00 | \$402.57 | (\$402.57) | \$0.00 | (\$402.57) | 0.00% |
| 10.5.2640.3502.902.1100 | RECRUITING ADDS | \$2,000.00 | \$5,939.93 | \$10,680.48 | (\$8,680.48) | \$0.00 | (\$8,680.48) | -434.02% |
| 10.5.2640.3502.902.1120 | RECRUITING ADDS | \$0.00 | \$0.00 | \$565.16 | (\$565.16) | \$0.00 | (\$565.16) | 0.00% |
| 10.5.2640.3801.902.1100 | UNEMPLOYMENT SERVICE | \$0.00 | \$0.00 | \$1,507.50 | (\$1,507.50) | \$0.00 | (\$1,507.50) | 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 | \$137.92 | \$137.92 | (\$72.92) | \$0.00 | (\$72.92) | -112.18% |
| 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% |
| 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 | \$0.00 | \$1,600.00 | \$0.00 | \$1,600.00 | 100.00% |
| 10.5.4505.4101.902.6100 | SUPPLIES-MEETINGS | \$0.00 | \$1,590.72 | \$2,940.22 | (\$2,940.22) | \$0.00 | (\$2,940.22) | 0.00% |
| 10.5.2630.4104.902.1100 | INK | \$0.00 | \$63.83 | \$127.66 | (\$127.66) | \$0.00 | (\$127.66) | 0.00% |
| 10.5.4505.4120.902.1100 | CLASSROOM MATERIALS 1 | \$0.00 | 207 \$0.00 | \$56.46 | (\$56.46) | \$0.00 | (\$56.46) | 0.00% |
| 10.5.4505.4120.902.6220 | CLASSROOM MATERIALS 1 | \$0.00 | \$0.00 | \$10.00 | (\$10.00) | \$139.90 | (\$149.90) | 0.00% |

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 5/1/2023

To Date: 5/31/2023

Fiscal Year: 2022-2023

- 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 |
|-------------------------|-------------------------------|--------------|---------------|--------------|---------------|-------------|----------------|----------|
| 10.5.4505.4100.903.1100 | OFFICE SUPPLIES LESS \$499 | \$0.00 | \$0.00 | (\$415.83) | \$415.83 | \$0.00 | \$415.83 | 0.00% |
| 10.5.4950.4100.903.6100 | OFFICE SUPPLIES LESS \$499 | \$0.00 | \$0.00 | \$190.78 | (\$190.78) | \$0.00 | (\$190.78) | 0.00% |
| 10.5.4950.4100.903.6110 | OFFICE SUPPLIES LESS \$499 | \$0.00 | \$0.00 | \$54.97 | (\$54.97) | \$0.00 | (\$54.97) | 0.00% |
| 10.5.1400.4101.903.6110 | SUPPLIES-MEETINGS | \$380.00 | \$0.00 | \$0.00 | \$380.00 | \$0.00 | \$380.00 | 100.00% |
| 10.5.4505.4101.903.6220 | SUPPLIES-MEETINGS | \$0.00 | \$0.00 | \$76.71 | (\$76.71) | \$0.00 | (\$76.71) | 0.00% |
| 10.5.4950.4118.903.6100 | CURRICULUM | \$0.00 | \$0.00 | \$13,260.00 | (\$13,260.00) | \$0.00 | (\$13,260.00) | 0.00% |
| 10.5.4950.4120.903.6110 | CLASSROOM MATERIALS 1 | \$0.00 | \$0.00 | \$310.57 | (\$310.57) | \$0.00 | (\$310.57) | 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% |
| 10.5.1400.6400.903.1100 | DUES AND FEES | \$0.00 | \$325.00 | \$925.00 | (\$925.00) | \$0.00 | (\$925.00) | 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 | \$0.00 | \$9,364.12 | \$84,689.58 | (\$84,689.58) | \$28,092.31 | (\$112,781.89) | 0.00% |
| 10.5.2115.2110.904.1100 | TEACHER'S RETIREMENT (TRS) | \$0.00 | \$117.06 | \$1,058.69 | (\$1,058.69) | \$58.53 | (\$1,117.22) | 0.00% |
| 10.5.2115.2140.904.1100 | MEDICARE | \$0.00 | \$134.84 | \$1,219.54 | (\$1,219.54) | \$67.42 | (\$1,286.96) | 0.00% |
| 10.5.2115.2210.904.1100 | LIFE INSURANCE | \$0.00 | \$13.12 | \$118.08 | (\$118.08) | \$6.56 | (\$124.64) | 0.00% |
| 10.5.2115.2230.904.1100 | DENTAL INSURANCE | \$0.00 | \$133.88 | \$1,204.92 | (\$1,204.92) | \$66.94 | (\$1,271.86) | 0.00% |
| 10.5.2540.1100.905.1100 | SALARIES, NON CERTIFIED STAFF | \$76,278.71 | \$6,875.79 | \$65,337.41 | \$10,941.30 | \$6,572.67 | \$4,368.63 | 5.73% |
| 10.5.2540.2120.905.1100 | MUNICIPAL RETIREMENT | \$1,716.27 | \$100.87 | \$1,031.82 | \$684.45 | \$49.79 | \$634.66 | 36.98% |
| 10.5.2540.2130.905.1100 | FICA | \$4,729.28 | \$421.55 | \$4,009.29 | \$719.99 | \$201.89 | \$518.10 | 10.96% |
| 10.5.2570.2130.905.1100 | FICA | \$0.00 | \$0.00 | \$2.33 | (\$2.33) | \$0.00 | (\$2.33) | 0.00% |
| 10.5.2540.2140.905.1100 | MEDICARE | \$1,106.04 | \$98.59 | \$937.68 | \$168.36 | \$47.22 | \$121.14 | 10.95% |
| 10.5.2570.2140.905.1100 | MEDICARE | \$0.00 | \$0.00 | \$0.54 | (\$0.54) | \$0.00 | (\$0.54) | 0.00% |
| 10.5.2540.2210.905.1100 | LIFE INSURANCE | \$414.00 | \$4.60 | \$41.40 | \$372.60 | \$2.30 | \$370.30 | 89.44% |
| 10.5.2540.2220.905.1100 | MEDICAL INSURANCE | \$14,904.57 | \$1,766.50 | \$15,315.14 | (\$410.57) | \$883.25 | (\$1,293.82) | -8.68% |
| 10.5.2540.2230.905.1100 | DENTAL INSURANCE | \$1,025.67 | \$114.20 | \$1,027.80 | (\$2.13) | \$57.10 | (\$59.23) | -5.77% |
| 10.5.2570.3400.905.1100 | COMMUNICATION-TELEPHONE | \$0.00 | \$0.00 | \$37.50 | (\$37.50) | \$0.00 | (\$37.50) | 0.00% |
| 10.5.1207.1100.906.1100 | SALARIES, NON CERTIFIED STAFF | \$0.00 | \$8,185.74 | \$64,953.94 | (\$64,953.94) | \$6,948.58 | (\$71,902.52) | 0.00% |
| 10.5.1200.1104.906.1100 | AIDE SALARIES | \$0.00 | \$2,328.12 | \$20,953.08 | (\$20,953.08) | \$2,328.05 | (\$23,281.13) | 0.00% |
| 10.5.1207.1104.906.1100 | AIDE SALARIES | \$244,283.80 | \$10,035.08 | \$85,756.75 | \$158,527.05 | \$28,607.24 | \$129,919.81 | 53.18% |
| 10.5.1207.2110.906.1100 | TEACHER'S RETIREMENT (TRS) | \$0.00 | \$4.38 | \$4.38 | (\$4.38) | \$0.00 | (\$4.38) | 0.00% |
| 10.5.1200.2120.906.1100 | MUNICIPAL RETIREMENT | \$0.00 | \$52.39 | \$471.43 | (\$471.43) | \$26.19 | (\$497.62) | 0.00% |
| 10.5.1207.2120.906.1100 | MUNICIPAL RETIREMENT | \$5,496.39 | \$398.89 | \$3,380.09 | \$2,116.30 | \$200.77 | \$1,915.53 | 34.85% |
| 10.5.1200.2130.906.1100 | FICA | \$0.00 | \$144.34 | \$1,299.09 | (\$1,299.09) | \$72.17 | (\$1,371.26) | 0.00% |
| 10.5.1207.2130.906.1100 | FICA | \$15,145.60 | \$1,005.98 | \$8,505.59 | \$6,640.01 | \$507.35 | \$6,132.66 | 40.49% |
| 10.5.1200.2140.906.1100 | MEDICARE | \$0.00 | \$33.76 | \$303.83 | (\$303.83) | \$16.88 | (\$320.71) | 0.00% |
| 10.5.1207.2140.906.1100 | MEDICARE | \$3,542.12 | \$242.38 | \$1,996.35 | \$1,545.77 | \$118.68 | \$1,427.09 | 40.29% |
| 10.5.1200.2210.906.1100 | LIFE INSURANCE | \$0.00 | \$4.60 | \$41.40 | (\$41.40) | \$2.30 | (\$43.70) | 0.00% |
| 10.5.1207.2210.906.1100 | LIFE INSURANCE | \$1,380.00 | \$32.20 | \$289.80 | \$1,090.20 | \$16.10 | \$1,074.10 | 77.83% |
| 10.5.1207.2220.906.1100 | MEDICAL INSURANCE | \$5,858.90 | \$5,219.50 | \$45,251.58 | (\$39,392.68) | \$2,609.75 | (\$42,002.43) | -716.90% |
| 10.5.1207.2230.906.1100 | DENTAL INSURANCE | \$83,720.69 | \$474.46 | \$4,270.14 | \$79,450.55 | \$237.23 | \$79,213.32 | 94.62% |
| 10.5.1400.3500.906.6100 | MARKETING | \$0.00 | \$0.00 | \$86.36 | (\$86.36) | \$0.00 | (\$86.36) | 0.00% |
| 10.5.4950.4100.906.6110 | OFFICE SUPPLIES LESS \$499 | \$0.00 | \$0.00 | \$437.49 | (\$437.49) | \$0.00 | (\$437.49) | 0.00% |
| 10.5.1207.1000.907.1100 | SALARIES, CERTIFIED STAFF | \$429,229.17 | \$25,416.37 | \$224,047.03 | \$205,182.14 | \$73,195.91 | \$131,986.23 | 30.75% |
| 10.5.1207.2110.907.1100 | TEACHER'S RETIREMENT (TRS) | \$6,586.78 | \$298.12 | \$2,678.72 | \$3,908.06 | \$149.06 | \$3,759.00 | 57.07% |
| 10.5.1207.2120.907.1100 | MUNICIPAL RETIREMENT | \$0.00 | \$35.26 | \$185.52 | (\$185.52) | \$20.24 | (\$205.76) | 0.00% |
| 10.5.1207.2130.907.1100 | FICA | \$0.00 | \$95.91 | \$499.66 | (\$499.66) | \$54.18 | (\$553.84) | 0.00% |
| 10.5.1207.2140.907.1100 | MEDICARE | \$6,223.82 | \$356.96 | \$3,143.91 | \$3,079.91 | \$179.64 | \$2,900.27 | 46.60% |
| 10.5.1207.2210.907.1100 | LIFE INSURANCE | \$828.00 | \$57.36 | \$504.36 | \$323.64 | \$28.68 | \$294.96 | 35.62% |
| 10.5.1207.2220.907.1100 | MEDICAL INSURANCE | \$37,312.78 | \$2,963.24 | \$25,690.44 | \$11,622.34 | \$1,481.62 | \$10,140.72 | 27.18% |
| 10.5.1207.2230.907.1100 | DENTAL INSURANCE | \$2,409.59 | \$233.96 | \$2,105.64 | \$303.95 | \$116.98 | \$186.97 | 7.76% |

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 5/1/2023

To Date: 5/31/2023

Fiscal Year: 2022-2023

- 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 |
|-------------------------|-------------------------------|----------------|---------------|----------------|----------------|--------------|----------------|---------|
| 10.5.1400.3399.912.1120 | TRAVEL LOCAL MILEAGE | \$0.00 | \$0.00 | \$23.63 | (\$23.63) | \$0.00 | (\$23.63) | 0.00% |
| 10.5.1400.3399.912.6100 | TRAVEL LOCAL MILEAGE | \$0.00 | \$0.00 | \$376.76 | (\$376.76) | \$0.00 | (\$376.76) | 0.00% |
| 10.5.2320.1100.913.1100 | SALARIES, NON CERTIFIED STAFF | \$49,440.00 | \$3,161.90 | \$31,599.99 | \$17,840.01 | \$4,742.87 | \$13,097.14 | 26.49% |
| 10.5.2320.2120.913.1100 | MUNICIPAL RETIREMENT | \$1,112.40 | \$71.14 | \$710.96 | \$401.44 | \$35.57 | \$365.87 | 32.89% |
| 10.5.2320.2130.913.1100 | FICA | \$3,065.28 | \$183.48 | \$1,926.08 | \$1,139.20 | \$91.74 | \$1,047.46 | 34.17% |
| 10.5.2320.2140.913.1100 | MEDICARE | \$716.88 | \$42.90 | \$450.42 | \$266.46 | \$21.45 | \$245.01 | 34.18% |
| 10.5.2320.2210.913.1100 | LIFE INSURANCE | \$138.00 | \$4.60 | \$42.26 | \$95.74 | \$2.30 | \$93.44 | 67.71% |
| 10.5.2320.2220.913.1100 | MEDICAL INSURANCE | \$22,938.71 | \$706.98 | \$1,899.38 | \$21,039.33 | \$353.49 | \$20,685.84 | 90.18% |
| 10.5.2320.2230.913.1100 | DENTAL INSURANCE | \$1,451.38 | \$46.52 | \$124.98 | \$1,326.40 | \$23.26 | \$1,303.14 | 89.79% |
| 10.5.2320.1000.914.1100 | SALARIES, CERTIFIED STAFF | \$180,250.00 | \$15,525.00 | \$163,012.50 | \$17,237.50 | \$23,287.50 | (\$6,050.00) | -3.36% |
| 10.5.2320.2110.914.1100 | TEACHER'S RETIREMENT (TRS) | \$21,161.35 | \$1,902.24 | \$21,820.76 | (\$659.41) | \$951.12 | (\$1,610.53) | -7.61% |
| 10.5.2320.2140.914.1100 | MEDICARE | \$2,613.63 | \$224.68 | \$2,360.04 | \$253.59 | \$112.34 | \$141.25 | 5.40% |
| 10.5.2320.2210.914.1100 | LIFE INSURANCE | \$2,000.00 | \$31.68 | \$285.12 | \$1,714.88 | \$15.84 | \$1,699.04 | 84.95% |
| 10.5.2320.2220.914.1100 | MEDICAL INSURANCE | \$18,630.71 | \$1,766.50 | \$15,315.14 | \$3,315.57 | \$883.25 | \$2,432.32 | 13.06% |
| 10.5.2320.2230.914.1100 | DENTAL INSURANCE | \$1,282.08 | \$114.20 | \$1,027.80 | \$254.28 | \$57.10 | \$197.18 | 15.38% |
| 10.5.1207.1100.915.1000 | SALARIES, NON CERTIFIED STAFF | \$0.00 | \$0.00 | \$275.00 | (\$275.00) | \$0.00 | (\$275.00) | 0.00% |
| 10.5.1207.1100.915.1100 | SALARIES, NON CERTIFIED STAFF | \$511,212.76 | \$24,818.49 | \$185,294.21 | \$325,918.55 | \$58,386.54 | \$267,532.01 | 52.33% |
| 10.5.1207.1104.915.1100 | AIDE SALARIES | \$0.00 | \$26,505.41 | \$246,746.60 | (\$246,746.60) | \$74,979.90 | (\$321,726.50) | 0.00% |
| 10.5.1207.2110.915.1100 | TEACHER'S RETIREMENT (TRS) | \$0.00 | \$0.80 | \$0.80 | (\$0.80) | \$0.00 | (\$0.80) | 0.00% |
| 10.5.1207.2120.915.1000 | MUNICIPAL RETIREMENT | \$0.00 | \$0.00 | \$6.19 | (\$6.19) | \$0.00 | (\$6.19) | 0.00% |
| 10.5.1207.2120.915.1100 | MUNICIPAL RETIREMENT | \$11,502.29 | \$1,148.99 | \$9,726.25 | \$1,776.04 | \$568.52 | \$1,207.52 | 10.50% |
| 10.5.1207.2130.915.1000 | FICA | \$0.00 | \$0.00 | \$16.67 | (\$16.67) | \$0.00 | (\$16.67) | 0.00% |
| 10.5.1207.2130.915.1100 | FICA | \$31,695.19 | \$2,902.79 | \$24,686.45 | \$7,008.74 | \$1,436.21 | \$5,572.53 | 17.58% |
| 10.5.1207.2140.915.1000 | MEDICARE | \$0.00 | \$0.00 | \$3.89 | (\$3.89) | \$0.00 | (\$3.89) | 0.00% |
| 10.5.1207.2140.915.1100 | MEDICARE | \$7,412.59 | \$682.62 | \$5,797.03 | \$1,615.56 | \$336.36 | \$1,279.20 | 17.26% |
| 10.5.1207.2210.915.1100 | LIFE INSURANCE | \$1,656.00 | \$55.20 | \$485.30 | \$1,170.70 | \$27.60 | \$1,143.10 | 69.03% |
| 10.5.1207.2220.915.1100 | MEDICAL INSURANCE | \$126,117.99 | \$12,384.62 | \$104,070.12 | \$22,047.87 | \$6,192.31 | \$15,855.56 | 12.57% |
| 10.5.1207.2230.915.1100 | DENTAL INSURANCE | \$8,854.39 | \$806.64 | \$7,136.55 | \$1,717.84 | \$403.32 | \$1,314.52 | 14.85% |
| 10.5.1207.3399.915.1100 | TRAVEL LOCAL MILEAGE | \$0.00 | \$302.42 | \$1,105.41 | (\$1,105.41) | \$0.00 | (\$1,105.41) | 0.00% |
| 10.5.2131.1100.916.1100 | SALARIES, NON CERTIFIED STAFF | \$2,958,037.87 | \$256,902.58 | \$2,292,581.59 | \$665,456.28 | \$616,902.28 | \$48,554.00 | 1.64% |
| 10.5.2131.2120.916.1100 | MUNICIPAL RETIREMENT | \$66,555.85 | \$5,579.12 | \$50,239.31 | \$16,316.54 | \$2,782.76 | \$13,533.78 | 20.33% |
| 10.5.2131.2130.916.1100 | FICA | \$183,398.35 | \$14,892.02 | \$133,601.65 | \$49,796.70 | \$7,360.08 | \$42,436.62 | 23.14% |
| 10.5.2131.2140.916.1100 | MEDICARE | \$42,891.55 | \$3,482.79 | \$31,245.27 | \$11,646.28 | \$1,721.30 | \$9,924.98 | 23.14% |
| 10.5.2131.2210.916.1100 | LIFE INSURANCE | \$6,072.00 | \$556.60 | \$5,023.20 | \$1,048.80 | \$278.30 | \$770.50 | 12.69% |
| 10.5.2131.2220.916.1100 | MEDICAL INSURANCE | \$513,349.49 | \$55,563.40 | \$454,511.24 | \$58,838.25 | \$27,781.70 | \$31,056.55 | 6.05% |
| 10.5.2131.2230.916.1100 | DENTAL INSURANCE | \$32,290.01 | \$3,363.92 | \$28,590.78 | \$3,699.23 | \$1,681.96 | \$2,017.27 | 6.25% |
| 10.5.2131.3399.916.1100 | TRAVEL LOCAL MILEAGE | \$0.00 | \$113.91 | \$796.95 | (\$796.95) | \$0.00 | (\$796.95) | 0.00% |
| 10.5.2131.3399.916.1120 | TRAVEL LOCAL MILEAGE | \$0.00 | \$0.00 | \$39.24 | (\$39.24) | \$0.00 | (\$39.24) | 0.00% |
| 10.5.2131.4100.916.1100 | OFFICE SUPPLIES LESS \$499 | \$0.00 | \$0.00 | \$42.25 | (\$42.25) | \$0.00 | (\$42.25) | 0.00% |
| 10.5.1200.1100.917.1000 | SALARIES, NON CERTIFIED STAFF | \$0.00 | \$1,305.82 | \$11,469.19 | (\$11,469.19) | \$2,392.70 | (\$13,861.89) | 0.00% |
| 10.5.1200.1100.917.1100 | SALARIES, NON CERTIFIED STAFF | \$1,846,974.60 | \$172,074.39 | \$1,482,904.66 | \$364,069.94 | \$283,540.20 | \$80,529.74 | 4.36% |
| 10.5.1200.1100.917.1120 | SALARIES, NON CERTIFIED STAFF | \$0.00 | \$0.00 | \$500.00 | (\$500.00) | \$0.00 | (\$500.00) | 0.00% |
| 10.5.1200.1100.917.4993 | SALARIES, NON CERTIFIED STAFF | \$0.00 | \$3,650.00 | \$16,198.75 | (\$16,198.75) | \$1,650.00 | (\$17,848.75) | 0.00% |
| 10.5.1400.1100.917.6220 | SALARIES, NON CERTIFIED STAFF | \$34,421.10 | \$0.00 | \$0.00 | \$34,421.10 | \$0.00 | \$34,421.10 | 100.00% |
| 10.5.1200.1104.917.1100 | AIDE SALARIES | \$0.00 | \$5,450.39 | \$42,550.73 | (\$42,550.73) | \$9,110.88 | (\$51,661.61) | 0.00% |
| 10.5.1200.2110.917.1100 | TEACHER'S RETIREMENT (TRS) | \$0.00 | \$0.00 | \$1.25 | (\$1.25) | \$0.00 | (\$1.25) | 0.00% |
| 10.5.1200.2110.917.4993 | TEACHER'S RETIREMENT (TRS) | \$0.00 | \$1.25 | \$10.02 | (\$10.02) | \$1.25 | (\$11.27) | 0.00% |
| 10.5.1200.2120.917.1000 | MUNICIPAL RETIREMENT | \$0.00 | \$29.37 | \$258.05 | (\$258.05) | \$33.53 | (\$291.58) | 0.00% |
| 10.5.1200.2120.917.1100 | MUNICIPAL RETIREMENT | \$41,257.57 | \$3,873.23 | \$33,733.44 | \$7,524.13 | \$1,979.49 | \$5,544.64 | 13.44% |
| 10.5.1200.2120.917.1120 | MUNICIPAL RETIREMENT | \$0.00 | \$0.00 | \$6.75 | (\$6.75) | \$0.00 | (\$6.75) | 0.00% |

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 5/1/2023

To Date: 5/31/2023

Fiscal Year: 2022-2023

- 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 |
|-------------------------|-------------------------------|----------------|---------------|----------------|---------------|--------------|----------------|--------|
| 10.5.2510.2140.920.1100 | MEDICARE | \$0.00 | \$1.24 | \$13.11 | (\$13.11) | \$0.62 | (\$13.73) | 0.00% |
| 10.5.2570.2140.920.1100 | MEDICARE | \$0.00 | \$2.10 | \$22.17 | (\$22.17) | \$1.05 | (\$23.22) | 0.00% |
| 10.5.2410.2210.920.1100 | LIFE INSURANCE | \$3,104.00 | \$105.10 | \$945.90 | \$2,158.10 | \$52.55 | \$2,105.55 | 67.83% |
| 10.5.2410.2220.920.1100 | MEDICAL INSURANCE | \$198,704.80 | \$17,531.48 | \$151,993.80 | \$46,711.00 | \$8,765.74 | \$37,945.26 | 19.10% |
| 10.5.2410.2230.920.1100 | DENTAL INSURANCE | \$12,572.74 | \$1,115.00 | \$10,035.00 | \$2,537.74 | \$557.50 | \$1,980.24 | 15.75% |
| 10.5.1200.3399.920.1100 | TRAVEL LOCAL MILEAGE | \$0.00 | \$90.00 | \$945.00 | (\$945.00) | \$135.00 | (\$1,080.00) | 0.00% |
| 10.5.1207.3399.920.1100 | TRAVEL LOCAL MILEAGE | \$0.00 | \$90.00 | \$945.00 | (\$945.00) | \$135.00 | (\$1,080.00) | 0.00% |
| 10.5.2110.3399.920.1100 | TRAVEL LOCAL MILEAGE | \$0.00 | \$90.00 | \$945.00 | (\$945.00) | \$135.00 | (\$1,080.00) | 0.00% |
| 10.5.2130.3399.920.1100 | TRAVEL LOCAL MILEAGE | \$0.00 | \$90.00 | \$945.00 | (\$945.00) | \$135.00 | (\$1,080.00) | 0.00% |
| 10.5.2410.3399.920.1100 | TRAVEL LOCAL MILEAGE | \$0.00 | \$135.00 | \$1,216.25 | (\$1,216.25) | \$270.00 | (\$1,486.25) | 0.00% |
| 10.5.2410.3399.920.3200 | TRAVEL LOCAL MILEAGE | \$0.00 | \$135.00 | \$1,845.00 | (\$1,845.00) | \$135.00 | (\$1,980.00) | 0.00% |
| 10.5.2510.3399.920.1100 | TRAVEL LOCAL MILEAGE | \$0.00 | \$90.00 | \$945.00 | (\$945.00) | \$135.00 | (\$1,080.00) | 0.00% |
| 10.5.2110.3400.920.1100 | COMMUNICATION-TELEPHONE | \$0.00 | \$75.00 | \$787.50 | (\$787.50) | \$112.50 | (\$900.00) | 0.00% |
| 10.5.2410.3400.920.1100 | COMMUNICATION-TELEPHONE | \$0.00 | \$37.50 | \$37.50 | (\$37.50) | \$112.50 | (\$150.00) | 0.00% |
| 10.5.2410.3400.920.3200 | COMMUNICATION-TELEPHONE | \$0.00 | \$37.50 | \$750.00 | (\$750.00) | \$0.00 | (\$750.00) | 0.00% |
| 10.5.2570.3400.920.1100 | COMMUNICATION-TELEPHONE | \$0.00 | \$150.00 | \$1,575.00 | (\$1,575.00) | \$225.00 | (\$1,800.00) | 0.00% |
| 10.5.1400.1100.921.1100 | SALARIES, NON CERTIFIED STAFF | \$0.00 | \$6,267.48 | \$65,808.54 | (\$65,808.54) | \$9,401.22 | (\$75,209.76) | 0.00% |
| 10.5.1400.1100.921.6100 | SALARIES, NON CERTIFIED STAFF | \$0.00 | \$903.54 | \$9,487.17 | (\$9,487.17) | \$1,355.32 | (\$10,842.49) | 0.00% |
| 10.5.1400.1100.921.6220 | SALARIES, NON CERTIFIED STAFF | \$0.00 | \$796.78 | \$8,366.19 | (\$8,366.19) | \$1,195.17 | (\$9,561.36) | 0.00% |
| 10.5.1400.2120.921.1100 | MUNICIPAL RETIREMENT | \$0.00 | \$141.02 | \$1,480.71 | (\$1,480.71) | \$70.51 | (\$1,551.22) | 0.00% |
| 10.5.1400.2120.921.6100 | MUNICIPAL RETIREMENT | \$0.00 | \$20.34 | \$213.57 | (\$213.57) | \$10.17 | (\$223.74) | 0.00% |
| 10.5.1400.2120.921.6220 | MUNICIPAL RETIREMENT | \$0.00 | \$17.92 | \$188.16 | (\$188.16) | \$8.96 | (\$197.12) | 0.00% |
| 10.5.1400.2130.921.1100 | FICA | \$0.00 | \$384.32 | \$4,052.53 | (\$4,052.53) | \$192.16 | (\$4,244.69) | 0.00% |
| 10.5.1400.2130.921.6100 | FICA | \$0.00 | \$55.40 | \$584.22 | (\$584.22) | \$27.70 | (\$611.92) | 0.00% |
| 10.5.1400.2130.921.6220 | FICA | \$0.00 | \$48.86 | \$515.13 | (\$515.13) | \$24.43 | (\$539.56) | 0.00% |
| 10.5.1400.2140.921.1100 | MEDICARE | \$0.00 | \$89.88 | \$947.71 | (\$947.71) | \$44.94 | (\$992.65) | 0.00% |
| 10.5.1400.2140.921.6100 | MEDICARE | \$0.00 | \$12.96 | \$136.62 | (\$136.62) | \$6.48 | (\$143.10) | 0.00% |
| 10.5.1400.2140.921.6220 | MEDICARE | \$0.00 | \$11.42 | \$120.53 | (\$120.53) | \$5.71 | (\$126.24) | 0.00% |
| 10.5.1400.2210.921.1100 | LIFE INSURANCE | \$0.00 | \$10.86 | \$97.74 | (\$97.74) | \$5.43 | (\$103.17) | 0.00% |
| 10.5.1400.2210.921.6100 | LIFE INSURANCE | \$0.00 | \$1.56 | \$14.04 | (\$14.04) | \$0.78 | (\$14.82) | 0.00% |
| 10.5.1400.2210.921.6220 | LIFE INSURANCE | \$0.00 | \$1.38 | \$12.42 | (\$12.42) | \$0.69 | (\$13.11) | 0.00% |
| 10.5.1400.2220.921.1100 | MEDICAL INSURANCE | \$0.00 | \$2,188.84 | \$18,976.68 | (\$18,976.68) | \$1,094.42 | (\$20,071.10) | 0.00% |
| 10.5.1400.2220.921.6100 | MEDICAL INSURANCE | \$0.00 | \$315.56 | \$2,735.80 | (\$2,735.80) | \$157.78 | (\$2,893.58) | 0.00% |
| 10.5.1400.2220.921.6220 | MEDICAL INSURANCE | \$0.00 | \$278.26 | \$2,412.50 | (\$2,412.50) | \$139.13 | (\$2,551.63) | 0.00% |
| 10.5.1400.2230.921.1100 | DENTAL INSURANCE | \$0.00 | \$138.56 | \$1,247.04 | (\$1,247.04) | \$69.28 | (\$1,316.32) | 0.00% |
| 10.5.1400.2230.921.6100 | DENTAL INSURANCE | \$0.00 | \$19.98 | \$179.82 | (\$179.82) | \$9.99 | (\$189.81) | 0.00% |
| 10.5.1400.2230.921.6220 | DENTAL INSURANCE | \$0.00 | \$17.60 | \$158.40 | (\$158.40) | \$8.80 | (\$167.20) | 0.00% |
| 10.5.2140.1000.922.1100 | SALARIES, CERTIFIED STAFF | \$1,828,722.12 | \$149,063.26 | \$1,310,025.44 | \$518,696.68 | \$364,525.14 | \$154,171.54 | 8.43% |
| 10.5.2140.1100.922.1100 | SALARIES, NON CERTIFIED STAFF | \$0.00 | \$0.00 | \$2,020.00 | (\$2,020.00) | \$0.00 | (\$2,020.00) | 0.00% |
| 10.5.2140.2110.922.1100 | TEACHER'S RETIREMENT (TRS) | \$27,430.83 | \$1,773.68 | \$16,013.29 | \$11,417.54 | \$886.84 | \$10,530.70 | 38.39% |
| 10.5.2140.2130.922.1100 | FICA | \$0.00 | \$347.42 | \$3,130.54 | (\$3,130.54) | \$173.71 | (\$3,304.25) | 0.00% |
| 10.5.2140.2140.922.1100 | MEDICARE | \$26,516.47 | \$2,013.57 | \$17,741.99 | \$8,774.48 | \$967.91 | \$7,806.57 | 29.44% |
| 10.5.2140.2210.922.1100 | LIFE INSURANCE | \$3,450.00 | \$307.74 | \$2,769.66 | \$680.34 | \$153.87 | \$526.47 | 15.26% |
| 10.5.2140.2220.922.1100 | MEDICAL INSURANCE | \$310,477.50 | \$29,545.56 | \$257,651.48 | \$52,826.02 | \$14,772.78 | \$38,053.24 | 12.26% |
| 10.5.2140.2230.922.1100 | DENTAL INSURANCE | \$19,986.30 | \$1,892.66 | \$17,033.94 | \$2,952.36 | \$946.33 | \$2,006.03 | 10.04% |
| 10.5.2132.3107.922.1100 | CONTRACTUAL SERVICES | \$0.00 | \$0.00 | \$55,005.50 | (\$55,005.50) | \$0.00 | (\$55,005.50) | 0.00% |
| 10.5.2140.3107.922.1100 | CONTRACTUAL SERVICES | \$0.00 | \$1,230.00 | \$1,230.00 | (\$1,230.00) | \$0.00 | (\$1,230.00) | 0.00% |
| 10.5.2140.3196.922.1100 | CONTRACTUAL RELATED SERVICES | \$0.00 | \$5,831.28 | \$71,197.66 | (\$71,197.66) | \$0.00 | (\$71,197.66) | 0.00% |
| 10.5.2140.3399.922.1100 | TRAVEL LOCAL MILEAGE | \$0.00 | \$138.01 | \$777.34 | (\$777.34) | \$0.00 | (\$777.34) | 0.00% |
| 10.5.2140.1000.923.1100 | SALARIES, CERTIFIED STAFF | \$35,000.00 | \$3,500.00 | \$31,600.00 | \$3,400.00 | \$3,500.00 | (\$100.00) | -0.29% |

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 5/1/2023

To Date: 5/31/2023

Fiscal Year: 2022-2023

- 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 |
|-------------------------|-------------------------------|----------------|---------------|----------------|----------------|--------------|----------------|--------|
| 10.5.2150.1000.927.1000 | SALARIES, CERTIFIED STAFF | \$0.00 | \$5,318.25 | \$5,418.25 | (\$5,418.25) | \$0.00 | (\$5,418.25) | 0.00% |
| 10.5.2150.1000.927.1100 | SALARIES, CERTIFIED STAFF | \$3,159,782.82 | \$260,988.48 | \$2,437,695.12 | \$722,087.70 | \$722,203.80 | (\$116.10) | 0.00% |
| 10.5.2150.2110.927.1000 | TEACHER'S RETIREMENT (TRS) | \$0.00 | \$66.48 | \$66.48 | (\$66.48) | \$0.00 | (\$66.48) | 0.00% |
| 10.5.2150.2110.927.1100 | TEACHER'S RETIREMENT (TRS) | \$48,751.07 | \$3,219.57 | \$29,794.17 | \$18,956.90 | \$1,616.30 | \$17,340.60 | 35.57% |
| 10.5.2150.2130.927.1100 | FICA | \$0.00 | \$0.00 | \$1,185.99 | (\$1,185.99) | \$0.00 | (\$1,185.99) | 0.00% |
| 10.5.2150.2140.927.1000 | MEDICARE | \$0.00 | \$72.78 | \$74.23 | (\$74.23) | \$0.00 | (\$74.23) | 0.00% |
| 10.5.2150.2140.927.1100 | MEDICARE | \$45,816.85 | \$3,557.14 | \$33,300.29 | \$12,516.56 | \$1,837.28 | \$10,679.28 | 23.31% |
| 10.5.2150.2210.927.1100 | LIFE INSURANCE | \$8,486.00 | \$565.80 | \$5,278.50 | \$3,207.50 | \$282.90 | \$2,924.60 | 34.46% |
| 10.5.2150.2220.927.1100 | MEDICAL INSURANCE | \$451,072.52 | \$50,114.50 | \$439,974.61 | \$11,097.91 | \$25,057.25 | (\$13,959.34) | -3.09% |
| 10.5.2150.2230.927.1100 | DENTAL INSURANCE | \$37,055.79 | \$3,427.40 | \$31,375.04 | \$5,680.75 | \$1,713.70 | \$3,967.05 | 10.71% |
| 10.5.2150.3399.927.1100 | TRAVEL LOCAL MILEAGE | \$0.00 | \$129.06 | \$2,229.01 | (\$2,229.01) | \$0.00 | (\$2,229.01) | 0.00% |
| 10.5.1000.1000.928.1100 | SALARIES, CERTIFIED STAFF | \$0.00 | \$11,426.50 | \$102,024.23 | (\$102,024.23) | \$34,279.54 | (\$136,303.77) | 0.00% |
| 10.5.1200.1000.928.1100 | SALARIES, CERTIFIED STAFF | \$2,582,345.33 | \$212,867.52 | \$1,913,374.09 | \$668,971.24 | \$544,064.99 | \$124,906.25 | 4.84% |
| 10.5.1400.1000.928.6220 | SALARIES, CERTIFIED STAFF | \$49,837.50 | \$4,983.76 | \$44,853.84 | \$4,983.66 | \$4,983.66 | \$0.00 | 0.00% |
| 10.5.2150.1000.928.1100 | SALARIES, CERTIFIED STAFF | \$0.00 | \$7,620.42 | \$68,804.46 | (\$68,804.46) | \$22,861.16 | (\$91,665.62) | 0.00% |
| 10.5.2570.1005.928.1100 | STIPENDS-CERTIFIED | \$0.00 | \$37.54 | \$394.17 | (\$394.17) | \$56.37 | (\$450.54) | 0.00% |
| 10.5.1000.2110.928.1100 | TEACHER'S RETIREMENT (TRS) | \$0.00 | \$122.82 | \$1,275.22 | (\$1,275.22) | \$71.41 | (\$1,346.63) | 0.00% |
| 10.5.1200.2110.928.1100 | TEACHER'S RETIREMENT (TRS) | \$39,167.47 | \$2,656.82 | \$23,901.40 | \$15,266.07 | \$1,411.48 | \$13,854.59 | 35.37% |
| 10.5.1400.2110.928.6220 | TEACHER'S RETIREMENT (TRS) | \$747.56 | \$62.30 | \$560.70 | \$186.86 | \$31.15 | \$155.71 | 20.83% |
| 10.5.2150.2110.928.1100 | TEACHER'S RETIREMENT (TRS) | \$0.00 | \$95.26 | \$860.10 | (\$860.10) | \$47.63 | (\$907.73) | 0.00% |
| 10.5.2570.2110.928.1100 | TEACHER'S RETIREMENT (TRS) | \$0.00 | \$0.00 | \$0.96 | (\$0.96) | \$0.00 | (\$0.96) | 0.00% |
| 10.5.1200.2120.928.1100 | MUNICIPAL RETIREMENT | \$0.00 | \$96.55 | \$242.25 | (\$242.25) | \$40.20 | (\$282.45) | 0.00% |
| 10.5.1200.2130.928.1100 | FICA | \$0.00 | \$789.35 | \$5,546.31 | (\$5,546.31) | \$393.40 | (\$5,939.71) | 0.00% |
| 10.5.1000.2140.928.1100 | MEDICARE | \$0.00 | \$158.12 | \$1,408.31 | (\$1,408.31) | \$79.06 | (\$1,487.37) | 0.00% |
| 10.5.1200.2140.928.1100 | MEDICARE | \$37,444.01 | \$2,917.69 | \$26,365.02 | \$11,078.99 | \$1,551.04 | \$9,527.95 | 25.45% |
| 10.5.1400.2140.928.6220 | MEDICARE | \$722.64 | \$63.36 | \$573.04 | \$149.60 | \$31.68 | \$117.92 | 16.32% |
| 10.5.2150.2140.928.1100 | MEDICARE | \$0.00 | \$100.36 | \$910.44 | (\$910.44) | \$50.18 | (\$960.62) | 0.00% |
| 10.5.2570.2140.928.1100 | MEDICARE | \$0.00 | \$0.50 | \$5.39 | (\$5.39) | \$0.25 | (\$5.64) | 0.00% |
| 10.5.1000.2210.928.1100 | LIFE INSURANCE | \$0.00 | \$27.60 | \$248.40 | (\$248.40) | \$13.80 | (\$262.20) | 0.00% |
| 10.5.1200.2210.928.1100 | LIFE INSURANCE | \$7,382.00 | \$501.40 | \$4,467.11 | \$2,914.89 | \$257.60 | \$2,657.29 | 36.00% |
| 10.5.1400.2210.928.6220 | LIFE INSURANCE | \$138.00 | \$13.80 | \$124.20 | \$13.80 | \$6.90 | \$6.90 | 5.00% |
| 10.5.2150.2210.928.1100 | LIFE INSURANCE | \$0.00 | \$13.80 | \$124.20 | (\$124.20) | \$6.90 | (\$131.10) | 0.00% |
| 10.5.1000.2220.928.1100 | MEDICAL INSURANCE | \$0.00 | \$1,413.96 | \$12,258.60 | (\$12,258.60) | \$706.98 | (\$12,965.58) | 0.00% |
| 10.5.1200.2220.928.1100 | MEDICAL INSURANCE | \$342,438.22 | \$35,821.06 | \$291,736.94 | \$50,701.28 | \$18,641.34 | \$32,059.94 | 9.36% |
| 10.5.1400.2220.928.6220 | MEDICAL INSURANCE | \$22,938.71 | \$2,256.26 | \$19,561.14 | \$3,377.57 | \$1,128.13 | \$2,249.44 | 9.81% |
| 10.5.2150.2220.928.1100 | MEDICAL INSURANCE | \$0.00 | \$1,461.62 | \$12,671.78 | (\$12,671.78) | \$730.81 | (\$13,402.59) | 0.00% |
| 10.5.1000.2230.928.1100 | DENTAL INSURANCE | \$0.00 | \$93.04 | \$837.36 | (\$837.36) | \$46.52 | (\$883.88) | 0.00% |
| 10.5.1200.2230.928.1100 | DENTAL INSURANCE | \$22,048.86 | \$2,228.66 | \$19,459.83 | \$2,589.03 | \$1,164.11 | \$1,424.92 | 6.46% |
| 10.5.1400.2230.928.6220 | DENTAL INSURANCE | \$1,451.38 | \$140.92 | \$1,268.28 | \$183.10 | \$70.46 | \$112.64 | 7.76% |
| 10.5.2150.2230.928.1100 | DENTAL INSURANCE | \$0.00 | \$99.58 | \$896.22 | (\$896.22) | \$49.79 | (\$946.01) | 0.00% |
| 10.5.1200.3399.928.1020 | TRAVEL LOCAL MILEAGE | \$0.00 | \$0.00 | \$259.82 | (\$259.82) | \$0.00 | (\$259.82) | 0.00% |
| 10.5.1200.3399.928.1100 | TRAVEL LOCAL MILEAGE | \$0.00 | \$377.62 | \$3,366.45 | (\$3,366.45) | \$0.00 | (\$3,366.45) | 0.00% |
| 10.5.1200.3399.928.1120 | TRAVEL LOCAL MILEAGE | \$0.00 | \$0.00 | \$49.95 | (\$49.95) | \$0.00 | (\$49.95) | 0.00% |
| 10.5.2630.1100.929.1100 | SALARIES, NON CERTIFIED STAFF | \$0.00 | \$6,437.50 | \$68,171.75 | (\$68,171.75) | \$9,656.25 | (\$77,828.00) | 0.00% |
| 10.5.2630.2120.929.1100 | MUNICIPAL RETIREMENT | \$0.00 | \$144.84 | \$1,533.83 | (\$1,533.83) | \$72.42 | (\$1,606.25) | 0.00% |
| 10.5.2630.2130.929.1100 | FICA | \$0.00 | \$379.96 | \$4,069.05 | (\$4,069.05) | \$189.98 | (\$4,259.03) | 0.00% |
| 10.5.2630.2140.929.1100 | MEDICARE | \$0.00 | \$88.86 | \$951.60 | (\$951.60) | \$44.43 | (\$996.03) | 0.00% |
| 10.5.2630.2210.929.1100 | LIFE INSURANCE | \$0.00 | \$13.80 | \$124.20 | (\$124.20) | \$6.90 | (\$131.10) | 0.00% |
| 10.5.2630.2220.929.1100 | MEDICAL INSURANCE | \$0.00 | \$2,782.66 | \$24,124.98 | (\$24,124.98) | \$1,391.33 | (\$25,516.31) | 0.00% |
| 10.5.2630.2230.929.1100 | DENTAL INSURANCE | \$0.00 | \$140.92 | \$1,268.28 | (\$1,268.28) | \$70.46 | (\$1,338.74) | 0.00% |

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 5/1/2023

To Date: 5/31/2023

Fiscal Year: 2022-2023

- 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 |
|-------------------------|---|-----------------|----------------|-----------------|----------------|----------------|----------------|-------|
| 10.5.1400.2220.934.6100 | MEDICAL INSURANCE | \$0.00 | \$2,782.66 | \$24,124.98 | (\$24,124.98) | \$1,391.33 | (\$25,516.31) | 0.00% |
| 10.5.1400.2220.934.6220 | MEDICAL INSURANCE | \$0.00 | \$2,256.26 | \$11,281.30 | (\$11,281.30) | \$1,128.13 | (\$12,409.43) | 0.00% |
| 10.5.1400.2230.934.6100 | DENTAL INSURANCE | \$0.00 | \$176.14 | \$1,585.26 | (\$1,585.26) | \$88.07 | (\$1,673.33) | 0.00% |
| 10.5.1400.2230.934.6220 | DENTAL INSURANCE | \$0.00 | \$140.92 | \$704.60 | (\$704.60) | \$70.46 | (\$775.06) | 0.00% |
| 10.5.1400.3399.934.1100 | TRAVEL LOCAL MILEAGE | \$0.00 | \$0.00 | \$4.32 | (\$4.32) | \$0.00 | (\$4.32) | 0.00% |
| 10.5.1400.3399.934.6100 | TRAVEL LOCAL MILEAGE | \$0.00 | \$0.00 | \$9.18 | (\$9.18) | \$0.00 | (\$9.18) | 0.00% |
| 10.5.1400.3399.934.6220 | TRAVEL LOCAL MILEAGE | \$0.00 | \$0.00 | \$35.00 | (\$35.00) | \$0.00 | (\$35.00) | 0.00% |
| 10.5.1400.1100.935.6220 | SALARIES, NON CERTIFIED STAFF | \$0.00 | \$384.00 | \$13,432.50 | (\$13,432.50) | \$224.00 | (\$13,656.50) | 0.00% |
| 10.5.1400.2120.935.6220 | MUNICIPAL RETIREMENT | \$0.00 | \$0.00 | \$19.26 | (\$19.26) | \$0.00 | (\$19.26) | 0.00% |
| 10.5.1400.2130.935.6220 | FICA | \$0.00 | \$23.81 | \$832.80 | (\$832.80) | \$13.89 | (\$846.69) | 0.00% |
| 10.5.1400.2140.935.6220 | MEDICARE | \$0.00 | \$5.57 | \$194.76 | (\$194.76) | \$3.25 | (\$198.01) | 0.00% |
| | FUND: EDUCATION - 10 | \$28,540,064.07 | \$2,326,207.20 | \$22,175,842.01 | \$6,364,222.06 | \$4,147,541.33 | \$2,216,680.73 | 7.77% |
| 20.5.0000.0000.000.4998 | UNDESIGNATED | \$0.00 | \$0.00 | \$2,691.67 | (\$2,691.67) | \$0.00 | (\$2,691.67) | 0.00% |
| 20.5.2540.3100.901.1100 | PROFESSIONAL TECHNICAL SERVICE | \$0.00 | \$0.00 | \$3,859.25 | (\$3,859.25) | \$0.00 | (\$3,859.25) | 0.00% |
| 20.5.2540.3107.901.1100 | CONTRACTUAL SERVICES | \$0.00 | \$7,181.86 | \$29,926.86 | (\$29,926.86) | \$0.00 | (\$29,926.86) | 0.00% |
| 20.5.2320.3194.901.1100 | ARCHITECT FEES | \$0.00 | \$0.00 | \$1,922.50 | (\$1,922.50) | \$0.00 | (\$1,922.50) | 0.00% |
| 20.5.2540.3194.901.2000 | ARCHITECT FEES | \$0.00 | \$0.00 | \$2,341.78 | (\$2,341.78) | \$0.00 | (\$2,341.78) | 0.00% |
| 20.5.2540.3196.901.1100 | CONTRACTUAL RELATED SERVICES | \$0.00 | \$0.00 | \$272,000.00 | (\$272,000.00) | \$0.00 | (\$272,000.00) | 0.00% |
| | FUND: OPERATIONS & MAINTENANCE - 20 | \$0.00 | \$7,181.86 | \$312,742.06 | (\$312,742.06) | \$0.00 | (\$312,742.06) | 0.00% |
| 99.5.1400.4100.259.1100 | OFFICE SUPPLIES LESS \$499 | \$0.00 | \$0.00 | \$1,297.00 | (\$1,297.00) | \$0.00 | (\$1,297.00) | 0.00% |
| | FUND: ACTIVITY FUND - SHREDDER WORKS - 99 | \$0.00 | \$0.00 | \$1,297.00 | (\$1,297.00) | \$0.00 | (\$1,297.00) | 0.00% |
| Grand Total: | | \$28,540,064.07 | \$2,333,389.06 | \$22,489,881.07 | \$6,050,183.00 | \$4,147,541.33 | \$1,902,641.67 | 6.67% |

End of Report

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

June 12th, 2023

Dr. Brian Waterman, Superintendent
Lyons Township High School 204
100 S. Brainard Avenue
LaGrange, IL 60525

Dear Dr. Waterman,

Please find enclosed the Fiscal Year 2024 budget for the LaGrange Area Department of Special Education to be placed on public display.

FY24 Budget

The LADSE Directing Board approved a total budget of \$30,243,702 at the May 10, 2023 board meeting. This reflects a 5.97% increase from the fiscal year 2022-2023 budget. The increase from the FY23 budget to the FY24 budget is primarily due to program expansion because of increased student enrollment in LADSE's tuition programs and an increase of purchased service requests by LADSE member districts. Please see budget highlights below.

Budget Highlights:

- 3% salary increase for CBU members per negotiated contract
- 7% CPI (2022)
- 8% increase in health benefits
- 5% District/LADSE professional Development budget (flat to PY) 2.5% is from IDEA funding
- Addition of one Communication Development classroom
- IMRF Employer Contribution: 2.25% (Flat to PY)
- Business Office Structure-Adding 1.0 FTE for AP/Billing Position

Sincerely,

Jackie Bogan
Director of Business Services

Cc: Dr. Ellie Ambuehl

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 | |

District Type:

School District
 Joint Agreement

ILLINOIS STATE BOARD OF EDUCATION
School Business Services Division

SCHOOL DISTRICT/JOINT AGREEMENT BUDGET FORM *
July 1, 2023 - June 30, 2024

Accounting Basis:

Cash
 Accrual

Deficit Reduction Plan is not required

Is this an amended budget? _____

Date of Amended Budget: _____

(MM/DD/YY)

District Name:

Lagrange Area Dept Spec Ed-Ladse

District RCDT No:

06016204061

If your FY2023 AFR states that you need to do a deficit reduction plan and your FY2024 budget is balanced, please state the measures you took to have your budget become balanced. (Bckgrnd-Assumpt 25-26)

Budget of Lagrange Area Dept Spec Ed-Ladse, County of Cook, State of Illinois, for the Fiscal Year beginning July 1, 2023 and ending June 30, 2024.

WHEREAS the Board of Education of Lagrange Area Dept Spec Ed-Ladse, County of Cook, State of Illinois, caused to be prepared in tentative form a budget, and the Secretary of this Board has made the same conveniently available to public inspection for at least thirty days prior to final action thereon;

AND WHEREAS a public hearing was held as to such budget on the 20 day of June, 2023, notice of said hearing was given at least thirty days prior thereto as required by law, and all other legal requirements have been complied with;

NOW, THEREFORE, Be it resolved by the Board of Education of said district as follows:

Section 1: That the fiscal year of this school district be and the same hereby is fixed and declared to be beginning July 1, 2023 and ending June 30, 2024.

Section 2: That the following budget containing an estimate of amounts available in each Fund, separately, and expenditures from each be and the same is hereby adopted as the budget of this school district for said fiscal year.

ADOPTION OF BUDGET

The budget shall be approved and signed below by members of the School Board. Adopted this 14 day of August, 2023 by a roll call vote of _____ Yeas, and _____ Nays, to wit:

| ** MEMBERS VOTING YEA: | ** MEMBERS VOTING NAY: |
|------------------------|------------------------|
| | |
| | |
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| | |
| | |
| | |
| | |
| | |

* Based on the 23 Illinois Administrative Code-Part 100 and inconformity with Section 17-1 of the School Code.
** Type in the members who voted "YEA" nor "NAY". Actual school board member signatures are not required for electronic submission.
(1) A certified copy of this document must be filed with the county clerk within 30 days of adoption as required by Section 18-50 of the Property Tax Code (35 ILCS 200/18-50).
(2) Districts are required to submit the adopted/amended budget electronically to ISBE within 30 days of adoption or by October 30, whichever comes first. Budgets are submitted to School Finance Report (SFR): <https://sec1.isbe.net/attachmgr/default.aspx>
Please type the member signatures before submitting to ISBE. We do not accept PDF copies.

| | A | B | C | D | E | F | G | H | I | J | K |
|----|--|--------|-------------|--------------------------|--------------|----------------|---------------------------------------|------------------|--------------|------|--------------------------|
| 1 | | | (10) | (20) | (30) | (40) | (50) | (60) | (70) | (80) | (90) |
| 2 | Description: Enter Whole Numbers Only | Acct # | Educational | Operations & Maintenance | Debt Service | Transportation | Municipal Retirement/ Social Security | Capital Projects | Working Cash | Tort | Fire Prevention & Safety |
| 3 | BEGINNING CASH BALANCE ON HAND (without Student Activity Funds)⁷ as of July 1, 2023 | | 2,000,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 4 | Total Direct Receipts & Other Sources ⁸ | | 30,243,702 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 5 | OTHER RECEIPTS | | | | | | | | | | |
| 6 | Interfund Loans Payable (Loans from Other Funds) | 411 | | | | | | | | | |
| 7 | Interfund Loans Receivable (Repayment of Loans) | 141 | | | | | | | | | |
| 8 | Notes and Warrants Payable | 433 | | | | | | | | | |
| 9 | Other Current Assets | 199 | | | | | | | | | |
| 10 | Total Other Receipts | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 11 | Total Direct Receipts, Other Sources, & Other Receipts | | 30,243,702 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 12 | Total Amount Available | | 32,243,702 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 13 | Total Direct Disbursements & Other Uses ⁹ | | 30,243,702 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 14 | OTHER DISBURSEMENTS | | | | | | | | | | |
| 15 | Interfund Loans Receivable (Loans to Other Funds) ¹⁰ | 141 | | | | | | | | | |
| 16 | Interfund Loans Payable (Repayment of Loans) | 411 | | | | | | | | | |
| 17 | Notes and Warrants Payable | 433 | | | | | | | | | |
| 18 | Other Current Liabilities | 499 | | | | | | | | | |
| 19 | Total Other Disbursements | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 20 | Total Direct Disbursements, Other Uses, & Other Disbursements | | 30,243,702 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 21 | ENDING CASH BALANCE ON HAND (without Student Activity Funds) as of June 30, 2024 | | 2,000,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 22 | | | | | | | | | | | |
| 23 | Activity Funds BEGINNING CASH BALANCE ON HAND⁷ as of July 1, 2023 | | 0 | | | | | | | | |
| 24 | Total Direct Receipts & Other Sources ⁸ | | 0 | | | | | | | | |
| 25 | Total Amount Available | | 0 | | | | | | | | |
| 26 | Total Direct Disbursements & Other Uses ⁹ | | 0 | | | | | | | | |
| 27 | Activity funds ENDING CASH BALANCE ON HAND⁷ as of June 30, 2024 | | 0 | | | | | | | | |
| 28 | | | | | | | | | | | |
| 29 | Total BEGINNING CASH BALANCE ON HAND (with Student Activity Funds)⁷ as of July 1, 2023 | | 2,000,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 30 | Total Direct Receipts & Other Sources ⁸ | | 30,243,702 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 31 | Total Other Receipts | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 32 | Total Direct Receipts, Other Sources, & Other Receipts | | 30,243,702 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 33 | Total Amount Available | | 32,243,702 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 34 | Total Direct Disbursements & Other Uses ⁹ | | 30,243,702 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 35 | Total Other Disbursements | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 36 | Total Direct Disbursements, Other Uses, & Other Disbursements | | 30,243,702 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 37 | Total ENDING CASH BALANCE ON HAND (with Student Activity Funds)⁷ as of June 30, 2024 | | 2,000,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

| | A | B | C | D | E | F | G | H | I | J | K |
|----|---|--------|---------------------|----------------------------------|----------------------|------------------------|---|--------------------------|----------------------|--------------|----------------------------------|
| 1 | Description: Enter Whole Numbers Only | Acct # | (10) Educational | (20) Operations & Maintenance | (30) Debt Service | (40) Transportation | (50) Municipal Retirement/ Social Security | (60) Capital Projects | (70) Working Cash | (80) Tort | (90) Fire Prevention & Safety |
| 2 | RECEIPTS/REVENUES FROM LOCAL SOURCES (1000) | | | | | | | | | | |
| 3 | AD VALOREM TAXES LEVIED BY LOCAL EDUCATION AGENCY | | | | | | | | | | |
| 4 | | 1100 | | | | | | | | | |
| 5 | Designated Purposes Levies ^{11 (1110-1120)} | - | | | | | | | | | |
| 6 | Leasing Purposes Levy ¹² | 1130 | | | | | | | | | |
| 7 | Special Education Purposes Levy | 1140 | | | | | | | | | |
| 8 | FICA and Medicare Only Levies | 1150 | | | | | | | | | |
| 9 | Area Vocational Construction Purposes Levy | 1160 | | | | | | | | | |
| 10 | Summer School Purposes Levy | 1170 | | | | | | | | | |
| 11 | Other Tax Levies (Describe & Itemize) | 1190 | | | | | | | | | |
| 12 | Total Ad Valorem Taxes Levied by District | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 13 | PAYMENTS IN LIEU OF TAXES | | | | | | | | | | |
| 13 | | 1200 | | | | | | | | | |
| 14 | Mobile Home Privilege Tax | 1210 | | | | | | | | | |
| 15 | Payments from Local Housing Authority | 1220 | | | | | | | | | |
| 16 | Corporate Personal Property Replacement Taxes ¹³ | 1230 | | | | | | | | | |
| 17 | Other Payments in Lieu of Taxes (Describe & Itemize) | 1290 | | | | | | | | | |
| 18 | Total Payments in Lieu of Taxes | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 19 | TUITION | | | | | | | | | | |
| 19 | | 1300 | | | | | | | | | |
| 20 | Regular Tuition from Pupils or Parents (In State) | 1311 | | | | | | | | | |
| 21 | Regular Tuition from Other Districts (In State) | 1312 | | | | | | | | | |
| 22 | Regular Tuition from Other Sources (In State) | 1313 | | | | | | | | | |
| 23 | Regular Tuition from Other Sources (Out of State) | 1314 | | | | | | | | | |
| 24 | Summer School Tuition from Pupils or Parents (In State) | 1321 | | | | | | | | | |
| 25 | Summer School Tuition from Other Districts (In State) | 1322 | 436,434 | | | | | | | | |
| 26 | Summer School Tuition from Other Sources (In State) | 1323 | | | | | | | | | |
| 27 | Summer School Tuition from Other Sources (Out of State) | 1324 | | | | | | | | | |
| 28 | CTE Tuition from Pupils or Parents (In State) | 1331 | | | | | | | | | |
| 29 | CTE Tuition from Other Districts (In State) | 1332 | | | | | | | | | |
| 30 | CTE Tuition from Other Sources (In State) | 1333 | | | | | | | | | |
| 31 | CTE Tuition from Other Sources (Out of State) | 1334 | | | | | | | | | |
| 32 | Special Education Tuition from Pupils or Parents (In State) | 1341 | | | | | | | | | |
| 33 | Special Education Tuition from Other Districts (In State) | 1342 | 26,182,284 | | | | | | | | |
| 34 | Special Education Tuition from Other Sources (In State) | 1343 | | | | | | | | | |
| 35 | Special Education Tuition from Other Sources (Out of State) | 1344 | | | | | | | | | |
| 36 | Adult Tuition from Pupils or Parents (In State) | 1351 | | | | | | | | | |
| 37 | Adult Tuition from Other Districts (In State) | 1352 | | | | | | | | | |
| 38 | Adult Tuition from Other Sources (In State) | 1353 | | | | | | | | | |
| 39 | Adult Tuition from Other Sources (Out of State) | 1354 | | | | | | | | | |
| 40 | Total Tuition | | 26,618,718 | | | | | | | | |
| 41 | TRANSPORTATION FEES | | | | | | | | | | |
| 41 | | 1400 | | | | | | | | | |
| 42 | Regular Transportation Fees from Pupils or Parents (In State) | 1411 | | | | | | | | | |
| 43 | Regular Transportation Fees from Other Districts (In State) | 1412 | | | | | | | | | |
| 44 | Regular Transportation Fees from Other Sources (In State) | 1413 | | | | | | | | | |
| 45 | Regular Transportation Fees from Co-curricular Activities (In State) | 1415 | | | | | | | | | |
| 46 | Regular Transportation Fees from Other Sources (Out of State) | 1416 | | | | | | | | | |
| 47 | Summer School Transportation Fees from Pupils or Parents (In State) | 1421 | | | | | | | | | |
| 48 | Summer School Transportation Fees from Other Districts (In State) | 1422 | | | | | | | | | |
| 49 | Summer School Transportation Fees from Other Sources (In State) | 1423 | | | | | | | | | |
| 50 | Summer School Transportation Fees from Other Sources (Out of State) | 1424 | | | | | | | | | |
| 51 | CTE Transportation Fees from Pupils or Parents (In State) | 1431 | | | | | | | | | |
| 52 | CTE Transportation Fees from Other Districts (In State) | 1432 | | | | | | | | | |
| 53 | CTE Transportation Fees from Other Sources (In State) | 1433 | | | | | | | | | |
| 54 | CTE Transportation Fees from Other Sources (Out of State) | 1434 | | | | | | | | | |
| 55 | Special Education Transportation Fees from Pupils or Parents (In State) | 1441 | | | | 216 | | | | | |
| 56 | Special Education Transportation Fees from Other Districts (In State) | 1442 | | | | | | | | | |

| | A | B | C | D | E | F | G | H | I | J | K |
|-----|---|-------------|-------------|--------------------------|--------------|----------------|---------------------------------------|------------------|--------------|------|--------------------------|
| 1 | | | (10) | (20) | (30) | (40) | (50) | (60) | (70) | (80) | (90) |
| | Description: Enter Whole Numbers Only | Acct # | Educational | Operations & Maintenance | Debt Service | Transportation | Municipal Retirement/ Social Security | Capital Projects | Working Cash | Tort | Fire Prevention & Safety |
| 2 | | | | | | | | | | | |
| 57 | Special Education Transportation Fees from Other Sources (In State) | 1443 | | | | | | | | | |
| 58 | Special Education Transportation Fees from Other Sources (Out of State) | 1444 | | | | | | | | | |
| 59 | Adult Transportation Fees from Pupils or Parents (In State) | 1451 | | | | | | | | | |
| 60 | Adult Transportation Fees from Other Districts (In State) | 1452 | | | | | | | | | |
| 61 | Adult Transportation Fees from Other Sources (In State) | 1453 | | | | | | | | | |
| 62 | Adult Transportation Fees from Other Sources (Out of State) | 1454 | | | | | | | | | |
| 63 | Total Transportation Fees | | | | | 0 | | | | | |
| 64 | EARNINGS ON INVESTMENTS | 1500 | | | | | | | | | |
| 65 | Interest on Investments | 1510 | 100,000 | | | | | | | | |
| 66 | Gain or Loss on Sale of Investments | 1520 | | | | | | | | | |
| 67 | Total Earnings on Investments | | 100,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 68 | FOOD SERVICE | 1600 | | | | | | | | | |
| 69 | Sales to Pupils - Lunch | 1611 | | | | | | | | | |
| 70 | Sales to Pupils - Breakfast | 1612 | | | | | | | | | |
| 71 | Sales to Pupils - A la Carte | 1613 | | | | | | | | | |
| 72 | Sales to Pupils - Other (Describe & Itemize) | 1614 | | | | | | | | | |
| 73 | Sales to Adults | 1620 | | | | | | | | | |
| 74 | Other Food Service (Describe & Itemize) | 1690 | | | | | | | | | |
| 75 | Total Food Service | | 0 | | | | | | | | |
| 76 | DISTRICT/SCHOOL ACTIVITY INCOME | 1700 | | | | | | | | | |
| 77 | Admissions - Athletic | 1711 | | | | | | | | | |
| 78 | Admissions - Other | 1719 | | | | | | | | | |
| 79 | Fees | 1720 | | | | | | | | | |
| 80 | Book Store Sales | 1730 | | | | | | | | | |
| 81 | Other District/School Activity Revenue (Describe & Itemize) | 1790 | | | | | | | | | |
| 82 | Student Activity Fund Revenues | 1799 | | | | | | | | | |
| 83 | Total District/School Activity Income (without Student Activity Funds 1799) | | 0 | 0 | | | | | | | |
| 84 | Total District/School Activity Income (with Student Activity Funds 1799) | | 0 | | | | | | | | |
| 85 | TEXTBOOK INCOME | 1800 | | | | | | | | | |
| 86 | Textbook Rentals - Regular Textbooks | 1811 | | | | | | | | | |
| 87 | Textbook Rentals - Summer School Textbooks | 1812 | | | | | | | | | |
| 88 | Textbook Rentals - Adult/Continuing Education Textbooks | 1813 | | | | | | | | | |
| 89 | Textbook Rentals - Other (Describe & Itemize) | 1819 | | | | | | | | | |
| 90 | Textbook Sales - Regular Textbooks | 1821 | | | | | | | | | |
| 91 | Textbook Sales - Summer School | 1822 | | | | | | | | | |
| 92 | Textbook Sales - Adult/Continuing Education | 1823 | | | | | | | | | |
| 93 | Textbook Sales - Other (Describe & Itemize) | 1829 | | | | | | | | | |
| 94 | Other Textbook Income (Describe & Itemize) | 1890 | | | | | | | | | |
| 95 | Total Textbooks | | 0 | | | | | | | | |
| 96 | OTHER REVENUE FROM LOCAL SOURCES | 1900 | | | | | | | | | |
| 97 | Rentals | 1910 | | | | | | | | | |
| 98 | Contributions and Donations from Private Sources | 1920 | | | | | | | | | |
| 99 | Impact Fees from Municipal or County Governments | 1930 | | | | | | | | | |
| 100 | Services Provided Other Districts | 1940 | | | | | | | | | |
| 101 | Refund of Prior Years' Expenditures | 1950 | | | | | | | | | |
| 102 | Payments of Surplus Moneys from TIF Districts | 1960 | | | | | | | | | |
| 103 | Drivers' Education Fees | 1970 | | | | | | | | | |
| 104 | Proceeds from Vendors' Contracts | 1980 | | | | | | | | | |
| 105 | School Facility Occupation Tax Proceeds | 1983 | | | | | | | | | |
| 106 | Payment from Other Districts | 1991 | | | | | | | | | |
| 107 | Sale of Vocational Projects | 1992 | | | | | | | | | |
| 108 | Other Local Fees (Describe & Itemize) | 1993 | | | | | | | | | |
| 109 | Other Local Revenues (Describe & Itemize) | 1999 | | | | | | | | | |
| 110 | Total Other Revenue from Local Sources | | 0 | 0 | 217 | 0 | 0 | 0 | 0 | 0 | 0 |

| | A | B | C | D | E | F | G | H | I | J | K |
|--|--|--------|-------------|--------------------------|--------------|----------------|---------------------------------------|------------------|--------------|------|--------------------------|
| 1 | | | (10) | (20) | (30) | (40) | (50) | (60) | (70) | (80) | (90) |
| 2 | Description: Enter Whole Numbers Only | Acct # | Educational | Operations & Maintenance | Debt Service | Transportation | Municipal Retirement/ Social Security | Capital Projects | Working Cash | Tort | Fire Prevention & Safety |
| 111 | Total Receipts/Revenues from Local Sources (without Student Activity Funds 1799) | 1000 | 26,718,718 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 112 | Total Receipts/Revenues from Local Sources (with Student Activity Funds 1799) | | 26,718,718 | | | | | | | | |
| FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT (2000) | | | | | | | | | | | |
| 113 | | | | | | | | | | | |
| 114 | Flow-Through Revenue from State Sources | 2100 | | | | | | | | | |
| 115 | Flow-Through Revenue from Federal Sources | 2200 | | | | | | | | | |
| 116 | Other Flow-Through Revenue (Describe & Itemize) | 2300 | | | | | | | | | |
| 117 | Total Flow-Through Receipts/Revenues From One District to Another District | 2000 | 0 | 0 | | 0 | 0 | | | | |
| RECEIPTS/REVENUES FROM STATE SOURCES (3000) | | | | | | | | | | | |
| 119 UNRESTRICTED GRANTS-IN-AID (3001-3099) | | | | | | | | | | | |
| 120 | Evidence Based Funding Formula (Section 18-8.15) | 3001 | 1,650,105 | | | | | | | | |
| 121 | Reorganization Incentives (Accounts 3005-3021) | 3005 | | | | | | | | | |
| 122 | Fast Growth District Grants | 3030 | | | | | | | | | |
| 123 | Other Unrestricted Grants-In-Aid From State Sources (Describe & Itemize) | 3099 | | | | | | | | | |
| 124 | Total Unrestricted Grants-In-Aid | | 1,650,105 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| 125 RESTRICTED GRANTS-IN-AID (3100-3900) | | | | | | | | | | | |
| 126 SPECIAL EDUCATION | | | | | | | | | | | |
| 127 | Special Education - Private Facility Tuition | 3100 | | | | | | | | | |
| 128 | Special Education - Funding for Children Requiring Sp Ed Services | 3105 | | | | | | | | | |
| 129 | Special Education - Personnel | 3110 | | | | | | | | | |
| 130 | Special Education - Orphanage - Individual | 3120 | | | | | | | | | |
| 131 | Special Education - Orphanage - Summer Individual | 3130 | | | | | | | | | |
| 132 | Special Education - Summer School | 3145 | | | | | | | | | |
| 133 | Special Education - Other (Describe & Itemize) | 3199 | | | | | | | | | |
| 134 | Total Special Education | | 0 | 0 | | 0 | | | | | |
| 135 CAREER AND TECHNICAL EDUCATION (CTE) | | | | | | | | | | | |
| 136 | CTE - Technical Education - Tech Prep | 3200 | | | | | | | | | |
| 137 | CTE - Secondary Program Improvement (CTEI) | 3220 | | | | | | | | | |
| 138 | CTE - WECEP | 3225 | | | | | | | | | |
| 139 | CTE - Agriculture Education | 3235 | | | | | | | | | |
| 140 | CTE - Instructor Practicum | 3240 | | | | | | | | | |
| 141 | CTE - Student Organizations | 3270 | | | | | | | | | |
| 142 | CTE - Other (Describe & Itemize) | 3299 | | | | | | | | | |
| 143 | Total Career and Technical Education | | 0 | 0 | | | | 0 | | | |
| 144 BILINGUAL EDUCATION | | | | | | | | | | | |
| 145 | Bilingual Education - Downstate - TPI and TBE | 3305 | | | | | | | | | |
| 146 | Bilingual Education - Downstate - Transitional Bilingual Education | 3310 | | | | | | | | | |
| 147 | Total Bilingual Education | | 0 | | | | | 0 | | | |
| 148 | State Free Lunch & Breakfast | 3360 | | | | | | | | | |
| 149 | School Breakfast Initiative | 3365 | | | | | | | | | |
| 150 | Driver Education | 3370 | | | | | | | | | |
| 151 | Adult Education (from ICCB) | 3410 | | | | | | | | | |
| 152 | Adult Education - Other (Describe & Itemize) | 3499 | | | | | | | | | |
| 153 TRANSPORTATION | | | | | | | | | | | |
| 154 | Transportation - Regular and Vocational | 3500 | | | | | | | | | |
| 155 | Transportation - Special Education | 3510 | 110,000 | | | | | | | | |
| 156 | Transportation - Other (Describe & Itemize) | 3599 | | | | | | | | | |
| 157 | Total Transportation | | 110,000 | 0 | | 0 | 0 | | | | |
| 158 | Learning Improvement - Change Grants | 3610 | | | | | | | | | |
| 159 | Scientific Literacy | 3660 | | | | | | | | | |
| 160 | Truant Alternative/Optional Education | 3695 | | | | | | | | | |

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| | A | B | C | D | E | F | G | H | I | J | K |
|-----|---|--------|-------------|--------------------------|--------------|----------------|---------------------------------------|------------------|--------------|------|--------------------------|
| 1 | | | (10) | (20) | (30) | (40) | (50) | (60) | (70) | (80) | (90) |
| 2 | Description: Enter Whole Numbers Only | Acct # | Educational | Operations & Maintenance | Debt Service | Transportation | Municipal Retirement/ Social Security | Capital Projects | Working Cash | Tort | Fire Prevention & Safety |
| 161 | Early Childhood - Block Grant | 3705 | 585,139 | | | | | | | | |
| 162 | Chicago General Education Block Grant | 3766 | | | | | | | | | |
| 163 | Chicago Educational Services Block Grant | 3767 | | | | | | | | | |
| 164 | School Safety & Educational Improvement Block Grant | 3775 | | | | | | | | | |
| 165 | Technology - Technology for Success | 3780 | | | | | | | | | |
| 166 | State Charter Schools | 3815 | | | | | | | | | |
| 167 | Extended Learning Opportunities - Summer Bridges | 3825 | | | | | | | | | |
| 168 | Infrastructure Improvements - Planning/Construction | 3920 | | | | | | | | | |
| 169 | School Infrastructure - Maintenance Projects | 3925 | | | | | | | | | |
| 170 | Other Restricted Revenue from State Sources (Describe & Itemize) | 3999 | | | | | | | | | |
| 171 | Total Restricted Grants-In-Aid | | 695,139 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 172 | Total Receipts/Revenues from State Sources | 3000 | 2,345,244 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 173 | RECEIPTS/REVENUES FROM FEDERAL SOURCES (4000) | | | | | | | | | | |
| 174 | UNRESTRICTED GRANTS-IN-AID RECEIVED DIRECTLY FROM FEDERAL GOVT. (4001-4009) | | | | | | | | | | |
| 175 | Federal Impact Aid | 4001 | | | | | | | | | |
| | | 4009 | | | | | | | | | |
| 176 | Other Unrestricted Grants-In-Aid Received from Fed. Govt. (Describe & Itemize) | | | | | | | | | | |
| 177 | Total Unrestricted Grants-In-Aid Received Directly from Fed Govt | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 178 | RESTRICTED GRANTS-IN-AID RECEIVED DIRECTLY FROM FEDERAL GOVT (4045-4090) | | | | | | | | | | |
| 179 | Head Start | 4045 | | | | | | | | | |
| 180 | Construction (Impact Aid) | 4050 | | | | | | | | | |
| 181 | MAGNET | 4060 | | | | | | | | | |
| | | 4090 | | | | | | | | | |
| 182 | Other Restricted Grants-In-Aid Received from Fed. Govt. (Describe & Itemize) | | | | | | | | | | |
| 183 | Total Restricted Grants-In-Aid Received Directly from Federal Govt. | | 0 | 0 | | 0 | 0 | 0 | | | 0 |
| 184 | RESTRICTED GRANTS-IN-AID RECEIVED FROM FEDERAL GOVT. THRU THE STATE (4100-4999) | | | | | | | | | | |
| 185 | TITLE V | | | | | | | | | | |
| 186 | Title V - Flexibility and Accountability | 4100 | | | | | | | | | |
| 187 | Title V - SEA Projects | 4105 | | | | | | | | | |
| 188 | Title V - Rural Education Initiative (REI) | 4107 | | | | | | | | | |
| 189 | Title V - Other (Describe & Itemize) | 4199 | | | | | | | | | |
| 190 | Total Title V | | 0 | 0 | | 0 | 0 | | | | |
| 191 | FOOD SERVICE | | | | | | | | | | |
| 192 | Breakfast Start-Up Expansion | 4200 | | | | | | | | | |
| 193 | National School Lunch Program | 4210 | | | | | | | | | |
| 194 | Special Milk Program | 4215 | | | | | | | | | |
| 195 | School Breakfast Program | 4220 | | | | | | | | | |
| 196 | Summer Food Service Admin/Program | 4225 | | | | | | | | | |
| 197 | Child and Adult Care Food Program | 4226 | | | | | | | | | |
| 198 | Fresh Fruit and Vegetables | 4240 | | | | | | | | | |
| 199 | Food Service - Other (Describe & Itemize) | 4299 | | | | | | | | | |
| 200 | Total Food Service | | 0 | | | | 0 | | | | |
| 201 | TITLE I | | | | | | | | | | |
| 202 | Title I - Low Income | 4300 | | | | | | | | | |
| 203 | Title I - Low Income - Neglected, Private | 4305 | | | | | | | | | |
| 204 | Title I - Migrant Education | 4340 | | | | | | | | | |
| 205 | Title I - Other (Describe & Itemize) | 4399 | | | | | | | | | |
| 206 | Total Title I | | 0 | 0 | | 0 | 0 | | | | |
| 207 | TITLE IV | | | | | | | | | | |
| 208 | Title IV - Student Support & Academic Enrichment Grant | 4400 | | | | | | | | | |
| 209 | Title IV - Part A - Student Support & Academic Enrichment Grants Safe and Drug Free Schools | 4415 | | | | | | | | | |

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| | A | B | C | D | E | F | G | H | I | J | K |
|-----|---|--------|-------------|--------------------------|--------------|----------------|---------------------------------------|------------------|--------------|------|--------------------------|
| 1 | | | (10) | (20) | (30) | (40) | (50) | (60) | (70) | (80) | (90) |
| 2 | Description: Enter Whole Numbers Only | Acct # | Educational | Operations & Maintenance | Debt Service | Transportation | Municipal Retirement/ Social Security | Capital Projects | Working Cash | Tort | Fire Prevention & Safety |
| 210 | Title IV - 21st Century | 4421 | | | | | | | | | |
| 211 | Title IV - Other (Describe & Itemize) | 4499 | | | | | | | | | |
| 212 | Total Title IV | | 0 | 0 | | 0 | 0 | | | | |
| 213 | FEDERAL - SPECIAL EDUCATION | | | | | | | | | | |
| 214 | Federal Special Education - Preschool Flow-Through | 4600 | | | | | | | | | |
| 215 | Federal Special Education - Preschool Discretionary | 4605 | | | | | | | | | |
| 216 | Federal Special Education - IDEA Flow Through | 4620 | | | | | | | | | |
| 217 | Federal Special Education - IDEA Room & Board | 4625 | | | | | | | | | |
| 218 | Federal Special Education - IDEA Discretionary | 4630 | | | | | | | | | |
| 219 | Federal Special Education - IDEA - Other (Describe & Itemize) | 4699 | | | | | | | | | |
| 220 | Total Federal Special Education | | 0 | 0 | | 0 | 0 | | | | |
| 221 | CTE - PERKINS | | | | | | | | | | |
| 222 | CTE - Perkins-Title III E Tech Prep | 4770 | | | | | | | | | |
| 223 | CTE - Other (Describe & Itemize) | 4799 | | | | | | | | | |
| 224 | Total CTE - Perkins | | 0 | 0 | | | 0 | | | | |
| 225 | Federal - Adult Education | 4810 | | | | | | | | | |
| 226 | ARRA - General State Aid - Education Stabilization | 4850 | | | | | | | | | |
| 227 | ARRA - Title I - Low Income | 4851 | | | | | | | | | |
| 228 | ARRA - Title I - Neglected, Private | 4852 | | | | | | | | | |
| 229 | ARRA - Title I - Delinquent, Private | 4853 | | | | | | | | | |
| 230 | ARRA - Title I - School Improvement (Part A) | 4854 | | | | | | | | | |
| 231 | ARRA - Title I - School Improvement (Section 1003g) | 4855 | | | | | | | | | |
| 232 | ARRA - IDEA - Part B - Preschool | 4856 | | | | | | | | | |
| 233 | ARRA - IDEA - Part B - Flow-Through | 4857 | | | | | | | | | |
| 234 | ARRA - Title IID - Technology - Formula | 4860 | | | | | | | | | |
| 235 | ARRA - Title IID - Technology - Competitive | 4861 | | | | | | | | | |
| 236 | ARRA - McKinney - Vento Homeless Education | 4862 | | | | | | | | | |
| 237 | ARRA - Child Nutrition Equipment Assistance | 4863 | | | | | | | | | |
| 238 | Impact Aid Formula Grants | 4864 | | | | | | | | | |
| 239 | Impact Aid Competitive Grants | 4865 | | | | | | | | | |
| 240 | Qualified Zone Academy Bond Tax Credits | 4866 | | | | | | | | | |
| 241 | Qualified School Construction Bond Credits | 4867 | | | | | | | | | |
| 242 | Build America Bond Tax Credits | 4868 | | | | | | | | | |
| 243 | Build America Bond Interest Reimbursement | 4869 | | | | | | | | | |
| 244 | ARRA - General State Aid - Other Government Services Stabilization | 4870 | | | | | | | | | |
| 245 | Other ARRA Funds - II | 4871 | | | | | | | | | |
| 246 | Other ARRA Funds - III | 4872 | | | | | | | | | |
| 247 | Other ARRA Funds - IV | 4873 | | | | | | | | | |
| 248 | Other ARRA Funds - V | 4874 | | | | | | | | | |
| 249 | ARRA - Early Childhood | 4875 | | | | | | | | | |
| 250 | Other ARRA Funds - VII | 4876 | | | | | | | | | |
| 251 | Other ARRA Funds - VIII | 4877 | | | | | | | | | |
| 252 | Other ARRA Funds - IX | 4878 | | | | | | | | | |
| 253 | Other ARRA Funds - X | 4879 | | | | | | | | | |
| 254 | Other ARRA Funds - Ed Job Fund Program | 4880 | | | | | | | | | |
| 255 | Total Stimulus Programs | | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| 256 | Race to the Top Program | 4901 | | | | | | | | | |
| 257 | Race to the Top - Preschool Expansion Grant | 4902 | | | | | | | | | |
| 258 | Title III - Instruction for English Learners & Immigrant Students | 4905 | | | | | | | | | |
| 259 | Title III - English Language Acquisition | 4909 | | | | | | | | | |
| 260 | McKinney Education for Homeless Children | 4920 | | | | | | | | | |
| 261 | Title II - Eisenhower - Professional Development Formula | 4930 | | | | | | | | | |
| 262 | Title II - Teacher Quality | 4932 | | | | | | | | | |
| 263 | Title II - Part A - Supporting Effective Instruction - State Grants | 4935 | | | | | | | | | |
| 264 | Federal Charter Schools | 4960 | | | 220 | | | | | | |
| 265 | State Assessment Grants | 4981 | | | | | | | | | |

| 1 | A | B | C | D | E | F | G | H | I | J | K |
|-----|---|--------|---------------------|----------------------------------|----------------------|------------------------|---|--------------------------|----------------------|--------------|----------------------------------|
| 2 | Description: Enter Whole Numbers Only | Acct # | (10) Educational | (20) Operations & Maintenance | (30) Debt Service | (40) Transportation | (50) Municipal Retirement/ Social Security | (60) Capital Projects | (70) Working Cash | (80) Tort | (90) Fire Prevention & Safety |
| 266 | Grant for State Assessments and Related Activities | 4982 | | | | | | | | | |
| 267 | Medicaid Matching Funds - Administrative Outreach | 4991 | 325,000 | | | | | | | | |
| 268 | Medicaid Matching Funds - Fee-For-Service Program | 4992 | | | | | | | | | |
| 269 | Other Restricted Grants Received from Fed. Govt. thru State <i>(Describe & Itemize)</i> | 4998 | 854,740 | | | | | | | | |
| 270 | Total Restricted Grants-In-Aid Received from Federal Govt. Thru the State | | 1,179,740 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| 271 | TOTAL RECEIPTS/REVENUES FROM FEDERAL SOURCES | 4000 | 1,179,740 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 272 | TOTAL DIRECT RECEIPTS/REVENUES (without Student Activity Funds 1799) | | 30,243,702 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 273 | TOTAL DIRECT RECEIPTS/REVENUES (with Student Activity Funds 1799) | | 30,243,702 | | | | | | | | |

| | A | B | C | D | E | F | G | H | I | J | K |
|----|---|---------------|-------------------|----------------------------|-----------------------------|-------------------------------|-------------------------|------------------------|------------------------------------|-------------------------------|-------------------|
| 1 | Description: Enter Whole Numbers Only | Funct # | (100) Salaries | (200) Employee Benefits | (300) Purchased Services | (400) Supplies & Materials | (500) Capital Outlay | (600) Other Objects | (700) Non-Capitalized Equipment | (800) Termination Benefits | (900) Total |
| 3 | 10 - EDUCATIONAL FUND (ED) | | | | | | | | | | |
| 4 | INSTRUCTION (ED) | 1000 | | | | | | | | | |
| 5 | Regular Programs | 1100 | | | | | | | | | 0 |
| 6 | Tuition Payment to Charter Schools | 1115 | | | | | | | | | 0 |
| 7 | Pre-K Programs | 1125 | | | | | | | | | 0 |
| 8 | Special Education Programs (Functions 1200 - 1220) | 1200 | 6,311,883 | 1,521,629 | 620,877 | 164,400 | | 8,200 | 28,400 | | 8,655,389 |
| 9 | Special Education Programs Pre-K | 1225 | | | | | | | | | 0 |
| 10 | Remedial and Supplemental Programs K-12 | 1250 | | | | | | | | | 0 |
| 11 | Remedial and Supplemental Programs Pre-K | 1275 | | | | | | | | | 0 |
| 12 | Adult/Continuing Education Programs | 1300 | | | | | | | | | 0 |
| 13 | CTE Programs | 1400 | 623,661 | 181,391 | 53,144 | 24,620 | | 1,000 | 11,780 | | 895,596 |
| 14 | Interscholastic Programs | 1500 | | | | | | | | | 0 |
| 15 | Summer School Programs | 1600 | | | | | | | | | 0 |
| 16 | Gifted Programs | 1650 | | | | | | | | | 0 |
| 17 | Driver's Education Programs | 1700 | | | | | | | | | 0 |
| 18 | Bilingual Programs | 1800 | | | | | | | | | 0 |
| 19 | Truant Alternative & Optional Programs | 1900 | | | | | | | | | 0 |
| 20 | Pre-K Programs - Private Tuition | 1910 | | | | | | | | | 0 |
| 21 | Regular K-12 Programs - Private Tuition | 1911 | | | | | | | | | 0 |
| 22 | Special Education Programs K-12 Private Tuition | 1912 | | | | | | | | | 0 |
| 23 | Special Education Programs Pre-K Tuition | 1913 | | | | | | | | | 0 |
| 24 | Remedial/Supplemental Programs K-12 Private Tuition | 1914 | | | | | | | | | 0 |
| 25 | Remedial/Supplemental Programs Pre-K Private Tuition | 1915 | | | | | | | | | 0 |
| 26 | Adult/Continuing Education Programs Private Tuition | 1916 | | | | | | | | | 0 |
| 27 | CTE Programs Private Tuition | 1917 | | | | | | | | | 0 |
| 28 | Interscholastic Programs Private Tuition | 1918 | | | | | | | | | 0 |
| 29 | Summer School Programs Private Tuition | 1919 | | | | | | | | | 0 |
| 30 | Gifted Programs Private Tuition | 1920 | | | | | | | | | 0 |
| 31 | Bilingual Programs Private Tuition | 1921 | | | | | | | | | 0 |
| 32 | Truants Alternative/Opt Ed Programs Private Tuition | 1922 | | | | | | | | | 0 |
| 33 | Student Activity Fund Expenditures | 1999 | | | | | | | | | 0 |
| 34 | Total Instruction¹⁴ (Without Student Activity Funds 1999) | 1000 | 6,935,544 | 1,703,020 | 674,021 | 189,020 | 0 | 9,200 | 40,180 | 0 | 9,550,985 |
| 35 | Total Instruction¹⁴ (With Student Activity Funds 1999) | 1000 | 6,935,544 | 1,703,020 | 674,021 | 189,020 | 0 | 9,200 | 40,180 | 0 | 9,550,985 |
| 36 | SUPPORT SERVICES (ED) | 2000 | | | | | | | | | |
| 37 | Support Services - Pupil | 2100 | | | | | | | | | |
| 38 | Attendance & Social Work Services | 2110 | 1,369,172 | 285,974 | | | | | | | 1,655,146 |
| 39 | Guidance Services | 2120 | | | | | | | | | 0 |
| 40 | Health Services | 2130 | 4,964,436 | 1,644,614 | 37,750 | 16,600 | | 4,880 | | | 6,668,280 |
| 41 | Psychological Services | 2140 | 2,093,960 | 453,593 | 11,000 | 18,000 | | | | | 2,576,553 |
| 42 | Speech Pathology & Audiology Services | 2150 | 3,271,280 | 596,200 | 11,300 | 6,000 | | | | | 3,884,780 |
| 43 | Other Support Services - Pupils (Describe & Itemize) | 2190 | | | | | | | | | 0 |
| 44 | Total Support Services - Pupil | 2100 | 11,698,848 | 2,980,381 | 60,050 | 40,600 | 0 | 0 | 4,880 | 0 | 14,784,759 |
| 45 | Support Services - Instructional Staff | 2200 | | | | | | | | | |
| 46 | Improvement of Instruction Services | 2210 | 25,000 | 20,000 | 215,828 | 11,050 | | 11,834 | 2,700 | | 286,412 |
| 47 | Educational Media Services | 2220 | | | | | | | | | 0 |
| 48 | Assessment & Testing | 2230 | | | | | | | | | 0 |
| 49 | Total Support Services - Instructional Staff | 2200 | 25,000 | 20,000 | 215,828 | 11,050 | 0 | 11,834 | 2,700 | 0 | 286,412 |
| 50 | Support Services - General Administration | 2300 | | | | | | | | | |
| 51 | Board of Education Services | 2310 | | | | | | | | | 0 |
| 52 | Executive Administration Services | 2320 | 242,812 | 80,282 | 378,650 | 1,000 | | 3,500 | | | 706,244 |
| 53 | Special Area Administration Services | 2330 | | | | | | | | | 0 |
| 54 | Tort Immunity Services | 2361, 2365 | | | | | | | | | 0 |
| 55 | Total Support Services - General Administration | 2300 | 242,812 | 80,282 | 378,650 | 1,000 | 0 | 3,500 | 0 | 0 | 706,244 |
| 56 | Support Services - School Administration | 2400 | | | | | | | | | |
| 57 | Office of the Principal Services | 2410 | 1,638,115 | 422,778 | 1,552 | | | | | | 2,062,445 |
| 58 | Other Support Services - School Administration (Describe & Itemize) | 2490 | | | | | | | | | 0 |
| 59 | Total Support Services - School Administration | 2400 | 1,638,115 | 422,778 | 1,552 | 0 | 0 | 0 | 0 | 0 | 2,062,445 |

| 1 | A | B | C | D | E | F | G | H | I | J | K |
|-----|--|-------------|-------------------|----------------------------|-----------------------------|-------------------------------|-------------------------|------------------------|------------------------------------|-------------------------------|-------------------|
| 2 | Description: Enter Whole Numbers Only | Funct # | (100) Salaries | (200) Employee Benefits | (300) Purchased Services | (400) Supplies & Materials | (500) Capital Outlay | (600) Other Objects | (700) Non-Capitalized Equipment | (800) Termination Benefits | (900) Total |
| 60 | Support Services - Business | 2500 | | | | | | | | | |
| 61 | Direction of Business Support Services | 2510 | 120,000 | 49,822 | 3,000 | 1,500 | | | 1,000 | | 175,322 |
| 62 | Fiscal Services | 2520 | | | | | | | | | 0 |
| 63 | Operation & Maintenance of Plant Services | 2540 | 78,567 | 25,376 | 86,000 | 10,500 | 30,000 | | 6,000 | | 236,443 |
| 64 | Pupil Transportation Services | 2550 | | | 46,850 | | | | | | 46,850 |
| 65 | Food Services | 2560 | | | | | | | | | 0 |
| 66 | Internal Services | 2570 | | | 752,054 | | | | | | 752,054 |
| 67 | Total Support Services - Business | 2500 | 198,567 | 75,198 | 887,904 | 12,000 | 30,000 | 0 | 7,000 | 0 | 1,210,669 |
| 68 | Support Services - Central | 2600 | | | | | | | | | |
| 69 | Direction of Central Support Services | 2610 | 477,614 | 235,371 | 25,000 | | | | | | 737,985 |
| 70 | Planning, Research, Development & Evaluation Services | 2620 | | | | | | | | | 0 |
| 71 | Information Services | 2630 | | | 81,416 | 13,500 | | 1,200 | 87,745 | | 183,861 |
| 72 | Staff Services | 2640 | 110,000 | 33,162 | 5,500 | | | | | | 148,662 |
| 73 | Data Processing Services | 2660 | | | | | | | | | 0 |
| 74 | Total Support Services - Central | 2600 | 587,614 | 268,533 | 111,916 | 13,500 | 0 | 1,200 | 87,745 | 0 | 1,070,508 |
| 75 | Other Support Services - Misc. (Describe & Itemize) | 2900 | | | | | | | | | 0 |
| 76 | Total Support Services | 2000 | 14,390,956 | 3,847,172 | 1,655,900 | 78,150 | 30,000 | 16,534 | 102,325 | 0 | 20,121,037 |
| 77 | COMMUNITY SERVICES (ED) | 3000 | | | | | | | | | 0 |
| 78 | PAYMENTS TO OTHER DIST & GOVT UNITS (ED) | 4000 | | | | | | | | | |
| 79 | Payments to Other Dist & Govt Units (In-State) | 4100 | | | | | | | | | 0 |
| 80 | Payments for Regular Programs | 4110 | | | | | | | | | 0 |
| 81 | Payments for Special Education Programs | 4120 | | | | | | 571,680 | | | 571,680 |
| 82 | Payments for Adult/Continuing Education Programs | 4130 | | | | | | | | | 0 |
| 83 | Payments for CTE Programs | 4140 | | | | | | | | | 0 |
| 84 | Payments for Community College Programs | 4170 | | | | | | | | | 0 |
| 85 | Other Payments to In-State Govt Units - Programs (Describe & Itemize) | 4190 | | | | | | | | | 0 |
| 86 | Total Payments to Other Dist & Govt Units (In-State) | 4100 | | | 0 | | | 571,680 | | | 571,680 |
| 87 | Payments for Regular Programs - Tuition | 4210 | | | | | | | | | 0 |
| 88 | Payments for Special Education Programs - Tuition | 4220 | | | | | | | | | 0 |
| 89 | Payments for Adult/Continuing Education Programs - Tuition | 4230 | | | | | | | | | 0 |
| 90 | Payments for CTE Programs - Tuition | 4240 | | | | | | | | | 0 |
| 91 | Payments for Community College Programs - Tuition | 4270 | | | | | | | | | 0 |
| 92 | Payments for Other Programs - Tuition | 4280 | | | | | | | | | 0 |
| 93 | Other Payments to In-State Govt Units - Tuition (Describe & Itemize) | 4290 | | | | | | | | | 0 |
| 94 | Total Payments to Other Dist & Govt Units - Tuition (In State) | 4200 | | | | | | 0 | | | 0 |
| 95 | Payments for Regular Programs - Transfers | 4310 | | | | | | | | | 0 |
| 96 | Payments for Special Education Programs - Transfers | 4320 | | | | | | | | | 0 |
| 97 | Payments for Adult/Continuing Ed Programs - Transfers | 4330 | | | | | | | | | 0 |
| 98 | Payments for CTE Programs - Transfers | 4340 | | | | | | | | | 0 |
| 99 | Payments for Community College Program - Transfers | 4370 | | | | | | | | | 0 |
| 100 | Payments for Other Programs - Transfers | 4380 | | | | | | | | | 0 |
| 101 | Other Payments to In-State Govt Units - Transfers (Describe & Itemize) | 4390 | | | | | | | | | 0 |
| 102 | Total Payments to Other Dist & Govt Units-Transfers (In State) | 4300 | | | 0 | | | 0 | | | 0 |
| 103 | Payments to Other Dist & Govt Units (Out of State) | 4400 | | | | | | | | | 0 |
| 104 | Total Payments to Other Dist & Govt Units | 4000 | | | 0 | | | 571,680 | | | 571,680 |
| 105 | DEBT SERVICE (ED) | 5000 | | | | | | | | | |
| 106 | Debt Service - Interest on Short-Term Debt | 5100 | | | | | | | | | |
| 107 | Tax Anticipation Warrants | 5110 | | | | | | | | | 0 |
| 108 | Tax Anticipation Notes | 5120 | | | | | | | | | 0 |
| 109 | Corporate Personal Property Repl Tax Anticipated Notes | 5130 | | | | | | | | | 0 |
| 110 | State Aid Anticipation Certificates | 5140 | | | | | | | | | 0 |
| 111 | Other Interest on Short-Term Debt (Describe & Itemize) | 5150 | | | | | | | | | 0 |
| 112 | Total Debt Service - Interest on Short-Term Debt | 5100 | | | | | | 0 | | | 0 |
| 113 | Debt Service - Interest on Long-Term Debt | 5200 | | | | | | | | | 0 |
| 114 | Total Debt Service | 5000 | | | | | | 0 | | | 0 |
| 115 | PROVISION FOR CONTINGENCIES (ED) | 6000 | | | | | | | | | 0 |
| 116 | Total Direct Disbursements/Expenditures (without Student Activity Funds (1999)) | | 21,326,500 | 5,550,192 | 2,329,921 | 267,170 | 30,000 | 597,414 | 142,505 | 0 | 30,243,702 |

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| | A | B | C | D | E | F | G | H | I | J | K |
|-----|--|-------------|-------------------|-------------------------------|--------------------------------|----------------------------------|-------------------------|------------------------|---------------------------------------|----------------------------------|----------------|
| 1 | Description: Enter Whole Numbers Only | Funct # | (100) Salaries | (200) Employee Benefits | (300) Purchased Services | (400) Supplies & Materials | (500) Capital Outlay | (600) Other Objects | (700) Non-Capitalized Equipment | (800) Termination Benefits | (900) Total |
| 117 | Total Direct Disbursements/Expenditures (w/lt Student Activity Funds 1999) | | 21,326,500 | 5,550,192 | 2,329,921 | 267,170 | 30,000 | 597,414 | 142,505 | 0 | 30,243,702 |
| 118 | Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures (without Student Activity Funds 1999) | | | | | | | | | | 0 |
| 119 | Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures (with Student Activity Funds 1999) | | | | | | | | | | 0 |
| 120 | | | | | | | | | | | |
| 121 | 20 - OPERATIONS AND MAINTENANCE FUND (O&M) | | | | | | | | | | |
| 122 | SUPPORT SERVICES (O&M) | 2000 | | | | | | | | | |
| 123 | Support Services - Pupil | 2100 | | | | | | | | | |
| 124 | Other Support Services - Pupils (Describe & Itemize) | 2190 | | | | | | | | | 0 |
| 125 | Support Services - Business | 2500 | | | | | | | | | |
| 126 | Direction of Business Support Services | 2510 | | | | | | | | | 0 |
| 127 | Facilities Acquisition & Construction Services | 2530 | | | | | | | | | 0 |
| 128 | Operation & Maintenance of Plant Services | 2540 | | | | | | | | | 0 |
| 129 | Pupil Transportation Services | 2550 | | | | | | | | | 0 |
| 130 | Food Services | 2560 | | | | | | | | | 0 |
| 131 | Total Support Services - Business | 2500 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 132 | Other Support Services - Misc. (Describe & Itemize) | 2900 | | | | | | | | | 0 |
| 133 | Total Support Services | 2000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 134 | COMMUNITY SERVICES (O&M) | 3000 | | | | | | | | | 0 |
| 135 | PAYMENTS TO OTHER DIST & GOVT UNITS (O&M) | 4000 | | | | | | | | | |
| 136 | Payments to Other Dist & Govt Units (In-State) | 4100 | | | | | | | | | 0 |
| 137 | Payments for Regular Programs | 4110 | | | | | | | | | 0 |
| 138 | Payments for Special Education Programs | 4120 | | | | | | | | | 0 |
| 139 | Payments for CTE Program | 4140 | | | | | | | | | 0 |
| 140 | Other Payments to In-State Govt Units - Programs (Describe & Itemize) | 4190 | | | | | | | | | 0 |
| 141 | Total Payments to Other Dist & Govt Units (In-State) | 4100 | | | 0 | | | 0 | | | 0 |
| 142 | Payments to Other Dist & Govt Units (Out of State) ¹⁴ | 4400 | | | | | | | | | 0 |
| 143 | Total Payments to Other Dist & Govt Unit | 4000 | | | 0 | | | 0 | | | 0 |
| 144 | DEBT SERVICE (O&M) | 5000 | | | | | | | | | |
| 145 | Debt Service - Interest on Short-Term Debt | 5100 | | | | | | | | | |
| 146 | Tax Anticipation Warrants | 5110 | | | | | | | | | 0 |
| 147 | Tax Anticipation Notes | 5120 | | | | | | | | | 0 |
| 148 | Corporate Personal Prop Repl Tax Anticipated Notes | 5130 | | | | | | | | | 0 |
| 149 | State Aid Anticipation Certificates | 5140 | | | | | | | | | 0 |
| 150 | Other Interest on Short-Term Debt (Describe & Itemize) | 5150 | | | | | | | | | 0 |
| 151 | Total Debt Service - Interest on Short-Term Debt | 5100 | | | | | | 0 | | | 0 |
| 152 | Debt Service - Interest on Long-Term Debt | 5200 | | | | | | | | | 0 |
| 153 | Total Debt Service | 5000 | | | | | | 0 | | | 0 |
| 154 | PROVISION FOR CONTINGENCIES (O&M) | 6000 | | | | | | | | | 0 |
| 155 | Total Direct Disbursements/Expenditures | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 156 | Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures | | | | | | | | | | 0 |
| 157 | | | | | | | | | | | |
| 158 | 30 - DEBT SERVICE FUND (DS) | | | | | | | | | | |
| 159 | PAYMENTS TO OTHER DIST & GOVT UNITS (DS) | 4000 | | | | | | | | | |
| 160 | Payments to Other Dist & Govt Units (In-State) | 4100 | | | | | | | | | 0 |
| 161 | Payments for Regular Programs | 4110 | | | | | | | | | 0 |
| 162 | Payments for Special Education Programs | 4120 | | | | | | | | | 0 |
| 163 | Other Payments to In-State Govt Units - Programs (Describe & Itemize) | 4190 | | | | | | | | | 0 |
| 164 | Total Payments to Other Dist & Govt Units (In-State) | 4000 | | | | | | 0 | | | 0 |
| 165 | DEBT SERVICE (DS) | 5000 | | | | | | | | | |
| 166 | Debt Service - Interest on Short-Term Debt | 5100 | | | | | | | | | |
| 167 | Tax Anticipation Warrants | 5110 | | | | | | | | | 0 |
| 168 | Tax Anticipation Notes | 5120 | | | | | | | | | 0 |
| 169 | Corporate Personal Prop Repl Tax Anticipation Notes | 5130 | | | | | | | | | 0 |
| 170 | State Aid Anticipation Certificates | 5140 | | | | | | | | | 0 |

| | A | B | C | D | E | F | G | H | I | J | K |
|-----|--|-------------|-------------------|-------------------------------|--------------------------------|----------------------------------|-------------------------|------------------------|---------------------------------------|----------------------------------|----------------|
| 1 | Description: Enter Whole Numbers Only | Funct # | (100) Salaries | (200) Employee Benefits | (300) Purchased Services | (400) Supplies & Materials | (500) Capital Outlay | (600) Other Objects | (700) Non-Capitalized Equipment | (800) Termination Benefits | (900) Total |
| 171 | Other Interest on Short-Term Debt <i>(Describe & Itemize)</i> | 5150 | | | | | | | | | 0 |
| 172 | Total Debt Service - Interest On Short-Term Debt | 5100 | | | | | | 0 | | | 0 |
| 173 | Debt Service - Interest on Long-Term Debt | 5200 | | | | | | | | | 0 |
| 174 | Debt Service - Payments of Principal on Long-Term Debt ¹⁵ (Lease/Purchase Principal Retired) <i>(Describe & Itemize)</i> | 5300 | | | | | | | | | 0 |
| 175 | Debt Service - Other <i>(Describe & Itemize)</i> | 5400 | | | | | | | | | 0 |
| 176 | Total Debt Service | 5000 | | | 0 | | | 0 | | | 0 |
| 177 | PROVISION FOR CONTINGENCIES (DS) | 6000 | | | | | | | | | 0 |
| 178 | Total Direct Disbursements/Expenditures | | | | 0 | | | 0 | | | 0 |
| 179 | Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures | | | | | | | | | | 0 |
| 180 | | | | | | | | | | | |
| 181 | 40 - TRANSPORTATION FUND (TR) | | | | | | | | | | |
| 182 | SUPPORT SERVICES (TR) | 2000 | | | | | | | | | |
| 183 | Support Services - Pupils | 2100 | | | | | | | | | |
| 184 | Other Support Services - Pupils <i>(Describe & Itemize)</i> | 2190 | | | | | | | | | 0 |
| 185 | Support Services - Business | | | | | | | | | | |
| 186 | Pupil Transportation Services | 2550 | | | | | | | | | 0 |
| 187 | Other Support Services - Business <i>(Describe & Itemize)</i> | 2900 | | | | | | | | | 0 |
| 188 | Total Support Services | 2000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 189 | COMMUNITY SERVICES (TR) | 3000 | | | | | | | | | 0 |
| 190 | PAYMENTS TO OTHER DIST & GOVT UNITS (TR) | 4000 | | | | | | | | | |
| 191 | Payments to Other Dist & Govt Units (In-State) | 4100 | | | | | | | | | |
| 192 | Payments for Regular Program | 4110 | | | | | | | | | 0 |
| 193 | Payments for Special Education Programs | 4120 | | | | | | | | | 0 |
| 194 | Payments for Adult/Continuing Education Programs | 4130 | | | | | | | | | 0 |
| 195 | Payments for CTE Programs | 4140 | | | | | | | | | 0 |
| 196 | Payments for Community College Programs | 4170 | | | | | | | | | 0 |
| 197 | Other Payments to In-State Govt Units - Programs <i>(Describe & Itemize)</i> | 4190 | | | | | | | | | 0 |
| 198 | Total Payments to Other Dist & Govt Units (In-State) | 4100 | | | 0 | | | 0 | | | 0 |
| 199 | Payments to Other Dist & Govt Units (Out-of-State) <i>(Describe & Itemize)</i> | 4400 | | | | | | | | | 0 |
| 200 | Total Payments to Other Dist & Govt Units | 4000 | | | 0 | | | 0 | | | 0 |
| 201 | DEBT SERVICE (TR) | 5000 | | | | | | | | | |
| 202 | Debt Service - Interest on Short-Term Debt | 5100 | | | | | | | | | |
| 203 | Tax Anticipation Warrants | 5110 | | | | | | | | | 0 |
| 204 | Tax Anticipation Notes | 5120 | | | | | | | | | 0 |
| 205 | Corporate Personal Prop Repl Tax Anticipation Notes | 5130 | | | | | | | | | 0 |
| 206 | State Aid Anticipation Certificates | 5140 | | | | | | | | | 0 |
| 207 | Other Interest on Short-Term Debt <i>(Describe & Itemize)</i> | 5150 | | | | | | | | | 0 |
| 208 | Total Debt Service - Interest On Short-Term Debt | 5100 | | | | | | 0 | | | 0 |
| 209 | Debt Service - Interest on Long-Term Debt | 5200 | | | | | | | | | 0 |
| 210 | Debt Service - Payments of Principal on Long-Term Debt ¹⁵ (Lease/Purchase Principal Retired) <i>(Describe & Itemize)</i> | 5300 | | | | | | | | | 0 |
| 211 | Debt Service - Other <i>(Describe & Itemize)</i> | 5400 | | | | | | | | | 0 |
| 212 | Total Debt Service | 5000 | | | | | | 0 | | | 0 |
| 213 | PROVISION FOR CONTINGENCIES (TR) | 6000 | | | | | | | | | 0 |
| 214 | Total Direct Disbursements/Expenditures | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 215 | Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures | | | | | | | | | | 0 |
| 216 | | | | | | | | | | | |
| 217 | 50 - MUNICIPAL RETIREMENT/SOC SEC FUND (MR/SS) | | | | | | | | | | |
| 218 | INSTRUCTION (MR/SS) | 1000 | | | | | | | | | |
| 219 | Regular Program | 1100 | | | | | | | | | 0 |
| 220 | Pre-K Programs | 1125 | | | | | | | | | 0 |
| 221 | Special Education Programs (Functions 1200-1220) | 1200 | | | | | | | | | 0 |
| 222 | Special Education Programs Pre-K | 1225 | | | | | | | | | 0 |
| 223 | Remedial and Supplemental Programs K-12 | 1250 | | | | | | | | | 0 |

225

| | A | B | C | D | E | F | G | H | I | J | K |
|-----|--|-------------|-------------------|-------------------------------|--------------------------------|----------------------------------|-------------------------|------------------------|---------------------------------------|----------------------------------|----------------|
| 1 | Description: Enter Whole Numbers Only | Funct # | (100) Salaries | (200) Employee Benefits | (300) Purchased Services | (400) Supplies & Materials | (500) Capital Outlay | (600) Other Objects | (700) Non-Capitalized Equipment | (800) Termination Benefits | (900) Total |
| 224 | Remedial and Supplemental Programs Pre-K | 1275 | | | | | | | | | 0 |
| 225 | Adult/Continuing Education Programs | 1300 | | | | | | | | | 0 |
| 226 | CTE Programs | 1400 | | | | | | | | | 0 |
| 227 | Interscholastic Programs | 1500 | | | | | | | | | 0 |
| 228 | Summer School Programs | 1600 | | | | | | | | | 0 |
| 229 | Gifted Programs | 1650 | | | | | | | | | 0 |
| 230 | Driver's Education Programs | 1700 | | | | | | | | | 0 |
| 231 | Bilingual Programs | 1800 | | | | | | | | | 0 |
| 232 | Truant Alternative & Optional Programs | 1900 | | | | | | | | | 0 |
| 233 | Total Instruction | 1000 | | 0 | | | | | | | 0 |
| 234 | SUPPORT SERVICES (MR/SS) | 2000 | | | | | | | | | |
| 235 | Support Services - Pupil | 2100 | | | | | | | | | 0 |
| 236 | Attendance & Social Work Services | 2110 | | | | | | | | | 0 |
| 237 | Guidance Services | 2120 | | | | | | | | | 0 |
| 238 | Health Services | 2130 | | | | | | | | | 0 |
| 239 | Psychological Services | 2140 | | | | | | | | | 0 |
| 240 | Speech Pathology & Audiology Services | 2150 | | | | | | | | | 0 |
| 241 | Other Support Services - Pupils <i>(Describe & Itemize)</i> | 2190 | | | | | | | | | 0 |
| 242 | Total Support Services - Pupil | 2100 | | 0 | | | | | | | 0 |
| 243 | Support Services - Instructional Staff | 2200 | | | | | | | | | 0 |
| 244 | Improvement of Instruction Services | 2210 | | | | | | | | | 0 |
| 245 | Educational Media Services | 2220 | | | | | | | | | 0 |
| 246 | Assessment & Testing | 2230 | | | | | | | | | 0 |
| 247 | Total Support Services - Instructional Staff | 2200 | | 0 | | | | | | | 0 |
| 248 | Support Services - General Administration | 2300 | | | | | | | | | 0 |
| 249 | Board of Education Services | 2310 | | | | | | | | | 0 |
| 250 | Executive Administration Services | 2320 | | | | | | | | | 0 |
| 251 | Special Area Administrative Services | 2330 | | | | | | | | | 0 |
| 252 | Claims Paid from Self Insurance Fund | 2361 | | | | | | | | | 0 |
| 253 | Risk Management and Claims Services Payments | 2365 | | | | | | | | | 0 |
| 254 | Total Support Services - General Administration | 2300 | | 0 | | | | | | | 0 |
| 255 | Support Services - School Administration | 2400 | | | | | | | | | 0 |
| 256 | Office of the Principal Services | 2410 | | | | | | | | | 0 |
| 257 | Other Support Services - School Administration <i>(Describe & Itemize)</i> | 2490 | | | | | | | | | 0 |
| 258 | Total Support Services - School Administration | 2400 | | 0 | | | | | | | 0 |
| 259 | Support Services - Business | 2500 | | | | | | | | | 0 |
| 260 | Direction of Business Support Services | 2510 | | | | | | | | | 0 |
| 261 | Fiscal Services | 2520 | | | | | | | | | 0 |
| 262 | Facilities Acquisition & Construction Services | 2530 | | | | | | | | | 0 |
| 263 | Operation & Maintenance of Plant Service | 2540 | | | | | | | | | 0 |
| 264 | Pupil Transportation Services | 2550 | | | | | | | | | 0 |
| 265 | Food Services | 2560 | | | | | | | | | 0 |
| 266 | Internal Services | 2570 | | | | | | | | | 0 |
| 267 | Total Support Services - Business | 2500 | | 0 | | | | | | | 0 |
| 268 | Support Services - Central | 2600 | | | | | | | | | 0 |
| 269 | Direction of Central Support Services | 2610 | | | | | | | | | 0 |
| 270 | Planning, Research, Development & Evaluation Services | 2620 | | | | | | | | | 0 |
| 271 | Information Services | 2630 | | | | | | | | | 0 |
| 272 | Staff Services | 2640 | | | | | | | | | 0 |
| 273 | Data Processing Services | 2660 | | | | | | | | | 0 |
| 274 | Total Support Services - Central | 2600 | | 0 | | | | | | | 0 |
| 275 | Other Support Services - Misc. <i>(Describe & Itemize)</i> | 2900 | | | | | | | | | 0 |
| 276 | Total Support Services | 3000 | | 0 | | | | | | | 0 |
| 277 | COMMUNITY SERVICES (MR/SS) | 3000 | | | | | | | | | 0 |
| 278 | PAYMENTS TO OTHER DIST & GOVT UNITS (MR/SS) | 4000 | | | | | | | | | 0 |
| 279 | Payments for Regular Programs | 4110 | | | 226 | | | | | | 0 |
| 280 | Payments for Special Education Programs | 4120 | | | | | | | | | 0 |
| 281 | Payments for CTE Programs | 4140 | | | | | | | | | 0 |

| | A | B | C | D | E | F | G | H | I | J | K |
|-----|--|-------------|-------------------|----------------------------|-----------------------------|-------------------------------|-------------------------|------------------------|------------------------------------|-------------------------------|----------------|
| 1 | Description: Enter Whole Numbers Only | Funct # | (100) Salaries | (200) Employee Benefits | (300) Purchased Services | (400) Supplies & Materials | (500) Capital Outlay | (600) Other Objects | (700) Non-Capitalized Equipment | (800) Termination Benefits | (900) Total |
| 282 | Total Payments to Other Dist & Govt Units | 4000 | | 0 | | | | | | | 0 |
| 283 | DEBT SERVICE (MR/SS) | 5000 | | | | | | | | | |
| 284 | Debt Service - Interest on Short-Term Debt | 5100 | | | | | | | | | |
| 285 | Tax Anticipation Warrants | 5110 | | | | | | | | | 0 |
| 286 | Tax Anticipation Notes | 5120 | | | | | | | | | 0 |
| 287 | Corporate Personal Prop Repl Tax Anticipation Notes | 5130 | | | | | | | | | 0 |
| 288 | State Aid Anticipation Certificates | 5140 | | | | | | | | | 0 |
| 289 | Other Interest on Short-Term Debt <i>(Describe & Itemize)</i> | 5150 | | | | | | | | | 0 |
| 290 | Total Debt Service | 5000 | | | | | | 0 | | | 0 |
| 291 | PROVISION FOR CONTINGENCIES (MR/SS) | 6000 | | | | | | | | | 0 |
| 292 | Total Direct Disbursements/Expenditures | | | 0 | | | | 0 | | | 0 |
| 293 | Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures | | | | | | | | | | 0 |
| 294 | | | | | | | | | | | |
| 295 | 60 - CAPITAL PROJECTS (CP) | | | | | | | | | | |
| 296 | SUPPORT SERVICES (CP) | 2000 | | | | | | | | | |
| 297 | Support Services - Business | | | | | | | | | | |
| 298 | Facilities Acquisition & Construction Services | 2530 | | | | | | | | | 0 |
| 299 | Other Support Services - Business <i>(Describe & Itemize)</i> | 2900 | | | | | | | | | 0 |
| 300 | Total Support Services | 2000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 |
| 301 | PAYMENTS TO OTHER DIST & GOVT UNITS (CP) | 4000 | | | | | | | | | |
| 302 | Payments to Other Dist & Govt Units (In-State) | 4100 | | | | | | | | | |
| 303 | Payments to Regular Programs | 4110 | | | | | | | | | 0 |
| 304 | Payment for Special Education Programs | 4120 | | | | | | | | | 0 |
| 305 | Payment for CTE Programs | 4140 | | | | | | | | | 0 |
| 306 | Payments to Other Govt Units - Programs <i>(In-State) (Describe & Itemize)</i> | 4190 | | | | | | | | | 0 |
| 307 | Total Payments to Other Districts & Govt Units | 4000 | | | 0 | | | 0 | | | 0 |
| 308 | PROVISION FOR CONTINGENCIES (CP) | 6000 | | | | | | | | | 0 |
| 309 | Total Direct Disbursements/Expenditures | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 |
| 310 | Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures | | | | | | | | | | 0 |
| 311 | | | | | | | | | | | |
| 312 | 70 WORKING CASH FUND (WC) | | | | | | | | | | |
| 313 | | | | | | | | | | | |
| 314 | 80 - TORT FUND (TF) | | | | | | | | | | |
| 315 | INSTRUCTION (TF) | 1000 | | | | | | | | | |
| 316 | Regular Programs | 1100 | | | | | | | | | 0 |
| 317 | Tuition Payment to Charter Schools | 1115 | | | | | | | | | 0 |
| 318 | Pre-K Programs | 1125 | | | | | | | | | 0 |
| 319 | Special Education Programs (Functions 1200 - 1220) | 1200 | | | | | | | | | 0 |
| 320 | Special Education Programs Pre-K | 1225 | | | | | | | | | 0 |
| 321 | Remedial and Supplemental Programs K-12 | 1250 | | | | | | | | | 0 |
| 322 | Remedial and Supplemental Programs Pre-K | 1275 | | | | | | | | | 0 |
| 323 | Adult/Continuing Education Programs | 1300 | | | | | | | | | 0 |
| 324 | CTE Programs | 1400 | | | | | | | | | 0 |
| 325 | Interscholastic Programs | 1500 | | | | | | | | | 0 |
| 326 | Summer School Programs | 1600 | | | | | | | | | 0 |
| 327 | Gifted Programs | 1650 | | | | | | | | | 0 |
| 328 | Driver's Education Programs | 1700 | | | | | | | | | 0 |
| 329 | Bilingual Programs | 1800 | | | | | | | | | 0 |
| 330 | Truant Alternative & Optional Programs | 1900 | | | | | | | | | 0 |
| 331 | Pre-K Programs - Private Tuition | 1910 | | | | | | | | | 0 |
| 332 | Regular K-12 Programs Private Tuition | 1911 | | | | | | | | | 0 |
| 333 | Special Education Programs K-12 Private Tuition | 1912 | | | | | | | | | 0 |
| 334 | Special Education Programs Pre-K Tuition | 1913 | | | | | | | | | 0 |
| 335 | Remedial/Supplemental Programs K-12 Private Tuition | 1914 | | | | | | | | | 0 |
| 336 | Remedial/Supplemental Programs Pre-K Private Tuition | 1915 | | | | | | | | | 0 |
| 337 | Adult/Continuing Education Programs Private Tuition | 1916 | | | | | | | | | 0 |
| 338 | CTE Programs Private Tuition | 1917 | | | | | | | | | 0 |

| 1 | A | B | C | D | E | F | G | H | I | J | K |
|-----|--|-------------|-------------------|----------------------------|-----------------------------|-------------------------------|-------------------------|------------------------|------------------------------------|-------------------------------|----------------|
| 2 | Description: Enter Whole Numbers Only | Funct # | (100) Salaries | (200) Employee Benefits | (300) Purchased Services | (400) Supplies & Materials | (500) Capital Outlay | (600) Other Objects | (700) Non-Capitalized Equipment | (800) Termination Benefits | (900) Total |
| 339 | Interscholastic Programs Private Tuition | 1918 | | | | | | | | | 0 |
| 340 | Summer School Programs Private Tuition | 1919 | | | | | | | | | 0 |
| 341 | Gifted Programs Private Tuition | 1920 | | | | | | | | | 0 |
| 342 | Bilingual Programs Private Tuition | 1921 | | | | | | | | | 0 |
| 343 | Truants Alternative/Opt Ed Programs Private Tuition | 1922 | | | | | | | | | 0 |
| 344 | Total Instruction³⁴ | 1000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 345 | SUPPORT SERVICES (TF) | 2000 | | | | | | | | | |
| 346 | Support Services - Pupil | 2100 | | | | | | | | | |
| 347 | Attendance & Social Work Services | 2110 | | | | | | | | | 0 |
| 348 | Guidance Services | 2120 | | | | | | | | | 0 |
| 349 | Health Services | 2130 | | | | | | | | | 0 |
| 350 | Psychological Services | 2140 | | | | | | | | | 0 |
| 351 | Speech Pathology & Audiology Services | 2150 | | | | | | | | | 0 |
| 352 | Other Support Services - Pupils <i>(Describe & Itemize)</i> | 2190 | | | | | | | | | 0 |
| 353 | Total Support Services - Pupil | 2100 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 354 | Support Services - Instructional Staff | 2200 | | | | | | | | | |
| 355 | Improvement of Instruction Services | 2210 | | | | | | | | | 0 |
| 356 | Educational Media Services | 2220 | | | | | | | | | 0 |
| 357 | Assessment & Testing | 2230 | | | | | | | | | 0 |
| 358 | Total Support Services - Instructional Staff | 2200 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 359 | Support Services - General Administration | 2300 | | | | | | | | | |
| 360 | Board of Education Services | 2310 | | | | | | | | | 0 |
| 361 | Executive Administration Services | 2320 | | | | | | | | | 0 |
| 362 | Special Area Administration Services | 2330 | | | | | | | | | 0 |
| 363 | Claims Paid from Self Insurance Fund | 2361 | | | | | | | | | 0 |
| 364 | Risk Management and Claims Services Payments | 2365 | | | | | | | | | 0 |
| 365 | Total Support Services - General Administration | 2300 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 366 | Support Services - School Administration | 2400 | | | | | | | | | |
| 367 | Office of the Principal Services | 2410 | | | | | | | | | 0 |
| 368 | Other Support Services - School Administration <i>(Describe & Itemize)</i> | 2490 | | | | | | | | | 0 |
| 369 | Total Support Services - School Administration | 2400 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 370 | Support Services - Business | 2500 | | | | | | | | | |
| 371 | Direction of Business Support Services | 2510 | | | | | | | | | 0 |
| 372 | Fiscal Services | 2520 | | | | | | | | | 0 |
| 373 | Facilities Acquisition & Construction Services | 2530 | | | | | | | | | 0 |
| 374 | Operation & Maintenance of Plant Services | 2540 | | | | | | | | | 0 |
| 375 | Pupil Transportation Services | 2550 | | | | | | | | | 0 |
| 376 | Food Services | 2560 | | | | | | | | | 0 |
| 377 | Internal Services | 2570 | | | | | | | | | 0 |
| 378 | Total Support Services - Business | 2500 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 379 | Support Services - Central | 2600 | | | | | | | | | |
| 380 | Direction of Central Support Services | 2610 | | | | | | | | | 0 |
| 381 | Planning, Research, Development & Evaluation Services | 2620 | | | | | | | | | 0 |
| 382 | Information Services | 2630 | | | | | | | | | 0 |
| 383 | Staff Services | 2640 | | | | | | | | | 0 |
| 384 | Data Processing Services | 2660 | | | | | | | | | 0 |
| 385 | Total Support Services - Central | 2600 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 386 | Other Support Services - Misc. <i>(Describe & Itemize)</i> | 2900 | | | | | | | | | |
| 387 | Total Support Services | 2000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 388 | COMMUNITY SERVICES (TF) | 3000 | | | | | | | | | |
| 389 | PAYMENTS TO OTHER DIST & GOVT UNITS (TF) | 4000 | | | | | | | | | |
| 390 | Payments to Other Dist & Govt Units (In-State) | 4100 | | | | | | | | | |
| 391 | Payments for Regular Programs | 4110 | | | | | | | | | 0 |
| 392 | Payments for Special Education Programs | 4120 | | | | | | | | | 0 |
| 393 | Payments for Adult/Continuing Education Programs | 4130 | | | | | | | | | 0 |
| 394 | Payments for CTE Programs | 4140 | | | | | | | | | 0 |
| 395 | Payments for Community College Programs | 4170 | | | | | | | | | 0 |

| | A | B | C | D | E | F | G | H | I | J | K |
|-----|---|-------------|-------------------|----------------------------|-----------------------------|-------------------------------|-------------------------|------------------------|------------------------------------|-------------------------------|----------------|
| 1 | Description: Enter Whole Numbers Only | Func# | (100) Salaries | (200) Employee Benefits | (300) Purchased Services | (400) Supplies & Materials | (500) Capital Outlay | (600) Other Objects | (700) Non-Capitalized Equipment | (800) Termination Benefits | (900) Total |
| 2 | | | | | | | | | | | |
| 396 | Other Payments to In-State Govt Units - Programs (Describe & Itemize) | 4190 | | | | | | | | | 0 |
| 397 | Total Payments to Other Dist & Govt Units (In-State) | 4100 | | | 0 | | | 0 | | | 0 |
| 398 | Payments for Regular Programs - Tuition | 4210 | | | | | | | | | 0 |
| 399 | Payments for Special Education Programs - Tuition | 4220 | | | | | | | | | 0 |
| 400 | Payments for Adult/Continuing Education Programs - Tuition | 4230 | | | | | | | | | 0 |
| 401 | Payments for CTE Programs - Tuition | 4240 | | | | | | | | | 0 |
| 402 | Payments for Community College Programs - Tuition | 4270 | | | | | | | | | 0 |
| 403 | Payments for Other Programs - Tuition | 4280 | | | | | | | | | 0 |
| 404 | Other Payments to In-State Govt Units - Tuition (Describe & Itemize) | 4290 | | | | | | | | | 0 |
| 405 | Total Payments to Other Dist & Govt Units - Tuition (In State) | 4200 | | | | | | 0 | | | 0 |
| 406 | Payments for Regular Programs - Transfers | 4310 | | | | | | | | | 0 |
| 407 | Payments for Special Education Programs - Transfers | 4320 | | | | | | | | | 0 |
| 408 | Payments for Adult/Continuing Ed Programs - Transfers | 4330 | | | | | | | | | 0 |
| 409 | Payments for CTE Programs - Transfers | 4340 | | | | | | | | | 0 |
| 410 | Payments for Community College Program - Transfers | 4370 | | | | | | | | | 0 |
| 411 | Payments for Other Programs - Transfers | 4380 | | | | | | | | | 0 |
| 412 | Other Payments to In-State Govt Units - Transfers (Describe & Itemize) | 4390 | | | | | | | | | 0 |
| 413 | Total Payments to Other Dist & Govt Units-Transfers (In State) | 4300 | | | 0 | | | 0 | | | 0 |
| 414 | Payments to Other Dist & Govt Units (Out of State) | 4400 | | | | | | | | | 0 |
| 415 | Total Payments to Other Dist & Govt Units | 4000 | | | 0 | | | 0 | | | 0 |
| 416 | DEBT SERVICE (TF) | 5000 | | | | | | | | | |
| 417 | Debt Service - Interest on Short-Term Debt | | | | | | | | | | |
| 418 | Tax Anticipation Warrants | 5110 | | | | | | | | | 0 |
| 419 | Tax Anticipation Notes | 5120 | | | | | | | | | 0 |
| 420 | Corporate Personal Property Replacement Tax Anticipation Notes | 5130 | | | | | | | | | 0 |
| 421 | State Aid Anticipation Certificates | 5140 | | | | | | | | | 0 |
| 422 | Other Interest or Short-Term Debt (Describe & Itemize) | 5150 | | | | | | | | | 0 |
| 423 | Debt Service - Interest on Long-Term Debt | 5200 | | | | | | | | | 0 |
| 424 | Debt Service - Payments of Principal on Long-Term Debt ¹⁵ (Lease/Purchase Principal Retired) (Describe & Itemize) | 5300 | | | | | | | | | 0 |
| 425 | Debt Service - Other (Describe & Itemize) | 5400 | | | | | | | | | 0 |
| 426 | Total Debt Service | 5000 | | | 0 | | | 0 | | | 0 |
| 427 | PROVISION FOR CONTINGENCIES (TF) | 6000 | | | | | | | | | 0 |
| 428 | Total Direct Disbursements/Expenditures | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 429 | Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures | | | | | | | | | | 0 |
| 430 | | | | | | | | | | | |
| 431 | 90 - FIRE PREVENTION & SAFETY FUND (FP&S) | | | | | | | | | | |
| 432 | SUPPORT SERVICES (FP&S) | 2000 | | | | | | | | | |
| 433 | Support Services - Business | 2500 | | | | | | | | | |
| 434 | Facilities Acquisition & Construction Services | 2530 | | | | | | | | | 0 |
| 435 | Operation & Maintenance of Plant Service | 2540 | | | | | | | | | 0 |
| 436 | Total Support Services - Business | 2500 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 |
| 437 | Other Support Services - Misc. (Describe & Itemize) | 2900 | | | | | | | | | 0 |
| 438 | Total Support Services | 2000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 |
| 439 | PAYMENTS TO OTHER DISTRICTS & GOVT UNITS (FP&S) | 4000 | | | | | | | | | |
| 440 | Payments to Regular Programs | 4110 | | | | | | | | | 0 |
| 441 | Payments to Special Education Programs | 4120 | | | | | | | | | 0 |
| 442 | Other Payments to In-State Govt Units - Programs (Describe & Itemize) | 4190 | | | | | | | | | 0 |
| 443 | Total Payments to Other Districts & Govt Units (FPS) | 4000 | | | | | | 0 | | | 0 |
| 444 | DEBT SERVICE (FP&S) | 5000 | | | | | | | | | |
| 445 | Debt Service - Interest on Short-Term Debt | 5100 | | | | | | | | | |
| 446 | Tax Anticipation Warrants | 5110 | | | | | | | | | 0 |
| 447 | Other Interest on Short-Term Debt (Describe & Itemize) | 5150 | | | | | | | | | 0 |
| 448 | Total Debt Service - Interest on Short-Term Debt | 5100 | | | | | | 0 | | | 0 |
| 449 | Debt Service - Interest on Long-Term Debt | 5200 | | | | | | | | | 0 |
| 450 | Debt Service - Payments of Principal on Long-Term Debt ¹⁵ (Lease/Purchase Principal Retired) (Describe & Itemize) | 5300 | | | | | | | | | 0 |

| | A | B | C | D | E | F | G | H | I | J | K |
|-----|--|---------|-------------------|-------------------------------|--------------------------------|----------------------------------|-------------------------|------------------------|---------------------------------------|----------------------------------|----------------|
| 1 | Description: Enter Whole Numbers Only | Funct # | (100) Salaries | (200) Employee Benefits | (300) Purchased Services | (400) Supplies & Materials | (500) Capital Outlay | (600) Other Objects | (700) Non-Capitalized Equipment | (800) Termination Benefits | (900) Total |
| 2 | | | | | | | | | | | |
| 451 | Total Debt Service | 5000 | | | | | | 0 | | | 0 |
| 452 | PROVISIONS FOR CONTINGENCIES (FP&S) | 6000 | | | | | | | | | 0 |
| 453 | Total Direct Disbursements/Expenditures | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 |
| 454 | Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures | | | | | | | | | | 0 |

| | B | C | D | E | F | G | H |
|----|--|------------|---|---|---|--------|-----------------------|
| 1 | If there is an amount in column C or column G, please describe the type of revenue or expenditure in column D or column H. | | | | | | |
| 2 | Revenue Check: OK | | | | | | |
| 3 | Expenditure Check: OK | | | | | | |
| 4 | Revenues Acct. (EstRev tab) | Amount | Describe Revenue | | Expenditures Fund-Function (EstExp tab) | Amount | Describe Expenditures |
| 5 | 1190 | | | | 10-2190 | | |
| 6 | 1290 | | | | 10-2490 | | |
| 7 | 1614 | | | | 10-2900 | | |
| 8 | 1690 | | | | 10-4190 | | |
| 9 | 1790 | | | | 10-4290 | | |
| 10 | 1819 | | | | 10-4390 | | |
| 11 | 1829 | | | | 10-4400 | | |
| 12 | 1890 | | | | 10-5150 | | |
| 13 | 1993 | | | | 20-2190 | | |
| 14 | 1999 | | | | 20-2900 | | |
| 15 | 2300 | | | | 20-4190 | | |
| 16 | 3099 | | | | 20-4400 | | |
| 17 | 3199 | | | | 20-5150 | | |
| 18 | 3299 | | | | 30-4190 | | |
| 19 | 3499 | | | | 30-5150 | | |
| 20 | 3599 | | | | 30-5300 | | |
| 21 | 3999 | | | | 30-5400 | | |
| 22 | 4009 | | | | 40-2190 | | |
| 23 | 4090 | | | | 40-2900 | | |
| 24 | 4199 | | | | 40-4190 | | |
| 25 | 4299 | | | | 40-4400 | | |
| 26 | 4399 | | | | 40-5150 | | |
| 27 | 4499 | | | | 40-5300 | | |
| 28 | 4699 | | | | 40-5400 | | |
| 29 | 4799 | | | | 50-2190 | | |
| 30 | 4998 | \$ 854,740 | 4998-Grants received for WIOA-313082, TS-225158, and STEP | | 50-2490 | | |
| 31 | | | | | 50-2900 | | |
| 32 | | | | | 50-5150 | | |
| 33 | | | | | 60-2900 | | |
| 34 | | | | | 60-4190 | | |
| 35 | | | | | 80-2190 | | |
| 36 | | | | | 80-2490 | | |
| 37 | | | | | 80-2900 | | |
| 38 | | | | | 80-4190 | | |
| 39 | | | | | 80-4290 | | |
| 40 | | | | | 80-4390 | | |
| 41 | | | | | 80-4400 | | |
| 42 | | | | | 80-5150 | | |
| 43 | | | | | 80-5300 | | |
| 44 | | | | | 80-5400 | | |
| 45 | | | | | 90-2900 | | |
| 46 | | | | | 90-4190 | | |
| 47 | | | | | 90-5150 | | |
| 48 | | | | | 90-5300 | | |

| DEFICIT BUDGET SUMMARY INFORMATION - Operating Funds Only (School Districts Only) | | | | | |
|---|-----------------------|------------------------------------|--------------------------|------------------------|------------|
| Description | EDUCATIONAL FUND (10) | OPERATIONS & MAINTENANCE FUND (20) | TRANSPORTATION FUND (40) | WORKING CASH FUND (70) | TOTAL |
| Direct Revenues | 30,243,702 | | | | 30,243,702 |
| Direct Expenditures | 30,243,702 | | | | 30,243,702 |
| Difference | | | | | |
| Estimated Fund Balance - June 30, 2024 | 2,000,000 | | | | 2,000,000 |
| Deficit Reduction Plan is not required | | | | | |

A deficit reduction plan is required if the local board of education adopts (or amends) the 2023-2024 school district budget in which the "operating funds" listed above result in direct revenues (line 9, BudgetSum 2-4) being less than direct expenditures (line 19, BudgetSum 2-4) by an amount equal to or greater than one-third (1/3) of the ending fund balance (line 81, BudgetSum 2-4).

Note: The balance is determined using only the four funds listed above. That is, if the estimated ending fund balance is less than three times the deficit spending, the district must adopt and file with ISBE a deficit reduction plan to balance the shortfall within three years.

Per School Code (105 ILCS 5/17-1) - If the Deficit AFR Summary Information tab from the 2022-2023 Annual Financial Report (AFR) reflects a deficit as defined above, then the school district shall adopt and submit a deficit reduction plan (found here on page 23-27) to ISBE within 30 days after acceptance of the AFR.

The deficit reduction plan, if required, is developed using ISBE guidelines and format.

| | A | B | C | D | E | F | G |
|----|---|---------|--|-------------------------------|---------------------|-------------------|------------|
| 1 | <i>*School Districts Only</i> | | DEFICIT REDUCTION PLAN ESTIMATED BUDGET FY2023-2024 | | | | |
| 2 | | | | | | | |
| 3 | 06016204061 | | | | | | |
| 4 | District Number | | | | | | |
| 5 | Lagrange Area Dept Spec Ed-Ladse | | | | | | |
| | District Name | | Educational Fund | Operations & Maintenance Fund | Transportation Fund | Working Cash Fund | Total |
| 6 | | | | | | | |
| 7 | ESTIMATED BEGINNING FUND BALANCE <i>(must equal prior Ending Fund Balance)</i> | | 2,000,000 | 0 | 0 | 0 | 2,000,000 |
| 8 | RECEIPTS/REVENUES | Acct # | | | | | |
| 9 | LOCAL SOURCES | 1000 | 26,718,718 | 0 | 0 | 0 | 26,718,718 |
| 10 | FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT | 2000 | 0 | 0 | 0 | | 0 |
| 11 | STATE SOURCES | 3000 | 2,345,244 | 0 | 0 | 0 | 2,345,244 |
| 12 | FEDERAL SOURCES | 4000 | 1,179,740 | 0 | 0 | 0 | 1,179,740 |
| 13 | Total Receipts/Revenues | | 30,243,702 | 0 | 0 | 0 | 30,243,702 |
| 14 | DISBURSEMENTS/EXPENDITURES | Funct # | | | | | |
| 15 | INSTRUCTION | 1000 | 9,550,985 | | | | 9,550,985 |
| 16 | SUPPORT SERVICES | 2000 | 20,121,037 | 0 | 0 | | 20,121,037 |
| 17 | COMMUNITY SERVICES | 3000 | 0 | 0 | 0 | | 0 |
| 18 | PAYMENTS TO OTHER DISTRICTS & GOVT. UNITS | 4000 | 571,680 | 0 | 0 | | 571,680 |
| 19 | DEBT SERVICES | 5000 | 0 | 0 | 0 | | 0 |
| 20 | PROVISION FOR CONTINGENCIES | 6000 | 0 | 0 | 0 | | 0 |
| 21 | Total Disbursements/Expenditures | | 30,243,702 | 0 | 0 | | 30,243,702 |
| 22 | Excess of Receipts/Revenue Over/(Under) Disbursements/Expenditures | | 0 | 0 | 0 | 0 | 0 |
| 23 | OTHER SOURCES/USES OF FUNDS | | | | | | |
| 24 | OTHER SOURCES OF FUNDS (7000) | | 0 | 0 | 0 | 0 | 0 |
| 25 | OTHER USES OF FUNDS (8000) | | 0 | 0 | 0 | 0 | 0 |
| 26 | TOTAL OTHER SOURCES/USES OF FUNDS | | 0 | 0 | 0 | 0 | 0 |
| 27 | ESTIMATED ENDING FUND BALANCE | | 2,000,000 | 0 | 0 | 0 | 2,000,000 |

| | A | B | H | I | J | K | L |
|----|---|---------|---|-------------------------------|---------------------|-------------------|-----------|
| 1 | <i>*School Districts Only</i> | | ESTIMATED BUDGET FY2024-2025 | | | | |
| 2 | | | | | | | |
| 3 | 06016204061 | | | | | | |
| 4 | District Number | | | | | | |
| 5 | Lagrange Area Dept Spec Ed-Ladse | | | | | | |
| | District Name | | Educational Fund | Operations & Maintenance Fund | Transportation Fund | Working Cash Fund | Total |
| 6 | | | | | | | |
| 7 | ESTIMATED BEGINNING FUND BALANCE <i>(must equal prior Ending Fund Balance)</i> | | 2,000,000 | 0 | 0 | 0 | 2,000,000 |
| 8 | RECEIPTS/REVENUES | Acct # | | | | | |
| 9 | LOCAL SOURCES | 1000 | | | | | 0 |
| 10 | FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT | 2000 | | | | | 0 |
| 11 | STATE SOURCES | 3000 | | | | | 0 |
| 12 | FEDERAL SOURCES | 4000 | | | | | 0 |
| 13 | Total Receipts/Revenues | | 0 | 0 | 0 | 0 | 0 |
| 14 | DISBURSEMENTS/EXPENDITURES | Funct # | | | | | |
| 15 | INSTRUCTION | 1000 | | | | | 0 |
| 16 | SUPPORT SERVICES | 2000 | | | | | 0 |
| 17 | COMMUNITY SERVICES | 3000 | | | | | 0 |
| 18 | PAYMENTS TO OTHER DISTRICTS & GOVT. UNITS | 4000 | | | | | 0 |
| 19 | DEBT SERVICES | 5000 | | | | | 0 |
| 20 | PROVISION FOR CONTINGENCIES | 6000 | | | | | 0 |
| 21 | Total Disbursements/Expenditures | | 0 | 0 | 0 | | 0 |
| 22 | Excess of Receipts/Revenue Over/(Under) Disbursements/Expenditures | | 0 | 0 | 0 | 0 | 0 |
| 23 | OTHER SOURCES/USES OF FUNDS | | | | | | |
| 24 | OTHER SOURCES OF FUNDS (7000) | | | | | | 0 |
| 25 | OTHER USES OF FUNDS (8000) | | | | | | 0 |
| 26 | TOTAL OTHER SOURCES/USES OF FUNDS | | 0 | 0 | 0 | 0 | 0 |
| 27 | ESTIMATED ENDING FUND BALANCE | | 2,000,000 | 0 | 0 | 0 | 2,000,000 |

| | A | B | M | N | O | P | Q |
|----|--|----------------|---|--|----------------------------|--------------------------|--------------|
| 1 | *School Districts Only | | ESTIMATED BUDGET FY2025-2026 | | | | |
| 2 | | | | | | | |
| 3 | 06016204061 | | | | | | |
| 4 | <i>District Number</i> | | | | | | |
| 5 | Lagrange Area Dept Spec Ed-Ladse | | | | | | |
| | <i>District Name</i> | | Educational Fund | Operations & Maintenance Fund | Transportation Fund | Working Cash Fund | Total |
| 6 | | | | | | | |
| 7 | ESTIMATED BEGINNING FUND BALANCE <i>(must equal prior Ending Fund Balance)</i> | | 2,000,000 | 0 | 0 | 0 | 2,000,000 |
| 8 | RECEIPTS/REVENUES | Acct # | | | | | |
| 9 | LOCAL SOURCES | 1000 | | | | | 0 |
| 10 | FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT | 2000 | | | | | 0 |
| 11 | STATE SOURCES | 3000 | | | | | 0 |
| 12 | FEDERAL SOURCES | 4000 | | | | | 0 |
| 13 | Total Receipts/Revenues | | 0 | 0 | 0 | 0 | 0 |
| 14 | DISBURSEMENTS/EXPENDITURES | Funct # | | | | | |
| 15 | INSTRUCTION | 1000 | | | | | 0 |
| 16 | SUPPORT SERVICES | 2000 | | | | | 0 |
| 17 | COMMUNITY SERVICES | 3000 | | | | | 0 |
| 18 | PAYMENTS TO OTHER DISTRICTS & GOVT. UNITS | 4000 | | | | | 0 |
| 19 | DEBT SERVICES | 5000 | | | | | 0 |
| 20 | PROVISION FOR CONTINGENCIES | 6000 | | | | | 0 |
| 21 | Total Disbursements/Expenditures | | 0 | 0 | 0 | | 0 |
| 22 | Excess of Receipts/Revenue Over/(Under) Disbursements/Expenditures | | 0 | 0 | 0 | 0 | 0 |
| 23 | OTHER SOURCES/USES OF FUNDS | | | | | | |
| 24 | OTHER SOURCES OF FUNDS (7000) | | | | | | 0 |
| 25 | OTHER USES OF FUNDS (8000) | | | | | | 0 |
| 26 | TOTAL OTHER SOURCES/USES OF FUNDS | | 0 | 0 | 0 | 0 | 0 |
| 27 | ESTIMATED ENDING FUND BALANCE | | 2,000,000 | 0 | 0 | 0 | 2,000,000 |

| | A | B | R | S | T | U | V |
|----|---|---------|---|-------------------------------|---------------------|-------------------|-----------|
| 1 | *School Districts Only | | ESTIMATED BUDGET FY2026-2027 | | | | |
| 2 | | | | | | | |
| 3 | 06016204061 | | | | | | |
| 4 | <i>District Number</i> | | | | | | |
| 5 | Lagrange Area Dept Spec Ed-Ladse | | | | | | |
| | <i>District Name</i> | | | | | | |
| 6 | | | Educational Fund | Operations & Maintenance Fund | Transportation Fund | Working Cash Fund | Total |
| 7 | ESTIMATED BEGINNING FUND BALANCE <i>(must equal prior Ending Fund Balance)</i> | | 2,000,000 | 0 | 0 | 0 | 2,000,000 |
| 8 | RECEIPTS/REVENUES | Acct # | | | | | |
| 9 | LOCAL SOURCES | 1000 | | | | | 0 |
| 10 | FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT | 2000 | | | | | 0 |
| 11 | STATE SOURCES | 3000 | | | | | 0 |
| 12 | FEDERAL SOURCES | 4000 | | | | | 0 |
| 13 | Total Receipts/Revenues | | 0 | 0 | 0 | 0 | 0 |
| 14 | DISBURSEMENTS/EXPENDITURES | Funct # | | | | | |
| 15 | INSTRUCTION | 1000 | | | | | 0 |
| 16 | SUPPORT SERVICES | 2000 | | | | | 0 |
| 17 | COMMUNITY SERVICES | 3000 | | | | | 0 |
| 18 | PAYMENTS TO OTHER DISTRICTS & GOVT. UNITS | 4000 | | | | | 0 |
| 19 | DEBT SERVICES | 5000 | | | | | 0 |
| 20 | PROVISION FOR CONTINGENCIES | 6000 | | | | | 0 |
| 21 | Total Disbursements/Expenditures | | 0 | 0 | 0 | | 0 |
| 22 | Excess of Receipts/Revenue Over/(Under) Disbursements/Expenditures | | 0 | 0 | 0 | 0 | 0 |
| 23 | OTHER SOURCES/USES OF FUNDS | | | | | | |
| 24 | OTHER SOURCES OF FUNDS (7000) | | | | | | 0 |
| 25 | OTHER USES OF FUNDS (8000) | | | | | | 0 |
| 26 | TOTAL OTHER SOURCES/USES OF FUNDS | | 0 | 0 | 0 | 0 | 0 |
| 27 | ESTIMATED ENDING FUND BALANCE | | 2,000,000 | 0 | 0 | 0 | 2,000,000 |

| | A | B | W | X | Y | Z |
|----|---|--------|---|-------------|-------------|-------------|
| 1 | <i>*School Districts Only</i> | | SUMMARY BUDGET ADDENDUM - DEFICIT REDUCTION PLAN ESTIMATED BUDGET Date of Adoption: <input type="text"/> (Enter as MM/DD/YY) | | | |
| 2 | | | | | | |
| 3 | 06016204061 | | | | | |
| 4 | District Number | | | | | |
| 5 | Lagrange Area Dept Spec Ed-Ladse | | | | | |
| 6 | District Name | | FY2023-2024 | FY2024-2025 | FY2025-2026 | FY2026-2027 |
| 7 | ESTIMATED BEGINNING FUND BALANCE <i>(must equal prior Ending Fund Balance)</i> | | 2,000,000 | 2,000,000 | 2,000,000 | 2,000,000 |
| 8 | RECEIPTS/REVENUES | Acct # | | | | |
| 9 | LOCAL SOURCES | 1000 | 26,718,718 | 0 | 0 | 0 |
| 10 | FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT | 2000 | 0 | 0 | 0 | 0 |
| 11 | STATE SOURCES | 3000 | 2,345,244 | 0 | 0 | 0 |
| 12 | FEDERAL SOURCES | 4000 | 1,179,740 | 0 | 0 | 0 |
| 13 | Total Receipts/Revenues | | 30,243,702 | 0 | 0 | 0 |
| 14 | DISBURSEMENTS/EXPENDITURES | Func # | | | | |
| 15 | INSTRUCTION | 1000 | 9,550,985 | 0 | 0 | 0 |
| 16 | SUPPORT SERVICES | 2000 | 20,121,037 | 0 | 0 | 0 |
| 17 | COMMUNITY SERVICES | 3000 | 0 | 0 | 0 | 0 |
| 18 | PAYMENTS TO OTHER DISTRICTS & GOVT. UNITS | 4000 | 571,680 | 0 | 0 | 0 |
| 19 | DEBT SERVICES | 5000 | 0 | 0 | 0 | 0 |
| 20 | PROVISION FOR CONTINGENCIES | 6000 | 0 | 0 | 0 | 0 |
| 21 | Total Disbursements/Expenditures | | 30,243,702 | 0 | 0 | 0 |
| 22 | Excess of Receipts/Revenue Over/(Under) Disbursements/Expenditures | | 0 | 0 | 0 | 0 |
| 23 | OTHER SOURCES/USES OF FUNDS | | | | | |
| 24 | OTHER SOURCES OF FUNDS (7000) | | 0 | 0 | 0 | 0 |
| 25 | OTHER USES OF FUNDS (8000) | | 0 | 0 | 0 | 0 |
| 26 | TOTAL OTHER SOURCES/USES OF FUNDS | | 0 | 0 | 0 | 0 |
| 27 | ESTIMATED ENDING FUND BALANCE | | 2,000,000 | 2,000,000 | 2,000,000 | 2,000,000 |

Deficit Reduction Plan-Background/Assumptions (School Districts Only)

**Fiscal Year 2023-2024
through Fiscal Year 2026-2027**

Lagrange Area Dept Spec Ed-Ladse 06016204061

Please complete the following schedule and include a brief description to identify any areas of the budget that will be impacted from one year to the next. If the deficit reduction plan relies upon new local revenues, identify contingencies for further budget reductions which will be enacted in the event those new revenues are not available.

1. Background and Narrative of Budget Reductions:

2. Assumptions Used in the Deficit Reduction Plan:

- EBF and Estimated New Tier Funding:

- Equal Assessed Valuation and Tax Rates:

- Employee Salaries and Benefits:

Deficit Reduction Plan-Background/Assumptions (School Districts Only)

Fiscal Year 2023-2024

through Fiscal Year 2026-2027

- Short- and Long-Term Borrowing:

- Educational Impact:

- Other Assumptions:

- Has the district considered shared services or outsourcing (Ex: Transportation, Insurance)? If yes, please explain:

Evidence-Based Funding: Fiscal Year 2024 Spending Plan
N/A - EBF Spending Plan Not Required for Joint Agreements

Part I: Achieving Student Growth and Making Progress Toward State Education Goals

The questions below allow you to indicate the strategic priorities and strategies that will drive your efforts to achieve student growth and make progress toward state education goals. These may involve investing in any combination of an Organizational Unit's core resources: time, money, people, and programs.

Collaboration Opportunity - Organizational Units may find that Part I is most easily and effectively completed if led by program leaders in consultation with finance leaders.

1) What are the Organizational Unit's strategic goals for student success for the 2023-24 school year? What measures will be used to evaluate progress? (No more than 2000 characters, including spaces.)

| | Top Strategy 1 | Top Strategy 2 | Top Strategy 3 |
|--|----------------|----------------|----------------|
| 2) Select the top three strategies that the Organizational Unit will employ to achieve student growth and make progress toward state education goals. (Select three different responses from the dropdown list.) | | | |
| If "Other" was selected in question 2, please describe. (No more than 1000 characters, including spaces.) | | | |

Part II: Planned Use of Evidence-Based Funding

The questions below provide an opportunity to document the stakeholders with whom you consulted and the data you analyzed as you determined your strategic allocations of FY 2024 EBF dollars. Key statistics related to EBF distributions are provided for your reference. Form 50-36/50-39 is typically released before current-year appropriations are known. Therefore, the figures provided are for the prior fiscal year.

Collaboration Opportunity - Organizational Units may find that questions in this section are most easily and effectively completed if led by finance leaders in consultation with program leaders.

| | | | | | |
|---|---|----------------------------|-----------------------|---|------|
| Evidence-Based Funding Organizational Unit Results (FY 2023) | Final Resources / Adequacy Target = Percent of Adequacy | Average Student Enrollment | #N/A | Adequacy Target | #N/A |
| | | Final Resources | #N/A | Percent of Adequacy | #N/A |
| | Base Funding Minimum + Tier Funding = Gross State Contribution | Tier Assignment | #N/A | Gross State Contribution | #N/A |
| | | FY23 Base Funding Minimum | #N/A | FY 2023 Tier Funding | #N/A |
| | Within FY 2023 Gross State Contribution, Resources Attributable to Specific Populations | Low-Income Students | #N/A | | |
| | | English Learners (ELs) | #N/A | | |
| Special Education | | #N/A | | | |
| | FY 2024 Tier Funding | [Enter \$] | Funding Type (Select) | *Note: Tier Funding allocations are published annually at https://www.isbe.net/Pages/ebfdistribution.aspx . Amounts are available in early August. Districts are encouraged to use actual funding amounts if they are available before transmitting the budget to ISBE. | |
| 1) FY 2024 Tier Funding Allocation*: Enter the dollar amount of Tier Funding allocated to the Organizational Unit within the FY 2024 Gross State Contribution. Enter "0" if current-year appropriations did not include Tier Funding. Select whether the amount is estimated or actual funding. | | | | | |

| | | Data Source 1 | Data Source 2 | Data Source 3 |
|--|---|---------------------------------|---------------------------------|-------------------------------------|
| 2) | Select the top three sources of data used to inform the Organizational Unit's planned allocation of EBF dollars. (Select three different responses.) | | | |
| 3) | Indicate with which groups the Organizational Unit engaged to inform its intended allocation of EBF dollars. (Select any that apply; otherwise leave blank.) | Bilingual Program Director(s) | Principals | Bilingual Parent Advisory Committee |
| | | Special Ed. Program Director(s) | School Improvement Teams | Other Parent Group(s) |
| | | Other Program Leaders | Teacher or Support Staff Unions | Community Focus Group(s) |
| | | School Board Members | Other School Staff | Other |
| [Optional] Provide a brief description of the Organizational Unit's process for consulting with internal and external stakeholders in determining the allocation of EBF dollars. (No more than 1000 characters, including spaces.) | | | | |
| | | Priority Investment 1 | Priority Investment 2 | Priority Investment 3 |
| 4) | Given the data analyzed, the stakeholders consulted, and the priorities identified in Part I, indicate the top three priority investments the Organizational Unit will make with its FY 2024 Base Funding Minimum (e.g., excluding Tier Funding). Choose "Other" if investments do not match the provided list. (Select three different responses. "Other" may be selected more than once if needed.) | | | |
| If "Other" was selected in question 4, please describe. (No more than 1000 characters, including spaces.) | | | | |

Cost Factor Table

The table below presents the regionally adjusted amount embedded in the Organizational Unit's FY 2023 Adequacy Target for each of the 34 cost factors in the Evidence-Based Funding model (Column F). Column G is required for all Organizational Units that receive at least \$5,000 in Tier Funding, while column H is optional. Organizational Units may choose to provide additional narrative context in Columns I-M to elaborate on the figures included in the table. ISBE has produced guidance for populating the cost factor table. The guidance includes a definition for each cost factor, along with suggestions for using Employee Information System position codes and common expenditure accounts to support a determination of expenditures. This guidance is available at <https://www.isbe.net/ebfspendingplan>.

Column G: If the Organizational Unit will receive at least \$5,000 in FY 2024 Tier Funding (as entered in Q2.1/cell G31), column G is required. Please indicate the Organizational Unit's planned expenditures in FY 2024 from Tier Funds only. Organizational Units are not expected to place a value in each cell. Rather, the table allows for the communication of priority investments with new state resources for the current fiscal year. During years in which there is no new Tier Funding, column G will not be required. During years in which Tier Funding is available, the amount of new Tier Funding entered in Q2.1/cell G31 above must equal the sum in cell G90 below. If some or all Tier Funding is invested outside of the cost factors, enter a dollar amount in cell G89 and provide additional context in the space for a narrative beginning in row 93.

Column H: Optionally, Organizational Units may populate column H with total planned expenditures in FY 2024 for each cost factor from all revenue sources (e.g., not just from EBF). By comparing the figures in column F to the figures entered in column H, the Organizational Unit may engage local stakeholders in productive dialogue about resource allocation decisions.

| Cost Factors | | Amount in FY 2023 Adjusted Adequacy Target | Budgeted FY 2024 Investments with New Tier Funding [Required] | Budgeted FY 2024 Expenditures (All Resources) [Optional] | Optional District Narratives |
|------------------|---------------------------|--|---|--|---|
| Core Investments | Core Teachers | #N/A | | | Enter optional context for core investment decisions. |
| | Specialist Teachers | #N/A | | | |
| | Instructional Facilitator | #N/A | | | |
| | Core Intervention Teacher | #N/A | | | |
| | Substitute Teachers | #N/A | | | |
| | Guidance Counselor | #N/A | | | |
| | Nurse | #N/A | | | |
| | Supervisory Aide | #N/A | | | |
| | Librarian | #N/A | | | |
| | Librarian Aide | #N/A | | | |
| | Principal | #N/A | | | |
| | Assistant Principal | #N/A | | 241 | |
| | School Site Staff | #N/A | | | |
| | Subtotal | #N/A | | | |

| | | | | |
|--|----------------------------------|---------------|-------------|--|
| Per Student Investments | Gifted | #N/A | | Enter optional context for per student investment decisions. |
| | Professional Development | #N/A | | |
| | Instructional Materials | #N/A | | |
| | Assessments | #N/A | | |
| | Computer & Tech Equipment | #N/A | | |
| | Student Activities | #N/A | | |
| | Maintenance & Operations | #N/A | | |
| | Central Office | #N/A | | |
| | Employee Benefits | #N/A | | |
| Subtotal* | | #N/A | | |
| Additional Investments | Low-Income Intervention Teacher | #N/A | | Enter optional context for additional investment decisions. |
| | Low-Income Pupll Support Staff | #N/A | | |
| | Low-Income Extended Day Teacher | #N/A | | |
| | Low-Income Summer School Teacher | #N/A | | |
| | EL Intervention Teacher | #N/A | | |
| | EL Pupil Support Staff | #N/A | | |
| | EL Extended Day Teacher | #N/A | | |
| | EL Summer School Teacher | #N/A | | |
| | EL Core Teacher | #N/A | | |
| | Sp Ed Teacher | #N/A | | |
| | Sp Ed Instructional Assistant | #N/A | | |
| | Sp Ed Psychologist | #N/A | | |
| | Subtotal | | #N/A | |
| Other Investments | | | | |
| Total** | | #N/A | | Tier Funding Check (Cell G90) |
| <p>*The subtotal for Per Student Investments is a calculated figure that adjusts salary portions of Central Office and Maintenance & Operations to account for regional salary differences. As a result, the sum of each individual cost factor will not equal the subtotal.</p> <p>**The total is the Final Adequacy Target (adjusted for Regionalization Factor) calculated in the Full FY 2023 EBF Calculation file. Due to differences in rounding, this figure may vary slightly from the sum of the subtotals in this table.</p> | | | | |
| <p>If some or all Tier Funding was invested outside of the cost factors, please describe. (No more than 1000 characters, including spaces.)</p> | | | | |
| Part III: Support for Special Student Groups | | | | |
| <p>EBF statute sets aside specific allocations to be spent for special education, English learners, and low-income students. Per statute these designated funds must be spent on programs and services benefiting these specific student groups. Funds for English learners and low-income students must be spent in addition to, and not in lieu of, funding that supports general programs of instruction for all students. Funds attributable to special education must be used for the provision of special education facilities and services as outlined in ILCS 14-1.08. Current-year EBF amounts attributable to each of the special student groups must be reported in cells G100-G102 below. If the Organizational Unit received at least \$5,000 for any of the student groups, a response to the questions below is required. For amounts less than \$5,000, a response is optional. All other EBF funds may be spent in any manner deemed appropriate by the school district.</p> <p style="text-align: center;"><i>Collaboration Opportunity - Organizational Units may find that questions in this section are most easily and effectively completed through collaboration between program leaders affiliated with each student group and finance leaders.</i></p> | | | | |
| 1) FY 2024 Student Population Allocations*: Enter the dollar amount of resources attributable to Specific Populations within the FY24 Gross State Contribution. Enter "0" if no funds are allocated for a student group. Select whether amounts are estimated or actual. | Low-Income Students | Enter Amounts | Select type | *Note: Allocations for each of the three student groups are published annually at isbe.net/ebfdist under "Reports." Amounts are typically available by September 1. Districts are encouraged to use actual amounts if they are available before transmitting the budget to ISBE. |
| | English Learners | [Enter \$] | | |
| | Special Education | [Enter \$] | | |

| | | | | | | | |
|--|--|---------------------------------|--|----------------------------------|--|-----------------------|--|
| 2) | Organizational Unit investment of EBF dollars for low-income students: Select the investments that apply. (Optionally, dollar amounts for each investment may be entered.) Response Required | Low-income Intervention Teacher | | Low-income Extended Day Teacher | | Other Investments | |
| | | [Optional - Enter \$] | | [Optional - Enter \$] | | [Optional - Enter \$] | |
| | | Low-income Pupil Support Staff | | Low-income Summer School Teacher | | | |
| [Optional - Enter \$] | | [Optional - Enter \$] | | | | | |
| Additional context for the Organizational Unit's planned use of dollars attributable to low-income students in FY 2024. (Required if "Other Investments" selected above. No more than 500 characters, including spaces.) | | | | | | | |

| | | | | | | | |
|---|---|--------------------------------------|--|---------------------------------------|--|------------------------------|--|
| 3) | Organizational Unit investment of EBF dollars for English learners: Select the investments that apply. (Optionally, dollar amounts for each investment may be entered.) Response Required | English Learner Intervention Teacher | | English Learner Extended Day Teacher | | English Learner Core Teacher | |
| | | [Optional - Enter \$] | | [Optional - Enter \$] | | [Optional - Enter \$] | |
| | | English Learner Pupil Support Staff | | English Learner Summer School Teacher | | Other Investments | |
| [Optional - Enter \$] | | [Optional - Enter \$] | | [Optional - Enter \$] | | | |
| Additional context for the Organizational Unit's planned use of dollars attributable to English learners in FY 2024. (Required if "Other Investments" selected above. No more than 500 characters, including spaces.) | | | | | | | |

| | | | | | | | |
|---|---|---|--|--------------------------------|--|--|--|
| 4) | Organizational Units investment of EBF dollars for Special Education: Select the investments that apply. (Optionally, dollar amounts for each investment may be entered.) Response Required | Special Education Teacher | | Special Education Psychologist | | | |
| | | [Optional - Enter \$] | | [Optional - Enter \$] | | | |
| | | Special Education Instructional Assistant | | Other Investments | | | |
| [Optional - Enter \$] | | [Optional - Enter \$] | | | | | |
| Additional context for the Organizational Unit's planned use of dollars attributable to Special Education students in FY 2024. (Required if "Other Investments" selected above. No more than 500 characters, including spaces.) | | | | | | | |

Plan Assurances

Please complete the assurances below related to Article 14C of the Illinois School Code, which stipulates allowable expenditures for English learners. Organizational Units should maintain supporting documentation (e.g., sign-in sheets, meeting agendas) to affirm the veracity of the below assurances. Note that a separate collection of the Bilingual Service Plan takes place before each school year and must be separately reviewed by the Bilingual Parent Advisory Committee (BPAC). Responses in this plan should be aligned with information contained in the Bilingual Service Plan. Responses in this section are only required if an Organizational Unit receives any amount of EBF dollars attributable to English learners.

Collaboration Opportunity - Organizational Units may find that the plan assurances are most easily and effectively completed if led by program leaders.

1). "I hereby affirm that at least 60% of the school district's state funds attributable to English learners will be used for instructional costs of programs and services for English learners (function 1000), in accordance with Article 14C of the Illinois School Code. The remaining balance of state funds attributable to English learners will also be used to serve English learners."

2). "My school district has at least one attendance center with 20 or more English learners (including parental refusals) who speak the same home language other than English in grades K-12. Alternatively and/or additionally, my school district has at least one attendance center with 20 or more English learners (including parent refusals) who speak the same home language other than English in pre-K."

3). "I hereby affirm that the school district's BPAC will review this EBF Spending Plan by or before October 31, 2023."

4). Enter the anticipated date on which the BPAC review will take place and the name of the BPAC chair for SY 2023-24.

| | |
|----------------------------------|--|
| BPAC Meeting (MM/DD/YYYY) | |
| Name of Chair | |

| Spending Plan Completion Tracker | | |
|--|------------|---|
| Use the information below to confirm completion of all required questions. Note that the "status" column adjusts to responses, so the tracker is most helpful to consult after you have completed the spending plan. | | |
| Question | Status | Acceptance Criteria |
| Part 1, Q1 | Incomplete | Character length of response must be >10 and <=2000, including spaces. |
| Part 1, Q2 | Incomplete | A different response must be selected in G11, I11, and L11; cells cannot be blank. |
| Part 1, Q2 (Narrative) | Complete | Response required only if "Other" selected in G11, I11, or L11; character length of response must be >10 and <=1000, including spaces. |
| Part 2, Q1 | Incomplete | A numeric value must be entered in cell G31 (estimated or actual Tier Funding, or 0 if appropriations did not include Tier Funding). A type must be selected in cell H31. |
| Part 2, Q2 | Incomplete | A different response must be selected in G35, I35, and L35; cells cannot be blank. |
| Part 2, Q3 | Incomplete | At least one response must be selected. |
| Part 2, Q4 | Incomplete | Cells G43, I43, and L43 cannot be blank. "Other" may be selected more than once, but other responses may not be repeated. |
| Part 2, Q4 (Narrative) | Complete | Response required only if "Other" selected in G43, I43, or L43; character length of response must be >10 and <=1000, including spaces. |
| Part 2, Q5 (Cell G90) | Incomplete | Cell G90 must be equal to the value in cell G31. |
| Part 2, Q5 (Narrative) | Complete | Response required only if a value was entered in cell G89; character length of response must be >10 and <=1000, including spaces. |
| Part 3, Q1 Low-Income Funds | Incomplete | A numeric value must be entered, which may be "0" if the organizational unit received no funding for the specified student group. A type must be selected in cell H100. |
| Part 3, Q1 English Learner Funds | Incomplete | A numeric value must be entered, which may be "0" if the organizational unit received no funding for the specified student group. A type must be selected in cell H101. |
| Part 3, Q1 Spec. Ed. Funds | Incomplete | A numeric value must be entered, which may be "0" if the organizational unit received no funding for the specified student group. A type must be selected in cell H102. |
| Part 3, Q2 | Incomplete | At least one response must be selected. |
| Part 3, Q2 (Narrative) | Complete | Response required only if "Other Investments" was selected in the previous question; character length of response must be >10 and <=500, including spaces. |
| Part 3, Q3 | Incomplete | At least one response must be selected. |
| Part 3, Q3 (Narrative) | Complete | Response required only if "Other Investments" was selected in the previous question; character length of response must be >10 and <=500, including spaces. |
| Part 3, Q4 | Incomplete | At least one response must be selected. |
| Part 3, Q4 (Narrative) | Complete | Response required only if "Other Investments" was selected in the previous question; character length of response must be >10 and <=500, including spaces. |
| Assurances 1 | Complete | Response required if the value entered in cell G101>0. |
| Assurances 2 | Complete | Response required if the value entered in cell G101>0. |
| Assurances 3 | Complete | Response required if "Yes" selected in cell E133. |
| Assurances 4 (Meeting Date) | Complete | Response required if "Yes" selected in cell E133; enter date in MM/DD/YYYY format. |
| Assurances 4 (Name of Chair) | Complete | Response required if "Yes" selected in cell E133. |

ESTIMATED LIMITATION OF ADMINISTRATIVE COSTS (School Districts Only)

(For Local Use Only)

This is an estimated Limitation of Administrative Costs Worksheet only and will not be accepted for Official Submission of the Limitation of Administrative Costs Worksheet.

The worksheet is intended for use during the budgeting process to estimate the district's percent increase of FY2024 budgeted expenditures over actual FY2023 expenditures. Budget information is copied to this page. Insert the prior year estimated actual expenditures to compute the estimated percentage increase (decrease).

The official Limitation of Administrative Costs Worksheet is attached to the end of the Annual Financial Report (ISBE Form 50-35) and may be submitted in conjunction with that report. An official Limitation of Administrative Costs Worksheet can also be found on the ISBE website at: [Limitation of Administrative Costs](#)

ESTIMATED LIMITATION OF ADMINISTRATIVE COSTS WORKSHEET

(Section 17-1.5 of the School Code)

School District Name: **Lagrange Area Dept Spec Ed-Ladse**

RCDT Number: **06016204061**

| | Description | Funct. No. | Estimated Actual Expenditures, Fiscal Year 2023 | | | | Budgeted Expenditures, Fiscal Year 2024 | | | |
|----|--|------------|---|-------------------------------|-----------|-------|---|-------------------------------|-----------|-------------------|
| | | | (10) | (20) | (80) | | (10) | (20) | (80) | |
| | | | Educational Fund | Operations & Maintenance Fund | Tort Fund | Total | Educational Fund | Operations & Maintenance Fund | Tort Fund | Total |
| 1. | Executive Administration Services | 2320 | | | | 0 | 706,244 | | 0 | 706,244 |
| 2. | Special Area Administration Services | 2330 | | | | 0 | 0 | | 0 | 0 |
| 3. | Other Support Services - School Administration | 2490 | | | | 0 | 0 | | 0 | 0 |
| 4. | Direction of Business Support Services | 2510 | | | | 0 | 175,322 | 0 | 0 | 175,322 |
| 5. | Internal Services | 2570 | | | | 0 | 752,054 | | 0 | 752,054 |
| 6. | Direction of Central Support Services | 2610 | | | | 0 | 737,985 | | 0 | 737,985 |
| 7. | Deduct - Early Retirement or other pension obligations required by state law and included above. | | | | | 0 | | | | 0 |
| 8. | Totals | | 0 | 0 | 0 | 0 | 2,371,605 | 0 | 0 | 2,371,605 |
| 9. | Estimated Percent Increase (Decrease) for FY2024 (Budgeted) over (Actual) FY 2023 | | | | | | | | | Enter Actual Data |

Reference Description

- 1 Each fund balance should correspond to the fund balance reflected on the books as of June 30th - Balance Sheet Accounts #720 and #730 (audit figures, if available).
- 2 Accounting and Financial Reporting for Certain Grants and Other Financial Assistance. The "On-Behalf" Payments should only be reflected on this page (Budget Summary, Lines 10 and 20).
- 3 Requires the secretary of the school board to notify the county clerk (within 30 days of the transfer approval) to abate an equal amount of taxes to be next extended. See Sec. 10-22.14 & 17-2.11.
- 3^a Requires notification to the county clerk to abate an equal amount from taxes next extended. See section 10-22.14
- 4 Principal on Bonds Sold:
 - (1) Funding Bonds are to be entered in the fund or funds in which the liability occurs.
 - (2) Refunding Bonds can be entered in the Debt Services Fund only.
 - (3) Building Bonds can be entered in the Capital Projects Fund only.
 - (4) Fire Prevention and Safety Bonds can be entered in the Fire Prevention & Safety Fund only.
- 5

The proceeds from the sale of school sites, buildings, or other real estate shall be used first to pay the principal and interest on any outstanding bonds on the property being sold, and after all such bonds have been retired, the remaining proceeds from the sale next shall be used by the school board to meet any urgent district needs as determined under Sections 2-3.12 and 17-2.11 of the School Code. Once these issues have been addressed, any remaining proceeds may be used for any other authorized purpose and for deposit into any district fund.
- 6 The School Code, Section 10-22.44 prohibits the transfer of interest earned on the investment of "any funds for purposes of Illinois Municipal Retirement under the Pension Code." This prohibition does not include funds for Social Security and Medicare-only purposes. For additional requirements on interest earnings, see 23 Illinois Administrative Code, Part 100, Section 100.50.
- 7 Cash plus investments must be greater than or equal to zero.
- 8 For cash basis budgets, this total will equal the Budget Summary - Total Direct Receipts/Revenues (Line 9) plus Total Other Sources of Funds (Line 46).
- 9 For cash basis budgets, this total will equal the Budget Summary - Total Direct Disbursements/Expenditures (Line 19) plus Total Other Uses of Funds (Line 79).
- 10 Working Cash Fund loans may be made to any district fund for which taxes are levied (Section 20-5 of the School Code).
- 11 Include revenue accounts 1110 through 1115, 1117, 1118 & 1120.
- 12 The School Code Section 17-2.2c. Tax for leasing educational facilities or computer technology or both, and for temporary relocation expense purposes.
- 13 Corporate personal property replacement tax revenue must be first applied to the Municipal Retirement/Social Security Fund to replace tax revenue lost due to the abolition of the corporate personal property tax (30 ILCS 115/12). This provision does not apply to taxes levied for Medicare-Only purposes.
- 14 Only tuition payments made to private facilities. See Functions 4200 or 4400 for estimated public facility disbursements/expenditures.
- 15 Payment towards the retirement of lease/purchase agreements or bonded/other indebtedness (principal only) otherwise reported within the fund - e.g.: alternate revenue bonds. (Describe & Itemize)
- 16 Only abolishment of Working Cash Fund must transfer its funds directly to the Educational Fund upon adoption of a resolution and at the close of the current school Year (see 105 ILCS 5/20-8 for further explanation)
Only abatement of working cash fund can transfer its funds to any fund in most need of money
(see 105 ILCS 5/20-10 for further explanation)

CHECK FOR ERRORS

This worksheet checks various cells to assure that selected items are in balance.

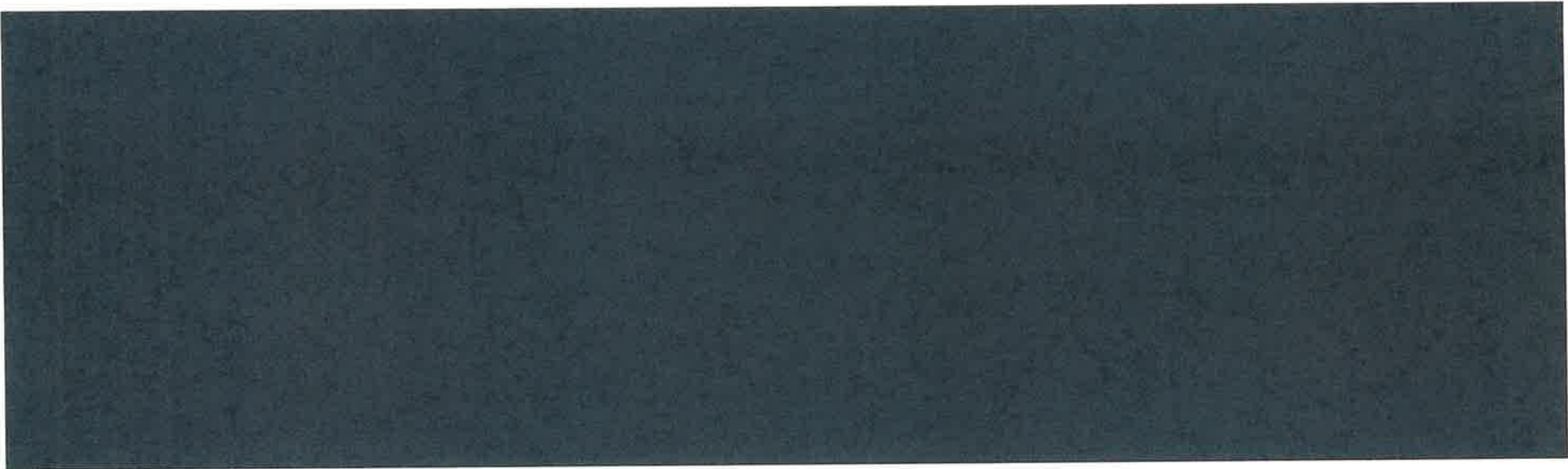
Please fix errors below before submitting to ISBE.

| Budget Item References | Message |
|---|--|
| 1. Deficit Reduction Plan (DefReductPlan 23-27 tab) | |
| Is Deficit Reduction Plan Required? (Joint Agreements do not complete Deficit Reduction Plan.) | Deficit Reduction Plan is not required |
| If required, is Deficit Reduction Plan completed? (DefReductPlan 23-27 tab) | |
| 2. Cover Page (Cover tab) | |
| District Name must be selected from drop-down. (Cell H13) | OK |
| Accounting Basis must be selected on Cover sheet. | OK |
| Dates (Day, Month, Year) must be input on Cover sheet. | OK |
| Board Names must be typed on Cover sheet. | ERROR - TYPE BOARD NAMES |
| 3. Budget Summary: Other Sources (BudgetSum 2-4 tab - Acct 7000) must equal Other Uses (BudgetSum 2-4 tab - Acct 8000). | |
| Estimated Beginning Fund Balance July, 1 2023 for all Funds (Cells C3 - K3) (Line must have a number or zero. Do not leave blank.) | OK |
| Estimated Activity Fund Beginning Fund Balance July, 1 2023 (Cell C83) (Cell must have a number or zero. Do not leave blank.) | OK |
| Transfer Among Funds (Funds 10, 20, 40 - Acct 7130 - Cells C29, D29, F29), must equal (Funds 10, 20 & 40 - Acct 8130 - Cells C52, D52, F52). | OK |
| Transfer of Interest (Funds 10 thru 90 - Acct 7140 - Cells C30:K30), must equal (Funds 10 thru 60, & 80 - Acct 8140 - Cells C53:H53, J53). | OK |
| Transfer to Debt Service to Pay Principal on GASB 87 Leases (Fund 30 - Acct 7400 - Cell E39) must equal (Funds 10, 20 & 60 - Acct 8400 Cells C57:H60). | OK |
| Transfer to Debt Service to Pay Interest on GASB 87 Leases (Fund 30 - Acct 7500 - Cell E40) must equal (Funds 10, 20 & 60 - Acct 8500 - Cells C61:H64). | OK |
| Transfer to Debt Service Fund to Pay Principal on Revenue Bonds (Fund 30 - Acct 7600 - Cell E41) must equal (Funds 10 & 20 - Acct 8600 - Cells C65:D68). | OK |
| Transfer to Debt Service to Pay Interest on Revenue Bonds (Fund 30 - Acct 7700 - Cell E42) must equal (Funds 10 & 20 - Acct 8700 - Cells C69:D72). | OK |
| Transfer to Capital Projects Fund (Fund 60 - Acct 7800 - Cell H43) must equal (Fund 10 & 20, Acct 8800 - Cells C73:D76). | OK |
| 4. Summary of Cash Transactions: Beginning Cash Balance on Hand July 1, 2023 (CashSum 5 tab, All Funds) cannot be negative. | |
| Educational (Fund 10 - Cell C3) | OK |
| Operations & Maintenance (Fund 20 - Cell D3) | OK |
| Debt Service (Fund 30 - Cell E3) | OK |
| Transportation (Fund 40 - Cell F3) | OK |
| Municipal Retirement/Social Security (Fund 50 - Cell G3) | OK |
| Capital Projects (Fund 60 - Cell H3) | OK |
| Working Cash (Fund 70 - Cell I3) | OK |
| Tort (Fund 80 - Cell J3) | OK |
| Fire Prevention & Safety (Fund 90 - Cell K3) | OK |
| Activity Funds (Cell C23) | OK |
| 5. Summary of Cash Transactions: Ending Cash Balance on Hand June 30, 2024 (CashSum 5 tab - All Funds) cannot be negative. | |
| Educational (Fund 10 - Cell C21) | OK |
| Operations & Maintenance (Fund 20 - Cell D21) | OK |
| Debt Service (Fund 30 - Cell E21) | OK |
| Transportation (Fund 40 - Cell F21) | OK |
| Municipal Retirement/Social Security (Fund 50 - Cell G21) | OK |
| Capital Projects (Fund 60 - Cell H21) | OK |
| Working Cash (Fund 70 - Cell I21) | OK |
| Tort (Fund 80 - Cell J21) | OK |
| Fire Prevention & Safety (Fund 90 - Cell K21) | OK |
| 6. Summary of Cash Transactions: Other Receipts (CashSum 5 tab) must equal Other Disbursements (CashSum 5 tab). | |
| Interfund Loans Payable (Funds 10:60, 80, 90 - Acct 411 - Cells C6:H6, J6:K6) must equal Interfund Loans Receivable (Funds 10:20, 40, 70 - Acct 141 - Cells C15:D15, F15, I15). | OK |
| Interfund Loans Receivable (Funds 10, 20, 40, 70 - Acct 141 - Cells C7:D7, F7, I7) must equal Interfund Loans Payable (Funds 10:60, 80, 90 - Acct 411 - Cells C16:H16, J16, K16). | OK |
| 7. Estimated Revenue (EstRev 6-11 tab) | |
| Amounts must be input for revenue. | OK |
| 8. Estimated Expenditures (EstExp 12-20 tab) | |
| Amounts must be input for expenditures. | OK |
| 9. Itemization Notes: Revenues/Expenditures reported that require note on Itemize 21 tab. | |
| Include brief note(s) describing revenue source. | OK |
| include brief note(s) describing expenditure use. | OK |
| 10. EBF Spending Plan | |
| All required questions have been answered. | OK |

End of Balancing

LADSE FY24 BUDGET PRESENTATION

6-20-2023



BUDGET TIMELINE

- ❑ March 9: Presentation to Directing Board of Preliminary Budget
- ❑ May 10: Presentation to Directing Board of Final Budget
- ❑ June 20: Presentation and Public Hearing of Final Budget to LT 204
- ❑ June 26: Newspaper Publication and Public Review for 30 days
- ❑ August 14: Approval of Final Budget by LT 204 School Board

Budget Executive Summary

- ❑ Fiscal Year 2024 total budget = \$30,243,702; this reflects a 5.97% increase over prior year's budget (\$1,703,638).
- ❑ No significant rate increases or decreases. All new expenditures are balanced proportionately with district requests and needs.
- ❑ 28.2 FTE increase (7.95%) - Attributed primarily to Addition of one Communication Development classroom (+6.65 FTE) & restructuring in the K-8 Emotional Disability program & addition of one classroom (+13.00 FTE)
 - ❑ Projected increase in purchased psychologists (+1.7 FTE)
 - ❑ Projected increase in purchased speech pathologists (+2.7 FTE)
 - ❑ Projected increase in purchased para educators (+8.0 FTE)
 - ❑ Projected increase in purchased autism specialist (+.4 FTE)

FY24 BUDGET ASSUMPTIONS

- 3% salary increase for CBU members per negotiated contract
- 7% CPI (2022)
- 8% increase in health benefits
- 5% District/LADSE professional Development budget (flat to PY) 2.5% is from IDEA funding
- Addition of one Communication Development classroom
- IMRF Employer Contribution-2.25% (Flat to PY)
- Business Office Structure-Adding 1.0 FTE for AP/Billing Position

FISCAL YEAR 2024
LAGRANGE AREA DEPARTMENT OF SPECIAL EDUCATION
BUDGET SUMMARY

| | FY 2023 BUDGET | FY 2024 BUDGET | \$ CHANGE | % CHANGE |
|--------------------------|----------------------|----------------------|---------------------|--------------|
| REVENUE | | | | |
| LOCAL | \$ 25,746,212 | \$ 27,267,850 | \$ 1,521,638 | 5.91% |
| STATE | 1,614,112 | 1,760,112 | 146,000 | 9.05% |
| FEDERAL | 1,179,740 | 1,215,740 | 36,000 | 3.05% |
| TOTAL REVENUE | \$ 28,540,064 | \$ 30,243,702 | \$ 1,703,638 | 5.97% |
| EXPENDITURES | | | | |
| SALARIES | \$ 20,133,189 | \$ 21,326,501 | \$ 1,193,311 | 5.93% |
| BENEFITS | 5,168,385 | \$ 5,550,193 | 381,808 | 7.39% |
| PROF. SERVICES | 2,229,224 | \$ 2,330,919 | 101,694 | 4.56% |
| SUPPLIES | 267,258 | \$ 271,850 | 4,592 | 1.72% |
| CAPITAL OUTLAY | 30,000 | \$ 30,000 | - | 0.00% |
| OTHER | 590,192 | \$ 591,734 | 1,542 | 0.26% |
| EQUIPMENT | 121,815 | \$ 142,505 | 20,690 | 16.98% |
| TOTAL EXPENDITURE | \$ 28,540,064 | \$ 30,243,702 | \$ 1,703,638 | 5.97% |
| FTE | 354.8 | 383.00 | 28.20 | 7.95% |

DISTRICT PURCHASED SERVICE REQUESTS

| District Purchased Service Requests | | | | |
|--|----------------|-----------------|----------------|----------------------|
| | FY23 Budget | FY23 Current | FY24 Budget | Budget Difference |
| ECE Classroom Supports | 0.15 | 0.35 | 0.35 | 0.20 |
| Nursing Services | 7.40 | 6.40 | 7.00 | -0.40 |
| Occupational Therapist | 27.70 | 25.60 | 28.20 | 0.50 |
| Psychologist | 21.70 | 21.00 | 23.40 | 1.70 |
| Physical Therapist | 11.50 | 11.60 | 11.20 | -0.30 |
| Social Worker | 2.00 | 2.00 | 2.00 | 0.00 |
| Speech Pathologist | 20.70 | 22.60 | 23.40 | 2.70 |
| Behavior Interventionist | 1.00 | 1.00 | 1.00 | 0.00 |
| Interpreter | 1.00 | 1.00 | 1.00 | 0.00 |
| Para Educator | 23.50 | 36.00 | 31.50 | 8.00 |
| Autism Specialist | 1.00 | 1.60 | 2.00 | 1.00 |
| Totals: | 117.65 | 129.15 | 131.05 | 13.40 |

PURCHASED SERVICE PROVIDER RATES

| District Purchased Service Requests | | | | |
|--|----------------|-----------------|----------------|----------------------|
| | FY23 Budget | FY23 Current | FY24 Budget | Budget Difference |
| ECE Classroom Supports | 0.15 | 0.35 | 0.35 | 0.20 |
| Nursing Services | 7.40 | 6.40 | 7.00 | -0.40 |
| Occupational Therapist | 27.70 | 25.60 | 28.20 | 0.50 |
| Psychologist | 21.70 | 21.00 | 23.40 | 1.70 |
| Physical Therapist | 11.50 | 11.60 | 11.20 | -0.30 |
| Social Worker | 2.00 | 2.00 | 2.00 | 0.00 |
| Speech Pathologist | 20.70 | 22.60 | 23.40 | 2.70 |
| Behavior Interventionist | 1.00 | 1.00 | 1.00 | 0.00 |
| Interpreter | 1.00 | 1.00 | 1.00 | 0.00 |
| Para Educator | 23.50 | 36.00 | 31.50 | 8.00 |
| Autism Specialist | 1.00 | 1.60 | 2.00 | 1.00 |
| Totals: | 117.65 | 129.15 | 131.05 | 13.40 |

- Based on FY24 initial Purchased Service Agreements received from member districts, there is a projected net increase of 13.40 FTE over the FY23 budget. Taking into consideration retirements and fluctuations in district requests, the purchased service sections in the budget are increasing an average of 1.13% from the FY23 budget.

PROGRAM TUITION RATES

| Multi District Programs | FY23 Budget | FY24 Budget | \$ Increase | % Increase |
|----------------------------------|--------------|--------------|-------------|------------|
| CD & Multi Needs | \$ 48,087.00 | \$ 49,048.00 | \$ 961.00 | 2.00% |
| ECE LADSE Classroom | \$ 33,827.00 | \$ 34,681.00 | \$ 854.00 | 2.52% |
| Phonological Program | \$ 6,262.00 | \$ 6,929.00 | \$ 667.00 | 10.65% |
| K-8 Emotional Disability Program | \$ 34,261.00 | \$ 34,945.00 | \$ 684.00 | 2.00% |
| High School LRB Academy | \$ 30,716.00 | \$ 33,132.00 | \$ 2,416.00 | 7.87% |
| Emotional Behavior WRAP Services | \$ 5,850.00 | \$ 6,130.00 | \$ 280.00 | 4.79% |

- Based on projected enrollment numbers and individual student needs (e.g., 1:1 aides) a 13.8 FTE increase is projected for LADSE multi-district programs. This figure includes one additional Communication Development classroom that have been recommended based upon enrollment for next school year. Based upon retirements, turnover, and staffing needs the tuition programs are increasing overall by 4.37% from the FY23 budget.

FY24 LADSE Budget Breakdown

204

| | |
|---------------|--------------|
| FY23 IDEA FT | FY23 IDEA PS |
| \$ 865,673.00 | \$ - |
| FY23 FT NPPS | FY23 PS NPPS |
| \$ - | \$ - |

| | | | |
|------------------------------|----------------------------|------------------|-------------------|
| <u>Membership Assessment</u> | <u>District Allocation</u> | <u>IDEA \$\$</u> | <u>Local \$\$</u> |
| Cooperative Shared Costs | \$ 383,502.14 | \$ 258,714.64 | \$ 124,787.50 |

| <u>Purchase Services</u> | <u>Cost per 1.0 FTE</u> | <u>Indirect Costs</u> | <u>Requested FTE</u> | <u>Gross Expense</u> | <u>IDEA \$\$</u> | <u>Local \$\$</u> |
|--------------------------|-------------------------|-----------------------|----------------------|------------------------|----------------------|----------------------|
| ECE Admin Services | \$ 2,482.12 | \$ - | | \$ - | | \$ - |
| ECE Evaluations | \$ 3,985.67 | \$ - | | \$ - | | \$ - |
| ECE Classroom Supports | \$ 77,914.42 | \$ - | | \$ - | | \$ - |
| Nursing Services | \$ 70,401.06 | \$ 6,804.02 | 4.80 | \$ 337,925.11 | \$ 337,925.11 | \$ 6,804.02 |
| Occupational Therapist | \$ 100,005.73 | \$ 2,573.63 | 1.60 | \$ 160,009.17 | \$ 160,009.17 | \$ 2,573.63 |
| Psychologist | \$ 88,273.10 | \$ 6,461.56 | 4.00 | \$ 351,092.42 | | \$ 359,553.98 |
| Physical Therapist | \$ 107,540.13 | \$ 1,276.88 | 0.80 | \$ 86,032.11 | \$ 86,032.11 | \$ 1,276.88 |
| Social Worker | \$ 77,697.91 | \$ - | | \$ - | | \$ - |
| Speech Pathologist | \$ 92,625.02 | \$ 6,010.18 | 3.50 | \$ 324,187.55 | | \$ 330,197.73 |
| Behavior Interventionist | \$ 77,697.91 | \$ - | | \$ - | | \$ - |
| Interpreter | \$ 40,000.00 | \$ - | | \$ - | | \$ - |
| Para Educator | \$ 25,221.59 | \$ - | | \$ - | | \$ - |
| Totals | \$ 23,128.27 | | 14.70 | \$ 1,261,246.35 | \$ 583,966.38 | \$ 700,406.24 |

| <u>Multi District Programs</u> | <u>Cost per 1.0 ADE</u> | <u>Indirect Costs</u> | <u>Estimated ADE</u> | <u>Gross Expense</u> | <u>IDEA \$\$</u> | <u>Local \$\$</u> |
|--------------------------------|-------------------------|-----------------------|----------------------|----------------------|------------------|---------------------|
| CD & Multi Needs | \$ 48,307.30 | \$ - | | \$ - | | \$ - |
| ECE LADSE Classroom | \$ 33,769.43 | \$ - | | \$ - | | \$ - |
| Phono | \$ 6,767.33 | \$ - | | \$ - | | \$ - |
| ED Self Contained | \$ 34,894.37 | \$ - | | \$ - | | \$ - |
| ED Wrap | \$ 4,602.59 | \$ 1,951.64 | 19.00 | \$ 87,449.24 | | \$ 89,400.88 |
| Extended School Year | \$ 1,817.49 | \$ - | | \$ - | | \$ - |
| ED High School | \$ 32,277.58 | \$ 8,426.28 | 11.00 | \$ 355,053.42 | | \$ 363,479.70 |
| Totals | \$ 1,951.64 | | 19.00 | \$ 87,449.24 | \$ - | \$ 89,400.88 |

| | | | |
|-----------------|----------------------|------------------------|-------------------|
| | <u>Gross Expense</u> | <u>IDEA Flow Thru</u> | <u>Local \$\$</u> |
| Expense Summary | \$ 1,732,197.73 | \$ 842,681.02 | \$ 914,594.62 |
| | | <u>IDEA Pre School</u> | |
| | | \$ - | |

Lyons Township High School District Budget Cont.

| 2023-2024 IDEA Grant Breakdown for LADSE Services | | | | |
|--|-------------|--|------|---------------|
| Function Code | Object Code | Expenditure Description and Itemization | | IDEA |
| 4000 | 300 | Payment to LaGrange Area Department of Special Education for Administrative Services | | \$ 258,714.64 |
| 4000 | 300 | Payment to LaGrange Area Department of Special Education for Early Childhood Evaluations | | \$ - |
| 4000 | 300 | Payment to LaGrange Area Department of Special Education for Nursing, Occupational therapy, Physical therapy, Para Professional services | | \$ 583,966.38 |
| | | IDEA Dollars to be used on NPPS (if required), or allowable internal District special education expenses at the District's discretion | \$ - | \$ 22,991.98 |

LYONS TOWNSHIP HIGH SCHOOL

DISTRICT 204 OFFICES 100 S. Brainard Ave., LaGrange, IL 60525-2101
· Tel: (708) 579-6462 · Fax: (708) 579-6454 · Email: bstachacz@lths.net · Website: www.lths.net



Brian Stachacz
Director of Business Services

Memorandum

To: Dr. Brian Waterman, Board of Education
From: Brian Stachacz
Date: 6/13/2023
Re: Re-Appointment of School Treasurer

Information: The included resolution re-appoints me as the District Treasurer. The appointment of a District 204 Treasurer was necessary upon leaving the jurisdiction of the Lyons Township School Treasurer's Office. The original resolution appointed the Treasurer position for a term of one year. This new resolution appoints me as the Treasurer to serve at the pleasure of the Board. This new resolution also eliminates the need to have the Board approve the Treasurer position on an annual basis. Additionally, the resolution authorizes me to obtain a surety bond for the annual operation of the District finances as well as the necessary surety bond at the time of a bond sale.

Should you have any questions please do not hesitate to contact me.

Recommendation: The Board of Education approve the resolution re-appointing Brian Stachacz as the Lyons Township High School District 204 Treasurer.

RESOLUTION REAPPOINTING SCHOOL TREASURER

WHEREAS, the Board of Education of Lyons Township High School District No. 204, Cook County, Illinois (the “Board of Education”), is authorized pursuant to Section 8-1 of the Illinois School Code, 105 ILCS 5/8-1 to appoint its own School Treasurer; and

WHEREAS, the Board of Education wishes to exercise its authority to appoint its own School Treasurer.

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

Section 1. The Board of Education reappoints Brian Stachacz, a licensed Chief School Business Official who meets the legal requirements to serve as an appointed school treasurer, as School Treasurer in accordance with the provisions of Article 8 of the School Code; such reappointment to become effective immediately and to continue at the pleasure of the Board of Education, and provided Brian Stachacz remains legally qualified to execute all duties of the office of School Treasurer.

Section 2. Brian Stachacz is authorized and directed, in accordance with the provisions of Article 8 of the School Code, to maintain a Treasurer’s bond in the amount specified by Section 8-2 of the School Code, 105 ILCS 5/8-2, and a special surety bond meeting the requirements of Section 19-6, 105 ILCS 5/19-6, of the School Code with regard to the School District’s outstanding bond issuances.

Section 3. That all resolutions or parts of resolutions in conflict herewith be and the same are hereby repealed and this Resolution shall be in full force and effect immediately and forthwith upon its passage.

AYES: _____

NAYS: _____

ABSENT: _____

Adopted this ____ day of June 2023.

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

By: _____
Its President

Attest:

By: _____
Its Secretary

STATE OF ILLINOIS)
) SS
COUNTY OF COOK)

SECRETARY’S CERTIFICATE

I, _____, the duly qualified and acting Secretary of the Board of Education of Lyons Township High School District No. 204, Cook County, Illinois, do hereby certify that attached hereto is a true and correct copy of a **Resolution Reappointing School Treasurer**, which Resolution was duly adopted by said Board of Education at a meeting held on the ___ day of June, 2023, at which meeting a quorum of said Board of Education was present.

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

IN WITNESS WHEREOF, I hereunto affix my official signature this ___ day of June 2023.

Secretary, Board of Education

LYONS TOWNSHIP HIGH SCHOOL

DISTRICT 204 OFFICES 100 S. Brainard Ave., LaGrange, IL 60525-2101
· Tel: (708) 579-6462 · Fax: (708) 579-6454 · Email: bstachacz@lths.net · Website: www.lths.net



Brian Stachacz
Director of Business Services

Memorandum

To: Dr. Brian Waterman, Board of Education
From: Brian Stachacz
Date: 6/13/2023
Re: FY24 Depositories/Signers

Information: Attached, you will find a list of bank accounts (Depositories) currently utilized by the District, along with the names of the current signers on those accounts. We are required to have these approved on an annual basis by the Board of Education now that the District owns the accounts and we are no longer under the jurisdiction of the Township Treasurer's Office. We are not recommending any changes to the accounts or the signers at this time for the upcoming year.

Recommendation: The Board of Education approve the Depositories/Signers as presented for the 2024 Fiscal Year.

Lyons Township High School Bank Accounts 2024

DISTRICT BANK ACCOUNTS

PMA

| | |
|-------------------------|-----------|
| ISDLAF General Fund | 15132-101 |
| ISDLAF Payroll | 15132-102 |
| ISDLAF Accounts Payable | 15132-103 |

Bank Signers: Brian Stachacz
 Brian Waterman

BMO Harris

| | | |
|-------------------------|-----------|---------|
| ISDLAF General Fund | 15132-101 | 2972503 |
| ISDLAF Payroll | 15132-102 | 2956753 |
| ISDLAF Accounts Payable | 15132-103 | 2956761 |

Bank Signers: Brian Stachacz
 Brian Waterman

STUDENT ACTIVITY/SCHOLARSHIP ACCOUNTS

FNBC Bank & Trust

620 W Burlington Ave
LaGrange, IL 60525-0190

| | |
|------------------|--------|
| Student Activity | 144401 |
| Scholarship | 144428 |
| Student Exchange | 172517 |

Bank Signers: Brian Waterman
 Brian Stachacz

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

TO: Brian Waterman, Superintendent
Board of Education
FROM: Edward M. Piotrowski, Director of Human Resources
DATE: June 19, 2023
RE: Stipend Committee Recommendations

EDWARD M. PIOTROWSKI
Director of Human Resources

BACKGROUND

In April, 2023, the Stipend Committee met and reviewed proposals related to stipends for LTHS clubs, activities and athletics. Below, please find a summary of the recommendations from the Stipend Committee to be brought to the Board at the June, 2023, Board of Education Meeting.

ACTIVITIES

The following club stipend is being recommended for an increase:

Chess Team:

The Stipend Committee has received a request to increase the Chess Team stipend from one stipend at 6% to two stipends totaling 20% (one head level coach at 14% and one assistant coach at 6%). Over the course of its history at LTHS, Chess Team has evolved from a social club where students have been able to gather together to learn about chess and play among themselves. This has grown over time to include competitions against other schools, and now includes additional tournaments and competitions, including at the state level.

The request is based on moving the Chess Team stipend in line with other competitive clubs and teams that have a head level and assistant coach (Model UN, Congressional Debate and Speech Team).

The Stipend Committee has reviewed this request and is recommending the stipend increase to Chess Team to create a head level coach with a 14% stipend and an assistant coach with a 6% stipend.

The new stipend amount for the head coach will be \$7,758.34, and the new stipend amount for the assistant coach will be \$3,325.00. The total cost associated with the stipend recommended above for Chess Team is \$11,083.34. This is an increase in cost from the existing stipend of \$7,758.34.

ATHLETICS

The following athletic stipends are being recommended for an increase:

Athletic Training Staff:

The Stipend Committee has received a request to modify the current staffing structure for athletic trainers. Currently, there are two head level athletic trainers and one assistant trainer for each athletic season. With

the increased number of sports and increase in levels of sports being played in each sport, there has been an increase in time spent for all programs. This increases the number of practices and games that the athletic trainers are required to cover. LTHS continues to host athletic events at North Campus, West Fields and at South Campus at both indoor and outdoor facilities. We often need a trainer at multiple sites on multiple campuses at the same time. Due to the addition of practices and times, the demands placed on the athletic trainers have increased. Assistant trainers have generally worked less hours than the head level trainers.

With the increase in practices and competitions, as well as the logistical challenges of covering multiple locations, we are recommending a revision in the staffing model from two head trainers and one assistant trainer each season to three head trainers. This increase will allow for additional coverage through the athletic seasons.

The total cost associated with the stipend recommended above for Athletic Trainers is an increase in cost from the existing stipend of \$6,151.26.

Special Olympics Basketball:

The Stipend Committee has received a request to increase the stipend percentage for Special Olympics Basketball assistant coaches. The Special Olympics basketball team has increased their practice and competitive schedule from when the stipends were created and the assistant coaches are still expected to be at all the events. With moving from one night per week to two (sometimes three) nights per week, we believe the stipend amount should be adjusted. The proposed change to increase the assistant coaching stipends from 5% to 7% reflects the additional time that the coaches will be spending to support the program and the Special Olympics athletes.

There are currently two assistant coaches on the Special Olympics Basketball team.

The total cost of the change would be \$1265.95 for each stipend or \$2531.90 for both stipends combined.

RECOMMENDATION

We recommend that the Board approve the Stipend Committee recommendations as provided above.

**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: Math Team
2. Sponsor's name(s) submitting request: Jennifer Szczesniak
3. Destination(s) of trip: ICTM State Math Contests (Illinois State University)
4. Number of students participating: 28
5. Dates of requested travel: April 5-6, 2024
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 | \$ 6,059.00 | |
| Additional School Board funding request | \$ 0.00 | |
| Total cost to LTHS | | \$ 6,059.00 |
| Club Fundraising/Participant funding | | \$ 0.00 |
| TOTAL COST OF OVERNIGHT TRAVEL | | \$ 6,059.00 |

APPROVALS

| | | |
|---|--|--|
| Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> |  Division Chair or Activities Director | <u>9 May 2023</u> <u>5/10/23</u> Date |
| Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> |  Associate Principal | <u>5/24/23</u> Date |
| Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> |  Principal | <u>5/25/23</u> Date |
| Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> |  Director of Business Services | <u>5/24/23</u> Date |
| Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> |  Superintendent | <u>5/20/23</u> Date |

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 | \$ 3,759.00 | \$ 700.00 | \$ 1,600.00 | \$ 0.00 | \$ 6,059.00 |
| 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 |
|------------------------------------|----------------|

| 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 // 40E000 2550 3255 00 540000 | | | | |
| Student Activity account number(s) | | 98L000 9224 | | | | |
| Funding from LTHS adopted budget | | | \$ 6,059.00 | | | |
| Additional School Board funding request | | | \$ 0.00 | | | |
| Total cost to LTHS | | | | | \$ 6,059.00 | |
| Student Activity Account funding | | | \$ 0.00 | | | |
| Participant funding | | | \$ 0.00 | | | |
| Club Fundraising/Participant funding | | | | | \$ 0.00 | |
| TOTAL COST OF OVERNIGHT TRAVEL 268 | | | | | | \$ 6,059.00 |

List the adult chaperones:

| | | |
|----------------------------|------------------------|-------|
| <u>Jennifer Szczesniak</u> | <u>Alex Wojcik</u> | _____ |
| <u>James Mshar</u> | <u>Laura VanWinkle</u> | _____ |
| <u>Chuck Witt</u> | _____ | _____ |

If you plan to use funds from Student Activity Accounts, how will these funds be used?

Not applicable.

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: Students who compete and win at the Regional ICTM Math Competition qualify for the ICTM State Math Contest at Illinois State University. In April 2023, LTHS scored 11th overall (among all high schools in the state). We anticipate qualifying for the State Competition again in several events, if not all ten.

2. Would you describe this trip as a competition or an educational opportunity? Please explain:

This is a competition. To qualify and prepare for the competition, students learn lots of math beyond the Honors and AP curricula at LTHS. This competition is run by the Illinois Council of Teachers of Mathematics (ICTM).

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 attended this competition every one of my 18 years as a Math Team coach, and for many years before that. The only years we did not attend were early in the Covid pandemic, when the whole competition was canceled.

4. How were students selected for this trip and how will their experience benefit the school? Students are selected because they have competed for the team in five or more previous competitions, earning the highest scores.

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:

9 a.m. Depart LT for ISU, eat lunch. Bus drops off team at ISU, but does not stay.

1 - 4 p.m. Practice all events on campus

4 - 7 p.m. Relax, dinner

7 - 10 p.m. Team bonding or independent study. Overnight stay at Hyatt Place Bloomington/Normal.

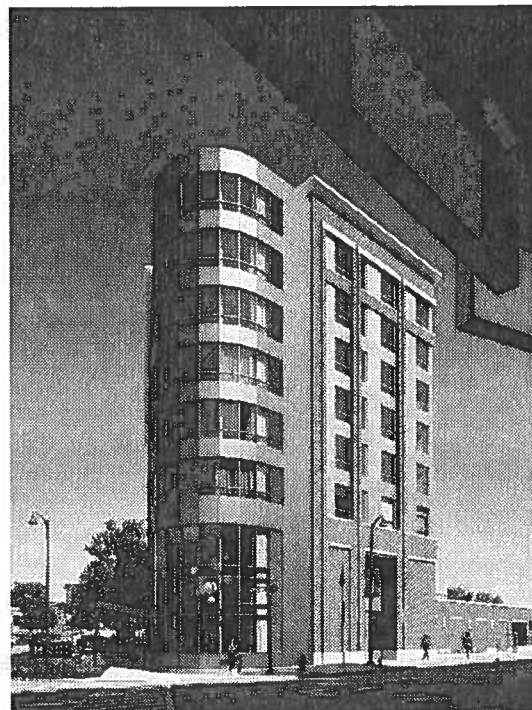
9 a.m. - 5 p.m. Competition events in various University buildings.

5 - 7 p.m. Return to LT via bus.

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.



1-May-23

Jennifer Szczesniak
Lyons Township High School
E-mail: jszczesniak@d204.lths.net

RE: Lyons Township High School – April 5-6, 2024

Warm Greetings from Hyatt Place Bloomington/Normal.

Thank you for your interest in accommodating your group of students at Hyatt Place Bloomington/Normal. We truly appreciate your support.

Please find our proposal for your consideration. Kindly advise feedback by **May 15th, 2023**, so that we may proceed with any necessary arrangements.

We will be contacting you soon. Should you have any questions or further requests please let me know. My contact details are listed below.

We look forward to the opportunity of working with you to ensure the success of this up-coming event.

Yours sincerely,

Alison Umbanhowar

Alison Umbanhowar
Director of Sales
Direct Telephone : (309) 585-4303
E-mail : alison.umbanhowar@hyatt.com

Noah Polignone

Noah Polignone
Sales Coordinator
Direct Telephone : (309) 585-4304
E-mail : noah.polignone@hyatt.com

**Proposal
Prepared on 1-May-23**

A. CONTACT

Client : Jennifer Szczesniak
E-mail : jszczesniak@d204.lths.net

The Hotel agrees to hold the guestrooms listed in this proposal on a tentative basis until **May 15th, 2023**. If this Agreement is not fully executed by Group and Hotel by **May 15th, 2023** the Hotel will release the room block. If an alternate request is received, the Hotel will notify Group in writing and Group will have forty-eight (48) hours from Hotel notification to return this proposal.

GUEST ROOM BLOCK

| Room Type | 04/05/2024 |
|--|------------------------|
| Standard Guestroom (Group Requesting 6 One-Bed King Guestrooms/15 Two-Bed Queen Guestrooms) | 21 Rooms \$179/Room |

Please note that the above room block may consist of a mixture of King and Queen Rooms. Requests for specific bed types must be made in advance and we will do our best to accommodate special requests upon receipt of the group's rooming list

- ✓ Rates are subject to 12 % tax and non-commissionable
- ✓ Rates are valid for a minimum of 10 rooms per night
- ✓ The above room rates include
 - ***Complimentary hot breakfast for up to 2 persons***
 - ***In-room free Wifi internet access***
 - ***Complimentary Parking***
- ✓ Please note that these rates are confidential and are not to be disclosed to a third party without the consent of the Hyatt Place Bloomington/Normal

GUARANTEED RESERVATIONS

Reservations for the room will be made by individual guest directly to the Hyatt Place. All reservations must be accompanied by a first night room deposit or guaranteed with a major credit card by the guest. Hotel will not hold any reservations unless secured by one of the above methods.

CUT OFF

Reservations by attendees must be received at least 4 weeks before the arrival date. At the Cut-off Date, Hotel will review the reservation pickup for the Event, release the unreserved rooms for general sale, and determine whether it can accept reservations based on a space- and rate-available basis at the Group rate after this deadline.

Release of rooms for general sale following the Cut-off Date does not affect Group obligation, as discussed elsewhere in this Agreement, to utilize guest rooms.

IMPOSSIBILITY

The performance of this Agreement is subject to termination without liability upon the occurrence of any circumstance beyond the control of either party – such as acts of God, war, acts of terrorism, government regulations, disaster, strikes, civil disorder, or curtailment of transportation facilities – to the extent that such circumstance makes it illegal or impossible for the Hotel to provide, or for groups in general to use, the Hotel facilities. The ability to terminate this Agreement without liability pursuant to this paragraph is conditioned upon delivery of written notice to the other party setting forth the basis for such termination as soon as reasonably practical - but in no event longer than ten (10) days - after learning of such basis.

CHANGES, ADDITIONS, STIPULATIONS, OR LINING OUT

Any changes, additions, stipulations, or deletions, including corrective lining out by either Hotel or Group, will not be considered agreed to or binding on the other unless such modifications have been initialed or otherwise approved in writing by the other.

LITIGATION EXPENSES

The parties agree that, in the event litigation relating to this Agreement is filed by either party, the non-prevailing party in such litigation will pay the prevailing party's costs resulting from the litigation, including reasonable attorneys' fees.

PRIVACY OF PERSONAL INFORMATION

Hotel complies with the Global Privacy Policy for Guests which is available at <http://privacy.hyatt.com> (the "Privacy Policy"). If applicable, Group agrees to inform guests or event attendees at the Hotel ("Guests") where they may access the Privacy Policy. Group affirms that it (and its agent of record, if applicable) is authorized to provide, request, and receive information pertaining to Guests as is necessary pursuant to the Guests' Hotel stay, event attendance or under this Agreement. Further, Hotel will protect and use personal data about Guests that Hotel receives in connection with its performance of this Agreement and as set forth in the Privacy Policy.


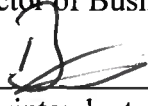
LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
OVERNIGHT TRAVEL REQUEST

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: Snowball
2. Sponsor's name(s) submitting request: Angela Patel
3. Destination(s) of trip: Summer Leadership Training Retreat (The Corral)
4. Number of students participating: 30-35
5. Dates of requested travel: June 26 & 27
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 | \$ 0.00 | |
| Additional School Board funding request | \$ 0.00 | |
| Total cost to LTHS | \$ 0.00 | |
| Club Fundraising/Participant funding | \$ 1,000.00 | |
| TOTAL COST OF OVERNIGHT TRAVEL | | \$ 1,000.00 |

APPROVALS

| | | | |
|---|-----------------------------|--|----------------------------|
| Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |  Division Chair of Activities Director | <u>30 May 2023</u> Date |
| Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |  Associate Principal | <u>6/1/23</u> Date |
| Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |  Principal | <u>6/1/23</u> Date |
| Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |  Director of Business Services | <u>6/7/23</u> Date |
| Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |  Superintendent | <u>6/12/23</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 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 1,000.00 | \$ 1,000.00 |
| 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) | | | | | | |
| Student Activity account number(s) | | 98L000 9276 | | | | |
| Funding from LTHS adopted budget | | | \$ 0.00 | | | |
| Additional School Board funding request | | | \$ 0.00 | | | |
| Total cost to LTHS | | | | | \$ 0.00 | |
| Student Activity Account funding | | | \$ 0.00 | | | |
| Participant funding | | | \$ 1,000.00 | | | |
| Club Fundraising/Participant funding | | | | | \$ 1,000.00 | |
| TOTAL COST OF OVERNIGHT TRAVEL | | | | | | \$ 1,000.00 |

List the adult chaperones:

Mark Kienzynski _____
Angela Patel _____
Dave Stormont _____

If you plan to use funds from Student Activity Accounts, how will these funds be used?

Food, supplies, and speakers.

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: Use the powerful energy and influence of youth to create an atmosphere of positive peer support, recognizing youth as part of the solution. Support social emotional learning as youth develop attitudes, beliefs, behaviors, and cognitive skills that create healthy and competent adults. These are two of the major tenants of the snowball program. The summer retreat helps to begin the process of building a community within the staff and theatre so that they can spread that to the greater student body.

2. Would you describe this trip as a competition or an educational opportunity? Please explain:
I would describe this as an educational opportunity. Snowball requires a great deal of collaboration and trust among its members. The retreat is designed to facilitate discussion and teamwork along with obtaining some training on group development.

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 have done such a trip such as this for the past few years to jumpstart our team building.

4. How were students selected for this trip and how will their experience benefit the school? All members of Snowball Staff and Theatre are invited to attend this trip. These staff members have been selected through an application and interview process.

5. What grade are the student participants currently in? Grades 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:

Please see the attached sample schedule.

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.

Sample Snowball Summer Retreat

Day 1

| | |
|------------------|---|
| 1:00 pm | Check-in, find groups |
| 1:30-2:00 | Welcome/Purpose/Whip Around |
| 2:00 pm-3:00 pm | Teambuilding - (marshmallow (6 groups of 5)/capture flag (3 groups) |
| 3:00 pm -4:30 pm | Scavenger Hunt-Neighborhood/ PSA (6 groups of 5) |
| 4:30 pm -5:00 pm | Discuss scavenger hunt activity |
| 5:00 pm-5:15 pm | Team Name Development |
| 5:15 pm - 6:00pm | Dinner |
| 6:00pm- 7:00 pm | Imagination Theater- Mental Health Matters |
| 7:00 pm- 8:10 pm | Small Group (3 groups - combine 2 groups together) |
| 8:10 pm- 8:25 pm | Share out group chants |
| 8:25 pm- 9:15 pm | Games- cards/board games |
| 9:15pm- 11:15pm | Movie/Snacks (Remember the Titans) |
| 12:00 am | Lights out |

Day 2

| | |
|-------------------|---|
| 8:00 am-9:00 am | Breakfast |
| 9:00 am- 10:45 am | Small Group Teambuilding (community service) / A-maz- ING |
| 10:45 am-11:15am | Load bus and travel to volunteer |
| 11:30 am-1:15 pm | Volunteer FMSC |
| 1:15 pm-1:45 pm | Bus trip back to LT |
| 1:45 pm- 2:00 pm | Wrap up and dismissal |

| | |
|---------------------------------|----------------------------|
| Nate Scalzo | Staff |
| Alex Edwards | Staff |
| Gabi Sanchez | Staff |
| Arianna Amella | Staff |
| Clare Kelliher | Staff |
| Luke Mahoney | Staff |
| Lukas Phillips | Staff |
| Riley McCarthy | Staff |
| Cam Hutchins | Staff |
| Jackie Cummings | Staff-Directo r |
| Annaliese Dorchinecz | Staff-Directo r |





**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: Competitive Cheer (JV+Varsity)
2. Sponsor's name(s) submitting request: Sharon Lupo
3. Destination(s) of trip: Carthage College NCAA Cheer Camp
4. Number of students participating: 45
5. Dates of requested travel: July 10 July 12 2023
6. Is this an IHSA or IHMEA 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 | \$ 0.00 | |
| Additional School Board funding request | \$ 0.00 | |
| Total cost to LTHS | | \$ 0.00 |
| Club Fundraising/Participant funding | | \$ 0.00 |
| TOTAL COST OF OVERNIGHT TRAVEL | | \$ 0.00 |

APPROVALS

- | | | |
|---|---|----------------|
| Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> |  | <u>6/2/23</u> |
| | Division Chair or Activities Director | Date |
| Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> |  | <u>6/7/23</u> |
| | Associate Principal | Date |
| Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> |  | <u>6/12/23</u> |
| | Principal | Date |
| Yes <input type="checkbox"/> No <input type="checkbox"/> | <u>Brian Stachacz/MZ</u> | <u>6/12/23</u> |
| | Director of Business Services | Date |
| Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> |  | <u>6/12/23</u> |
| | 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 | | | | | | \$ 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 | | | X | | | \$ 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) | | | | | | \$430 |

Instruction, meals, lodging are included

| Overnight Travel Request Funding Summary | | | | | | |
|--|--|--|--|--|---------|---------|
| Board account number(s) | | | | | | |
| Student Activity account number(s) | | | | | | |
| Funding from LTHS adopted budget | | | | | | |
| Additional School Board funding request | | | | | | |
| Total cost to LTHS | | | | | \$ 0.00 | |
| Student Activity Account funding | | | | | | |
| Participant funding | | | | | | |
| Club Fundraising/Participant funding | | | | | \$ 0.00 | |
| TOTAL COST OF OVERNIGHT TRAVEL | | | | | | \$ 0.00 |

List the adult chaperones:

Sheron Lupo Ana Samaniego Stephanie SpytEK

If you plan to use funds from Student Activity Accounts, how will these funds be used?

Parents are paying for their athlete.

Has your group or any partnering parent organization completed any fundraising for this trip? _____

If yes, please explain: _____

TRIP RATIONALE

1. Please explain in detail the purpose of the trip:

The NCA camp is designed to help our team with their stunts and skills. WE will get one on one time with NCA Instructors. WE will get Game Day and Performane training.

2. Would you describe this trip as a competition or an educational opportunity? Please explain:

This camp is an educational opportunity for the team. NCA stresses athletic achievements as well as the art of becoming a leader.

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, the cheer team has gone to the NCA Camp before. I believe the team went one year, then COVID hit and we haven't returned.

4. How were students selected for this trip and how will their experience benefit the school? All competitive cheer athletes are able to go. The stunting skills the team will learn will greatly benefit the team.

5. What grade are the student participants currently in? Freshman to Senior

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:

I've attached the camp schedule. If you need something more detailed, please let me know.

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.

- | | | | |
|--------------------|-------------------|--------------------|----------------|
| Aleigh Zeman | Caden McNamara | Grace Macias | Mia Schlichter |
| Aly Colantuono | Charlotte Judy | Hayden Livingston | Molly Peake |
| Annie Sarno | Devon Mackenzie | Jillyan Martinez | Sadie Rintz |
| Ashley Mills | Ella Thornberg | Katie Villareal | Sam Borkowski |
| Audrey Wilkins | Emily Roberts | Maddie Brennan | |
| Averie Grigus | Frannie Chevalier | Meg Gray | |
| | Grace Cannon | Melissa Marquez | |
| | Audrey Parrott | Globia Podolner | Rachel Chyna |
| Abriil Aguilar | Brandon Harris | Jazlene Gonzalez | Skyra Hendrix |
| Addi Kopp | Bridget Waight | Kennedi Ross | Sophia Horwath |
| Anastasia Gevrekis | Eisler Weber | Maggie Sammon | Talya Keskin |
| Aracely McNamara | Fernando Aluiza | Olivia Santaniello | Olivia VanWyck |

SPEEDCAMP  **OVERNIGHT** 3 DAY CAMP SCHEDULE (no tumbling)

2023

NFHS KEY:

CROWD LEADER AMBASSADOR SPIRIT RAISER ATHLETE ENTERTAINER LEADERSHIP

| Time | Class | Notes | NFH | S |
|---------|-------------------------------------|---|-----|---|
| 1:00 PM | Staff Intros | Introduce instructors | | |
| | STUNT S.A.F.E. | Philosophy for safety of teams while stunting | | S |
| | Team Evaluations | Progression warm up for stunt classes | | A |
| 2:00 PM | Basic Loads and Dismounts | | | |
| 2:30 PM | Stunt Class 1 | | | A |
| 3:50 PM | Baskets | | | A |
| 4:30 PM | DINNER | | | A |
| 5:45 PM | Camp Cheer | Used for All-American Tryouts | | C |
| | Coaches Skill Drills | | | L |
| 6:15 PM | Pyramids (All American Tryout Demo) | | | A |
| 7:15 PM | Stunt Class 2 | | | C |
| 8:15 PM | Skill Implementation Session | Utilizing Skills in a gameday environment | | |
| 8:30 PM | Custom Coaching | | | |
| 9:00 PM | Team Time | Team unity development exercise | | L |
| 9:15 PM | Pin It Forward/Closing | | | A |

DAY 1

| Time | Class | Notes | NFH | S |
|----------|--------------------------|--|-----|---|
| 9:00 AM | Dynamic Warm up | Fun Sport Specific warm up to get the body ready | | |
| | Coaches Skill Drills | | | |
| 9:30 AM | Stunt Class 3 | | | A |
| 10:45 AM | Baskets | | | A |
| 11:30 AM | LUNCH | | | A |
| 12:45 PM | Coaches Skill Drills | | | |
| 1:00 PM | All American Review | | | |
| 1:15 PM | Team Time | | | L |
| 1:30 PM | Stunt Class 4 | | | A |
| 3:00 PM | Pyramids | | | A |
| 4:00 PM | Jumps | | | |
| 4:30 PM | DINNER | | | |
| 6:00 PM | Coaches Skill Drills | | | |
| 6:30 PM | Custom Coaching | | | E |
| 7:30 PM | All American Tryouts | Optional All-American Team Tryout | | C |
| 8:00 PM | Top Gun Jumps & Tumbling | | | A |
| 8:30 PM | Announcements | | | |

DAY 2

| Time | Class | Notes | NFH | S |
|----------|------------------|-------|-----|---|
| 9:00 AM | Dynamic Warm up | | | |
| | Coaches Meeting | | | |
| 9:30 AM | Custom Coaching | | | E |
| 10:30 AM | Floor Rotations | | | A |
| 11:00 AM | Top All American | | | E |
| | Top Gun Stunts | | | E |
| | Performances | | | E |
| 12:00 PM | Pin It Forward | | | A |
| | Awards | | | |
| | Closing | | | |

DAY 3

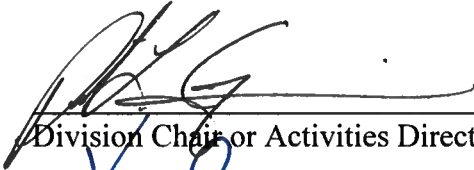
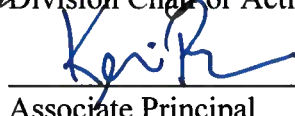

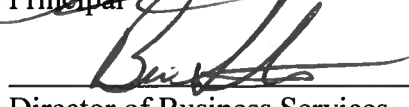

LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
OVERNIGHT TRAVEL REQUEST

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: _____ **Student Council** _____
2. Sponsor's name(s) submitting request: _____ **Peter Geddeis** _____
3. Destination(s) of trip: _____ **Outdoor Wisconsin Leadership School, Williams Bay, WI** _____
4. Number of students participating: _____ **5-25** _____
5. Dates of requested travel: _____ **August 19-20, 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 | \$ 0.00 | |
| Additional School Board funding request | \$ 0.00 | |
| Total cost to LTHS | \$ 0.00 | |
| Club Fundraising/Participant funding | \$ 4,745.50 | |
| TOTAL COST OF OVERNIGHT TRAVEL | | \$ 4,745.50 |

APPROVALS

| | | | |
|---|-----------------------------|---|------------------------------|
| Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |  _____ Division Chair or Activities Director | 15 May 2023 _____ Date |
| Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |  _____ Associate Principal | 5/16/23 _____ Date |
| Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |  _____ Principal | 5/16/23 _____ Date |
| Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |  _____ Director of Business Services | 5/23/23 _____ Date |
| Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |  _____ Superintendent | 5/25/23 _____ 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 | \$ 2,082.50 | \$ 513.00 | \$ 300.00 | \$ 1,850.00 | | \$ 4,745.50 |

| | |
|------------------------------------|----------------|
| Total Cost of Level II trip | \$ 0.00 |
|------------------------------------|----------------|

| Individual Cost per Traveler | | | | | | |
|--|--------------|----------|----------------|------------------|-------------|-----------|
| Traveler | Registration | Lodging | Transportation | Meals (\$25/day) | Other costs | Total |
| Student | \$ 85.00 | \$ 20.00 | \$ 20.00 | \$ 75.00 | \$ 0.00 | \$ 200.00 |
| Chaperone | | | | | | \$ 0.00 |
| Per student total cost, per travel agent (Level III only) | | | | | | |

| Overnight Travel Request Funding Summary | | | | | | |
|---|--|-------------|-------------|--|-------------|--------------------|
| Board account number(s) | | | | | | |
| Student Activity account number(s) | | 98L000 9302 | | | | |
| Funding from LTHS adopted budget | | | \$ 0.00 | | | |
| Additional School Board funding request | | | \$ 0.00 | | | |
| Total cost to LTHS | | | | | \$ 0.00 | |
| Student Activity Account funding | | | \$ 0.00 | | | |
| Participant funding | | | \$ 4,745.50 | | | |
| Club Fundraising/Participant funding | | | | | \$ 4,745.50 | |
| TOTAL COST OF OVERNIGHT TRAVEL 287 | | | | | | \$ 4,745.50 |

List the adult chaperones:

Peter Geddeis _____
Linda Heilenbach _____

If you plan to use funds from Student Activity Accounts, how will these funds be used?

Not applicable.

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: In light of the positive experiences that the Student Council officers have had at Outdoor Wisconsin Leadership School in the years prior to the COVID pandemic, next year's officers and sponsors want to provide an opportunity for more Student Council members to develop leadership skills. OWLS has provided Student Council with an intensive two-day/one-night retreat that features leadership training in the context of high and low ropes courses, crate stacking, and a climbing tower.

2. Would you describe this trip as a competition or an educational opportunity? Please explain: This is an educational opportunity. Student Council members will learn leadership techniques that help them to better organize and lead each week's Student Council meetings. They will learn about themselves, their individual leadership styles, and each other.

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, this was an annual trip prior to the pandemic. It had previously been limited to new Student Council officers, but next year's officers and sponsors believe that it would be valuable to offer this training to more Student Council members.

4. How were students selected for this trip and how will their experience benefit the school? Students will self-select by applying to be Passion Team leaders in the 2023-24 school year and by choosing to participate. This experience will not only benefit Student Council, but also the various clubs and sports in which they participate.

5. What grade are the student participants currently in? Grades 9-11

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:
We will depart LT at approximately 9:00 a.m. on Saturday, August 19.
A sample schedule of leadership activities is attached (please note that the timings are not accurate.)
We will return to LT at approximately 3:00 p.m. on Sunday, August 20.

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.



Outdoor Wisconsin Leadership School

Sample High School Schedule

Goals: increased leadership, interaction with other students Size: 8-14

| Time | Activity | Notes |
|-------|--------------------------|--|
| 8:30 | Group Arrives | Participants move into lodging and put belongings on their beds. |
| 8:45 | Large Group Intro | Welcome groups and play a large group game. |
| 9:00 | Name and why you're here | INTRODUCTORY ACTIVITY – Getting to know names and the motives for coming to our program. |
| 9:10 | Have you ever | ICEBREAKER- Gets the students to start opening up. |
| 9:20 | Samurai slap | NAME GAME- This is a fun name game to play so we all know each other's name. |
| 9:40 | Clothespin tag | ENERGIZER- A run around game to get the students excited. |
| 10:00 | Group Bingo | ICEBREAKER- Students get a chance to learn new things about their classmates |
| 10:30 | Speed Rabbit | ICEBREAKER- Let's the kids get loose and silly. |
| 10:50 | Silent partners | ICEBREAKER- This allows for some one-on-one time and a chance to learn new things about group members. |
| 11:10 | Elbow Tag | ENERGIZER- Gets the energy back up before we start the first goal-setting activity. |
| 11:30 | Moonball | GOAL SETTING INITIATIVE- Amidst lots of laughs, the team gets to work on building a consensus when setting goals. |
| 11:50 | Journal | PROCESSING- Opportunity to create a journal to take notes and write about their progress as a team. |
| 12:00 | LUNCH | Yum-Yum |
| 1:00 | Key Punch | GOAL SETTING INITIATIVE- Continue to address goal-setting. |
| 1:30 | 5-finger contract | FULL-VALUE CONTRACT- Group agrees on five "rules" of group dynamics to keep everyone safe, both physically and emotionally. |
| 1:50 | Turnstile | GOAL SETTING INITIATIVE- Develops teamwork and goal setting. |
| 2:20 | Pipeline | PROBLEM SOLVING INITIATIVE- Works on teamwork and problem solving. |
| 2:50 | Human Knot | PROBLEM SOLVING INITIATIVE – Creates greater group closeness through process of holding hands while trying to solve a problem. |
| 3:30 | Minefield | PROBLEM SOLVING & TRUST INITIATIVE - Involves being blindfolded, requiring trust and communication between group members. |
| 4:00 | Incomplete Bridge | LOW ROPES INITIATIVE- Works on communication, problem solving, and teamwork. |
| 4:30 | Grapevine | LOW ROPES INITIATIVE - Involves teamwork, good communication, and trust. |
| 5:00 | BREAK | We are done for the day! |

Sample Schedule

DAY 2

| Time | Activity | Notes |
|-------------|-------------------|--|
| 9:00 | HIGH ROPES | The group is now ready to work the High Robes course, challenging themselves and facing their fears. This builds confidence, self-esteem, and broadens horizons. |
| 11:45 | Closure | PROCESSING- A chance to talk about what has happened to the group throughout the program and what they can take with them from OWLS. |
| 12:00 | LUNCH | Done for the day!! |



Outdoor Wisconsin Leadership School



Participant Information

(Page 4 of 6)

If under 18 years old—must be signed by parent or guardian

This information is provided to introduce you to the benefits, risks and responsibilities associated with participation in all adventure programs. Please read the following carefully. If you choose to participate in the adventure education program at the Outdoor Wisconsin Leadership School program, your signature (or a parent/guardian signature for participants under 18 years old) is required on page 2 of this form (the photo release is optional). This form must be turned in to an OWLS representative before you begin your program.

What is adventure education?

Adventure education is the purposeful use of activities in which there are real and perceived risks and where the outcomes are uncertain but can be influenced by the participants. The OWLS program is founded upon the idea of learning by doing and its purpose is to give people opportunities to develop awareness and skills that lead to personal and group achievement.

Where does the OWLS program take place?

Most programs take place at Holiday Home Camp in Williams Bay, Wisconsin. All residential guests are housed in dorms (shared bath) and eat meals in a large dining hall. The campus is located within five minutes of professional emergency medical services.

What kinds of activities are in an OWLS program?

Your organization's group leader will have specific information regarding the type of activities designed for this specific program. The activities can be physically demanding and may include running, jumping, lifting, being lifted, spotting others and climbing to heights. The activities can be mentally, socially and emotionally challenging as well. OWLS programs are created from a combination of some or all of the following curriculum areas: trust building and group problem solving activities, low ropes and high ropes courses, rock climbing, canoeing or sailing. Participants will need to learn the skills and specific safety procedures associated with all activities including the proper use of safety equipment.

Do participants have choices while at OWLS?

OWLS educational philosophy is *challenge by choice*, which means that we believe maximum benefits and learning occur when the challenges are freely chosen by the participants. Your instructors will make every reasonable effort to teach the associated skills and safety procedures which help create a supportive environment where accepting challenges is encouraged. Your responsibility is to make appropriate choices regarding participation in the activities based on your understanding of the benefits to be gained, risks involved and your fitness level.

What are the risks?

Your OWLS leaders are skilled and experienced and will make every reasonable effort to minimize exposure to known risks associated with the activities. However, there are risks inherent in adventure education, and your OWLS leaders cannot guarantee total protection from all risks. Different program components carry different levels of potential risks which are not limited to risks of a physical nature. The risks may be social or emotional in nature, as well. With regard to physical risks, participants in an adventure programs generally have fewer injuries than do participants in school sports, recreation or physical education programs. This does not mean that injuries cannot and do not occur in adventure education programs.

What are the participant's responsibilities?

Participants must be responsible for their own safety and for the safety of others. To minimize safety risks, you must therefore learn and follow all safety rules and your leader's instructions. You must develop a questioning attitude and make your instructors aware at any point during an activity if you question your knowledge of the safety rules or your ability to participate.

Lake Geneva
Fresh Air
ASSOCIATION



MISSION STATEMENT

Our purpose is to enable individuals and organizations to grow through experiences that foster insight and skill development. We encourage the application of these experiences to promote healthier, more fulfilling and productive communities.

OUTDOOR WISCONSIN LEADERSHIP SCHOOL

With over 30 years of experience, OWLS is one of the leading providers of experiential education programs in the Midwest. Offering custom designed programs; participants come to OWLS to experience learning, personal growth, and team development in an outdoor environment. The OWLS program utilizes experiential education methods to empower group participants.

An OWLS program will involve you...

- Intellectually
- Socially
- Emotionally
- Physically
- Completely

...creating the ideal conditions for learning.

OWLS is located on the beautiful, lakefront property of Holiday Home Camp [<http://holidayhomecamp.org/>], in Williams Bay, WI., just outside of Lake Geneva, and close to Chicago and Northern Suburbs, Rockford, Milwaukee, and Madison.

LEARN ABOUT OUR TEAM AND CULTURE

We are a team of dedicated professionals, ready to do whatever it takes to improve the lives of OWLS Participants.

OWLS facilitators receive nearly 80 hours of technical training for the safe operation of the 'high elements' on campus and spend more than 100 hours in training to learn basic and advanced facilitation skills. In addition to formal training sessions, OWLS instructors also spend time shadowing one another in order to learn new facilitation techniques and to provide constructive feedback for professional growth.

OWLS staff are members of the Association for Challenge Course Technology (ACCT), [<http://www.acctinfo.org/>], and the Association for Experiential Education (AEE), [<http://www.aee.org/>]. ACCT is the primary challenge course industry trade group that develops course construction and operations standards. In 2007 ACCT completed a multi-year process of developing the first truly national standards for challenge course facilitators and managers. AEE exists to connect a global community of educators and practitioners and expand their capacity to enrich lives through Experiential Education. They fulfill that purpose by increasing member skills and knowledge, connecting members to each other, defining and identifying professional standards and best practices, measuring the impact and value of experiential education, and fostering career and employment opportunities for members.

OWLS facilitator certification: National certification is relatively new to the industry, and currently not mandated by any regulatory body. As industry leaders OWLS has been an early supporter of the voluntary certification process developed by ACCT. ACCT has developed standards for certifying facilitators in four classifications: Site Specific, Level 1, Level 2, and Challenge Course Manager. Over the years, OWLS has successfully trained many staff to pass the ACCT certifications (see full list of current certified staff below).

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PROGRAMS

OWLS programs are individually developed through consultation with group contacts, custom designed to fulfill your group's goals, interests and the capabilities of all group members. We are focused on being inclusive of all participants and apply our learning to the lives of participants after their OWLS experience has ended.

SCHOOL STUDENTS

Elementary Middle High School Sports teams Clubs
Organizations

OWLS experiences will complement and enhance what you are working on with your students. Whatever you are looking for an Outdoor Education program to enrich your classroom or Adventure Education to improve leadership, goal setting, and community.

COLLEGE STUDENTS

Classes Clubs Organizations

OWLS college student programs provide opportunities for skill development experience that progresses them past the fundamentals of traditional learning. It will also help prepare the students for their career and future endeavors.

ADULTS 295

Corporate Non for profit Clubs Organizations

OWLS adult experiences highlight existing relationships between individuals and provides a framework for expanding and improving the way in which staff work and relate to one another individually, across departments and between organizational layers.

What our friends say...

“I was greatly impressed with the manner in which the OWLS staff worked to create a custom program to fit our group’s needs.”
-St. Charles High School

“Students who I never thought would assume leadership roles, did. Students also seem to come back with a new found awareness and respect for staff members.”
-Park Junior High School

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Student Council Leadership Retreat (OWLS, August 19-20)

Marko Aleksic (514473)
Michael Avakian (511326)
Simone Brown (512306)
Artist Dingle-Guynn (512750)
Alex Edwards (511810)
Nicholas Edwards (513146)
Jack Fielding (512569)
Vasiliki Fournier (511940)
Jack Hull (511375)
Avery Jasinski (511135)
Elliott Marcoux (510891)
Riley McCarthy (511825)
Roark McCarthy (511284)
Jack Micaletti (511973)
Katarina Neskovic (511173)
Nadija Neskovic (513659)
Mily Patel (514207)
Gabi Sanchez (511205)
Olivia Thomas (511847)
Katie Topazian (512983)
Ryan Zhang (512016)